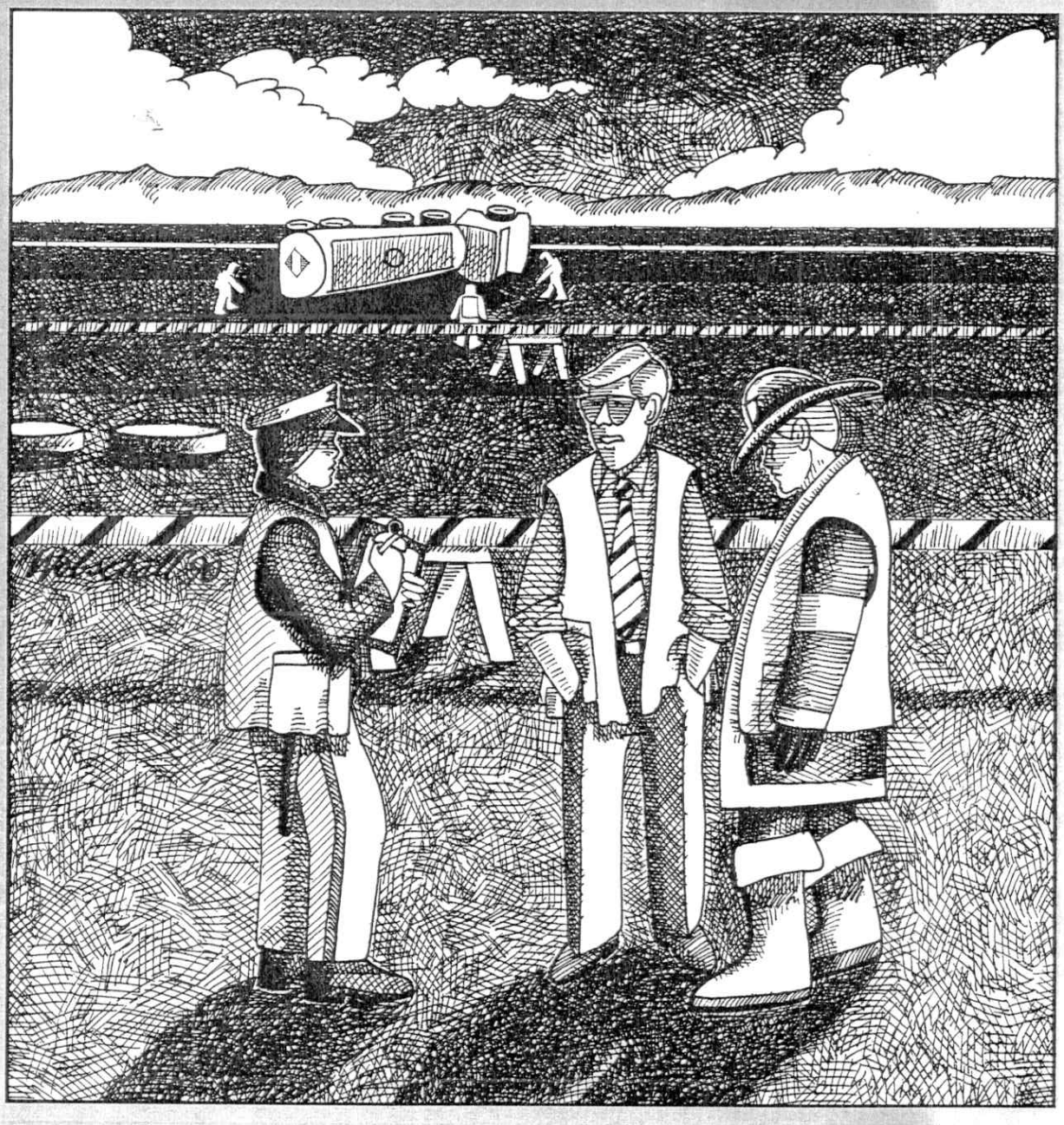
State of California
Office of Emergency Services

Hazardous Material Incident Contingency Plan

CALIFORNIA



January 1991

Pete Wilson
Governor

California Hazardous Material Incident Contingency Plan

revised October 1990

serving as the State Toxic Disaster Plan as required by
Section 8574.17 of the California Government Code.

Prepared by the California Office of Emergency Services
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Publishing Information

California Hazardous Material Incident Contingency Plan, revised October 1990

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Much of the information contained in the HMICP was obtained from agency representatives, public sector plans and planning guidances.

November 15, 1990

Dear hazardous material emergency response community:

The California Hazardous Material Incident Contingency Plan (HMICP) was originally published in November of 1982 as mandated in Sections 8574.16-8574.18 (formerly § 8574.7-8574.9) of the California Government Code. That statute required the development of a state toxic disaster plan that would "... provide for an integrated and effective state procedure to respond to the occurrence of toxic disasters within the state. The plan shall provide for specified state agencies to implement the plan, for interagency coordination of the training conducted by state agencies pursuant to the plan, and for on-scene coordination of response actions."

This first revision of the HMICP, October, 1990, reflects the profound changes that have occurred as the various aspects of hazardous material emergency mitigation, preparedness, response and recovery have developed over the past eight years. The recognition of the ubiquitous nature of the threat of hazardous material incidents in our society has brought many players into the process. This plan provides a framework to ensure that the state, local, federal, private sectors and the public at large, work together to reduce the occurrences and severity of chemical accidents. This will best protect the public health and safety and the environment when hazardous material incidents do occur.

The HMICP serves primarily as an umbrella and reference document, not as an operational tool. Unless those who have a role read and understand its contents, and are prepared to fulfill their responsibilities, the intent of improving the overall capabilities within California will not become real and tangible. It is by training, exercising, identifying and addressing capability shortfalls, and communicating and coordinating with all those who have responsibilities in the multi-faceted aspects of hazardous material incidents that the objectives of the plan will be met.

The HMICP incorporates multi-hazard planning concepts in a single hazard contingency plan; and uses the Incident Command System (ICS) as a vehicle to organize the Managing Emergency Operations component of the plan.

While the HMICP is primarily intended for the state infrastructure, the planning process has been proactive in integrating the concerns and comments of all levels of government, the private sector and the public. No one segment of society possesses all of the resources to provide a safe and adequate response to protect the people and environment of California. It is only by making the best use of the resources available that we can all protect and enhance the quality of life that makes California such a special place to live, work and enjoy.

Sincerely,

Donald R. Irwin

DONALD R. IRWIN
Director

HOW TO USE THIS PLAN

I. **Use common sense!**

II. The plan is composed of the following major parts:

- **Basic Plan**- Contains a *First on Scene Checklist*; overall background information; and a description of interagency, state, local, federal and nongovernmental agency roles and responsibilities in hazardous material emergencies **(Sections 1-2)**,
- **Managing Emergency Operations**- Incorporates the Incident Command System and provides information on Command, Operations, Logistics, Planning and Finance to assist those involved in hazardous material emergencies **(Sections 3-7)**,
- **Appendix 1**- Describes training requirements and personal protective equipment,
- **Appendix 2-** Describes position descriptions of a hazardous material group (team) which may be encountered in the field (developed by the FIRESCOPE Hazardous Material Specialist Group),
- **Appendix 3-** HMICP registration form.
- **Appendix 4-** List of Acronyms.
- **Appendix 5-** List of Important Telephone Numbers

III. The organizational charts on the following pages serve as the table of contents to enable a reader to quickly identify where the information is located. A more detailed table of contents can be found preceding each major part of the plan. The acronyms of the agencies are followed by the name from which the commonly used acronym is derived.

IV. The outside margins are named by section to allow the reader to quickly access the information.

V. This document is not copyrighted and users are encouraged to make copies to meet their needs. For information on obtaining a copy of the HMICP on computer disk, contact the OES Hazardous Material Division at 916-427-4287. The HMICP registration form is at the end of the plan. Users are requested to make a copy of the HMICP registration form and send the completed form to the California Office of Emergency Services, Hazardous Material Division, 2800 Meadowview Road, Sacramento, CA 95832. Periodic updates will be appropriately distributed. Any inaccuracies, inconsistencies and/or suggestions to improve the plan should be noted on the form.

VI. **The California Hazardous Material Incident Contingency Plan is a reference document, not an operational tool. It should be used with an agency or jurisdiction specific plan.**

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CALIFORNIA HAZARDOUS MATERIAL INCIDENT CONTINGENCY PLAN

BASIC PLAN

INTRODUCTION:

THE **CALIFORNIA HAZARDOUS MATERIAL INCIDENT CONTINGENCY PLAN (HMICP, OR PLAN)** IS INTENDED TO BE READ AND UNDERSTOOD PRIOR TO THE RELEASE OR THREATENED RELEASE OF A HAZARDOUS MATERIAL.

THE **PLAN** DESCRIBES THE STATE'S HAZARDOUS MATERIAL EMERGENCY RESPONSE ORGANIZATION; THE RESPONSIBILITIES OF STATE AGENCIES; THE RELATIONSHIP OF THE STATE WITH LOCAL, FEDERAL, VOLUNTEER AND PRIVATE ORGANIZATIONS; AND THE RELATIONSHIP OF THIS **PLAN** WITH OTHER PLANS RELATING TO THE RELEASE OR THREATENED RELEASE OF ALL HAZARDOUS MATERIALS.

THIS PLAN IS TO BE USED IN CONJUNCTION WITH AN AGENCY OR JURISDICTION SPECIFIC PLAN.

WHO SHOULD READ THIS PLAN?

The HMICP is written primarily for agencies of the State of California to guide them in understanding the state's role in hazardous material emergencies. Secondarily, the HMICP is anticipated to be utilized by local and federal governments, and private organizations to clarify their roles and relationships concerning hazardous material emergencies.

WHEN SHOULD THIS PLAN BE USED?

This Plan should be used for pre-incident planning and during a hazardous material emergency. It should be used for guidance and clarification where a state agency has responsibility (e.g., State Agency Coordinator) or jurisdiction (e.g., on the right-of-way of a state highway). For a catastrophic incident the HMICP will be used in conjunction with the California State Emergency Plan.

FIRST ON SCENE CHECKLIST

IF THERE IS A HAZARDOUS MATERIAL EMERGENCY AND YOU ARE ONE OF THE FIRST PEOPLE ON THE SCENE, USE THE FOLLOWING CHECKLIST AS A GUIDE FOR YOUR INITIAL RESPONSE ACTIONS UNTIL RELIEVED BY A MORE QUALIFIED PERSON.

- **Isolate the scene and deny entry (establish zones)**

THE ORDER OF COMPLETION OF THE FOLLOWING TASKS IS INCIDENT SPECIFIC AND SHOULD BE BASED ON PROTECTING LIFE, THE ENVIRONMENT AND PROPERTY.

- **Identify the product and product characteristics(if identification can be done safely- i.e., from a safe distance)**
- **Establish a command post in the support zone using the Incident Command System**
- **If necessary, rescue victims if rescue can be done safely (i.e., if proper level of protection is available.)**
- **Ensure notification of appropriate agencies**
- **Assess the incident and request appropriate resources**
- **Provide emergency medical care, including decontamination of exposed persons**
- **Determine need for protective actions (e.g., evacuation or sheltering in place)**
- **Conduct evacuation, if appropriate**

PURPOSE

The California Hazardous Material Incident Contingency Plan (HMICP or Plan) establishes the emergency response organization for hazardous material incidents occurring within the State of California. The Plan identifies local, state, and federal responsibilities designed to minimize exposure and/or damage to human health and safety or to the environment caused by the release or threatened release of hazardous material.

This Plan is consistent with the planning efforts of local government, regional plans, and the California Emergency Plan. The HMICP assists state employees and agencies to respond appropriately to a hazardous material incident.

This Plan is established pursuant to Sections 8574.16-8574.17 of the California Government Code and fulfills the requirement for a state toxic disaster plan that,

> ... shall provide for an integrated and effective state procedure to respond to the occurrence of toxic disasters within the state. The plan shall provide for specified state agencies to implement the plan, for interagency coordination of the training conducted by state agencies pursuant to the plan, and for on-scene coordination of response actions.

Section 8574.18 states, "... A 'toxic disaster' means an occurrence where toxic substances are dispersed in the environment in such a manner as to cause, or potentially cause, injury or death to a significant number of persons or significant harm to the natural environment, as determined by the implementing state agency, through direct or indirect contact with such toxic substances."

For the purpose of this document a hazardous material is defined as "a substance or combination of substances which, because of quantity, concentration, physical, chemical or infectious characteristics may: cause, or significantly contribute to an increase in deaths or serious illness; and/or pose a substantial present or potential hazard to humans or the environment."

The HMICP is intended to complement and serve as an "umbrella" document for hazardous material emergency planning and community right-to-know programs. It provides the general planning overview for business plans developed by the private sector, local area plans developed by administering agencies (AAs), and the hazardous material regional plans developed by the Local Emergency Planning Committees (LEPCs).

The HMICP is consistent with the California State Emergency Plan and local disaster plans that follow the MultiHazard Functional Planning Guidance. This Plan takes into account two federal publications: 1. Civil Preparedness Guide (CPG) 1-8 Guide to the Development of State and Local Emergency Plans; and 2. National Response Team (NRT 1) Hazardous Material Planning Guide.

OBJECTIVES

The objectives of the Plan are to:

- Save lives and protect the environment and property;
- Describe the overall emergency response organization within California;
- Delineate the respective responsibilities of local, state and federal agencies;
- Establish lines of authority and coordination for hazardous material incidents; and
- Facilitate mutual aid to supplement local needs.

THREAT OVERVIEW

General

Hazardous material incidents can occur anywhere and at any time within California. Hazardous materials are often found in places where they may not be expected. For instance, cyanides in rural areas en route to mining operations, chemicals associated with illegal drug labs and pesticides stored in highly industrial areas are examples of hazardous material circumstances that may be encountered. The likelihood of encountering a hazardous material incident in a particular locality can be high, depending on the volume and distribution of chemicals in a community. Transportation routes constitute a major threat because of the multitude of various chemicals transported. A more detailed description of various technological hazards (as opposed to natural hazards) can be found in the regional hazardous material plans developed pursuant to the federal Superfund Amendments and Reauthorization Act (SARA) of 1986- Title III; copies of which may be reviewed at the OES regional offices. Local area plans, developed pursuant to Chapter 6.95 of the California Health and Safety Code, local disaster plans, business plans, and risk management and prevention plans (RMPP) also address the local threat of hazardous materials.

Types of incidents addressed in the HMICP

The HMICP is intended to address **acute releases** and threatened releases of hazardous materials, including substances and materials designated as hazardous by the United States Department of Transportation for purposes of Parts 172, 173 and 177 of Title 49 of the Code of Federal Regulations. Acute releases require an immediate response in order to protect human health and safety and/or the environment. Examples of acute releases may range from an unidentified white powder spilled on a road (unless or until identified as non-hazardous) to a catastrophic chemical release causing mass casualties. **This Plan does not address the problems associated with the clean up of non-emergency or long-term hazardous waste sites.**

Oil spills and radiological releases are often separated from hazardous material planning issues because of their technical characteristics and unique policy considerations. California considers both of these categories of chemicals to have potentially adverse impacts on the public health and the environment. Thus, both radiological and oil spills are included in this Plan. **For further detailed information on oil spills refer to the California Oil Spill Contingency Plan,** which is an annex to the HMICP and is published separately.

Most hazardous material incidents are minor in scope and are handled by trained local personnel. The number and severity of larger incidents can be minimized by using techniques which reduce the potential for a release. These techniques include improved safety features in chemical processes and product transfer, improved highway design, improved driver safety, improved worker training, and minimizing the amount of hazardous materials present at a site. Minimization includes source reduction, product substitution, and improved inventory management. These activities are discussed in greater detail in the Risk Management Prevention Program Guidance developed by the California Office of Emergency Services (OES) pursuant to Assembly Bill 3777 (Section 25531 et seq. California Health & Safety Code) and information available through the Alternative Technology Section of the Toxic Substances Control Program of the California Department of Health Services.

CONCEPT OF OPERATIONS:

General Operational Concepts

A hazardous material incident is composed of pre-emergency (mitigation, planning & preparedness), emergency (response), and post-emergency (recovery) periods. In a hazardous material incident, the emergency phase may develop slowly or occur without warning. California has adopted a decen-

tralized approach for responding to hazardous material incidents in which the management of the incident is generally handled by the lowest level of government possible.

While the spiller is usually the responsible party and bears ultimate responsibility for abatement of the release or threatened release of hazardous materials, the protection of the public health and safety, wildlife, and the environment is the responsibility of government. For radiological incidents, the licensee bears the financial responsibility, even if a waste hauler is carrying the material. Hazardous material incidents often involve response from multiple disciplines and require mutual aid. These disciplines include fire, law enforcement, emergency medical services, environmental health and other agencies. Unlike other hazards, such as wildland fires and floods, a hazardous material response is often complicated by the lack of an easily definable impact of the hazardous material on living organisms, the environment and property. Complications can include long-term health and environmental consequences.

Specialized training and equipment is often required for adequate incident response. There are times when a defensive, rather than an offensive, posture is the appropriate response to a hazardous material incident. An offensive posture usually entails immediate aggressive action in a situation where the consequences of abating the hazard are known and the means to respond appropriately are available (e.g., an oil spill.) A defensive posture is appropriate when the ramifications of the responders' actions are not clearly understood. In a hazardous material incident the material may be colorless, odorless and flammable, while also having unknown health risks. Isolating the scene and denying entry while assessing the characteristics of the hazardous material and accessing appropriate resources would be a defensive posture. A "go-slow, no heroes" approach would be recommended until adequate information is obtained and an "incident action plan" is developed.

PRE-EMERGENCY PERIOD

Agencies having emergency responsibilities assigned in this Plan should prepare and share supporting plans, Standard Operating Procedures (SOPs), and checklists detailing the disposition of their resources in an emergency. Such plans and procedures will provide for coordination and communication channels with counterpart agencies and organizations of other jurisdictions.

Planning

A plan to respond to hazardous material incidents should clearly define roles and responsibilities of the emergency response organization. Within any area, there may be many plans that address hazardous material emergency response including those prepared by the private sector, local, regional, state, and federal governments. Some are operationally oriented while others are planning, preparedness, overview and/or compliance documents. An illustration of the interrelation of such plans is presented in the Planning Section of Managing Emergency Operations of this Plan.

While no one plan may adequately cover every issue, it is imperative that all plans be consistent and integrated with each other, and use commonly understood terminology and clearly identified organizational structures. In California, the Incident Command System (ICS) is the preferred organizational structure when multiple agencies are involved in a response.

Resource Development

Resources are the tools and expertise used for abating a hazardous material emergency. To respond to hazardous material incidents, specialized equipment and supplies are often necessary. Sometimes, equipment and supplies that have other applications are used, such as dump trucks, sand, self-contained breathing apparatus, and foam. People must be adequately trained to use specialized equipment and to apply conventional resources

to hazardous material incidents. Equipment and supplies should be appropriate for anticipated hazards and consistent with the responsibilities of the agency and the level of trained personnel.

Training

Safe, effective and coordinated response to a hazardous material incident requires the application of specialized techniques and organizational concepts, ranging from basic awareness to highly technical skills. In general, individual organizations are responsible to provide tactical training related to their missions.

The California Specialized Training Institute (CSTI), the training organization of OES, provides training for First Responder Awareness and Operations, Incident Command/Scene Manager, Executive Management, in addition to advanced training of emergency responders for hazardous material emergencies. Refer to Appendix 1 of this Plan for more training information. The California State Fire Marshal's Office, through its academy, provides hazardous material training for fire fighters. The California Highway Patrol provide training for their own personnel and can provide first responder and on-scene manager training throughout the state upon request of allied emergency response agencies. They also provide training in the area of enforcement and investigations related to hazardous material and hazardous waste crimes for allied law enforcement agency personnel. The University of California Extension, other academic institutions, and the private sector also provide training for emergency medical, first responder, and other hazardous material emergencies.

Federal and state regulations address training requirements for hazardous material emergency responders. Federal worker safety standards are contained in Title 29, Code of Federal Regulations (CFR) part 1910.120, entitled Hazardous Waste Operations and Emergency Response (March 6, 1989, Federal Register). State, local, and private responders are regulated by the analogous proposed Title 8, Section 5192 of the California Code of Regulations (CCR), which is enforced by Cal/OSHA. Both codes require the use of the Incident Command System, including the appointment of a safety official, and both mandate training for workers who may be called upon to respond to an actual or threatened hazardous material release. The training must include, at a minimum, recognition of hazards, selection, care and use of personal protective equipment, and safe operating procedures to be used at the incident scene. The training should be appropriate for the individual's job responsibilities and the situations that may be encountered as part of the worker's employment.

Minimum training provisions for local governments and businesses that handle hazardous materials are contained in Chapter 6.95 of the Health and Safety Code and Section 2720, et seq. of Title 19 CCR.

It is critical that responders never perform a function for which they are not adequately trained and equipped.

EMERGENCY PERIOD (Response)

Levels of Response:

Levels of response are difficult to determine because perceptions will differ depending on experience, training, capability, and local public policy. In addition, the **characteristics of the material, the nature of its release and the vulnerability of the receptors (i.e., populations, ecosystems) may influence the level of response**. Therefore a smaller amount of an extremely hazardous substance that has been released may require a higher level of response than a less hazardous material that is contained. For the purpose of this Plan, the following general guidelines are suggested for determining levels of response **(oil spill quantities are given in parentheses):**

Incident Classifications

- **minor**-an incident that can be handled easily using local resources. Significant human health and safety and/or environmental issues do not arise (inland less than [<]1,000 gallons, coastal <10,000 gallons).
- **moderate**-an incident that may require the use of routine mutual aid, either for operational assistance or logistical support. Human health and safety and/or the environment may be affected (inland 1,000-10,000 gallons, coastal 10,000-100,000 gallons).
- **major**-an incident that is beyond the capabilities of a local jurisdiction. Human health and safety and/or the environment are affected. A declaration of local emergency may be issued, a Governor's Proclamation may be issued and the local Emergency Operations Center (EOC) may be partially or fully activated (inland greater than [>]10,000 gallons, coastal >100,000 gallons).
- **catastrophic**-an incident that significantly e x - ceeds local capabilities. Considerable environmental and/or public health impacts have occurred or are expected. A local emergency is usually declared, a Governor's Proclamation is generally issued along with a request for a Presidential Declaration. The local EOC and the State Operations Center (SOC) are activated.

Note: Additional factors, such as a spill in a sensitive area may increase the level of response as determined by the incident commander.

POST EMERGENCY PHASE (Recovery)

Activities will concentrate on returning the affected area to a pre-incident condition by reuniting families, cleaning up contaminated areas, reentering evacuated areas, mitigating hazards, etc.

While many incidents can be terminated shortly following the response phase, some incidents require considerable time and expense to return the area to a pre-incident condition. Agencies that have a responsibility to determine the adequacy of mitigation (clean up) and remediation actions (e.g., "How clean is clean?") should be involved in the decision-making process as soon as is appropriate. If proper site safety and security are established after abatement actions have reduced the acute aspects of the incident, the emergency phase can shift into remedial action. If appropriate, response personnel and equipment may then be released.

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AGENCY RESPONSIBILITIES

Proper overall management of the release or threatened release of a hazardous material is better when each agency with an abatement responsibility is able to adequately perform its function within the framework of the HMICP and other plans. More than most emergencies, hazardous material incidents often involve a response from multiple agencies having different capabilities, responsibilities and functions. In some circumstances, the activities of several agencies may overlap. In other circumstances, specific components may be unnecessary. This portion of the Plan sets forth the roles, resources, responsibilities, and limitations of government and non-government agencies in hazardous material incidents.

Interagency Organizations

In California there are several organizations that assist in the coordination of hazardous material emergency planning and response. Some are multi-purpose (e.g., hazardous waste, toxics advisory, disaster councils), while others are solely devoted to hazardous materials. This portion of the Plan summarizes several specific statewide organizations in California in which state agencies actively participate.

Chemical Emergency Planning and Response Commission (CEPRC) 916-427-4380 (ATSS 466)

The CEPRC was established as a State Emergency Response Commission (SERC) pursuant to the Federal Superfund Amendments and Reauthorization Act of 1986 (SARA). The CEPRC is responsible for the implementation, within California, of federal hazardous material emergency planning and community right-to-know (EPCRA) programs embodied in SARA Title III. The CEPRC is also involved in the coordination of the Title III program with similar state laws and has established subcommittees to address different aspects of emergency planning and response activities. The CEPRC has designated the six OES mutual aid regions as the Local Emergency Planning Committee (LEPC) jurisdictions for the purposes of developing hazardous material regional plans and improving the coordination and capabilities of local government to mitigate the effects of, and to respond to, hazardous material incidents.

Hazardous Waste Strike Force (HWSF) 916-323-4910 (ATSS 473)

The HWSF, chaired by a representative of the Department of Health Services Toxic Substances Control Program, is intended to coordinate the activities of state agencies in the enforcement of hazardous substance laws. The Strike Force may be involved in a post-incident enforcement action where state or federal agencies are involved, or when the enforcement action is beyond the capabilities of local government. The HWSF can be reached by calling the "Toxics Hot-Line" at 800-258-6942.

Federal Regional Response Team (RRT) 415-744-7100 (FTS 484) [EPA] OR 213-499-5330 (FTS 984) [COAST GUARD]

The RRT, consisting of representatives from selected federal and state agencies, is the regional body responsible for planning and preparedness functions prior to an oil discharge or hazardous substance release and provides advice and assistance to the Federal On-Scene Coordinator (OSC) during and following such discharges and/or releases. The Federal Region IX-Mainland (California, Arizona, and Nevada) RRT consists of a Standing Team responsible on a regionwide basis for communications, planning, coordination, training, evaluation, and preparedness. The RRT is able to provide an Incident-Specific Team responsible for providing specific advice and assistance to the OSC during an actual incident. (Note: Membership of the Incident-Specific Team will vary depending on the characteristics and location of the given incident.) The Coast Guard and EPA provide the co-chairs of the RRT. California is co-represented on the RRT by representatives of the Department of Fish and Game and the Office of Emergency Services. The RRT periodically updates the Federal Region IX-Mainland Oil and Hazardous Substance Pollution Contingency Plan (RCP), the Colorado River Contingency Plan, and participates in revisions to the U.S./Mexico Inland Joint Contingency Plan.

State Interagency Oil Spill Committee (SIOSC) 916-324-7245 (ATSS 492)

Pursuant to Sections 8574.1 et. seq., SIOSC addresses the need for a specific response to land and water releases of oil and petroleum products within California. SIOSC is composed of representatives of state agencies and is chaired by a representative of the Department of Fish and Game. Federal agencies (i.e., EPA and Coast Guard) and oil spill cooperatives are invited to attend SIOSC meetings.

SIOSC:

- establishes and maintains liaison with federal and local agencies, and public and private organizations engaged in oil pollution prevention and control;
- coordinates day-to-day procedures and practices between state agencies and other organizations relative to the prevention and mitigation of oil pollution from oil discharges;
- recommends necessary research, development, and testing by appropriate organizations of materials, equipment and methods related to oil spill prevention and control; and
- prepares and updates the California Oil Spill Contingency Plan, an annex to the HMICP.
- provides guidance and state agency input to the RRT, federal on-scene coordinator and state agency coordinator in an oil spill emergency.

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Figure 2.1- State Agency Responsibilities Hazardous Material Emergency Response Matrix 2.2-16

STATE GOVERNMENT

State agencies may be contacted in an emergency by calling the State OES Warning Center (800-852-7550). A matrix of state agency responsibilities can be found on page 2.2-16.

The State Warning Center will contact the appropriate state agencies (and specific federal and local agencies) upon notification. OES does not provide an operational response in most circumstances. State agencies with an operational role should use an agency and/or jurisdiction specific plan to assist in their response.

Air Resources Board (ARB)

Responsibilities: The Air Resources Board is mandated to protect and enhance the ambient air quality of the State. The ARB fulfills this responsibility through local and regional air pollution control authorities.

Notification Requirements: Immediate verbal notification to the ARB is required for hazardous material incidents that threaten to adversely affect air quality, and if agency air monitoring/modeling services are requested. Local Air Pollution Control Officers should be notified immediately in the event of airborne releases.

After Action Report: None

Capabilities and Limitations: The ARB has personnel available for technical advice and for operation of ARB air monitoring equipment, and impact modeling development. This support function may be accessed through direct contact with agency emergency response personnel. Local and regional air pollution control districts and air quality management districts are usually contacted through local government emergency dispatch.

Emergency Financial Assistance Available: None

Coastal Commission

Note: The Oil Spill, Prevention, Abatement and Removal Act of 1990 may impact the role of the Coastal Commission as this legislation is implemented.

Responsibilities: The Coastal Commission is a regulatory agency concerned with land uses in the coastal zone. The Commission has additional authority under the Coastal Zone Management Act to review facilities outside the coastal zone which may affect coastal zone resources. Major environmental concerns include protection of the coastal zone from adverse impacts due to releases of oil or hazardous materials. Authorities include utilization of environmental release data to develop methods to prevent future occurrences of spills.

Notification Requirements: The Coastal Commission must be notified of any oil spill in marine waters.

After Action Report: None, however written follow-up reports for major spills are desired to assist in the coordination of information and in determining necessary action to prevent or mitigate future incidents.

Capabilities and Limitations: The Commission will assist in the review of oil and hazardous substance spill contingency plans upon request.

Emergency Financial Assistance Available: None

Conservation, Department of/ Division of Oil and Gas (DOG)

Responsibilities: The Division of Oil and Gas (Division), through its statutory authority, is the lead State agency responsible for the supervision and regulation of all oil and gas production and

drilling operations within the territorial boundaries of California, including the authority to require and approve oil spill contingency plans that provide prevention, containment, and cleanup procedures.

In the event of a pollution incident related to a drilling or producing petroleum facility, DOG and the State Lands Commission share primary responsibility for determining appropriate action to control and secure the source and providing that information to the Incident Commander.

Notification Requirements: Immediate verbal notification is required for a hazardous material incident related to the drilling, operation, maintenance, and abandonment of oil and gas wells, onshore and offshore facilities, and pipelines.

After Action Report: None

Capabilities and Limitations: The Division has emergency permitting authority if a relief well needs to be drilled for an oil well blowout.

Emergency Financial Assistance Available: The agency maintains a small internal fund that can be accessed by the agency during an emergency for the purpose of mitigating the impact of an environmental release related to oil and gas production, drilling, maintenance, or abandonment.

Conservation Corps, California (CCC)

Responsibilities: Crews of the CCC provide approximately 3,000,000 hours of public services conservation work every year. In addition, CCC's legislative mandate requires the agency to provide crew labor to assist in emergency operations and disaster relief. This may include trained CCC crews responding to such events as fires, floods, earthquakes or oil spills as well as providing support functions at emergency feeding operations or mass care centers.

Notification Requirements: None

After Action Report: None

Capabilities and Limitations: CCC can dispatch a trained and disciplined work force in excess of 1200 corpsmembers or as little as one crew when and where requested. CCC can also dispatch cooks, clerks and overhead staff to provide for staging area support of corpsmembers dispatched outside their normal service area.

Presently CCC is seeking funding to establish a program which will develop an OSHA approved training curriculum for oil spill clean up. If funded, CCC will be able to maintain 200 pre-trained corpsmembers year round. Funding is the only current limitation.

Emergency Financial Assistance Available: None.

Emergency Medical Services Authority (EMSA)

Responsibilities:

- In conjunction with the affected medical associations, EMSA develops general guidelines for the triage and handling of contaminated/exposed patients.
- Assist with the development and promotion of training for personnel involved in a hazardous materials emergency medical response including personal safety at the site of an incident, triage and medical management of patients, and limiting the contamination of transport vehicles and hospital emergency departments.
- Activation of Regional Disaster Medical Health Coordinators.
- Identify medical facilities outside the affected county capable of handling injured and contaminated persons.
- Arrange for emergency procurement, storage, distribution, and handling of supplementary medical supplies and equipment in support of local government response.
- Identify and coordinate procurement of medical assistance from other state departments, hospitals, and ambulance providers.

STATE

- Coordinate the evacuation of casualties from the affected area to definitive care facilities throughout and outside of the state.

Notification Requirements: Immediate verbal notification is requested when a significant number of human exposures, evacuation of more than 1000 people, or evacuation of a hospital has occurred or is expected to occur.

After Action Report: None

Capabilities and Limitations: Provides funding and management for the State Regional Poison Control Centers. In coordination with local EMS agencies, helps mobilize medical mutual aid, notifies regional disaster medical/health coordinator for regional medical mutual aid.

Emergency Financial Assistance Available: None

Emergency Services (OES) [Office of Emergency Services]

Responsibilities: OES is responsible for coordinating the mitigation, preparedness, response and recovery activities related to disasters in California. For major events, OES is responsible for activating the State Operations Center, preparation of situation reports for distribution to the Governor's Office, Legislature and other interests/agencies.

The state is divided into six mutual aid regions, and OES maintains an office in each region. The regional offices are responsible for carrying out OES programs at the local level, and for maintaining a day-to-day working relationship with local emergency management organizations. In addition to emergency managers, staff members from Law Enforcement, Fire and Rescue, Telecommunications and Hazardous Material Divisions are assigned to the regions. During an emergency (i.e., a major hazardous material incident) the regional offices are responsible for staffing their Emergency Operations Centers, collecting damage assessment information from their jurisdictions and working with the affected areas in response and recovery efforts.

For overall emergency management (including hazardous material emergencies), OES provides the following:

- Operation of the State Warning Center, including notification of emergencies, including hazardous material, incidents to federal, state, and (upon request) local agencies.
- Coordination of statewide Mutual Aid Radio Communication Systems (described in the Logistics Section of this Plan)
- Assistance to local jurisdictions in preparing emergency plans which follow multi-hazard (including hazardous materials) functional planning formats.
- Preparation (including planning and training) and response to radiological incidents, including overseeing state and local preparedness for nuclear power plant accidents.
- Distribution, maintenance and repair of radiation detection and measurement instruments.
- Development of the California State Emergency Plan which addresses the state's response to extraordinary situations associated with natural disasters, technological incidents (including hazardous materials), and war emergency operations.
- Development of procedures for the State Operations Center.
- Maintenance of the Statewide Fire and Rescue Mutual Aid System and the California Law Enforcement Mutual Aid System, and assists and coordinates mutual aid planning and operations.
- Coordination of Firefighting Resources of California Organized for Potential Emergencies (FIRESCOPE), a cooperative effort involving development and promotion of the incident command system (ICS), multi-agency coordination system (MACS) and related activities.
- Assistance to local jurisdictions through training and planning guidance in emergency preparedness.

In addition to OES's overall emergency managements activity, the Hazardous Material Division and the California Specialized Training Institute are involved in:

Hazardous Material Division:

- Implemention of the state and federal hazardous material emergency planning and community right-to-know programs,
- Review of Administering Agency area plans,
- Providing staff to the Chemical Emergency Planning and Response Commission and the Local Emergency Planning Committees for development of regional hazardous material response plans, and implementation of Superfund Amendments and Reauthorization Act of 1986 (SARA) Title III,
- Updating this Plan, the HMICP,
- Providing support to the Administering Agencies, the public, the private sector, and other state agencies for hazardous material emergency response planning,
- Compilation and analysis of the California Hazardous Material Incident Reporting System (CHMIRS) reports and publication of annual reports of data,
- Publishing the Risk Management and Prevention Program (RMPP) guidance,
- Co-representing California (along with the Department of Fish and Game) on the Federal Region IX-Regional Response Team,
- Serving as functional branch leader of Hazardous Material Branch in the State Operations Center, and
- Serving as a member of the State Interagency Oil Spill Committee and the Hazardous Waste Strike Force.

California Specialized Training Institute (CSTI):

- CSTI is an OES operated institute in San Luis Obispo providing specialized training in all aspects of emergency management, including basic planning techniques, earthquake, hazardous material response, use of computers in emergency management, and emergency public information, and other courses applicable to public safety agencies. CSTI manages FEMA-sponsored emergency management training and federal Title III (hazardous material) training. CSTI is mandated by Assembly Bill 2702 to develop and deliver hazardous material training programs. Refer to Appendix 1 of this Plan for more information on training.

Notification Requirements: Immediate verbal notification by the spiller to the State Warning Center of any significant release, or threatened release of a hazardous material is required. State and local agencies are requested to notify the State Warning Center when they become aware of a reportable incident.

After Action Reports: Pursuant to Section 304 of Title III, the spiller must provide a follow-up report to the CEPRC and the LEPC by sending one copy to 2800 Meadowview Road, Sacramento, CA 95832. The report form is contained in Title 19 California Code of Regulations.

The local Administering Agencies must ensure the submittal of the CHMIRS reports to OES, at least once a month.

Refer to pages 6-6 through 6-13 of this Plan for more information on CHMIRS and §304 reporting.

Capabilities and Limitations: Regional OES personnel can be requested to support local emergency officials (i.e., public information and emergency management personnel). OES can provide Command support working with the State Agency Coordinator/Liaison, and by providing communications and mutual aid Mobile Command Posts to support Incident Command. OES can assist local government in accessing mutual aid resources (i.e., fire, law, coroner, etc.) and coordination of requests for other state and federal resources, as needed. Access is through the normal Regional response channels. OES will not directly provide hazardous material technical/field responders.

Emergency Financial Assistance Available: In the event of a Presidential or Gubernatorial Disaster declaration, federal, and some state (i.e., Natural Disaster Assistance Act), disaster funds are channeled through OES.

Energy Resources and Conservation Commission (CEC) [California Energy Commission]

Responsibilities: This agency oversees cleanup and remedial action at California Energy Commission licensed facilities (>50 MW) and ensures that the responsible party complies with the applicable laws, ordinances, regulations, and standards.

In addition, the Commission, shares responsibility with the Department of Health Services, the Office of Emergency Services, and the California Highway Patrol, for incorporating radioactive materials shipments into the state's nuclear threat emergency response plan.

Notification Requirements: Immediate verbal notification is required for all hazardous material incidents related to the operation or construction of an electric power plant which has been licensed by the Commission. This includes transportation of hazardous materials and hazardous wastes to or from the facility site.

The Chair of the CEC is California's State Liaison Officer to the Nuclear Regulatory Commission and should be notified of any incident involving nuclear materials.

After Action Report: Written follow-up reports are necessary if the incidents meet the reporting requirements of another legislative mandate, such as SARA Title III or Proposition 65.

Capabilities and Limitations: The CEC has the capability to assess potential public health, environmental and safety hazards associated with the release of hazardous materials from energy facilities. The CEC is also responsible for developing specific state "actions to be taken in the event of an impending serious shortage of energy, or a clear threat to public health, safety or welfare." As a result, the CEC responds to events that have the potential of disrupting energy supplies in the state.

In addition, the CEC participates on advisory boards of western state associations (Western Interstate Energy Board, Western Governor's Association) in planning for nuclear waste shipments. This includes federal and state emergency response procedures for accidents involving nuclear waste shipments.

Emergency Financial Assistance Available: None

Fire Marshal (CSFM) [California State Fire Marshal]

Responsibilities: The California State Fire Marshal is responsible for the promotion and development of "ways and means of protecting life and property against fire and panic." The CSFM develops fire and life safety standards, codes, and regulations, and enforces these regulations in various occupancies, including all state-owned or state-occupied buildings. The CSFM also delivers statewide standardized fire training and fire safety and prevention information.

The State Fire Marshal's Arson and Bomb Division investigates all fires in state-owned or state-occupied buildings and, upon request, will assist local jurisdictions with their investigations. Explosive ordnance disposal (EOD) technicians also are available through this Division, and are located throughout the state.

In the event of large fires of suspicious origin, the local agency may activate the Governor's Special Arson Task Force, a group of local, state and federal experts formed to assist local authorities whose resources may be strained by the shear size of the incident.

The CSFM has primary responsibility for the safety of all interstate and intrastate hazardous liquid

pipelines in California. The Pipeline Safety Division is responsible for enforcing state and federal pipeline safety standards, pipeline failure investigation, and is the lead agency for all hazardous liquid pipeline safety incidents.

For hazardous material incidents, the CSFM would:

- When notified, dispatch appropriate personnel to the State Operations Center and/or Regional Command Center, as requested;
- Provide technical assistance and advice on fire and life safety impacts, as requested;
- Operate as a knowledgeable, experienced member of the Incident Command System, as requested;
- In the event of a declared emergency, cooperate with other state and/or local agencies in providing requested communications and law enforcement/code enforcement support.

Notification Requirements: Immediate verbal notification is required for any hazardous liquid pipeline break, spill, leak, rupture or collapse in California. The CSFM will coordinate and notify OES, federal agencies (if applicable) and affected agencies, as appropriate. Note: Greater than 90% of all hazardous liquid pipelines in California are situated under the surface and are frequently located near transportation arteries, such as railroad tracks and interstate highways. Significant railroad incidents, therefore, should also be reported to CSFM Pipeline Safety Division.

After Action Report: CSFM Pipeline Safety Division must submit reports to the federal Office of Pipeline Safety after investigating the explosion, rupture or leak of an interstate pipeline.

Capabilities and Limitations: CSFM Pipeline Safety Division engineers will respond to all pipeline-related incidents. These engineers are strategically located in northern and southern California.

The CSFM provides various emergency response training programs, including Hazardous Material Specialist and Technician, but can only certify fire personnel.

Special note: The CSFM maintains six certified Explosive Ordnance Disposal (EOD) technicians in locations around the state. These persons, assigned to the Arson and Bomb Investigations Division, are available as needed for state and local assistance with suspected explosive devices.

Emergency Financial Assistance Available: None.

Fish and Game (DFG) [Department of Fish and Game]

Note: The Oil Spill Prevention, Abatement, and Removal Act of 1990 requires the Governor to appoint an administrator for oil spill response who shall be a deputy director of the Department of Fish and Game. DFG's responsibilities will change as this legislation is implemented.

Responsibilities: The Department of Fish and Game has public trust responsibilities for the state's fish, wildlife, and their habitats. To fulfill these responsibilities, the department responds to the scene of a hazardous material incident in order to:

- Take action necessary to protect or minimize the impact to fish and wildlife. If wildlife is injured, the department arranges for, and oversees, their care and rehabilitation.
- Provide technical advice on the impact the proposed containment and cleanup operation will have on fish, wildlife, and their habitat. The department also supervise or provide recommendations, establish guidelines and approve methods for, containment and cleanup.
- Fulfill the role of lead agency in determining the completion of cleanup when natural resources are threatened.
- Conduct investigations, including the collection of evidence and the assessment of impacts to living resources and their habitats, to establish criminal and civil liability and responsibility.
- Approve the use of Oil Spill Cleanup Agents.

In addition to their public trust responsibilities, the Department of Fish and Game has the following responsibilities:

- The Director is the State Operating Authority for oil spills and represents the state (along with OES) on the Federal Regional Response Team.
- Functions as the State Agency Coordinator for off-highway hazardous material incidents.
- In the event of a declared emergency, the department will cooperate with other state agencies in providing requested communications and law enforcement support.
- Chairs the State Interagency Oil Spill Committee.

Notification Requirements: Immediate verbal notification is required for off-highway incidents and for incidents which impact or threaten state waters.

After Action Report: None required

Capabilities and Limitations: The department has the capability to assist in the assessment of a hazardous material incident pertaining to its impact on wildlife. When natural resources are threatened, the department serves as the lead state agency in determining the completion of cleanup. The department provides damage assessment, criminal and civil investigation, and technical advice on resource recovery. Coordinates state agencies, as needed, at off-highway incidents.

Emergency Financial Assistance Available: The Department of Fish and Game maintains the Fish and Wildlife Pollution Cleanup and Abatement Account. The account may be accessed by department employees for expenditures related to control and recovery actions related to a hazardous material incident in which the department is involved and not fundable by the Department of Health Services .

Food and Agriculture (CDFA) [California Department of Food and Agriculture]

Responsibilities: Designated state agency responsible for regulating the registration, sale and use of agricultural chemicals (including pesticides, fertilizers and livestock drugs) prior to entering a waste stream, but no regulatory responsibility during hazardous material emergencies. CDFA and County Agricultural Commissioners have the responsibility to investigate any complaint or incident concerning pesticide exposure, and may take regulatory and enforcement action.

Notification Requirements: Licensed pest control operators "shall report to the Commissioner (County Agricultural Commissioner) as soon as practicable..., any forced landing, or emergency or accidental release of pesticides. Such report shall include the location, the pesticide and estimated amount." (Title 3, Section 6634 California Code of Regulations)

After Action Report: None

Capabilities and Limitations: CDFA and County Agricultural Commissioners can provide technical assistance or expertise for incidents involving pesticides and pest control operations. CDFA is not an emergency response agency. County Agricultural Commissioners may respond to agricultural chemical incidents, if requested.

- CDFA Chemistry Laboratory Services, accessed through the CDFA Pesticide Enforcement Branch, may be utilized for emergency hazardous material identification purposes if pesticides or fertilizers are suspected.
- Environmental Monitoring and Pest Management Branch can provide information regarding the environmental fate of pesticides in water, air, and soil.
- Medical Toxicology Branch can provide medical and toxicological risk assessment regarding active pesticide ingredients.

- Worker Health and Safety Branch can provide information regarding: pesticide exposure assessment; exposure monitoring and evaluation; industrial hygiene and safety; and, medical management and illness investigation.
- Pesticide Registration Branch can provide registration, labeling and ingredients data for pesticide products.

Emergency Financial Assistance Available: None

Forestry and Fire Protection (CDF) [California Department of Forestry]

Responsibilities: CDF performs fire suppression and prevention duties for about 30 million acres of land in the state. In addition to their state responsibility areas, CDF may provide fire service to some local jurisdictions under contract. In such cases, CDF carries out responsibilities of local fire suppression agencies as they relate to hazardous material incidents. In the event of a significant hazardous material incident, the department will:

- Support emergency feeding operations of other state agencies.
- Provide communications and logistics support as requested by the State Agency Coordinator or the Scene Manager.
- Monitor environmental contamination as requested by the State Agency Coordinator.
- Support local fire fighting in accordance with fire mutual aid agreements.
- Coordinate and manage the use of inmate, ward and CCC Corps-member personnel under their control in combating hazardous material incidents.

Notification Requirements: None

After Action Report: None

Capabilities and Limitations: Support capabilities include communications capabilities and environmental contamination monitoring. Riverside, Merced, and Butte Counties provide hazardous material response teams staffed by CDF personnel.

Emergency Financial Assistance Available: None

Health Services (DHS) [Department of Health Services]

Responsibilities: DHS is responsible for regulating the treatment, storage, transportation, and disposal of hazardous waste and for protecting the public health from hazardous materials, including radioactive materials. Responsibilities include protecting food and water supplies from the effects of hazardous materials incidents. DHS (with concurrence of the State Water Resources Control Board) is responsible for designating locations for the disposal of hazardous waste. DHS provides guidelines and will provide assistance to local public health personnel when an incident could affect public health.

DHS Toxic Substance Control Program (TSCP)
TSCP will:

- Provide or facilitate access to technical advice regarding the safe handling or suitable disposal of toxic materials.
- Respond to incidents involving facilities or activities, upon request, where the division has enforcement responsibilities to ensure compliance with regulations.
- Assess and provide financial support for emergency response pre-incident needs in the form of equipment and general preparedness.
- Evaluate requests for financial assistance for off-highway emergency response incidents.
- Issue emergency Environmental Protection Agency (EPA) identification numbers for non-responsible party incidents.

Department of Health Services, Environmental Management Branch (EMB)

This branch has responsibility for the public health emergency response to all accidents involving radioactive materials in California, and will:

- Be responsible for monitoring radioactive contamination in the environment, personnel and equipment.
- Establish and direct activities to mitigate the radiological impact on public health (the Department of Food and Agriculture and local Agricultural Commission may assist in prevention of consumption of unacceptably contaminated food and fodder).
- Direct or assist local jurisdictions in defining and establishing areas contaminated with radiation.
- Identify laboratories capable of providing radiological support.
- Direct and assist in collection of ingestion pathway samples.
- Participate in local emergency response training programs.
- Request federal (DOE) radiological assistance when deemed necessary.
- Assist the local health officer in assessing the impact on the public's health due to radiation exposure.
- Coordinate the state public health support for the Nuclear Power Plant Emergency Response Plan.

Notification Requirements: Require immediate verbal notification for major hazardous material releases affecting large populations, radiation incidents, and incidents concerning releases at permitted treatment, storage and disposal facilities. Notification should be to the DHS duty officer who will contact the appropriate Section, Branch, Program or Division. (Usually accomplished through contact with State Warning Center.)

After Action Report: Written after action reports are required in accordance with standards outlined in Title 17, California Code of Regulations.

Capabilities and Limitations: The Department can provide assistance in the assessment, evaluation, and control phases of a hazardous material incident. The cleanup of small sites may also be accomplished, but site restoration is not a functional responsibility of the Department.

Emergency Financial Assistance Available: The Department maintains the Emergency Reserve Account for Hazardous Material Incidents to assist local governments and public agencies. Refer to the Finance Section of this plan for a further discussion of this major funding source.

Highway Patrol (CHP) [California Highway Patrol]

Responsibilities: CHP responsibilities include the following:

- The CHP has primary responsibility for traffic supervision and control on all highways constructed as freeways, all state-owned vehicular crossings, (toll bridges), and on most highways and roadways (state or county) within the unincorporated areas of the state.
- The CHP will function as the Incident Commander/Scene Manager for a hazardous material incident which occurs on a highway or highway right-of-way within CHP jurisdiction. In situations where another agency first becomes aware of an incident within CHP jurisdiction, the CHP must be notified and provided with emergency information to ensure a safe response.
- The CHP will function as the State Agency Coordinator (SAC) for all hazardous material incidents occurring on California highways.
- The CHP will serve as statewide information, assistance and notification coordinator for all on-highway hazardous material incidents occurring on highways within California.
- CHP officers have statewide peace officer powers with authority to enforce all California criminal statutes. Additionally, they have authority to enforce specified Health and Safety Code sections relating to hazardous waste, its transportation and its disposal pursuant to Section 2401.1 of the California Vehicle Code and Section 25180 of the Health and Safety Code. These authorities allow the CHP to conduct hazardous material/waste investigations statewide and to collect the necessary evidence to seek criminal and/or civil prosecution.

- If highway traffic on routes within CHP jurisdiction is, or is likely to be, adversely affected by a hazardous material incident originating in, and extending from, a local jurisdiction, the Commander of the Area office wherein the occurrence is located is to be notified by the Incident Commander/Scene Manager. The Area Commander shall be requested to send a staff member to the Incident Command Post (ICP) as a liaison. The staff member shall be advised of the situation and actions being taken to control and mitigate the incident.

Notification Requirements: Immediate verbal notification is required for any hazardous material incident that occurs within the jurisdictional boundaries of the CHP. The CHP will subsequently notify OES and CALTRANS, or local highway departments, as appropriate. If the CHP cannot be contacted, notification can be conducted by calling the State Warning Center.

After Action Report: For hazardous material incidents where the CHP is the Incident Commander/ Scene Manager, the CHP will prepare a hazardous material incident report which will be submitted to the Office of Emergency Services for entry into the California Hazardous Material Incident Reporting System (CHMIRS). Depending on the magnitude of the incident, an after action report may also be submitted in accordance with CHP policy and procedures.

Capabilities and Limitations:

- The CHP will, upon request, provide technical support and expertise concerning commercial vehicle equipment regulations and/or hazardous material transportation provisions.
- For hazardous material incidents occurring within cities, the CHP will, upon request, assist the Incident Commander/Scene Manager in obtaining state assistance.

The CHP will:

- Evaluate and report road conditions to OES and the Incident Commander/Scene Manager.
- Provide traffic control in support of evacuation and/or relocation.
- Reroute traffic under CHP jurisdiction in coordination with local authorities.
- Prevent unauthorized entry into contaminated areas as requested by authorities.
- Assist local authorities in maintaining law and order.

- The CHP will not normally provide incident coordination/scene management support for hazardous material incidents which occur outside its jurisdiction. Occasionally, however, should the magnitude of an incident be completely beyond the capabilities of the local jurisdiction to handle, the CHP Commander may provide incident coordination/scene management services upon request by the affected jurisdiction.
- Should CHP assistance be requested under authority of the California Law Enforcement Mutual Aid Plan, CHP law enforcement functions will be carried out in cooperation with the Operational Area Coordinator (County Sheriff) in the county where the incident has occurred. CHP personnel committed to the support of local authorities will remain under the command and control of the CHP.

Emergency Financial Assistance Available: None

Industrial Relations/Division of Occupational Safety and Health (Cal OSHA) [California Occupational Safety and Health Administration]

Responsibilities: The primary responsibility of this agency, as it relates to hazardous material incidents, is to prevent and regulate occupational exposures to hazardous materials.

Notification Requirements: Immediate telephone notification is required of employers when there is an exposure to a regulated carcinogen or serious injury, illness or death of an employee during any work activity, including those associated with hazardous material incidents.

After Action Report: None

Capabilities and Limitations: The agency has the capability to evaluate the adequacy of health and safety plans designed to protect employees from exposure to hazardous material during hazardous material response and recovery operations.

Emergency Financial Assistance Available: None

Justice- Office of the Attorney General (AG) [Attorney General]

Responsibilities: The Attorney General's Office represents state agencies in civil litigation arising from hazardous material incidents, and has general supervisory and enforcement powers under criminal laws. The Attorney General's Office may provide legal advice to state agencies as necessary during responses to hazardous material incidents.

Notification Requirements: None, unless a state agency requests the immediate involvement of the Attorney General's Office.

After Action Report: None

Capabilities and Limitations: The Attorney General's Office may represent state agencies in civil litigation arising from hazardous material incidents and has general supervisory and enforcement powers.

Emergency Financial Assistance Available: The Clandestine Lab Clean-up Fund is available to state and local law enforcement agencies in counties with populations of less than 1,250,000. Refer to the Finance Section of this Plan.

Military (CNG) [California National Guard]

Responsibilities: The California National Guard is a back-up agency in the event of a significant release of hazardous material. It provides outside support functions only in the event of a major disaster.

Notification Requirements: None

After Action Report: None

Capabilities and Limitations: Can provide limited support operations in the event of a large hazardous material release. The agency has limited resources to apply to hazardous material incidents. The resources are not employed until tasked by the State Office of Emergency Services to assist in the mitigation of a hazardous material incident.

Emergency Financial Assistance Available: An internal funding source is maintained for hazardous material incident response required for management and control of internal California National Guard incidents.

Parks and Recreation (DPR) [Department of Parks and Recreation]

Responsibilities: DPR is responsible for the safety and well being of the public and employees using the state parks.

Notification Requirements: State Park facilities must be notified if a hazardous material incident would impact that facility.

After Action Report: None

Capabilities and Limitations: DPR can respond to local law enforcement requests for mutual aid with rangers who have peace officer powers.

Emergency Financial Assistance Available: None

Public Utilities Commission (PUC)

Responsibilities: The Railroad Operations and Safety Branch has responsibility and authority for investigation of railroad accidents. This includes those incidents involving hazardous materials. It performs railroad safety oversight of daily operations and inspections of new and existing facilities for compliance with the PUC General Orders and with Title 49 of the Code of Federal Regulations.

Notification Requirements: Immediate verbal notification is required via the Office of Emergency Services Warning Center for any and all railroad accidents.

After Action Report: Internal staff investigation reports are required. These reports can result in a formal Commission investigation under the Public Utilities Code, Section 315.

Capabilities and Limitations: The headquarters office and field offices throughout the state provide field investigators to conduct on-site investigations of transportation incidents.

Emergency Financial Assistance Available: None

State Lands Commission (SLC)

Note: The Oil Spill, Prevention, Abatement and Removal Act of 1990 may impact the role of the State Lands Commission as this legislation is implemented.

Responsibilities: This agency manages and supervises all statutory lands which the state has received from the Federal Government. This includes beds of naturally navigable waterways such as major rivers, streams, and lakes; tide and submerged lands in the Pacific Ocean (out to three nautical miles); swamp and overflow lands; and vacant school lands. It also exercises oversight authority on granted lands. The State Lands Commission also regulates operations conducted on or into state lands.

Notification Requirements: Immediate verbal notification is required if a release is greater than one barrel of oil. For spills less than one barrel, a telecopied notification is adequate.

After Action Report: A written report is required of all lessees shortly after the termination of the spill incident. This report should include, as a minimum, the source, cause, size of spill, and action taken.

Capabilities and Limitations: SLC requires oil spill contingency plans for State oil and gas leases, and marine terminal operation. Lessees are required to maintain clean-up equipment on-site, and to provide for proper training of personnel. SLC staff will assist in the assessment of damage to state lands from hazardous material spills. Staff includes a variety of engineering, environmental, geological, biological, boundary determination, and legal professionals. Support functions include assistance in the identification and analyses of substances and technical assistance in regard to offshore oil facilities and mining properties. SLC also provides damage assessment for lands impacted by releases of hazardous materials. The State Lands Commission may also request legal action and would support the Attorney General's office in legal action against responsible parties.

Emergency Financial Assistance Available: The State Lands Commission may make demand on oil and gas lease, and structure (bonds) for compliance with terms of the lease. Lessees may be required, under certain circumstances, to establish offices for claims in the area of an incident to promptly settle damage claims of third parties.

Transportation - Division of Highway Maintenance (CALTRANS)[California Department of Transportation]

Responsibilities: CALTRANS is responsible for planning, designing, constructing, operating, and maintaining the state highway system. Within state highway right-of-way, CALTRANS will:

- Ensure, in cooperation with other public and private agencies, the identification and containment of hazardous materials and restoration of the orderly flow of traffic.
- Assist California Highway Patrol with traffic control and routing requirements.
- Restore contaminated highways and other transportation facilities under its jurisdiction.
- Contract with cleanup companies to assist with highway cleanup.

- Spill teams may provide radiological monitoring.

CALTRANS is not legally or financially responsible for contamination or cleanup outside the state right-of-way even though the incident commences from within the right-of-way.

Notification Requirements: Immediate verbal notification to the local district is required of any hazardous material incident affecting a state highway.

After Action Report: None

Capabilities and Limitations: Response capabilities are available for state highway cleanup. Response is limited to the area of right-of-way only.

Emergency Financial Assistance Available: Internal funding for state highway cleanup only.

Water Resources (DWR) [Department of Water Resources]

Responsibilities:
The Department of Water Resources has primary responsibility to protect the water quality of the State Water Project. This includes providing water of a quality that can be used for agricultural, recreational, municipal, and industrial purposes. Activities supporting this responsibility include protection of state water project facilities and flood control facilities.

Notification Requirements: Immediate verbal notification to DWR is required when an incident threatens to contaminate or otherwise disrupt the operation of the state water project, its man-made and natural conveyance facilities, or delivery of water.

After Action Report: None

Capabilities and Limitations: DWR can isolate and/or drain specific sections to assist with contamination control.

Emergency Financial Assistance Available: Funding and resources only exist for minor self-generated hazardous material incidents.

Water Resources Control Board (SWRCB) [State Water Resources Control Board]

Responsibilities: The primary responsibility of this agency is to protect the state's surface, coastal and ground water resources. This involves a proactive role in providing technical assistance to the State Agency Coordinator and the State Department of Health Services in evaluating the potential impact of hazardous material spills to water resources. Also, the agency issues cleanup and abatement or cease and desist orders to responsible parties, assesses fines, and pursues recovery of costs for abatement, mitigation, or contract cleanup.

There are nine Regional Water Quality Control Boards, one located in each of the nine major watersheds of the State. Regional Water Quality Control Boards develop basin plans, issue waste discharge requirements, take enforcement action against violators and monitor water quality. They carry out State and federal law and are guided by policies established by the State and Regional Water Resources Control Board.

Notification Requirements: Immediate verbal notification to the Regional Board is required of all hazardous material spills that enter or threaten to impact any waters of the state .

After Action Report: Damage Assessment Reports or Remedial Action Plans may be required of the responsible party.

Capabilities and Limitations: Support functions include the following:

- Conduct water sampling, analysis, and monitoring activities to assist in hazardous material release evaluation and mitigation.
- In cooperation with the Department of Health Services, designate sites for disposal of hazardous materials.

- Assist DHS in advising water users of potential adverse impacts of a spill.
- License Oil Spill Cleanup Agents (OSCA)

Emergency Financial Assistance Available: This agency administers the Water Pollution Cleanup and Abatement Account. This account is available to public agencies to cleanup oil and hazardous material releases which pose a substantial threat to surface and ground waters and to abate actual damage to surface and ground waters. Approval for use of these funds must be obtained prior to any expenditure. Assistance is not provided on a retroactive basis.

Figure 2.1 STATE AGENCY RESPONSIBILITIES

HAZARDOUS MATERIAL EMERGENCY RESPONSE

AGENCY NAME	PAGE 2.2-	INCIDENT CMD SCENE MGMT*	OPS	LOGISTICS	PLANS	FINANCE
Air Resources Board(ARB)	2			X	X	
Coastal Commission	2				X	
Conservation/Div Oil & Gas(DOG)	2			X	X	I
Conservation Corps(CCC)	3		OIL	X		
Emerg Med Serv Auth(EMSA)	3			X	X	
Emerg Svcs(OES)	4	PIO	LE	X	X	D
Energy Comm(CEC)	6			X	X	
Fire Marshal(CSFM)	6		LE	X	X	
Fish & Game(DFG)	7	Off Hwy SAC	LE	X	X	I
Food & Agriculture(CDFA)	8			X	X	
Forestry(CDF)	9		LE/FP	X	X	
Health Services(DHS)	9		RAD	X	X	E
Highway Patrol(CHP)	10	On Hwy IC/SM/SAC	LE	X	X	
Industrial Relations/ CAL OSHA	11			X	X	
Justice(DOJ/AG)	12		LE	X	X	E
National Guard(CNG)	12			X	X	
Parks & Recreation(DPR)	12		LE	X	X	
Public Utilities(PUC)	12			X	X	
State Lands Commission(SLC)	13			X	X	I
CALTRANS	13		X	X	X	I
Water Res Control Bd(SWRCB)	14			X	X	E
Water Resorces(DWR)	14			X	X	I

LEGEND
D - CHANNELS STATE & FEDERAL DISASTER FUNDS
E - AVAILABLE TO EXTERNAL AGENCIES
FP - FIRE PROTECTION
I - AVAILABLE INTERNALLY
IC/SM - INCIDENT COMMAND/SCENE MANAGEMENT
L -LIASION
LE - LAW ENFORCEMENT
OIL - OIL SPILL CLEANUP
PIO - PUBLIC INFORMATION OFFICER
R - RADIOLOGICAL
SAC - STATE AGENCY COORDINATOR
X - PROVIDES FUNCTIONAL SUPPORT

* ALL STATE AGENCIES MAY HAVE A LIAISON FUNCTION, IF AN INCIDENT IMPACTS THE AGENCY'S MANDATE

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LOCAL GOVERNMENT

Local government has an important responsibility to participate in pre-incident planning through its local hazardous material Administering Agency and other local planning activities related to hazardous materials. Through this mechanism, local area plans can be developed, local agencies can clearly delineate responsibilities with respect to each other and with participating agencies at the state and federal levels, and liaisons between agencies can be established. The local government descriptions contained in this plan are typical of many jurisdictions throughout the state. However, responsibilities, organization, and authorities may vary, depending on the specific jurisdiction. Therefore, the importance to exercise, revise, and update local plans on a regular and realistic basis cannot be overemphasized.

For most hazardous material emergencies, local government will be the first to respond to incidents within its jurisdiction. If not present on scene, local government should be brought into the management of the incident. The primary contact to receive notification of an incident from the general public should be local government (generally by calling 911) and then the OES State Warning Center (off highway) or the CHP (on highway). Local government should provide first response capability (including notification of local agencies) for incidents within its jurisdiction.

Administering Agencies

All counties and approximately 70 cities within California have been designated to implement the state and federal hazardous material emergency planning and community right-to-know programs. The Administering Agencies are often fire departments, environmental health departments or emergency services departments. These Administering Agencies (AA) are responsible for:

- Developing and updating the local hazardous material Area Plan.
- Collecting and managing local hazardous material business plans and inventory information according to local, state and federal requirements.
- Ensuring that the business plan and inventory information is available to local emergency responders on a 24 hour basis.
- Providing business plan and inventory information to the CEPRC and LEPC, upon request.
- Inspecting businesses which handle hazardous materials in excess of threshold planning quantities.
- Ensuring that CHMIRS reports are forwarded to OES at least once a month.
- Requiring Risk Management and Prevention Program plans from appropriate facilities.
- Responding to community right-to-know requests.

Emergency Services Direction and Control

The County/City Emergency Services Coordinator is usually responsible for the development and maintenance of the local emergency plan and acts as local disaster response coordinator of various emergency organizations for multi-agency or multi-jurisdictional operations. This may include activation of the county/city Emergency Operations Center (EOC). This may also include coordination of quasi-governmental agencies.

Local Disaster Councils and similar organizations are encouraged to participate in local planning activities related to hazardous materials, to work with the appropriate agency in formulating plans prior to the occurrence of an incident.

Fire Protection

Fire prevention, fire suppression, and rescue are the responsibility of the fire service agency which has jurisdiction or has accepted responsibility for the area involved. Agencies which may be involved include municipal fire departments, local special district fire departments (paid or volunteer), county fire departments, California Department of Forestry and Fire Protection, or the U. S. Forest Service. The fire service agency may be responsible (in the absence of a responsible party) for containment of off-highway hazardous material releases, and is frequently considered to be the best local source of expert opinion and specialized response capabilities for hazardous material control.

When lives and property may be adversely affected by a hazardous material incident in which fire prevention, fire suppression, or rescue services are needed, the appropriate fire service agency must be notified. Often the responsibility for decontamination of exposed victims will fall to the local fire department. Many local plans designate the fire department as the hazardous material response Incident Commander.

The Operational Area Fire and Rescue Coordinator is responsible for mobilization of fire and rescue mutual aid resources requested by the responsible fire service agency.

Law Enforcement

City police departments are responsible for law enforcement including traffic control and supervision (except on state highways constructed as freeways) within the limits of their respective cities pursuant to Section 2454 CVC. In the absence of local codes, ordinances or previously written agreements to the contrary, local law enforcement will perform the function of Scene Manager/Incident Commander for hazardous material incidents occurring on roadways within their jurisdiction.

County sheriff departments are responsible for law enforcement (except traffic control and supervision) in the unincorporated areas of their respective counties. Some cities have contracted with their local sheriff's department for law enforcement and traffic control rather than establish a police department. For hazardous material incidents occurring on the roadways of such cities, the sheriff will function as Incident Commander in absence of local codes or ordinances to the contrary.

For law enforcement mutual aid purposes, the sheriff is the Operational Area Coordinator for the county (The Chief of Police has that responsibility in San Francisco).

Public and Environmental Health

Local health agencies are responsible for protecting the public and environmental health and often coordinate local emergency medical services. They should be actively involved in situations where the public and/or environmental health is threatened.

Sections 458 and 505 of the Health and Safety Code give county and city health officers authority within their jurisdictions to:

> ...take any preventive measure which may be necessary to protect and preserve the public from any health hazard during any "state of war emergency," "state of emergency," or "local emergency," as defined by Section 8558 of the Government Code.

In Section 471 of the California Health and Safety Code, the State Director of Health Services and local health officers are granted authority to declare hazardous waste-related "health emergencies" in any area within their respective jurisdictions if there is an immediate threat to human health. Sections 472-474 empower health officers to require knowledgeable private parties to provide information "...relating to the properties, reactions, and identity..." of released material during a "health emergency." Thus, health officers can be very

important information resources to the Scene Manager/Incident Commander. In addition, Section 1158 puts "... all environmental health and sanitation programs and personnel employed by the county or district. . ." under the supervision and control of the health officer during a health emergency.

Local public health agencies should participate in the work of the Planning Advisory Committees and support the Scene Manager/Incident Commander during hazardous material incidents.

County Agricultural Commissioner

The County Agricultural Commissioner is responsible for enforcement of all state and federal regulations relating to the use of herbicides, insecticides, pesticides and rodenticides. The Commissioner provides technical advice at the scene and may assist in clean-up.

County Air Pollution Control Officer (APCO)

Air Pollution Control Districts (APCD) and the regional Air Quality Management Districts (AQMD) are responsible for the control of air pollution from stationary sources. The APCO, as the executive head of an APCD, can provide valuable expert advice regarding current and predicted patterns of airborne pollutants originating from a hazardous material incident. Some districts may be able to provide laboratory support to help identify the substance involved in the incident and/or may be able to provide for the ambient monitoring of certain airborne pollutants, depending upon the incident.

Through air quality modeling, many of the APCDs have developed extensive experience in predicting dispersion patterns for airborne pollutants. This experience should be used by local hazardous materials planning advisory committees and Administering Agencies.

Public Works

Local highway departments are responsible for maintaining highways in their jurisdiction and may assist in necessary road closures, cleanup, or decontamination.

Local water supply agencies (which may be public works or another agency) are responsible for maintenance of community water systems. They will provide for remedial actions in coordination with the Regional Water Quality Control Boards (RWQCBs) and the Department of Water Resources when a hazardous material incident may affect water sources such as treatment plants and pumping stations.

Emergency Medical Services

Local emergency medical care providers (public and private sectors) have the responsibility to provide care and/or transportation to the sick and injured, including victims of contamination. No patient contact should be made without adequate decontamination, as determined by local medical protocols. Section 1058 of the California Health and Safety Code vests the authority for patient care management in the most qualified emergency medical care provider.

Poison Control Centers:

There are seven Regional Poison Control Centers in California. Each center:

- Provides human poison exposure and medical/health related hazardous material information, for designated counties, to first responders, hospitals, and the public.
- Has a toll-free (800) 24 hour answering service.
- Is staffed by specially trained Poison Information Specialists.
- Has a medical director trained in toxicology available 24 hours a day.
- Has an extensive toxicology library and immediate access to expert consultants.
- Has a FAX machine.
- Has access to and is well prepared to pull together, numerous toxicological resource recommendations for evaluating, assessing and medi-

LOCAL

cally managing health exposures associated with hazardous material spills.
- Knows the capability of each hospital in its region for handling hazardous material victims.
- Serves as a public information source.

Poison Control Centers in California are:

University of California (UC) Davis Medical Center- Regional Poison Control Center
Phone: 800-342-9293
Counties served: Butte, Siskiyou, Modoc, Trinity, Shasta, Lassen, Tehama, Plumas, Glenn, Sierra, Yuba, Lake, Colusa, Sutter, Nevada, Yolo, Placer, Solano, Sacramento, El Dorado, Amador, Alpine, Calaveras, San Joaquin, Stanislaus, Tuolumne

UC San Diego Medical Center- Regional Poison Control Center
Phone: 800-876-4766
Counties served: San Diego, Imperial

San Francisco General Hospital- San Francisco Bay Area Regional Poison Control Center
Phone: 800-523-2222
Counties served: Del Norte, Alameda, Contra Costa, Humboldt, Marin, Mendocino, Napa, San Francisco, San Mateo, Sonoma

Fresno Community Hospital- Fresno Regional Poison Control Center
Phone: 800-346-5922
Counties served: Merced, Mariposa, Madera, Fresno, Kings, Tulare, Kern

Los Angeles County Medical Association- Regional Poison Control Center
Phone: 800-825-2722 (doctors and hospitals); 800-777-6476 (public)
Counties served: Los Angeles, Ventura, Santa Barbara

Santa Clara Valley Medical Center- Regional Poison Control Center
Phone: 800-662-9886
Counties served: Santa Clara, Santa Cruz, San Benito, Monterey, San Luis Obispo

UC Irvine Medical Center- Regional Poison Control Center
Phone: 800-544-4404
Counties served: Orange, San Bernardino, Riverside, Inyo, Mono

Other

Other local government entities having responsibilities related to hazardous material incidents (e.g. flood control districts, sanitation districts, parks and recreation departments, port authorities, city harbor departments) should participate in pre-incident planning with the local planning advisory committees and Administering Agencies. Resources and responsibilities should be identified and integrated into the local action plans which should be exercised prior to an actual incident.

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FEDERAL GOVERNMENT

Federal response to a hazardous material incident will vary according to the nature of the incident. Many different agencies may be involved, and the agency responsible for coordinating federal activities depends on the circumstances and location of the incident. The two federal agencies with primary hazardous material emergency response responsibilities are the U.S. Environmental Protection Agency and the U.S. Coast Guard. Federal agencies can be accessed during a hazardous material emergency by calling the National Response Center at 800-424-8802.

Pollution incidents involving oil and hazardous materials are covered by the National Contingency Plan (NCP). The NCP is found in 40 CFR Part 300 (March 8, 1990 Federal Register). The NCP specifies the Federal On-Scene Coordinator (OSC) for incidents in Coastal Areas as the Coast Guard, and for Inland Areas as the EPA (except hazardous material incidents at DOD or DOE facilities and vessels.) For major pollution incidents, either agency may activate the federal response system described in the National Contingency Plan. In such cases, federal assistance in handling the emergency will be coordinated with the State Agency Coordinator and the Incident Commander/Scene Manager.

United States Coast Guard (Department of Transportation, USCG)

Responsibilities: The Coast Guard ensures that timely and effective response action is taken to control and remove discharges of oil and releases of hazardous substances, including threats of substantial discharges and releases into the coastal zones, (except hazardous material incidents at DOD or DOE vessels or facilities) including monitoring removal actions which are being conducted by the responsible party. (See federal On-scene Coordinator description in the Command-Liaison portion of this Plan.)

Notification Requirements: "Notice of an oil discharge or release of a hazardous substance in an amount equal to or greater than the reportable quantity must be made ...to the NRC [National Response Center] Duty Officer, HQ USCG Washington DC, telephone (800) 424-8802 or (202) 267-2675. All notices of discharges or releases received at the NRC will be relayed immediately by telephone to the [predesignated federal] OSC" (40 CFR 300.125)

"If direct reporting to the NRC is not practicable, reports may be made to the United States Coast Guard (USCG) on-scene coordinator (OSC) for the geographical area where the release occurs. The EPA predesignated OSC may also be contacted through the regional 24-hour emergency response telephone number. All such reports shall be promptly relayed to the NRC. If it is not possible to notify the NRC or predesignated OSC immediately, reports may be made immediately to the nearest USCG unit. In any event, such person in charge of the vessel or facility shall notify the NRC as soon as possible ." (40 CFR parts 300.300 and 300.405)

After Action Report: "Within one year after the completion of removal activities at a major discharge of oil, a major release of a hazardous substance, pollutant, or contaminant, or when requested by the RRT [Federal Regional Response Team], the OSC/RPM [Remedial Project Manager] shall submit to the RRT a complete report on the removal operation and the actions taken. The OSC/RPM shall at the same time send a copy of the report to the Secretary of the NRT [National Re-

sponse Team]. The RRT shall review the OSC report and send to the NRT a copy of the OSC report with its comments or recommendations within 30 days after the RRT has received the OSC report" (40 CFR Part 300.165).

Capabilities and Limitations: The Coast Guard operates the National Response Center and maintains some capability to contain and clean up polluting substances in waters and on shores within their jurisdiction through the Pacific Strike Team. The Coast Guard will provide the federal On Scene Coordinator for incidents within their jurisdiction and can access federal funding for abating and mitigating releases. Responsibility for long term removal actions may be transferred to the EPA. In California, the On Scene Coordinator for the Coast Guard is provided by the Captain of the Port of the Marine Safety Office (MSO) for the jurisdiction in which the incident occurs. The Marine Safety Offices in California are located in the San Francisco Area (Santa Maria to the Oregon Border), Los Angeles/Long Beach and San Diego. The Coast Guard also operates the Pacific Strike Team to support the OSCs. The OSC shall use appropriate legislative and regulatory authorities, the National Contingency Plan, regional and local contingency plans, and other circumstances unique to each incident to ensure that response to an incident is carried out expeditiously and aggressively.

Emergency Financial Assistance Available: Federal On Scene Coordinators may access the Oil Spill Liability Trust Fund (formerly Section 311 [k] of the Clean Water Act) and the Hazardous Substances Response Trust Fund (Superfund) of the Comprehensive Environmental Response, Compensation, and Liability Act of 1980 (CERCLA).

Environmental Protection Agency (EPA)

Responsibilities: The EPA ensures that timely and effective response action is taken to control and remove discharges of oil and releases of hazardous substances, including substantial threats of discharges and releases into the inland zones, (except hazardous material incidents at DOD or DOE vessels or facilities) unless such removal actions are being conducted properly by the responsible party. (See federal On-scene Coordinator description in the Command-Liaison portion of this Plan.)

Notification Requirements: "Notice of an oil discharge or release of a hazardous substance in an amount equal to or greater than the reportable quantity must be made ...to the NRC [National Response Center] Duty Officer, HQ USCG Washington DC, telephone (800) 424-8802 or (202) 267-2675. All notices of discharges or releases received at the NRC will be relayed immediately by telephone to the [predesignated federal] OSC" (40 CFR 300.125)

"If direct reporting to the NRC is not practicable, reports may be made to the United States Coast Guard (USCG) on-scene coordinator (OSC) for the geographical area where the release occurs. The EPA predesignated OSC may also be contacted through the regional 24-hour emergency response telephone number. All such reports shall be promptly relayed to the NRC. If it is not possible to notify the NRC or predesignated OSC immediately, reports may be made immediately to the nearest USCG unit. In any event, such person in charge of the vessel or facility shall notify the NRC as soon as possible ." (40 CFR parts 300.300 and 300.405)

After Action Report: "Within one year after the completion of removal activities at a major discharge of oil, a major release of a hazardous substance, pollutant, or contaminant, or when requested by the RRT [Federal Regional Response Team], the OSC/RPM [Remedial Project Manager] shall submit to the RRT a complete report on the removal operation and the actions taken. The OSC/RPM shall at the same time send a copy of the report to the Secretary of the NRT. The RRT shall review the OSC report and send to the NRT a copy of the OSC report with its comments or recommendations within 30 days after the RRT has received the OSC report (40 CFR Part 300.165)

Capabilities and Limitations: The EPA will provide the federal On Scene Coordinator for incidents within their jurisdiction and can access federal funding for abating and mitigating releases. In California, the EPA regional headquarters is located in San Francisco. The EPA chairs the U.S. Oil and Hazardous Substances National Response Team (NRT) and co-chairs (with the Coast Guard) the federal Regional Response Teams. EPA also operates the Environmental Response Team to support the OSCs. The OSC shall use appropriate legislative and regulatory authorities, the National Contingency Plan, regional and local contingency plans, and other circumstances unique to each incident to ensure that pollution response is carried out expeditiously and aggressively.

The EPA has access to the Technical Assistance Team (TAT). The TAT is a private contractor who provides technical assistance in the form of engineering, scientific, technical, managerial, administrative and information management support for EPA's emergency response, removal and prevention program. The TAT supports the EPA's capability to adequately respond to environmental emergencies caused by the discharge or release of oil petroleum or hazardous substances to any media (air, land, surface water or ground water) and perform spill prevention compliance inspections, process inspections, contingency planning, simulations and training.

Emergency Financial Assistance Available: Federal On Scene Coordinators may access the Hazardous Substances Response Trust Fund (Superfund) of the Comprehensive Environmental Response, Compensation, and Liability Act of 1980 (CERCLA) and the Oil Spill Liability Trust Fund (formerly Section 311 [k] of the Clean Water Act).

Other Federal Agencies

The following agencies may provide services and support to the federal On Scene Coordinators:

Department of Agriculture (USDA)

USDA shall provide assistance in investigations to evaluate the magnitude and severity of discharges or releases occurring on or affecting resources under the jurisdiction of those agencies, and in documentation of damage to natural resources, for which they have trustee responsibilities. USDA shall provide advice to the OSC when response operations are being performed that affect natural resources under their management authority. USDA shall provide primary wildland fire suppression support and technical expertise in the suppression of wildland fires resulting from hazardous spill incidents. USDA may provide, through the Soil Conservation Service, predictions of the effects of pollutants on soil and pollutant movement over and through soil.

National Oceanic and Atmospheric Administration (Department of Commerce, NOAA)

NOAA provides scientific support to responses for the federal On Scene Coordinator and contingency planning in coastal and marine areas. This includes assessment of the hazards that may be involved, prediction of the movement and dispersion of oil and hazardous substances through trajectory modeling, and information on the sensitivity of coastal environments to oil and hazardous substances. NOAA may, when requested by EPA, provide scientific support for responses to inland areas.

The NOAA Hazardous Materials Response Branch (HAZMAT) also provides:

- Scientific support and advice to the U. S. Coast guard and the Environmental Protection Agency to minimize the effects of spills and hazardous waste sites affecting the nation's coastal zone; and,
- Planning assistance to the U.S. Coast Guard, EPA, fire departments, and Local Emergency Planning Committees in dealing with chemical emergencies.

HAZMAT's regional Scientific Support Coordinators (SSCs) work with the scientific community to develop technical recommendations for the U.S.

Coast Guard in minimizing the environmental and economic impacts of oil and chemical spills. HAZMAT's 24-hour spill response network researches the technical queries from the U.S. Coast Guard during spills. HAZMAT's microcomputer trajectory models are used to analyze the movement and spreading of pollutants in both the atmosphere and the marine environment, displaying the predicted path of the pollutant in a graphic format. These predictions help the federal On-Scene Coordinator make crucial informed decisions during spill responses. HAZMAT recommends methods to protect the environment from oil and hazardous materials, based on trajectory predictions and Environmental Sensitivity Index atlases that identify wildlife and socioeconomic resources that may be threatened.

HAZMAT's regional Coastal Resource Coordinators work with the EPA to lessen the environmental impact of chemical releases from hazardous waste sites, and to ensure the protection of NOAA trust resources. HAZMAT works with EPA to identify the adverse effects of hazardous waste sites on coastal resources and their supporting ecosystems, and assists in developing means to minimize these impacts.

Two divisions of NOAA that serve as trustees of specific natural resources are the National Marine Fisheries Service and the National Marine Sanctuary Program .

NOAA has developed the Computer-Aided Management of Emergency Operations (CAMEO), microcomputer program that assists emergency responders, planners and Local Emergency Planning Committees in the management of hazardous materials.

Department of Defense (DOD)

The DOD shall provide assistance in investigations to evaluate the magnitude and severity of discharges or releases on or adjacent to resources under the jurisdictions of DOD. DOD also documents damage to natural resources under their management authority. The DOD shall provide a federal On Scene Coordinator for releases of hazardous substances, pollutants, or contaminants from DOD facilities and vessels. The EPA or USCG will act as OSC for oil discharges from DOD facilities or vessels. The DOD is still responsible, as is any federal agency, for cleanup of oil discharges from its vessels and facilities. Response actions for incidents involving nuclear weapons shall be conducted in accordance with the Nuclear Waepons Accident Response Procedures Manual. The DOD may also provide through different DOD branches:

- US Army Corps of Engineers shall provide assistance in processing Section 404 (Clean Water Act) emergency permits when required. The Corps shall, to the extent possible, alter the channel flow volumes of water courses from control structures under their management authority, to reduce the negative environmental effects of a pollution incident, or assist in spill response operations.
- US Army shall provide assistance in activation of Explosive Ordnance Detachments when required by the OSC.
- US Navy shall provide assistance in procuring pollution response equipment from Navy stockpiles when required by the OSC.
- All branches shall provide transportation for personnel, supplies, and equipment when determined by the OSC to be the most expedient method of transportation.

Federal Emergency Management Agency (FEMA)

FEMA is responsible for administering the Federal Disaster Assistance Program. This program encourages the development and maintenance of federal, state and local all hazard disaster plans and mitigation measures. FEMA serves as the lead agency in the management of the Disaster Assistance Program in affected areas after an emergency or a major disaster if requested by the Governor and declared by the President under the authority of Public Law 93-288. (A hazardous

material incident could cause sufficient injury and uninsured damage to merit a Presidential Declaration.)

After the declaration of an emergency, the President may direct any federal agency to utilize its authorities and resources in support of local and state emergency assistance efforts to save lives, protect property and public health and safety, and lessen or avert the threat of catastrophe. This includes; personnel, equipment, supplies, facilities, and managerial, technical and advisory services. FEMA will also; coordinate all disaster relief assistance, provide technical or advisory assistance, remove debris, provide temporary housing assistance, assist with distribution of supplies and provide general assistance.

All requests for Presidential emergency declarations shall be made by the Governor of the affected state. The request must include:

- Findings to show the event is beyond the capabilities of local and state government,
- Documentation of appropriate actions to be taken under state law and appropriate use of the state's emergency plan,
- Information describing local and state efforts and resources to alleviate the emergency; and
- Definition of the type and extent of federal aid that is necessary.

FEMA also provides hazardous material and related training through the National Emergency Training Center's resident and non-resident programs and through its administration of SARA Title III training grant contracts with the states. Regional hazardous material programs include planning, training, exercising and serving as a member of the federal Regional Response Team.

The **Hazardous Material Information Exchange (HMIX)** is a joint project with USDOT Research and Special Programs Administration. HMIX is a free computer bulletin board providing valuable hazardous material information. Call 708-972-3275 to access HMIX or 800-PLANFOR for assistance.

Department of Energy (DOE)

DOE has responsibility and capability to provide assistance in incidents involving radioactive materials (including special nuclear materials). They can provide this assistance to state and local agencies in accordance with the Inter-agency Radiological Assistance Plan, provide radiological assistance to state and local agencies. The Department of Health Services, Radiological Health Branch, triggers DOE response. DOE shall provide assistance in identifying the source and extent of radioactive contamination, and in the removal and disposal of radioactive discharges. DOE shall also coordinate with the OSC in implementing the Federal Radiological Emergency Response Plan. The DOE will provide the OSC for non oil emergency incidents at DOE facilities.

Department of Transportation (DOT)

DOT has a responsibility to regulate the transportation of hazardous substances as authorized by the Hazardous Material Transportation Act. The Coast Guard (addressed separately) is the DOT agency most involved in response to emergencies. Other agencies within the Department of Transportation with hazardous material responsibilities include:

- **Research and Special Programs Administration (RSPA).** RSPA is the lead agency for developing hazardous material regulations for all forms of transportation. RSPA publishes the **Emergency Response Guidebook (ERG)** to assist first responders at a hazardous material incident and operates, in a joint project with FEMA, the **Hazardous Material Information Exchange (HMIX).**
- **Office of Hazardous Material Transportation (OHMT)** issues regulations that cover the designation and classification of hazardous materials, container specifications and requirements for testing, packaging, labeling, marking, placarding, handling, and shipping papers. These regulations are codified in Title 49, Transportation,

Parts 100 to 179 of the Code of Federal Regulations.

- **Federal Railroad Administration (FRA)** is responsible for enforcing the federal hazardous material provisions of Title 49 for rail and intermodal (truck trailers and containers on railcars) forms of transportation. Investigators are located in the Sacramento, San Francisco, and Los Angeles areas.
- **Federal Aviation Administration (FAA)** carries out enforcement of hazardous material regulation for air transportation.
- **Federal Highway Administration (FHA)** has the responsibility for inspecting highway shipments by interstate motor carriers and enforcing the federal hazardous materials regulations in cooperation with the states under its **Motor Carrier Safety Assistance Program.**
- **U.S. Coast Guard** enforces DOT hazardous materials regulations for the water transportation of nonbulk and bulk shipments.

Department of Health and Human Services (HHS)

The Department of Health and Human Services provides information and advice when chemical discharges violate or may violate Public Laws administered by the Food and Drug Administration (FDA). HHS makes determinations that illness, disease, or complaints thereof may be attributable to exposure to a hazardous substance, pollutant, or contaminant and shall provide expert advice and assistance on actual or potential discharges or releases that pose a threat to public safety and health. This activity includes arranging for assistance by the **Agency for Toxic Substances and Disease Registry (ATSDR)** when such assistance is deemed necessary by the OSC or RRT. ATSDR assistance is available to the public by telephoning 404-639-0615.

Department of the Interior (DOI)

DOI provides assistance in investigations to evaluate the magnitude and severity of discharges on or affecting facilities or resources under their bureaus' jurisdiction and in documentation of damage to natural resources for which they have trustee responsibilities. DOI bureaus include:

- **U.S. Fish and Wildlife Service (USFWS)** which provides advice on migratory birds, anadromous fish, and endangered and threatened species; coordinates with the California Department of Fish and Game in establishing bird and marine mammal collection, cleaning and recovery centers.
- **U.S. Geological Survey (USGS)** which may provide expertise in geology and hydrology, sample collection and measurements.
- **Bureau of Mines (BOM)** which may provide analytical facilities which could aid in identifying inorganic hazardous substances and may provide technical expertise during response operations involving hazardous substance releases from mining operations.
- **Bureau of Reclamation** which shall provide information on current and predicted channel flow volumes, where water courses are controlled by dams, locks, etc. under the management of the Bureau.
- **Bureau of Indian Affairs (BIA)** shall assist in obtaining access to Indian land areas as needed for response actions and shall coordinate with the incident Public Information Office Director to ensure pertinent information is made available to tribal authorities on a timely basis.
- **Bureau of Land Management (BLM)** which may provide expertise in the field of oil and gas drilling, production, handling and transportation by pipeline.
- **Minerals Management Service (MMS)** shall provide expert advice and assistance on actual or potential discharges or releases that pose a threat to public health and safety from offshore oil and gas exploration, production, and transportation facilities and platforms.

Department of Justice (DOJ)

DOJ can provide expert advise on complicated legal questions arising from discharges or releases and federal agency response, and represents the

federal government, including its agencies, in litigation. The **Drug Enforcement Administration (DEA)** is involved in the enforcement of activities associated with clandestine drug laboratories.

Department of Labor (DOL)

DOL shall provide, through the **Occupational Safety and Health Administration (OSHA)** advice, guidance, and assistance regarding hazards to persons involved in removal or control of oil discharges or hazardous substance release.

National Transportation Safety Board (NTSB)

An independent agency that reports to the U.S. Congress, the NTSB investigates all major transportation accidents with loss of life, property damage or special circumstances and determines probable cause.

Nuclear Regulatory Commission

The Nuclear Regulatory Commission is responsible for licensing and regulating nuclear facilities and materials, and for conducting research in support of the licensing and regulatory process.

These responsibilities include protecting the public health and safety, protecting the environment, protecting and safeguarding materials and plants in the interest of national security, and assuring conformity with antitrust laws.

Federal Strike Forces or Teams Available to Federal On Scene Coordinators

The OSC may obtain support from numerous private, commercial, and governmental organizations. However, four groups were created solely to support the national response mechanism by augmenting the OSC's staff and providing specialized pollution response expertise. They are the **National Strike Force (NSF)**, the **Environmental Response Team (ERT)**, the **Scientific Support Coordinator (SSC)**, and the **Public Information Assistance Team (PIAT)**. In addition, the **Agency for Toxic Substances and Disease Registry (ATSDR)** has assigned Public Health Advisors to most EPA regional offices.

National Strike Force (NSF).

OSC's are encouraged to use the NSF whenever necessary, or to augment the OSC's staff when it is overburdened by a response to a given incident. The strike teams that comprise the NSF can provide communications support; oil and hazardous substance removal expertise; ship's damage control; support to monitor removal operations, document costs, and coordinate logistics. The NSF should be used by the OSC when:

- A medium or major discharge has occurred;
- Control of the discharge requires the special knowledge or special equipment of the NSF;
- Response will require in excess of 2 days to complete removal operations, and augmentation by NSF personnel will release local forces to return to normal operations; or
- In the judgment of the OSC, NSF capabilities are necessary.

The NSF is also available to assist state and local governments, provided that such assistance does not interfere with supporting federal OSC's or other federal agencies.

The **Pacific Strike Team (PST)**, based at Hamilton AFB in Marin County, is the NSF pollution control team equipped and trained to assist in the response to oil or chemical incidents occurring in the western area of the United States. Services available from the PST include:

- Technical expertise
- Supervisory assistance
- Cost documentation
- Response to, and assistance with, spill response
- Deployment of salvage and pollution control equipment
- Training in pollution response techniques

Environmental Response Team (ERT)

The EPA's ERT can provide technical advice and equipment pertaining to the environmental effects of discharges or releases. Among the disciplines of the team are sanitary engineering, environmental engineering, chemical engineering, chemistry, biology, environmental health, risk assessment, and analytical support. Areas of expertise include:

- Determining safety precautions for hazardous chemical removal;
- Evaluating the nature and extent of contamination;
- Identifying hazards of pollutants not found in standard information sources ;
- Assessing degree of mitigation/removal required;
- Identifying critical and sensitive areas that require extraordinary protective efforts;
- Selecting disposal method and appropriate disposal facilities;
- Access to special decontamination equipment; and
- Basic and intermediate level hazardous material training.

In addition, the ERT is responsible for activating the **Environmental Emergency Response Unit (EERU)**, a unit which can provide on-scene equipment capable of removing pollutants from contaminated water, conducting treatment studies, and performing a wide range of analytical capabilities. ERT assistance can be requested from the EPA representative on the RRT.

Scientific Support Coordinators (SSC)

SSCs can augment the OSC's staff by providing scientific advice and arranging for scientific support on-scene. Generally, SSC's are provided by the National Oceanic and Atmospheric Administration (NOAA) in coastal areas, and by the EPA in the inland regions. During a response, the SSC serves under the direction of the OSC with the responsibility to provide scientific support for operational decisions and to coordinate on-scene scientific activity. Depending upon the nature of the incident, the SSC can be expected to work with government agencies, universities, and industry to compile information that would assist the OSC in assessing the hazards and effects of spills and developing response strategies. The SSC concept is to augment, rather than replace, the OSC's local scientific team. Local teams generally have the advantage of minimal response times, familiarity with the area, and a working rapport. On the other hand, oil and hazardous materials response may become extremely complex and require expertise and resources not usually available at the local level. Coast Guard OSC's are encouraged to use the SSC as they would use other special forces available to them. SSC assistance can be requested by contacting the regional SSC, identified in the Regional Contingency Plan. Areas in which the SSC can provide assistance include:

- Assessment Of Adverse Effects/Mitigation Strategies. This assistance is frequently required during the initial phases of an incident when response operations and clean-up strategies are being developed. Activities to protect and mitigate adverse effects on human health and welfare and the environment include:
- Liaison with natural resource and chemical experts;
- Spill trajectory modeling;
- Assessment and advice on the nature, behavior, and fate of oil and hazardous materials under various environmental conditions, and recommendations on how best to deal with them;
- Identifying areas of special biological importance;
- Assistance in public relations efforts on scientific issues; and
- Advice on safety precautions for response personnel.
- Contingency Planning Assistance. Prior to a spill, considerable information can be provided by the SSC in developing regional and local contingency plans. This can include the probability that spills originating from a given location will affect specific areas; the location of environmentally sensitive areas; background data on the

behavior of various pollutants known to be transported in a given area; and the possible environmental impact of various cleanup strategies.

Public Information Assist Team (PIAT)

The PIAT is a team of public affairs specialists knowledgeable in many facets of pollution response (e.g., equipment, clean-up methods, the role of various agencies, and the laws). They can augment the OSC's staff when public interest is high.

Agency For Toxic Substances And Disease Registry (ATSDR) Public Health Advisors

While not specifically listed in the NCP as a special force or team, the Department of Health and Human Services (HHS), through the ATSDR (previously part of the Centers for Disease Control [CDC]), has assigned Public Health Advisors to cover each EPA Region. In California, these individuals work at the EPA Region IX office. The ATSDR Public Health Advisors have a wide range of expertise in health-related problems, and are available to assist OSC's during response actions. They can assist in assessing public health threats posed by an incident, provide advice on the adequacy of personnel protection measures within the response area, investigate health complaints, provide advice on the need to relocate nearby residents, and coordinate the appropriate health response with public health agencies and the private medical community.

ATSDR advisors are also available to assist in developing occupational safety and health considerations for local contingency plans and providing information on the location and availability of laboratory services, expert consultants, hospitals, and other treatment facilities. The above assistance is available from the regional Public Health Advisors or directly from the ATSDR Emergency response Coordination Branch in Atlanta, GA, at 404-639-0615/FTS 236-0615 (24-hour number).

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NON-GOVERNMENTAL AGENCIES

Federal, state and local response to a hazardous material incident may be augmented by non-governmental agencies and volunteers.

Quasi-governmental Agencies

Support from quasi-governmental agencies may be required to properly assess and handle the situation. Those willing and able to assist in such an emergency include the **American Red Cross (ARC), Civil Air Patrol (CAP), Salvation Army** and the **Radio Amateur Civil Emergency Service (RACES).**

The American Red Cross provides relief for persons affected by disaster including providing food, clothing, and lodging; supplemental medical and nursing assistance; various family services; and rehabilitation. During disasters the Red Cross operates independently of, but coordinates with, local government. Recognizing that warning, rescue, and protective actions (evacuation or shelter in place) are governmental responsibilities, the Red Cross may, within its capabilities, assist in these functions.

The Civil Air Patrol will provide air transportation for emergency personnel, and air reconnaissance for monitoring purposes.

The Salvation Army is one of the principal agencies involved in disaster relief. To better augment this service it has entered into agreements with governmental and private agencies so that, through cooperation, each may better serve in a time of disaster. The Salvation Army can, within the limits of its personnel and fiscal capabilities, provide mobile feeding for disaster victims and emergency workers, emergency housing, medical assistance, referrals to appropriate government and private agencies for special services required by victims, and other services as required.

The RACES operates on radio amateur frequencies by authority of the FCC in support of emergency communications. RACES can augment existing systems, substitute for damaged or inoperable systems, set up portable equipment for communication to and from a disaster site, and establish communications links with areas that are inaccessible through other forms of communication.

Business

It is the responsibility of a business which uses, generates, processes, produces, packages, treats, stores, emits, discharges or disposes of hazardous material to **develop contingency plans** (Sections 25503 et. seq. CA Health and Safety Code and Title 19 CCR). This includes emergency response planning for contingencies within their facilities, and providing employees with proper training and skills to handle in-plant hazardous material emergencies. Businesses must abide by local, state and federal reporting requirements for hazardous material releases. They must comply with the specific mandates of the minimum planning regulations adopted by OES and their implementation by local Administering Agencies and other regulatory agencies. Throughout the duration of an incident, the business must keep the Scene Manager/Incident Commander informed as information becomes available concerning:

- Any conditions within the facility which may affect emergency response.
- On-site monitoring for extent of damage.
- Causation.
- Technical advice.

Businesses should be invited to participate in the local planning activities related to hazardous materials so that preparedness is reasonable and appropriate for local needs to make the best use of local resources, and to improve planning effectiveness.

Private Support

Specialized information and response resources provided by private industry include:

CHEMTREC (800-424-9300)

The Chemical Transportation Emergency Center (CHEMTREC) is a 24-hour public service of the Chemical Manufacturers Association. It has the capability of providing the following:

- Immediate emergency action information for spill, leak, exposure, or fire control measures.
- Precautionary information.
- Assistance in identification of hazardous substances, if the manufacturer is known, or shipping papers are present.
- Immediate notification of manufacturers or shippers through their emergency contacts or notification of industry mutual aid networks.

Community Awareness and Emergency Response (CAER)

The Chemical Manufacturers Association's (CMA) Community Awareness and Emergency Response program encourages chemical plant managers to take the initiative in cooperating with local communities to develop integrated emergency plans for responding to hazardous materials incidents. Because chemical industry representatives can be especially knowledgeable during the planning process, and because many chemical plant officials are willing and able to share equipment and personnel during response operations, community planners should seek out local CMA/CAER participants. Even if no such local initiative is in place, community planners can approach chemical plant managers or contact CMA and ask for assistance in the spirit of the CAER program.

National Poison Antidote Center (NPAC)

The Center is now a working part of the CHEMTREC system. It provides immediate information for treatment of most known poisons. It has communications to all major hospitals.

Poison Control Centers

Poison Control Centers are found regionally throughout the state and provide toxicological information concerning hazardous material incidents. Refer to Local Government Responsibilities, Emergency Medical Services, for more information.

Chemical Manufacturers

If known, the manufacturer of a spilled chemical can provide detailed technical information (including special precautions, disposal procedures, etc.) on their products and may provide an emergency response team if needed. Chemical manufacturers are activated by calling CHEMTREC.

Transportation Company Dispatch Centers

Carriers, including railroads, can be contacted for additional technical information and waybill or cargo manifest readouts. (When requested, CHEMTREC can accomplish this service.) Carriers may also provide assistance with chemical and wreckage removal.

Underground Service Alert, (U.S.A.) (800- 642-2444)

A 24-hour service subscribed to by major public utilities which has the capability of providing the location of any underground structures which could impact the response to hazardous material incidents.

Chlorine Emergency Plan (CHLOREP)

Organized by the Chlorine Institute for emergency response to chlorine emergencies, teams are activated by CHEMTREC.

Industrial Chemical Waste Removers

These organizations provide services under contract. They have the capability to clean up, haul, and decontaminate a hazardous material incident scene, as well as conduct restoration and repair of highways or other damaged property. They are a resource which should be identified during pre-incident planning. Contracts defining their role and scope of activities should be drawn up beforehand so the Scene Manager/Incident Commander may have ready access to their capabilities when the emergency occurs.

Coastal Oil Spill Cooperatives

The cooperatives are organized by oil companies to provide equipment and trained personnel for response to oil spills. These cooperatives are prepositioned at various locations along the California coast and can provide response equipment for responding to oil spills on the water.

Volunteers

Agency and jurisdiction specific plans should establish procedures to allow for well organized, worthwhile, and safe use of volunteers, including compliance with appropriate health and safety regulations. These plans should provide for the direction of volunteers by the appropriate officials knowledgeable in contingency operations and capable of providing leadership. The plans should also identify specific areas in which volunteers can be used, such as beach surveillance, logistical support, and bird and wildlife treatment. Unless specifically requested by the Incident Commander, volunteers generally should not be used for physical removal or remedial activities. If, in the judgement of the Incident Commander and/or safety official, that dangerous conditions exist or adequate training has not been provided, volunteers shall be restricted from on-scene operations.

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MANAGING EMERGENCY OPERATIONS

This portion of the HMICP establishes policies and procedures and assigns responsibilities to ensure the effective management of emergency operations during the release or threatened release of a hazardous material. It describes the organization and structure of an appropriate response and provides state agencies with a basis for integrating their activities within the overall management of the incident response.

OBJECTIVES:

Specific objectives of the emergency management organization include:

- Establishing guidelines for the management and coordination of emergency operations.
- Establishing priorities, and adjudicating any conflicting demands for support.
- Establishing the framework for coordinating and maintaining liaison with appropriate federal, state, and local governmental agencies and applicable segments of the private sector.
- Establishing the methodology for requesting and allocating resources and other support.
- Providing guidance for identifying and activating communications systems.
- Providing guidance for disseminating warnings, including evacuation and sheltering in place.
- Providing guidance for managing the movement and reception and care of persons in the event an evacuation is ordered.
- Providing guidance for collecting, evaluating, and disseminating damage information and other essential data.
- Providing guidance for the coordination of mutual aid.

CONCEPT OF OPERATIONS:

The magnitude of hazardous material incidents ranges from minor to catastrophic. The majority of incidents are minor or moderate and can be addressed in a normal operating mode. Larger incidents may require greater coordination and/or direction.

A well managed incident maximizes the communication and agency coordination within the entire response organization. This portion of the HMICP is organized using the principles of the Incident Command System to enhance response organization and delivery.

THE INCIDENT COMMAND SYSTEM:

The Incident Command System (ICS) is a management structure especially useful when more than one organization responds to an emergency (i.e., wildland fire, earthquake, hazardous material release). The ICS is designed to be flexible and expandable to meet the needs of any incident. The ICS is currently mandated for response to hazardous material incidents by federal (29 CFR Part 1910.120) and proposed state labor regulations (5192 California Code of Regulations). The federal regulations state that "the senior emergency response official responding to an emergency shall become the individual in charge of a site-specific Incident Command System (ICS). All emergency responders and their communications shall be coordinated and controlled through the individual in charge of the ICS for each employer... The 'senior official' at an emergency response is the most

senior official on the site who has the responsibility for controlling operations at the site. Initially, it is the senior official on the first-due piece of apparatus to arrive on the incident scene. As more senior officers arrive (i.e., battalion chief, fire chief, state law enforcement official, site coordinator, etc.) the position is passed up the line of authority which has been previously established."

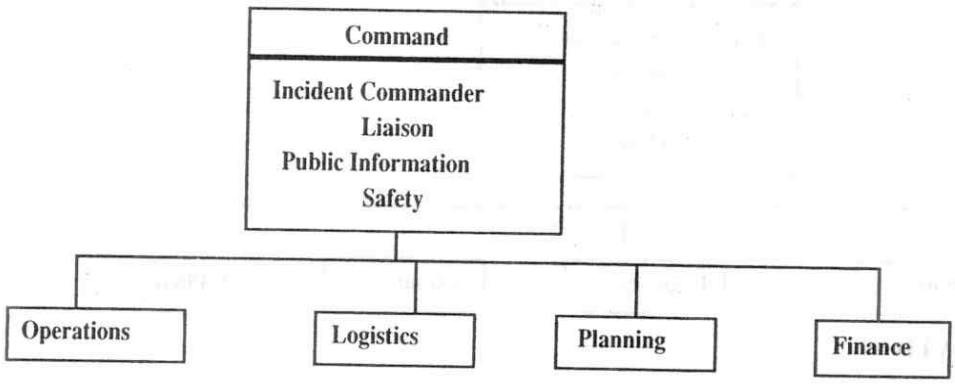
In July 1988, the Governor's Emergency Operations Executive Council directed state agencies to use the Incident Command System at the field operations level.

An excerpt from the California Emergency Plan states "Use of an Incident Command system is strongly recommended to all levels of government as a way of achieving coordination in decision making and concerted action in responding to large scale emergencies... Such a system will provide coordination in decision making for all levels of government involved in emergency management... The ICS is strongly recommended for use, statewide, by all response agencies. The ICS with its standardized organizational structure and common vocabulary can be used in both large and small emergencies. By employing common terminology to define resources and facilities, Incident Command can be used by all response agencies. ICS provides a flexible management system for incidents that require a cooperative response by neighboring jurisdictions or by different departments within the same jurisdiction. ICS is designed to maintain a manageable span of control at major emergencies involving large numbers of resources. ICS should be rapidly activated and organized around the functional requirement of the incident. The ICS system consists of five major functional areas which are activated at major incidents". Those functional areas are: Incident Command, Operations, Planning, Logistics, and Finance.

A sample hazardous material organization chart for ICS and descriptions of hazardous material specific positions are contained in Appendix 2. All state agency personnel who may become involved with a hazardous material incident are encouraged to become familiar with a hazardous material response using the ICS.

A generic ICS schematic follows:

Figure 3.1 ICS Schematic (generic)



COMMAND

INTRODUCTION

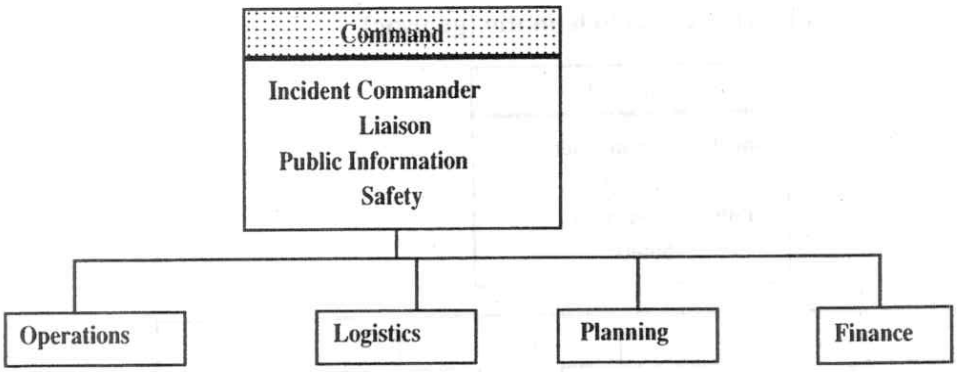
At a hazardous material incident, a clearly defined and identified command staff is critical to the appropriate management of the incident. The decentralized nature of California's approach to hazardous material management does not permit a uniform statewide description of command, coordination, finance, and other factors that will determine the overall emergency management of a hazardous material incident. These factors include:

- **location (i.e., on highway, off-highway, incorporated, unincorporated),**
- **nature of substance (i.e., oil, other hazardous material),**
- **magnitude (i.e., minor, moderate, major, catastrophic),**
- **capability (i.e., adequately trained and equipped personnel, inadequately trained and equipped personnel),**
- **mandate (i.e., responsibility designated by a legislative body, responsibility not designated by legislative body),**
- **responsible party (i.e., willing and able to provide a safe and adequate response, unable and/or unwilling to provide a safe and adequate response), and**
- **finance (funding agency requires direct control over expenditures, funding agency does not require direct control over expenditures).**

State agencies will provide Command functions consistent with legislative and agency policy requirements (i.e., State Agency Coordinator, State Warning Center) and physical jurisdiction.

An ICS schematic (Command) follows:

Figure 3.2 ICS Schematic (Command)



ROLE DETERMINATION

In California, the response to a hazardous material incident will be directed by a Scene Manager and/or an Incident Commander. Because of differing capabilities and mandates, local implementation of Scene Management/Incident Command may differ. The roles of agencies of the state of California will generally remain constant, but must remain flexible to appropriately integrate overall emergency management requirements with those of other governmental agencies and the private sector.

If the Scene Manager is the same person as the Incident Commander, then that person is in charge of directing and coordinating the overall incident and scene. If the position of Incident Commander and Scene Manager are held by different people, then a distinction must be made in the roles and responsibilities of each position. Scene Management entails the coordination of overall operations while utilizing the expertise and command structures of all responders. Incident Command entails the direct management of all incident operations and related activities. In some jurisdictions these functions have been combined. The California Highway Patrol has Incident Command/Scene Management responsibilities for all freeways and unincorporated roadways.

Scene Management, as defined in Section 2454 of the California Vehicle Code, "means coordination of operations which occur at the location of a hazardous substance spill or disaster. This coordinating function does not include how the specialized functions provided by the various other responding agencies are to be performed. The agency managing the scene of an on-highway spill or disaster shall consult with other response agencies at the scene to ensure that all appropriate resources are properly utilized. The agency managing the scene of an on-highway hazardous spill or disaster shall perform its coordinating function in a manner designed to minimize the risk of death or injury to other persons."

On highway scene management is vested with the law enforcement agency having primary traffic investigative responsibilities. Therefore, the CHP assumes scene management for incidents originating on freeways and roadways in unincorporated areas. For city streets, including non-freeway highways, Scene Management responsibilities are vested in the local police department (or sheriff, if the city contracts for police services.) **Note: Senate Bill 921, which became effective on January 1, 1990, authorizes "the local governing body of a city having jurisdiction where the spill or disaster occurs to assign the authority for management of the scene on local streets and roads, other than freeways, to either the local law enforcement agency or fire protection agency."** Since state law addresses only on-highway incidents, off-highway Scene Management responsibilities are jurisdiction specific. Federal facilities will generally provide personnel to represent their agency.

The term Scene Management originated in the Scene Management System and has been used traditionally in law enforcement.

Incident Command is the designation within the Incident Command System of the position with the responsibility for management of all incident operations. This position, along with the Safety, Liaison and Public Information Officers, comprise the Command Staff. The Incident Commander plus the Chiefs of the Operations, Planning, Logistics, and Finance Sections comprise the General Staff. Figure 3.3 illustrates SM/SAC/OSC/IC designations.

ROLE OF A UNIFIED COMMAND

A "Unified Command" is used when there is more than one agency with a management responsibility that cannot be delegated. In those circumstances, all parties should be brought together within the Command Staff for consultation and coordination of overall activities. The individuals in the Unified Command should be able to speak for, and commit the resources of, the organizations that they represent. In most cases, an overall Incident Commander should be designated from within the Unified Command, generally the representative of the jurisdiction where the incident originated, or the most qualified person present. Decisions should be made by consensus among the parties of the Unified Command. If consensus is not possible, the overall Incident Commander shall make the final decision. In those cases where a Unified Command is composed of an Incident Commander and a Scene Manager, the Incident Commander shall make the decisions regarding direct response to the incident and the Scene Manager shall have the

Figure 3.3 MANAGING EMERGENCY OPERATIONS RESPONSIBILITY DESIGNATIONS

SCENE MANAGEMENT (SM)

	Incorporated (excluding all freeways)	Unincorporated (including all freeways)
On-Highway	Police Department*/+	California Highway Patrol
Off-Highway	Locally Designated	Locally Designated

* Sheriff, if city contracts with county for law enforcement

\+ After 1/1/90, may be assigned to fire agency by local governing body

STATE AGENCY COORDINATOR (SAC)

On-Highway	California Highway Patrol
Off-Highway	Department of Fish and Game

FEDERAL ON-SCENE COORDINATOR* (OSC)

Coastal Areas	U.S. Coast Guard
Inland Areas	U.S. Environmental Protection Agency

*Department of Energy and Department of Defense may provide OSC for incidents involving their agencies.

INCIDENT COMMAND* (IC)

* CHP will be the Incident Commander for all freeways and unincorporated roadways.

Locally Designated

overall responsibility of coordinating the response agencies.

ROLE OF THE RESPONSIBLE PARTY (RP)

The "Responsible Party" is a legally recognized entity (person, corporation, business, partnership, etc.) that has a legally recognized status of financial accountability and liability for actions necessary to abate and mitigate adverse environmental and human health and safety impacts resulting from a non-permitted release or discharge of hazardous material.

The RP should be consulted in decisions that impact the hazardous material response, but the RP does not necessarily have standing within the Command Staff, unless the Incident Commander determines otherwise. The RP should be given the opportunity to abate the incident using their own resources, but not to the detriment of the overall operations. The questions that must be answered to the satisfaction of the Incident Commander include, but are not limited to:

- can the incident be abated adequately and in a reasonable amount of time?
- Is the proposed abatement and mitigation agent (cleanup contractor) of the RP able to, and legally allowed to, perform the required tasks?
- Can the waste generated be properly disposed by the RP?

If the Responsible Party is unable or unwilling to provide acceptable abatement and mitigation of the incident, or the Responsible Party is unknown, it may be necessary for a public agency to ensure the necessary response and cleanup that would normally be the responsibility of the Responsible Party. The reasons for a public agency taking these responsibilities are to best protect the public health, safety and environment by expediting the abatement and mitigation of the incident.

PROTECTIVE ACTIONS (EVACUATION AND IN-PLACE PROTECTION)

When a circumstance exists where an airborne hazardous material release may place the public in danger, there are two main options available to emergency responders. One is evacuation. The other is in-place protection (formerly referred to as sheltering-in-place). The need to take some form of protective action is a decision that must be determined quickly and often with a lack of definitive data to assist the decision-makers. (Portions of the following descriptions are excerpted and modified from Hazardous Materials. Managing the Incident by Gregory G. Noll, Michael S. Hildebrand, James G. Yvorra. Used with permission.)

Evacuations

Evacuations may be indicated when there are:

- Leaks involving unknown gases from large capacity storage containers.
- Explosives or large quantities of materials which could detonate or explode, damaging structures in the immediate area.
- Leaks that cannot be controlled and are expected to continue leaking.
- Leaks that cannot be controlled by emergency response personnel and civilians area at risk.

When the decision is made to evacuate, four things must be done:

- Notification- tell occupants where to go.
- Transportation- move occupants to a safe locations.
- Relocation- keep occupants housed, fed and informed.
- Information- keep occupants informed of your progress, and notify concerned citizens of the situation.

In California, the authority to close an area is generally vested in persons with peace officer powers or the local health officer by Sections 409.5 (a) and (c) of the California Penal Code.

Public highways may be closed for the protection of the public by the department of Public Works, the California Highway Patrol, the county board of

supervisors, police departments or the sheriff's office, by authority of various sections of the California Vehicle and Streets and Highways Codes.

In situations where the Governor has declared a state of Emergency or local government has declared a local emergency, the appropriate official may authorize an evacuation as according to provisions of the California Government Code.

In some instances specific state or local agencies in conjunction with a court order, may be empowered to close or isolate an area.

The question of who has the authority to order an evacuation will have to be decided on a case-by-case basis. Issues to be considered are the ownership of property, the level, type and impact of the problem, existing operating agreements or plans, applicable court orders, statutory authorities, and any overlapping responsibilities.

It is quite likely that concurrent, and perhaps even conflicting, responsibilities exist and should be worked out by mutual agreement.

Similarly, the power to terminate an evacuation may be concurrent with several entities and it would be possible for those entities to have differing opinions and considerations as to where an area needs to be closed or to remain closed. Theoretically one entity might terminate the closure and another reinstitute it because of its particular concerns. This would be possible whenever concurrent powers are involved and where no operating agreement or plan defining those types or command decisions has been adopted by all of the concerned parties.

In-Place Protection

In-place protection activities operate on the theory that toxic vapors pass over structures without moving inside them. Research and accident investigations indicate that staying indoors may provide safe haven during toxic cloud releases. However, sustained continuous releases may eventually filter into a structure and endanger the occupants.

Several factors may influence the in-place protection decision. The Incident Commander may have to make critical protection decisions based upon weather conditions and forecasts. High humidity and warm air can force vapors toward the ground. In addition, air ventilation and air conditioning ducts may draw toxic vapors into buildings.

In-place protection may be a viable option when:

- The hazardous material has been identified and is a moderate to low health hazard.
- Personnel are limited to assist with the evacuation, and isolation zones cannot be properly managed.
- The hazardous material has been totally released from its container and is quickly dissipating.
- The hazardous material is a migrating toxic vapor cloud, and the citizens are safer inside the building than they would be outside of it.
- Short duration solid or liquid leaks are present.
- Migrating vapor clouds low in toxicity and quantity are occurring.
- Vapor clouds form "puff" or migrating plume patterns, e.g., clouds that will quickly disperse and are not from a fixed, continuous point source.
- Leaks can be rapidly controlled at their source.

EXAMPLES

In order to provide some guidance within the HMICP concerning emergency management of a hazardous material incident five examples are provided:

Example 1:

A tanker truck containing a hazardous material overturns on a freeway, releasing its contents. The first arriving California Highway Patrol officer becomes the Scene Manager, as per Section 2454 California Vehicle Code, and the State Agency Coordinator (since this is an on-highway incident), and establishes a command post. The CHP officer contacts the CHP dispatcher to effect notification

and requests a response from CALTRANS, the local fire department, and the local environmental health department. The CHP isolates the scene and denies entry, attempts to identify the material (if it can be done safely), identifies and isolates contaminated victims (if it can be done safely). The senior ranking CHP member present at the scene assumes the role of Incident Commander/Scene Manager/State Agency Coordinator and establishes an Incident Command System using available personnel. A unified command is created with a representative from the CHP, CALTRANS, fire department, and consulting with the driver of the vehicle (representing the handler). The overall incident management and coordination of the entire operations the responsibility of the Incident Commander/ Scene Manager.

As the State Agency Coordinator, the CHP is also responsible for coordinating requests for mutual aid from other state agencies, if required. The CHP will act as the Liaison Officer and Public Information Officer until such time as that responsibility is delegated to someone else. CALTRANS will be responsible for ensuring cleanup of the highway, up to the right-of-way. Generally CALTRANS will use their in-house teams or a hazardous material cleanup contractor to conduct cleanup, and thus may fulfill the role of Operations, Finance and Logistics Section (in coordination with the CHP and the handler). Prior to initiating cleanup the representative of the handler is given the opportunity to engage their own resources to abate and mitigate the incident. The actions of the handler must receive the concurrence of the Incident Commander/Scene Manager to ensure a safe and adequate response. One of the representatives from environmental health may act as the Planning Section, providing technical reference information on the characteristics of the chemical, and potential toxicological and environmental impacts. Another environmental health representative or fire department member may be appointed as the Safety Official. A fire captain may be appointed to act as the Operations Section Chief.

Note: The Incident Commander/ Scene Manager fulfills all positions unless delegated. Also note: If the hazardous material release originates off of the right-of-way, even though it resulted from a motor vehicle accident, then the release would be considered an off-highway incident.

This example illustrates the appropriate management of an on-highway hazardous material incident, in which the CHP fulfills the role of Incident Commander, Scene Manager and State Agency Coordinator.

Example 2:

A suspected hazardous waste "midnight dump" is discovered in a field (off highway) in an unincorporated area of a rural county. Action has been taken previously by the Board of Supervisors to appoint the County Sheriff as the Scene Manager. As first on-scene public official, the sheriff's deputy initiates notification to the appropriate agencies and assumes all roles until other requested qualified responders arrive. The sheriff's deputy isolates the scene and denies entry and attempts to determine the nature of the chemicals (if it can be done safely). The sheriff's deputy makes a preliminary determination that the property owner is not culpable. The fire department arrives, but none of the personnel are qualified to act as an Incident Commander, and thus the sheriff's deputy will fulfill the role of both Scene Manager and Incident Commander. If state agencies are needed on the scene, the State Agency Coordinator is the representative of the California Department of Fish and Game (since this is an off-highway incident), who should be notified and is part of a unified command. In this case, both Scene Management and Incident Command will remain with the sheriff. If the fire department personnel were adequately trained, either by prior agreement or by an on-scene decision, Incident Command could be transferred to the fire department. If a neighboring public agency hazardous material team or private cleanup contractor is accessed, neither will generally accept Incident Command responsibilities.

Note: if this incident occurred on a highway or highway right-of-way within CHP jurisdiction, the CHP would establish Scene Management/Incident Command. The CHP would also notify its Hazardous Material/Waste Investigators who would conduct a follow-up investigation and seek prosecution, as appropriate.

This example illustrates the designation of management responsibilities and on-scene management decision-making for an off-highway hazardous material incident.

Example 3:

An ocean going oil tanker has entered one of California's deep water ports when it collides with another vessel. Oil tanks are breached and crude oil is discharged into the water. The representative of the tanker notifies the appropriate agencies and has accepted the role of responsible party. The RP maintains that their company will provide a safe and adequate response. A representative of the local jurisdiction in whose waters the incident has occurred and a representative of the U. S. Coast Guard Captain of the Port acting as the federal On-Scene Coordinator, along with a representative of the California Department of Fish and Game (State Agency Coordinator) should form a unified command in consultation with the RP. The Command Staff allows the tanker company representative to conduct abatement and mitigation activities under the Operations Officer (appointed by the Incident Commander), as long as the actions taken provide a safe and adequate response to the incident, in the opinion of the members of the Command Staff. The RP will usually obtain the services of one of the oil spill cooperatives. If the spill is major the Coast Guard may activate the resources of the Pacific Strike Team and those of the Navy.

If the company representative takes actions that are determined to be inappropriate or insufficient to protect the public health, safety, or the environment, the public representatives may activate their funding mechanisms (individually or collectively) and assume the responsibilities of ensuring a safe and adequate response. In this case, if no Scene Management provisions have been established legislatively by local government (since this is an off-highway incident), there is no Scene Manager as part of the organizational structure. The Incident Commander then fulfills the responsibilities of the Scene Manager.

This example illustrates the coordination responsibilities of state/federal/local officials at an off-highway (marine) incident and the role of the responsible party in abating and mitigating an oil spill. This example also addresses the funding aspects of the management of the incident by the public and private sectors.

Example 4:

A fixed facility experiences a major uncontrolled release to air and water of a hazardous material, that may require evacuation. The facility borders two jurisdictions and the hazardous material is impacting both areas. A Unified Command should be established comprising; the Scene Managers from both jurisdictions (if designated), the Incident Commanders from both jurisdictions (if different from the Scene Managers), the State Agency Coordinator representative (from Department of Fish and Game and/or the California Highway Patrol [if a highway is impacted]), and the federal On-Scene Coordinator (EPA if inland, or Coast Guard if in the coastal area).

The facility emergency coordinator should be consulted by the Command Staff. The law enforcement representatives in charge of the evacuation would generally be attached to an Evacuation Group within the Operations Section. The facility representative would be given the opportunity to abate the release within the facility property, if a safe and adequate response can be provided in a timely manner. An overall Incident Commander should be appointed from within the unified command, generally this would be the Incident Commander from the jurisdiction where the spill originated; or the most qualified person available.

Note: Wherever possible, the number of people in the Unified Command should be minimized by delegation or deferral, if permitted.

This example highlights the necessity to establish clear lines of authority and responsibility in hazardous material emergencies, especially in complex and multi-jurisdictional incidents.

Example 5:

A main line railroad freight train traveling down the Central Valley of California carrying a mix of freight derails on the approach of a river bridge near the city limits of a valley city. The railroad operations center located elsewhere in the state receives a two way radio report from the train crew that they are experiencing an emergency brake application. They advise the operations center that they are going to investigate. The train Conductor and the Engineer should have copies of the train's consist (manifest) listing the contents of all the railroad cars in the train. The operations center also has a computer list of the train's cars and contents. Within the next five minutes the train crew has walked back and found the rear half of the train derailed, a release of hazardous material, and a fire. The train crew advises their operations center of the situation. The railroad operations center calls the local emergency responder's communications center via a predetermined long distance emergency phone number (area code and seven digit number) and activates the railroad's internal hazardous material response mechanism. The operations center also ensures that the State Warning Center, the National Response Center and the local Administering Agency are notified of the incident. If the railroad operations center had not called, as required by law, they could have been contacted by the local emergency dispatch center or the Incident Commander via a predetermined emergency 800 or long distance telephone number.

An Incident Command Post is established consisting of local fire and law personnel along with a representative of the railroad train crew. A representative of California Department of Fish and Game (State Agency Coordinator) and Regional Water Quality Control Board joins the Command Staff upon arrival. The railroad's hazardous material team is in contact and verbally coordinating with the Command Post while in transit to the scene. In conjunction with the railroad's operations center, the railroad's hazardous material personnel are providing technical information to the local emergency responders and arranging for resources to assist in abatement and mitigation of the spill and derailment. Upon arrival, the railroad's hazardous material team is brought into the Command Post and allowed to conduct operations with the concurrence of the Incident Commander and the rest of the appropriate agencies. Fire suppression activities are coordinated with the local fire department to ensure that appropriate actions are taken to protect the public health, safety and environment. The predetermined notification and communication between the public and private sector is critical to the effective management of the incident.

This example depicts management of a hazardous material incident that is enhanced by effective communication and coordination, including pre-established notification procedures.

For all of the above examples a safety official, liaison officer and public information officer should be appointed. A safety official must be appointed if any contact or potential contact with the hazardous material is likely.

SAFETY

The Safety Official's function at the incident is to assess hazardous and unsafe situations and develop measures for assuring personnel safety.

The position of safety official for a hazardous material incident is critical for protecting the safety of emergency responders and the public. The safety official is mandated in both 29 CFR part 1910.120 and Section 5192 of the CCR. "The individual in charge of the ICS shall designate a safety official, who is knowledgeable in the opera-

tions being implemented at the emergency response site, with specific responsibility to identify and evaluate hazards and to provide direction with respect to the safety of operations for the emergency at hand... **When activities are judged by the safety official to be an IDLH [immediately dangerous to life and health] condition and/or involve an imminent danger condition, the safety official shall have the authority to alter, suspend, or terminate those activities** [emphasis added]. The safety official shall immediately inform the individual in charge of the ICS of any actions needed to be taken to correct these hazards at an emergency scene."

In a multi hazard response, where there are other responders in potentially dangerous situations in addition to a hazardous material group (response team) engaging in specialized emergency activities to abate the release or threatened release, an additional safety official should be appointed to coordinate safety related activities directly relating to the hazardous material team (group). The hazardous material safety official's authority shall derive from the overall safety official but shall report to the hazardous material group supervisor or equivalent. For a further discussion of the hazardous material safety official, refer to Appendix 2.

LIAISON

The Liaison Officer is the member of the Command Staff with responsibility for interacting with representatives from assisting or cooperating agencies. All arriving responders should coordinate with the Liaison Officer prior to, or upon, arrival to an incident scene. The Liaison Officer provides a point of contact for assisting/cooperating Agency Representatives, responds to requests from incident personnel for inter-organizational contacts and monitors incident operations to identify current or potential inter-organizational contacts. **Assuring that notification is conducted is the responsibility of the Liaison Officer.**

STATE AGENCY COORDINATOR (SAC)

SAC is a representative of either the CHP (for on-highway incidents) or the Department of Fish and Game (DFG) (for off-highway incidents). The first state official on scene shall assume the responsibility of the SAC until relieved by the CHP or DFG. Where state agency participation is required, the SAC supports the Incident Commander by coordinating state resources and maintains liaison with the Federal On Scene Coordinator (if present). The SAC shall obtain and provide pertinent information for state agencies (i.e., information pertaining to the public health, safety and environment impacting the mandate of the state agencies) and shall provide assistance to the Incident Commander in prioritizing and acquiring state resources necessary to mitigate and abate the incident.

ON SCENE COORDINATOR (OSC)

The OSC is the federal official that "directs response efforts and coordinates all other [federal] efforts at the scene of a discharge or release." In California, the OSC is generally the U.S. Coast Guard for the greater coastal areas and the U.S. Environmental Protection Agency (EPA) for the inland areas. In some circumstances the OSC may be a representative from the Department of Defense, Department of Energy or other federal agency. "The OSC... shall, to the extent practicable, collect pertinent facts about the discharge or release, such as its source and cause; the identification of potentially responsible parties; the nature, amount, and location of discharged or released materials; the probable direction and time of travel of the discharged or released materials; the pathways to human and environmental exposure; the potential impact on human health, welfare and safety and the environment; the potential impact on natural resources and property which may be affected; priorities for protecting human health and welfare, and the environment; and appropriate cost documentation... The OSC's/RPM's (Remedial Project Manager) efforts shall be coordinated with other appropriate Federal, State, local, and private response agencies." (National Contingency Plan)

The OSCs activities are determined by whether federal funding under the Oil Pollution Prevention, Response, Liability and Compensation Act (formerly section 311 (k) of the Clean Water Act) or the Comprehensive Environmental Response, Compensation, and Liability Act of 1980 (CERCLA or Superfund) is being utilized. If these federal funds are not involved in the response, the OSC will monitor the response for appropriateness and compliance with federal environmental laws, prepare Pollution Reports (POLREPS), inform and coordinate with the [federal] Regional Response Team and act as a liaison with the Incident Command Staff and the State Agency Coordinator. In those circumstances, when in the opinion of the OSC that the responsible party is unwilling, unable or unidentified and the requirements of the incident exceed the capabilities of state and local government, the OSC may activate the funding available and direct the expenditure of federal funds in support of the response activities in addition to the OSC's monitoring responsibilities.

No distinction is made between the role of the Coast Guard or EPA OSCs in the National Contingency Plan other than their response areas. However, the Coast Guard will generally take a more aggressive role "to any discharge, or potential discharge of oil into the navigable waters of the United States... The presence of the federal OSC representative on-scene may not be necessary when state or local agencies take appropriate action. Phone coordination may be all that is necessary. However, when assistance is requested by state or local agencies, MSO [Marine Safety Office] will make every effort to go on scene. During a response, OSC personnel will:

- Coordinate the response with other agencies;
- Investigate the source, cause and violation or other laws;
- Assess cleanup feasibility;
- Determine when cleanup is satisfactory;
- Ensure recovered oil is properly disposed...

"[In hazardous material incidents the] OSC's role is to assist the state and local agencies with any technical advise and to monitor the response. The response will be federalized only when local agencies are unable to safely and adequately respond. Unlike oil pollution incidents, where Coast Guard personnel respond aggressively and often lead the investigation, ...response to hazardous chemicals is much more conservative. Often the Coast Guard is not the lead agency and ...OSC representatives act only as advisors to the Incident Commander." (U.S. Coast Guard Central and Northern California Coastal Zone Oil and Hazardous Substance Federal Pollution Contingency Plan)

NOTIFICATION

Notification is the process that ensures that the appropriate entities are informed of the occurrence of and details related to a release or threatened release of a hazardous material. Different agencies have different requirements for notification.

Section 2703 of Title 19 of the California Code of Regulations requires that "...a person [person means any employee, authorized representative, agent or designee of a handler] shall provide an immediate, verbal report of any release or threatened release of a hazardous material to the Administering Agency and the Office of Emergency Services as soon as:

1. A person has knowledge of the release or threatened release;
2. Notification can be provided without impeding immediate control of the release or threatened release; and
3. Notification can be provided without impeding immediate emergency medical measures..."

The immediate reporting "...shall not be required if there is a reasonable belief that the release or threatened release poses no significant present or potential hazard to human health, safety, property, or the environment." If there is a question in the mind of someone who has observed a release or threatened release of hazardous materials, whether the incident is significant or not, notification should be made. Notification should be made even if the impacts are potential or delayed .

The following is a discussion of the methodology of ensuring that appropriate local, state and federal agencies are notified of a hazardous material incident. Failure to notify may delay needed response mechanisms and may expose the Responsible Party to significant penalties.

Generally, the first number to call is to notify local emergency responders (i.e., fire, law enforcement, emergency medical services) by dialing **911 or an appropriate local telephone number for the jurisdiction in which the incident occurred.**

The 24 hour OES State Warning Center telephone number is 800-852-7550 or 916-427-4341. (For On-Highway incidents, the CHP must be notified by calling 911 pursuant to Sections 2453, 2454, and 23112.5 CVC.) The OES number is intended to be used as a single point of notification for appropriate state agencies. When adequate spill information is received the Warning Center will assign a Spill number (Control number) to the incident that can be used to track various activities associated with the incident . Notifying the Warning Center will satisfy the requirement to notify the State Emergency Response Commission (in California, the Chemical Emergency Planning and Response Commission) and the Local Emergency Planning Committees as required under Section 304 of SARA Title III. When the Warning Center is called, be prepared to provide the following information (Refer to figure 3.6):

- In what county the spill occurred
- Your name, address and phone number
- Name, address and phone number of reporting party, if different
- The substance(s) involved
- The quantity released or threatened to be released
- The location of the spill site
- What happened
- Name address and phone number of the responsible party
- What containment and/or cleanup actions have been taken
- If a body of water is involved
- Local agencies that are on scene and/or notified

The local Administering Agency must also be called by the handler if the call to 911 does not notify the Administering Agency.

The Federal Government has its own single point notification facility at the National Response Center (NRC). The NRC must be notified of oil spills, hazardous chemical releases, pipeline accidents, transportation accidents involving a hazardous material or oil, a release of radioactive material, and a release of etiological or hazardous biological material in excess of federal Reporting Quantities. **The National Response Center's 24 hour telephone number is 800-424-8802 or 202-426-2675.** Be prepared to report as much of the following as possible:

- Your name, address and telephone number
- Name of the party or individual responsible for the incident
- Mailing address of the responsible party
- Telephone number of the responsible party
- Date and time that the incident occurred or was discovered
- Specific location of the incident
- Name of the material spilled or released
- Source of the spilled material and
- Cause of the release and total quantity discharged
- Was material released to air ground, water or subsurface
- Amount spilled into water
- Weather conditions
- Vessel name, railcar/truck number or other identifying information
- Name of carrier
- Number and type of injuries or fatalities
- Whether evacuations have occurred
- Estimated dollar amount of property damage
- Description of cleanup action taken and future plans
- Other agencies that you have notified or plan to immediately notify

Figures 3.4-3.6 illustrate the decision-making process for notification, which agencies are contacted by the State Warning Center following notification and the telephone information form used by the State Warning Center:

Figure 3.4 NOTIFICATION FLOW DECISION TREE

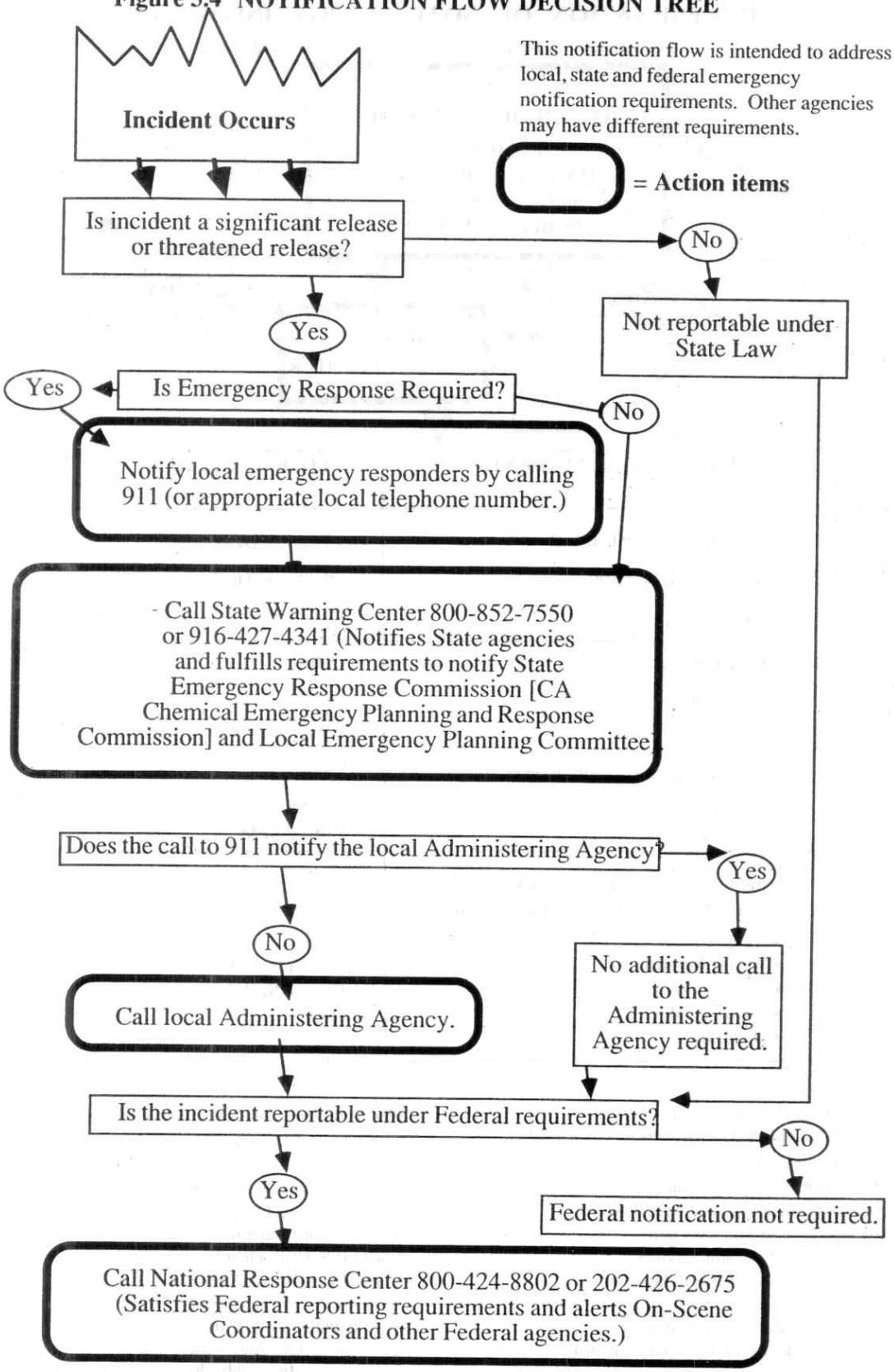
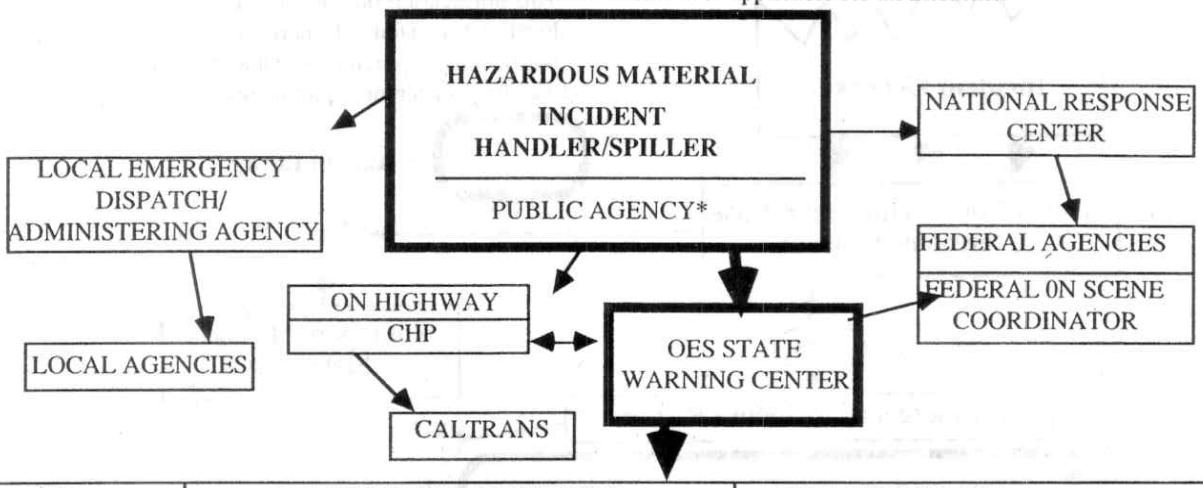


Figure 3.5 STATE WARNING CENTER DISSEMINATION OF NOTIFICATION INFORMATION

Not intended to be all inclusive or applicable for all incidents.



ALL	• ALL REPORTED INCIDENTS	DFG, RWQCB, EPA
MATERIAL INVOLVED	• Pesticide or Ag Chemical	DFA, RWQCB, DHS
	• Radioactive Material	DHS (Rad Health)
	• Oil	DFG, DOG, SLC, RWQCB, SWRCB
LOCATION	• On Highway	CHP
	• Off Highway	DFG
	• Water	RWQCB, DWR**, DFG, USCG, SLC
	• Industrial Incident with Injuries	DIR
	• Pipeline	CSFM
	• Railroad	PUC, CSFM
TYPE OF PROBLEM	• Large Number of Exposures with Health Effects or Medical Facilities Involved.	EMSA
	• Air Pollution	ARB
	• Water Pollution	RWQCB, DWR**, DHS***, DFG, SLC
	• Fish and Wildlife	DFG, USFWS
	• Public Health	DHS
	• Disposal	DHS

ARB-Air Resources Board
CALTRANS-California Department of Transportation
CHP-California Highway Patrol
CSFM-California State Fire Marshal
DFA-Department of Food and Agriculture
DFG-Department of Fish and Game
DHS-Department of Health Services
DIR-Department of Industrial Relations
DOG-Division of Oil and Gas
DWR-Department of Water Resources
EMSA-Emergency Medical Services Authority
EPA-U.S. Environmental Protection Agency
OES-Office of Emergency Services
PUC-Public Utilities Commission
RWQCB-Regional Water Quality Control Board
SLC-State Lands Commission
SWRCB-State Water Resources Control Board
USCG-U.S. Coast Guard
USFWS-U.S. Fish and Wildlife Service

*-requested, not required
**-impacting State Water Project
***-impacting public drinking water supplies

OES CALIFORNIA
California Office of Emergency Services

_____

STATE OF CALIFORNIA
OFFICE OF EMERGENCY SERVICES
STATE WARNING CENTER
VERBAL NOTIFICATION

DTG _____
COUNTY _____

Figure 3.6 HAZARDOUS SUBSTANCE SPILL REPORT

NOTIFIED OES _____ PHONE _____
REPORTED BY _____ PHONE _____
SUBSTANCE _____ QTY _____

SPILL SITE: P/L ☐ SHP ☐ RD ☐ O/F ☐ REF ☐ R/R ☐ S/S ☐ IND PLT ☐ DTG OCC/FND _____

LOCATION _____

ZIP

WHAT HAPPENED _____

CONTAINMENT/CLEANUP/WATER INVOLVED _____

RECEIVED BY

LCL AGENCIES ON SCENE/NTFD: FD ☐ SO ☐ PD ☐ CO DOH/HW ☐ CO OES ☐ AIR/Q ☐ NRC ☐

AGENCIES NOTIFIED

STATE AGENCIES

	NAME	TIME
DFG		
RWQCB		
SFM P/L		
DOG		
SLC		
DHS/ST		
CAL/OSHA		
PUC		
CHP		
CALTRANS		

	NAME	TIME
CDFA		
CDF		
DPR		
ST BAR		

FEDERAL AGENCIES

EPA		
USCG		
USFWS		
FEMA IX		

OTHER

LOCAL AGENCIES & SPEC DISTRICTS

	NAME	TIME
DOH/CO		
E B PARKS		
UC S BARB		
FRESNO CO		
HUMBOLDT CO		
LA CO FLOOD		
SBDO CO		
SOLANO CO		
VENTURA CO		
SF FD		

CALIFORNIA HAZARDOUS MATERIAL INCIDENT CONTINGENCY PLAN 1990

PUBLIC INFORMATION

The primary role of the Public Information Officer (PIO) during a hazardous material incident is to provide emergency instructions and critical information through the media to the affected public. A secondary function is to provide the public (through the media) with accurate and complete information regarding incident cause, size, current status, resources committed, and potential short- or long-term impacts, if known. For large or complex incidents, or those involving numerous response agencies, PIOs from all responding agencies should work together in a joint information effort, with a Lead PIO appointed by the Incident Commander.

The PIO (Lead PIO in a team effort) should be included as an integral part of the Command Staff to ensure prompt access to the most complete, up-to-date status, response and health and safety information available.

Because a hazardous material incident can result in extreme responses from the general public, the PIO should be prepared to address inquiries of all types, particularly regarding health and safety issues. All release of information, whether verbal or printed should be coordinated through the PIO/Lead PIO to avoid release of conflicting instructions or information.

Section 409.5 of the California Penal Code allows duly credentialed members of the media to cross access lines in exercising their First Amendment rights. All reasonable efforts should be made to accommodate members of the media in their collection of the news. However, "upon determination by police personnel that unrestricted access of press representatives to disaster site will interfere with emergency operations, restrictions on media access may be imposed for only so long and only to such extent as is necessary to prevent actual interference, and members of press must be accommodated with whatever limited access to the site may be afforded without interference." [Leiserson v. City of San Diego (Appellate. 4 Dist.1986)] Further "a sheriff has a statutory duty to enforce the laws of the state and maintain public order and safety, and such duty implicitly carries authority to limit public access to certain events, including discretion to permit or not permit press and reporters to cross police lines." [Los Angeles Free Press, Inc. v. City of Los Angeles (1970)] Members of the media should be aware that any personnel and/or equipment exiting the Exclusion Zone (Hot Zone) may be subject to decontamination.

The following are examples of Public Information material from the MultiHazard Functional Planning Guidance to assist the Public Information team.

EMERGENCY PUBLIC INFORMATION CHECKLIST

The following Emergency Public Information (EPI) Checklist is specific to hazardous material incidents and should be considered in addition to the basic EPI Checklist within a jurisdiction's emergency plan. EPI actions will initially be taken by the On-Scene PIO Team using personnel assigned by the primary responding agency (additional EPI Staff may be requested from the jurisdiction). The EPI Staff at the Emergency Operating Center (EOC) will be mobilized depending on the extent of the hazard. Media should be briefed periodically throughout the year on hazardous material incident response procedures and related EPI procedures. All press releases must be cleared through the Incident Commander/Scene Manager and technical adviser at the scene or Emergency Manager at the EOC.

Unidentified Material

- If an incident is in a heavy traffic area, and alternate routes are available, notify media (radio) and request frequent announcements of instructions to avoid the area. (Coordinate announcements with responding law agency.)

- Notify media with full explanation as soon as material has been identified. (Clear with Incident Commander/Scene Manager and technical adviser to avoid unduly alarming or confusing the public.)
- If traffic will not impede response efforts, simply respond to media inquiry, as necessary.

Low Hazard/Confined Incident - No General Evacuation

- If appropriate, notify media (primarily radio) that incident has occurred.
- Indicate alternate routes for traffic and request frequent announcements of instructions to avoid the area.
- Indicate nature of incident, precautions for public.
- Release hotline number for public inquiries (if available and staffed).
- Indicate response agencies involved (coordinate with response agency PIOs), clean-up efforts underway, time frame for resumption of normal traffic patterns, if known.

High Hazard Incident- General Evacuation Requested/Mandatory

- Release all of the above information.
- Release evacuation instructions to media (radio). Use established Emergency Broadcast System (EBS) procedures as appropriate.
- Release mass care information when known (coordinate with American Red Cross).
- Have medical/technical spokesperson(s) available to describe the nature of the toxic substance, possible symptoms, precautions for the public to take.
- Hold media briefing(s) at scene where Incident Commander/Scene Manager and medical/technical spokesperson can answer media questions. Arrange for Emergency Manager to hold similar media briefings at the EOC if needed. Spokespersons should be prepared to answer questions similar to those listed below. Suggested responses or cautions are given in quotations:

- How many deaths/injuries were there? Any property damage?
- What response agencies were involved?
- Why was evacuation ordered? Why wasn't evacuation ordered? Number of persons evacuated.
- What are the long-term effects on people and the environment? Note: Long-term studies have not been done on most chemicals. Be careful not to speculate.
- What chemicals are involved? How toxic are they? What symptoms are produced? What are their normal uses? What precautions should residents take?
- What company/agency was involved? Is legal action being considered? Unless a definite Yes or No answer is known, do not speculate. Indicate "I don't know at this time," or "That would be the responsibility of the _____ and I can't answer for them".
- Has the company been involved in any other incidents recently?
- Does this jurisdiction have a plan for response to such incidents? If not, why? If so, how did it work? Answer honestly. If there are areas of improvement needed, or if more time is required to fully evaluate response procedures used, so indicate.
- What hazardous material incident training is required for your response personnel?
- How can such incidents be avoided in the future? Do not speculate. "This is a subject all the agencies involved, including the_____ company will be evaluating during the next few months. We all want to avoid incidents of this type if at all possible."

HAZARDOUS MATERIAL INCIDENT PIO SAMPLE NEWS RELEASES

Sample Media Message:
Unidentified Spill/Release in Heavy Traffic Area

This is _____ at the _____. An unidentified substance which may be hazardous has been spilled/released at_____(specific

location). Please avoid the area, if possible, while crews are responding. The best alternate routes are _____ and/or _____.

If you are already in the area, please be patient and follow directions of emergency response personnel. The substance will be evaluated by specially trained personnel, and further information will be released as soon as possible.

Thank you for your cooperation.

Sample Media Message:
Low Hazard/Confined Incident - No General Evacuation

This is _____ at the _____. A small amount of _____, a hazardous substance, has been spilled/released at _____. Streets are blocked, traffic is restricted, and authorities have asked residents in the immediate _____ block area to evacuate. Please avoid the area. The material is slightly/highly toxic to humans and can cause the following symptoms: _____ _____.

If you think you may have come in contact with this material, you should (give health instructions and hotline number, if available. For your safety, please avoid the area if at all possible. Alternate routes are _____ _____ and traffic is being diverted. If you are now near the spill/release area, please follow directions of emergency response personnel. Cleanup crews are on the scene. Thank you for your cooperation.

(Optional: Close windows and vents. Do not use heaters or air conditioners and other in place protection information.)

Sample Media Message:
High Hazard - General Evacuation
Requested/Mandatory

(Suggest EBS use; request repeated broadcast.)

This is _____ at the _____. A large/small amount of _____, a highly hazardous substance, has been spilled/released at _____. Because of the potential health hazard, authorities are requesting/requiring all residents within _____ blocks/miles of the area to evacuate. If you are (give evacuation zone boundaries) , you and your family should/must leave as soon as possible/now. Go immediately to the home of a friend or relative outside the evacuation area or to _____. If you can drive a neighbor who has no transportation, or notify friends or neighbors with hearing impairments, please do so. If you need transportation, call _____. Children attending the following schools: _____ (list) _____ will be evacuated to _____. Do not drive to your child's school. Pick your child up from school authorities at the evacuation center. Listen to this station for instructions.

[Optional

The material is highly toxic to humans and can cause the following symptoms: _____ _____.

If you are experiencing any of these symptoms, seek help at a hospital outside the evacuation area, or at the evacuation center at _____.]

To repeat, if you are in the area of _____, you should/must leave, for your own safety. Please do not use your telephone unless you need emergency assistance.

Summary Statement for Media: Hazardous Material Incident

(TO BE ADAPTED ACCORDING TO THE SITUATION)

At approximately _____ A.M./P.M.. today a spill/release of a potentially hazardous substance was reported to this office by (a private citizen, city employee, etc.) . (Police/fire) units were immediately dispatched to cordon off the area and direct traffic. The material was later determined to be (describe) , a (hazardous/harmless) (chemical/substance/material/gas) which, upon contact, may produce symptoms of _____. Precautionary evacuation of the (immediate/X-block) area surrounding the spill was (requested/required) by (agency) . Approximately (number) persons were evacuated.

Clean-up crews from (agency/company) were dispatched to the scene, and normal traffic had resumed by (time) , at which time residents were allowed to return to their homes.

There were no injuries reported OR _____ persons, including (fire, police) personnel, were treated at area hospitals for _____ and (all, number) were later released.

Those remaining in the hospital are in _____ condition. Response agencies involved were _____.

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Figure 4.1-Incident Command System Schematic (Operations) 4-2

OPERATIONS

The Operations Officer is responsible for the direct management of all incident tactical activities.

This portion of the HMICP presents a concept of operations and an overview of resources for the operational aspects of a hazardous material response. It will not provide response information that an Operations Officer would use for the field management (abatement and mitigation) of a hazardous material incident. For a first on-scene checklist refer to page 1-2. Operational response information should be obtained from agency or local jurisdiction plans and standard operating procedures and should be used in conjunction with the HMICP.

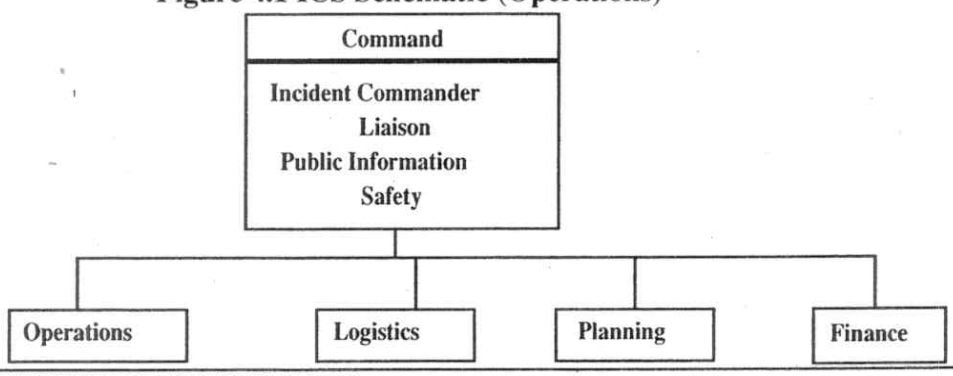
Appropriate management of a hazardous material incident will often involve the movement of personnel and equipment in a potentially hazardous situation. In order to minimize the danger to responders, the public and the environment, the Operations Section must take definitive action while taking all due caution. The activities associated with Operations require an understanding of control zones, the differentiation of levels of hazardous material emergency response training, the different levels of personal protective equipment and the primary groups (or teams) involved in effecting a task under the Operations Officer. This section is intended to provide sufficient background so that interaction with the Operations Section is done with a common understanding.

The Operations Section, when fully activated, should take direction from the Command Staff to implement public and environmental protection strategies developed by the Planning Section. Resources should be acquired through Logistics and funding issues addressed by the Finance Section. This separation of functions will allow the Operations Section to carry out its responsibilities efficiently. However, the first on-scene responders will have to perform the functions of all of the sections until such time as sufficient numbers of trained personnel arrive at the incident.

State agencies will perform Operations functions consistent with their training, such as traffic management or first on scene activities. CDF maintains several hazardous material teams as part of their county fire contracts. As a general rule, state agencies will act in support of local operations personnel. (Coastal oil spills or radiological releases may exhibit stronger state operational roles than other types of hazardous material emergencies.)

An ICS schematic (Operations) follows:

Figure 4.1 ICS Schematic (Operations)



Concept of Operations

The Operations section is the "nuts and bolts" of hazardous material response. It is also the most dangerous. Only those responders who are appropriately trained and equipped, and have an operational role should be inside the control zones (Appendix 2).

Hazardous Material Control Zones

Control zones are the geographical areas within the control lines set up at a hazardous material incident. The three most commonly used are the:
- Exclusion Zone,
- Contamination Reduction Zone, and
- Support Zone.

The size and configuration of the zones are not static and should constantly be re-evaluated based on factors such as wind direction, release rate etc.

Exclusion Zone- that area immediately around the spill. That area where contamination occurs or could occur. The innermost of the three zones at a site. Special protection is required for all personnel while in this zone (Formerly referred to as the Hot Zone).

Contamination Reduction Zone- that area between the Exclusion Zone and the Support Zone. This zone contains the personnel decontamination station. This zone may require a lesser degree of personnel protection than the Exclusion Zone. This area separates the contaminated area from the Support Zone and acts as a buffer to reduce contamination of the Support Zone (Formerly referred to as the Warm Zone).

Support Zone- the clean area outside of the Decontamination Control line where equipment or personnel are not expected to become contaminated and where special protective clothing is not required. This is where resources immediately supporting the hazardous material operation are located. The Command Post and media briefing site are located within the support zone. (Formerly referred to as the Cold Zone).

SPECIAL NOTE: Use of Exposure Values

The effect of a hazardous substance is based on a reaction of exposed organisms or ecosystems to exposure. Various criteria are used to establish exposure limits to chemicals such as; threshold limit value [TLV], short term exposure limit [STEL], immediately dangerous to life and health [IDLH], permissible exposure limits [PEL], emergency response planning guidelines [ERPG], etc. Recommended protection may vary widely based on the methodology used to determine these values. Care should be taken in using exposure values as the primary determinant of zone locations and protective action decisions. Victims can be allergic (hypersensitive), old, young, or infirm, and thus, be more at risk from exposure.

Activities Undertaken within Control Zones

Within the exclusion zone, responsibilities include:
- identifying the material(s) involved or threatened to be released,
- conducting rescue, if appropriate
- containing and abating the release or threatened release

Within the contamination reduction zone, responsibilities include:
- decontamination of victims and emergency personnel, and
- establishing a safe refuge area

Within the support zone, responsibilities include:
- providing for emergency medical care,
- providing an area for resources and staging,
- controlling access to all zones, and
- maintaining contact with the Incident Commander at the Incident Command Post

Outside of the control zones, responsibilities include:

• providing evacuation of endangered persons

Hazardous Material Responder Levels of Training

According to the final rule of 29 CFR 1910.120, there are five levels of "employees who participate, or are expected to participate, in emergency response..." These are minimum levels of training and should be considered the basis for all responders. Higher degrees of initial and continuing training are recommended. The training should be based on hazards that may be expected to be encountered.

First Responder Awareness Level

First responders at the awareness level are individuals who are likely to witness or discover a hazardous substance release and who have been trained to initiate an emergency response sequence by notifying the authorities of the release.

First Responder Operations Level

First responders at the operations level are individuals who respond to releases or potential releases of hazardous substances as part of the initial response to the site for the purpose of protecting nearby persons, property, or the environment from the effects of the release. They are trained to respond in a defensive fashion without actually trying to stop the release. Their function is to contain the release from a safe distance, keep it from spreading, and prevent exposures.

Hazardous Materials Technician

Hazardous materials technicians are individuals who respond to releases or potential releases for the purpose of stopping the release. They assume a more aggressive role than a first responder at the operations level in that they will approach the point of release in order to plug, patch or otherwise stop the release of a hazardous substance.

Hazardous Materials Specialist

Hazardous materials specialists are individuals who respond with, and provide support to, hazardous materials technicians. Their duties parallel those of the hazardous materials technician. However, their duties require a more directed or specific knowledge of the various substances they may be called upon to contain. The hazardous materials specialist would also act as the site liaison with federal, state, local and other government authorities in regard to site activities.

On Scene Incident Commander

Incident commanders, who will assume control of the incident scene beyond the first responder awareness level, shall receive at least 24 hours of training equal to the first responder operations level and, in addition, have competency in the following areas and the employer shall so certify:

- Know and be able to implement the employer's Incident Command system.
- Know how to implement the employer's emergency response plan.
- Know and understand the hazards and risks associated with employees working in chemical protective clothing.
- Know how to implement the local emergency response plan.
- Know of the state emergency response plan and of the Federal Regional Response Team.
- Know and understand the importance of decontamination procedures.

These categories of responders are similar to those who are likely to be encountered in the field. All public agency employees that have the potential of being involved in a hazardous material incident should have, at the minimum, first responder awareness level training. **Do not assume what level of training responders might have.**

Personal Protective Equipment (PPE)

Personal Protective Equipment and clothing is required to shield or isolate the person from chemical, physical and thermal hazards that may be encountered at a hazardous material incident. Adequate personal protective equipment should protect the respiratory system, skin, eyes, face, hands, feet, head, body, and hearing. Personal protective equipment includes both personal protective clothing and respiratory protection. PPE is divided into four categories based on the degree of protection needed. The following descriptions are not definitive. Federal OSHA regulations 29 CFR 1910.120 and National Fire Protection Association (NFPA) proposed standards 1991, 1992 and 1993 address PPE in greater detail.

An unidentified product with unknown properties should be approached only in Level A (vapor protective suit) or B (liquid splash protective suit) protection with positive pressure self-contained breathing apparatus (SCBA). Never use personal protection equipment unless you are properly trained and feel comfortable with its use. Hazardous material PPE does not protect against fire or explosion unless additional types of protection are used.

Level A- to be selected when the greatest level of skin, respiratory, and eye protection is required. (Vapor protective suits or fully [or totally] encapsulating suits and SCBA.)

Level B- the highest level of respiratory protection is necessary, but a lesser level of skin protection is needed. (Liquid splash protection with SCBA.)

Level C- respiratory protection can be provided with respirators and skin contact with the material will not cause an adverse affect or be absorbed through any exposed skin. (Liquid splash protection with air purifying respirator.)

Level D- a work uniform affording minimal protection, used for nuisance contamination only.

Note: Combinations of personal protective equipment other than those described for Levels A, B, C, and D protection may be more appropriate and may be used to provide the proper level of protection.

Hazardous Material Response Teams

Within California there are numerous agencies and firms that provide personnel and equipment for the purpose of providing emergency response to hazardous material incidents.

Jurisdictions, agencies and private firms have different levels of capability. The following will be a brief discussion of hazardous material response teams that may be encountered in the field, distinguishable by level of personal protective equipment used.

Levels C and D

Teams that have Level D capability do not enter potentially hazardous atmospheres since they do not use respiratory protection. Level C will involve use of respirators only for respiratory protection. Thus, capabilities are limited to initial evaluation of the hazards, activities that can be accomplished outside the exclusion zone, or when the material involved has been determined to be acceptable to Levels C or D Personal Protective Equipment.

Examples include a CALTRANS Spill Control Team or a local environmental health team that provides analyses of samples (but does not do sampling).

Levels A and B

Those agencies with Levels A and B protection are usually capable of entry into hazardous atmospheres. Areas that require complete skin protection require Level A protection. Level A and B response teams can operate in the exclusion zone, obtain and analyze samples, provide rescue, and take measures to stop or lessen the release or threat of release. Fire departments, private cleanup firms,

and some environmental health agencies may have the personnel who usually perform Level A and B activities.

Public agencies that have a hazardous material team with Level A or B capabilities will generally provide the following assistance:

- Identification and control (abatement) of the hazardous material.
- Make appropriate recommendations to the Incident Commander, including evacuation of the area and scene personnel safety.
- Upon request of the Incident Commander, obtain samples and place in container as needed. (Responsibility for identification of samples beyond the capability of the hazardous material team and for transportation of samples rests with the requesting agency.)
- Keep accurate accounting of expendable materials used at the scene.

A hazardous material team member, generally, will not:

- Be the Incident Commander,
- Make a commitment for, or authorize, clean-up (mitigation) services;
- Make a news release or provide information to news media except through the Incident Commander or designated Public Information Officer.

Specialized Equipment

Hazardous material incidents often require specialized equipment to accomplish the task of abatement of the release or threatened release. Some of the resources needed are readily available to emergency responders such as sand, water and foam from a fire engine, or the DOT Emergency Response Guidebook. Other forms of equipment are highly specialized and not widely distributed. Examples include sophisticated monitoring and sampling devices and totally encapsulating suits.

The space constraints of this Plan do not permit a thorough discussion of specific equipment used in hazardous material incidents. Equipment use and familiarity should be addressed during responder training. All agencies are encouraged to ascertain what equipment is available for hazardous material response both within their organization or otherwise acquirable.

Protective Actions

When a toxic plume is released or threatened to be released, there are two alternatives available for protecting the public. Evacuation entails removing people from the plume's path while in-place protection (formerly referred to as sheltering in-place) uses existing shelters as a buffer to allow the plume to pass over the potential victims. The decision to use either of these methods is determined by the Incident Commander, in consultation with the Operations and Planning Sections. If an evacuation is to be conducted, an Evacuation Group in the Operations Section should be formed. Refer to the Command Section of this plan for a further discussion of protective actions, including the authority to order an evacuation.

Decontamination (Contamination Reduction)

Decontamination is the physical and/or chemical process of reducing and preventing the spread of contamination from persons and equipment used at a hazardous material incident.

At every incident involving hazardous materials there is a possibility that response personnel and equipment will become contaminated. A contaminant poses a threat, not only to the persons contaminated but to other personnel who they may contact or subsequent contact with contaminated equipment.

Incident responders should have an established procedure to minimize contamination or contact, to limit migration of contaminants, and to properly dispose of contaminated materials. Decontamination procedures should be established upon arrival at the scene, should provide for an adequate number

of decontamination personnel, and should continue until the incident commander determines that decontamination procedures are no longer required. Decontamination of victims may be required.

Decontamination consists of removing the contaminants by chemical or physical processes. The conservative action is always to assume contamination has occurred and to implement a thorough, technically sound, decontamination procedure until it is determined or judged to be unnecessary.

Procedures for all phases of decontamination must be developed to reduce the possibility of spreading contamination to personnel and equipment. If protective equipment is grossly contaminated, use appropriate decontamination methods for the chemicals encountered.

Initial procedures should be upgraded or downgraded as additional information is obtained concerning the type of hazardous materials involved, the degree of hazard, and the probability of exposure to response personnel and equipment. (Adapted from NFPA 471.)

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Figure 5.2-Mutual Aid Flow for Major Hazardous Material Emergencies Chart 5-3

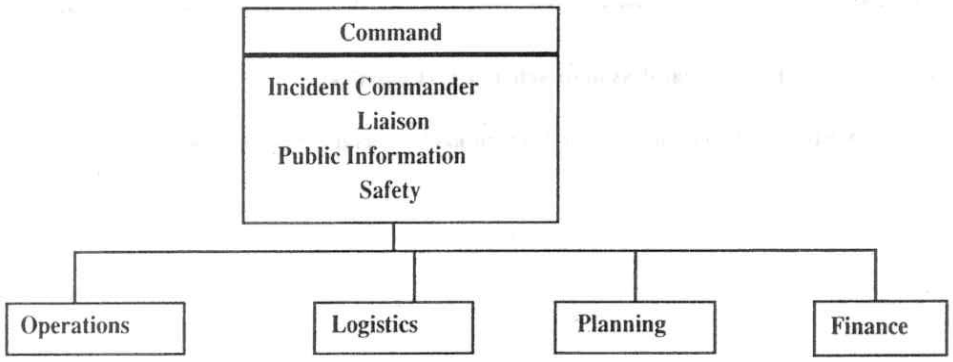
LOGISTICS

Logistics includes all support needs to the incident. The Logistics Section would also order all resources for related off-incident locations. These resources could include facilities, special expertise, transportation, supplies, equipment maintenance and fueling, feeding, communications, and medical support services.

State agencies will provide logistical support to responding agencies within the capabilities of their resources. For major incidents OES may activate the state's disaster response mechanism (i.e. the State Operations Center) to address resource shortfalls.

An ICS schematic (Logistics) follows:

Figure 5.1 ICS Schematic (Logistics)



Introduction

Logistics is the function that acquires and maintains the necessary resources to support the overall incident management. A jurisdiction or agency should use those resources under their control prior to accessing outside supplies. A good emergency plan will identify and delineate the location of supplies, and how they can be acquired within a community.

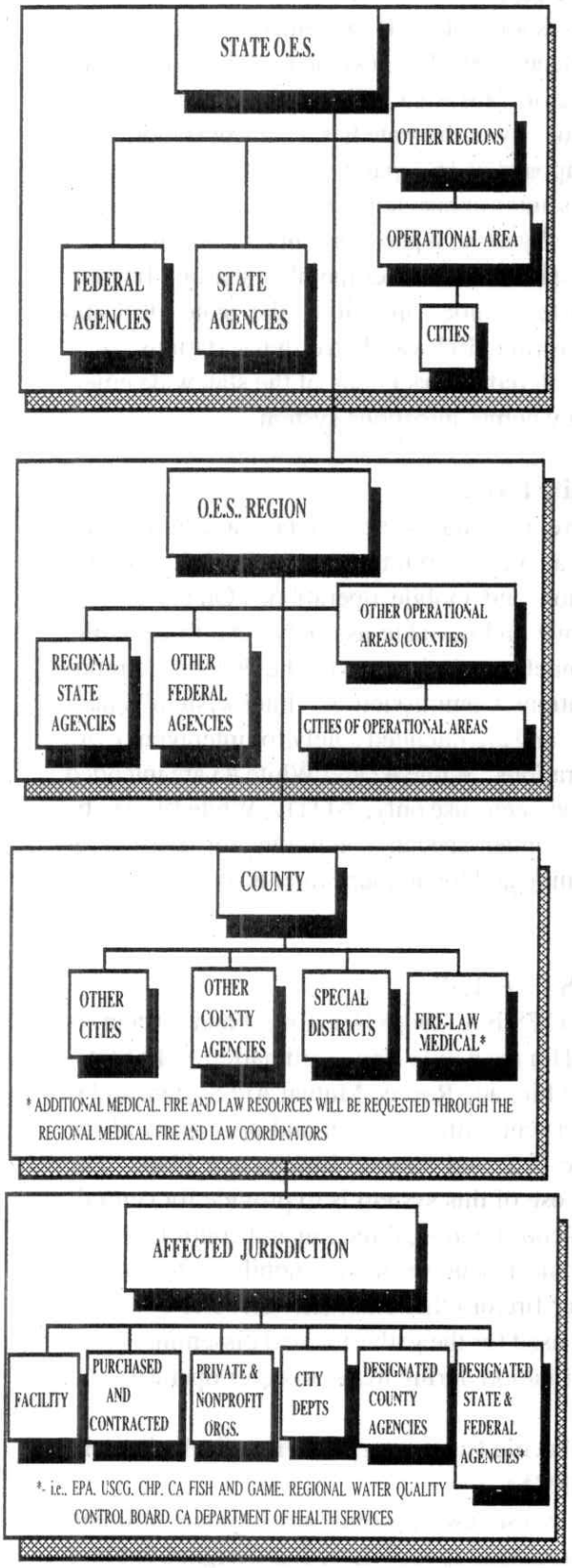
Mutual Aid

Owing to the limited resources in many communities for responding to a hazardous material incident, and because of the multiple functions involved in an appropriate response, mutual aid is often a critical factor in emergency response (Refer to Figure 5.2).

Mutual aid entails the provision of assistance from one jurisdiction to another, generally in the form of equipment and/or personnel. In a hazardous material incident, mutual aid will most often involve providing a vehicle outfitted with specialized equipment for abating the release or threatened release of a hazardous material and for personnel skilled in hazardous material response. All public agencies should assess their own capabilities and capability shortfalls in addressing a hazardous material incident that may impact that agency or jurisdiction. Agencies are further recommended to review current mutual aid agreements (formal and informal) to ensure that hazardous material response is included.

Hazardous material response may differ from traditional mutual aid (i.e., fire, law, medical, coroner, etc.) due to such factors as liability, cost recovery and lack of reciprocity. Therefore, methodologies such as Joint Powers Agreements (JPA) or Memorandums of Understanding (MOU) may

igure 5.2 MUTUAL AID FLOW FOR MAJOR HAZMAT EMERGENCIES



NOTE: RESOURCES AVAILABLE AT EACH LEVEL SHOULD BE USED BEFORE REQUESTING FROM THE NEXT HIGHER LEVEL

be appropriate means of ensuring the best utilization of resources.

A more detailed discussion of mutual aid is contained in the SARA Title III Regional Plans which correspond with the six OES mutual aid regions and in the Area Plans developed by the 127 Administering Agencies.

Accessing Private Response and Cleanup Firms

The private sector often has a significant role in a hazardous material incident. If no public hazardous material emergency response team is available, initial containment within the exclusionary zone may require a private contractor who will provide the personnel and equipment to enter a hazardous area. Private sector responders are often used to clean up (mitigate) a release after initial containment (abatement) has been accomplished. Private responders will usually require a prior financial commitment from an identified Responsible Party. If the spiller, handler or owner of the hazardous material is unwilling, unable to respond or unidentified, a public agency may have to ensure the emergency abatement and mitigation of the release. The agency is normally a county or city, but may be a state or federal agency in some circumstances (i.e., CALTRANS for a freeway spill).

An EPA hazardous waste identification number is required for proper disposal. All counties in California have been issued emergency numbers. For establishing financial responsibility of a firm, many contractors use the Dun and Bradstreet number that is required of businesses that file a business response plan as part of the hazardous material emergency planning and community right-to-know program.

Private hazardous material cleanup contractors must comply with all applicable laws and regulations. These include adequate insurance, OSHA training requirements and transporter regulations enforced by the California Highway Patrol. If public funds

are being used to pay for the cleanup, the contracting agency should ensure that the contractor is in compliance with the appropriate requirements. Cost control procedures should be addressed in any use of public funds.

All agencies who may interact with cleanup contractors are encouraged to establish relationships with available firms so that access, funding and disposal issues are resolved prior to an incident.

Communications

Communications is often a weak link in large incidents and in incidents that require response from multiple agencies. Incompatible radio frequencies, being out of range, inconsistent terminology and extensive radio traffic are examples of problems encountered in field response to hazardous material incidents. All agencies are encouraged to establish communication links with those entities that will require contact and information exchange prior to an incident.

The following is an overview of key radio channels for coordination of hazardous material incidents. For further information contact the California Office of Emergency Services Telecommunications Division at 916-427-4281 or write to 2800 Meadowview Road Sacramento, CA 95832. The most common interagency channels used in hazardous material incidents are **CALCORD** and **WHITE FIRE**. Several radio frequency systems are discussed below:

- **California Law Enforcement Mutual Aid Radio System (CLEMARS)**
  Available to all law enforcement agencies in California. Also available to certain other selected public safety agencies. Used on a day-to-day basis for law enforcement activities. Used in emergency and disaster situations in accordance with established priorities. The State will perform required frequency coordination and FCC licensing.

- **California Law Enforcement Radio System (CLERS)**
  This is the statewide law enforcement point-to-point network. It is designed and installed by the State of California. Virtually every county and major city in the state has a control station. It is composed of 16 separate mountaintop relay stations inter-connected through the State Microwave System. It permits contact from any member station to an other member station. In addition to counties and cities, the State OES and California Highway Patrol have stations. It is considered the backbone of the statewide emergency communications system.

- **White Fire**
  There are three white channels available to all fire agencies. White #1 is authorized for base station and mobile operation. Others are for mobile and portable use only. All three White channels are designated by the Federal Communications Commission as "Inter-system" channels, and are intended solely for interagency fire operations. White #2 and White #3 are intended for on-scene use only. NOTE: White #1 may be used under special conditions for alerting or warning and for announcements of special interest.

- **OES Fire Radio**
  The OES Fire Radio Net (Crossband System) is used for the day-to-day coordination of the Statewide Fire and Rescue Mutual Aid System and is consistent with the intent and provisions of the State Fire and Rescue Emergency Plan. The purpose of this system is to provide for centralized coordination, direction and control of OES fire and rescue resources mobilized to combat major fire or other emergencies. The system is also used for the gathering and dissemination of information during major disaster operations.

- **California Emergency Services Radio System (CESRS)**
  This is a statewide mobile relay system utilizing 26 mountaintop repeaters. It is designed to serve state and county OES use. Many counties have

control and base stations on this network. The network is interconnected through the State Microwave System to provide for statewide intertie. CESRS was formerly referred to as the Local Government (LG) radio system.

- **California On-Scene Emergency Coordination Channel (CALCORD 1)**
  The California On -Scene Emergency Coordination System was established to provide common radio frequencies to be used statewide by state and local Public Safety and Special Emergency agencies during periods of man-made or natural disasters or other emergencies where inter-agency coordination is required. CALCORD will be used in mobile and portable units at the scene of any emergency incident requiring coordinate action by more than one agency. These agencies must be eligible to operate in the Public Safety or Special Emergency Radio Services. It is intended that this System be used to facilitate communications when the Incident Command System is used. Use of this System will be limited to emergency operations only, with the exception of tests and drills.

- **Hospital Emergency Administrative Radio System (HEAR)**
  This frequency is available to any eligible agency for "the rendition and delivery of medical service, and may be designated by common consent as an inter-system mutual assistance frequency under area-wide medical communications plan." Certain areas in California have such a plan, and the balance of the state shall operate under the basic HEAR system. This limits usage to communications between hospital and ambulances or between base hospitals, normally for emergency traffic, and for large scale or disaster operations.

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PLANNING

For effective hazardous material emergency management there needs to be both pre-incident planning and planning activities in support of incident specific response.

Pre-incident planning involves clearly defining capabilities, roles and responsibilities and addressing the emergency response organization interrelationships prior to an incident. Some plans include standard operating procedures and resources (materiel and personnel).

At a hazardous material incident, the Planning Section is responsible for the collection, evaluation, and dissemination of information about the incident to the appropriate emergency responders. Activities include gathering and analysis of all data regarding incident operations and assigned resources, developing alternatives for tactical operations, conducting the planning meetings, preparing the action plan for each operational period, and preparing after action reports. Planning will work closely with the Operations Chief to ensure that appropriate actions are taken. With the assistance of Technical Specialists both short and long-term safety, as well as environmental and health impacts of the incident will be evaluated along with other factors. These will be developed into an incident action plan for evaluation by the Incident Commander and implementation by the entire respone organization.

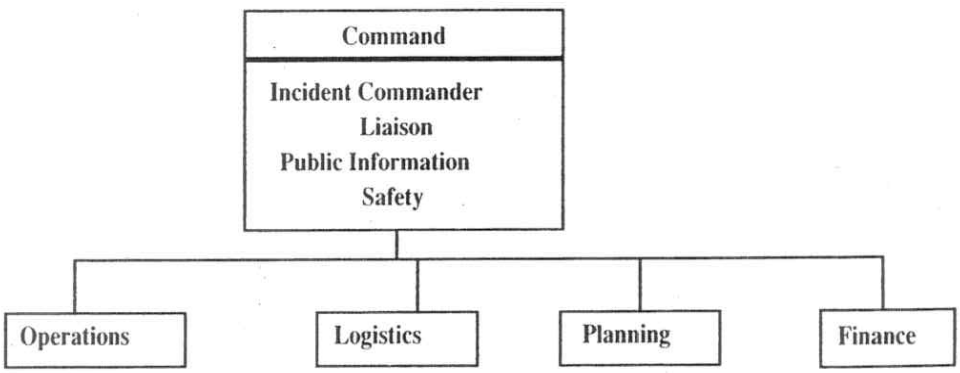
In circumstances where activated, organizations such as the Regional Response Team (RRT) and the State Interagency Oil Spill Committee (SIOSC) will have a role assisting the Planning Section, in addition to their function in assisting the Liaison activities.

In order to assist those involved in planning functions this portion of the HMICP contains descriptions of planning activities impacting hazardous material emergency response in California.

State agencies with hazardous material emergency responsibilities should participate in multi-disciplinary and multi-jurisdictional planning activities, both internally and with other agencies.

An ICS (Planning) schematic follows:

Figure 6.1 ICS (Planning) Schematic



Role of the Planning Process

Information is needed to:

- understand the current situation,
- predict probable course of incident events, and
- prepare alternative strategies and control operations for the incident.

The Planning Section is responsible to develop the Incident Action Plan. NOT ALL INCIDENTS REQUIRE WRITTEN PLANS, but a plan, with the associated planning process is important. When developing the Incident Action Plan it is imperative that the incident specific plan is consistent with the jurisdictions and agencies that may be impacted by the hazardous material incident. The use of Technical Specialists will ensure that the Incident Action Plan addresses the complex and multidisciplinary aspects of a hazardous material incident. The Planning Section prepares and maintains displays, charts and lists which reflect the current status of incident related activities. The Planning Section is responsible for the documentation of the incident for legal, analytical and historical purposes. The Planning Section coordinates with the Finance Section to ensure that documentation for cost recovery is complete and accurate. When the incident is terminated the Planning Section ensures that all after action reports (such as CHMIRS) are completed and submitted and that other organizations are aware of required after action reports.

Relationship to Other Plans

In California, myriad plans have been developed to address the various aspects of hazardous material emergency activities. In some cases these plans may be confusing or appear to be in conflict with each other. Therefore it is imperative that those in the Plans Section be knowledgeable of the different plans that may be applicable to ensure the best response to a specific incident. One plan may delineate a jurisdictions policies while another may list available resources. In order to clarify these different plans, a brief description and a chart showing where the plans are applicable to the private sector and local, state and federal government are provided.

Private Sector Planning

- Business Plans-(also known as Business Emergency Plans, Emergency Response Plans, Disclosure Plans, 2185 Plans, et al) These plans are developed pursuant to Chapter 6.95 of the California Health and Safety Code and SARA Title III. California's hazardous material Emergency Planning and Community Right-to-Know (EPCRA) program requires all businesses, unless specifically exempted, that handle hazardous materials in excess of threshold planning quantities to provide extensive inventory information of chemical name, composition, characteristics and location; emergency contact personnel, emergency response, evacuation and notification procedures; training and other issues related to the release or threatened release of hazardous materials. This program is administered by the 127 Administering Agencies in California. Further information is available from OES Hazardous Material Division at 916-427-4287.
- Standard Operating Procedures (SOP)- SOPs are a detailed delineation of specific actions to be taken during a an emergency, such as the release or threatened release of hazardous materials. The SOP may be part of the Business Plan or may be a separate document.
- Spill Prevention Containment and Countermeasures Plan (SPCC)-An SPCC is required under the Federal Clean Water Act (40 CFR Part 112) for facilities that have discharged, or could be expected to discharge, oil into the waters of the United States.
- Risk Management and Prevention Programs (RMPP)- Firms that handle extremely hazardous materials in excess of federal threshold planning quantities may be required by the local Administering Agency to prepare an RMPP for the facility. The RMPP may entail the sum total of programs for the purpose of minimizing acutely hazardous material accident risks such as system safety design review for equipment, safety evaluation

of work practices, system and element reliability, preventative maintenance procedures, risk assessment for specific equipment, emergency response planning, and internal or external auditing procedures.

- Hazardous Waste Facilities Emergency Plans- These plans are required under the Resource Conservation and Recovery Act 40 CFR Part 264 and Sections 67104 and 67141, et seq. of the California Code of Regulations, requires each hazardous waste facility to prepare a contingency plan that describes the actions the facility must take in response to emergencies and other activities intended to minimize the impacts of a release of hazardous waste.

Local Government Planning

- Area Plan- Area Plans are developed pursuant to Chapter 6.95 of California Health and Safety Code. The 127 administering agencies that are implementing the hazardous material emergency planning and community right-to-know programs are required to prepare a plan for their jurisdiction that addresses the emergency response to a release or threatened release of a hazardous material. These plans must include procedures and protocols for emergency personnel, pre-emergency planning, notification and coordination, training, public information, equipment, accessing contractors, incident critique, submission of CHMIRS reports, on-site inspections, and a data management system.
- Standard Operating Procedures (SOP)- Many departments will have internal plans that clearly define actions to be taken in the event of a hazardous material incident. (Refer to SOP under private sector planning.)
- Emergency Medical Services Plan (EMS)- A jurisdiction that has an EMS agency is required to have an EMS plan of which hazardous materials and the hazardous material aspect of mass casualties should be addressed.
- All Hazards Plans- (in California, known as MultiHazard Functional Plans [MHFP]) According to Civil Preparedness Guide (CPG 1-8) Guide for the Development of State and Local Emergency Operations Plans, All-Hazard Plans are a jursidiction's "Basic Emergency Plan" that incorporates a functionally oriented team approach to all hazard emergency planning in a community. The general format consists of a basic plan (Part One) with enclosures for Authorities and References, Hazard Mitigation, Mutual Aid, Continuity of Government, and a Glossary of Terms. An Appendix which identifies hazards the community needs to prepare for completes the basic plan. At the heart of the plan is a basic functional/agency matrix which identifies all agencies with functional responsibilities. This matrix may be modified for hazard specific threats and included in Annex A (Managing Emergency Operations). This general emergency plan format has helped clarify response duties when agencies with a wide variety of response capabilities are called upon to work together under emergency conditions in an effort to provide the maximum life and property saving effort. Under the current guidance, Part Two of the MHFP consists of the following functional annexes:

  Annex A- Managing Emergency Operations
  Annex B- Fire and Rescue Operations
  Annex C- Law Enforcement and Traffic Control Operations
  Annex D- Medical Operations
  Annex E- Public Health Operations
  Annex F- Coroner Operations
  Annex G- Care and Shelter Operations
  Annex H- Evacuation Operations
  Annex I- Rescue Operations
  Annex J- Construction and Engineering Operations
  Annex K- Resources and Support Operations
  Annex R- Radiological Protection

Appendices to the annexes address hazard specific threat contingencies and contain checklists of response actions to carry out the functional requirements to meet the needs posed by each threat.

Threats treated as appendices in the guidance will generally include, but are not limited to:

- Earthquakes

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- Hazardous Material Incidents
- Floodings
- Dam Failures
- National Security Emergencies

Note: In some communities the Area Plan is incorporated into the hazardous material portion of the MHFP. In other jurisdictions the All-Hazard hazardous material threat scenario addresses only long term or prolonged incidents that may involve care and shelter issues and/or public health concerns.

Part Three of the MHFP consists of supporting documents containing desired operational data.

- County Hazardous Waste Management Plans (CoHWMP)- (also known as county Tanner Plans) These plans are developed as pursuant to Assembly Bill 2948. The CoHWMPs address the hazardous waste generation within a county and how the waste will be minimized, reduced, recycled, treated, stored or disposed. The CoHWMPs also establish hazardous waste facility siting criteria and should include hazardous waste emergency mitigation, preparedness and response activities.

Regional Planning

- SARA Title III Regional Plans- These plans are developed pursuant to the Superfund Amendments and Reauthorization Act of 1986 Title III, the SARA Plans build on the Area Plans of local government that are implementing the state hazardous material emergency planning and community right-to-know programs. The six OES mutual aid regions provide the geographical basis for the SARA Plans which address regional mutual aid, hazardous material transportation issues, hazard analysis, and coordination of incidents that cross jurisdictional boundaries.
- Regional Hazardous Waste Management Plans- These plans are being developed by the Association of Bay Area Governments (ABAG), the Association of Monterey Bay Area Governments (AMBAG), and the Southern California Association of Governments (SCAG) to address the management of hazardous waste on a regional level.
- Catastrophic Earthquake Response Plans- These plans are developed by the Bay Area Earthquake Preparedness Project and the Southern California Earthquake Preparedness Project and address the regional response to a catastrophic earthquake for the San Francisco Bay Area. Hazardous material incidents associated with the earthquake are addressed in the Fire, Rescue and Toxics section of the plan.

Statewide Planning

- California State Emergency Plan- The State Plan addresses California's response to emergencies requiring some level of state activity, including: extraordinary natural, technological (including hazardous materials) and war related hazards. The Emergency Plan is written in a MultiHazard functional format so that it is compatible with the MultiHazard Plans developed by local government. It provides a framework for specific response plans, such as, this plan (the HMICP) or regional earthquake plans, and for agency-specific response plans and procedures.
- California Hazardous Material Incident Contingency Plan (HMICP)- the HMICP is the state toxic disaster plan as authorized by Section 8574.17 of the California Government Code.
- California Oil Spill Contingency Plan- the Oil Spill Contingency Plan developed pursuant to Sections 8574.1 and 8574.7 of the California Government Code, is a stand alone annex to the HMICP that addresses oil spills in order to promote an effective response. The Oil Spill Contingency Plan is developed by the State Interagency Oil Spill Committee, chaired by the Department of Fish and Game.
- California Hazardous Waste Management Plan- This plan is developed pursuant to Assembly Bill 650, the plan is the culmination of hazardous waste management planning done at the local and regional level. The Hazardous Waste Management Plan will address the total hazardous waste generated in California and how best to minimize, recycle, treat, store and dispose of the waste. Facility siting and emergency response

are addressed in the Hazardous Waste Management Plan.

- California Hazardous Waste Capacity Assurance Document- This is a plan developed pursuant to CERCLA Section 104 (c) (9) California is required to show the federal government that California has the capability to manage all of its hazardous waste for a 20-year period.

Federal Planning

- Region IX-Mainland Oil and Hazardous Substance Pollution Contingency Plan (RCP) and the Supplement to the Region IX Contingency Plan for the Colorado River is also known as the Regional Contingency Plan. This is the plan whose purpose is the coordination of timely, effective response by various federal agencies and other organizations to discharges of oil and releases of hazardous substances, pollutants and contaminants in order to protect public health, welfare and the environment (NCP, 300.42(a)). This plan includes information on Comprehensive Environmental Response, Compensation and Liability Act (CERCLA [Superfund]) remedial response actions. However, the primary purpose of the plan is to provide guidance for emergency response and removal under the provisions of the Clean Water Act (CWA), for response actions under CERCLA, and for regional contingency planning under the provisions of the Superfund Amendments and Reauthorization Act (SARA). The RCP provides for the division of responsibilities among federal, state, and local governments from the federal perspective in response actions; procedures for establishing Federal Local Contingency Plans and procedures for undertaking response actions in accordance with the CWA and CERCLA.
- Federal Radiological Emergency Response Plan (FRERP)- This is the plan to be used by federal agencies in peacetime radiological emergencies. It primarily concerns the off-site federal response in support of state and local governments with jurisdiction for the emergency. The FRERP provides the Federal Government's concept of operations based on specific authorities for responding to radiological emergencies and outlines federal policies and planning assumptions that underlie this concept of operations. Federal agency response plans (in addition to their agency-specific policies) are based on the FRERP. The FRERP specifies authorities and responsibilities of each federal agency that may have a significant role in such emergencies. The FRERP includes the Federal Monitoring and Assessment Plan for use by federal agencies with radiological monitoring and assessment capabilities.
- Federal Response to a Catastrophic Earthquake- This is a plan that describes the organization of the Federal Government in the event of a catastrophic earthquakeon a national level and for FEMA Region IX.
- Marine Safety Office Oil and Hazardous Substance Federal Pollution Contingency Plan- Each Coast Guard Zone has developed a specific plan providing policies, responsibilities, and procedures for on-scene response. It is designed to be used in conjunction with the National, Regional, State and other Local Contingency Plans.

Incident Action Planning

Every incident needs some form of an action plan. For small incidents of short duration, the plan need not be written. The following are examples of when written action plans should be used:

- When resources from multiple agencies are necessary.
- When several jurisdictions are involved.
- When the incident will require changes in shifts of personnel and/or equipment.

The incident commander will establish objectives and make strategy determinations for the incident based upon the requirements of the jurisdictions. In the case of a unified command, the incident objectives must adequately reflect the policy and needs of all the jurisdictional agencies.

The action plan for the incident should cover all tactical support activities for the operational period.

After Action Reporting

A number of agencies require some form of after action report following an incident. These after action reports can be for the purposes of internal review of agency actions and policies, statistical analyses, determination of training and equipment needs, determination of compliance and enforcement.

Following an incident different organizations may be required to submit after action reports based on the role or location involved in the incident. The public agency in charge must submit a **California Hazardous Material Incident Reporting System** form. A facility must submit a **Section 304** report. A transporter must fill out a **U.S. Department of Transportation Hazardous Material Incident Reporting System (HMIS)** form for all incidents that have been reported to the National Response Center or when there is any unintentional release of a hazardous material during transportation. Further information is available from the Information Systems Manager, Office of Hazardous Materials Transportation, DHM-63, Research and Special Programs Administration, U.S. Department of Transportation, Washington D.C. 20590.

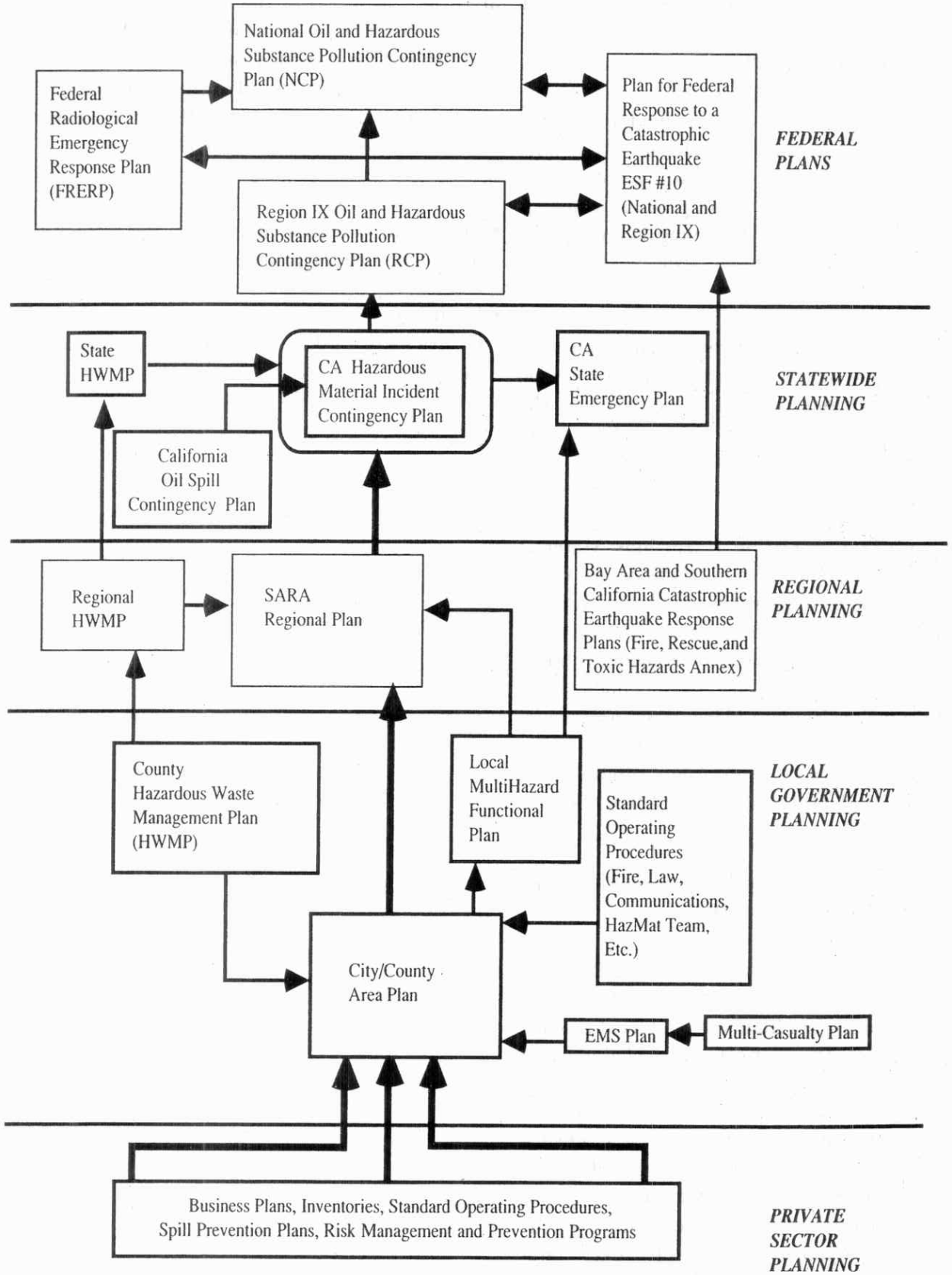
California Hazardous Material Incident Reporting System (CHMIRS).

Authorized by Government Code Section 8574.8(d), the CHMIRS program collects and analyzes statistical data from state and local government agencies. The information provided assists in establishing training and equipment needs, identifies trends in chemicals involved in incidents, addresses time and weather conditions as a factor in spills, and other important statistical data that assists agencies in reducing the frequency and severity of hazardous material incidents. The Administering Agency must ensure that "...the CHMIRS report shall be completed by the agency responsible for Incident Command immediately after the conclusion of the emergency response phase... Procedures for submitting CHMIRS reports should be included in Area Plans for all Administering Agencies." Forms and instruction manual are available from the Office of the State Fire Marshal or from OES at 916-427-4389

Three figures follow:

- Figure 6.2 is a chart illustrating the different hazardous material plans and their relationships, and
- Figures 6.3 a and b are a copy of the 1991 California Hazardous Material Incident Reporting form:

Figure 6.2 HAZARDOUS MATERIAL PLAN RELATIONSHIPS WITHIN CALIFORNIA



PLANNING

Figure 6.3a CALIFORNIA HAZARDOUS MATERIAL INCIDENT REPORT

OES 1/91

CHANGE 1 ☐
DELETE 2 ☐

A

AGENCY NAME	AGENCY ID NO.	AGENCY INCIDENT NO.	AGENCY PHONE NO.	OES CONTROL NO.
			( ) ___ – ___	

B

INCIDENT DATE (MO DAY YEAR)	TIME NOTIFIED	TIME COMPLETED	DATE COMPLETED (IF DIFFERENT) (MO DAY YEAR)

C

INCIDENT ADDRESS/LOCATION	CITY/COMMUNITY	COUNTY	ZIP

D

WEATHER (CHECK BEST DESCRIPTOR/S)

1 CLEAR 3 RAIN 4 SNOW 5 HAIL, SLEET 6 ELECTRICAL STORM 7 FOG 8 HIGH WIND 9 OTHER 0 UNKNOWN

ESTIMATED TEMPERATURE ___ ___ ___ (Deg. F)

PROPERTY USE (USE CODES ON REVERSE)

PROPERTY USE ___ ___ . ___ SURROUNDING AREA ___ ___ ___

PROPERTY MANAGEMENT ___FEDERAL ___STATE ___COUNTY ___CITY ___PRIVATE ___UNKNOWN

E

RELEASE FACTORS (CHECK BEST DESCRIPTOR/S)

11 INTENTIONAL ACT
12 SUSPICIOUS ACT
30 FAILURE TO CONTROL HAZMAT
31 ABANDONED
40 MISUSE OF HAZMAT
50 MECHANICAL FAILURE
60 DESIGN, CONSTRUCTION, INSTALLATION DEFICIENCY
70 OPERATIONAL DEFICIENCY
71 COLLISION/OVERTURN
80 NATURAL CONDITION
94 FIRE/EXPLOSION
98 **NO RELEASE**
99 OTHER
00 UNDETERMINED

TYPE OF EQUIPMENT INVOLVED

10 HEATING SYSTEMS
30 AIR CONDITION/REFRIG
77 CHEM PROCESSING EQUIP
78 WASTE RECOVERY EQUIP
96 HAZMAT TRANSFER EQUIP
97 VEHICULAR FUEL SYSTEM
98 **NO EQUIP INVOLVED**
99 OTHER
00 UNDETERMINED

MOBILE PROPERTY TYPE

10 PASSENGER VEH/ROAD
20 FREIGHT VEH/ROAD
30 RAIL TRANSPORT VEH
40 WATER TRANS VESSEL
50 AIR TRANSPORT VEH
60 HEAVY EQUIP-INDUST/AGRI
98 **NO MOBILE PROPERTY INVOLVED**
99 OTHER
00 UNDETERMINED

F

ACTIONS TAKEN (CHECK BEST DESCRIPTOR/S)

31 RESCUE, REMOVE FROM HARM
32 EXTRICATION, DISENTANGLEMENT
33 EMERGENCY MEDICAL SERVICES
35 SEARCH
36 TRANSPORT
41 REMOVE HAZARD (NEUTRALIZE)
42 ID/ANALYSIS OF HAZMAT
43 EVACUATION
44 ESTABLISH SAFE AREA
45 MONITOR
46 DECON-PERSON/EQUIP
47 DECON-AREA (CLEANUP)
48 CONTAIN/CONTROL HAZMAT
61 CROWD CONTROL
62 TRAFFIC CONTROL
63 NOTIFY OTHER AGENCY
64 PROVIDE PUBLIC INFO
71 INVESTIGATE
73 SHUT DOWN SYSTEM
82 SECURE PROPERTY
92 REFER TO PROPER AUTHORITY
98 **NO ACTION TAKEN**
97 HAZMAT RESPONSE, MATERIAL DETERMINED TO BE NONHAZARDOUS
99 OTHER

G

CHEMICAL OR TRADE NAME (PRINT OR TYPE)	DOT ID NO.	DOT HAZARD CLASS	CAS NO.

PHYSICAL STATE STORED (1 SOLID 2 LIQUID 3 GAS)	PHYSICAL STATE RELEASED (1 SOLID 2 LIQUID 3 GAS)	QUANTITY RELEASED (1 lbs. 2 gal. 3 cu.ft.)	ENVIRONMENTAL CONTAMINATION (1 AIR 2 WATER 3 GROUND 9 OTHER)	(USE CODES ON REVERSE) EXTENT OF RELEASE

CONTAINER DESCRIPTION (1 FIXED 2 PORTABLE 3 MOBILE)	(1 INSULATED 2 PRESSURIZED 3 ARMORED)	(USE CODES ON REVERSE) CONTAINER TYPE	LEVEL OF CONTAINER	CONTAINER MATERIAL	CONTAINER CAPACITY (1 lbs. 2 gal. 3 cu. ft.)

CHEMICAL OR TRADE NAME (PRINT OR TYPE)	DOT ID NO.	DOT HAZARD CLASS	CAS NO.

PHYSICAL STATE STORED (1 SOLID 2 LIQUID 3 GAS)	PHYSICAL STATE RELEASED (1 SOLID 2 LIQUID 3 GAS)	QUANTITY RELEASED (1 lbs. 2 gal. 3 cu.ft.)	ENVIRONMENTAL CONTAMINATION (1 AIR 2 WATER 3 GROUND 9 OTHER)	(USE CODES ON REVERSE) EXTENT OF RELEASE

CONTAINER DESCRIPTION (1 FIXED 2 PORTABLE 3 MOBILE)	(1 INSULATED 2 PRESSURIZED 3 ARMORED)	(USE CODES ON REVERSE) CONTAINER TYPE	LEVEL OF CONTAINER	CONTAINER MATERIAL	CONTAINER CAPACITY (1 lbs. 2 gal. 3 cu. ft.)

H

MORE THAN 2 SUBSTANCES INVOLVED? ___YES ___NO (LIST ADDITIONAL INFORMATION ON REVERSE SIDE)

I

SPECIAL STUDIES LOCAL USE 1. A B C D 2. A B C D 3. A B C D

STATE USE 4. A B C D 5. A B C D 6. A B C D

J

HAZMAT IDENTIFICATION SOURCES (CHECK BEST DESCRIPTOR/S)

PERSONNEL

19 ON-SITE FIRE SERVICES
29 OFF-SITE FIRE SERVICES
40 ON-SITE NON-FIRE SERVICES
60 OFF-SITE NON-FIRE SERVICES
54 CHEMIST
58 TOX CENTER
59 CHEMTREC
99 OTHER

REFERENCE MATERIAL

21 DOT MANUAL
23 MSDS
24 PLACARDS/SIGNS
25 PRIVATE INFO SOURCE
26 COMPUTER SOFTWARE
27 SHIPPING PAPERS
98 NO REFERENCE MATERIAL USED
99 OTHER

HAZMAT CASUALTIES

	NUMBER OF DECONTAMINATED	NUMBER OF INJURIES	NUMBER OF FATALITIES
RESPONDING AGENCY PERSONNEL			
OTHERS			

K

VEHICLE MAKE/YEAR	VEHICLE LICENSE NO.	STATE	VEHICLE ID NO. (VIN)	CA/DOT/PUC/ICC NO.	COMPANY NAME

L

REPORTING OFFICER NAME/ID NO. (PRINT OR TYPE)	DATE	COMMENTS ON BACK?
		___YES ___NO

Figure 6.3b CHMIRS Form (Continued)

CODES

PROPERTY USE and SURROUNDING AREA TYPE						EXTENT OF RELEASE
100	Public Assembly	762	Hazmat Chem Mfg	950	Railroad	1 Confined to Vehicle/Equipment
200	Educational	767	Petroleum Refinery	961	Freeway	2 Confined to Room of Origin
300	Health Care	800	Storage	962	County/City Road	3 Confined to Floor of Origin
400	Residential	931	Open Land	963	Private Road	4 Confined to Structure of Origin
500	Mercantile, Business	936	Vacant Lot	965	Rest Stop/Vista Point	6 Confined to Property Use of Origin
600	Industrial, Utility	941	Open Sea	966	Scale/Inspection Facility	7 Release Beyond Property Use of Origin
650	Agricultural	942	Harbor/Port	099	Other - Explain in comments section	8 NO RELEASE
700	Manufacturing	946	Lake/Pond/River			9 Other - Explain in comments section
						0 Undetermined

CONTAINER TYPE				LEVEL OF CONTAINER	CONTAINER MATERIAL	
11	Drum	31	Sump/Pit	11 Ground Level	1	Iron, Steel & Other Iron Alloys
12	Cylinder	32	Pond or Surface Impoundment	30 Above Ground	2	Aluminum & Aluminum Alloys
13	Can or Bottle	33	Well	40 Below Ground	3	Copper, Brass, Bronze, & Other Copper Alloys
14	Carboy	41	Vehicular Fuel Tank		4	Plastic/Fiberglass, Rigid
15	Box or Carton	98	NO CONTAINER		5	Plastic, Flexible
16	Bag	99	Other - Explain in comments section		6	Wood, Paper, Textile, & Cellulose Products
21	Tank or Silo (incl vehicle cargo tanks)	00	Undetermined		7	Glass, Pottery & Clay
22	Pipe				8	NO CONTAINER
24	Machinery or Process Equipment				9	Other - Explain in comments section
					0	Undetermined

COMMENTS:

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IMPORTANT INSTRUCTIONS

Incidents that involve the following shall not be reported:
1. Petroleum spills of less than 42 gallons from vehicular fuel tanks.
2. Sewage overflows.
3. Leaks in low-pressure fuel lines to residential properties.

CHANGE: If the information on a previously submitted form needs to be changed mark the CHANGE box and submit form with the correct information.

DELETE: If a certain report needs to be deleted from the database mark the DELETE box, complete sections **A, B, C,** and **L,** and submit form.

NOTE: ***IF ALL SECTIONS CONTAINING SHADED BOXES ■ ARE NOT COMPLETED, THE FORM WILL BE RETURNED FOR COMPLETION***

SECTION

- **A** OES Control No. is assigned when making phone notification to OES Warning Center. [Phone 1-800-852-7550 or (916) 427-4341].
- **B** Enter the date (month, day and year), notification and completion time of the incident (use 2400 hr clock). Enter completion date, if different from incident date.
- **D** Check the appropriate weather descriptor(s) at the time of the incident and indicate the approximate temperature in ° F. Enter property use and surrounding area codes. Indicate the entity responsible for property management.
- **E** Check the item(s) that describe(s) the cause of the incident, the type of equipment involved in the incident, and the mobile property type, if any.
- **F** Check the item(s) that indicate(s) which action(s) you took as a responder to the incident.
- **G** List the chemical or the trade name(s) of the hazardous material(s) involved in the incident. Include information required in the boxes. Check the information in the box(es) that describe(s) the hazardous material. Use the appropriate codes for Extent of Release, Container Type, Level of Container, and Container Material.
- **H** If more than two (2) hazardous materials were involved check **YES** and enter the information in the comments section.
- **I** This section is used for special studies. The first three numbers are for your agency's use; the last three are for state use. Leave blank unless otherwise directed.
- **J** Check item(s) describing who identified the material and how it was identified. Enter number of hazardous material casualties suffered by responding agency personnel and others (including the public) in spaces provided.
- **K** If vehicle/mobile property was involved in the incident, enter information about that vehicle.
- **L** Print your full name or your ID number and enter the date of report. Mark Yes or No to indicate whether there are additional comments.

Section 304 of SARA

Section 304 of SARA requires, as soon as practicable after a release occurs, that the facility provide written emergency release follow-up notices. The written report must be sent to the state commission and to the local emergency planning committee. The report must include an update on information required under the immediate notice provisions to the National Response Center as well as the following additional information:

- Actions taken to respond to and contain the release;
- Any known or anticipated health risks associated with the release, and;
- Where appropriate, advice regarding medical attention necessary for exposed individuals.

Figure 6.4a is a copy of the model §304 reporting form and Figure 6.4b is a copy of the §304 reporting form instructions:

OES CALIFORNIA
California Office of Emergency Services

Figure 6.4a

SARA TITLE III - SECTION 304 EMERGENCY RELEASE FOLLOW-UP NOTICE

A

BUSINESS NAME

FACILITY EMERGENCY CONTACT & PHONE NUMBER ( )____-_____

B

INCIDENT DATE MO DAY YR

TIME OES NOTIFIED (use 24 hr time)

OES CONTROL NO

C

INCIDENT ADDRESS LOCATION

CITY/COMMUNITY

COUNTY ZIP

D

CHEMICAL OR TRADE NAME (print or type)

CAS Number

CHECK IF CHEMICAL IS LISTED IN 40 CFR 355, APPENDIX A ☐

CHECK IF RELEASE REQUIRES NOTIFICATION UNDER 42 U.S.C. § 9603(a) ☐

PHYSICAL STATE CONTAINED ☐ SOLID ☐ LIQUID ☐ GAS

PHYSICAL STATE RELEASED ☐ SOLID ☐ LIQUID ☐ GAS

QUANTITY RELEASED

ENVIRONMENTAL CONTAMINATION ☐ AIR ☐ WATER ☐ GROUND ☐ OTHER

TIME OF RELEASE

DURATION OF RELEASE ___ DAYS ___ HOURS ___ MINUTES

E

ACTIONS TAKEN

F

KNOWN OR ANTICIPATED HEALTH EFFECTS (Use the comments section for additional information)

☐ ACUTE OR IMMEDIATE (explain) _____

☐ CHRONIC OR DELAYED (explain) _____

☐ NOT KNOWN (explain) _____

G

ADVICE REGARDING MEDICAL ATTENTION NECESSARY FOR EXPOSED INDIVIDUALS

H

COMMENTS INDICATE SECTION (A-G) AND ITEM WITH COMMENTS OR ADDITIONAL INFORMATION

I

CERTIFICATION: I certify under penalty of law that I have personally examined and I am familiar with the information submitted and believe the submitted information is true, accurate, and complete.

REPORTING FACILITY REPRESENTATIVE (print or type) _____

SIGNATURE OF REPORTING FACILITY REPRESENTATIVE _____ DATE: _____

Figure 6.4b EMERGENCY RELEASE FOLLOW-UP NOTICE REPORTING FORM INSTRUCTIONS

GENERAL INFORMATION:

Chapter 6.95 of Division 20 of the California Health and Safety Code requires that written emergency release follow-up notices prepared pursuant to 42 U.S.C. § 11004, be submitted using this reporting form. Non-permitted releases of reportable quantities of Extremely Hazardous Substances (listed in 40 CFR 355, appendix A) or of chemicals that require release reporting under Section 103(a) of the Comrehensive Environmental Response, Compensation, and Liability Act of 1980 [42 U.S.C. § 9603(a)] must be reported on the form, as soon as practicable, but no later than 30 days, following a release. The written follow-up report is required in addition to the verbal notification.

BASIC INSTRUCTIONS:

- The form, when filled out, reports follow-up information required by 42 U.S.C § 11004. Ensure that all information requested by the form is provided as completely as possible.
- If the incident involves reportable releases of more than one chemical, prepare one report form for each chemical released.
- If the incident involves a series of separate releases of chemical(s) at different times, the releases should be reported on separate reporting forms.

SPECIFIC INSTRUCTIONS:

Block A: Enter the name of the business and the name and phone number of a contact person who can provide detailed facility information concerning the release.

Block B: Enter the date of the incident and the time that verbal notification was made to OES. The OES control number is provided to the caller by OES at the time verbal notification is made. Enter this control number in the space provided.

Block C: Provide information pertaining to the location where the release occurred. Include the street address, the city or community, the county and the zip code.

Block D: Provide information concerning the specific chemical that was released. Include the chemical or trade name and the Chemical Abstract Service (CAS) number. Check all categories that apply. Provide best available information on quantity, time and duration of the release.

Block E: Indicate all actions taken to respond to and contain the release as specified in 42 U.S.C. §11004(c).

Block F: Check the categories that apply to the health effects that occurred or could result from the release. Provide an explanation or description of the effects in the space provided. Use Block H for additional comments/information if necessary to meet requirements specified in 42 U.S.C. §11004(c).

Block G: Include information on the type of medical attention required for exposure to the chemical released. Indicate when and how this information was made available to individuals exposed and to medical personnel, if appropriate for the incident, as specified in 42 U.S.C. §11004(c).

Block H: List any additional pertinent information.

Block I: Print or type the name of the facility representative submitting the report. Include the official signature and the date that the form was prepared.

MAIL THE COMPLETED REPORT TO:

Chemical Emergency Planning and Response Commission (CEPRC) / Local Emergency Planning Committee (LEPC)
Attn: Section 304 Reports
2800 Meadowview Road
Sacramento, CA 95832

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Figure 7.1-Incident Command System Schematic (Finance) 7-2

FINANCE

The Finance Section is established on incidents when the agency(ies) involved has (have) a specific need for financial services.

Financing the abatement and cleanup of a hazardous material incident is often a costly endeavor. Two points that should always be kept in mind are:

- whenever possible, the responsible party should bear all of the financial costs associated with a specific hazardous material incident, and
- with very few exceptions (i.e., EPA Local Government Reimbursement), all funding sources require approval prior to the use of these funds.

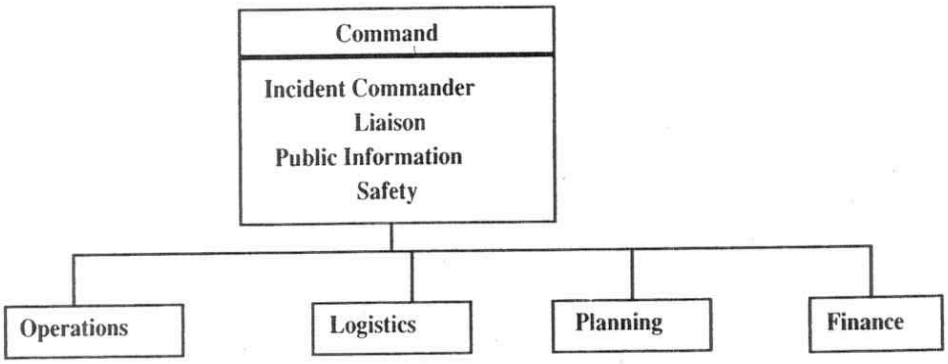
When the responsible party is either unwilling, unable or unidentified, the responsibility to protect the public health, safety and environment will usually fall to a public agency. If this happens, alternative funding will have to be established. Limited funding is available at the local, state and federal levels. Generally, funding from local government should be accessed first, state government second, and the federal government third. Section 13009.6 of the California Health and Safety Code makes a person or employer responsible for all costs to public agencies due to hazardous material incidents caused by negligence.

State agencies with emergency funding capabilities will assist requesting agencies in accessing the funding source, if appropriate.

In addition to the funding sources addressed in this section, a Presidential or Gubernatorial declared disaster may provide other financial assistance.

An ICS schematic (Finance) follows:

Figure 7.1 ICS Schematic (Finance)



Local Government

Local government should maintain a fund that is available for the purpose of financing the costs associated with a hazardous material incident impacting a local jurisdiction. Accessing this fund is usually accomplished by contacting the agency controlling the fund or through local government emergency communications dispatch.

State Government

The State of California operates a number of funds that are earmarked for specific aspects of hazardous material emergency response. Some of these funds are for addressing the impacts or potential impacts of a release. Other funds are for addressing incidents that impact specific state agencies.

Impact specific funds are:

Clandestine Laboratory Enforcement Program

FUNDING SOURCE
Health and Safety Code Section 11642(c)
ANNUAL TOTAL
Up to $300,000
ADMINISTERED BY
Controller
HOW CONTACTED
Within 24 hours of seizure of laboratory, the local law enforcement agency shall notify the local health officer who shall contact the Department of Health Services. The investigation report must accompany the request.
MAXIMUM SINGLE AWARD
N/A
TYPES OF RELEASES FUNDED
A prosecutable case where removal, disposal or storage of toxic waste from the sites of laboratories used for the unlawful manufacture of a controlled substance is necessary.
INFORMATION TO BE PROVIDED
Sufficient information for the local health officer to determine whether the site poses an immediate threat to public health and safety.
LIMITATIONS
Law enforcement agencies in counties with a population under 1,250,000. Addresses laboratory and wastes only. Will not fund cleanup or disposal of contaminated soil or dwellings.
COST RECOVERY
N/A

Emergency Reserve Account for Hazardous Materials Incidents (Cal-Superfund)

FUNDING SOURCE
Health and Safety Code Section 25354
ANNUAL TOTAL
$1,000,000
ADMINISTERED BY
Department of Health Services, Toxic Substances Control Program
HOW CONTACTED
916-324-2445 or, after hours 800-852-7550
MAXIMUM SINGLE AWARD
$20,000
TYPES OF RELEASES FUNDED
Threat to public health. This includes "midnight dumping" of barrels, discharges of fluids, spill situations without a responsible party or other actions needed to prevent potential emergencies (i.e., fencing, guard service, sampling, or immediate remedial measures for dangerous sites with uncooperative responsible parties). In some instances, emergency response associated with illegal drug wastes is fundable.
INFORMATION TO BE PROVIDED
Notify State Warning Center personnel that you are seeking approval for assistance from the Emergency Reserve Account. Provide a telephone number for the Duty Officer to call back and provide the following information to the DHS duty officer:
1. Is the material is a hazardous substance?,
2. The quantity released or spilled,
3. The hazard characterization,
4. Location of the incident relative to waterways, the public, and population,
5. Is the potential responsible party or alternative funding available,

6. Did the spill occur on state highway where the Department of Transportation has response teams under contract, and
7. Did the spill occur on navigable waters where the U.S. Coast Guard's Strike Team works with the U.S. Environmental Protection Agency and U.S. Coast Guard to respond.

LIMITATIONS

- The DHS Duty Officer must authorize the contractor and all expenditures in advance of funds being spent. No retroactive payments will be made.
- The hazardous material must acutely threaten human health, be flammable or explosive.
- Waste oil, fuel tanks from vehicular spills and radioactive materials will not be funded unless special circumstances exist.
- Drug laboratory wastes are not eligible for removal during an enforcement action funded by Department of Justice or Bureau of Narcotic Enforcement; and such wastes are in a facility that was discovered due to fire or explosion. Cleanup of found materials, associated with planned law enforcement action, including contaminated appurtenances, will not be financed by DHS if such materials can be secured as evidence or from public access.
- No funds will be made available for incidents on federal property.

COST RECOVERY

Cost recovery will be made at every site where a culpable responsible party is identified. Incident costs plus an administrative fee will be sought under Section 25360 of the California Health and Safety Code.

Fish and Wildlife Pollution Cleanup and Abatement Account

Note: This fund may be impacted by the Oil Spill, Abatement, and Removal Act of 1990.

FUNDING SOURCE

Fish and Game Code Section 12017

ANNUAL TOTAL

$500,000

ADMINISTERED BY

Department of Fish and Game, Wildlife Protection Division

HOW CONTACTED

State Warning Center 800-852-7550

MAXIMUM SINGLE AWARD

No limit

TYPES OF RELEASE FUNDED

Cleanup and abatement actions of materials threatening to pollute, contaminate or obstruct waters of this state to the detriment of fish, plant, bird, animal life or their habitat.

INFORMATION TO BE PROVIDED

Eligibility determined by Fish and Game Pollution Coordinators at scene.

LIMITATIONS

- Impacts must be to fish, wildlife and/or habitat.
- DFG has made a reasonable effort to have the responsible party remove the pollution in a timely manner, or reimburse the department for the cost of removal, the substance causing the prohibited condition.
- Funds are not available for disbursement from the emergency reserve account of the Cal-Superfund (Hazardous Substance Account)

COST RECOVERY

- All funds recovered for cleanup, removal, or abatement cost incurred by the state pursuant to Section 5655 or 12015, plus proceeds of civil damages recovered through legal actions pursuant to Section 12016 (Fish & Game Code) shall be deposited in the Fish and Wildlife Pollution Cleanup and Abatement Account.
- Any money paid by the State Water Resources Control Board to the Department of Fish and Game pursuant to Section 13442 of the Water Code shall be deposited in the Fish and Wildlife Pollution Cleanup and Abatement Account.

Oil Spill Response Trust Fund (Oil Spill Prevention, Abatement, and Removal Act of 1990)

Note: This bill creates a new fund that may impact other funds. Details of the implementation process have not been determined at the time this plan was printed.

FUNDING SOURCE
California Government Code Sections 8670.46-8670.53.95
ANNUAL TOTAL
Up to $100,000,000
ADMINISTERED BY
Administrator for oil spill response (DFG)
HOW CONTACTED
To be determined
MAXIMUM SINGLE AWARD
Up to $100,000,000
TYPES OF RELEASE FUNDED
Marine oil Spills
INFORMATION TO BE PROVIDED
To be determined
LIMITATIONS

- Marine oil spills only will be funded.
- Responsible party is unable or unwilling to provide adequate and timely cleanup and the pay for damages.
- Federal oil spill funds are not available or will not be available in an adequate period of time.

Water Pollution Cleanup and Abatement Account

FUNDING SOURCE
California Water Code Sections 13440-13442
ANNUAL TOTAL
N/A
ADMINISTERED BY
State Water Resources Control Board
HOW CONTACTED
916-739-4319 during office hours or 800-852-7550
MAXIMUM SINGLE AWARD
Oral requests for emergency funding are limited to $50,000. The amount in the fund limits written requests.
TYPES OF RELEASE FUNDED
Assistance to public agencies with the authority to clean up waste or abate its effect.
INFORMATION TO BE PROVIDED
Contact State Board, Division of Clean Water Programs (916-739-4319) for information and written application form.
LIMITATIONS

- Only releases directly impacting or threatening to impact the surface and groundwater are eligible.
- Assistance is not provided on a retroactive basis.
- Approval for use of these funds must be obtained prior to any expenditure.
- The only costs covered, are those over and above normal operating costs of the agency which are directly incurred for cleanup and abatement.
- Assistance is not provided if other funds are available.
- Non-emergency fund requests must be written and formally approved by the SWRCB (approximately 6 weeks).

State Agency Specific Funding Sources

The following is a listing of state agency funds for addressing hazardous material incidents that impact their mandate. Other public agencies cannot access these funds.

CALTRANS- administers a fund for hazardous material incidents that impact state highways and rights-of-way. CALTRANS has several hazardous material cleanup firms on contract. CALTRANS will not finance the cleanup of hazardous material that is beyond the right-of-way even though it has originated on a state highway.

Division of Oil and Gas (Department of Conservation)- administers a small fund to address the release of hazardous materials related to oil and gas production, drilling, maintenance or abandonment.

State Lands Commission- lessees of state lands are required to possess insurance for bodily injury or property damage to third parties and each lease has a performance bond for hazardous material cleanup.

California National Guard- has an account for use in cleaning chemical spills or other incidents caused by the National Guard only and can be accessed by the Director of Facilities and Engineering.

Federal Government

The federal government administers two primary funds to abate and mitigate a hazardous material incident. The funds are generally accessed when the state resources are exceeded. Both funds require activation by a federal On Scene Coordinator.

Oil Pollution Prevention, Response, Liability, and Compensation Act of 1990 Oil Spill Liability Trust Fund

Note: The Federal Oil Pollution Prevention, Response, Liability, and Compensation Act of 1990 replaces the four existing federal oil spill liability and compensation systems (the Clean Water Act [Federal Pollution Fund (311k)], the Trans-Alaska Pipeline Authorization Act, the Deepwater Port Act, and the Outer Continental Shelf Lands Act) with a single system in which owners and operators of vessels and facilities responsible for an oil spill are directly liable, up to specified limits, for the costs of cleaning up the spill and for physical and economic damages that result from the spill.

FUNDING SOURCE
Oil Pollution Prevention, Response, Liability, and Compensation Act
ANNUAL TOTAL
Up to $1,000,000,000
ADMINISTERED BY
U.S. Coast Guard /Federal On Scene Coordinator (OSC)
HOW CONTACTED
National Response Center 800-424-8802 to access OSC
MAXIMUM SINGLE AWARD
Up to $1,000,000,000
TYPES OF RELEASE FUNDED
Primarily oil spills
INFORMATION TO BE PROVIDED
Determined by OSC
LIMITATIONS
Responsible Party must be unknown, unwilling or unable to perform adequately and state resources are exhausted. Available for oil releases.
COST RECOVERY
A federal mechanism exists to recover costs from responsible parties.

Hazardous Substances Response Trust Fund (Superfund) Comprehensive Environmental Response, Compensation and Liability Act of 1980 (CERCLA)

FUNDING SOURCE
CERCLA
ANNUAL TOTAL
N/A
ADMINISTERED BY
EPA/federal On Scene Coordinator
HOW CONTACTED
National Response Center 800-424-8802 to access OSC
MAXIMUM SINGLE AWARD
$50,000 Amounts in excess of $50,000 require EPA approval.
TYPES OF RELEASE COVERED
Hazardous Materials
INFORMATION TO BE PROVIDED
Determined by federal OSC
LIMITATIONS
Responsible party must be unknown, unwilling or unable to perform adequately. Funds available only for federally managed responses.
COST RECOVERY
A federal mechanism exists to recover costs from responsible parties. The responsible party may be subject to "treble damages" (three times the full cost of cleanup) and fines of up to $5,000/day.

Local Government Reimbursement Program

FUNDING SOURCE
Superfund Amendments and Reauthorizations Act of 1986 (SARA)
ANNUAL TOTAL
$2,000,000
ADMINISTERED BY

EPA

HOW CONTACTED

Application package obtained by calling RCRA/ Superfund Hotline at 800-424-9346.

MAXIMUM SINGLE AWARD

$25,000 per incident

TYPES OF RELEASE COVERED

Hazardous substances

INFORMATION TO BE PROVIDED

Available in application package

LIMITATIONS

Only local government can apply; requests cannot supplant local funds; reimbursement for costs associated with a specific response only; application must be made within six months of completion of response; not all qualified requests are funded.

COST RECOVERY

N/A

APPENDIX 1

TRAINING LEVELS AND TYPES OF PERSONAL PROTECTIVE EQUIPMENT

- **Excerpted from 29 Code of Federal Regulations 1910.120 Hazardous Waste Operations and Emergency Response; Final Rule (Federal Register March 6, 1989). (For more detailed information, refer to the analogous National Fire Protection Association 472 *Standard for Professional Competence of Responders to Hazardous Materials Incidents.*) (Page A1-1)**
- **Voluntary regulations for hazardous material responders in California, Sections 2500 et seq. California Code of Regulations, pursuant to Assembly Bill 2702 (Sections 8574.19 [formerly §8574.11] et seq. California Government Code.) (Page A1-6)**

Hazardous Material Responder Levels of Training

There are five levels of "employees who participate, or are expected to participate, in emergency response..." These minimum levels of training should be considered the basis for all responders. Higher degrees of initial and continuing training are recommended.

First Responder Awareness Level. First responders at the awareness level are individuals who are likely to witness or discover a hazardous substance release and who have been trained to initiate an emergency response sequence by notifying the authorities of the release. First responders at the awareness level shall have sufficient training or shall have had sufficient experience to objectively demonstrate competency in the following areas:

- An understanding of what hazardous materials are and the risks associated with them in an incident.
- An understanding of the potential outcomes associated with an emergency created when hazardous materials are present.
- The ability to recognize the presence of hazardous materials in an emergency.
- The ability to identify the hazardous materials, if possible.
- An understanding of the role of the first responder awareness individual in the employer's emergency response plan, including site security and control and the U.S. Department of Transportation's Emergency Response Guidebook.
- The ability to realize the need for additional resources, and to make appropriate notifications to the communication center.

First Responder Operations Level. First responders at the operations level are individuals who respond to releases or potential releases of hazardous substances as part of the initial response to the site for the purpose of protecting nearby persons, property, or the environment from the effects of the release. They are trained to respond in a defensive fashion without actually trying to stop the release. Their function is to contain the release from a safe distance, keep it from spreading, and

prevent exposures. First responders at the operational level shall have received at least eight hours of training or have had sufficient experience to objectively demonstrate competency in the following areas in addition to those listed for the awareness level and the employer shall so certify:

- Knowledge of the basic hazard and risk assessment techniques.
- Know how to select and use proper personal protective equipment provided to the first responder operational level.
- An understanding of basic hazardous materials terms.
- Know how to perform basic control, containment and/or confinement operations within the capabilities of the resources and personal protective equipment available within their unit.
- Know how to implement basic decontamination procedures.
- An understanding of the relevant standard operating procedures and termination procedures.

Hazardous Materials Technician . Hazardous materials technicians are individuals who respond to releases or potential releases for the purpose of stopping the release. They assume a more aggressive role than a first responder at the operations level in that they will approach the point of release in order to plug, patch or otherwise stop the release of a hazardous substance. Hazardous materials technicians shall have received at least 24 hours of training equal to the first responder operations level and, in addition, have competency in the following areas and the employer shall so certify:

- Know how to implement the employer's emergency response plan.
- Know the classification, identification and verification of known and unknown materials by using field survey instruments and equipment.
- Are able to function within an assigned role in the Incident Command System.
- Know how to select and use proper specialized chemical personal protective equipment provided to the hazardous materials technician.
- Understand hazard and risk assessment techniques.
- Are able to perform advance control, containment, and/or confinement operations within the capabilities of the resources and personal protective equipment available with the unit.
- Understand and implement decontamination procedures.
- Understand termination procedures.
- Understand basic chemical and toxicological terminology and behavior.

Hazardous Materials Specialist. Hazardous materials specialists are individuals who respond with, and provide support to, hazardous materials technicians. Their duties parallel those of the hazardous materials technician. However, their duties require a more directed or specific knowledge of the various substances they may be called upon to contain. The hazardous materials specialist would also act as the site liaison with federal, state, local and other government authorities in regard to site activities. Hazardous materials specialists shall have received at least 24 hours of training equal to the technician level and, in addition, have competency in the following areas and the employer shall so certify:

- Know how to implement the local emergency response plan.
- Understand classification, identification and verification of known and unknown materials by using advanced survey instruments and equipment.
- Know of the state emergency response plan.
- Are able to select and use proper specialized chemical personal protective equipment provided to the hazardous materials specialist.

- Understand in-depth hazard and risk techniques.
- Are able to perform specialized control, containment, and/or confinement operations within the capabilities of the resources and personal protective equipment available.
- Are able to determine and implement decontamination procedures.
- Have the ability to develop a site safety and control plan.
- Understand chemical, radiological and toxicological terminology and behavior.

On Scene Incident Commander. Incident commanders, who will assume control of the incident scene beyond the first responder awareness level, shall receive at least 24 hours of training equal to the first responder operations level and, in addition, have competency in the following areas and the employer shall so certify:

- Know and be able to implement the employer's Incident Command system.
- Know how to implement the employer's emergency response plan.
- Know and understand the hazards and risks associated with employees working in chemical protective clothing.
- Know how to implement the local emergency response plan.
- Know of the state emergency response plan and of the Federal Regional Response Team.
- Know and understand the importance of decontamination procedures.

These categories of responders are similar to those that may likely be encountered in the field. All public agency employees that have the potential of being involved in a hazardous material incident should have, at the minimum, first responder awareness level training. **Do not assume what level of training responders might have.**

Personal Protective Equipment (PPE)

Personal Protective Equipment and clothing is required to shield or isolate the person from chemical, physical, and biological hazards that may be encountered at a hazardous material incident. PPE is divided into four categories based on the degree of protection needed. The following descriptions are not definitive. Refer to appropriate documents for a complete description.

An unidentified product with unknown properties should be approached only in Level A or B protection. Never use personal protection equipment unless you are properly trained and feel comfortable with its use. PPE does not protect against fire or explosion unless additional types of protection are used.

Level A- to be selected when the greatest level of skin, respiratory, and eye protection is required. Level A protection should be used when:

- The hazardous substance has been identified and requires the highest level of protection for skin, eyes, and the respiratory system based on either the measured (or potential for) high concentration of a t - mospheric vapors, gases, or particulates; or the site operations and work functions involve a high potential for splash, immersions, orexposure to unexpected vapors, gases or particulates that are harmful to the skin or are capable of being absorbed through the skin.
- Substances with a high degree of hazard to the skin are known or suspected to be present and skin contact is possible.

- Operations are being conducted in confined, poorly ventilated areas, and the absence of conditions requiring Level A protection have not yet been determined.

Primary required equipment:
- Positive pressure, full face-piece self-contained breathing apparatus (SCBA), or positive pressure supplied air respirator with escape SCBA.
- Totally-encapsulating chemical-protective suit.

Other required equipment:

- Inner and outer chemical resistant gloves, chemical resistant boots with steel toe and shank.

Optional equipment:

- Long underwear; hard hat; disposable suit, gloves, boots, and coveralls.

Level B- the highest level of respiratory protection is necessary, but a lesser level of skin protection is needed. Level B should be used when:

- The type and atmospheric concentration of substances have been identified and require a high level of respiratory protection, but less skin protection;
- The atmosphere contains less that 19.5 percent oxygen; or
- The presence of incompletely identified vapors or gasses is indicated by a direct-reading organic vapor detection instrument, but vapors and gases are not suspected of containing high levels of chemicals harmful to the skin or capable of being absorbed through the skin. Note: This involves atmospheres with IDLH concentrations of specific substances that present severe inhalation hazards and that do not represent severe skin hazards; or that do not meet the criteria for use of air-purifying respirators.

Primary required equipment:

- Positive pressure, full face-piece self-contained breathing apparatus (SCBA), or positive pressure supplied air respirator with escape SCBA.
- Hooded chemical-resistant clothing (overalls and long-sleeved jacket; coveralls; one or two piece chemical-splash suit; disposable chemical-resistant overalls).

Other required equipment:

- Inner and outer chemical resistant gloves, chemical resistant boots with steel toe and shank.

Optional equipment:

- Coveralls, hard hat, boot covers, and face shield.

Level C- level C protection should be used when:

- The atmospheric contaminants, liquid splashes, or other direct contact will not adversely affect or be absorbed through any exposed skin;

- The types of air contaminants have been identified, concentrations measured, and an air-purifying respirator is available that can remove the contaminants; and
- All criteria for the use of air-purifying respirators are met.

Primary required equipment:

- Full-face or half-mask, air purifying respirators.
- Hooded chemical-resistant clothing (overalls and long sleeved jacket; coveralls; one or two piece chemical-splash suit; disposable chemical-resistant overalls).

Other required equipment:

- Inner and outer chemical resistant gloves.

Optional equipment:

- Coveralls, chemical resistant boots steel toe and shank, boot covers, hard hat, escape mask, face shield.

Level D- a work uniform affording minimal protection, used for nuisance contamination only. Level D protection should be used when:

- The atmosphere contains no known hazard; and
- Work conditions preclude splashes, immersion, or the potential for unexpected inhalation of, or contact with, hazardous levels of any chemicals.

Primary required equipment:

- Coveralls, boots/shoes chemical resistant steel toe and shank.

Optional equipment:

- Gloves, outer boots, safety glasses or chemical resistant goggles, hard hat, escape mask, face shield.

Note: Combinations of personal protective equipment other than those described for Levels A, B, C, and D protection may be more appropriate and may be used to provide the proper level of protection.

PROPOSED TITLE 19
CALIFORNIA CODE OF REGULATIONS (CCR)
CHAPTER 2
SUBCHAPTER 1.5
SECTION 2500 ET SEQ.

OFFICE OF EMERGENCY SERVICES
Initial Statement of Reasons
for
Hazardous Substances Emergency Response Training

BACKGROUND

In September 1986, Governor Deukmejian signed into law Assembly Bill 2702, Chapter 1503 (LaFollette), which authorizes the Director of the Office of Emergency Services, hereinafter called "Office", to establish a curriculum for the training and education of hazardous substance incident response personnel in order to avoid a duplication of effort and inconsistent application of safety procedures and protocol relative to multi-agency response to hazardous substances incidents. This bill added Article 3.8 (commencing with Section 8574.19) to Division 1, Title 2, of the Government Code.

PUBLIC PROBLEM

The public problem necessitating the promulgation of these regulations is clearly stated by the Legislature at Section 8574.19 of the Government Code:

The Legislature hereby finds and declares that, in order to protect the public health and safety and the environment, and to reduce personal injury and property loss resulting from the sudden release of hazardous substances into the environment, it is necessary to establish a single, coordinated, and standardized hazardous substances incident response training and education plan for firefighters and law enforcement, emergency rescue, and environmental health personnel. A standardized hazardous substances incident response training and education program is necessary to ensure a coordinated emergency response capability throughout the state, and to eliminate duplication and inconsistent hazardous substances emergency response training and education programs.

The description of the public problem set forth above applies to all of the regulations proposed herein. This description is offered to satisfy the requirements of Section 11346.7 (a) (1) of the Government Code.

PURPOSE OF THE REGULATIONS

The primary purpose of this proposed action is to establish a single and coordinated hazardous substances incident response training program for emergency response personnel in order to avoid and eliminate duplicative and inconsistent hazardous substances emergency response training programs.

By establishing a unified and coordinated curriculum of hazardous substances response training and education program, the Office will help protect the public health and safety and the environment, as well as reduce personal injury and property loss resulting from the sudden release of hazardous substances into the environment.

There are currently no regulations in existence which govern the operation of the aforementioned programs. The authority for adopting regulations is set forth at Section 8574.20 (a) of the Government Code.

In developing these regulations, the Office established a Curriculum Development Advisory Committee, pursuant to Section 8574.21 (c) of the Code, which consisted of representatives of the 23 agencies and organizations involved in hazardous substance training, education, or response. This group was augmented by additional experts representing the County Sheriffs' Association and the U.S. Environmental Protection Agency. The Committee served as expert consultants to the Director for the purpose of developing these regulations. The proposed regulations are set forth as follows:

2500. Definitions
2510. Student Certification Curriculum
2520. Instructor Certification Requirements
2530. Student Certification Minimum Standards

The proposed regulations implement, interpret, and make specific Section 8574.19 through 8574.23 of the Government Code.

2500. DEFINITIONS

The specific purpose of this regulation is to ensure that those persons directly affected by the proposed action are able to understand and comprehend the terms used in the text of the regulations. Many of the words included in this section may have meanings which are not generally familiar to those directly affected by the regulations, therefore, those words have been identified and defined.

Where applicable, these definitions have been taken from 29 CRF 1910, the "Hazardous Waste Operations and Emergency Response; Final Rule".

This regulation is necessary to enable those persons directly affected by this action to readily comprehend and understand the text of the proposed regulations without the need to utilize any outside source or reference for clarification purposes.

2510. STUDENT CERTIFICATION CURRICULUM

The specific purpose of this regulation is to provide a comprehensive program of training and education designed to adequately prepare students for response to hazardous substances incidents. Due to the potential for acute hazards, and significant life safety issues, there are a number of classes which the Office considers necessary to include in the curriculum. There are several levels of response personnel each having their own training requirements. The curriculum design addresses training programs for each level.

This regulation is necessary to adequately teach students the dangers of responding to hazardous substances incidents, and to present techniques to mitigate these dangers. This regulation makes specific the training requirements for the various levels of hazardous substances incident response, as set forth at Section 8574.21 (b). By establishing a required minimum standard, the Office will ensure training programs are relevant, appropriate and nonduplicative.

The minimum hours have been established to meet or exceed the requirements of federal law at 29 CFR 1910., where applicable. Also considered in establishing the minimum hours were recommendations for the Hazardous Substances Advisory Group and experience, and student feedback from pilot testing the curriculum.

The minimum standards for each course have been established to meet the mandate of the law to ensure a competent, coordinated response training program, and to assure the life safety of the public, as well as the responder.

FIRST RESPONDER - AWARENESS LEVEL.

The specific purpose of this regulation is to prepare responders to adequately respond at the appropriate level, and to safely utilize their resources and capabilities. Typical responsibilities include personal safety, attempts at isolating the area, proper notification and basic safe identification of hazardous substances.

This regulation is necessary to mitigate the dangers associated with hazardous substances first responders.

FIRST RESPONDER OPERATIONAL - LEVEL.

The specific purpose of this regulation is to prepare emergency personnel to respond at the appropriate level, and to safely utilize their resources and capabilities, including isolation and notification. In addition, they will be taught to identify and assess the release hazards, defensively select safe containment methods and/or protective actions; and to take other appropriate actions if adequate safety, resources, and capabilities are assurred.

This regulation is necessary to mitigate the dangers faced by operational first responders, especially given that they are the first level of personnel who are required to enter the scene of a hazardous substances incident.

HAZ MAT INCIDENT COMMANDER/SCENE MANAGER.

The specific purpose of this regulation is to delineate the training requirements for the next level of hazardous substances incident responder; the on-scene manager. On-Scene Managers/Incident Commanders, and their support staff will be taught how to safely manage and coordinate a multi-agency hazardous materials response in the field. They will be taught definitions and authorities, hazard assessment, and management of tactical priorities. They also will be taught about local agencies' contingency plans, how to coordinate a multi-agency response, and be familiar with disposal requirements. Emphasis will be placed on safe and proper management of a hazardous materials response in the field, at a unified command post.

This regulation is necessary because on-scene managers/incident commanders control the immediate operation in an incident and proper training is necessary to assure timely and appropriate decision-making and implementationof incident mitigation and safety plans.

HAZARDOUS SUBSTANCE INCIDENT RESPONSE TRAINING FOR EXECUTIVE MANAGERS.

The specific purpose of this regulation is to define the training requirements for the chief executive, department head, or key management staff of an agency or jurisdiction. Executive managers will be taught an awareness of contingency planning and agency coordination, as well as scene management and communications, particularly with the media. They need to learn about evacuations and investigations,reporting requirements, and contracting for clean-up. They also will be taught an awareness of the overall impacts of the laws, authorities, and liabilities pertaining to a safe and competent hazardous materials incident response, and their role at the incident or emergency operations center level.

This regulation is necessary because the executive manager exerts broad, policy authority over the hazardous substance incident. They should be knowledgeable about both the subject matter and emergency management issues.

ENVIRONMENTAL MONITORING

The specific purpose of this regulation is to define the parameters for training programs in environmental monitoring. Those responsible for environmental monitoring will be taught how to sample hazardous materials, and the requirements for analysis. They will also become familiar with documentation and chain-of-custody procedures, including the packaging, marking, labeling, and shipping of hazardous materials samples. Environmental monitors will learn to be cognizant of legal considerations and quality control/quality assurance issues.

This regulation is necessary because training in this technical area should be consistent and comprehensive. The environmental monitor is a crucial link between incident response and prosecution, therefore thorough training is necessary.

HAZARDOUS SUBSTANCES RELEASE INVESTIGATOR

The specific purpose of this regulation is to set forth the requirements for hazardous substances release investigators. The investigator of hazardous substances releases will be taught pertinent definitions and how to identify hazardous materials. They also will become familiar with laws and regulations encompassing hazardous materials, and learn to demonstrate proper investigative procedures. By the end of their training, the investigator should be competent in preparing a case for court, and familiar with other investigative tasks.

This regulation is necessary because hazardous substances investigators must follow established investigative standards, as well as have a working knowledge of the law. This specialized field of legal involvement has requirements and considerations which are appropriately addressed in a special training program.

HAZARDOUS SUBSTANCES INCIDENTS AT PORTS

The specific purpose of this regulation is to define minimum training standards for personnel responding to hazardous substances incidents at ports. Hazardous substances personnel with these responsibilities will be taught port organization, operations, activities, and responsibilities. They should become familiar with incident coordination concepts and contingency planning in port areas. Hazardous materials regulations in port areas, and the basics of vessel construction and operations and response considerations will also be a requirement. Students should be familiar with case histories and scenarios regarding hazardous substances incidents.

This regulation is necessary to prepare those who work in ports and waterways with the special knowledge they need to effectively respond to a hazardous substances incident.

SECTION 2520. INSTRUCTOR CERTIFICATION - REQUIREMENTS

The specific purpose of this regulation is to provide potential field instructors with the training needed to deliver competent and standardized hazardous materials training in the field. In addition to the course requirements for student certification, instructor candidates must make special application to the Office, as well as complete the appropriate hazardous substances instructor course. This special curriculum is necessary because it prepares the future instructor with not only subject matter expertise, but also methods of instruction in this technical area, and techniques for evaluating student performance to assure compliance with training standards.

This regulation is necessary to ensure that the instructor is properly trained in the most pertinent areas of hazardous substances incident response, and possesses the skills to transmit that information accurately to others.

2500. DEFINITIONS

(a) "Emergency Response" means a response effort by employees from outside the immediate release area or by other designated responders (e.g. mutual aid groups, and local fire departments.) to an occurrence which results, or is likely to result, in an uncontrolled release of a hazardous substance. Responses to incidental releases of hazardous substances where the substance can be absorbed, neutralized, or otherwise controlled at the time of the release by employees in the immediate release area, are not considered to be emergency responses within the scope of this standard. Response to releases of hazardous substances where there is no potential safety or health hazard established (e.g, fire, explosion, or chemical exposure) are not considered to be emergency responses.

(b) "Environmental Monitor" means a public or private employee who has responsibility for health and safety or who evaluates the soil, air or water at the scene of a hazardous substance incident.

(c) "Executive Manager" means the chief executive officer, department head, or key management staff of an agency, organization, or jurisdiction, who has oversight responsibilities for hazardous substance incidents.

(d) "First Responder - Awareness Level" means individuals who are likely to witness or discover a hazardous substance release and who have been trained to initiate an emergency response sequence by notifying the proper authorities of the release. They would take no further action beyond notifying the authorities of the release.

(e) "First Responder - Operations Level" means individuals who respond to releases or potential releases of hazardous substances as part of the initial response at the site, for the purpose of protecting nearby persons, property, or the environment from the effects of the release. They are trained to respond in a defensive fashion without actually trying to stop the release. Their function is to contain the release from a safe distance, keep it from spreading, and prevent exposures.

(f) "Hazardous Substance or Material" means any material or substance as defined at Section 25501 (j), (k) and (l), of the Health and Safety Code.

(g) "Incident Command System" means an organized system of roles, responsibilities, and standard operating procedures used to manage and direct emergency operations.

(h) "Incident Investigator" means the person who has investigative authority and responsibility in relation to a hazardous substance incident.

(i) "Incident Commander/Scene Manager" means the person responsible for all decisions relating to the management of the incident.

(j) "Personal Protective Equipment" means equipment provided to shield or isolate a person from the chemical, physical or thermal hazards that may be encountered at a hazardous materials incident. Personal protective equipment should protect the respiratory system, skin, eyes, face, hands, feet, head, body, and hearing. Personal protective equipment includes both personal protective clothing and respiratory protection.

NOTE: AUTHORITY: SECTION 8574.19 (a), GOVERNMENT CODE; REFERENCE: HAZARDOUS SUBSTANCES EMERGENCY RESPONSE TRAINING, CHAPTER 1503 , DIVISION 1, TITLE 2, (SECTION 8574.19, et seq.) GOVERNMENT CODE; and Section 25501 (j) (k) and (e), Health and Safety Code.

SECTION 2510. STUDENT CERTIFICATION CURRICULUM.

(a) FIRST RESPONDER AWARENESS.

(1) This course shall be a minimum of four hours in length.

(2) Certification for First Responder Awareness level shall include completion of the following courses:

(A) Overview of hazardous materials incidents and the role of the first responder;

(B) Basic hazardous materials recognition and safety;

(C) First responder awareness: safety, isolation and notification; and

(D) Basic command organization, identification and hazard assessment.

(3) The minimum standard shall include successful participation in an exercise/simulation, and a passing score on a written examination.

(b) FIRST RESPONDER OPERATIONAL.

(1) This course shall be a minimum of sixteen hours in length.

(2) Certification for First Responder Operational shall include, in addition to those listed above for first responder awareness, completion of the following courses:

(A) Protective equipment considerations;

(B) First responder operational actions including containment, protective options(e.g. evacuation), decontamination, proper disposal, and documentation;

(C) Overview of scene management and information flow;

(D) Agency coordination and planning;

(E) Health effects;

(F) Safety and isolation via establishing perimeters; and

(G) Legal aspects and the media.

(3) The minimum standard shall include successful participation in an exercise/simulation; and demonstrated proficiency in the use of the Department of Transportation Emergency Response Guidebook, as evaluated by a certified instructor; and a passing score on a written examination.

(c) HAZ MAT INCIDENT COMMANDER/SCENE MANAGER

(1) This course shall be a minimum of twenty-four hours in length.

(2) Certification for on-scene manager/incident commander shall include completion of the following courses:

(A) Overview of hazardous materials incidents and the role of the on-scene manager/incident commander;

(B) Agency coordination, contingency and action planning;

(C) Health effects;

(D) Safety, isolation, and perimeters;

(E) Scene management systems, and incident command system as applied to hazardous materials incidents;

(F) Identification and hazard assessment;

(G) Protective clothing and equipment;

(H) Containment and stabilization methods;

(I) Protective action options, including evacuation and sheltering in place;

(J) Hazardous materials incidents and the media;

(K) Decontamination and clean-up considerations;

(L) Disposal and funding issues;

(M) Documentation and reporting; and

(N) Hazardous materials legal aspects, liabilities, and investigations.

(3) The minimum standard shall include successful participation in an exercise/simulation, as evaluated by a certified instructor; and a passing score on a written examination.

(d) HAZARDOUS SUBSTANCE TRAINING FOR THE EXECUTIVE MANAGER.

(1) This course shall be a minimum of twenty-four hours in length.

(2) Certification for Hazardous Substances Executive Managers shall include the completion of the following courses:

(A) Overview of current federal and state laws pertaining to hazardous materials at the executive management level;

(B) Contingency planning;

(C) Agency coordination;

(D) Scene management, and the incident command system;

(E) Media/communications;

(F) Managing a hazardous materials disaster response in an emergency operations center environment;

(G) Evacuations;

(H) Investigations, and prosecution;

(I) Contracting for clean-up;

(J) Reporting requirements;

(K) Liability; and

(L) Hazardous materials mitigation considerations.

(3) The minimum standard shall be successful participation in an exercise/simulation.

(e) ENVIRONMENTAL MONITORING

(1) This course shall be a minimum of twenty-four hours in length.

(2) Certification in Environmental Monitoring shall include completion of the following courses:

(A) Hazardous materials sampling;

(B) Analytical equipment, procedures, and requirements;

(C) Documentation and chain-of-custody procedures;

(D) Packaging, marking, labeling, and shipping of hazardous materials samples;

(E) Legal considerations; and

(F) Quality control/quality assurance considerations.

(3) The minimum standard shall include successful participation in an exercise/simulation, and a passing score on a written examination.

(f) HAZARDOUS SUBSTANCES RELEASE INVESTIGATOR.

(1) This course shall be a minimum of thirty-two hours in length.

(2) Certification for Hazardous Substances Release Investigator shall include completion of the following courses:

(A) Definitions;

(B) Identification of hazardous materials;

(C) Identification of laws and regulations regarding hazardous materials and wastes;

(D) Hazardous materials investigations procedures;

(E) Preparing a case for prosecution; and

(F) Other investigative tasks.

(3) The minimum standard shall include successful participation in an exercise/simulation, and a passing score on a written examination.

(g) HAZARDOUS SUBSTANCES INCIDENTS AT PORTS.

(1) This course shall be a minimum of eight hours in length.

(2) Certification in Hazardous Substances Incidents at Ports shall include completion of the following courses:

(A) Description of port operations and activities;

(B) Port organization and responsibilities;

(C) Incident coordination;

(D) Hazardous materials regulations in port areas;

(E) Overview of vessel construction and operation;

(F) Response considerations on vessels;

(G) Contingency planning in port areas; and

(H) Case histories/scenarios.

(3) The minimum standard shall include a passing score on a written evaluation.

NOTE: AUTHORITY: SECTION 8574.20 (a), GOVERNMENT CODE; REFERENCE: SECTION 8574.20 (b), (c), (e) , and (f), GOVERNMENT CODE.

SECTION 2520. INSTRUCTOR CERTIFICATION REQUIREMENTS.

(a) Certification as a Hazardous Substances Instructor shall include the following requirements:

(1) Application to the Office of Emergency Services, California Specialized Training Institute; and

(2) Hazardous materials response and/or training experience in the subject matter for which certification is being sought, as evaluated by the Director, Office of Emergency Services, or a designated representative, and

(3) Agreement to adhere to policies, procedures and administrative requirements for delivering hazardous substances field training programs, as established by the Director of the Office of Emergency Services or a designated representative, and

(4) Successful completion of an equivalent subject matter course, for which the applicant is seeking to be certified as an instructor, and

(A) For the First Responder Awareness, First Responder Operational, or Incident Commander/On-Scene Manager levels, successful completion of the appropriate Hazardous Substances Instructor Course, as taught by the Office of Emergency Services; or

(B) For the Executive Manager, Release Investigator, or Incidents at Ports level, successful completion of the Hazardous Substances Instructor Refresher Course, as taught by the Office of Emergency Services.

SECTION 2530. CURRICULUM ACCREDITATION:

(a) Curriculum equivalency and accreditation shall include the following:

(1) Proposed curriculum will be reviewed to determine if curriculum meets criteria established by the Office of Emergency Services, California Specialized Training Institute.

(2) Curriculum will be reviewed on an annual basis to determine on-going accreditation by the Office of Emergency Services, California Specialized Training Institute.

NOTE: AUTHORITY: SECTION 8574.20 (a), GOVERNMENT CODE; REFERENCE: SECTION 8574.20 (b), (c), (e), and (f) GOVERNMENT CODE.

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APPENDIX 2
EXCERPTS FROM FIRESCOPE HAZARDOUS MATERIALS MODULE TO THE INCIDENT COMMAND SYSTEM

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This document is the latest draft of the Hazardous Materials module to the Incident Command System. This document is the result of the knowledge, research, and long hours of meetings by those individuals listed below. The people on this committee were selected by the agencies of the FIRESCOPE Program for their expertise in the subject of Hazardous Materials response. Without the skills, dedication and energy of these committee members this would not have been a successful project.

A special thanks goes to **Mr. Gary Nelson** of the Los Angeles County Fire Department for his liaison work with this group and with the FIRESCOPE Task Force.

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INTRODUCTION

The Hazardous Materials organizational module is designed to provide an organizational structure that will provide necessary supervision and control for the essential functions required at virtually all Hazardous Materials incidents. This is based on the premise that controlling the tactical operations of companies and movement of personnel and equipment will provide a greater degree of safety and also reduce the probability of spreading of contaminants. The primary functions will be directed by the Hazardous Materials Group Supervisor, and all resources that have a direct involvement with the hazardous material will be supervised by one of the functional leaders or the Hazardous Materials Group Supervisor.

The three functional positions of the Hazardous Materials Group (Entry Leader, Site Access Control Leader, and Decontamination Leader) require a high degree of control and close supervision. The Entry Leader supervises all companies and personnel operating in the Exclusion Zone. The Entry Leader has the responsibility to direct all tactics and control the positions and functions of all personnel in the Exclusion Zone. The Site Access Control Leader controls all movement of personnel and equipment between the control zones. The Site Access Control Leader has the responsibility for isolating the Exclusion and Contamination Reduction Zone and ensuring that citizens and personnel use proper access routes. The Decontamination Leader ensures all rescue victims, personnel, and equipment have been decontaminated before leaving the incident.

The Hazardous Materials Group Supervisor manages these three functional responsibilities which includes all tactical operations carried out in the Exclusion Zone. All rescue operations, by definition, will come under the direction of the Hazardous Materials Group Supervisor. Evacuation and all other tactical objectives that are outside of the control zones are not the responsibility of the Hazardous Materials Group Supervisor. In addition to the three primary functions, the Group Supervisor will work with a Assistant Safety Officer, who is Hazardous Materials trained, and who must be present at the hazardous site. The Incident Safety Officer will have overall incident safety concerns, with the Assistant Safety Officer working directly with the Hazardous Materials Group Supervisor. The Group Supervisor may also supervise one or more Technical Specialists.

Tactical operations outside of the controlled zones, as well as many other hazardous materials related functions, will be managed by regular ICS positions. In most cases, the array of tactical objectives such as evacuation, isolation, medical, traffic control, etc., will be managed by Division/Group Supervisors. Other needs will be met by filling Command and General Staff positions.

UNIFIED COMMAND

It is assumed that all hazardous materials incidents will be managed under Unified Command principles because in virtually all cases fire, law enforcement, and public health will have some statutory functional responsibility for incident mitigation. Depending on incident factors, several other agencies will respond to a hazardous materials incident.

The Assisting Agencies section of ICS-HM-120-1 lists some of the typical functional responsibilities of Law Enforcement and Health agencies.

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MODULAR DEVELOPMENT

A series of examples of modular development are included to illustrate one method of expanding the incident organization.

INITIAL RESPONSE ORGANIZATION (page 4)

Initial response resources are managed by the Incident Commander who will handle all Command and General Staff responsibilities.

REINFORCED RESPONSE ORGANIZATION (page 5)
(3 to 15 fire and/or Law Enforcement units)

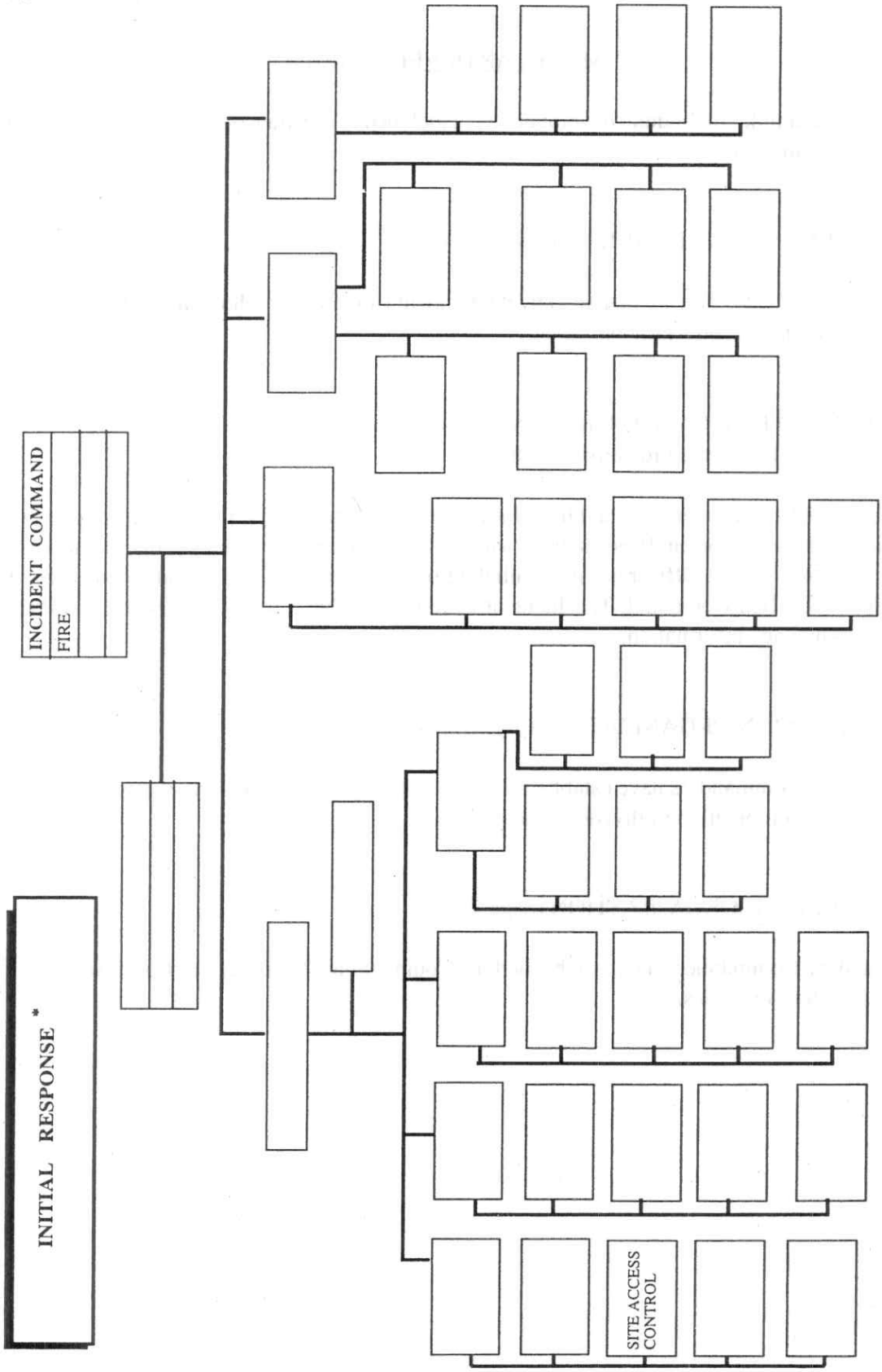
The Incident Commander has established a Hazardous Materials Group to manage all activities around the Control Zones and has assigned two Law Enforcement units to isolate the operational area. One Law Enforcement Officer has met with the Fire Incident Commander and together they have established Unified Command. The Incident Commanders have decided to establish a Planning Section to manage information.

MULTI-DIVISION ORGANIZATION (page 6)

The Incident Commanders have established most Command and General Staff positions and have established a combination of divisions and groups.

MULTI-BRANCH ORGANIZATION (page 7)

The Incident Commanders have established all Command and General Staff positions and have established four branches.



*INITIAL RESPONSE ORGANIZATION (EXAMPLE) Initial response resources are managed by the Incident Commander who will handle all Command and General staff responsibilities.

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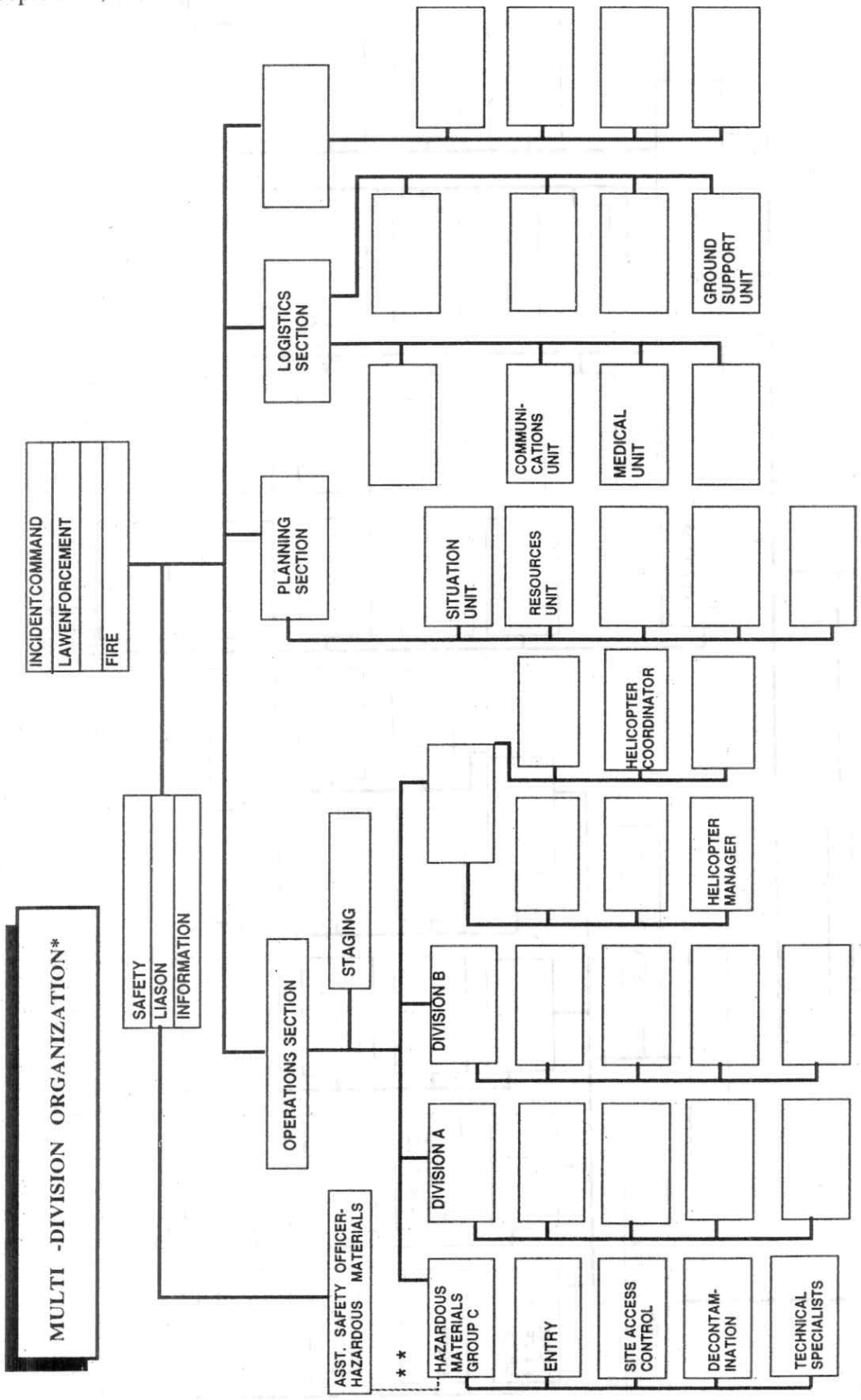
*REINFORCED RESPONSE ORGANIZATION (3 to 15 Fire and/or Law Enforcement Units) (Example) The two Incident Commanders have established Unified Command. They have established a Hazardous Materials Group to manage all activities around the Control Zones and have organized Law Enforcement units into a task force to isolate the operational area. The Incident Commanders have decided to establish a Planning Section, a Staging Area, and a Safety Officer.
**Coordination- See page 12.



*MULTI-DIVISION ORGANIZATION (EXAMPLE) The Incident Commanders have activated most Command and General Staff positions and have established a combination of divisions and groups.
**Coordination- See Page 12

*MULTI-BRANCH ORGANIZATION (EXAMPLE) The Incident Commanders have activated all Command and General Staff positions and have established four branches in the Operations Section.
**Coordination- See page 12.

HAZARDOUS MATERIALS POSITION DESCRIPTIONS AND FUNCTIONS

HAZARDOUS MATERIALS GROUP SUPERVISOR - The Hazardous Materials Group Supervisor reports to the Operations Section Chief (or Hazardous Materials Branch Director if activated). The Hazardous Materials Group Supervisor is responsible for the implementation of the phases of the Incident Action Plan dealing with the Hazardous Materials Group operations. The Hazardous Materials Group Supervisor is responsible for the assignment of resources within the Hazardous Materials Group, reporting on the progress of control operations and the status of resources within the Group. The Hazardous Materials Group Supervisor directs the overall operations of the Hazardous Materials Group.

A. Obtains briefing from the Operations Section Chief or Hazardous Materials Branch Director (if activated).

B. Ensures the development of Control Zones and Access Control Points and the placement of appropriate control lines.

C. Evaluates and recommends public protection action options to the Operations Chief or Branch Director (if activated).

D. Ensures that current weather data and future weather predictions are obtained.

E. Establishes environmental monitoring of the hazard site for contaminants.

F. Ensures that a Site Safety Plan is developed and implemented.

G. Conducts safety meetings with the Hazardous Materials Group.

H. Participates, when requested, in the development of the Incident Action Plan. (Develops the Hazardous Materials attachment to the Incident Action Plan).

I. Ensures that nationally recommended safe operational procedures are followed.

J. Ensures that the proper Personal Protective Equipment is selected and used.

K. Ensures that appropriate agencies are notified through the Incident Commander.

L. Maintains Unit Log (ICS 214).

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HAZARDOUS MATERIALS POSITION DESCRIPTIONS AND FUNCTIONS

ENTRY LEADER - Reports to the Hazardous Materials Group Supervisor. The Entry Leader is responsible for the overall entry operations of assigned personnel within the Exclusion Zone.

A. Obtains briefing from the Hazardous Materials Group Supervisor.

B. Supervises entry operations.

C. Recommends actions to mitigate the situation within the Exclusion Zone.

D. Carries out actions, as directed by the Hazardous Materials Group Supervisor, to mitigate the hazardous materials release or threatened release.

E. Maintains communications and coordinates operations with the Decontaminaton Leader.

F. Maintains communications and coordinates operations with the Site Access Control Leader.

G. Maintains communications and coordinates operations with Technical Specialist/Hazardous Materials Reference.

H. Maintains control of the movement of people and equipment within the Exclusion Zone, including contaminated victims.

I. Directs rescue operations, as needed, in the Exclusion Zone.

J. Maintains Unit Log (ICS 214).

HAZARDOUS MATERIALS POSITION DESCRIPTIONS AND FUNCTIONS

DECONTAMINATION LEADER - Reports to the Hazardous Materials Group Supervisor. The Decontamination Leader is responsible for the operations of the decontamination element, providing decontamination as required by the Incident Action Plan.

A. Obtains briefing from the Hazardous Materials Group Supervisor.

B. Establishes the Contamination Reduction Corridor(s).

C. Identifies contaminated people and equipment.

D. Supervises the operations of the decontamination element in the process of decontaminating people and equipment.

E. Maintains control of movement of people and equipment within the Contamination Reduction Zone.

F. Maintains communication and coordinates operations with the Entry Leader.

G. Maintains communications and coordinates operations with the Site Access Control Leader.

H. Coordinates the transfer of contaminated patients requiring medical attention (after decontamination) to the Medical Group.

I. Coordinates handling, storage, and transfer of contaminates within the Contamination Reduction Zone.

J. Maintains Unit Log (ICS 214).

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HAZARDOUS MATERIALS POSITION DESCRIPTIONS AND FUNCTIONS

SITE ACCESS CONTROL LEADER - Reports to the Hazardous Materials Group Supervisor. Site Access Control Leader is responsible for the control of the movement of all people and equipment through appropriate access routes at the hazard site and ensures that contaminants are controlled and records are maintained.

A. Obtains briefing from the Hazardous Materials Group Supervisor.

B. Organizes and supervises assigned personnel to control access to the hazard site.

C. Oversees the placement of the Exclusion Control Line and the Contamination Control Line.

D. Ensures appropriate action is taken to prevent the spread of contamination.

E. Establishes the Safe Refuge Area within the Contamination Reduction Zone. Appoints Safe Refuge Area Manager (as needed).

F. Ensures that injured or exposed individuals are decontaminated prior to departure from the hazard site.

G. Tracks persons passing through the Contamination Control Line to ensure that long term observations are provided.

H. Coordinates with the Medical Group for proper separation and tracking of potentially contaminated individuals needing medical attention.

I. Maintains observations of any changes in climatic conditions or other circumstances external to the hazard site.

J. Maintains communications and coordinates operations with the Entry Leader.

K. Maintains communications and coordinates operations with the Decontamination Leader.

L. Maintains Unit Log (ICS 214).

HAZARDOUS MATERIALS POSITION DESCRIPTIONS AND FUNCTIONS

ASSISTANT SAFETY OFFICER - HAZARDOUS MATERIALS - Reports to the Incident Safety Officer as an Assistant Safety Officer and coordinates with the Hazardous Materials Group Supervisor (or Hazardous Materials Branch Director if activated). The Assistant Safety Officer-Hazardous Materials coordinates safety related activities directly relating to the Hazardous Materials Group operations as mandated by 29 CFR part 1910.120 and Subsection 5192, Title 8, CCR. This position advises the Hazardous Materials Group Supervisor (or Hazardous Materials Branch Director) on all aspects of health and safety and has the authority to stop or prevent unsafe acts. It is mandatory that a Assistant Safety Officer-Hazardous Materials be appointed at all hazardous materials incidents. In a multi-activity incident the Hazardous Materials Safety Officer does not act as safety for the overall incident.

A. Obtains briefing from the Incident Safety Officer.

B Obtains briefing from the Hazardous Materials Group Supervisor.

C. Participates in the preparation of, and implements the Site Safety Plan.

D. Advises the Hazardous Materials Group Supervisor (or Hazardous Materials Branch Director) of deviations from the Site Safety Plan or any dangerous situations.

E. Has full authority to alter, suspend, or terminate any activity that may be judged to be unsafe.

F. Ensures protection of the Hazardous Materials Group personnel from physical, environmental, and chemical hazards/exposures.

G. Ensures provision of required emergency medical services for assigned personnel and coordinates with Medical Unit Leader.

H. Ensures that medical related records for the Hazardous Materials Group personnel are maintained.

I. Maintains Unit Log (ICS 214).

HAZARDOUS MATERIALS POSITION DESCRIPTIONS AND FUNCTIONS

TECHNICAL SPECIALIST-HAZARDOUS MATERIALS REFERENCE - Reports to the Hazardous Materials Group Supervisor (or Hazardous Materials Branch Director if activated). This position provides technical information and assistance to the Hazardous Materials Group using various reference sources such as computer data bases, technical journals, CHEMTREC, and phone contact with facility representatives. The Technical Specialist-Hazardous Materials Reference may provide product identification using hazardous categorization tests and/or any other means of identifying unknown materials.

A. Obtains briefing from the Hazardous Materials Group Supervisor.

B. Obtains briefing from the Planning Section Chief.

C. Provides technical support to the Hazardous Materials Group Supervisor.

D. Maintains communications and coordinates operations with the Entry Leader.

E. Provides and interprets environmental monitoring information.

F. Provides analysis of hazardous material sample.

G. Determines personal protective equipment compatibility to hazardous material.

H. Provides technical information of the incident for documentation.

I. Provides technical information management with public and private agencies ie: Poison Control Center, Tox Center, CHEMTREC, State Department of Food and Agriculture, National Response Team.

J. Assists Planning Section with projecting the potential environmental effects of the release.

K. Maintains Unit Log (ICS 214).

ASSISTING AGENCIES IN HAZARDOUS MATERIALS INCIDENT

LAW ENFORCEMENT - The local law enforcement agency will respond to most Hazardous Materials incidents. Depending on incident factors, law enforcement may be a partner in Unified Command or may participate as an assisting agency. Some functional responsibilities that may be handled by law enforcement are:

A. Isolating the incident area

B. Managing crowd control

C. Managing traffic control

D. Managing public protective action

E. Providing scene management for on-highway incidents

F. Managing criminal investigations

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ASSISTING AGENCIES IN HAZARDOUS MATERIALS INCIDENT

Health Agencies- In most cases the local or State health agency will be at the scene as a partner in Unified Command. Some functional responsibilities that may be handled by health agencies are:

A. Determining the identity and nature of the Hazardous Materials.

B. Establish the criteria for clean-up and disposal of the Hazardous Materials.

C. Declaring the site safe for re-entry by the public.

D. Providing medical follow-up of exposed individuals.

E. Monitoring the environment.

F. Supervising clean-up of site.

G. Enforcing various laws and acts.

H. Determining legal responsibility.

I. Providing technical advice.

J. Approving cost of clean-up.

GLOSSARY OF TERMS

29 CFR PART 1910.120 — 29 of the Code of Federal Regulations, Part 1910.120 is the Hazardous Waste operations and Emergency Response reference document as required by SARA. This document covers employees involved in certain hazardous waste operations and any emergency response to incidents involving hazardous situations. Federal OSHA enforces this code.

ACCESS CONTROL POINT — The point of entry and exit from the control zones. Regulates access to and from the work areas.

CHEMTREC — Chemical Transportation Emergency Center. A public service of the Chemical Manufactures Association.

COMPATIBILITY — The matching of Personal Protective Equipment to the hazardous materials involved in order to provide the best protection for the worker.

CONTAMINATION REDUCTION CORRIDOR (CRC)— That area within the Contamination Reduction zone where the actual decontamination is to take place. Exit from the Exclusion zone is through the Contamination Reduction Corridor (CRC). The CRC will become contaminated as people and equipment pass through to the decontamination stations.

CONTAMINATION CONTROL LINE (CCL)— The established line around the Contamination Reduction Zone that separates the contamination Reduction Zone from the Support Zone.

CONTAMINATION REDUCTION ZONE (CRZ)— That area between the Exclusion Zone and the Support Zone. This zone contains the Personnel Decon-

tamination Station. This zone may require a lesser degree of personnel protection than the Exclusion Zone. This area separates the contaminated area from the clean area and acts as a buffer to reduce contamination of the clean area.

CONTROL ZONES— The geographical areas within the control lines set up at a hazardous materials incident. The three zones most commonly used are the Exclusion Zone, Contamination Reduction Zone, and Support Zone.

DECONTAMINATION (DECON)— That action required to physically remove or chemically change the contaminants from personnel and equipment.

ENVIRONMENTAL— Atmospheric, Hydrologic and Geologic media (air, water and soil).

EXCLUSION ZONE— That area immediately around the spill. That area where contamination does or could occur. The innermost of the three zones of a hazardous materials site. Special protection is required for all personnel while in this zone.

EVACUATION — The removal of potentially endangered, but not yet exposed, persons from an area threatened by a hazardous materials incident. Entry into the evacuation area should not require special protective equipment.

HAZARDOUS CATEGORIZATION TEST (HAZ CAT) — A field analysis to determine the hazardous characteristics of an unknown material.

HAZARDOUS MATERIAL — Any material which is explosive, flammable, poisonous, corrosive, reactive, or radioactive, or any combi-

nation, and requires special care in handling because of the hazards it poses to public health, safety, and/or the environment.

HAZARDOUS MATERIALS INCIDENT— Uncontrolled, unlicensed release of hazardous materials during storage or use from a fixed facility or during transport outside a fixed facility that may impact the public health, safety and/or environment.

MITIGATE— Any action employed to contain, reduce or eliminate the harmful effects of a spill or release of a hazardous substance.

PERSONAL PROTECTIVE EQUIPMENT (PPE) That equipment and clothing required to shield or isolate personnel from the chemical, physical, and biologic hazards that may be encountered at a hazardous materials incident.

RESCUE — The removal of victims from an area determined to be contaminated or otherwise hazardous. Rescue shall be performed by emergency personnel using appropriate personal protective equipment.

SAFE REFUGE AREA (SRA)— An area within the Contamination Reduction Zone for the assemblage of individuals who are witnesses to the hazardous materials incident or who were on site at the time of the spill. This assemblage will provide for the separation of contaminated persons from non-contaminated persons.

SITE— That area within the Contamination Reduction Control Line at a hazardous materials incident.

SITE SAFETY PLAN— An Emergency Response Plan describing the general safety procedures to be followed at an incident involving hazardous materials. This plan should be prepared in accordance with 29 CFR 1910.120 and the U.S. Environmental Protection Agency's "Standard

Operating Safety Guides for Environmental Incidents (1984)".

SUPPORT ZONE—

The clean area outside of the Contamination Control Line. Equipment and personnel are not expected to become contaminated in this area. Special protective clothing is not required. This is the area where resources are assembled to support the hazardous materials operation.

Appendix 3

HAZARDOUS MATERIAL INCIDENT CONTINGENCY PLAN

REGISTRATION FORM

OFFICE OF EMERGENCY SERVICES, HAZARDOUS MATERIAL DIVISION
2800 MEADOWVIEW ROAD, SACRAMENTO, CALIFORNIA 95832
TELEPHONE: (916) 427-4287, ATSS 466-4287
FAX: (916) 427-0418

To receive plan updates as they occur, you must complete and return this form t the Office of Emergency Services, Hazardous Material Division at the above address.

PLEASE TYPE OR PRINT LEGIBLY

Agency Name _____

Street Address _____

City _____ State _____ Zip _____

Contact Name _____

Phone Number _____ Fax Number _____

Suggestions for plan improvement _____

_____

_____

_____

Errors or inaccuracies noted in this plan _____

_____

_____

APPENDIX 4
ACRONYMS

AA- Administering Agency
ABAG- Association of Bay Area Governments
AG- Attorney General
AMBAG- Association of Monterey Bay Area Governments
APCD- Air Pollution Control District
APCO- Air Pollution Control Officer
ARB- Air Resources Board
ARC- American Red Cross
ATSDR- Agency for Toxic Substances and Disease Registry
ATSS- Automatic Telecommunications Switching System

BIA- Bureau of Indian Affairs
BLM- Bureau of Land Management
BOM- Bureau of Mines

CA- California
CAC- County Agricultural Commissioner (formerly CA Administrative Code, now CCR)
CAER- Community Awareness and Emergency Response
CALCORD- CA On-Scene Emergency Coordination Channel
Cal OSHA- CA Occupational Safety and Health Administration
CALTRANS- CA Department of Transportation
CAMEO- Computer Aided Management of Emergency Operations
CAP- Civil Air Patrol
CAS- Chemical Abstract Service
CCC- CA Conservation Corps (or CA Coastal Commission)
CCR- CA Code of Regulations
CDC- Centers for Disease Control (or CA Department of Corrections)
CDF- CA Department of Forestry and Fire Protection
CDFA- CA Department of Food and Agriculture
CEC- CA Energy Commission
CEPRC- Chemical Emergency Planning and Response Commission
CERCLA- Comprehensive Emergency Response Compensation and Liability Act
CFR- Code of Federal Regulations
CHEMTREC- Chemical Transportation Emergency Center
CHLOREP- Chlorine Emergency Program
CHP- CA Highway Patrol
CHMIRS- CA Hazardous Material Incident Reporting System
CLEMARS- CA Law Enforcement Mutual Aid Radio System
CLERS- CA Law Enforcement Radio System
CNG- CA National Guard
COHWMP- County Hazardous Waste Management Plan
CPG- Civil Preparedness Guide
CRC- Coastal Resource Coordinator
CSFM- CA State Fire Marshal
CSTI- CA Specialized Training Institute
CVC- CA Vehicle Code
CWA- Clean Water Act

DEA- Drug Enforcement Administration
DFG- Department of Fish and Game
DHS- Department of Health Services
DOC- Department of Commerce
DOD- Department of Defense
DOE- Department of Energy
DOG- Division of Oil and Gas
DOI- Department of the Interior
DOJ- Department of Justice
DOL- Department of Labor
DOT- Department of Transportation
DPR- Department of Parks and Recreation
DTG- Date/Time Group
DWR- Department of Water Resources

EERU- Environmental Emergency Response Unit
EMB- Environmental Management Branch
EMS- Emergency Medical Services
EMSA- Emergency Medical Services Authority
EOC- Emergency Operations Center
EOD- Explosive Ordnance Disposal
EPA- Environmental Protection Agency
ERPG- Emergency Response Planning Guidelines
ERT- Environmental Response Team

FAA- Federal Aviation Administration
FAX- Facsimile
FEMA- Federal Emergency Management Agency
FHA- Federal Highway Administration
FIRESCOPE- Firefighting Resources of California Organized for Potential Emergencies
FRA- Federal Railroad Administration
FRERP- Federal Radiological Emergency Response Plan
FTS- Federal Telephone System

HEAR- Hospital Emergency Administrative Radio System
HHS- Health and Human Services
HMICP- Hazardous Material Incident Contingency Plan
HMIS- Hazardous Material Incident Reporting System
HMIX- Hazardous Material Information Exchange
HWSF- Hazardous Waste Strike Force

IC- Incident Commander
ICS- Incident Command System
IDLH- Immediately Dangerous to Life and Health

JPA- Joint Powers Agreement

LEPC- Local Emergency Planning Committee

MACS- Multi-Agency Coordination System
MHFP- Multi-Hazard Functional Plan
MMS- Minerals Management Service
MOU- Memorandum of Understanding
MW- Megawatt

NFPA- National Fire Protection Association
NMFS- National Marine Fisheries Service
NOAA- National Oceanic and Atmospheric Administration
NPAC- National Poison Antidote Center
NRC- National Response Center (or Nuclear Regulatory Commission)
NRT- National Response Team
NSF- National Strike Force (or National Science Foundation)
NTSB- National Transportation Safety Board

OES- Office of Emergency Services
OHMT- Office of Hazardous Material Transportation
OSC- On-Scene Coordinator
OSHA- Occupational Safety and Health Administration

PEL- Permissible Exposure Limit
PIAT- Public Information Assist Team
PIO- Public Information Officer
PPE- Personal Protective Equipment
PUC- Public Utilities Commission

RACES- Radio Amateur Civil Emergency Services
RCP- Regional Contingency Plan
RMPP- Risk Management and Prevention Program
RP- Responsible Party
RRT- Regional Response Team
RSPA- Research and Special Programs Administration
RWQCB- Regional Water Quality Control Board

SAC- State Agency Coordinator
SARA- Superfund Amendments and Reauthorization Act
SCAG- Southern California Association of Governments
SERC- State Emergency Response Commission
SIOSC- State Interagency Oil Spill Committee
SLC- State Lands Commission
SM- Scene Manager
SOC- State Operations Center
SOP- Standard Operating Procedures
SPCC- Spill Prevention Containment and Countermeasures
SSC- Scientific Support Coordinator
STEL- Short Term Exposure Limit
SWRCB- State Water Resources Control Board

TAT- Technical Assistance Team
TLA- Three Letter Acronym
TLV- Threshold Limit Value
TSCP- Toxic Substances Control Program

UC- University of California
USA- Underground Service Alert
USCG- United States Coast Guard
USDA- United States Department of Agriculture
USFS- United States Forest Service
USFWS- United States Fish and Wildlife Service
USGS- United States Geological Survey

OES CALIFORNIA
California Office of Emergency Services

APPENDIX 5

HMICP Reference Pages

IMPORTANT TELEPHONE NUMBERS (as of November 1990)

3-13 through 3-17	**FOR NOTIFICATION PURPOSES, THE FOLLOWING AGENCIES MUST BE CALLED**	
	Local Government	**911 (or appropriate local number)**
	State Government (State Warning Center)	**800-852-7550 or 916-427-4341**
	On Highway Spills (Call CHP)	**911 (or appropriate local number)**
	Federal Government (National Response Center)	**800-424-8802 or 202-426-2675**
	(Administering Agency [AA] must also be notified if the call to 911 does not contact the AA.)	

OTHER TELEPHONE NUMBERS

		Telephone Number
2.5-3	CHEMTREC	800-424-9300
	Chemical information and emergency handling; coordination with shipper and manufacturer; Chlorine, Compressed Gases, Phosphorus, Swimming Pool Chemicals, Hydrogen Cyanide, Hydrogen Fluoride, LPG and other product mutual aid	
2.4-3	EPA Spill Phone	415-744-2000
2.4-2	U.S. Coast Guard Marine Safety Offices	
	San Diego	619-557-5860
	Los Angeles/Long Beach	213-499-5555
	San Francisco	415-437-3073
2.1-3	U.S. Coast Guard 11th Coast Guard District	213-499-5330
2.4-9	NOAA Scientific Support Coordinator	213-499-5475 or 206-526-6317
2.1-2	DHS Toxics Hotline- To report violations of hazardous waste laws	800-258-6942

7-2 ACCESSING EMERGENCY FUNDING

The Responsible Party (RP) is liable for the costs associated with the abatement and mitigation of a hazardous material spill. If the RP is unknown, unwilling or unable to provide a safe and adequate response, government may have to ensure the protection of the public health and safety, and the environment by providing abatement and mitigation of the spill. The following telephone numbers are provided to assist responding agencies.

7-2 • **Use responsible party and local resources first!**

7-3 STATE

Impact	Agency and Fund Name	Telephone Number
7-3 Human Health	Department of Health Services Emergency Reserve Account	916-324-3773 or 800-852-7550
7-3 Illegal Drug Labs	Department of Justice Clandestine Laboratory Enforcement Program	Contact Local Health Officer
7-4 Fish, Wildlife and Habitat	Department of Fish and Game (DFG) Fish and Wildlife Pollution Account	800-852-7550 to access DFG Pollution Coordinator
7-4 Marine Oil Spill	DFG Office of Oil Spill Response Oil Spill Response Trust Fund	800-852-7550 to access Administrator of Oil Spill Response
7-5 Surface and Groundwater	State Water Resources Control Board (SWRCB) Water Pollution Cleanup and Abatement Account	800-852-7550 to access SWRCB

7-5 FEDERAL

Spill Type	Fund Name	Telephone Number
7-5 Oil Spill	Oil Spill Liability Trust Fund	800-424-8802
7-6 Hazardous Material	Superfund (CERCLA)	800-424-8802

2.3-5 POISON CONTROL CENTERS

Davis	800-342-9293, 916-453-3692	San Francisco	800-523-2222, 415-476-6600
Santa Clara	800-662-9886 (7), 408-299-5112(3,4)	Fresno	800-346-5922, 209-445-1222
Los Angeles	800-777-6476, 213-664-5151	San Diego	800-876-4766, 619-543-6000
Irvine	800-544-4404, 714-634-5988		

OES CALIFORNIA
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APPENDIX 5

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