TACTICAL ACTION GUIDELINES

1. NUMBER: 9.5.2

2. SUBJECT: ***Hazardous Materials Response***

3. POLICY: It is the Policy of Grant County Fire District 3 to act as the Incident Commander for all Hazardous Materials Responses within this District. This Policy and Procedure is to provide minimum guidelines necessary to manage the incident safely.

   Grant County Fire District 3 may assume the role "FIRST RESPONDER" to any hazardous materials incident.

4. SCOPE: This Policy and Procedure is applicable to all personnel of Grant County Fire District 3.

5. RESPONSIBILITIES:

   A. The District Fire Chief is responsible for ensuring that these Policies and Procedures are followed.
   B. The Incident Commander is responsible for implementing these Policies and Procedures on any hazardous materials incident.

6. DEFINITIONS:

   A. CONFINEMENT: The procedures taken to keep a material in a defined local area.
   B. CONTAINMENT: The procedures taken to keep a material in its container.
   C. CONTAMINANT/CONTAMINATION: A substance or process that poses a threat to life health or the environment.
   D. CONTROL: The procedures, techniques and methods used in the mitigation of a hazardous materials incident, including containment, extinguishment and confinement.
   E. CONTROL ZONES: Are the designated areas at a hazardous materials incident based upon the degree of hazard. Many terms are used to describe the zones involved in a hazardous materials incident. For purposes of this Policy and Procedure, these zones shall be designated as Hot, Warm, and Cold.
   F. DECONTAMINATION (CONTAMINATION REDUCTION): The physical and/or chemical process of reducing and preventing the spread of contamination from persons and equipment used at a hazardous materials incident.
   G. ENVIRONMENTAL HAZARD: A condition capable of posing an unreasonable risk to air, water or soil quality and to plants or wildlife.

H. HAZARDOUS MATERIAL**:** A substance (gas, liquid, or solid) capable of creating harm to people, property and the environment. Bombs and explosives will be referred to the Washington State Patrol Explosives Unit.

I. INCIDENT: The release or potential release of a hazardous material into the environment.

J. INCIDENT COMMAND SYSTEM: An organized system of roles, responsibilities, and standard operating procedures used to manage and direct emergency scene operations.

K. INCIDENT COMMANDER: The person responsible for all decisions relating to the management of the incident. The Incident Commander is in charge at the incident.

L. INTERLOCAL AGREEMENT: An outside Government Agency which the District has contracted with for Hazardous Materials Special Operations.

M. MITIGATION: Actions taken to prevent or reduce product loss, property damage, human injury or death due to the release or potential release of a hazardous material.

N. PERSONNEL PROTECTIVE CLOTHING EQUIPMENT: The equipment to shield or isolate the person from the chemical, physical and thermal hazards that may be encountered at a hazardous materials incident.

O. RECOGNITION AND IDENTIFICATION (R&I): The process of recognizing the presence of hazardous materials and identifying them, using specific sources of information.

P. RESPONSE: That portion of incident management in which personnel are involved in controlling a hazardous materials incident.

Q. SPECIAL OPERATIONS TEAM: A team consisting of personnel who are specifically trained in the efficient handling of hazardous materials incidents and special land and water rescue situations.

7. PROCEDURE:

A. Operations: All operations shall be addressed on two levels: The fire district first responders to the incident, and notification of a Special Operations Team and all required authorities, depending on the level of the incident.

B. All Hazardous Materials Operations should be conducted in accordance with the following seven step incident management system procedure:

1. Isolate the area and deny entry.
2. Attempt to determine type of product involved through Recognition and Identification Process. This is one of the most critical duties of the On-Scene Officer, as this process will help determine which path the remainder of the incident will follow. Attempt to identify the product or shipper (using binoculars, if necessary) through placards, ID numbers,

Emergency Response Guidebook, bystanders, owner operators and other available means.

3. Evaluate hazards and risks.
4. Notify Dispatch and request a special operations unit along with required authorities, dictated by the level of the incident.
5. Coordinate information and resources from the Command Post.
6. Decontaminate.
7. Terminate (debrief, document, critique).

C. Hazardous Materials Emergencies:

1. The rules of this procedure shall apply with respect to any and all activities, operations, and equipment involved in providing fire protection and basic life support services.
2. Training for response involving hazardous substances should meet competencies set forth in NFPA 472, for the responder level. The training should include recognition and operation procedures at the incident scene.
3. Procedures for handling emergency incidents are as follows:
   a. The Command Officer responding to an incident involving hazardous substance or waste shall establish an "Incident Command System" (ICS). All emergency responders and their communication should be coordinated through the Incident Commander or Operations Officer.
   b. The Incident Commander should identify, to the extent possible, all hazardous substances or conditions present and begin a HAZMAT WORKSHEET.
   c. Based on the hazardous substance and/or conditions present, the Incident Commander may request Mutual Aid for a Hazardous Materials Response Team through dispatch. The situation may warrant defensive action by the fire district and may only deny entry to the scene until the arrival of the Hazardous Materials Special Operations Response Personnel.
   d. Personnel engaged in emergency response and exposed to hazardous substances presenting an inhalation hazard or potential inhalation hazard shall wear positive pressure self-contained breathing apparatus while engaged in emergency response, until such time that the individual in charge of the ICS determines through the use of air monitoring that a decreased level of respiratory protection will not result in hazardous exposures to personnel.
   e. The Incident Commander should limit the number of personnel at the emergency site to those who are actively performing emergency operations. The buddy system, groups of two or more, shall be used for operations in any hazardous atmosphere.

No person shall operate beyond the level of their training and shall not be asked to do so.

f. Back-up personnel shall stand by with equipment ready to provide assistance or rescue. EMS shall be on scene with transportation capability before operations begin.

g. The Incident Commander should designate a Safety Officer, who is knowledgeable in firefighting or rescue operations and hazardous substances, with the specific responsibility to identify and evaluate hazards, direct safety operations, and complete a Site Safety Plan.

h. When activities are judged by the Safety Officer to be unsafe and/or involve imminent danger, the Safety Officer shall have the authority to alter, suspend, or terminate those activities. The Safety Officer shall inform the Incident Commander of all actions taken.

i. After the emergency operation is terminated, the Incident Commander should implement decontamination procedures. Decon shall be in place and maintained prior to any offensive action by the entry team. This should be coordinated by the Operations Officer and approved by the Safety Officer.

D. Incident Command Duties:

1. Recognize the hazardous condition and advise Dispatch of the HAZMAT incident.
2. Establish operations uphill, upwind, up-stream, and at a safe distance from the emergency scene.
3. Establish a protected area for personnel out of adverse conditions.
4. Establish site security and control.
5. Define evacuation routes and procedures for all civilians and emergency staff.
6. Notify all appropriate local, state, and federal agencies. Initiate County Hazardous Materials Plan. Dispatch will coordinate all necessary agencies.
7. Assign an Operations Officer and other ICS positions as needed.
8. Attempt to identify the spiller (company name) and advise of situation found and request they contact the National Response Center.

E. Incident Commander Procedures:

1. The Incident Commander will assign one or more staff from their agency or other responding agencies as information and data recorder to document the activities.
2. The Incident Commander may establish, in conjunction with appropriate local, state and federal agencies, a Technical Advisory Board to define the

precise roles and to offer technical recommendations on response action to the emergency. Assignments will be made for:

a. personal injury
b. fire protection
c. traffic
d. environmental pollution

3. The Fire Officer at this meeting may accept that the fire district no longer is the exclusive authority in managing the hazardous material emergency.
4. The Incident Commander shall determine individual or unified command based on the following criteria:
   a. Which agencies have legal, financial and/or political interest before, during and after the emergency.
   b. The contribution that each agency can make in expertise and resources.
   c. How these interests, short term and long term, fit the priorities necessary to control the Hazardous Materials incident.
5. When establishing the lead organization, the Incident Commander will determine:
   a. Who will be in charge;
   b. What will be the chain of command;
   c. Who will maintain the command post;
   d. Who will have advisory roles;
   e. Who will make technical recommendations to the lead agency;
   f. How the participants will keep each other informed;
   g. Who will have veto power.
6. Incidents involving hazardous materials, due to the nature of some materials, may have tremendous impact in terms of the immediate danger and long-term environmental damage.
7. The Fire District's critical role will be to provide public safety and safety of the firefighter. The protection of the environment will follow.

F. Decontamination:

1. Decontamination Plan: At every incident involving Hazardous Materials (to include Blood and Body Fluids), there is a possibility that response personnel and their equipment may become contaminated. The contaminant poses a threat, not only to the persons contaminated, but to other personnel who may subsequently have contact with them or the equipment.
2. Personal Protection Equipment: Before personal protective equipment is removed, it should be decontaminated. During doffing of personal protective equipment, the clothing should be removed in such a manner that the outside surfaces do not touch or come in contact with the wearer.

A log of personal equipment used during the incident should be maintained. Personnel wearing disposable protective equipment should go through the decontamination process and the disposable protective equipment should be disposed of in accordance with established procedure.

3. 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, technically-sound decontamination procedure until it is determined or judged to be unnecessary.
   a. Procedures for all phases of decontamination must be developed and implemented at each incident to reduce the possibility of contamination to personnel and equipment Assume protective equipment is grossly contaminated, use appropriate decontamination methods for chemicals and/or contaminants encountered.
   b. Outer clothing should be decontaminated prior to removal. The outer articles of clothing, after removal, should be placed in "red" plastic bags for later additional decontamination, cleaning and/or inspection. In some cases, they may have to be overpacked into containers for proper disposal. Water or other solutions used for washing or rinsing may have to be containerized and analyzed prior to disposal.
   c. Initial procedures should be upgraded or downgraded as additional information is obtained concerning the type of hazardous materials involved, the degree of hazard, and the probability of exposure of response personnel. If an exposure should occur, be sure to notify your immediate supervisor and follow up with an exposure form.
4. Decontamination Solutions: Using solutions containing chemicals to alter or change contaminants to less hazardous materials should only be done after consultation with persons experienced and familiar with the hazards involved. The use of detergent, water washing solutions is more prevalent, but its effectiveness against certain contaminants may be low. It is less risky, however, than using chemical solutions.
5. Decontamination of Equipment:
   a. Many types of equipment are very difficult to decontaminate and may have to be discarded as hazardous wastes. Whenever possible, use pieces of small equipment that is disposable or made of non-porous material. Monitoring instruments and some types of sampling equipment can be placed in plastic bags (with only the detecting element exposed) to minimize potential contamination problems.
   b. Large items of equipment, such as vehicles and trucks, should be subjected to decontamination by high pressure water washes,

stream, or other special solutions. Water or other solutions used for washing or rinsing may have to be contained, collected, containerized and analyzed prior to disposal. Consultation with appropriate sources should be utilized to determine proper decontamination procedures.

6. Decontamination Team:

    1. Personnel assigned to the decontamination team should wear an appropriate level of personal protective equipment including self-contained breathing apparatus and may require decontamination themselves.
    2. Whenever possible and based on circumstances presented, every effort shall be made to preserve the privacy of any person whose decontamination and/or treatment requires the removal of any and all clothing.
    3. Under no circumstances shall anything contaminated leave the scene without approval from the Incident Commander. A decision for proper decontamination and/or disposal of contaminated materials must be made.

G. This District shall not participate in any hazardous waste cleanup.