



**Kodiak Community Marine Debris Removal
Island Trails Network
Volunteer Management & Safety Plan**

Volunteer Management

Recruitment

Volunteers for the cleanup will be recruited from a pool of local residents and visitors, including Island Trails Network members, students from the Kodiak High School and middle school, and any members from the greater Kodiak Community. Volunteers from school and the community at large will also be recruited to help with the debris sorting & characterization, recycling, creation of useful displays, public forums, and photo-video documentation.

Training & Supervision

Personal safety training will be emphasized and implemented in every stage of the marine debris removal: 1) accessing cleanup sites, 2) conducting cleanup and removal of debris, 3) sorting and debris characterization. Safety training will be provided as needed to ensure safety of staff and volunteers at every stage of the marine debris removal. ITN staff have extensive backcountry remote work experience, are medically trained for their setting with Wilderness First Responders (WFR) for remote work and CPR/first aid for road system work, and have the appropriate outdoor leadership and risk assessment skills to provide adequate risk management in all the environments in which personnel and volunteers will operate during the course of clean ups.

Safety Policies

Island Trails Network places a high value on health and safety and is committed to providing a safe workplace for all employees, volunteers and others (“workers”). Our primary safety policy is that no task is so important that a worker must violate a safety rule or risk injury or illness to get the job done. Workers are required to comply with all safety rules and are encouraged to actively participate in risk management. Leaders are responsible for the safety of the workers, anticipating risks, and minimizing hazards. We will plan for foreseeable emergencies, and provide appropriate training and support for all participants.

The motto of every ITN project is Safety First. This includes when living remotely, sleeping on a boat or camp site selection when staying on land. The clean up crews will travel in self-reliant groups that will have the capability of exercising good judgment when conducting cleanup, removal and debris sorting activities. The safety of volunteers and staff will be first and foremost in every risk management decision during all phases of the marine debris removal process.

ITN has a very detailed emergency action plan (EAP) in place as part of company policy, and this EAP requires that there be at least one Wilderness First Responder in the field with any group of volunteers, as well as having at least two modes of active communication: cell phone with service, sat phone, marine VHF radio, and/or inReach. The EAP defines safety and communications parameters for the actions of all ITN personnel, and was vetted by a professional risk management consultant.

Health and Safety Responsibilities

Project Leader’s and assistant leader’s responsibilities include compliance with ITN’s Personnel Policy Guidelines (2012, 10 pp.) and our Emergency Action Plan (2019, 39 pp.). In addition, the leader and assistant leader are responsible for coordinating and supervising specific and general safety training and risk

management, documenting and posting records of any injuries and illness according to OSHA regulations, as well as ensuring the overall mental and physical well being of all staff and volunteers. In addition, ITN staff will ensure all personnel use safe lifting and body mechanics, participate in daily safety briefings, and create an atmosphere in which safety is a respected attitude, all the while promoting open communication among volunteers and staff. ITN staff will perpetuate a continued and dedicated process of risk management and assessment. All clean up staff and volunteers will wear clothing appropriate to the prevailing conditions at the time of the marine debris removal and sorting.

Volunteer and Staff Responsibilities will include following safety procedures and guidelines established and outlined by the leaders, and maintaining open and honest communication with the leaders and other volunteers. All employees and volunteers are required to sign release of liability forms provided by ITN. Alcohol or drugs are not allowed on marine debris removal projects or during sorting of debris

Names and Titles of Leaders

Project Leader (s): Andy Schroeder

Assistant(s): To be determined.

Project Safety/Emergency Information

Wildlife: Kodiak brown bears occur on Kodiak Island, and all personnel will be familiar with and comply with bear safety protocols, Endangered Species Act, Marine Mammal Protection Act, and other laws and treaties that may apply. No hunting will be allowed during the course of marine debris removal. A briefing of species of regulatory importance will precede each phase of the cleanup, with instructions for how to handle encounters.

Cleanup, Staging, Monitoring, Removal & Sorting: All personnel will use closed toed shoes and clothing appropriate to the conditions while working in teams of at least two members. Anyone encountering entangled wildlife or possible HAZMAT needs to report the event to one of the leaders. Safe lifting and body actions will be modeled, emphasized and used to reduce the risk of personal injury. Any minors under the age of 15 will be accompanied by a parent, guardian or supervising adult.

Emergency Procedures

General Emergency Procedures: General emergency briefings will be conducted every day before beginning the cleanup, removal and sorting procedures. Project leaders for remote cleanups will be Wilderness First Responder certified so any medical incident can be referred to the leaders, or to a ranking medical officer that may be a member of one of the clean up crews. Any injuries or medical incidents that may occur during on road clean ups and the sorting of debris in Kodiak City will be referred to the 911 emergency response system, with ITN staff providing first aid on site.

Communications

General hand signals: Hand signals will be reviewed and discussed with each new group of volunteers. Simple conventional signals for indicating the “direction and timing of travel”, “stopping”, “I need help”, and “emergency stay in place” will all be part of the repertoire.

Records: During the cleanup phase of the project, daily reports will be filed in the records maintained for the project. In the event of a medical emergency, the ITN’s procedures, outlined in the Emergency Action Plan, will be used to facilitate the stabilization and evacuation of the patient.