**Louisiana Water Protector Monitoring Handbook**

Before you go out to monitor:

* Find at least one buddy.
* Make a plan: where you are going and for how long? Notify the Signal group.
* Write down directions! Sometimes GPS doesn’t work.
* Charge your phone. Charge your phone. Charge your phone.
* Pack a measuring stick, string, plastic gloves, sample jar, binoculars if you have them.
* Upload this map to your phone: <http://bit.ly/2GGVnFS>.

Once you are at the monitoring location:

1. Has construction started yet?
	1. If construction has not yet started, document BASELINE CONDITIONS.
		1. Write down a description of what you see.
		2. Take photos of future work zone areas (marked by flags)
		3. Focus on bodies of water (bayous, ditches, canals) and any pre-existing spoil banks.
		4. Note your location by using the above map link to generate a location code and/or ‘dropping a pin’ to get GPS coordinates.
	2. If construction has already started, document current conditions.
		1. Describe what you see, focusing on impacts to soil and water.
		2. Take photos of any bodies of water (ditches, canals, bayous) even if there do not appear to be violations.
		3. Note your location by using the above map link to generate a location code and/or ‘dropping a pin’ to get GPS coordinates.
	3. If construction has already started, look for potential violations.
2. Are there permit violations?
	1. General guidelines for monitoring
		1. Describe what you see. If you are looking at a body of water, note if it is dry or wet, if there is fill, if there is a discharge or sheen.
		2. If there is a sheen, perform the “stick test.” Refer to description of petrochemical vs organic matter sheen.
		3. Take pictures of water and dirt, not construction equipment.
		4. Take pictures as well as video.
		5. Document your location in multiple ways - ie, GPS coordinates and address. You should be able to direct someone else to the same spot. Indicate directionality of photo.
		6. If you take a water quality sample, use precaution. Wear gloves and follow best practices for collection and preservation of sample.
	2. VIOLATIONS
		1. Is there an oil or chemical discharge? This will look like discoloration of the water and/or sheen. Identify the source of the spill and describe the location. Take photos and a sample if you are able to do so safely.
		2. Is there a sediment discharge? This will also look like a discoloration of the water. Identify the source and location. Take photos.
		3. Is there silt fencing in place? This should be present WHEREVER there is a body of water. Document absence of this fencing and report.
		4. Is there an obstruction of a navigable waterway? IE anything blocking or potentially blocking the flow of water: a spoil bank, a pile of sediment, debris. Navigable waterways can be big (bayous) or small (ditches, culverts).
		5. Is there work occurring outside of easement (50ft on each side, 75 foot in wetlands areas)? This zone will be marked by survey stakes and flags.
		6. Are there piles of fill occurring outside of 100-foot easement?
		7. Is there construction near active bird nests?
		8. Are there dump trucks? Note: this is permitted at pumping stations.

After your monitoring trip

1. Internal communication
	1. Notify the Signal group when you have finished your trip.
	2. Post about your trip in the Facebook group “Louisiana Water Protectors.” Post about every trip, regardless of violations.
	3. Record your trip on iWitness Pollution map, <http://map.labucketbrigade.org>
2. If you encounter potential violations, report to the appropriate agency
	1. Louisiana DEQ
		* Anywhere along the route! Focus on sediment controls.
		* Where: Anywhere on the pipeline route, including the LLC TWO Pump Stations in Jennings (one mile north of Intersection at Wardline Road and Krielow Road) and in St. Martinville
		* Contact: (225) 219-3710, deqoec@la.gov
		* After you report, track response here: http://edms.deq.louisiana.gov/app/doc/queryresults.aspx
	2. LA Dept of Natural Resources
		* Location(s): Bayou Lafourche, Bayou Verret, and St. James
		* Contact: (225) 342-5505, 225-342-7591
	3. Army Corps of Engineers
		* Location(s): Calcasieu River, Mermentau River, Vermillion River, Bayou Teche, West Atchafalaya Basin Levee, Atchafalaya River, Gulf Intercoastal Waterway, and East Atchafalaya Basin Levee
		* What: any dredge and fill, any blockage of flow and navigation
		* Contact: (504) 862-2201, askthecorps@usarmy.mil. ace
	4. Louisiana Wildlife and Fisheries
		* What: Nesting bird habitat
		* Dave Butler: 225-763-3595, [DBUTLER@WLF.LA.GOV](https://webmail.la.gov/owa/redir.aspx?C=9BAkGkwVwUm19NcFAFkbQl8gwpPfYdIIOv3YmVQbuFPKH72TIv06hoa6rxTwFoxwE1Iz11Y-QY0.&URL=mailto:dbutler@wlf.la.gov)
	5. Coast Guard National Response Center
		* What: any spills!
		* Contact: 1-800-424-8802
3. Know Your Rights
	1. As a citizen, you can observe, record and report violations.  And, it is illegal to trespass on private property. If there is a private property/no trespassing sign, DO NOT enter unless you have explicit permission from the landowner.
	2. Get as close as SAFELY possible without trespassing (e.g. not from across the road  if the same side of the road is safely available).
	3. Whenever you go on film always first say, “I am filming from public land, I am not on the easement, in the way of construction or on the right of way.”
	4. It’s safer to not record peoples faces in the video, especially passersby.