

HAZARDOUS MATERIAL INCIDENTS

Page Number: Page 1 of 5 **Effective Date:** 04/01/2007 **Reviewed with No Changes:** 04/01/2011 **Supersedes Editions:** 01/01/2005, 01/01/97, 04/01/93, 02/01/90

Purpose: *The Okolona Fire Department responds to Hazardous Material Incidents. There are many other agencies that play a role in the control and mitigation of hazardous material releases. It is necessary that all agencies know the functions of the others to avoid confusion at the scene.*

Procedure:

1. The mission of the Okolona Fire Department in responding to Hazardous Material Incidents shall be to protect nearby persons, property or the environment from the effects of the release. The fire department shall do this in a defensive mode, without actually trying to stop the release.
2. Attempts to stop the release shall be done by properly trained and equipped hazardous material specialists or technicians, such as those with the Metro Hazardous Materials Team.
3. Members of the fire department shall follow all requirements of the Louisville/Jefferson County Emergency Operations Plan, Annex X, pertaining to Hazardous Material Incidents.
4. This standard operating procedure sets forth the duties and responsibilities of personnel and the general procedure for operations connected with Hazardous Material Incidents that occur within the Okolona Fire Protection District. Since no written procedure can provide for all possible contingencies, the Incident Commander is authorized to modify elements of this procedure as the situation and circumstances of the particular incident so warrant.
5. For the purpose of this section, a Hazardous Material Incident involves the actual or threatened release of any chemical, material, or substance harmful or injurious to human and animal life, the environment, and/or the public or private property and/or any chemical, material, or substance specifically named by the Federal, State, or County authority as a Hazardous Material.
6. Hazardous Material Incidents or suspected Hazardous Material Incidents will be treated as a structure fire as far as apparatus response. Radio will provide any information that they have on the incident and it is up to the Incident Commander's discretion to call additional alarms if deemed necessary.
7. Upon the arrival at the scene of a Hazardous Material Incident or suspected hazardous material the Incident Commander shall determine whether or not a Hazardous Material Incident exists by ascertaining the chemical(s) or material(s) involved, the approximate amount(s), and the form(s) of the materials involved and comparing that information to approximate MSD or DOT reference material. Such information shall be obtained in the manner that exposes personnel to the smallest degree of risk and exposure. Where possible, obtain this information from plant personnel or transportation workers involved with the material.

Standard Operating Procedures are meant only to be guidelines. Actual conditions may warrant alternative actions.

HAZARDOUS MATERIAL INCIDENTS

Page Number: **Effective Date:** **Reviewed with No Changes:** **Supersedes Editions:**
Page 2 of 5 04/01/2007 04/01/2011 01/01/2005, 01/01/97, 04/01/93, 02/01/90

8. Radio communications at major Hazardous Material Incidents where the Incident Command System is implemented shall be organized and conducted through a Communications Officer assigned by the Incident Commander.
 - A. Determine the wind direction and approximate speed, either by visual observation or by requesting the information via radio.
 - B. Determine the potential hazards to responding personnel by consulting the DOT Hazardous Material Guide or other appropriate reference source available at the scene.
 - C. Designate and direct responding units to an Initial Staging Area which shall be upwind from the scene of the incident and not less than Two Thousand Five Hundred (2500) feet from the scene.
9. If the Incident Commander determines that a Hazardous Material Incident exists, he shall:
 - A. Where possible, obtain from plant personnel the Material Safety Data Sheets (MSDS) and any written plant contingency plan(s) for dealing with such incidents.
 - B. Consult DOT Hazardous Material Guide, and where provided MSDS, for precautions and appropriate protective measures.
 - C. Initiate only such rescue actions as may be immediately necessary to save life, taking maximum advantage of all available protective equipment and tactics without exceeding limitations of knowledge of placing personnel in unnecessary risk.
 - D. Determine the level of the incident according to the following criteria which apply to both Fixed Site and Transportation Incidents:

LEVEL 1 INCIDENT - A Level 1 Incident is an incident requiring investigative activities and/or mitigation of incidents involving the **reportable quantity/release of a low potential material(s)**. The potential for life safety and/or environmental impact are **minimal**. Evacuation, if required, is **limited to the facility/structure (point of origin) or localized area**. PPE other than structural firefighting gear may be required. Additional resources **may** be requested as necessary and notifications will occur per Urban/Suburban Fire protocols.

LEVEL 2 INCIDENT - A Level 2 Incident is an incident involving the **release of a medium to higher potential materials(s)**. The potential for life safety and/or the environmental impact are **moderate**. **Evacuation and/or sheltering-in-place**, if required, are **limited to a localized area**. PPE other than structural firefighter gear will be required. Additional resources will be requested as necessary and notifications will occur per Urban/Suburban Fire protocols.

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HAZARDOUS MATERIAL INCIDENTS

Page Number: Page 3 of 5 **Effective Date:** 04/01/2007 **Reviewed with No Changes:** 04/01/2011 **Supersedes Editions:** 01/01/2005, 01/01/97, 04/01/93, 02/01/90

LEVEL 3 INCIDENT - A Level 3 incident is an extensive incident involving a **large quantity/release of high potential material(s) and/or extremely hazardous substance(s) (EHS)**. The potential life safety and/or environmental impact are **severe**. **Evacuation and/or sheltering-in-place** may be required to include **mass evacuation and/or sheltering-in-place of a large area**. PPE other than structure firefighter gear will be required. Additional resources will be requested as necessary to include agencies other than those located in Louisville/Jefferson County. Notifications will occur per Urban/Suburban Fire protocols.

- E. Declare the appropriate level to radio. When making such report the Incident Commander shall provide the Communications Office and/or Radio with the following information:
1. The correct address or location of the incident.
 2. The name and nature or form of the material involved.
 3. The DOT four-digit ID number.
 4. The type and number of containers and/or the amount of the material involved.
 5. The name of the carrier, manufacturer, or handler if known.
10. Decide upon an appropriate action plan and initiate an appropriate course of mitigation of the type and size of the incident utilizing the following priorities and possible course of action:
- A. **INSURE THE SAFETY OF THE PUBLIC** by isolating the area, containing the release and/or evacuating downwind, down stream, or other threatened areas. With appropriate consideration to the type, form quantity and dangers of the materials involved as well as weather conditions and degree of risk to unprotected personnel establish and mark a **HOT ZONE** and deny access to this area to all but fully protected and essential emergency response personnel. With appropriate consideration to the type, form, quantity, and dangers of the materials involved as well as weather conditions and degree of risk to unprotected personnel, establish, mark and secure appropriate police agency a Security Perimeter through which only emergency response personnel shall be permitted access.
- Designate an Access Control Coordination Point and require all authorized personnel to enter and exit the Security Perimeter via this point. continually re-evaluate conditions and adjust the boundaries of the Security Perimeter as circumstances warrant.

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HAZARDOUS MATERIAL INCIDENTS

Page Number: **Effective Date:** **Reviewed with No Changes:** **Supersedes Editions:**
Page 4 of 5 04/01/2007 04/01/2011 01/01/2005, 01/01/97, 04/01/93, 02/01/90

- B. **INSURE THE SAFETY OF FIRE SERVICE AND OTHER RESPONSE PERSONNEL** by requiring the use of full protective equipment and SCBA, exercising extreme care to avoid premature commitment of personnel or equipment, and employing sound strategy and tactics in mitigation efforts. Require all Fire Service and other Emergency Response Personnel to use the Buddy System while engaged in any operation within the Hot Zone and have suitably equipped back-up teams standing by during Hot Zone operations. Designate staff and equip a Decontamination Area and require that all personnel entering the Hot Zone or otherwise exposed to a hazardous material to report for and be decontaminated. Provide for appropriate decontamination and/or disposal of all tools and equipment used within the HOT Zone. Continually re-evaluate conditions and relocate, enlarge, or re-equip the Decontamination Area as circumstances warrant.
 - C. **CONTROL THE SITUATION** and establish coordination between Support Agency Personnel and Fire Service Personnel, as well as Plant Personnel when applicable. Utilize the Incident Command System with the most senior officer with the highest Haz-Mat qualifications assuming the duty of Incident Commander until relieved by a superior officer, when the number of agencies involved or the anticipated scale of the incident warrants. Designate and mark a Command Post, a Staging Area, and an Agency Response Area. Notify Radio of the location of each of the foregoing as well as the boundaries of the Security Perimeter and the location of the Access Control Coordination Point. Keep the Dispatch Center informed of any changes in the location or boundaries of these areas.
 - D. **STABILIZE THE INCIDENT** by eliminating the release or neutralizing the dangers of the material involved. Utilize, when possible, Plant Personnel in performing operations for which they have particular experience or ability. Provide Fire Service Personnel to support Plant Personnel engaged in all such operations. Keep in mind at all times, that the Incident Commander is ultimately responsible for the safety of all personnel involved in such incidents and that no personnel shall perform any duties that they are not specifically trained for.
 - E. **INSURE PROPER DISPOSAL AND/OR CLEAN UP** of any hazardous material residue by assigning supervision of the disposal and/or clean-up to the United States Coast Guard, The United States Environmental Protection Agency, the Health Department, or the Metropolitan Sewer district as appropriate.
11. Upon dispatch to a Hazardous Material Incident or suspected Hazardous Material Incident the officer in charge of each apparatus shall:
- A. Insure that the unit dispatched is the unit that responds and that the unit is manned by the proper number of personnel (maximum number of personnel not to exceed the number of SCBA available on the apparatus) and all personnel are operation level trained.

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HAZARDOUS MATERIAL INCIDENTS

Page Number: **Effective Date:** **Reviewed with No Changes:** **Supersedes Editions:**
Page 5 of 5 04/01/2007 04/01/2011 01/01/2005, 01/01/97, 04/01/93, 02/01/90

- B. Obtain the location of the Initial Staging Area from the Incident Commander and determine the wind direction and approximate speed (preferably by visual observation) and direct the route of the unit to approach the Initial Staging Area from an upwind direction and without passing through any possible Hazardous Material plume downwind of the incident scene.
12. Upon arrival at the Initial Staging Area the officer in charge of each responding apparatus shall:
- A. Notify the Dispatch Center and/or Incident Commander of the unit's arrival at the Initial Staging Area.
 - B. Inspect each individual on the apparatus to insure that each has full protective equipment and functional SCBA.
 - C. Stand by in the Initial Staging Area and await instructions from the Incident Commander or Staging Officer.
 - D. In addition to the foregoing, the officer of the first arriving unit in the Initial Staging Area shall assume the duties of the Staging Officer upon implementation of the Incident Command System by the Incident Commander, until relieved by the Incident Commander's designated Staging Officer.
13. The department's Hazardous Materials Officer, if he is available to respond to a Hazardous Materials Incident, but has not done so, should contact the Incident Commander to advise the Incident Commander of the Hazardous Materials Officer's availability to respond if such response is appropriate.

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