# FIELD INCIDENT INFORMATION SHEET

(Do not leave the site without this form completed)

|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| Location of Incident: (City, State) | | | | | |  | | | | | | | | | | | |  | | | |
| GPS Coordinates:  (dd.dddd format) | | | | | | North | | | | | | | | | | | | West | | | |
|  | | | | | |  | | | | | | | | | | | |  | | | |
| Nearest Street or Crossing Name: | | | | | |  | | | | | | | | | | | | | | | |
| Railroad Milepost: |  | | | | | | | | | | Crossing ID Number: | | | | | | |  | | | |
| Detailed Description of Incident Location: | | | | | | | | | | | | | | | | | | | | | |
|  | | | | | | | | | | | | | | | | | | | | | |
| Weather at time of Incident and Response? (rain, snow, dry, etc.): | | | | | | | | | | | | | | | | | | | | | |
|  | | | | | | | | | | | | | | | | | | | | | |
| Car/Locomotive Number(s): | | | | |  | | | | | | | | Car/Locomotive Spec: | | | | | |  | | |
|  | | | | | | | | | | | | |  | | | | | | | | |
| Commodities Involved: | | | | |  | | | | | | | | | | | | | | | | |
|  | | | | | | | | | | | | | | | | | | | | | |
| Estimated Amount Spilled to Ground of Each: | | | | | | | | | | | | Nearest Waterway (be specific): | | | | | | | | |  |
|  | | | | | | | | | | | | Direction and Distance from Site: | | | | | | | | |  |
| RR ditch  stream  farmer’s ditch  pond  other (describe) | | | | | | | | | |
| Water Impact? (Y/N): | |  | | Yes | | |  | | No | | |  | | | | | | | | | |
| List what is impacted: | | | | | | | | | | | | Is water standing or flowing in the drainage feature? | | | | | | | | | |
|  | | | | | | | | | | | |  | Yes | |  | No | | | | | |
| Amount of free product recovered: | | | | | | | | | | | | Size of Impact Area (length, width, depth) | | | | | | | | | |
|  | | | | | | | | | | | |  | | | | | | | | | |
| Confirm a site sketch is prepared for the incident | | | | | | | | | | | |  | Yes | |  | No | Prepared by: | | |  | |
| Amount of Soil/Ballast/Water Removed (lbs/ tons/ gal/ cubic yards (be specific)):  (Mandatory: Verify compliance with waste management procedures) | | | | | | | | | | | | | | | | | | | | | |
|  | | | | | | | | | | | | | | | | | | | | | |
| Approved Disposal Facility Used: | | | | | | | | | | | |  | | | | | | | | | |
| **GPS Coordinates Documentation** | | | | | | | | | | | | | | | | | | | | | |
| GPS Coordinates (dd.dddd format) | | | | | | | | GPS Notes (Spill Site, Sample Location, etc.) | | | | | | | | | | | | | |
|  | | | | | | | |  | | | | | | | | | | | | | |
|  | | | | | | | |  | | | | | | | | | | | | | |
| Public Agency Representatives On-Site | | | | | | | | | | | | | | | | | | | | | |
| Name | | | Agency | | | | | | | | | | | Phone Number/ Email | | | | | | | |
|  | | |  | | | | | | | | | | |  | | | | | | | |
|  | | |  | | | | | | | | | | |  | | | | | | | |
|  | | |  | | | | | | | | | | |  | | | | | | | |
| Name of person completing form | | | | | | | | | |  | | | | | | | | | | | |