INADVERTENT DISCOVERY PLAN
PLAN AND PROCEDURES FOR THE DISCOVERY OF CULTURAL RESOURCES AND HUMAN SKELETAL REMAINS

Project: USCG Aids to Navigation in Columbia River, PSN _____

SHPO Case No. (OR): _____ ***SHPO Case No.*** (WA): _____

1. INTRODUCTION

The IDP outlines procedures to perform in the event of a discovery of archaeological materials or human remains, in accordance with applicable state and federal laws.

Once completed, **the IDP should always be kept at the project site** during all project activities. All staff, contractors, and volunteers should be familiar with its contents and know where to find it.

2. CULTURAL RESOURCE DISCOVERIES

A cultural resource discovery could be prehistoric or historic. Examples include (see images for further examples):

- An accumulation of shell, burned rocks, or other food related materials.
- Bones, intact or in small pieces.
- An area of charcoal or very dark stained soil with artifacts.
- Stone tools or waste flakes (for example, an arrowhead or stone chips).
- Modified or stripped trees, often cedar or aspen, or other modified natural features, such as rock drawings.
- Agricultural or logging materials that appear older than 50 years. These could include equipment, fencing, canals, spillways, chutes, derelict sawmills, tools, and many other items.
- Clusters of tin cans or bottles, or other debris that appear older than 50 years.
- Old munitions casings. ***Always assume these are live and never touch or move***.
- Buried railroad tracks, decking, foundations, or other industrial materials.
- Remnants of homesteading. These could include bricks, nails, household items, toys, food containers, and other items associated with homes or farming sites.

The above list does not cover every possible cultural resource. When in doubt, assume the material is a cultural resource.

3. ON-SITE RESPONSIBILITIES

If any employee, contractor, or subcontractor believes that they have uncovered cultural resources or human remains at any point in the project, take the following steps to ***Stop-Protect-Notify***. **If you suspect that the discovery includes human remains, also follow Sections 5 and 6.**

STEP A: Stop Work.

All work must stop immediately in the vicinity of the discovery.

Discovery made in field _____(date/time) _____ (initials of discoverer)

STEP B: Protect the Discovery.

Leave the discovery and the surrounding area untouched and create a clear, identifiable, and wide boundary (30 feet or larger) with temporary fencing, flagging, stakes, or other clear markings. Provide protection and ensure integrity of the discovery until cleared by the State Historic Preservation Officer (SHPO) or a licensed, professional archaeologist.

Do not permit vehicles, equipment, or unauthorized personnel to traverse the discovery site. Do not allow work to resume within the boundary until the requirements of this IDP are met.

Buffer established _____ (time) _____ (initials of person responsible)

STEP C: Notify Project Archaeologist (if applicable).

If the project has an archaeologist, notify that person. If there is a monitoring plan in place, the archaeologist will follow the outlined procedure.

STEP D: Notify Project Contacts

Project Lead Contacts
LT Ben Acebo, Project Manager
US Coast Guard
Civil Engineering Unit Oakland
Tel: (510) 499-9607
Email: Benjamin.G.Acebo@uscg.mil

Amanda Kern, Environmental Reviewer
US Coast Guard
Civil Engineering Unit Oakland
Tel: (571) 613-3112
Email: Amanda.L.Kern1@uscg.mil

Project Archaeologist contacted (if there is one)	_____ (time)	_____ (initials of contactor)
USCG COR contacted	_____ (time)	_____ (initials of contactor)
USCG Environmental Reviewer contacted	_____ (time)	_____ (initials of contactor)

STEP E: USCG will notify the State Historic Preservation Office and/or interested Tribal Points of Contact.

The SHPO and Tribal representatives may coordinate a site visit following any necessary safety protocols. DAHP may also inform the Project Lead/Organization and Ecology of additional steps to further protect the site.

Do not continue work until SHPO and USCG have issued an approval for work to proceed in the area of, or near, the discovery.

SHPO contacted	_____ (time)	____ (initials of USCG POC)
Tribes contacted	_____ (time)	____ (initials of USCG POC)

4. FURTHER CONTACTS (if applicable)

If the discovery is confirmed as a cultural or archaeological resource, or as human remains, and there is a partnering federal or state agency, the Project Lead/Organization will ensure the partnering agency is immediately notified.

5. SPECIAL PROCEDURES FOR THE DISCOVERY OF HUMAN SKELETAL MATERIAL

Any human skeletal remains, regardless of antiquity or ethnic origin, will at all times be treated with dignity and respect.

It is expected that ALL potential human remains, burials, funerary objects, or objects of cultural patrimony that are identified will be reported and accounted for within 3 hours of discovery. It is understood that there will be a single project point of contact to coordinate with the project archaeologist, SHPO, appropriate state agency[1], State Police, and appropriate Native American Tribes.

Step 1: Stop work (immediately after discovery)
If any person believes that they have located human remains, ALL work will stop immediately. Any human remains, regardless of antiquity or ethnic origin, will always be treated with dignity and respect.

Step 2. Secure and protect the area (as soon as possible, within c. 10 min)
Secure and protect the area of inadvertent discovery with a **minimum** of 50-foot buffer, or more as necessary. The location and other information about the find should be treated as confidential and shared on a **need-to-know basis only**. Prevent all vehicle traffic and unauthorized foot traffic from entry. Block remains from view and protect them from damage or exposure (such as with a tarp) without touching or disturbing the remains and leave them in place.

Do not take photographs unless approved by the appropriate Native American Tribes and SHPO, and only for the purpose of identification. **Do not speak to the media or public** or post any information about the find on social media. Non-ground-disturbing

[1] In Oregon, the appropriate state agency is Legislative Commission on Indian Services (LCIS).

work may continue outside of the buffer with caution.

Buffer established _____ (time) _____ (initials of person responsible)

Step 3: Notifications:

The Contractor shall notify, within one hour (by telephone and in writing):

1. USCG COR and PM
2. Project Archaeologist (if one exists)
3. USCG Environmental Reviewer

Project Archaeologist contacted (if there is one)	_____ (time)	_____ (initials of contactor)
USCG COR contacted	_____ (time)	_____ (initials of contactor)
USCG Environmental Reviewer contacted	_____ (time)	_____ (initials of contactor)

USCG will be responsible for notifying:

1. State Police or local coroner
2. Interested Tribes
3. SHPO
4. (In Oregon) Commission on Indian Services

If the project occurs on non-federal lands, the Project Lead/Organization will comply with applicable state and federal laws, and the above protocol.

State Police or coroner contacted	_____ (time)	_____ (initials of USCG POC)
SHPO contacted	_____ (time)	_____ (initials of USCG POC)
Tribal POCs contacted	_____ (time)	_____ (initials of USCG POC)

Note: USCG must log all Tribal communications, by Tribe and POC.

Step 4: Follow Guidance

If State Police determine the site is not a crime scene, leave resources untouched and secured in place. Follow all guidance provided by SHPO, project archaeologist, and Tribal POCs. Maintain the work stoppage until a plan is developed and agreed to by USCG in coordination with Tribes and State authorities.

6. DOCUMENTATION OF ARCHAEOLOGICAL MATERIALS

Archaeological resources discovered during construction are protected by state and federal law, and are assumed eligible for inclusion in the National Register of Historic Places under Criterion D until a formal Determination of Eligibility is made.

USCG will ensure that proper documentation and field assessment are made of all discovered cultural resources in cooperation with all parties.

The archaeologist will record all prehistoric and historic cultural material discovered during project construction on a standard state archaeological site or isolate inventory form. They will photograph site overviews, features, and artifacts and prepare stratigraphic profiles and soil/sediment descriptions for minimal subsurface

exposures. They will document discovery locations on scaled site plans and site location maps.

Cultural features, horizons, and artifacts detected in buried sediments may require the archaeologist to conduct further evaluation using hand-dug test units. They will excavate units in a controlled fashion to expose features, collect samples from undisturbed contexts, or to interpret complex stratigraphy. They may also use a test unit or trench excavation to determine if an intact occupation surface is present. They will only use test units when necessary to gather information on the nature, extent, and integrity of subsurface cultural deposits to evaluate the site's significance. They will conduct excavations using standard archaeological techniques to precisely document the location of cultural deposits, artifacts, and features.

The archaeologist will record spatial information, depth of excavation levels, natural and cultural stratigraphy, presence or absence of cultural material, and depth to sterile soil, regolith, or bedrock for each unit on a standard form. They will complete test excavation unit level forms, which will include plan maps for each excavation level and artifact counts and material types, number, and vertical provenience (depth below surface and stratum association where applicable) for all recovered artifacts. They will draw a stratigraphic profile for at least one wall of each test excavation unit.

The archaeologist will screen sediments excavated for purposes of cultural resources investigation through 1/8-inch mesh, unless soil conditions warrant 1/4-inch mesh.

The archaeologist will analyze, catalogue, and temporarily curate all prehistoric and historic artifacts collected from the surface and from probes and excavation units. The ultimate disposition of cultural materials will be determined in consultation with the federal agencies (if any), SHPO, and the affected tribe(s).

Within 90 days of concluding fieldwork, the archaeologist will provide a technical report describing any and all monitoring and resultant archaeological excavations to the Project Lead/Organization, who will forward the report to the relevant state and federal agencies, and the affected tribe(s) for review and comment.

If assessment activities expose human remains (burials, isolated teeth, or bones), the archaeologist and Project Lead/Organization will follow the process described in **Section 5**.

7. PROCEEDING WITH WORK

The Project Lead/Organization shall work with the archaeologist, DAHP, and affected tribe(s) to determine the appropriate discovery boundary and where work can continue.

Work may continue at the discovery location only after the process outlined in this plan is followed and the USCG, SHPO, and any affected tribe(s) determine that compliance with state and federal laws is complete.

8. ORGANIZATION RESPONSIBILITY

The Project Lead/Organization is responsible for ensuring:

- This IDP has complete and accurate information.
- This IDP is immediately available to all field staff at the sites and available by request to any party.
- This IDP is implemented to address any discovery at the site.
- That all field staff, contractors, and volunteers are instructed on how to implement this IDP.

9. ADDITIONAL RESOURCES

Informative Video

USCG requires that all project staff and contractors view this informative video explaining the value of IDP protocol and what to do in the event of a discovery. The target audience is anyone working on the project who could unexpectedly find cultural resources or human remains while excavating or digging.

Ecology's IDP Video (https://www.youtube.com/watch?v=ioX-4cXfbDY)

Implement the IDP if you see…

Chipped stone artifacts.

Examples are:

- Glass-like material.
- Angular material.
- “Unusual” material or shape for the area.
- Regularity of flaking.
- Variability of size.

Stone artifacts from Oregon.

Stone artifacts from Washington.

Biface-knife, scraper, or pre-form found in NE Washington. Thought to be a well knapped object of great antiquity. Courtesy of Methow Salmon Rec. Foundation.

Implement the IDP if you see…

Ground stone artifacts.

Examples are:

- Unusual or unnatural shapes or unusual stone.
- Striations or scratching.
- Etching, perforations, or pecking.
- Regularity in modifications.
- Variability of size, function, or complexity.

Above: Fishing Weight - credit CRITFC Treaty Fishing Rights website.

Artifacts from unknown locations (left and right images).

Implement the IDP if you see…

Bone or shell artifacts, tools, or beads.

Examples are:

- Smooth or carved materials.
- Unusual shape.
- Pointed as if used as a tool.
- Wedge shaped like a “shoehorn”.
- Variability of size.
- Beads from shell ([illegible]) or tusk.

Upper Left: *Bone Awls from Oregon.*

Upper Center: *Bone Wedge from California.*

Upper Right: *Plateau dentalium choker and bracelet, from Nez Perce National Historical Park, 19th century, made using Antalis pretiosa shells Credit: Nez Perce - Nez Perce National Historical Park, NEPE 8762, Public Domain.*

10. Above: *Tooth Pendants. Right: Bone Pendants. Both fro*

Implement the IDP if you see…

Culturally modified trees, fiber, or wood artifacts.

Examples are:

- Trees with bark stripped or peeled, carvings, axe cuts, de-limbing, wood removal, and other human modifications.
- Fiber or wood artifacts in a wet environment.
- Variability of size, function, and complexity.

Left and Below: *Culturally modified tree and an old carving on an aspen (Courtesy of DAHP).*

Right, Top to Bottom: *Artifacts from Mud Bay, Olympia: Toy war club, two strand cedar rope, wet basketry.*

Implement the IDP if you see…

Strange, different, or interesting looking dirt, rocks, or shells.

Human activities leave traces in the ground that may or may not have artifacts associated with them. Examples are:

- “Unusual” accumulations of rock (especially fire-cracked rock).
- “Unusual” shaped accumulations of rock (such as a shape similar to a fire ring).
- Charcoal or charcoal-stained soils, burnt-looking soils, or soil that has a “layer cake” appearance.
- Accumulations of shell, bones, or artifacts. Shells may be crushed.
- Look for the “unusual” or out of place (for example, rock piles in areas with otherwise few rocks).

Shell Midden pocket in modern fill discovered in sewer trench.

Underground oven. Courtesy of DAHP.

Shell midden with fire cracked rock.

Hearth excavated near Hamilton, WA.

Implement the IDP if you see…

Historic period artifacts (historic archaeology considered older than 50 years).

Examples are:

- Agricultural or logging equipment. May include equipment, fencing, canals, spillways, chutes, derelict sawmills, tools, etc.
- Domestic items including square or wire nails, amethyst colored glass, or painted stoneware.

Left: Top to Bottom: *Willow pattern serving bowl and slip joint pocket knife discovered during Seattle Smith Cove shantytown (45-KI-1200) excavation.*

Right: *Collections of historic artifacts discovered during excavations in eastern Washington cities.*

Implement the IDP if you see…

Historic period artifacts (historic archaeology considered older than 50 years).

Examples are:

- Railway tokens, coins, and buttons.
- Spectacles, toys, clothing, and personal items.
- Items helping to understand a culture or identity.
- Food containers and dishware.

Right, from Top to Bottom: *Coins, token, spectacles and Montgomery Ward pitchfork toy discovered during Seattle Smith Cove shantytown (45-KI-1200) excavation.*

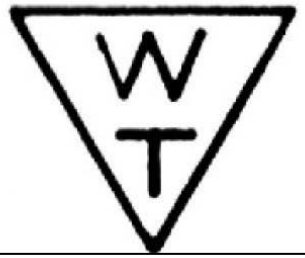
Main Image: *Dishes, bottles, workboot found at the North Shore Japanese bath house (ofuro) site, Courtesy Bob Muckle, Archaeologist, Capilano University, B.C. This is an example of an above ground resource.*

Implement the IDP if you see…

- Old munition casings – if you see ammunition of any type – ***always assume they are live and never touch or move!***
- Tin cans or glass bottles with an older manufacturer's technique – maker's mark, distinct colors such as turquoise, or an older method of opening the container.

Far Left: .303 British cartridge found by a WCC planting crew on Skagit River. Don't ever touch something like this!
Left: Maker's mark on bottom of old bottle.

Right: *Old beer can found in Oregon. ACME was owned by Olympia Brewery. Courtesy of Heather Simmons.*



Logo employed by Whithall Tatum & Co. between 1924 to 1938 (Lockhart et al. 2016).

Can opening dates, courtesy of W.M. Schroeder.

Implement the IDP if you see…

You see historic foundations or buried structures.

Examples are:

- Foundations.
- Railroad and trolley tracks.
- Remnants of structures.

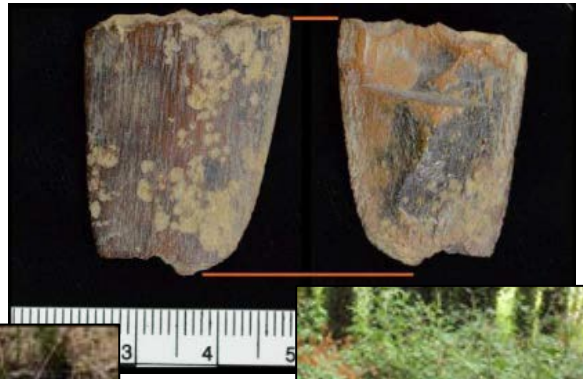
Counter Clockwise, Left to Right: *Historic structure 45KI924, in WSDOT right of way for SR99 tunnel. Remnants of Smith Cove shantytown (45-KI-1200) discovered during Ecology CSO excavation, City of Spokane historic trolley tracks uncovered during stormwater project, intact foundation of historic home that survived the Great Ellensburg Fire of July 4, 1889, uncovered beneath parking lot in Ellensburg.*

Implement the IDP if you see...

Potential human remains.

Examples are:

- Grave headstones that appear to be older than 50 years.
- Bones or bone tools--intact or in small pieces. It can be difficult to differentiate animal from human so they must be identified by an expert.
- These are all examples of animal bones and are not human.

Center: *Bone wedge tool, courtesy of Smith Cove Shantytown excavation (45KI1200).*

Other images (Top Right, Bottom Left, and Bottom) Center: Courtesy of DAHP.