HAZARDOUS MATERIALS INCIDENT COMMANDER

For Training Purposes Only
Not to be used on the Job

LOCAL EMERGENCY RESPONSE PLAN (*LERP*)

PREFACE

The Hazardous Materials Incident Commander Local Emergency Response Plan (LERP) and Standard Operating Procedures/Guides (SOPs/SOGs) are to be used **for Training Purposes Only** while completing the Hazardous Materials Incident Commander Multimedia Training Program.

The LERP and SOPs/SOGs were developed and implemented into the Hazardous Materials Incident Commander Multimedia Training Program by MSgt Bruce A. Grabbe, TSgt Bruce R. Sentelle and SSgt Jeffrey D. Felty with the assistance of PowerTrain Inc. instructional system designers.

Disclaimer: *This document is to be used for Training Purposes Only*. Additionally, this document does not meet the criteria for utilization by Department of Defense Installations to meet the Local Emergency Response Plan requirements as directed by OSHA.

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I. PRE-EMERGENCY PLANNING AND COORDINATION WITH OUTSIDE PARTIES

A. Facilities and locations containing HazMats

1. Appendix 4 contains a list of facilities and locations that have confirmed hazardous materials on site. Each facility list will contain the 10 (ten) most harmful chemicals maintained at each.

2. Appendix 4 will be updated at least semi-annually.

B. Coordination with outside agencies

1. The coordination of this plan as well as all facets of emergency response to hazardous materials incidents is paramount to successful mitigation of the hazard. Of significant importance are those agencies that do not normally function as part of the day-to-day emergency response structure but who may participate in a hazardous material emergency response including mutual aid agreement participants.

2. The following is a list of agencies that should coordinate on this plan.

    a. State emergency response planning committee

    b. Emergency preparedness agencies

    c. Police departments

    d. Fire departments

    e. Emergency medical services

    f. Public works department

    g. Health department

    h. American national Red Cross

    i. Appropriate attorneys

    j. City management

    k. County management

II. PERSONNEL ROLES, LINES OF AUTHORITY, TRAINING, AND COMMUNICATIONS

A. Initial notification

1. All personnel will assume this role upon an observed or suspected hazardous materials release.

2. Call for HazMat response:

   a. If a hazardous materials release is observed or suspected.

   b. Follow applicable checklists for activation procedures, Table #1 and Appendix 3.

B. Response levels

1. Response level I, any incident or threat of release that:

   a. Can be controlled, cleaned up, and disposed of by the first responder.

   b. Does not require evacuation beyond the involved structure or immediate area.

   c. Is confined to a small area and poses no immediate threat to life and property.

   d. Comes from a small container.

   e. Includes all Class 9 or ORM-D materials.

   f. Requires only a local level response.

   g. Contact:

      1) Fire department

      2) Environmental

2. Response level II:

   a. Is beyond the first responder's control and clean-up capabilities.

   b. May require limited protective action of the surrounding area.

   c. Poses a threat to life and property.

   d. Comes from a medium container.

e. Involves DOT-placard materials, PCBs without fire, or EPA-regulated waste.

f. Requires resources beyond the capabilities of the initial response personnel.

g. May require a mutual aid response.

h. Contact:

1) Fire department

2) Emergency medical service

3) Law enforcement

4) HazMat

5) Bioenvironmental management

6) Disaster preparedness

i. As needed:

1) CHEMTREC

2) National Response Center

3) Emergency manager

4) Local emergency planning committee

3. Response level III incidents:

a. Pose an extreme threat to life and property.

b. May require large-scale protective action.

c. Come from a large container.

d. Involve extremely hazardous or cryogenic substances.

e. Require the expertise or resources of county, state, federal, or private agencies and organizations.

f. Contact:

1) All level II agencies

2) Disaster Control Group

g. As needed:

1) Mutual aid, fire, police, EMS

2) Appropriate local, state, and federal agencies

C. Specific roles for first responders at the Awareness level

1. Notify all personnel to:

a. Move away from and keep others away from the incident scene. (Go upwind and uphill if possible.)

b. Do not walk into or touch spilled material.

D. Specific roles for first responders at the Operations level

1. Those persons who respond to releases or potential releases of hazardous materials as part of the:

a. Initial response to the incident for the purpose of protecting nearby persons, the environment, or property from the effects of the release.

b. Initial response trained to respond in a defensive fashion to control the release from a safe distance and keep it from spreading.

E. Specific roles for the Technician-level responder

1. Those persons who respond to releases or potential releases of hazardous materials for the purpose of controlling the release and are:

a. Expected to use specialized chemical-protective clothing.

b. Expected to use specialized control equipment.

F. Command and control

1. Establishment of command:

a. The senior fire official (SFO) will have initial command and control.

b. Brief all interests involved in the incident on establishment of command/control.

c. Document establishment of command/control in the incident documentation.

2. Transfer of command:

    a. Fully brief incoming command/control person on details of the incident.

    b. Communicate the transfer of command/control to all other interests involved in the incident.

    c. Document transfer of command/control in incident documentation.

    The on-scene commander (OSC) may assume overall command and control if the incident warrants intervention and he/she is HazMat qualified.

    On-scene commanders and Incident Commanders must be appropriately trained and certified to applicable levels according to local policies and procedures as well as Occupational Safety and Health Administration's Title 29 Code of Federal Regulation (CFR) 1910.120(q)(6). (See Appendix 1, Table #1 and Appendix 2, Worksheet #1.)

G. Communication procedures

1. Normal communication procedures:

    a. Use available radio channels for all normal communication.

    b. Face-to-face communication will be used when appropriate.

    c. Update all personnel of face-to-face communication when applicable.

2. Emergency communication procedures:

    a. Hand signals will be used when radio communication fails or is unavailable.

    b. Radio tones and audible-warning signals will be used when emergency conditions exist.

    c. All personnel will be briefed face-to-face prior to operations being resumed.

H. Medical support: (See Appendix 3, Medical Officer Checklist)

1. Emergency medical services will handle this response role utilizing their SOPs.

2. Minimum training for all medical response personnel will be Awareness level.

3. Depending on involvement (decontamination) at the scene, some medical personnel may be trained to the Operations level.

I. Information officer (IO): (See Appendix 3, Information Officer Checklist)

1. The information/media staff will handle this response role utilizing their SOPs.

    a. This position is filled by a career information media representative or by the assistant chief in the absence of a career person.

    b. The information officer shall act as a liaison between the media and the Incident Commander.

    c. The information officer shall consult with the Incident Commander regarding any constraints on the release of information and shall prepare press briefings. The assistant chief fills this role (e.g., AC-1).

J. Incident safety officer (ISO): (See Appendix 3, Safety Officer Checklist)

1. The incident safety officer or assistant incident safety officer(s) shall have the authority to immediately correct situations that create an imminent hazard to personnel.

    a. At an emergency incident, where activities are judged by the incident safety officer to be unsafe and to involve an imminent hazard, the incident safety officer shall have the authority to alter, suspend, or terminate those activities.

    b. The incident safety officer shall immediately inform the Incident Commander of any actions taken to correct imminent hazards at an emergency scene.

    c. At an emergency incident, where the incident safety officer identifies unsafe conditions, operations, or hazards that do not present an imminent danger, the incident safety officer shall take appropriate action through the Incident Commander to mitigate or eliminate the unsafe condition, operation, or hazard. The training chief fills this position (e.g., TC-1).

K. Liaison officer:

1. The liaison officer shall provide a point of contact for assisting and cooperating agencies. The liaison officer shall identify current or potential interagency needs. This position is filled by any available fire officer if a career liaison officer is not a competent of the authority having jurisdiction.

L. Hazardous materials branch safety officer (HMSO):

1. The hazardous materials branch safety officer is that person who works within an incident management system (IMS) to ensure that recognized safe practices are followed within the hazardous materials branch.

2. The hazardous materials branch safety officer will be called upon to provide technical advice or assistance regarding safety issues to the hazardous materials branch officer and incident safety officer at a hazardous materials incident. Any fire officer trained to the hazardous materials level of the response being conducted (e.g., offensive = Technician level) may serve in this position.

M. Environmental management:

1. The jurisdiction's civil engineer, environmental section, or bioenvironmental section will handle this response role utilizing their SOPs.

N. Hazardous materials functions (decontamination, mitigation, identification, etc.)

1. The fire department and other assigned agencies will handle this response role utilizing their SOPs.

2. Technician-level responders must staff the following positions if the objectives involve offensive or Technician-level tasks:

   a. HazMat branch officer

   b. HazMat branch safety officer

   c. Entry officer leader

   d. Decontamination officer

   e. Information/research officer

O. Security support:

1. Law enforcement will handle this response role utilizing their SOPs.

2. Minimum training for all law enforcement personnel will be Awareness level.

P. Clean-up and restoration:

1. The contractor, through contracting, will handle this response role following federal, state, and local guidelines.

Q. Documentation and follow-up:

1. The Incident Commander (senior fire officer (SFO) and/or, on-scene commander (OSC)) is responsible for ensuring incident documentation and follow-up are accomplished.

2. All response agencies are responsible for maintaining their response documentation.

3. Incident response documentation will be compiled upon termination of the response and maintained for future reference.

4. Follow-up actions, to include incident investigation and after-action activities, will be conducted post incident debrief and critique.

R. Evidence collection:

1. Contact applicable agencies to assist or carry out this function of a hazardous materials incident.

2. Agencies to contact include: local, state, and federal law enforcement authorities.

3. Safety precautions need to be implemented because of possible criminal or terrorist activities.

4. Proper sampling techniques and maintaining the chain of custody are critical to the identification of the material when the sample is analyzed at a laboratory.

S. Incident termination:

1. The Incident Commander will ensure that a debriefing is conducted, ensuring all responders are present.

2. As a minimum the debriefing will include:

   a. Summary of activities performed.

   b. Documentation of injuries suffered.

   c. Signs and symptoms of exposure.

   d. Documentation of equipment damage

3. The Incident Commander will conduct a critique ensuring all responders are properly represented.

4. The Incident Commander will ensure follow-up of critique-identified items.

5. The Incident Commander will contact applicable reporting agencies for assistance in incident reporting and documentation.

   Environmental Protection Agency / National Response Center
   http://www.nrc.uscg.mil

6. See Appendix 5, Federal Reporting Requirements and Procedures and Appendix 6, Federal Report Form

III. EMERGENCY RECOGNITION AND PREVENTION

A. Hazard identification: (See Appendix 2, Worksheets #2 and #3)

1. At the time of the incident hazard identification will be done in accordance with SOPs.

    a. Using the most defensive method available.

    b. Community hazardous materials inventory. (See Appendix 4).

B. Basic precautions:

1. Avoid inhaling any fumes, smoke and/or vapors.

2. Do not go back into the incident area for any reason.

C. Potential targets for criminal or terrorist activity:

1. Places of public assembly.

2. Public buildings.

3. Mass transit systems.

4. Places with high economic impact.

5. Places with historical or symbolic significance.

D. Indicators of possible terrorist or criminal activity:

1. Hazardous materials or lab equipment that is not relevant to a location.

2. Intentional releases of hazardous materials.

3. Unexplained sudden onset illness or death.

4. Unusual odors or tastes.

5. Unexplained irritations.

6. Unusual security measures.

7. Unexplained vapor clouds.

8. Unusual signs and symptoms of exposure to hazardous materials.

IV. SAFE DISTANCES AND PLACES OF REFUGE

A. The first arriving unit will assume command and establish control of the incident scene. Confirm that all necessary personnel are on-scene or enroute and that they have been notified of the command structure. (See Appendix 2, Worksheets #1 and #2)

B. The Incident Commander will designate the incident safety officer (ISO) and announce over radio net, giving the individual a specific call sign (e.g., ISO is "Landover Safety").

C. The Incident Commander with consult from the safety officer will establish initial isolation or assess isolation perimeter size and location established by first responders.

   1. Initial isolation size: _____

   2. Contact law enforcement to secure the scene and evacuate personnel from inside the isolation perimeter.

D. Establish entry control point (ECP)

   1. ECP location: _____

   2. Notify dispatch center of ECP location. Time notified: _____

   3. Ensure ECP location is clearly marked.

   4. Ensure personnel accountability log is maintained for everyone entering and exiting scene.

E. Exposures:

   1. People: _____

   2. Property: _____

   3. Environment: _____

   4. Systems disruption: _____

F. Establish control zones using information from research or guidance provided by HazMat branch members. Ensure zones are clearly marked.

1. Hot zone: _____

2. Warm zone: _____

3. Cold zone: _____

G. Select locations for:

1. Incident command post _____

2. Staging area _____

3. Triage area _____

4. Areas of refuge _____

   a. Emergency decon _____

   b. Formal decon _____

5. Rehabilitation area _____

H. Plot all pertinent information on map (grid map, if available).

I. Determine if any additional areas need to be evacuated or if sheltering-in-place should be done. Contact dispatch to make telephone notifications of in-place protection. All areas contacted should be listed in the additional notes area of this section.

V. SITE SECURITY AND CONTROL

A. The Incident Commander will be responsible for overall site security and control.

B. The Incident Commander may delegate specific tasks for site security and control to law enforcement agencies.

C. As a minimum the following security and control measures must be taken:

1. Access to the scene is restricted.

2. Entry control points complete with entry logs established.

3. Isolation zones established and maintained.

4. Public protective actions initiated and supported.

a. Shelter-in-place

1) Notify door-by-door.

2) Stay indoors until told otherwise.

3) Shut all doors and windows.

4) Turn all heating and air conditioning units off.

b. Evacuate

1) Provide directions, set up roadblocks, and control traffic.

2) Provide transportation (if applicable).

3) Provide shelter.

4) Provide food.

VI. EVACUATION ROUTES AND PROCEDURES

A. Evacuation routes will be determined and maintained by law enforcement.

B. When evacuation is determined to be the best method of protecting the public, the Incident Commander will notify law enforcement, the information officer, and the incident safety officer.

C. Routes may be pre-determined and maintained as an appendix to this plan but are subject to alteration based on the scenario and law enforcement decisions at the time of the incident.

D. When an evacuation is initiated:

1. Local law enforcement agencies will be notified.

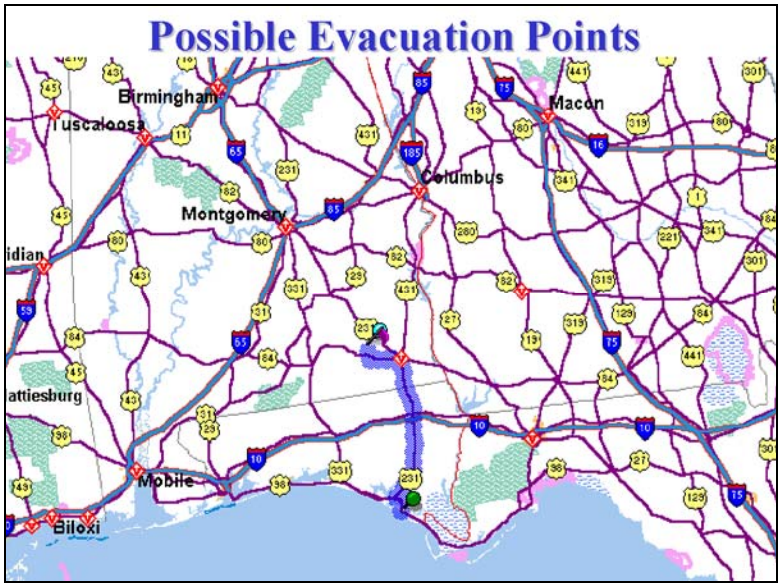
2. Media will be used to the extent possible.

3. Transportation organizations will be activated and used as needed.

4. Notification of shelters will begin.

5. Notification/plans for food and supplies will be initiated.

E. Evacuation route:



VII. DECONTAMINATION

A. Decontamination: (See Appendix 3, Decontamination Officer Checklist). The decontamination officer will be trained to the Technician level.

1. Decontamination consists of removing the contaminants by chemical or physical processes.

2. The conservative action is always to assume contamination has occurred and to implement a thorough, sound decontamination procedure until it is determined or judged to be unnecessary.

3. Ensure constant testing of the effectiveness of the decontamination process and make needed revisions as required.

4. Some decontamination procedures may actually present additional hazards.

5. The decon solution may react with the chemical to which the clothing was exposed.

6. Compatibility should be determined before use.

B. Emergency decontamination: (See Appendix 3, Decontamination Officer Checklist)

1. Emergency decontamination is designed to remove those contaminants that pose an immediate threat to life.

2. Emergency decontamination may be necessary if life-threatening exposure has occurred and the individual needs immediate medical treatment

3. It may also be necessary if life-threatening contamination has occurred and a decontamination process has not yet been established.

4. Emergency decontamination only provides gross decontamination, so the victim may still be exposed to contaminants and may pose a threat of secondary contamination.

5. Caution must be used to avoid secondary contamination.

VIII. EMERGENCY MEDICAL TREATMENT AND FIRST AID

A. Use the medical officer checklist. (See Appendix 3, Medical Officer Checklist.)

B. Obtain from the research officer information about the materials involved and hazards to personnel.

C. In consultation with the hazardous materials branch officer (HMBO), select a site for medical screening.

D. Designate a separate treatment area for injured or exposed personnel.

E. An ambulance shall be assigned exclusively to the HazMat branch.

F. Determine the desired level of EMS (basic, intermediate, paramedic).

G. With the HMBO and IC, arrange for adequate EMS resources for anticipated needs of the HazMat branch, other responders, and civilians.

H. Identify and contact medical control at the hospital which will receive injured persons.

1. Trauma injuries: Bay Medical Hospital, St. Joseph' Hospital.

2. Non-trauma ambulatory injuries: Braward General Hospital, Gulf Coast Hospital, Sequoia State Hospital.

3. Contaminated victims cannot be handled at Sequoia State Hospital.

I. Arrange for sufficient EMTs to perform pre and post-entry screenings for all decontamination and entry personnel.

J. Have sufficient screening forms available.

K. Maintain logs for all pre-entry and post-entry screening.

IX. EMERGENCY ALERTING AND RESPONSE PROCEDURES

A. Response notification and activation procedures: (See Appendix 2, Worksheet #4)

1. Procedures (911 or emergency call)

a. Dispatch operator will determine if a HazMat emergency response is required during initial notification by the reporting party. If there are no injuries, the material is not fuming, bubbling, spitting, etc., is in a small quantity, and does not pose a threat to persons, environment or property, go to step b. If it is deemed an emergency go to step c. If in doubt, go to step c.

b. Nonemergency – call for a HazMat unit to respond and to assess situation.

c. Emergency - tone out a HazMat assignment for initial response.

d. Contact weather source for current wind direction and speed.

e. If the emergency involves the flight line area, contact the tower to initiate a ground emergency.

f. Notify law enforcement.

g. Using criteria in the Personnel Roles, Lines of Authority, Training, and Communications section of this document, and the NFPA incident characterization of HazMat level designations, determine the degree of severity (Level I, II, and III) for the incident. Obtain this information from the SFO on-scene, on-scene commander, or the Incident Commander if one has been established.

h. Plot the incident site on the grid map.

i. Follow guidance from the current edition of the North American Emergency Response Guidebook (NA-ERG).

j. Establish entry control point (ECP) coordinates.

k. If the incident requires the mobilization of additional HazMat response units go on to step l. If the incident can be mitigated without additional resources stop here unless directed otherwise by the on-scene commander.

l. Respond HazMat assignment and/or mutual aid HazMat response. (HazMat 1 should be on-scene if a level II or III incident has been declared.)

m. Notify the environmental point of contact.

n. Initiate a call for HazMat clean-up support.

o. Notify the emergency manager and the emergency operations center (EOC) of the HazMat incident. (See Appendix 2, Worksheet #4)

p. If requested by the HazMat branch officer, contact CHEMTREC at 1-800-424-9300. Give all available information concerning the chemical(s) and have them fax you information. Pass information from CHEMTREC back to the SFO. (Use CHEMTREC Guidelines, Appendix 7)

q. The incident command post (ICP) should be established upwind and uphill of the incident at the edge of the cold zone.

r. The ICP should be marked and secured.

s. HazMat operations will set up away from the ICP, inside the cold zone. Internal security must be set up to keep all unauthorized personnel out of the HazMat operations area. Only fire department personnel, HazMat responders, and authorized medical personnel will be allowed inside the HazMat operations area.

t. The incident safety officer should be trained and certified to the highest level HazMat responder being used. The HazMat branch safety officer will be trained and certified to the highest level HazMat responder being used.

u. The IC must be designated and certified to run the HazMat incident . This person must identify his/her HazMat units as soon as possible to effectively manage the HazMat unit operations.

v. All information must be directed through the incident command staff to the IC.

2. Procedures (out of jurisdiction)

a. Requests for HazMat assistance to mutual aid HazMat incidents must be coordinated and approved through the process established in the jurisdiction's policies and procedures.

b. The fire department is a member of the county mutual aid agreement for fire and related emergencies.

c. Upon receipt of an authorized mutual aid request, the dispatch center will notify the fire chief or the senior fire official (SFO) in the chief's absence. The chief or SFO will determine the resources to be sent.

d. If requested by the SFO initiate a recall of the HazMat response and advise them where to report.

e. Notify city management.

f. Notify the mayor and advise only.

g. All mutual aid HazMat response will fall under the jurisdiction of the requesting agency unless the IMS structure being used at the scene identifies otherwise. In lieu of direct information on whom the responders are to report to, they will report directly to the Incident Commander (IC).

h. The authority having jurisdiction's incident command system (ICS) will be used on all responses. The responding HazMat unit(s) must ensure an ICS program is used at all times during the response. If an IMS is not in place at the scene, the responding unit(s) must establish their system to control all their involvement.

i. If additional resources, such as medical or law enforcement, are required the IC or liaison will contact dispatch and request them.

j. Do not get involved with site clean-up mitigation actions. If we start a clean-up we may be held liable for all clean-up actions. Perform emergency response actions only.

3. Procedures (suspected/confirmed terrorist/WMD)

a. Follow all steps as appropriate for #1 or #2 above.

b. Notify state FEMA and the appropriate state law enforcement agency.

c. Notify the National Response Center.

d. Contact other state and federal agencies as directed by state FEMA or law enforcement agencies (e.g. ATF, FBI, CST, CBIRF, etc.) See Appendix 8.

B. Public notification

1. Emergency management office is responsible for notifying the public.

2. Methods

a. Sirens

b. Media

1) Cable interruption

2) Television broadcast

3) Emergency radio broadcast

c. Mobile units

d. Door-to-door

3. All methods will provide specific instructions (except sirens) to the public on what steps to take to protect themselves.

X. CRITIQUE RESPONSE AND FOLLOW-UP

A. The Incident Commander will coordinate with all responding organizations to select a date and time for the critique to take place.

B. All organizations responding to the incident shall be offered the opportunity to select a representative to attend.

C. The critique shall be conducted in a non-retribution type environment. Blame shall not be the focal point of any portion of the critique.

D. Written documentation necessary for the purpose of conducting the critique shall be made available (i.e., reports, logs, and reference material).

E. Documentation on the events, findings, and requirements stemming from the critique shall be made and kept.

F. Follow-up actions/reports shall be completed as necessary.

G. See the Termination section of the Hazardous Materials Branch Officer's checklist (Appendix 3) for specific steps.

XI. PERSONAL PROTECTIVE EQUIPMENT AND EMERGENCY EQUIPMENT

A. See the safety officer checklist (Appendix 3) and the research officer checklist (Appendix 3) for incident specific personal protective equipment (PPE) information and selections.

B. After thorough research by the hazardous materials branch officer, safety officer, and the HazMat branch the Incident Commander shall "approve" the selection or make recommendations for change.

C. Available HazMat equipment listing:

Chemical protective clothing:

Level A	
Tychem 9400	8
Tychem 10000	8
Viton	8
Polyvinyl Alcohol	4
Polyvinyl Chloride	4
Butyl Rubber	6
Level B	
Tychem 7500	6
Tychem 9400	6
Saranex	6
Butyl Rubber	6

Respiratory Protection:

SCBA (positive pressure)	30
SAR (positive pressure)	2

Control Equipment:

Drum patch kit	2
Chlorine kits (A, B, C)	1 each
Dome clamps	2
Cargo tank air patch	1
Plugs and wedges (wooden / rubber)	2 boxes (assorted)
Shovels	6
Rakes	4
Absorbent PIGS	1 box
Adsorbent PIGS	1 box

Decontamination equipment:

Decon pools	4
Decon shower	1
Hoses with sprayers	4
Scrub brushes	10 assorted sizes

Decon solutions (as listed in decon SOP)
Zumo shelter 2
Hose manifold 1

Additional equipment:
Overpacks
Metal 85 gallon 3
Poly 85 gallon 3

D. The EPA/OSHA table on the following page serves as a guide to this selection process. For those departments adhering to NFPA Standards, standards 1991, 1992, and 1993 are applicable.

PERSONAL PROTECTIVE EQUIPMENT	
Vapors, gases, and particulates from hazardous substance response activities place response personnel at risk. For this reason, response personnel must wear appropriate personal protective clothing and equipment whenever they are near the site. The more that is known about the hazards at a release site, the easier it becomes to select personal protective equipment. There are basically four levels of personal protective equipment:	
Level A protection	Required when the greatest potential for exposure to hazards exists, and when the greatest level of skin, respiratory, and eye protection is required. Examples of Level A clothing and equipment include positive-pressure, full face-piece self-contained breathing apparatus (SCBA) or positive pressure supplied air respirator with escape SCBA, totally encapsulated chemical- and vapor-protective suit, inner and outer chemical-resistant gloves, and disposable protective suit, gloves, and boots.
Level B protection	Required under circumstances requiring the highest level of respiratory protection, with lesser level of skin protection. At most abandoned outdoor hazardous waste sites, ambient atmospheric vapors or gas levels have not approached sufficiently high concentrations to warrant level A protection Level B protection is often adequate. Examples of Level B protection include positive-pressure, full face-piece self-contained breathing apparatus (SCBA) or positive pressure supplied air respirator with escape SCBA, inner and outer chemical-resistant gloves, face shield, hooded chemical resistant clothing, coveralls, and outer chemical-resistant boots.
Level C protection	Required when the concentration and type of airborne substances is known and the criteria for using air purifying respirators is met. Typical Level C equipment includes full-face air purifying respirators, inner and outer chemical-resistant gloves, hard hat, escape mask, and disposable chemical-resistant outer boots. The difference between Level C and Level B protection is the type of equipment used to protect the respiratory system, assuming the same type of chemical-resistant clothing is used. The main criterion for Level C is that atmospheric concentrations and other selection criteria permit wearing an air-purifying respirator.
Level D protection	The minimum protection required. Level D protection may be sufficient when no contaminants are present or work operations preclude splashes, immersion, or the potential for unexpected inhalation or contact with hazardous levels of chemicals. Appropriate Level D protective equipment may include gloves, coveralls, safety glasses, face shield, and chemical-resistant steel-toe boots or shoes.
While these are general guidelines for typical equipment to be used in certain circumstances, other combinations of protective equipment may be more appropriate, depending upon specific site characteristics.	

APPENDIX 1

Tables

Table #1
List of Resources for all Scenarios

1st Alarm

Resource Type & Call Sign	Personnel/HazMat Certification
Battalion Chief (BC1)	Incident Commander
Engine 1 (E1)	4 firefighters, Operations
Engine 2 (E2)	4 firefighters, Operations
Ladder Truck 1 (L1)	4 firefighters, Operations
Rescue 1 (Res1)	3 firefighters, Technician
Ambulance 1 (Amb1)	2 firefighters, Operations
Medic 1 (Med1)	2 paramedics, Operations

HazMat Assignment

Resource Type & (Call Sign)	Personnel/HazMat Certification
Assistant Chief	Incident Commander
Training Chief	Incident Commander
HazMat 1 (HM1)	2 firefighters, Technician
Rescue 2 (Res2)	3 firefighters, Technician

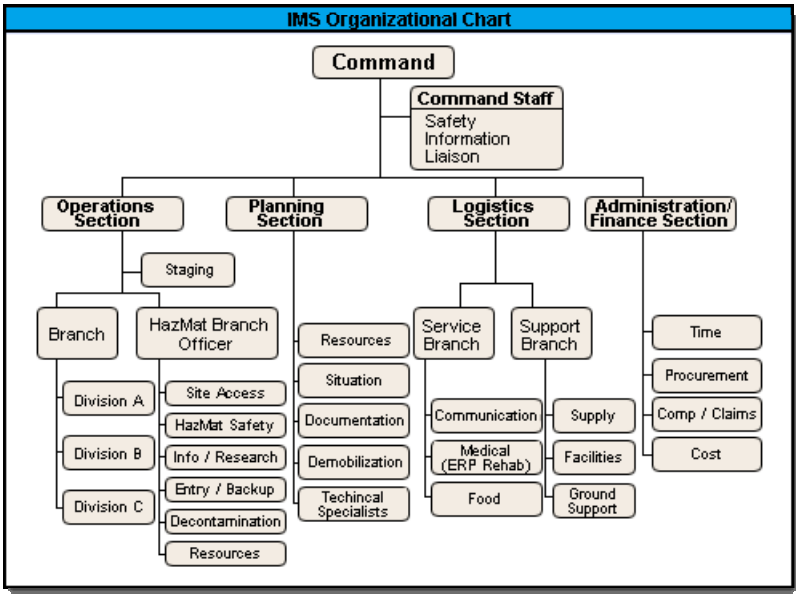
2nd Alarm

Resource Type & (Call Sign)	Personnel/HazMat Certification
Battalion Chief 2 (BC2)	Incident Commander
Engine 3 (E3)	4 firefighters, Operations
Engine 4 (E4)	4 firefighters, Operations
Ladder Truck 2 (L2)	4 firefighters, Operations
Rescue 2 (Res2)	3 firefighters, Technician
Ambulance 2 (Amb2)	2 firefighters, Operations
Medic 2 (Med2)	2 paramedics, Operations

Mutual Aid—3rd Alarm

Resource Type & (Call Sign)	Personnel/HazMat Certification
Battalion Chief 3 (BC3)	Incident Commander
Engine 5 (E5)	4 firefighters, Operations
Engine 6 (E6)	4 firefighters, Operations
Ladder Truck 3 (L3)	4 firefighters, Technician
HazMat 2 (HM2)	2 firefighters, Technician

Table #2
Incident Management System Organizational Chart



APPENDIX 2

Worksheets

Worksheet #1
First Arriving Team Member, Responder, Or Unit

Arrival Time:		
Incident #:	Alarm date:	Time:
Location:		
Nature of Incident:		

INITIAL BRIEFING WITH INCIDENT COMMANDER

Time	
	Designate staging area for HazMat assignment
	Fire department in command
	Incident Commander

SITE CONTROL

Time	***Initials***	
		Access to scene restricted
		Isolation zones established, hazard area isolated
		Distances obtained from:
		Material(s) identified: Name _____ Quantity _____ Name _____ Quantity _____
		Defensive operations taken to confine incident: _____ _____ _____
		Number of injured or exposed personnel:
		Contamination personnel in safe refuge
		Evacuation of exposures required?
		Other agencies notified: _____ _____

Worksheet #2

Containment System ID.

Hazardous Material Data Sheet

Material Name_____ DOT ID NO :_____ STCC No_____

Synonyms_____

Hazard Class_____

NFPA 704 Marking: Health:_____Flammability _____ Reactivity_____ Other_____

PHYSICAL PROPERTIES

FORM	COLOR	ODOR	CHEMICAL FORMULA	MOLECULAR WT.
Solid Liquid Gas				

CHEMICAL PROPERTIES

ACTUAL TEMP.	BOILING POINT	MELTING POINT	VAPOR PRESSURE	EXPANSION RATIO	SPECIFIC GRAVITY	VAPOR DENSITY	SOLUBLE?	DEGREE OF SOLUBILITY

PHYSICAL HAZARDS

Flammable(Heat!Fire)	YES
Cryogenic(cold)	YES
Oxidizer (supports combustion)	YES
Explosive	YES
Reactive To What?	YES

ACTUAL TEMP	FLASH POINT	IGNITION TEMERATURE
ACTUAL CONCENTRATION	FLAMMABLE RANGE	TOXIC PRODUCTS OF COMBUSTION

Health Hazards

Acute Health Hazards:

Poisonous yes/no
Corrosive yes/no
To What?
Asphyxiation yes/no
Etiologic yes/no
Radiation yes/no
Type: Alpha Beta Gamma

Chronic Health Hazards:

Carcinogen yes/no
Mutagen yes/no
Teratogen yes/no

Aquatic Hazard yes/no

	Non-life Threatening Exposure Limits		
Actual Concentration	TLV-TWA (PEL)	TLV-C	TLV-STEL
	Life Threatening Exposure Limits		
Odor Threshold	IDLH	LC_{50}	LD_{50}

Route of Entry ☐ = yes	Toxicity Rating	Notes
Inhalation ☐	1 2 3 4 5 6	
Contact ☐	1 2 3 4 5 6	
Ingestion ☐	1 2 3 4 5 6	

RESPONSE INFORMATION

Evacuation Distances_____
First Aid_____
Personal Protective Equipment_____
Decontamination_____
Extinguishing Agents_____
Neutralizing Agents_____

Worksheet #2

Hazardous Material Data Sheet

Containment System ID.

Material Name_____ DOT ID NO :_____ STCC No_____

Synonyms_____

Hazard Class_____

NFPA 704 Marking: Health:_____Flammability _____ Reactivity_____ Other_____

PHYSICAL PROPERTIES

FORM	COLOR	ODOR	CHEMICAL FORMULA	MOLECULAR WT.
Solid Liquid Gas				

CHEMICAL PROPERTIES

ACTUAL TEMP.	BOILING POINT	MELTING POINT	VAPOR PRESSURE	EXPANSION RATIO	SPECIFIC GRAVITY	VAPOR DENSITY	SOLUBLE?	DEGREE OF SOLUBILITY

Flammable(Heat!Fire)	YES
Cryogenic(cold)	YES
Oxidizer (supports combustion)	YES
Explosive	YES
Reactive To What?	YES

PHYSICAL HAZARDS

ACTUAL TEMP	FLASH POINT	IGNITION TEMERATURE
ACTUAL CONCENTRATION	FLAMMABLE RANGE	TOXIC PRODUCTS OF COMBUSTION

Health Hazards

Acute Health Hazards:

Poisonous yes/no
Corrosive yes/no
To What?
Asphyxiation yes/no
Etiologic yes/no
Radiation yes/no
Type: Alpha Beta Gamma

Chronic Health Hazards:

Carcinogen yes/no
Mutagen yes/no
Teratogen yes/no

Aquatic Hazard yes/no

	Non-life Threatening Exposure Limits		
Actual Concentration	TLV-TWA (PEL)	TLV-C	TLV-STEL
	Life Threatening Exposure Limits		
Odor Threshold	IDLH	LC_{50}	LD_{50}

Route of Entry ☐ = yes	Toxicity Rating	Notes
Inhalation ☐	1 2 3 4 5 6	
Contact ☐	1 2 3 4 5 6	
Ingestion ☐	1 2 3 4 5 6	

RESPONSE INFORMATION

Evacuation Distances_____
First Aid_____
Personal Protective Equipment_____
Decontamination_____
Extinguishing Agents_____
Neutralizing Agents_____

Worksheet #3
Initial Notification Activation

C. Response activation:

Collect the following information upon report of an emergency

City / town: _____

Location of incident: _____

Requesting agency/unit: _____

Person making call: _____

Callback number(s): _____

Nature, extent of incident

Material(s) ID:			Quantity:
Fire ❑	Spill ❑	Leak ❑	Continuous release ❑
Building ❑	Transportation ❑	Railroad ❑	Vessel ❑
Open area ❑	Congested area ❑	Industrial area ❑	
Could this be a Terrorist/WMD initiated incident?			YES/NO

Indicators:

_____

_____

What is the chemical doing? _____

_____

_____

Worksheet #4
Emergency Operations Center Activation

Incident #:	Incident date:	Time:
Fire Alarm Operator:		

The requesting authority will provide the following information:

City / town: _____

Location of incident: _____

Requesting agency/team: _____

Person making call: _____

Callback number(s): _____

Nature, extent of incident

Material(s) ID:	Quantity:
Fire ❑ Spill ❑ Leak ❑ Continuous release ❑	
Building ❑ Transportation ❑ Railroad ❑ Vessel ❑	
Open area ❑ Congested area ❑ Industrial area ❑	
Response level: Level I ❑ Level II ❑ Level III ❑ Terrorist/WMD ❑	
Route to incident scene: _____ _____	
Weather conditions: *Wind speed:* _____ *Wind direction:* _____ *Temperature:* _____ *Humidity:* _____	

Ask the caller to verify that:

- ❑ Someone from your agency (police, fire, etc.) is stationed to meet the responding members.
- ❑ Parking area for vehicles is established.

Worksheet #5
Plan of Action

Plan of Action Elements

1. SITE DESCRIPTION		
Incident #:	Incident date:	Time:
Date Operations Terminated:		Time:

Entry Control Point:

Location: _____

Exposures:

People: _____

_____

Environment: _____

_____

Property: _____

_____

Systems disruption: _____

_____

Areas of concern: _____

_____

_____

2. ENTRY OBJECTIVES

1 _____

2 _____

3 _____

4 _____

5 _____

6 _____

3. ON-SCENE CONTROL

Control zones

Hot zone: _____

Warm zone: _____

Cold zone: _____

Entry control point location: _____

4. ON-SCENE ORGANIZATION AND COORDINATION

5. HAZARD EVALUATION

#1 Material Name: _____

UN/NA_____ Placard _____

Container type _____

Health:

Immediately dangerous to life and health (IDLH) _____

Target organ(s) _____

Signs/symptoms _____

_____

Acute effects _____

_____

Chronic effects _____

_____

Physical characteristics:

Form:

LEL: _____ UEL: _____ pH: _____

Reactivity/incompatibility: _____

Other:

_____
_____
_____
_____
_____
_____
_____
_____

#2 Material Name: _____

UN/NA_____ Placard _____

Container type _____

Health:

Immediately dangerous to life and health (IDLH) _____

Target organ(s) _____

Signs/symptoms _____

_____

Acute effects _____

_____

Chronic effects _____

_____

Physical characteristics:

Form:

LEL: _____ UEL: _____ pH: _____

Reactivity/incompatibility: _____

Other:

_____
_____
_____
_____
_____
_____
_____
_____
_____
_____

6. PERSONAL PROTECTIVE EQUIPMENT

Location	Level of Protection	Suit Material
Hot zone	A B C D	_____
Warm zone		
Formal decon station 1	A B C D	_____
Formal decon station 1	A B C D	_____
Formal decon station 1	A B C D	_____
Cold zone	A B C D	_____

7. ON-SCENE WORK ASSIGNMENTS

Individual	Assignment
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____

8. COMMUNICATIONS PROCEDURES

Normal communications procedures _____

_____

_____

Method of communication; i.e., radio frequency or channel, hand signals, phone

_____

Emergency communication procedures _____

_____

_____

Method of communication; i.e., radio frequency or channel, hand signals, phone

_____

9. DECONTAMINATION PROCEDURES

Site layout

Level of protection _____

10. ON-SCENE SAFETY AND HEALTH CONSIDERATIONS

Safety officer designation _____

Emergency procedures _____

_____

_____

Emergency medical care procedures _____

_____

_____

Environmental monitoring procedures _____

_____

_____

Personnel monitoring _____

_____

_____

11. EMERGENCY PROCEDURES AND PERSONNEL ACCOUNTABILITY

Entry unit accountability _____

_____

_____

Evacuation signal established and communicated to all personnel
Evacuation plan and travel routes identified
Procedure to decontaminate and treat injured members ready
Procedure to decontaminate and treat exposed or contaminated members ready

APPENDIX 3

Checklists

CHECKLIST

HAZARDOUS MATERIALS

BRANCH OFFICER

Incident #:	Incident date:	Time:
Date Operations Terminated:		Time:

Total Time of Alarm: _____ days _____ hours _____ minutes
Nature of Incident:
Location: Isolation Perimeter Size: ECP Location:
Incident Commander:

INCIDENT TIME-LINE AND OFFICER ASSIGNMENTS

OPERATIONS

Hazardous Materials Branch Officer: _____

	Time	*Initials*
❑ All HazMat officers and personnel prepared for operations	_____	_____
❑ Notify the Incident Commands that operations are commencing	_____	_____
❑ Coordinate with safety and other officers during entry operations	_____	_____
❑ Monitor operations and evaluate the effectiveness of the plan	_____	_____

SAFETY

Safety Officer: _____

	Time	*Initials*
❑ Site safety plan complete	_____	_____

HAZARD AND RISK ASSESSMENT

Research Officer: _____

	Time	*Initials*
❑ Hazards identified	_____	_____
❑ Nature of release	_____	_____
❑ Likely harm without intervention estimated	_____	_____
❑ Are hazard control zones (hot, warm) adequate?	_____	_____
❑ Evacuation of exposures required?	_____	_____
❑ Site description and layout	_____	_____
❑ Environmental impact	_____	_____

MEDICAL

Medical Officer: _____

	Time	*Initials*
❑ Rehab facilities established	_____	_____
❑ Medical monitoring established	_____	_____

ENTRY

Entry Officer: _____

	Time	*Initials*
❑ Adequate personnel	_____	_____
❑ Entry staging / dressing area adequate	_____	_____
❑ Equipment and supplies adequate	_____	_____

DECONTAMINATION

Decontamination Officer: _____

	Time	*Initials*
❑ Personnel	_____	_____
❑ Decon corridor adequate	_____	_____
❑ Equipment and supplies adequate	_____	_____

LOGISTICS SECTION

Supply/Staging Officer: _____

	Time	*Initials*
❑ Adequate personnel	_____	_____
❑ Level III staging site selected	_____	_____
❑ Supplies, materials and equipment available	_____	_____
❑ Staging area for contractors and outside agency equipment	_____	_____
	_____	_____

STAFF LIAISON

IO: _____ **Liaison Officer:** _____

	Time	*Initials*
❑ Assembly area for outside agencies	_____	_____
❑ Appropriate agencies notified	_____	_____
❑ Department of Environmental Management (DEM)	_____	_____
❑ Environmental Protection Agency (EPA)	_____	_____
❑ Manufacturer	_____	_____
❑ Shipper	_____	_____
❑ Consignee	_____	_____
❑ Others	_____	_____

INCIDENT PROFILE

Time	*Initials*	
		Received from Research a description of the incident
		Chemical information
		Site layout and description
		Weather information
		Health effects of exposure
		Hot, warm, and cold zone specifications
		From the HazMat branch officer and safety officer, obtain an overview of the incident

SITE SELECTION AND SET UP

Time	
	In consultation with the HazMat branch safety officer and entry officer, select a site to stage entry and backup teams
	Site should be protected from weather
	Site should be close to the point of entry
	Requisition materials and supplies from logistics (supply/staging)

SITE SAFETY

Time	*Initials*	
		Hazard zones established and communicated to Incident Commander, HazMat branch officer, and operating personnel.
		Hazard zones are adequate for current weather conditions.
		Identify hazardous situations associated with the incident.
		Evaluate weather, wind direction, and speed

		Review site plan layout (should be drawn)
		Incident command post in safe location
		Staging areas in safe location
		Positioning of companies and personnel evaluated
		Review incident mitigation plan
		Confirm with Medical Officer; hospital identified and notified
		All personnel on-site wearing proper protective clothing (safety shoes, helmet, coveralls, eye and ear protection)
		Monitor and evaluate site practices of each unit
		Recommend corrective action as necessary to prevent injury or exposure
		Monitor and evaluate site practices by other agencies
		Investigate accidents that have occurred within incident area
		Brief incident safety officer

EMERGENCY PROCEDURES

Time	***Initials***	
		Evacuation signal established and communicated to all personnel
		Evacuation plan and travel routes identified
		Procedure to decontaminate and treat injured members ready
		Procedure to decontaminate and treat exposed or contaminated members ready

HEALTH AND SANITATION

Time	*Initials*	
		Rehabilitation area established and staffed
		Area protected from weather, available for staging
		Washing facility set up
		Food / drink handling procedure established
		Toilet facilities available
		Shower facility available

OFFICERS BRIEFING

Time	*Initials*	
		Prepare report on unit status
		Evaluate unit readiness for mitigation plan

OPERATIONS

Time	*Initials*	
		Personnel operating equipment are qualified and familiar with equipment
		Arrange a “dry run” with equipment and techniques
		Entry unit leader assigned
		Entry teams briefed concerning hazards and procedures
		Maintain at least one entry team at ready while teams are operating in the hot zone (backup personnel)

		Obtained information from recon teams
		Obtained information from entry teams

TERMINATION

Time	*Initials*	
		Monitor site for safe work practices (routine and hazardous material)
		Prepare a report for the Incident Commander concerning safety for follow-up operations

TERMINATION CHECKLIST

DECONTAMINATION

	Time	*Initials*
❑ All personnel decontaminated	_____	_____
❑ All tools and equipment decontaminated	_____	_____
❑ Isolate tools and equipment not decontaminated	_____	_____

MEDICAL

	Time	*Initials*
❑ All personnel cleared	_____	_____
❑ All members through rehab	_____	_____

SAFETY

	Time	*Initials*
❑ Site safety considerations for scene security	_____	_____

LOGISTICS

	Time	*Initials*
❑ All equipment secured or accounted for	_____	_____

AIDE

	Time	*Initials*
❑ All HazMat personnel accounted for	_____	_____

GENERAL DEBRIEFING FOR ALL AGENCIES

	Time	*Initials*
❑ Incident Commander released HazMat branch	_____	_____

HAZMAT BRANCH DEBRIEFING

	Time	*Initials*
❑ Medical – signs, symptoms of exposure	_____	_____
❑ Branch members check out (aide)	_____	_____

OFFICER MEETING

	Time	*Initials*
❑ All documentation and officer checklists complete	_____	_____
❑ Report submission deadline set	_____	_____
❑ Report branch status to dispatch	_____	_____

CHECKLIST

DECONTAMINATION OFFICER

Incident #:	Incident date:	Time:
Date Operations Terminated:		Time:

Total Time of Alarm: _____ days _____ hours _____ minutes
Nature of Incident:
Location: Isolation Perimeter Size: ECP Location:
Incident Commander:

DECONTAMINATION UNIT

Station 1 – wash/rinse		
Station 2 – wash/rinse		
Station 3 – PPE/SCBA		
Station 4 – PPE/SCBA		
Station 5 – clothing/shower		
Station 6 – dry off/clothing		

INCIDENT PROFILE

Time	
	Briefed by the hazardous materials branch officer / research officer / entry officer
	Material identification
	Hazards (material and site)
	Decon solution and method (see solution chart)
	Chemical protective clothing (level, compatibility)

DECONTAMINATION SELECTION CRITERIA

Time	
	Decon area located in warm zone at exit from hot zone
	Decon area located uphill / upwind from hot zone
	Decon area level of sloped toward hot zone
	Water supply available

DECONTAMINATION SITE SETUP

Time	
	Area clearly marked with traffic cone and barrier tape to be secure against unauthorized entry
	Entry and exit points marked
	Emergency decon established and clearly marked
	Runoff containment (tarp, plastic sheeting, dikes)
	Gross decon shower(s) set up
	Water supply established
	Arrange containment basins and pools in proper order
	Disposal containers in place for PPE and equipment drop
	Decon solutions mixed
	Brushes, hand sprayers, hoses, and equipment in place
	Tool drop set up
	Spare SCBA cylinders available
	Relief personnel available

OFFICERS BRIEFING

Time	
	Prepare report on unit status
	Evaluate unit readiness for mitigation plan

ENTRY/DECONTAMINATION OPERATIONS

Time	
	Decontamination and entry personnel briefed on hazards
	Emergency procedures and hand signals reviewed and understood
	Decontamination and entry personnel briefed on decontamination procedures
	Decon corridor complete
	Decontamination personnel on air
	Monitor personnel for relief and rehabilitation

TERMINATION

Time	
	Disposable/contaminated materials isolated, bagged, and containerized
	All containers sealed, marked, and isolated
	All equipment cleaned and accounted for

DECON SOLUTIONS

Decon Solution A:	Solution containing 5% sodium carbonate (Na_2CO_3) and 5% trisodium phosphate (Na_3Po_4).
Decon Solution B:	Solution containing 10% calcium hypochlorite ($Ca(C10_3)$).
Decon Solution C:	Solution containing 5% trisodium phosphate (Na_3Po_4). This solution can also be used as a general purpose rinse.
Decon Solution D:	Dilute solution of hydrochloric acid (HC1). Mix one pint of concentrated HC1 into 10 gallons of water.
Decon Solution E:	Concentrated solution of detergent and water. Mix into a paste and scrub with a brush. Rinse with water.

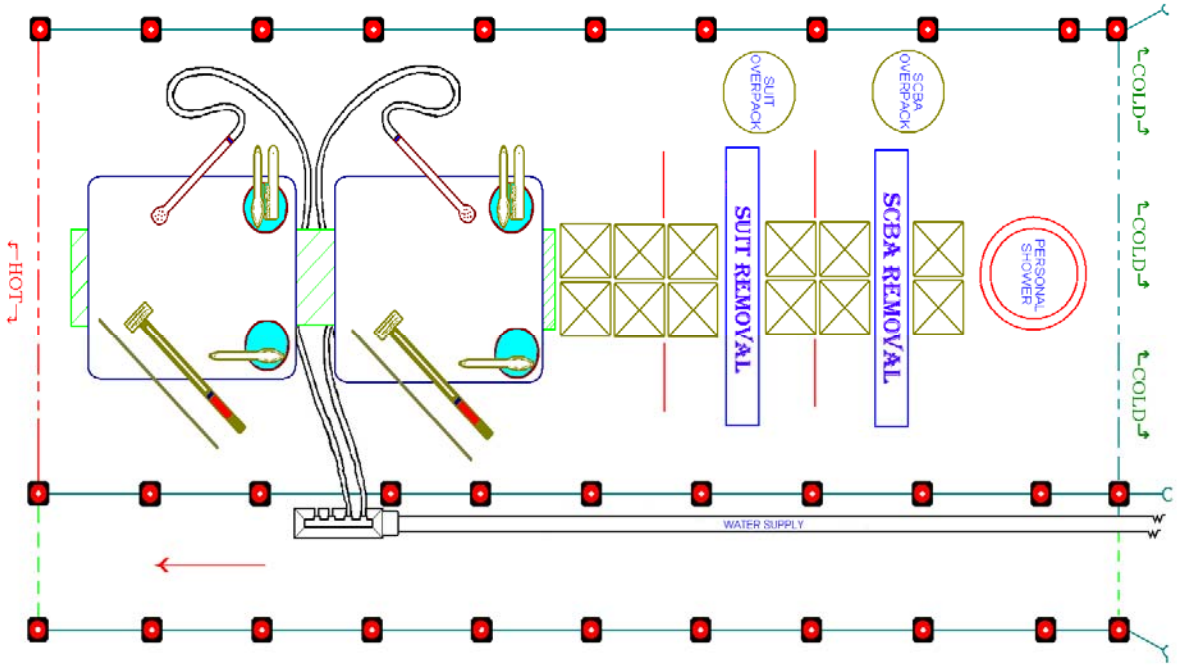
The following is a guideline for selecting degradation chemicals for the type of hazard identified:

1. Inorganic acids, metal processing waste	A
2. Heavy metal; mercury, lead, cadmium, etc.	B
3. Pesticides, chlorinated phenols, dioxins, and PCBs	B
4. Cyanides, ammonia and other nonacidic inorganic waste	B
5. Solvents and organic compounds such as trichlorethylene, chloroform and toluene	C or A
6. PBB's and PCB's	C or A
7. Oily, greasy, unspecified wastes not suspected to be contaminated with pesticides	C
8. Inorganic bases, alkali and caustic wastes	D
9. Radioactive materials	E
10. Etiological agents	A and B

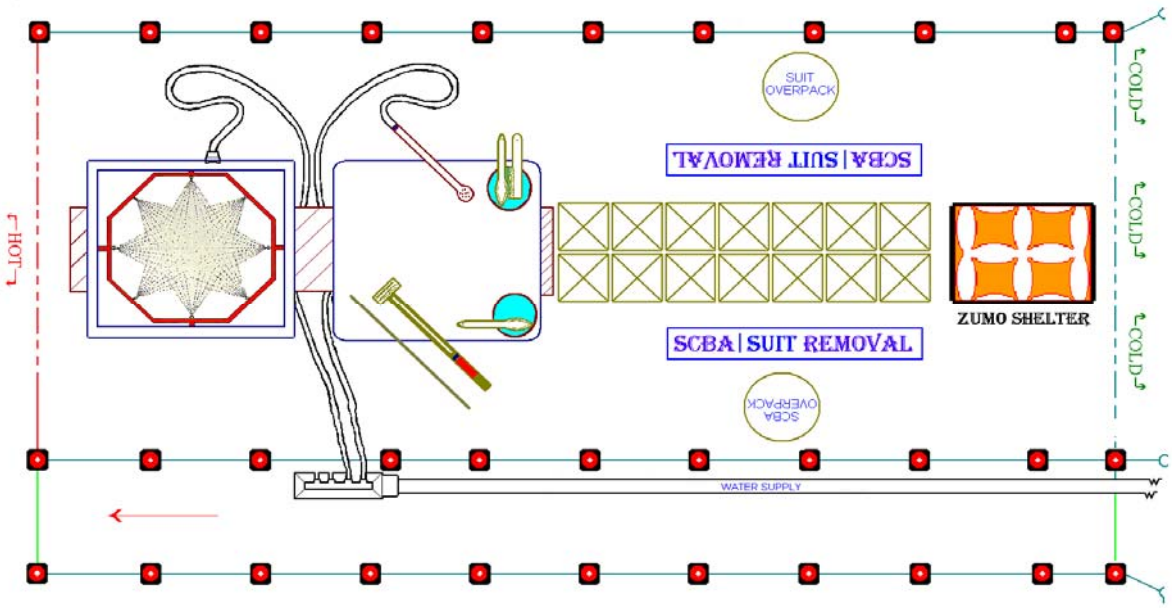
Always ensure that the decontamination solution and measures are compatible with the material(s) (hazardous material, CPC, equipment) that are being dealt with.

DECONTAMINATION:

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, sound decontamination procedure until it is determined or judged to be unnecessary. Ensure you constantly test the effectiveness of your decontamination process and make needed revisions as required. Some decontamination procedures may actually present additional hazards. The decontamination solution may react with the chemical to which the clothing was exposed. Compatibility should be determined before use.



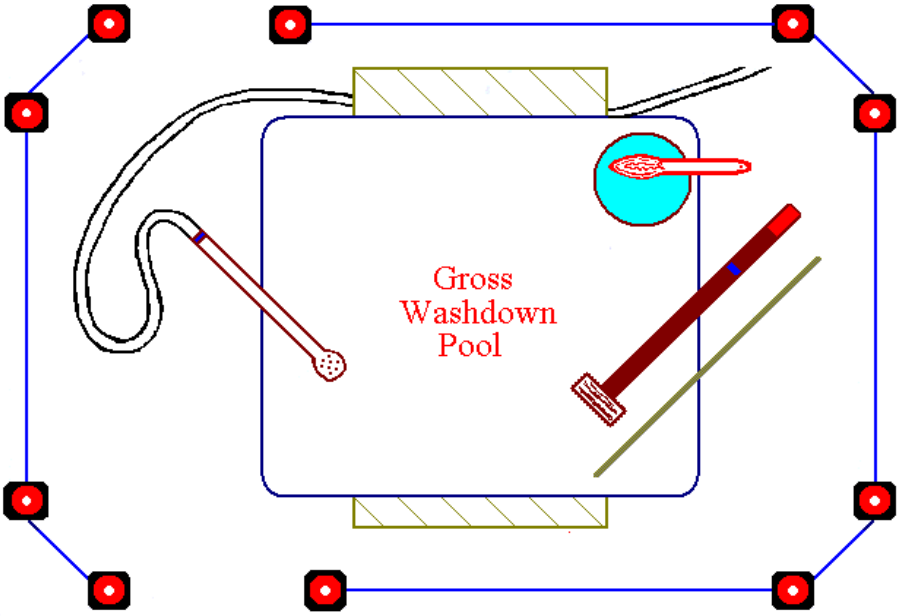
Example 1 (2 pool wash)



Example 2 (unmanned shower/1 pool wash)

EMERGENCY DECON

Emergency decontamination may be necessary if life-threatening exposure has occurred and the individual needs immediate medical treatment. It may also be necessary if life-threatening contamination has occurred and a decontamination process has not yet been established. Emergency decontamination is designed to remove those contaminants that pose an immediate threat to life. Emergency decontamination only provides gross decontamination, so the victim may still be exposed to contaminants and may pose a threat of secondary contamination. Caution must be used to avoid secondary contamination.



Emergency Decon

CHECKLIST

ENTRY OFFICER

Incident #:	Incident date:	Time:
Date Operations Terminated:		Time:

Total Time of Alarm: _____ days _____ hours _____ minutes
Nature of Incident:
Location: Isolation Perimeter Size: ECP Location:
Incident Commander:

ENTRY TEAMS

Team 1	❑ Entry ❑ Backup			
Team 2	❑ Entry ❑ Backup			
Team 3	❑ Entry ❑ Backup			
Team 4	❑ Entry ❑ Backup			
Team 5	❑ Entry ❑ Backup			
Team 6	❑ Entry ❑ Backup			

INCIDENT PROFILE

Time	
	Briefed by the research officer
	Material identification
	Hazards (material and site)

SITE SELECTION AND SETUP

Time	
	In consultation with the hazardous materials branch officer, select a site to stage entry teams
	Site should be protected from weather
	Site should be close to the point of entry
	Requisition materials and supplies from logistics (supply/staging)

OFFICERS BRIEFING

Time	
	Prepare report on unit status
	Evaluate unit readiness for mitigation plan

OPERATIONS

Time	
	Assign support personnel to each entry team
	Complete entry team checklists
	Entry unit leader assigned
	Equipment checked and ready
	Anticipate need for additional entry teams
	Maintain at least one entry team at ready while teams are operating in the hot zone (backup personnel)
	Obtained information from recon teams
	Obtained information from entry teams

TERMINATION

Time	
	Ensure all entry checklists are complete and filed
	All equipment used is inventoried
	All equipment returned to logistics (supply/staging)
	All entry teams briefed by medical officer on signs/symptoms of exposure
	All members notified of time and place of debriefing?
	All members notified of date, time, and place of critique

ENTRY/RECON TEAM CHECKLIST

Incident #:	Incident date:	Time:

Location: _____

Nature of Incident: _____

Team Members: _____

1. Placards: _____
2. Labels: _____
3. Container type(s): _____
4. Shipping documents: _____
5. Site conditions:

   Fire: ❑ yes ❑ no

   Slope of ground: _____

   Drains: _____

   Surface type: ❑ asphalt ❑ concrete ❑ soil ❑ sand ❑ water ❑ wood

   Exposures:

   People: _____

   Property: _____

   Environment: _____

   Systems disruption: _____
6. Container markings: _____

   _____

   _____

   _____
7. Additional information:

CHECKLIST

INCIDENT COMMANDER

Incident #:	Incident date:	Time:
Date Operations Terminated:		Time:

Total Time of Alarm: _____ days _____ hours _____ minutes
Nature of Incident:
Location: Isolation Perimeter Size: ECP Location:
Incident Commander:

INCIDENT TIME-LINE AND OFFICER ASSIGNMENTS

OPERATIONS

Hazardous materials branch officer: _____

	Time	*Initials*
❑ All HazMat officers and personnel prepared for operations	_____	_____
❑ Notified that operations are commencing	_____	_____
❑ Coordinate with safety and other officers during entry operations	_____	_____
❑ Monitor operations and evaluate the effectiveness of the plan	_____	_____
❑ Considered potential for terrorist/WMD involvement	_____	_____

SAFETY

Safety officer: _____

	Time	*Initials*
❑ Site safety plan complete	_____	_____

HAZARD AND RISK ASSESSMENT

Research Officer: _____

	Time	*Initials*
❑ Hazards identified	_____	_____
❑ Nature of release	_____	_____
❑ Likely harm without intervention estimated	_____	_____
❑ Are isolation zones (hot, warm, cold) adequate?	_____	_____
❑ Evacuation of exposures required?	_____	_____
❑ Site description and layout	_____	_____
❑ Environmental impact	_____	_____

MEDICAL

Medical Officer: _____

	Time	*Initials*
❑ Rehab facilities established	_____	_____
❑ Medical monitoring established	_____	_____

ENTRY

Entry Officer: _____

	Time	*Initials*
❑ Adequate personnel	_____	_____
❑ Entry staging / dressing area adequate	_____	_____
❑ Equipment and supplies adequate	_____	_____

DECONTAMINATION

Decontamination Officer: _____

	Time	*Initials*
❑ Personnel	_____	_____
❑ Decontamination corridor adequate	_____	_____
❑ Equipment and supplies adequate	_____	_____

LOGISTICS SECTION

Supply/Staging Officer: _____

	Time	*Initials*
❑ Adequate personnel	_____	_____
❑ Site for equipment truck	_____	_____
❑ Supplies, materials, and equipment available	_____	_____
❑ Staging officer for contractor / outside agencies	_____	_____
❑ Staging area for contractors and outside agency equipment	_____	_____

STAFF LIAISON

IO: _____ **Liaison Officer:** _____

	Time	*Initials*
❑ Assembly area for outside agencies	_____	_____
❑ Appropriate agencies notified	_____	_____
❑ Department of Environmental Management (DEM)	_____	_____
❑ Environmental Protection Agency (EPA)	_____	_____
❑ Manufacturer	_____	_____
❑ Shipper	_____	_____
❑ Consignee	_____	_____
❑ Others	_____	_____

OFFICERS BRIEFING (initial)

	Time	*Initials*
❑ All officers present		
a. HazMat branch officer	_____	_____
b. Safety officer	_____	_____
c. Research officer	_____	_____
d. Medical officer	_____	_____
e. Entry officer	_____	_____
f. Decontamination officer	_____	_____
g. Staging/supply officer	_____	_____
h. Command staff	_____	_____
❑ Outside agency representative present	_____	_____
_____		
_____		
❑ Incident profile (research officer)		
❑ Materials involved	_____	_____
❑ Physical layout	_____	_____
❑ Nature of release	_____	_____
❑ Options for mitigation (research officer)		
for each option, evaluate the following		
A. Techniques	_____	_____
B. Materials and equipment	_____	_____
C. Entry team	_____	_____
D. Safety considerations	_____	_____
❑ Recommended mitigation plan (research officer)		
for each option, evaluate the following		
A. Techniques	_____	_____
B. Materials and equipment	_____	_____
C. Entry team	_____	_____
D. Safety considerations	_____	_____
❑ Evaluation of options	_____	_____
for each option, officers in turn evaluate the capabilities of their team to meet the requirements		
❑ Review and approve selected option	_____	_____
❑ Review assignments for HazMat branch, Incident Command, agencies, contractors, and industry representatives	_____	_____
Outline options courses of action, responsibilities and roles of each group. Adjust as necessary for plan.		

OFFICERS BRIEFING (follow-up)

	Time	*Initials*
❑ All officers present		
a. HazMat officer	_____	_____
b. Safety officer	_____	_____
c. Research officer	_____	_____
d. Medical officer	_____	_____
e. Entry officer	_____	_____
f. Decontamination officer	_____	_____
g. Staging/supply officer	_____	_____
h. Command staff	_____	_____
❑ Outside agency representative present _____ _____	_____	_____
❑ Incident profile (research officer)	_____	_____
❑ Materials involved	_____	_____
❑ Physical layout	_____	_____
❑ Nature of release	_____	_____
❑ Options for mitigation (research officer) *for each option, evaluate the following*		
A. Techniques	_____	_____
B. Materials and equipment	_____	_____
C. Entry team	_____	_____
D. Safety considerations	_____	_____
❑ Recommended mitigation plan (research officer) *for each option, evaluate the following*		
A. Techniques	_____	_____
B. Materials and equipment	_____	_____
C. Entry team	_____	_____
D. Safety considerations	_____	_____
❑ Evaluation of options *for each option, officers in turn evaluate the capabilities of their team to meet the requirements*	_____	_____
❑ Review and approve selected option	_____	_____
❑ Review assignments for HazMat branch, Incident Command, agencies, contractors, and industry representatives *Outline options courses of action, responsibilities, and roles of each group. Adjust as necessary for plan.*	_____	_____

OFFICERS BRIEFING (follow-up)

	Time	*Initials*
❑ All officers present		
a. HazMat branch officer	_____	_____
b. Safety officer	_____	_____
c. Research officer	_____	_____
d. Medical officer	_____	_____
e. Entry officer	_____	_____
f. Decontamination officer	_____	_____
g. Staging/supply officer	_____	_____
h. Command staff	_____	_____
❑ Outside agency representative present	_____	_____
_____		
_____		
❑ Incident profile (research officer)		
❑ Materials involved	_____	_____
❑ Physical layout	_____	_____
❑ Nature of release	_____	_____
❑ Options for mitigation (research officer)		
for each option, evaluate the following		
A. Techniques	_____	_____
B. Materials and equipment	_____	_____
C. Entry team	_____	_____
D. Safety considerations	_____	_____
❑ Recommended mitigation plan (research officer)		
for each option, evaluate the following		
A. Techniques	_____	_____
B. Materials and equipment	_____	_____
C. Entry team	_____	_____
D. Safety considerations	_____	_____
❑ Evaluation of options	_____	_____
for each option, officers in turn evaluate the capabilities of their team to meet the requirements		
❑ Review and approve selected option	_____	_____
❑ Review assignments for HazMat branch, Incident Command, agencies, contractors, and industry representatives	_____	_____
Outline options courses of action, responsibilities and roles of each group. Adjust as necessary for plan.		

TERMINATION CHECKLIST

DECONTAMINATION

	Time	*Initials*
❑ All personnel decontaminated	_____	_____
❑ All tools and equipment decontaminated	_____	_____
❑ Isolate tools and equipment not decontaminated	_____	_____

MEDICAL

	Time	*Initials*
❑ All personnel cleared	_____	_____
❑ All members through rehab	_____	_____

SAFETY

	Time	*Initials*
❑ Site safety considerations for scene security	_____	_____

LOGISTICS

	Time	*Initials*
❑ All equipment secured or accounted for	_____	_____

AIDE

	Time	*Initials*
❑ All HazMat personnel accounted for	_____	_____

GENERAL DEBRIEFING FOR ALL AGENCIES

	Time	*Initials*
❑ Incident Commander released HazMat branch	_____	_____

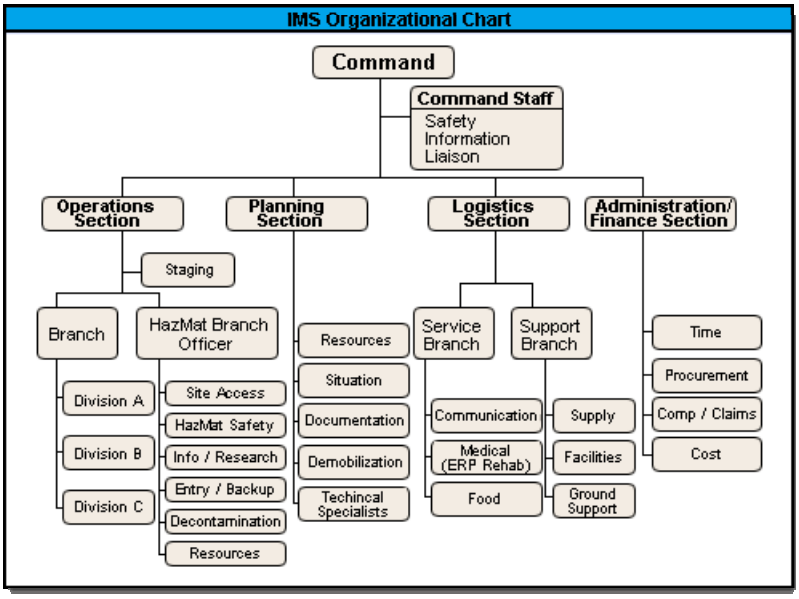
HAZMAT BRANCH DEBRIEFING

	Time	*Initials*
❑ Medical – signs, symptoms of exposure	_____	_____
❑ Branch members check out (aide)	_____	_____

OFFICER MEETING

	Time	*Initials*
❑ All documentation and officers checklists complete	_____	_____
❑ Report submission deadline set	_____	_____
❑ Report branch status to dispatch	_____	_____

Incident Management System Organizational Chart



CHECKLIST

INFORMATION OFFICER

and

MEDIA RELEASE PROCEDURES

Providing information for public release

1. Coordinate all media releases with the Incident Commander.
2. The Incident Commander prior to release will approve all information releases.
3. Updated information will be provided in a timely manner.
4. Coordinate with the media to assist with public notification.
5. Locations of evacuation centers and phone numbers to check on the welfare of friends or family will be provided through the media releases.
6. All information provided will be accurate and complete.

Responsibilities of the information officer

1. Will be part of the Incident Commander's staff.
2. Spokesperson for the incident.
3. Establish a press area in a safe location.
4. Provide escorts for the media to locations other than the press area.
5. Maintain constant coordination with the Incident Commander.
6. Release only information that has been approved for release by the Incident Commander.

CHECKLIST

LOGISTICS SECTION OFFICER

Incident #:	Incident date:	Time:
Date Operations Terminated:		Time:

Total Time of Alarm: _____ days _____ hours _____ minutes
Nature of Incident:
Location: Isolation Perimeter Size: ECP Location:
Incident Commander:

Location of the Staging Area(s): _____

_____

SITE SELECTION AND SET UP

Time	
	Consult with hazardous materials branch officer and Incident Commander
	Select a site uphill, upwind from the hot zone
	Locate the supply staging area convenient to decon and entry
	Adequate space to stage materials
	Mark area with barrier tape and traffic cones
	Restrict access to staging area
	Request adequate personnel to issue, track, and inventory equipment and supplies
	Equipment check out sheets on hand
	Personnel assigned to distribute tools, equipment, and supplies

STAGING

Time	
	Appoint one or more members to manage the staging of equipment supplied by contractors and outside agencies
	Select a site separate from the supply staging area
	Stage all local, contractor, and outside agency equipment
	Maintain a check-in list for local, contractor and outside agencies
	Access to staged equipment restricted to logistics

OFFICERS BRIEFING

Time	
	Prepare report on unit status
	Evaluate unit readiness for mitigation plan

OPERATIONS

Time	
	All tools, equipment, and supplies checked out
	Equipment and supply needs projected and replaced
	List of expendable supplies maintained

TERMINATION

Time	
	Tools, equipment, and supplies accounted for
	Missing, lost, or damaged tools and equipment
	Tools and equipment unable to be decontaminated listed
	Expendable supplies list complete
	Tools and equipment decontaminated

HAZMAT EQUIPMENT LISTING

Chemical protective clothing:	
Level A	
Tychem 9400	8
Tychem 10000	8
Viton	8
Polyvinyl Alcohol	4
Polyvinyl Chloride	4
Butyl Rubber	6
Level B	
Tychem 7500	6
Tychem 9400	6
Saranex	6
Butyl Rubber	6
Respiratory Protection:	
SCBA (positive pressure)	30
SAR (positive pressure)	2
Control Equipment:	
Drum patch kit	2
Chlorine kits (A, B, C)	1 each
Dome clamps	2
Cargo tank air patch	1
Plugs and wedges (wooden / rubber)	2 boxes (assorted)
Shovels	6
Rakes	4
Absorbent PIGS	1 box
Adsorbent PIGS	1 box
Decontamination equipment:	
Decon pools	4
Decon shower	1
Hoses with sprayers	4
Scrub brushes	10 assorted sizes
Decon solutions (as listed in decon SOP)	
Zumo shelter	2
Hose manifold	1
Additional equipment:	
Overpacks	
Metal 85 gallon	3
Poly 85 gallon	3

CHECKLIST

MEDICAL OFFICER

Incident #:	Incident date:	Time:
Date Operations Terminated:		Time:

Total Time of Alarm: _____ days _____ hours _____ minutes
Nature of Incident:
Location: Isolation Perimeter Size: ECP Location:
Incident Commander:

INCIDEDNT PROFILE

Time	
	Obtain from the research officer information about the materials involved and hazards to personnel

SITE SELECTION AND SET UP

Time	
	In consultation with the hazardous materials branch officer, select a site for medical screening
	Designate a separate treatment area for injured or exposed personnel
	Has an ambulance been assigned exclusively to the HazMat branch?
	Determine the desired level of EMS (basic, intermediate, paramedic)
	With the hazardous materials branch officer and the Incident Commander, arrange for adequate EMS resources for anticipated needs of the HazMat branch, other responders, and civilians
	Identify and contact medical control at the hospital which will receive injured persons
	Arrange for sufficient EMT's to perform pre- and post-entry screenings for all decontamination and entry personnel
	Sufficient screening forms available
	Maintain logs for all pre-entry and post-entry screening

OFFICERS BRIEFING

Time	
	Prepare report on unit status
	Evaluate unit readiness for mitigation plan

OPERATIONS

Time	
	Personnel and equipment staged to evacuate and treat injured persons
	Monitor for changing conditions, receive updates from research officer
	Prepare for post-entry screenings
	Prepare for pre-entry screening for relief personnel

TERMINATION

Time	
	All personnel post screenings complete
	All personnel screening forms complete *see personal exposure record below*
	Complete report of screenings
	Complete report of on-site treatment of injuries
	Complete report of persons transported for treatment
	Prepare report for debriefings on signs / symptoms of exposure
	Prepare report for Incident Commander on EMS, health hazards concerns for follow-up operations

PERSONAL EXPOSURE RECORD

Incident #:	Incident date:	Time:
Name:	Assignment:	
Recent Medical History:		
Pre-Entry EKG:	Post-Entry EKG	
Weight, Pre-Entry:	Weight, Post-entry:	

VITAL SIGNS

Vital Signs MAXIMUM	***Blood Pressure 180/105***	***Pulse 70% MHR***	***Respirations 24***	***Temperature 99.5***
Pre-Entry Time:				
Post-Entry				
Time:				
Time:				
Time:				
Time:				
Time:				

Exposure record (signs/symptoms, patient complaint, injury):

Chemical(s) exposed to:

Type of exposure:

Tasks performed:

Decon used (method and solution):

Chemical protective clothing worn (level and material)

Respiratory protection (level, type):

On-scene treatment (type, who):

Transported to a medical facility (where):

Referred for follow-up examination (who, what, when, where):

Additional remarks:

CHECKLIST

RESEARCH OFFICER

Incident #:	Incident date:	Time:
Date Operations Terminated:		Time:

Total Time of Alarm: _____ days _____ hours _____ minutes
Nature of Incident:
Location: Isolation Perimeter Size: ECP Location:
Incident Commander:

INCIDENT PROFILE

Time	
	Obtain from the hazardous materials branch officer the name, description, or identifying markings of the materials and containers involved.
	Consider potential for terrorist/WMD involvement

SET UP

Time	
	In consultation with the hazardous materials branch officer, contact CHEMTREC and other technical information centers.
	Organize reference manuals and databases.
	Coordinate with other units.

OFFICERS BRIEFING

Time	
	Prepare report on unit status.
	Evaluate unit readiness for mitigation plan.

OPERATIONS

Time	
	Verify materials involved.
	Recommend appropriate evacuation distances.
	Determine appropriate protective clothing (level, compatibility).
	Determine appropriate decontamination measures.
	Collect and disseminate hazard information on materials involved.
	Prepare exposure information for medical unit – (signs and symptoms).
	Collect data from technical information centers on materials involved.
	Identify federal, state, and local reporting requirements.

TERMINATION	
Time	
	All chemical worksheets complete.
	All environmental concerns are addressed; agencies notified, forms completed.
	Complete report of materials involved.
	Prepare report for debriefings on chemicals involved and associated hazards.
	Prepare report for Incident Commander on chemicals and hazards for follow-up operations

RESEARCH WORKSHEET CHEMICAL 1

CHEMICAL NAME: _____ HAZARD CLASS: _____

SHIPPING NAME: _____ ID #:_____

SYNONYMS: _____ NFPA 704: F____ H ____ R ____ S ____

_____

_____

INITIAL ISOLATION: _____ STCC # _____

PHYSICAL PROPERTIES

SPECIFIC GRAVITY: _____ VAPOR DENSITY: _____

BOILING POINT: _____ MELTING POINT: _____

VAPOR PRESSURE: _____ EXPANSION RATIO: _____

SOLUBILITY IN WATER: _____

FIRE HAZARDS

FLASH POINT: _____ AUTOIGNITION TEMP: _____

FLAMMABLE EXPLOSIVE RANGE: LEL: _____ UEL: _____

PRODUCTS OF COMBUSTION: _____

EXTINGUISHING AGENTS: _____

HEALTH HAZARDS

INHALATION: YES / NO INGESTION: YES / NO SKIN: YES / NO

EYES: YES / NO ABSORPTION: YES / NO CARCINOGEN: YES / NO

ACUTE EFFECTS: _____

CHRONIC EFFECTS: _____

EMERGENCY FIRST-AID: _____

REACTIVITY HAZARDS

REACTIVE WITH: _____

_____

_____

TOXICITY HAZARD

TIME-WEIGHTED AVERAGE (TWA): _____

SHORT TERM EXPOSURE LIMIT (STEL): _____

THRESHOLD LIMIT VALUE (TLV): _____

PERMISSIBLE EXPOSURE LIMIT (PEL): _____

IMMEDIATELY DANGEROUS TO LIFE AND HEALTH (IDLH): _____

CORROSIVITY HAZARD

CORROSIVE TO: SKIN: YES / NO RESP.: YES / NO

NEUTRALIZING AGENT: _____

RADIOACTIVE HAZARD

TYPE OF RADIATION EMITTED: _____

RESEARCH WORKSHEET CHEMICAL 2

CHEMICAL NAME: _____ HAZARD CLASS: _____

SHIPPING NAME: _____ ID #:_____

SYNONYMS: _____ NFPA 704: F____ H ____ R ____ S ____

_____

_____

INITIAL ISOLATION: _____ STCC # _____

PHYSICAL PROPERTIES

SPECIFIC GRAVITY: _____ VAPOR DENSITY: _____

BOILING POINT: _____ MELTING POINT: _____

VAPOR PRESSURE: _____ EXPANSION RATIO: _____

SOLUBILITY IN WATER: _____

FIRE HAZARDS

FLASH POINT: _____ AUTOIGNITION TEMP: _____

FLAMMABLE EXPLOSIVE RANGE: LEL: _____ UEL: _____

PRODUCTS OF COMBUSTION: _____

EXTINGUISHING AGENTS: _____

HEALTH HAZARDS

INHALATION: YES / NO INGESTION: YES / NO SKIN: YES / NO

EYES: YES / NO ABSORPTION: YES / NO CARCINOGEN: YES / NO

ACUTE EFFECTS: _____

CHRONIC EFFECTS: _____

EMERGENCY FIRST-AID: _____

REACTIVITY HAZARDS

REACTIVE WITH: _____

_____

_____

TOXICITY HAZARD

TIME-WEIGHTED AVERAGE (TWA): _____

SHORT TERM EXPOSURE LIMIT (STEL): _____

THRESHOLD LIMIT VALUE (TLV): _____

PERMISSIBLE EXPOSURE LIMIT (PEL): _____

IMMEDIATELY DANGEROUS TO LIFE AND HEALTH (IDLH): _____

CORROSIVITY HAZARD

CORROSIVE TO: SKIN: YES / NO RESP.: YES / NO

NEUTRALIZING AGENT: _____

RADIOACTIVE HAZARD

TYPE OF RADIATION EMITTED: _____

RESEARCH WORKSHEET CHEMICAL 3

CHEMICAL NAME: _____ HAZARD CLASS: _____

SHIPPING NAME: _____ ID #:_____

SYNONYMS: _____ NFPA 704: F____ H ____ R ____ S ____

_____

_____

INITIAL ISOLATION: _____ STCC # _____

PHYSICAL PROPERTIES

SPECIFIC GRAVITY: _____ VAPOR DENSITY: _____

BOILING POINT: _____ MELTING POINT: _____

VAPOR PRESSURE: _____ EXPANSION RATIO: _____

SOLUBILITY IN WATER: _____

FIRE HAZARDS

FLASH POINT: _____ AUTOIGNITION TEMP: _____

FLAMMABLE EXPLOSIVE RANGE: LEL: _____ UEL: _____

PRODUCTS OF COMBUSTION: _____

EXTINGUISHING AGENTS: _____

HEALTH HAZARDS

INHALATION: YES / NO INGESTION: YES / NO SKIN: YES / NO

EYES: YES / NO ABSORPTION: YES / NO CARCINOGEN: YES / NO

ACUTE EFFECTS: _____

CHRONIC EFFECTS: _____

EMERGENCY FIRST-AID: _____

REACTIVITY HAZARDS

REACTIVE WITH: _____

_____

_____

TOXICITY HAZARD

TIME-WEIGHTED AVERAGE (TWA): _____

SHORT TERM EXPOSURE LIMIT (STEL): _____

THRESHOLD LIMIT VALUE (TLV): _____

PERMISSIBLE EXPOSURE LIMIT (PEL): _____

IMMEDIATELY DANGEROUS TO LIFE AND HEALTH (IDLH): _____

CORROSIVITY HAZARD

CORROSIVE TO: SKIN: YES / NO STEL: YES / NO

NEUTRALIZING AGENT: _____

RADIOACTIVE HAZARD

TYPE OF RADIATION EMITTED: _____

RESEARCH WORKSHEET CHEMICAL 4

CHEMICAL NAME: _____ HAZARD CLASS: _____

SHIPPING NAME: _____ ID #:_____

SYNONYMS: _____ NFPA 704: F____ H ____ R ____ S ____

_____

_____

INITIAL ISOLATION: _____ STCC # _____

PHYSICAL PROPERTIES

SPECIFIC GRAVITY: _____ VAPOR DENSITY: _____

BOILING POINT: _____ MELTING POINT: _____

VAPOR PRESSURE: _____ EXPANSION RATIO: _____

SOLUBILITY IN WATER: _____

FIRE HAZARDS

FLASH POINT: _____ AUTOIGNITION TEMP: _____

FLAMMABLE EXPLOSIVE RANGE: LEL: _____ UEL _____

PRODUCTS OF COMBUSTION: _____

EXTINGUISHING AGENTS: _____

HEALTH HAZARDS

INHALATION: YES / NO INGESTION: YES / NO SKIN: YES / NO

EYES: YES / NO ABSORPTION: YES / NO CARCINOGEN: YES / NO

ACUTE EFFECTS: _____

CHRONIC EFFECTS: _____

EMERGENCY FIRST-AID: _____

REACTIVITY HAZARDS

REACTIVE WITH: _____

_____

_____

TOXICITY HAZARD

TIME-WEIGHTED AVERAGE (TWA): _____

SHORT TERM EXPOSURE LIMIT (STEL): _____

THRESHOLD LIMIT VALUE (TLV): _____

PERMISSIBLE EXPOSURE LIMIT (PEL): _____

IMMEDIATELY DANGEROUS TO LIFE AND HEALTH (IDLH): _____

CORROSIVITY HAZARD

CORROSIVE TO: SKIN: YES / NO STEL: YES / NO

NEUTRALIZING AGENT: _____

RADIOACTIVE HAZARD

TYPE OF RADIATION EMITTED: _____

CHEMICAL PROTECTIVE CLOTHING WORKSHEET

(1) **Chemical name**: _____ UN Number: _____

a. Determine level of protective clothing required.

_____ Structural _____ Level B CPC _____ Level A CPC _____ Flash Protection

b. Determine compatible suit material: _____

c. Reference used for suit material determination: _____

(2) **Chemical name**: _____ UN Number: _____

a. Determine level of protective clothing required.

_____ Structural _____ Level B CPC _____ Level A CPC _____ Flash Protection

b. Determine compatible suit material: _____

c. Reference used for suit material determination: _____

(3) **Chemical name**: _____ UN Number: _____

a. Determine level of protective clothing required.

_____ Structural _____ Level B CPC _____ Level A CPC _____ Flash Protection

b. Determine compatible suit material: _____

c. Reference used for suit material determination: _____

(4) **Chemical name**: _____ UN Number: _____

a. Determine level of protective clothing required.

_____ Structural _____ Level B CPC _____ Level A CPC _____ Flash Protection

b. Determine compatible suit material: _____

c. Reference used for suit material determination: _____

POISON CONTROL INFORMATION FORM

PROVIDE THE FOLLOWING INFORMATION (IF POSSIBLE)
TO THE POISON CONTROL CENTER:

1. YOUR NAME: _____

2. HOSPITAL NAME: _____

3. YOUR TELEPHONE CALLBACK NUMBER: _____

4. YOU HAVE: _____ SINGLE PATIENT _____ MULTIPLE PATIENTS

5. YOU HAVE: _____ CHEMICAL(S) INVOLVED

6. THE NAME(S) OF THE CHEMICAL(S) IS/ARE *(ENSURE CORRECT SPELLING)*:
   _____
   _____

7. THE PHYSICAL STATE(S) OF THE CHEMICAL(S) WAS/WERE:

   _____ GAS _____ VAPOR _____ LIQUID

8. THE CONCENTRATION/DOSAGE OF EXPOSURE WAS:
   _____
   _____

9. THE ROUTE(S) OF EXPOSURE WAS/WERE:

   _____ INHALATION/INGESTION _____ DERMAL EXPOSURE/INJECTION

10. THE LENGTH OF EXPOSURE WAS: _____

11. THE SYMPTOMS OBSERVED WERE: _____
    _____

12. SYMPTOMS STARTED _____

13. THE PROGRESSION OF THE SYMPTOMS WAS: _____
    _____

14. THE FOLLOWING TREATMENT HAS ALREADY BEEN ADMINISTERED:

    (If none, so state) _____

CHECKLIST

SAFETY OFFICER

Incident #:	Incident date:	Time:
Date Operations Terminated:		Time:

Total Time of Alarm: _____ days _____ hours _____ minutes
Nature of Incident:
Location: Isolation Perimeter Size: ECP Location:
Incident Commander:

INCIDENT PROFILE

Time	*Initials*	
		Received from research a description of the incident
		Chemical information
		Site layout and description
		Weather information
		Health effects of exposure
		Hot, warm, and cold zone specifications
		From the HazMat branch officer and Incident Commander, obtain an overview of the incident
		Consider potential for terrorist/WMD involvement

SITE SAFETY

Time	*Initials*	
		Hazard zones established and communicated to Incident Commander, HazMat branch officer, and operating personnel.
		Hazard zones are adequate for current weather conditions.
		Identify hazardous situations associated with the incident.
		Evaluate weather, wind direction, and speed
		Review site plan layout (should be drawn)
		Incident command post in safe location
		Staging areas in safe location
		Positioning of companies and personnel evaluated
		Review incident mitigation plan
		Confirm with medical officer; hospital identified and notified

		All personnel on-site wearing proper protective clothing (safety shoes, helmet, coveralls, eye and ear protection)
		Monitor and evaluate site practices of each unit
		Recommend corrective action as necessary to prevent injury or exposure
		Monitor and evaluate site practices by other agencies
		Investigate accidents that have occurred within incident area

EMERGENCY PROCEDURES

Time	***Initials***	
		Evacuation signal established and communicated to all personnel
		Evacuation plan and travel routes identified
		Procedure to decontaminate and treat injured members ready
		Procedure to decontaminate and treat exposed or contaminated members ready

HEALTH AND SANITATION

Time	***Initials***	
		Rehabilitation area established and staffed
		Area protected from weather, available for staging
		Washing facility set up
		Food / drink handling procedure established
		Toilet facilities available
		Shower facility available

OFFICERS BRIEFING

Time	*Initials*	
		Prepare report on unit status
		Evaluate unit readiness for mitigation plan

OPERATIONS

Time	*Initials*	
		Personnel operating equipment are qualified and familiar with the equipment
		Arrange a “dry run” with equipment and techniques
		Entry officer assigned for each entry team
		Entry teams briefed concerning hazards and procedures
		Hazard and procedures briefing by unit leader

TERMINATION

Time	*Initials*	
		Monitor site for safe work practices (routine and hazardous material)
		Prepare a report for the Incident Commander concerning safety for follow-up operations

ENTRY UNIT ACCOUNTABILITY LOG *(completed by HazMat Branch Safety Officer)*

Team 1: _____

Team 2: _____

Team 3: _____

Team 4: _____

Team 5: _____

Team 6: _____

(Annotate times that each area was accomplished)

Equipment/Item	*Team 1*	*Team 2*	*Team 3*	*Team 4*	*Team 5*	*Team 6*
Dressed in jumpsuit						
Medical pre-entry screening completed						
Personal items tagged and secured						
Spare clothing tagged, moved to decon						
CPC compatible with material(s)						
CPC suit serial number Check: Zippers, seams, stitching Gloves (inner and outer) Boots Helmet						
SCBA Check: Cylinder full Low air alarm Pass device Facepiece						

Communications Proper channel Equipment tested						
Safety hand signals reviewed						
Emergency signals reviewed						
Hydrated (water or gatorade type fluid)						
Mitigation lan reviewed Briefing by research officer Briefing by HazMat branch officer Objectives clear Tools and equipment ready						
Operations – entry officer briefing						
ON AIR TIME						
SCBA seal check						
Suit closed Zippers and seal checked Radio check						
Decon **OFF AIR TIME**						
Medical post screening complete						
TO REHAB						

DECONTAMINATION UNIT ACCOUNTABILITY LOG

(completed by HazMat branch safety officer)

Team 1: _____

Team 2: _____

Team 3: _____

Team 4: _____

Team 5: _____

Team 6: _____

(Annotate times that each area was accomplished)

Equipment/Item	*Team 1*	*Team 2*	*Team 3*	*Team 4*	*Team 5*	*Team 6*
Dressed in jumpsuit						
Medical pre-entry screening completed						
Personal items tagged and secured						
Spare clothing tagged, moved to decon						
CPC compatible with material(s)						
CPC suit serial number Check: Zippers, seams, stitching Gloves (inner and outer) Boots Helmet						
SCBA Check: Cylinder full Low air alarm Pass device Facepiece						

Communications Proper channel Equipment tested						
Safety hand signals reviewed						
Hydrated (water or gatorade type)						
Emergency signals reviewed						
Decontamination plan reviewed Briefing by research officer Briefing by HazMat branch officer Objectives clear Tools and equipment ready						
Operations – decontamination officer briefing						
ON AIR TIME						
SCBA seal check						
Suit closed Zippers and seal checked Radio check						
Decon **OFF AIR TIME**						
Medical post screening complete						
TO REHAB						

SITE SAFETY PLAN

SITE DESCRIPTION

Date _____ Time of incident _____

Time of arrival _____ Time incident concluded _____

Location _____

_____

Hazards

- ❑ Corrosivity
- ❑ Flammability
- ❑ Radioactivity
- ❑ Oxygen deficiency
- ❑ Toxicity
- ❑ Other

Area affected _____

_____

Sensitive areas _____

_____

Surrounding population _____

_____

_____

Topography _____

_____

Weather conditions _____

_____

NOTES:

ENTRY OBJECTIVES

List the objectives and tasks to be accomplished during each entry to the contaminated area.

Objectives	Tasks

NOTES:

ON-SCENE ORGANIZATION

REMEMBER:

1. One person may carry out more than one job function.
2. Job functions are to be assigned on an as needed basis.
3. All personnel arriving or departing the scene should log in and out with the personnel accountability officer.
4. All on-scene activities must be cleared through the Incident Commander.

List the personnel designated to carry out the stated job functions.

Job function	Person assigned
Incident Commander	
Safety officer	
Information officer	
Liaison officer	
Operations section chief	
Planning section chief	
Logistics section chief	
Administration/finance section chief	
ERT members	
Federal agency representatives (e.g., EPA)	
State agency representatives	
Local agency representatives	
Contractors	

NOTES:

ON-SCENE CONTROL

_____ has been designated to coordinate access control and security on-scene. All personnel arriving and departing the scene will be required to log in and out with the designee.

Name of individual or agency

Complete each item below and include each item on the SITE DIAGRAM on the page that follows.

- ❑ A safe perimeter has been Established at a distance of _____
- ❑ The incident command post has been established at _____
- ❑ Staging area(s) has (have) been established at _____
- ❑ Hazard control zones (hot, warm, and cold) and boundaries have been established.
- ❑ Boundaries have been identified by marking of zones.

NOTES:

SITE DIAGRAM

N W	E
S	

HAZARD EVALUATION

List the material(s) that is (are) known or suspected to be on-scene. Include the concentration of each, if known, and the primary hazards.

Material(s) involved	Concentration (if known)	Primary hazards

List the additional hazards that are expected on-scene (e.g., slippery ground, uneven terrain, noise, etc.):

List the effects that are expected as a result of changes in weather conditions (e.g., change in plume due to wind shift, reaction to precipitation, etc.)

❑ SDS(s) for material(s) involved is (are) attached.

NOTES:

PERSONAL PROTECTIVE EQUIPMENT

List each material and the protective clothing compatibility requirements.

Material(s) involved	Protective clothing compatibility requirements

Based on an evaluation of potential hazards, circle the levels of personal protection that have been designated for each location and job function.

Location	Job function	Level of protection
Hot zone		A B C D Other _____
		A B C D Other _____
		A B C D Other _____
		A B C D Other _____
Warm zone		A B C D Other _____
		A B C D Other _____
		A B C D Other _____
		A B C D Other _____

Specify the protective equipment for each level of protection.

Level	Item	Specification
A	Chemical vapor-tight suit SCBA Additional items:	
B	Chemical splash clothing SCBA Additional items:	(type) _____
C	Chemical splash clothing Air purifying respirator Additional items:	(type) _____ (filtering medium) _____
D	Additional items:	

REMEMBER:

NO changes to the specified levels of protection shall be made without the approval of the safety officer and the Incident Commander.

NOTES:

ON-SCENE WORK PLANS

List the personnel for each of the assignments and the tasks each will perform.

Assignments	Tasks
Entry unit leader	
Entry team 1	
Entry team 2	
Entry team 3	
Entry team 4	
Backup team	
Decontamination officer	
Decontamination unit	

Personnel were briefed on the contents of this plan at _____.
(time)

NOTES:

COMMUNICATIONS PROCEDURES

List the channels for each designation.

Channel	Designation
	Personnel in the hot zone.
	All other on-scene communications.

_____ has been designated to indicate that all personnel should leave the hot zone.
(e.g., horn blast, siren, etc.)

_____ has been designated to indicate that the incident scene should be evacuated.
(e.g., horn blast, siren, etc.)

_____ is the on-scene phone number for the incident command post.

❑ Assembly points have been designated based on the layout and location of emergency response units.

The following standard hand signals will be used in support of line-of-sight communications.

Hand signal	Meaning
Hand gripping throat	Out of air or can't breathe
Grip partner's wrist or both hands around waist	Leave area immediately
Hands on top of head	Need immediate assistance
Thumbs up	OK, or I am all right or I understand
Thumbs down	No, negative
Thumb and index finger touching to form a circle	Are you okay?

NOTES:

DECONTAMINATION PROCEDURES

❑ Personnel and equipment leaving the hot zone have been thoroughly decontaminated.

Specify the stations and methods of decontamination used. Provide a diagram of each station on the page that follows.

Station	Description/methods
1	
2	
3	
4	
5	
6	
7	
8	
9	

List the decontamination solutions used.

List the stations emergency decontamination will include.

List the decontamination equipment required.

DECON DIAGRAM(S)

NOTES:

_____ has been designated as medical officer.
Name of individual

Emergency Medical Care

_____ are the advanced first aid personnel standing-by with medical equipment and transportation capability.

_____
Name of individual(s)

_____ has been designated as the medical facility.
Name of medical facility

List the important information for the medical facility above.

Point-of-contact _____

Telephone number _____

Fax number _____

Response time to facility _____

_____ was contacted and briefed on the situation, the potential hazards, and the materials involved at _____.
Name of individual (time)

List the on-scene location of the first aid equipment below.

First aid kit _____

Emergency eye wash _____

Emergency shower _____

Other _____

List the emergency medical information for each of the materials present.

Material	Exposure symptoms	First aid instructions

List any personnel sampling procedures being performed on any on-scene personnel (e.g., sampling pumps, air monitors, etc.)

_____

_____

_____

List any heat stress monitoring procedures being performed on any on-scene personnel (e.g., monitoring body temperature, body weight, pulse rate, etc.)

EMERGENCY MEDICAL PLAN:

Air Monitoring

Specify each air monitoring instrument, manufacturer and model number, and interval of monitoring.

Instrument	Manufacturer/model #	Interval of monitoring
Combustible gas indicator		continuous / hourly / daily / other _____
Oxygen monitor		continuous / hourly / daily / other _____
Colorimetric tubes (type) _____ _____ _____ _____	 _____ _____ _____ _____	 continuous / hourly / daily / other _____ continuous / hourly / daily / other _____ continuous / hourly / daily / other _____ continuous / hourly / daily / other _____
Flame ionization detector (FID, OVA)		continuous / hourly / daily / other _____
Photoionization detector (PID)		continuous / hourly / daily / other _____
Other: _____ _____ _____	 _____ _____ _____	 continuous / hourly / daily / other _____ continuous / hourly / daily / other _____ continuous / hourly / daily / other _____

Emergency Procedures

REMEMBER: Emergency procedures should be modified as required for each incident.

The following standard emergency procedures will be used by on-scene personnel. The safety officer shall be notified of any on-scene emergencies and be responsible for ensuring that the appropriate procedures are followed.

Emergency	Procedure
Personnel injury in the hot zone	❑ Sound the designated emergency signal of _____. ❑ Assemble all on-scene personnel at the decontamination area for assignment. ❑ The backup team takes up position at the leading edge of the decontamination area and awaits instructions to effect the rescue of the entry team. ❑ The safety officer and Incident Commander evaluate the nature of the injury, and the affected person is decontaminated to the extent possible prior to movement to the warm zone. ❑ The on-scene medical personnel initiate the appropriate first aid, and contact is made for an ambulance and with the designated medical facility (if required). ❑ No persons re-enter the hot zone until the cause(s) of the injury or symptoms are determined.
Personnel injury in the warm zone	❑ The Incident Commander and safety officer assess the nature of the injury. ❑ If the cause of the injury or loss of the injured person does not affect the performance of on-scene personnel, operations may continue, with the on-scene medical personnel initiating the appropriate first aid and follow-up as stated above. ❑ If the injury increases the risk to others, the designated emergency signal shall be sounded and all on-scene personnel shall move to the decontamination area for further instructions. Activities on-scene will stop until the added risk is removed or minimized.

Emergency	Procedure
Fire/explosion	❑ *Sound the designated emergency signal of* _____. ❑ *The fire department shall be alerted and all personnel moved to a safe distance from the involved area.*
Personal protective equipment failure	❑ If any on-scene personnel experience a failure or alteration of protective equipment that affects the protection factor, that person and his/her buddy shall immediately leave the hot zone. ❑ Re-entry shall not be permitted until the equipment has been repaired or replaced.
Other equipment failure	❑ If any other equipment on-scene fails to operate properly, the Incident Commander and safety officer shall be notified and then determine the effect of this failure on continuing operations on-scene. ❑ If the failure affects the safety of personnel or prevents completion of the planned tasks, all personnel shall leave the hot zone until the situation is evaluated and appropriate actions taken.
Site evacuation	❑ Initiate the designated emergency contact method of _____. ❑ Each division/group assembles at the designated locations.

List the emergency escape routes designated for use in situations where egress from the hot zone cannot occur through the decontamination area.

_____

_____

_____

In all situations, when an on-scene emergency results in evacuation of the hot zone, personnel shall not re-enter until:

1. The conditions resulting in the emergency have been corrected.
2. The hazards have been reassessed.
3. The site safety plan has been reviewed.
4. On-scene personnel have been briefed on any changes in the site safety plan.

NOTES:

DOCUMENTATION

All on-scene personnel have read the above plan and are familiar with its provisions.

Title	Name (printed)	Signature
Incident Commander		
Safety officer		

APPENDIX 4

Hazardous Materials Facilities and Locations

Facility Name	Substance(s)	Location of Inspection Data Sheets	Visual Inspection	Monitoring
ACE Hardware	paint, resins, pesticides, solvents, grease, oil, fertilizers, herbicides, alcohol, various chemicals	on site	daily inspections should be performed by personnel	heat/smoke, sprinkled
Air Safety Avionics Testing & Integration Facility	coolanol, jet fuel, hydraulic fluid	on site	the tank should be inspected by operating personnel when emptying waste oils into the tanks	perform daily tank gauging, sprinkled
Air Safety Maintenance Hangar	hydraulic oils, spray pints, cleaning solvents, various substances	on site	the building should be inspected daily by operating personnel	infer-red, heat and smoke, deluge system
Air Safety Maintenance Area	cleaning solvents, oils, lubricants, spray paints, jet fuel	on site	the building should be inspected daily by operating personnel	infer-red, heat and smoke, AFFF deluge
Air Safety Fuels Fill Stand and Tanks	diesel and unleaded fuels	generator's HW notebook	daily inspections should be performed by personnel	none
Air Safety Refueller Checkpoint	JP-8, POL contaminated water, oils, grease	generator's HW notebook	daily inspections should be performed by personnel	none
Bay City EXXon	oils, lubricants, diesel and unleaded fuels	generator's HW notebook	daily inspections should be performed by personnel	none
BioTech	anhydrous ammonia, radioactive materials, bio-hazard materials	generator's HW notebook	daily inspections should be performed by personnel	mounted monitors in lab, heat/smoke, halon/sprinkled
Briggs/Morgan Pharmacy	waste JP-8, oil lube oil, synthetic oil, hydraulic fluid	generator's HW notebook	daily inspections should be performed by personnel	heat/smoke, sprinkled

Facility Name	Substance(s)	Location of Inspection Data Sheets	Visual Inspection	Monitoring
Chem Solutions Fabrication Laboratory	ferric chloride, hydrochloric acid, and stoddard solvent	generator's HW notebook	the site should a least be inspected weekly when storing hazardous waste	heat/smoke, sprinkled
Clean Brite Dry Cleaners	carbon tetrachloride	generator's HW notebook	daily inspections should be performed by personnel	heat/smoke
Corner Gulf Station	diesel and unleaded fuels	generator's HW notebook	on site	none
Daily Gazette	ink, hypochlorite solution	on site	daily inspections should be performed by personnel	heat/smoke, sprinkled
Dana Point Wastewater Treatment Facility	chlorine, synthetic polymers, anaerobic digester sludge, waste water	on site	daily inspections should be performed by personnel	none
D. L. Morris Photographic Lab	used fixer, developer and replenishing agents	generator's HW notebook	the site should a least be inspected weekly when storing hazardous waste	heat/smoke, sprinkled
Economy Plating Facility	acids, heavy metals	generator's HW notebook	daily inspections should be performed by personnel	heat/smoke
Fiveash Municipal Water Treatment Plant	chlorine gas	on site	daily inspections should be performed by personnel	none
Foreign Car Experts	oil, lube oil, synthetic oil, hydraulic fluid	generator's HW notebook	daily inspections should be performed by personnel	none
Hargrove Municipal Pool	crystallized hypochlorite	on site	daily inspections should be performed by personnel	none

Facility Name	Substance(s)	Location of Inspection Data Sheets	Visual Inspection	Monitoring
Home Depot	paint, resins, pesticides, solvents, grease, oil, fertilizers, herbicides, alcohol, various chemicals	on site	daily inspections should be performed by personnel	heat/smoke, sprinkled
Jiffy Lube	oils, transmission fluid, lubricates, solvents	on site	daily inspections should be performed by personnel	none
Kinkos	ink, toner, alcohol	on site	daily inspections should be performed by personnel	heat/smoke, sprinkled
Lake Point Community Pool	crystallized hypochlorite	on site	daily inspections should be performed by personnel	none
Lake View Appliance Repair	freon gas	on site	daily inspections should be performed by personnel	none
Main Street Dry Cleaners	carbon tetrachloride	on site	daily inspections should be performed by personnel	none
McHenry's Farm Supply	pesticides, solvents, fertilizers, herbicides	on site	daily inspections should be performed by personnel	none
Optimal Blood Services	biotech hazard			
Ralph's Rock Quarry	explosives	on site	daily inspections should be performed by personnel	none
Rich's RV Center	propane gas	on site	daily inspections should be performed by personnel	none

Facility Name	Substance(s)	Location of Inspection Data Sheets	Visual Inspection	Monitoring
Seven Seas Boatyard and Marina	corrosives, solvents, mercury & lead-based paints, acids, bases, various materials	on site	daily inspections should be performed by personnel	none
Steve's Hardware	paint, resins, pesticides, solvents, grease, oil, fertilizers, herbicides, alcohol, various chemicals	on site	daily inspections should be performed by personnel	heat/smoke
Suburban Propane	propane gas	on site	daily inspections should be performed by personnel	none

APPENDIX 5

Federal Reporting Requirements

and

Procedures

NATIONAL RESPONSE CENTER
REPORTING REQUIREMENTS AND PROCEDURES

The National Response Center (NRC) maintains a 24 hour per day, 7 day a week, 365 day a year Operations Center where all information is received via the toll-free number, entered directly into an on-line database system, and electronically disseminated as part of the National Response System. Once contacted, the NRC Duty Officer will guide the caller through a detailed series of questions based on the Standard Report Form to gather as much information as possible concerning the spill or release. The information is immediately entered into the Incident Reporting Information System (IRIS) and based on several pre-established criteria including material involved, mode of transportation, injuries, damage, and fatalities, select federal agency notification will take place within 15 minutes of receipt. When any of the following incidents occur, the responsible party via the toll free number should immediately contact the NRC. If you see or discover an oil spill or release of chemicals and are NOT the responsible party, you should contact the NRC with whatever information you have.

1-800-424-8802

Reporting Requirements

Oil Spills

Section 3 1 1 (b)(5) of the Federal Water Pollution Control Act, Section 306(a) of the Outer Continental Shelf Lands Act Amendments of 1978, and Section 16(b) of the Deepwater Ports Act of 1974, require that the responsible party notify the National Response Center as soon as knowledgeable of an oil spill from a vessel or facility operating:

In or along U.S. navigable waters
On the Outer Continental Shelf
In a deepwater port
From a vessel transporting oil from the Outer Continental Shelf

Chemical Releases

The Comprehensive Environmental Response, Compensation, and Liability Act requires that all releases of hazardous substances (including radionuclides) exceeding reportable quantities, be reported by the responsible party to the NRC. Title 40 of the Code of Federal Regulations Part 302 promulgates reportable quantities and reporting criteria. SARA Title III requires that all extremely hazardous chemicals that exceed reportable quantities be reported to the NRC as well as to the State Emergency Response Center (SERC) and the Local Emergency Planning Committee (LEPC). Title 40 of the Code of Federal Regulations, Part 355, promulgates reportable quantities and reporting criteria.

Transportation Accidents

Transportation accidents involving hazardous materials, including radioactive substances, must be reported to the NRC immediately by the carrier when, as a direct result of the materials:

A person is killed
A person receives injuries requiring hospitalization
Property damage exceeds $50,000
Fire, breakage, or spillage of an etiologic agent occurs

Further details can be found in 49 CFR 171.15.

Liquid Pipeline Releases

The responsible party must call the NRC when a pipeline system failure releases a hazardous liquid or carbon dioxide, which causes any of the following:

An explosion or fire
An escape to the atmosphere of more than five barrels a day of highly volatile liquid or carbon dioxide
A death or injury
Property damage exceeding $5,000
Pollution of any body of water
An incident deemed significant by the operator

Further details can be found in 49 CFR 195.52.

Gas Pipeline Releases

Releases of any toxic, corrosive or flammable gas, liquefied natural gas (LNG) or gas from an LNG facility must be reported to the NRC by the responsible party when:

A death or injury involving patient hospitalization occurs
More than $50,000 damage occurs (including cost of lost gas)
The release results in the emergency shutdown of an LNG facility
The operator deems an incident significant

Further details can be found in 49 CFR 191.5.

Terrorist/WMD Initiated Incidents (see Appendix 8)

The Chemical/Biological Hotline (1-800-424-8802) was established by a Memorandum of Agreement between the National Response Center and the Soldier and Biological Chemical Command (SBCCOM) which was signed during the summer of 1997. SBCCOM is the Department of Defense lead agency for execution of the Domestic Preparedness sections of Public Law 104-201, "Defense against Weapons of Mass Destruction". Section 1412 of the Public Law, and additional tasking from the DOD Director of Military Support (DOMS) required SBCCOM to establish this Hotline for providing technical assistance to emergency responders for Chemical and Biological incidents.

The Chemical and Biological Hotline is manned by the National Response Center (NRC) and operates 24 hours a day, 365 days a year. NRC Duty Officers take reports of actual or potential domestic terrorism and link emergency calls with SBCCOM for technical advice on dealing with weapons of mass destruction and with the Federal Bureau of Investigation (FBI) to initiate the federal response actions. The NRC also provides reports and notifications to other federal agencies as necessary.

Other Releases

The emergency coordinator at the facility must report discharges from a hazardous waste treatment or storage facility. Abandoned dump or waste sites should be reported by anyone having knowledge of such a site.

What Information Will the NRC Need? http://www.nrc.uscg.niil/index.htm

Who you are:

Your name, address, and phone number
The name, address, and phone number of the responsible party, if known
Anonymous calls are accepted

What happened:

What material was released?
How much was released?

When it happened:

When did it happen?
When did you discover it?

Where it happened:

City, county, state
Location, nearest street corner or landmark

Why it happened:

How did it happen?
What caused the discharge?

APPENDIX 6

Federal Report Form

NATIONAL RESPONSE CENTER: INCIDENT REPORT FORM

REPORTING PARTY	SUSPECTED RESPONSIBLE PARTY
Last Name:	Last Name:
First Name:	First Name:
Phone:	Phone:
Company:	Company:
Position:	Position:
Address:	Address:
City:	City:
State/ZIP:	State/ZIP:
Were materials released ? ❑ Yes ❑ No	Request Caller Confidentiality ? ❑ Yes ❑ No
Meeting Federal Requirements by Calling for Responsible Party ? ❑ Yes ❑ No	
INCIDENT SOURCE AND CAUSE	
Source/Cause:	
Date: _____Time: _____	❑ Occurred ❑ Discovered
Type: ❑ Air ❑ Fixed Facility ❑ Highway ❑ Marine ❑ Offshore ❑ Offshore Unknown ❑ Pipeline ❑ Grade Crossing ❑ Railroad ❑ Unknown	
Cause: ❑ Dumping ❑ Equipment Failure ❑ Natural Phenomenon ❑ Operator Error ❑ Transport Accident ❑ Unknown	
Railroad Hotline ?: ❑ Yes ❑ No	Vessel/Vehicle Number:
Continuous Release Type:	Continuous Release #:
INCIDENT LOCATION	
Incident Address/Location:	Nearest City:
State:	County/ZIP:
Distance from City:	Direction from City:
Section:	Township: _____Range: ____
Container Type: ____ Capacity: ____	Facility Capacity:
Latitude:	Longitude:
Offshore Area ID: ____ Block: ____	Milepost:

MATERIAL INVOLVED			
Chris Code _____ Amt ____ Unit _____ Material Name _____ Amt in Water ____ Unit ____			
Chris Code _____ Amt ____ Unit _____ Material Name _____ Amt in Water ____ Unit ____			
Chris Code _____ Amt ____ Unit _____ Material Name _____ Amt in Water ____ Unit ____			
Chris Code _____ Amt ____ Unit _____ Material Name _____ Amt in Water ____ Unit ____			
Chris Code _____ Amt ____ Unit _____ Material Name _____ Amt in Water ____ Unit ____			
Chris Code _____ Amt ____ Unit _____ Material Name _____ Amt in Water ____ Unit ____			
REMEDIAL ACTION			
Actions Taken:			
Air Corridor Closed? ❑ Yes ❑ No		Roads Closed? ❑ Yes ❑ No	
Number of Injuries:		Number of Fatalities:	
Evacuations? ❑ Yes ❑ No		Number Evacuated:	
Damage? ❑ Yes ❑ No		Damage in Dollars:	
Medium Affected:			
CALLER NOTIFICATIONS			
❑ Environmental Protection Agency ❑ US Coast Guard ❑ State Agency ❑ Other			
NRC REPORT NUMBER #:			
This number is assigned by an NRC Duty Officer upon receipt of the report			

APPENDIX 7

CHEMTREC Reporting Guidelines

EMERGENCY ASSISTANCE GUIDELINES

In the event of a chemical emergency, CHEMTREC can execute a thorough emergency response even with very little information. **While it is not necessary to have all of the following information to receive assistance, please provide us with as much detail as possible.**

CALLER'S NAME AND TITLE: _____

CALLER'S COMPANY OR ORGANIZATION: _____

CALLER'S LOCATION: _____

AT LEAST ONE CALLBACK NUMBER, WITH AREA CODE: _____
(IF YOU USE A CELLULAR PHONE, POST THE NUMBER IN CASE THE CALLER IS NOT FAMILIAR WITH IT.)

DISPATCH CENTER NUMBER, IF AVAILABLE/APPROPRIATE: _____

FAX NUMBER: _____

LOCATION OF THE INCIDENT: _____

WEATHER CONDITIONS: _____

TIME INCIDENT OCCURRED (OR ESTIMATE): _____

SHIPPING PAPERS: _____

UN, NA (PLACARD) OR STCC NUMBER OF THE PRODUCT(S): _____

_____

NAME OF THE PRODUCT(S), PREFERABLY A TRADE NAME: _____

_____

CARRIER: _____

SHIPPER AND POINT OF ORIGIN: _____

CONSIGNEE AND DESTINATION: _____

TYPE OR DESCRIPTION OF CONTAINER/PACKAGE: _____

_____

CONTAINER NUMBERS AND/OR MARKINGS: _____

_____

BRIEF DESCRIPTION OF INCIDENT AND ACTIONS TAKEN: _____

_____

NUMBER AND TYPE OF INJURIES/EXPOSURES: _____

AMOUNT OF PRODUCT(S) INVOLVED AND RELEASED: _____

IS THERE SPECIFIC INFORMATION NEEDED AS A PRIORITY?

SDS _____

Protective Clothing _____

Medical Assistance _____

Other: _____

ARE ANY INDUSTRY REPRESENTATIVES ON-SCENE OR HAVE ANY BEEN CONTACTED? (DRIVER, PLANT MANAGER, ETC.)

For Chemical Emergency Spill, Leak, Fire, or Exposure

(800) 424-9300 (24 hrs.) (703) 527-3887 (Outside the U.S.)

APPENDIX 8

WMD Response Requirements

<u>INTRODUCTION</u>: MODIFIED EXCERPTS FROM THE CJCS CONPLAN 0500 (U), which provides for the conduct of military assistance to domestic consequence management (CM) operations in response to a chemical, biological, radiological, nuclear, or high-yield explosive (CBRNE) used by terrorist and referred to by many as Weapons of Mass Destruction (WMD) Incidents

ANNEX C TO CJCS CONPLAN 0500-98
OPERATIONS

REFERENCES:

a. Federal Emergency Management Agency, 9230-1-PL, April 1999, Federal Response Plan (FRP) with Terrorism Incident Annex.

b. Title 42, United States Code, Sections 5121, et seq., "The Robert T. Stafford Disaster Relief and Emergency Assistance Act" as amended (referred to herein as "the Stafford Act")

c. Federal Emergency Management Agency, 1 May 1996, Federal Radiological Emergency Response Plan

d. Environmental Protection Agency, September 1994 (40 CFR300), National Oil and Hazardous Substances Pollution Contingency Plan

e. Unified Command Plan, 29 September 1999

f. CJCSI 3125.01, 1 May 2001, "Military Assistance to Domestic Consequence Management Operations in Response to a Chemical, Biological, Radiological, Nuclear, or High-Yield Explosive Situation"

g. DOD Directive 3025.1, 15 January 1993, "Military Support to Civil Authorities"

h. DOD Directive 3025.15, 18 February 1997, "Military Assistance to Civil Authorities"

i. USG Interagency Domestic Terrorism Concept of Operations Plan, 16 January 20001

j. SECDEF Memorandum, 1 April 2000, "Consequence Management Responsibilities within the Department of Defense for Incidents involving Chemical, Biological, Radiological, Nuclear, and High Yield Explosives (CBRNE-CM)"

k. SECDEF Memorandum, 10 August 2000, "Management of DOD Operational Response to the Consequences of Certain Incidents Involving Chemical, Biological, Radiological, Nuclear, and High Yield Explosives"

l. Joint Pub 3-07.7, "Joint Tactics, Techniques, and Procedures for Domestic Support Operations (DRAFT)"

1. General

a. Purpose. This annex provides general planning guidance as a basis for preparing and executing detailed plans for domestic consequence management (CM) operations within the continental United States (CONUS), Alaska, Hawaii, the District of Columbia, the Commonwealth of Puerto Rico, the US Virgin Islands, Guam, American Samoa, and the Commonwealth of the Northern Mariana Islands. Two former trust territories (but now independent countries) also are deemed eligible for assistance under the Compact of Free Association - the Republic of the Marshall Islands (until 21 October 2001) and the Federated States of Micronesia (until 3 November 2001).

b. Mission. When directed by the NCA, DOD forces will prepare for and conduct CM operations in support of the Lead Federal Agency (LFA) to mitigate the effects of chemical, biological, radiological, nuclear, or high-yield explosives (CBRNE) situation in the United States, its territories, and possessions.

c. Alliance Plans. Not applicable.

d. Area of Operations. Implementation of this plan will be within the domestic United States as defined above in paragraph 1.a. The area of operations includes the immediate landmass, sea, and airspace within the area defined above. The specific geographic boundaries of the area of operation will be defined by CJCS in the appropriate Order in preparing for or responding to a CBRNE situation.

2. Concept of Operations

a. General

i. This plan is designed to provide for a rapid and flexible response by DOD forces in the event of a domestic CBRNE situation after a request from the LFA and approval and direction from the Secretary of Defense (SECDEF). It also provides for a clear chain of command over DOD forces deployed in support of the LFA.

ii. Before a Presidential Declaration under the Stafford Act, DOD may provide support to Federal agencies by requests for assistance under other civilian response/disaster plans. Once a decision has been made by the President (POTUS) to issue a Presidential declaration and to provide Federal assistance, the LFA will coordinate the required military assistance with DOD. Federal Response Plan (FRP) primary agencies may coordinate with DOD; however, the Lead Federal Agency (LFA)/lead agency for CM must provide the formal RFA. All official initial requests for CBRNE CM assistance will enter through the

DOD Executive Secretary. The DEPSECDEF will determine whether or not the CBRNE situation warrants special management procedures and channels. If the determination is that the CBRNE situation does not warrant special management, the request for assistance (RFA) is passed to the Secretary of the Army / Director of Military Support (DOMS) for execution. This Chairman's CONPLAN may be used as a reference. If, however, the determination is made that the situation warrants special management, this CONPLAN will be executed. The RFA is passed to the Joint Staff J3, which will serve as the Office of Primary Responsibility (OPR) and issue appropriate Orders from SECDEF to the affected CINCs, Services, and agencies. Whether special management procedures are used or not, the procedures and personnel on the ground (tactical) remain the same. The difference in special management is seen purely at the national level with no impact to tactical operations and is transparent to personnel executing CM operations. The DOD LNOs at Federal designated agencies will have the responsibility of ensuring that the appropriate DOD personnel are notified.

iii. The appropriate regional CINC will be designated as the supported CINC, depending on the location of the event. As necessary, the supported CINC will activate and deploy a joint task force (JTF) to serve as the command and control (C2) node for the designated DOD CM forces responding to the event. The commander of the JTF will command all CINC-deployed DOD forces.

iv. A Defense Coordinating Officer (DCO) will likely be the initial DOD representative on-site. The DCO will coordinate DOD support to the LFA through the Federal Coordinating Officer (FCO) at the Disaster Field Office (DFO) or the Joint Operations Center (JOC). When the DOD C2 headquarters is deployed, it will accept OPCON of the DCO. However, the DCO remains the point of contact for the FCO in accordance with the FRP. Once DOD forces have been deployed, RFAs for DOD support will be coordinated through the DCO under the procedures delineated in the FRP.

v. Principle of Immediate Response. When imminently serious conditions resulting from any civil emergency or attack may require immediate action, local military commanders and responsible officials of the DOD components may take such actions as may be necessary to save lives, prevent human suffering, and mitigate great property damage. When such conditions exist and time does not permit prior approval from higher headquarters, commanders or officials acting under Immediate Response Authority may take necessary action to respond to requests of civil authorities. They must advise the SECDEF through command channels, by the most expeditious means available, and seek approval or additional authorizations as needed. Upon activation of the FRP under the Presidential Declaration, the local military will begin disengagement from emergency response activity as soon as practical. Any additional assistance will be coordinated using the procedures outlined herein and the FRP.

3. Conduct of Operations

a. Phases of Operations. A CBRNE operation will be composed of five phases that will be scoped by tasks to be accomplished. These phases, while sequential, may overlap in execution.

i. Phase I: Situation Assessment and Preparation. Upon notification of a CBRNE CM situation, DOD will begin to monitor the situation. Federal interagency groups may convene in various forums to exchange information and gain situational awareness. Certain courses of action (COAs) will be discussed and agencies requiring assistance may be identified. When military assistance is requested, the Joint Staff will alert the affected CINC and take the necessary actions to gain situational awareness and to facilitate the DOD response. The supported CINC is designated. Geographic location of the situation determines the supported CINC (USCINCJFCOM, USCINCPAC, or USCINCSO). The unified commands will conduct planning and coordination with the Joint Staff and the appropriate lead agencies. Domestic CINCs' planning will include instructions for activating, marshaling, and moving forces for CM operations. This phase concludes with a deployment/execute order to the affected CINCs.

(1) Alert/Warning Process. DOD can be alerted in many ways of a potential CBRNE situation, to include, but not limited to, the National Response Center, interagency meetings, the media, or the military chain of command. Regardless of the means of notification concerning a CBRNE situation, the Joint Staff is responsible for alerting the affected regional CINC of the situation.

(2) Special Management Determination. If military assistance is deemed necessary, the LFA transmits a RFA to the DOD Executive Secretary. The DEPSECDEF determines whether or not the CBRNE situation warrants special management procedures and channels. If the determination is that the CBRNE situation does not warrant special management, the RFA is passed to DOMS for execution. If, however, the determination is made that the event warrants special management, the RFA is passed to the Joint Staff and this CONPLAN is executed.

(3) Domestic Emergency Support Team (DEST). The NCA may direct the deployment of the DEST consisting of interagency subject matter experts. DOD may deploy technical and non-technical representatives with the DEST. The Joint Staff traditionally has one representative as a member of the DEST. Once the DEST arrives on-scene, the members locate and operate from the JOC.

(4) Identification of a Base Support Installation (BSI). Upon determination that DOD assistance will deploy to support the LFA, a BSI will be identified. The supported CINC normally identifies several BSI options

within the area, in coordination with the appropriate Services. BSIs are evaluated on factors such as ramp space, proximity to the incident site, contracting support, and base facilities. Depending on the magnitude of the response, other USG departments and agencies may require additional BSIs for their response. If so, multiple BSIs are designated in the CJCS DEPORD/EXORD.

ii. Phase II: Deployment. Phase II begins with the CJCS DEPORD/EXORD designating the BSI and command relationships (i.e. supported and supporting CINCs). This phase encompasses the activation of all appropriate Crisis Action Teams (CATs), the rapid issuance of required operational orders, the formal deployment of the DCO and DCE, deployment of forces, and coordination with civil authorities, including FBI, FEMA, and other appropriate agencies. Phase II ends with the arrival of the last units within the area of operations.

(1) Once a CBRNE CM situation occurs and Federal agencies are aware of the severity of the incident, the DCO is contacted, formally or informally, by the military chain of command or by FEMA representatives in the region. Upon receipt of orders, the DCO for that area is formally directed to assume his duties and locates with the FCO. The LFA may request that a DCO be activated before a disaster declaration, if it is expected that future events may require military involvement. The DCO is a DOD LNO until the Presidential Declaration has been issued and he has received a DEPORD/EXORD formally designating him. He is the DOD on-scene point of contact for FEMA and other Federal providers (ESF primary agencies).

(2) Depending upon the magnitude of the disaster, the supported CINC may designate a JTF to coordinate DOD's support to the lead agency. The CINC or the JTF commander may designate a Joint Operations Area (JOA) to focus DOD support. The CINC or commander, joint task force (CJTF) will accept OPCON of all DOD assets tasked to support the LFA within the area of operations, less JSOTF and USACE. The National Guard forces will continue operating under State control, unless federalized.

(3) Consistent with NCA/CJCS guidance, supporting CINCs and Services will provide the supported CINC with forces as required. The supported regional CINC must be prepared to flow assigned and available assets to an incident site to provide assistance.

(4) All movement of DOD forces will be coordinated through the USTRANSCOM Mobility Center for both military and contract civilian movement. For movement of non-DOD forces, USTRANSCOM and DOT will coordinate to provide the appropriate transportation needed.

iii. Phase III: Assistance to Civil Authorities. Phase III begins with arrival of requested military assistance to civil authorities and ends with the formal determination that DOD support is no longer required. The level and type of subsequent DOD assistance will be determined by the type, severity, and location of the incident, as well as civilian capabilities and requests for assistance. Close and continuous coordination with FEMA and other supported agencies is necessary throughout this phase to ensure effective support to civilian authorities and proper use of military assets. Agreed upon quantification with the LFA of the scope and levels of support required will greatly assist in identifying when end-state objectives can be achieved. As the scope and magnitude of the require support diminishes, DOD forces will coordinate with the LFA planning for transition. The supported CINC will ensure that US military forces maintain their supporting role to the LFA until mission accomplishment. The DCO is the single point of contact in the field for coordinating and validating RFAs from the FCO. The DCO works with the FCO and the CJTF and CINC to integrate DOD efforts in support of CM operations. The DCO maintains his authority for validating RFAs, but falls OPCON to the CJTF.

(1) Execution of Requests for Assistance (RFAs). Once the DCO validates an RFA, the RFA is passed to the CJTF for execution. If the capability to satisfy the RFA is present on-site, the CJTF will provide the support. CJTF should keep the supported CINC informed of the completion status of RFAs. If additional forces or resources are needed, the CJTF forwards the request with a recommendation for forces to the supported CINC, who tasks the appropriate component, CINC, Service, or agency to source assets to satisfy the RFA. While coordinating the response, the supported CINC will contact the Joint Staff for approval to deploy additional forces, if required.

iv. Phase IV: Transition to Civilian Agencies. Although planning for transition of CM begins as soon as practical, Phase IV begins with the development of a formal transition plan. Transition planning should establish the measures of effectiveness and end-state conditions for the termination of military support and the transfer of support responsibilities to another Federal agency, the State/local government authorities, or NGOs. Each RFA will possess its own unique set of measures of effectiveness based on the physical characteristics of the location, personnel affected, and support being provided. End-state conditions are objective measures and can be defined by the completion of a functional task or in geographic terms. Transfer of CM responsibilities should be completed as soon as the end state conditions are met. Scaling down the size of the DOD resources deployed may occur in increments over time. The transition plan should establish a timeline and must be coordinated with FEMA. Phase IV ends when DOD forces have accomplished all assigned missions and have transitioned responsibilities to a follow-on agency or appropriate civil authority.

v. Phase V: Redeployment. Phase V begins when DOD forces begin to transition mission requirements to civilian authorities. Forces may redeploy in increments, as specific capabilities/functions transition to civil authorities. Following the transition of support operations, DOD forces engaged in CM operations will be redeployed in accordance with the guidance of the supported CINC. Phase V ends when all DOD forces have closed on their home stations.

b. Readiness, Alert, and Marshaling

i. Readiness. DOD forces and augmentation elements that could support CM operations will maintain their readiness posture consistent with their respective CINC, Service, or Agency standards.

ii. Alert

(1) Upon receipt of indications that DOD assets may be required, CJCS will authorize the identification of specific forces and provide initial guidance. Upon an RFA from the LFA, SECDEF may approve pre-positioning of DOD assets during National Special Security Events (NSSE) or during other situations as a precautionary measure to minimize response times.

(2) SECDEF may also authorize pre-positioning of forces based on a credible threat to support CM missions.

(3) For a CBRNE situation which the DEPSECDEF has determined as requiring special management, the Joint Staff will alert the appropriate regional CINC through normal JOPES procedures. The regional CINC may alert subordinate units and elements identified for a possible CM mission.

(4) During a CBRNE situation which the DEPSECDEF has determined as requiring special management, the Joint Staff will stand up an Augmentation Cell, a Crisis Response Cell (CRC), or Crisis Action Team (CAT), depending on the severity of the situation, to direct and coordinate the DOD response.

(5) DCO Activation. DCOs are activated for Presidential declared disasters that require military assistance. DCOs are pre-designated for each US State, territory, and possession. The DCO is activated in response to a request from FEMA. After appropriate approvals, CJCS notifies a supported commander to activate a DCO. Without a Presidential disaster declaration and appropriate approvals, the DCO serves as a DOD LNO, but lacks authority to coordinate and commit military assets. The Defense Coordinating Element (DCE) is activated to assist the DCO.

(6) Emergency Preparedness Liaison Officers (EPLOs). EPLOs are assigned by the military Services and selected DOD agencies to coordinate the use of DOD resources to assist civil authorities through the DCO during declared disasters. EPLOs are senior Reserve Component officers with unique Service or agency expertise and knowledge that contributes to a coordinated and effective DOD response. These personnel usually work with the designated DCO and the State's office of emergency management or equivalent agency.

(7) Joint Regional Medical Planners (JRMP). JRMPs serve as the principal DOD medical planners for all MSCA for USJFCOM. They work with Public Health Service (PHS) regional emergency coordinators and the regional emergency medical preparedness offices of the Department of Veteran Affairs. They also act as the DOD regional medical planning representative to the FEMA. During a domestic CBRNE CM response, JRMPs are available to augment the staff of ESF #8 (Health and Medical Services), the DCO, or the JTF.

(8) Prepositioning of Forces. The Attorney General and Secretary of Treasury may designate certain events as NSSEs and SECDEF may direct that forces be located at the site of a potential incident or at an intermediate staging location. Theater CINC's planning will include stipulations for activating, marshaling, and moving forces to a particular site or staging base. Additionally, if there is a known CR situation, CM parallel planning would occur and may include the prepositioning of forces.

iii. Marshaling. When alerted by the CJCS, forces will be organized, equipped, briefed, and brought to a state of readiness in preparation for deployment.

iv. Operational Security (OPSEC)

(1) Federal, State, and local agencies conduct CM operations in an unclassified forum, and DOD will be an active participant in the unclassified forum to ensure consistency and expeditious flow of information. As required, Commanders are to develop Critical Information Lists (CIL) containing specific information requiring protection that relate to DOD deployments and CM operations. Once the CIL is developed, the threat and friendly vulnerability to the threat are identified and analyzed; a risk assessment of potential exploitation is made; and countermeasures are developed and executed.

(2) Provost Marshal. The deployed JTF should deploy with and utilize the Provost Marshal as the point of contact for situation assessment, operational information, and security concerns. The Provost Marshal will serve as the connection with the civilian agencies and law enforcement

agencies relaying information needed for CBRNE CM operations. The J-2 element will remain for its intelligence functions.

c. Air Operations. All air assets should be considered when planning. CINCs should coordinate with USTRANSCOM for strategic lift requirements.

d. Air Defense Operations. Not applicable.

e. Maritime Propositioning Force Operations. Not applicable.

f. Antisubmarine Warfare Operations. Not applicable.

g. Counterinsurgency. Not applicable.

h. Nuclear Operations. Not applicable.

i. NBC Defense Operations - Riot Control Agent and Herbicides. Not applicable.

j. Public Information Support Operations. The rapid production and dissemination of accurate information to the public in crisis situations is important. Such information may include messages on safety and health, locations of water and food distribution points and medical care, and designation of restricted areas and temporary shelters. Equipment assets of PSYOP units (portable printing presses, loudspeakers, and radio broadcasting stations) have great utility in CM operations. Since normal civilian facilities may be disrupted, PSYOP units may be employed as alternative emergency communication systems. PSYOP personnel can provide a commander with real-time analysis of the perceptions and attitudes of the civilian population and the effectiveness of the information being disseminated in support of lead agency requirements.

k. Special Operations. SOF participation determined during execution planning.

l. Search and Rescue Operations. Not applicable. As outlined in the FRP in ESF #9.

m. Rules on the Use of Force. (See Supplement 6)

n. Reconnaissance. Requirements for reconnaissance will be developed by the supported CINC and the JTF commander as a specific incident or situation occurs. The NCA may authorize and CJCS direct the deployment of a military survey team to the incident site, as required.

o. Air Base Operability. USCINCTRANS should provide airfield assessments/recommendations as appropriate.

p. Visual Information and Combat Camera Documentation. The supported CINC should consider employment of combat cameras to document DOD participation in CM operations.

q. Noncombatant Evacuation Operations. Not applicable.

r. Escape and Evasion Operations. Not applicable.

s. Counterattack. Not applicable.

t. Explosive Ordnance Disposal. Employment of EOD units will be requested and directed by the LFA. EOD units providing support will follow their SOPs during CBRNE CM operations.

u. Amphibious Operations. Not applicable.

v. Force Protection. Commanders should, at the time of execution, make assessments and take appropriate force protection measures to provide for the security of DOD personnel and equipment.

w. Critical Infrastructure Protection. Not applicable.

x. DOD Installations and Bases. (See Supplement 17)

4. Operational Constraints. (See CONPLAN 500-8)

SUPPLEMENT 6 TO ANNEX C TO CJCS CONPLAN 0500-98
RULES ON USE OF FORCE

REFERENCES: (See CONPLAN 500-8)

1. Situation

   a. General

      i. Rules on Use of Force (RUF) promulgated in this CONPLAN apply to all DOD personnel providing support to the LFA during domestic CBRNE CM operations.

      ii. These rules do not limit a commander's inherent authority, right, and responsibility to use necessary force consistent with these rules to protect his unit, personnel, and equipment.

      iii. Personnel deployed for CBRNE CM operations will not be armed when performing CM missions/tasks. These units may deploy with weapons; however, they will not be armed when conducting CM missions except in an emergency situation and then only when expressly authorized by SECDEF, in consultation with the Attorney General.

   b. Enemy. Not applicable.

   c. Friendly. (See CONPLAN 500-8)

   d. Assumptions. (See CONPLAN 500-8)

2. Mission. (See CONPLAN 500-8)

3. Execution

   a. Concept of Operation

      i. DOD personnel will not directly participate in any law enforcement activities including search, seizure, arrest, or any similar activities. Garden Plot does not apply to this CONPLAN.

         (1) DOD personnel may patrol security perimeters inside Federal property, military installations, base camps, and supply points to prevent trespassing onto these sites.

         (2) The responsibility for providing security for DOD personnel, equipment, and military sites during CM operations rests with local law enforcement. DOD personnel, however, retain the right to take appropriate actions in

self-defense if threatened during CM operations. If feasible, DOD personnel should request civilian law enforcement assistance before acting in self-defense.

(3) DOD personnel providing security of stored weapons and ammunition at military facilities will comply with the use of force rules in accordance with DODD 5210.56.

ii. DOD personnel will make every effort to avoid confrontation with civilians during the CM operation. If a confrontation appears likely to occur, DOD personnel should, if such actions would not increase the danger to DOD personnel or others, take the following actions before resorting to physical force:

(1) Request and await civilian law enforcement assistance before initiating contact or using force.

(2) Use verbal warning to cease the threatening actions.

iii. DOD personnel may use force in individual or unit self-defense, in defense of other persons within the immediate vicinity of the DOD personnel, or to prevent theft or sabotage of property designated as vital to national security, inherently dangerous, or mission essential, as specified below:

(1) Force is to be used only as a last resort, and then only the minimum force necessary will be used.

(2) Deadly force is not authorized, unless it is necessary. The necessity to use deadly force arises when DOD personnel have a reasonable belief that the subject of such force poses an imminent danger of death or serious physical injury to themselves or to personnel within their immediate vicinity and there is no alternative other than deadly force to defend against the imminent danger or threat.

(3) If the use of force is necessary and force other than deadly force can be used without increasing the danger or threat of death or serious physical injury to DOD personnel or others within the immediate vicinity of DOD personnel, deadly force is not authorized.

(4) Warning shots are not authorized.

(5) DOD personnel may use force to prevent the actual theft or destruction of property determined by the joint forces commander to be vital to national security, inherently dangerous, or mission essential. Examples of property vital to national security would include nuclear weapons; nuclear command, control, and communications facilities; and designated restricted areas containing strategic operational assets, sensitive codes, or special

access programs. Property is inherently dangerous if, in the hands of an unauthorized individual, it presents an imminent danger of death or serious bodily harm to DOD personnel or others, such as high risk, portable, and lethal arms, ammunition, and explosives.

b. Tasks

c. Coordinating Instructions.

i. Questions about these rules should immediately be referred to higher authority.

ii. Ensure all DOD personnel participating in CBRNE CM operations are thoroughly familiar with these rules.

4. Administration. (See Annex D of CONPLAN 500-8)

5. Command and Control. (See Annex J of CONPLAN 500-8)

SUPPLEMENT 17 TO ANNEX C TO CJCS CONPLAN 0500-98
COMMANDERS OF DOD INSTALLATIONS AND BASES

REFERENCES:

a. DOD Directive 3025.1,"Military Support to Civil Authorities (MSCA)", 15 Jan 1993

b. DOD Directive 3025.15,"Military Assistance to Civil Authorities (MACA)", 18 Feb 1997

c. DOD Instruction 2000.12,"DOD Antiterrorism/Force Protection (AT/FP) Program", 13 Apr 1999

d. DOD Instruction 2000.16, "DOD Combating Terrorism Program Standards", 21 July 1997

1. Situation

a. General. A catastrophic CBRNE situation occurs on a DOD installation or base. The local civilian community may be affected.

b. Enemy. Not Applicable.

c. Friendly. (See CONPLAN 500-8)

d. Assumptions. A CBRNE situation occurs on a DOD base or installation and is initially contained within the base.

2. Mission. (See CONPLAN 500-8)

3. Execution. An Installation Commander is responsible for planning for, and responding to, a CBRNE situation. If the FRP is activated, it is applicable for a CBRNE situation on DOD installations.

a. Concept of Operation

i. The Installation/Base Commander is the on-scene commander and is responsible to immediately respond to a CBRNE situation that occurs on an installation or base. The installation commander may be directed to release control of the incident scene to a CJTF. However, unless other directed by SECDEF, he will retain command of the installation or base. DOJ/FBI is the lead agency for the crisis management. Depending on the nature, location, and magnitude of incident, the lead agency for CM could be FEMA, DOE, EPA, or USCG. FEMA is the lead agency for CM within the United States upon activation of the FRP. Prior to activation of the FRP, for off-base incidents, the USCG or EPA will be the LFA as delineated under the NCP. (See Supplement 1 of Annex V)

b. Tasks

i. Commanders within their authority and capabilities must be prepared to provide support to forces operating within or from their installation.

ii. Commanders at all levels shall take appropriate measures to protect DOD personnel and reduce vulnerability to a CBRNE situation. The Services are responsible for the preparedness of their respective installations. CINCs shall develop estimates to respond to a CBRNE situation on an installation in their AOR.

iii. Planning/Exercises. Planning is critical to deterrence, detection, and response to CBRNE situations. Plans shall clearly describe site-specific antiterrorism (AT) measures. These plans should be written down to the installation level for permanent operations or locations, and incorporated in operations orders for temporary operations or exercises.

(1) Installation/Base commanders shall prepare installation-wide Terrorism Incident Response Plans. These plans shall include procedures for determining the nature and scope of post incident response measures and plans to reconstitute the installation's ability to perform AT measures.

(2) Response plans should include emergency response and disaster planning and/or CM for installations and/or base engineering, security, logistics, medical, mass casualty response, mass care, transportation, personnel administration, legal, law enforcement, public affairs, fire/HAZMAT/rescue, and local support. In addition, special circumstances imposed by the nature of a terrorist attack may require broader analyses to include higher levels of authority or command. Installation/base support to arriving forces for a CBRNE CM situation should be considered in planning.

(3) Commanders shall ensure Terrorism Incident Response Plans contain current residential location information for all DOD personnel and their dependents assigned to Medium, High, and Critical Terrorism Threat Level areas. Such plans should provide for enhanced security measures and/or possible evacuation of DOD personnel and their dependents living on the civilian economy.

(4) Commanders at all levels shall conduct field and/or staff training to exercise AT, physical security, and Terrorism Incident Response Plans at least annually. Installations or bases and/or ships shall conduct such exercises annually to identify shortfalls impacting the protection of personnel and assets against terrorist assault and subsequent consequence management efforts.

iv. Reporting/Notification. Reports sent up the chain of command shall be processed immediately when significant information is obtained identifying organizations with WMD capabilities operating in their AOR.

(1) Installation/Base Commanders will immediately report any CBRNE situation up their chain of command in order to inform the CJCS who may recommend to the SECDEF to request a Presidential disaster declaration.

(2) If a CBRNE situation occurs on a DOD installation/base, the military Commander will request and coordinate support through their higher headquarters (Service) and/or through the designated supported CINC (USJFCOM, USPACOM, USSOUTHCOM) as required.

(3) The Installation/Base Commander has the authority and responsibility to notify State and local officials of a CBRNE situation when it poses a potential threat outside of the installation/base.

(4) State and local officials may assist the Installation/Base Commander through mutual aid agreements or through memoranda of agreement.

v. Vulnerability Assessments of Installations. Local commanders shall conduct a local vulnerability assessment for facilities, installations, and operating areas within their AOR at least annually.

(1) Vulnerability assessments shall focus on the assessed installation's overarching AT program. AT programs should be subject to continual assessments to avoid complacency and to gain benefit from experience from other assessments. Evolving terrorism threats, changes in security technology, development and implementation of alternative concepts of peacetime operations, and changing local conditions make periodic assessments essential.

vi. Immediate Response

(1) If the effects of a CBRNE situation on a domestic military installation engulf part or all of a local community, the principles of immediate response apply.

(2) A military commander's responsibility includes lending assistance to civil authorities as appropriate to save lives, prevent human suffering, or mitigate great property damage.

vii. Lead Federal Agency. DOJ/FBI is the overall LFA. FBI is the lead agency for the Crisis Management. FEMA is the lead agency for CM within the United States upon activation of the FRP. Prior to activation of the FRP, for off-base incidents, the Coast Guard or EPA can be the LFA as delineated under the

National Contingency Plan. Depending on the nature, location, and magnitude of the incident, the lead agency for CM could be FEMA, DOE, EPA, or USCG.

(1) The military Installation/Base Commander will coordinate with the FBI during the crisis response phase of a deliberate CBRNE situation.

(2) The military Installation/Base Commander will coordinate with the appropriate Service and/or supported CINC when employing Service/CINC military personnel and equipment in mitigating the effects of a CBRNE situation.

(3) Coordination will occur between the Military Installation /Base Commander and the designated DCO or CJTF when coordinating the Federal response to a CBRNE situation.

c. Coordinating Instructions. CJCS will recommend to SECDEF whether or not to request a declaration of disaster. The declaration of a Federal Disaster Declaration activates the FRP.

4. Administration. (See Annex D of CONPLAN 500-8)

5. Command and Control

a. Supported and Supporting CINCs may be designated as necessary to provide the appropriate level of support in operations involving consequence management.

b. The supported CINC may establish an overall CM operations commander, who will accept OPCON of the installation/base CM efforts.

c. CJTF, if assigned, accepts OPCON of the deployed CM forces operating at the CBRNE incident scene.

d. The military installation Commander will remain in command of the military local first responders' efforts to mitigate the effects of a CBRNE situation.

ANNEX V TO CJCS CONPLAN 0500-98
INTERAGENCY COORDINATION

References: (See CONPLAN 500-8)

1. Interests and Mission

   a. Assessment of US Interests. A chemical, biological, radiological, nuclear, or high-yield explosive (CBRNE) situation will present daunting challenges for civilian authorities, as it will exceed the local response capabilities; therefore, the Federal response must be timely. CJCS CONPLAN 0500 is designed to work in concert with other Federal CBRNE response plans and addresses how DOD will work with other Federal departments and agencies to execute a rapid and integrated USG response to a CBRNE consequence management (CM) situation. Supplement 1 of this Annex lists different agencies which may function as the LFA depending on the circumstances of the situation. Planning and coordination at all levels, from local to national, is critical to the success of the USG response in saving American lives, property, and mitigating damage.

   b. Mission Statement. (See CONPLAN 500-8)

   c. Objectives

      i. Establish a CJCS CONPLAN to complement and augment Federal plans to execute a cohesive interagency response to a domestic CBRNE situation to assist State and local responders.

      ii. Provide information to the Interagency participants and DOD; and CJCS guidance to the CINCs and Services, concerning DOD support to the LFA during a domestic CBRNE CM situation.

   d. Desired End State. The overall desired end-state for DOD in a CBRNE situation is for DOD to provide timely, appropriate, and sufficient CM support to the designated LFA in order to save lives, relieve suffering, and assist in the mitigation of damage to critical infrastructure. Upon determination by FEMA or the LFA and the military commander that DOD forces are no longer needed, DOD assets will redeploy.

   e. Transition/Exit Criteria. The transition/exit criteria are dependent on the mission and requirements tasked to DOD from the LFA. Upon the commencement of a CBRNE CM operation, DOD will coordinate with the LFA on the measures of effectiveness to evaluate each task. When these measures of effectiveness have been met, the DCO/CJTF will coordinate with the LFA or lead agency on the transfer of responsibility to the appropriate civilian Federal, State, or local agency, or NGO/PVO. Redeployment timelines will be coordinated with the LFA as soon as practical.

2. Execution

a. Concept of Operations. The USG goal is to mobilize resources and conduct activities to address the consequences of a CBRNE situation that has exceeded the State and local governments' ability to respond effectively to save lives; protect public health, safety, and property; alleviate damage and hardship, and reduce future vulnerability. DOD is in support of the LFA to augment or complete the established Federal response and capabilities; therefore, DOD's concept of operations integrates into the established Federal concept of operations.

i. Chairman's Intent. As DOD is a supporting agency in CBRNE CM operations, DOD will provide resources to complement and augment the civil authorities in executing CBRNE CM operations to provide assistance to the overwhelmed State and local authorities. DOD provides assistance only at the request of the LFA or other civilian agency and will always be in support of the LFA in CBRNE CM operations.

ii. Major Areas of USG Interagency Response

(1) Domestic Emergency Support Team (DEST). The DEST is an FBI-led specialized interagency USG team designed to provide expert advice and guidance expeditiously to the FBI On-Scene Commander (OSC) specific to the capabilities of supporting agencies and to coordinate follow-on response assets. The DEST shall consist only of those agencies needed to respond to a specific incident. When appropriate, the DEST shall include modules for specific types of incidents, such as nuclear/radiological, biological, or chemical threats. The request for the DEST aircraft will be submitted by the FBI through the DOD Executive Secretary.

(2) Emergency Support Team (EST). FEMA establishes a specialized interagency USG team at FEMA HQ in Washington, DC, designed to coordinate all national-level CM activities, provide expert advice and guidance expeditiously to the President and Congress, and address critical issues, such as resource allocation and prioritization. The EST also supports the deployed CM assets by a phased deployment and coordination of follow-on response assets. FEMA, in consultation with supporting Federal agencies, determines the composition of the EST. DOD will normally deploy an LNO team from USTRANSCOM to the EST. USACE will also deploy a team. Additionally, the Military Liaison to FEMA resides at FEMA headquarters during day-to-day operations and will participate as a senior member of the EST staff.

(3) Emergency Response Team (ERT). FEMA establishes a specialized interagency USG team in the vicinity of the disaster site that is designed to interface with State and local officials to coordinate all CM activities for the disaster. An advanced team (ERT-A) will deploy immediately after an

incident or pre-incident at the time there is a credible threat. The DCO and part of the DCE are part of the ERT-A.

(4) DOD will:

(a) Provide military assets that can assist in the CM operations of a CBRNE situation.

(b) Designate personnel to deploy with the DEST who possess the required expertise.

(c) Designate pertinent follow-on assets capable of assisting the LFA in responding technically, such as the identification of on-site contaminants, sample collection and analysis, and limited decontamination capabilities, to a CBRNE situation.

(d) Provide for transportation support to a CBRNE CM situation as required.

(5) FEMA will:

(a) Designate appropriate liaison and advisory personnel to deploy with the DEST.

(b) Coordinate on-site CM activities with state, local, and appropriate Federal agencies.

(6) DOJ/FBI will:

(a) Designate and assign appropriate FBI personnel and resources to manage, support, and participate in the DEST.

(b) Direct and manage the deployment of the DEST in support of the designated OSC.

(c) Unless otherwise specified by the Attorney General, exercise lead responsibility for operational response, and designate an OSC. The OSC will function as the on-scene manager for the USG; ensure appropriate coordination with the state, county, and municipal authorities at the incident scene; and request deployment of follow-on resources in coordination with DEST agencies.

(d) Establish an FBI Joint Operations Center (JOC).

(7) Department of Energy (DOE) will:

(a) Designate those technical personnel and supporting equipment to deploy with the DEST.

(b) Provide scientific and technical assistance and support in both crisis response and consequence management. In crisis response, the DOE supports threat assessment and search operations, access operations, diagnostic and device assessment, render safe operations, hazard assessment, containment, and relocation and storage of special nuclear material evidence. In support of CM, the DOE provides expertise in effect modeling, protective action guides, radiation monitoring, sampling, analysis, assessment, health and safety, and medical advice on radiation induced injuries.

(c) Acquire, maintain, and make available any special equipment and capabilities required to provide the necessary scientific and technical assistance.

(8) The Department of Health and Human Services (HHS) will:

(a) Designate those technical personnel and supporting equipment to deploy with the DEST.

(b) Provide technical advice and assistance, such as threat assessment, identification of contaminants, sample collection and analysis, and on-site safety and protection activities, medical management plans, and the provision of health and medical care.

(c) Provide appropriate public health surveillance, medical treatment protocols, decontamination capabilities, mental health services, pharmaceuticals support operations (National Pharmaceutical Stockpile), assistance for mass patient care, mass prophylaxis of exposed or potentially exposed populations, handling of mass fatalities, and the retrograde movement of patients and definitive medial care provided through the National Disaster Medical System (NDMS).

(9) Environmental Protection Agency (EPA) will:

(a) Designate appropriate liaison and advisory personnel to deploy with the DEST.

(b) Provide routine hazmat emergency response notification, evaluations, and actions to prevent, minimize or mitigate releases or threats of

release of hazardous substances in support of, or to supplement those of, private, local, and state responders.

(c) Provide technical advice and assistance, such as monitoring, identification of contaminants; samples collection and analysis; and on-site safety, protection, prevention, and decontamination activities.

b. Interagency Chain of Authority

i. As the overall LFA for response to threats or acts of terrorism inside the United States, DOJ, acting through the FBI, is supported by the FBI and FEMA. The FBI is the lead agency for formulating and executing a crisis management response. FEMA is the lead agency for formulating and executing a Federal CM response in support of State and local government.

ii. The FBI OSC will be responsible for establishing a structure to coordinate the determination of incident objectives, strategies, and priorities for use of critical resources assigned to the incident until such time as the LFA responsibility is transferred by the Attorney General to FEMA.

iii. As the lead agency for CM, FEMA is responsible for the coordination of all Federal actions in support of State and local governments to respond to consequences of the incident in the affected State and local community. In reference to this CONPLAN, while overall DOD assistance is provided for the LFA, DOD direct support is for lead agency for CM.

iv. All Federal agencies responding to a CBRNE CM situation will coordinate their actions through the FCO under the procedures delineated in the FRP.

3. Coordinating Instructions

a. Units and Services within DOD have memoranda of agreement (MOAs) with other Federal agencies and non-governmental agencies. Those MOAs will be executed as appropriate.

b. Initial requests for DOD support from the LFA must enter through the DOD Executive Secretary, the single point of contact for all CBRNE CM requests.

c. Once DOD forces have been deployed, requests for DOD support will be coordinated through the DCO under the procedures delineated in the FRP.

4. Administration and Logistics. DOD assists the USG respond to CBRNE CM operations by providing a wide range of administrative and logistical support. As DOD is a supporting agency in domestic CBRNE CM operations, all support must be requested by the LFA or lead agency through the appropriate channels and procedures.

a. Accounting for Personnel and Personal Property. Accounting for personnel and property is the responsibility of each Federal agency. DOD is responsible for accounting for its own personnel and property when deployed.

b. Availability of Security. DOD will provide security for its forces and property when deployed on a CBRNE CM operation to the extent practical. Overall security is provided by law enforcement agency. The LFA is responsible for providing security for personnel and property located in the JOC. If requested, DOD can assist with the security of the JOC, excluding law enforcement activities.

c. Availability of Medical Care. If available, DOD will use assets located near the incident site to support the USG CM response.

d. Availability of Transportation Assets. If requested, DOD will provide airlift to Federal departments in order to expedite the Federal response. Federal departments must make a request for assistance to DOD and upon availability of aircraft and ground transportation assets, support will be provided.

e. Availability of all Classes of Supply. If available, DOD will use assets located near the incident site to support the USG CM response.

f. Availability of Maintenance Support for Vehicles, Administrative and Support Equipment. If available, DOD will use assets located near the incident site to support the USG CM response.

g. Use of Office Administrative Equipment and Personnel. If the JOC or Disaster Field Office (DFO) is located at a military installation, DOD will assist the civilian agencies as appropriate with administrative equipment and personnel.

h. Availability and Use of Communication Assets. During a CBRNE CM operation, DOD will maintain connectivity to the responding Federal agencies, both on-scene and at the departmental level. Deployed DOD forces will deploy with adequate communications assets to communicate with their home station and with civilian agencies, including both secure and non-secure means.

SUPPLEMENT 1 TO ANNEX V TO CJCS CONPLAN 0500-98
POTENTIAL INTERAGENCY LEAD AND ESF AGENCIES

1. Many different groups and entities at all levels in the USG are engaged in CBRNE CM policy, programs, and operations. Several Federal agencies exercise independent authority to activate a Federal field response for their respective areas of responsibility. Depending on the nature, location, and magnitude of the CBRNE situation, several agencies may be the lead federal agency (LFA) as illustrated below in Figure V-1.

AGENCY	AREA OF RESPONSIBILITY
DOE	Radiological (could be DOD, EPA, NASA, or NRC in some situations)
DHHS	Biological
DOJ/FBI	Domestic Crisis Management and Civil Disturbance
DOS	Foreign Operations
Treas/USSS	Security (NSSE context)
EPA	Hazardous Materials (could be DOT/USCG in some situations)
FEMA	Domestic Consequence Management (CM), including CBRNE CM (functions listed in the FRP)

Figure V-1

2. PDD-39 and PDD-62 validate and reaffirm FEMA as the lead agency for domestic CBRNE CM situations. FEMA uses the existing FRP structure to manage and coordinate the Federal response to consequences of terrorism, including the consequence of a CBRNE situation. The FRP employs a functional approach that groups the types of direct Federal assistance under 12 ESFs. Each ESF is headed by a primary agency designated on the basis of authorities, resources, and capability in that functional area. Figure V-2 outlines the ESF functions and primary agencies designated in the FRP. DOD may be a support agency to all ESFs.

Federal Level

EMERGENCY SUPPORT FUNCTION	PRIMARY AGENCY
#1 Transportation	Department of Transportation
#2 Communications	National Communications System
#3 Public Works and Engineering	Department of Defense, U.S. Army Corps of Engineers
#4 Firefighting	Department of Agriculture, Forest Service
#5 Information and Planning	Federal Emergency Management Agency
#6 Mass Care	American Red Cross
#7 Resource Support	General Services Administration
#8 Health and Medical Services	Department of Health and Human Services
#9 Urban Search and Rescue	Federal Emergency Management Agency
#10 Hazardous Material	Environmental Protection Agency
#11 Food	Department of Agriculture, Food and Nutrition Service
#12 Energy	Department of Energy

Specialized Federal, State, and Local Level

PRIMARY AGENCY	EMERGENCY SUPPORT FUNCTION
Federal Bureau of Investigation (FBI) WMD Coordinator or HazMat Response Unit (HMRU)	Transportation
U.S Army Tech Escort Unit (TEU)	Communications
Soldiers Biological and Chemical Command (SBCCOM)	Information and Planning
Centers for Disease Control and Prevention (CDC)	Health and Medical Services
Local Fire Departments	Firefighting
Emergency Management Agency	Information and Planning
Disaster Medical Assistance Team (DMAT)	Mass Care
Disaster Mortuary Response Team	Health and Medical Services
Agency for Toxic Substance Disease Registry (ATSDR)	Health and Medical Services
Federal Emergency Management Agency (FEMA)	Urban Search and Rescue
Local Hazmat Teams	Hazardous Material
Services/Red Cross/Canteen	Food
Department of Energy	Energy (Nuclear)
Public Health	Health and Medical Services
Public Works	Engineering, Heavy Equipment
Utilities	Power, Water, and Gas services
varied	Resource Support

Figure V-2

SUPPLEMENT 2 TO ANNEX V TO CJCS CONPLAN 0500-98
ON-SITE LFA INTERAGENCY ORGANIZATIONS

1. Joint Operations Center (JOC). The JOC is established by the FBI under the operational control of the Federal OSC, and acts as the focal point for the strategic management and direction of on-site activities, identification of State and local requirements and priorities, and coordination of the Federal response. The local FBI field office will activate a Crisis Management Team to establish the JOC, which will be in the affected area, possibly co-located with an existing emergency operations facility. The JOC is established to ensure inter-incident coordination and to organize multiple agencies and jurisdictions within an overall command and coordination structure. The JOC includes the following functional groups: Command, Operations, Admin/Logistics, and CM (See Figure V-3). Representation within the JOC includes officials from local, state, and Federal agencies with specific roles in crisis and consequence management.

FBI Joint Operations Center

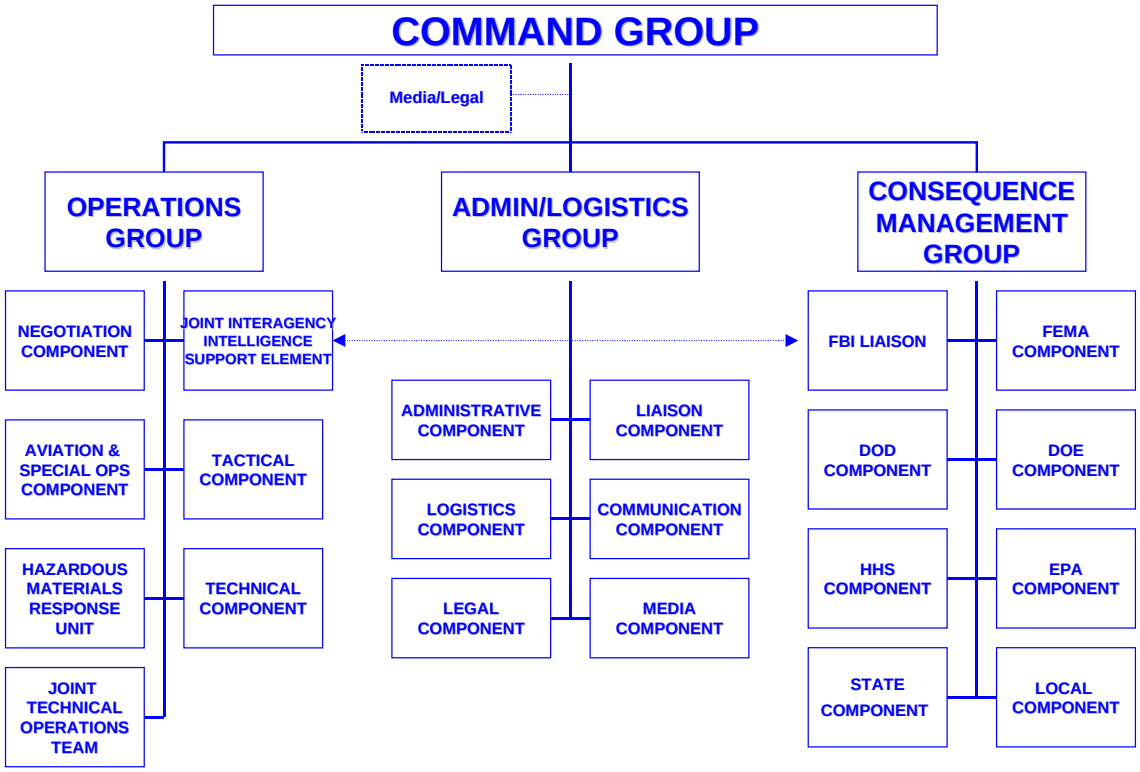


Figure V-3

2. Joint Information Center (JIC). The JIC is established by the LFA, under the operational control of the LFA's Public Information Officer, as a focal point for the coordination and provision of information to the public and media concerning the Federal response to an emergency. Throughout the response, agencies will continue to coordinate incident-related information through the JIC. The FBI and FEMA will ensure that appropriate spokespersons provide information concerning the crisis management and consequence management responses. Before a JIC is activated, public affairs offices of responding Federal agencies will coordinate the release of information through the FBI Strategic Information and Operations Center (SIOC). The JIC may be established in the same location as the FBI JOC or may be located at an on-scene location in coordination with State and local agencies. The following elements should be represented at the JIC: (1) FBI Public Information Officer and staff, (2) FEMA Public Information Officer and staff, (3) other Federal agency Public Information Officers, as needed, and (4) state and local Public Information Officers.

3. Joint Interagency Intelligence Support Element (JIISE). The JIISE is an interagency intelligence component designed to fuse intelligence information from the various agencies participating in a response to a CBRNE situation within the FBI JOC. The JIISE is an expanded version of the investigative/intelligence component that is part of the standardized FBI command post structure. The JIISE manages five functions including: security, collections management, current intelligence, exploitation, and dissemination.