LOCAL EMERGENCY PLANNING COMMITTEE (LEPC)
HAZARDOUS MATERIALS RESPONSE PLAN
LEPC Plan

PLAN COORDINATOR:
Thurston County Local Emergency Planning Committee (LEPC)

JOINT PRIMARY AGENCIES:
Thurston County Fire Districts/Departments
Washington State Patrol (WSP)
Washington State Department of Ecology (DOE)

SUPPORT AGENCIES:
American Red Cross (ARC)
Confederated Tribes of the Chehalis Reservation and the Nisqually Tribe
Local Jurisdiction Law Enforcement Agencies
Local Jurisdiction Public Works Department
Pierce County Hazardous Incident Team (Central Pierce, Graham Fire and Rescue, East Pierce, West Pierce)
Private Hazardous Material Transportation Companies, Fuel Distribution Stations, and Tier II Facilities
Providence St. Peter and Capital Hospitals and other specialty care facilities
RACES
TCOMM 911
Thurston County Emergency Management (TC EM)
Thurston County Emergency Management Council (EMC)
Thurston County Medic One
Thurston County Public Health and Social Services (TC PHSS)
Washington State Division of Emergency Management (EMD)
Washington State Department of Natural Resources (DNR)
Washington State Department of Transportation (WSDOT)
US Department of Agriculture (USDA)
United States Coast Guard – Sector Puget Sound
US Environmental Protection Agency (EPA)

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I. INTRODUCTION

The Thurston County Comprehensive Emergency Management Plan (CEMP) provides a guide for County government behavior before, during and after a disaster, the “big picture” of how the county will function. Within the CEMP are the Emergency Support Functions (ESF), ESFs provide an outline of the coordination, resources available and overall approach to the response, prevention, mitigation and recovery for specific activities or events. ESF #10 provides this coordination for Oil and Hazardous Materials Response. The CEMP and ESFs generally relate to coordination under the Stafford Act guidance to response and recovery from an event.

The National Contingency Plan (NCP) is the regulation governing the National Response System (NRS) which is the legal/regulatory mechanism the Federal government uses to manage oil and hazmat incidents. Specifically in Washington State the Northwest Area Contingency Plan (NACP) provides the legal/regulatory coordination for an incident or disaster involving hazardous materials.

This plan, the LEPC Hazardous Materials Response Plan (HMRP), provides the strategic guide for appropriate actions for hazardous materials release integrating and coordinating either or both programs depending on the size, severity, impact, and appropriateness of the event. The HMRP Promulgation page for approval and Implementation is provided in Appendix A.

A. Purpose

This Local Emergency Planning Committee (LEPC) Hazardous Material Response Plan (HMRP) provides for a coordinated response to actual or potential discharges and/or releases of hazardous materials within unincorporated Thurston County, associated local jurisdictions, and Tribal areas. The plan provides more of a strategic guide for appropriate actions to response, prevent, minimize or mitigate a threat to public health, welfare or the environment from hazardous materials releases.

B. Scope

This Local Emergency Planning Committee (LEPC) Hazardous Material Response Plan (HMRP) establishes the goals, objectives, policies, and strategies under which Thurston County and the local Jurisdictions of Bucoda, Lacey, Olympia, Rainier, Tenino, Tumwater and Yelm will operate in the event of a hazardous materials incident, oil spill or other chemical release. The HMRP is designed to prepare Thurston County and its political jurisdictions and subdivisions for incident response and to minimize the exposure to or damage from materials that could adversely impact human health and safety or the environment. This document outlines the roles, responsibilities, procedures and organizational relationships of government agencies and private entities when responding to and recovering from a hazardous materials event.

The HMRP provides guidance for hazardous materials incident planning, notification and response as required by SARA Title III of 1986, also known as the Emergency Planning & Community Right-to-Know Act, which shall hereafter be referred to as EPCRA.
II. POLICIES

Policies, codes, and laws related to hazardous materials, spills, storage, training, and response are summarized below. The Northwest Area Contingency Plan (NACP) in Chapter 7000 – Hazardous Substances Unique Information provides a detailed list of all policies, codes, and laws that apply.

1. SARA Title III of 1986 Emergency Planning & Community Right-to-Know Act
2. 29 CFR 1920-120 Hazardous Waste Operations and Emergency Response
3. 40 CFR Part 355 - Emergency Planning and Notification
5. U.S. Code: Title 42, Chapter 116, Section 11003a-g - Comprehensive Emergency Response Plans.
6. RCW 38.52.070 - Local organizations and joint local organizations authorized - Establishment, operation - Emergency powers, procedures.
7. RCW Chapter 70.136 RCW - Hazardous materials incidents.
9. RCW 70.136.030 - Incident command agencies - Designation by political subdivisions.
10. RCW 90.56.020 - Director responsible for spill response (Department of Ecology).
11. RCW 90.56.280
12. Reporting Oil/Hazardous Substance Spills to State Waters.
13. Chapter 118-40 WAC - Hazardous chemical emergency response planning and community right-to-know reporting.
16. WAC 173-360-375 – Clean-up and reporting of spills and overfills.
17. WAC 296-24-567 – Employee emergency plans and fire prevention plans.
18. WAC 296-824-30005 – Train your employees.
21. Chapter 38.56 RCW - Washington State Intrastate Mutual Aid Compact

III. SITUATIONS

A. Emergency/Disaster Conditions and Hazards

Listed are the comments and assumptions associated to oil and hazardous materials in Thurston County.

1. Hazardous materials are commonly stored, used or transported in the local area via pipelines, state routes/county roads, railways and air are detailed in Appendix B – Summary of Thurston County Hazardous Materials Transport. These materials are part of our daily lives and can present a threat to life, property and the environment during an accidental or deliberate release.
2. The types and quantities of hazardous materials in Thurston County at any given time are subject to change. The facilities reportedly using, processing or storing hazardous materials in Thurston County are listed in Appendix C - Regulated Facilities in Thurston County. Some of these facilities have Extremely Hazardous Substances (EHS) on site. TC EM maintains all Tier
II Reports submitted by these facilities which includes the facility Emergency Coordinator and their appropriate contact information in both a hardcopy and digital format.

3. Transportation of hazardous materials through Thurston County creates a potential for a hazardous materials emergency in populated areas of the county. Materials transported through populated areas via truck, pipeline or rail pose a most significant hazard due to their frequency, variety and quantity. The trucking industry traverses the major highways of Thurston County to deliver hazardous materials to regulated facilities. Figure 1. Presents the Federal and State highways traversing Thurston County and Figure 2. Shows the major arterials in the county.

4. Three companies that move product by pipeline: BP United States Olympic Pipeline (gasoline, diesel, and jet fuel); Williams Pipeline (high pressure bulk natural gas); and Puget Sound Energy (low pressure natural gas treated with mercaptan) traverse Thurston County, Figure 3.

5. Hazardous materials are shipped to facilities in the county on short lines and railroads that traverse the county, Figure 3. This includes unit trains (100 to 120 rail cars) of coal or petroleum products.

6. Thurston County has the Port of Olympia with both a sea port and airport. Neither ship nor receive hazardous materials but both have vessels that carry large volumes of fuel and fueling stations.

7. The initial Incident Command function will typically be established by the fire agency having jurisdiction. As the incident progresses, in accordance with Chapter 70.136 RCW, the Washington State Patrol (WSP) is designated as the incident command authority for Hazardous Material incidents for all jurisdictions within Thurston County, see Appendix D—Incident Command Agency.

Figure 1. – Federal and State Highways Traversing Thurston County
**Figure 2** – Major Arterial Routes within Thurston County

**Figure 3** – Pipelines and Railroads serving Thurston County
8. At a minimum, Thurston County responders are trained to the HAZMAT awareness level and as such rely on mutual aid partners such as Pierce County Hazardous Incident Team for operations and technician level capabilities.

9. **Thurston County's Hazard Identification and Vulnerability Analysis** was completed in February 2004. **The 3rd Edition of the Hazards Mitigation Plan for the Thurston Region.** Between the two plans you get a good analysis of the threats and disasters that can impact the region. The hazard mitigation plan provides a more up-to-date description of Thurston County and a better analysis of the most common disasters. Hardcopies of both plans can be viewed at the Thurston County Emergency Management at 9521 Tilley Rd. S., Olympia, WA 98512.

10. As of April 2017, Thurston County has 147 sites submitting Tier II Reports required under the Emergency Planning and Community Right-to-Know Act (EPCRA) **Figure 4** and **Appendix C**.

11. Figures **5a** and **5b** present maps of Thurston County showing the distribution of Essential and Critical Facilities.

**Figure 4.** Tier II Reporting sites within Thurston County.
**Figure 5a.** Essential and Critical Facilities within Thurston County.

**Figure 5b.** Essential and Critical Facilities within the Lacey/Olympia/Tumwater area.
B. Planning Assumptions

1. An accidental release of hazardous materials could pose a threat to the local population or environment. The effects of a hazardous materials incident will vary upon factors such as the materials involved, quantity release, and the location of the incident, including its proximity to surface water, populated areas and transportation. Other factors include time of day, weather conditions and immediate response capability, which can change during the course of the incident.

2. A hazardous materials incident may be caused by or occur during other emergencies such as flooding, a major fire, civil unrest or an earthquake.

3. Hazardous material spills on or along roadways will impair traffic and law enforcement resources/road services.

4. In some hazardous materials incidents, it may be necessary for responding agencies to adopt a defensive posture for an indefinite time due to a lack of information, a lack of adequate or qualified resources, or danger to responders. Due to this possible limitation, protection of life, property and the environment inside the incident perimeter may have to be delayed for an indefinite time period. Additional response delays may result from locally experienced extreme weather conditions or public transportation networks which may have been damage or rendered impassable by the incident or that of the primary incident, i.e. and earthquake. Emergency communications and public warning and alert systems may also be disrupted by similar disaster events.

5. A major hazardous materials release may require evacuation or shelter-in-place response for citizens.

6. If an evacuation is recommended because of the hazardous materials incident, 80 percent of the population in an affected area will typically relocate voluntarily when advised to do so by local authorities. Some residents will leave by routes other than those designated by emergency personnel as evacuation routes. Some residents of unaffected areas may also evacuate spontaneously. People who evacuate may require shelter in a mass care facility.

7. Residents with access and functional disabilities needs may require assistance when evacuating.

8. Hazardous materials could possibly enter water or sewer systems and necessitate the shutdown of those systems. They may also cause the need for population protection measures some distance away from the initial incident.

9. Community notification of a hazardous materials release can be accomplished through use of the capabilities of the Emergency Notification system (ENS), regular media channels, social media networks, area broadcast from police and fire vehicles, and door-to-door. Such notification could take hours or could be impossible due to transportation route or utility disruption, or the threat to emergency responders.

10. This plan does not imply, nor should it infer or guarantee a perfect response will be practical or possible. No plan can shield all individuals from all events.


12. Every reasonable effort will be made to respond to emergencies, events or disasters; however, personnel and resources may be overwhelmed.
13. There may be little to no warning during specific events to implement operation procedures.
14. The success or failure of all emergency plans depends upon obtaining situational awareness and effective tactical execution.
15. Successful implementation of this plan depends on timely identification of capabilities and available resources at the time of the incident and a thorough information exchange between responding organizations and the facility or transporter.
16. Each agency, facility and jurisdiction will respond within the limits of their training, capabilities and qualifications.

IV. CONCEPT OF OPERATIONS

A. General

1. The Local Fire Districts/Departments within Thurston County have the primary responsibility for protecting life, the environment and property threatened by hazardous materials incidents, except where this has been specifically preempted by state or federal laws or regulations. Hazardous materials response is organized under the National Incident Management System.
2. In accordance with RCW 70.136, unless otherwise assumed by another local agency, incident command (IC) responsibility for managing hazardous material incidents, defaults to the Washington State Patrol (WSP). Local fire agencies are typically the initial responding agency and are responsible for maintaining their own response plans and procedures and will be IC until relieved by WSP if appropriate.
3. The authorized representative of the regulated facilities and transportation companies involved in an actual or suspected release of a hazardous material will promptly notify the Public Safety Answering Points (TCOMM 911 and Washington State Emergency Management Division (WA EMD) Duty Officer) and/or appropriate response agency(s), Local Emergency Planning Committee (LEPC), State Emergency Response Commission (SERC), tribal governments or other potentially affected LEPCs and tribal governments of the incident. They may also make recommendations to the responding agencies on how to contain the release and protect the public and environment.
4. The LEPC along with the Local Fire Districts/Departments and WA DOE will facilitate the process for developing and maintaining coordinated response plans. These plans shall address risk assessment, Right-to-Know obligations, and response coordination.
5. Agencies responding to the release will do so only to the extent of their personnel's training and qualifications, available resources and capabilities. The Incident Commander (IC) will request the assistance of regional, mutual aid partners when the size and scope of the hazardous materials incident exceeds the response capabilities of Thurston County responders.
   a. Thurston County is part of the Washington Intrastate Mutual Aid Compact.
   b. IC can call upon the Primary and Support Agencies listed on page 1 to provide assistance within their capabilities and availability.
6. The first priority of the IC will be to determine the appropriate protective action for the public, disseminate such recommendations and implement them. The first responding fire districts/departments will:
a. Identify, isolate and deny entry.
b. Attempt to determine the type of product involved through the Recognition and Identification Process. Attempt to identify the product or shipper (using binoculars if necessary) through placards, ID numbers, the Emergency Response Guidebook.
c. Evaluate hazards and risks.
d. Notify TCOMM 911 and request mutual aid with a Hazardous Materials Response Team and all required authorities, depending on the level of the incident. TCOMM 911 can make all necessary calls relative to the incident.
e. Coordinate information and resources from the Incident Command Post (ICP).
f. Decontaminate if safe for responders and only if trained to do so. Personnel must be trained to the Operations level to conduct decontamination procedures. Thurston County currently does not have this capability, a Decontamination trailer would have to be provided by Pierce County, WA Dept. of Ecology, or Washington State Patrol.
g. Terminate (debrief, document, critique).

7. All responders will assist with the identification of the party responsible for the hazardous materials incident through the collection and reporting of relevant information related to their response activities. Incident-related information should be reported to the IC or Thurston County Emergency Management (TCEM).

8. In larger or more complex incidents Federal, State, Responsible party, Tribal and Local representatives will form a Unified Command (UC) and make consensus based response and recovery decisions. If consensus is not achievable, the Federal On-Scene Coordinator (F-OSC), or next highest level OSC, has the final decision making authority. Appendix E Oil Spill Response Quick Reference Guide for Local Elected Officials provides a good local/jurisdiction overview of their role, responsibilities and the spill response timeline related to oil and hazardous materials release under the National Contingency Plan (NCP).

B. Organization

1. Incident Command (IC) for a hazardous materials incident will be performed in accordance with RCW 70.136.030, applicable code, ordinance or agreement. The designated ICs for jurisdictions within the Thurston County emergency planning district are referenced in Appendix D.

2. The IC will direct the activities of deployed emergency response elements through the Incident Command Post (ICP). The response will initially concentrate on the immediate needs at the incident site by isolating the area, implementing traffic controls, containing the spill and formulating and implementing protective actions for emergency responders and the public at risk.

3. The Public Information Officer (PIO) will use alert and notification systems, telephone, email and social media tools to contact the broadcast media to disseminate real time information or as close to real time information as possible.

4. The Thurston County Emergency Coordination Center (ECC) will activate when requested to support IC actions. Effective exchange of critical information between the ECC and Incident Command Post (ICP) is essential for overall response efforts to succeed. The Board of County Commissioners (BOCC) will designate the Local On Scene Coordinator (LOSC) for events in unincorporated Thurston County as required under National Contingency Plan (NCP) and the National Response System (NRS). Local jurisdictions may request that LOSC to represent them or may designate their own LOSC. Appendix E presents on
overview of the organization and response steps in a hazardous materials emergency response under the NCP.

5. In larger or more complex incidents Federal, State, Responsible party, Tribal and Local representatives will form a Unified Command (UC) and make consensus based response and recovery decisions. If consensus is not achievable, the Federal On-Scene Coordinator (F-OSC), or next highest level OSC, has the final decision making authority. Appendix E Oil Spill Response Quick Reference Guide for Local Elected Officials provides a good local/jurisdiction overview of their role, responsibilities and the spill response timeline related to oil and hazardous materials release under the National Contingency Plan (NCP).

C. Procedures

1. The response will vary dependent upon the location and magnitude of the material release, the weather related to the release, and the population or potential population impacted. Response and recovery efforts include controlling the release, warning the public, request for assistance, notification of state and federal agencies, restoration of business, and request for cleanup resources. All responders will limit their actions and response to the qualification level to which they are trained and currently qualified.

2. These two documents should be reviewed regardless of the scale and scope of an incident, but in particular if the National Response Plan is activated: 1, Section 9105 – Quick Response Guide and 2, Section 9220 – 96 Hour Plan. Both these documents are part of the Northwest Area Contingency Plan (NACP).

   a. Release Identification
      1. Chemical releases identification at sites will follow the recognized methods and procedures outlined by the individual facilities. Appendix G - Examples of Precautionary Evacuation Plans provides examples of some of the approaches utilized by different facilities.
      2. The recognized methods and procedures Thurston County and local jurisdiction responders will use to identify the release of hazardous materials will be based on training and qualification. First responders will limit their actions in identifying the occurrence of a release to those protocols specified for the hazardous materials response qualification level to which they are trained and currently qualified. At a minimum, local responders in Thurston County are trained to the awareness level. When arriving on the scene of an emergency involving hazardous material, the first responder at the awareness level shall be able to:
         a. Analyze the incident to determine both the hazardous materials present and the basic hazard and response information for each hazardous material by:
            1. Detecting the presence of hazardous materials.
            2. Surveying the hazardous materials incident from a safe location to identify the substance/substances involved by cross referencing the material's name, UN/NA identification number, container shape or type placard with the current edition of the Emergency Response Guidebook. Identify shipper using USDOT Identification Number on exterior of truck cab/trailer. (http://safer.fmcsa.dot.gov/CompanySnapshot.aspx).
3. Collect hazard information from the current edition of the *Emergency Response Guidebook*.

4. Review manifests, bills of lading, and other cargo documentation aboard a vehicle for purpose of identification of spilled materials. Call shipper/carrier for additional information on materials aboard a vehicle involved in a release of a suspected hazardous material.

b. Implement actions consistent with the local emergency response plan, the responding agency's standard operating procedures and the current edition of the *Emergency Response Guidebook* by initiating and completing:
   1. Protective actions
   2. Notification process

3. Given the various facilities throughout the county and/or transportation system, awareness level responders will identify those situations where hazardous materials are present through the demonstrated capability to:
   a. Identify the definition of hazardous materials.
   b. Identify the UN/DOT hazard classes and divisions of hazardous materials as well as identify common examples of materials in each hazard class or division.
   c. Identify the difference between hazardous materials incidents and other emergencies.
   d. Identify facilities and locations in the community where hazardous materials are manufactured, transported, stored, used or disposed of.
   e. Identify typical container shapes that can indicate the presence of hazardous materials.
   f. Identify facility and transportation markings and colors that indicate hazardous materials, including the following:
      1. Transportation markings, including UN/NA identification number marks, marine pollutant mark, elevated temperature (HOT) mark, commodity marking and inhalation hazard mark.
      3. Military hazardous materials markings.
      4. Special hazard communication markings for each hazard class.
      5. Pipeline markings.
      g. Given an NFPA 704 marking, describe the significance of the colors, numbers and special symbols.
      h. Identify U.S. and Canadian placards and labels that indicate hazardous materials.
      i. Identify the following basic information on material safety data sheets (SDS) and shipping papers that indicate hazardous materials:
         1. Identify where to find SDS.
         2. Identify entries on an SDS that indicate the presence of hazardous materials.
         3. Identify the entries on shipping papers that indicate the presence of hazardous materials.
         4. Match the name of the shipping papers found in transportation (highway and rail) with the mode of transportation.
         5. Identify where the shipping papers are found in each mode of transportation.
         6. Identify where the papers can be found in an emergency in each mode of transportation.
4. Given the various facilities throughout the county and/or transportation system, Operations level responders will identify those situations where hazardous materials are present through the demonstrated capability to:
   a. Meet all Awareness level requirements above.
   b. Identify types of protective clothing and breathing protection and characteristics of each.
   c. Demonstrate ability to dike, dam, divert, absorb, or any other defensive action if risk analysis has been performed and it is safe for emergency responders to do so.
   d. Demonstrate ability to initiate and perform decontamination procedures if risk analysis has been performed and it is safe for emergency responders to do so.

D. Notification

1. Determination of a release of Title III classified substances is the statutory responsibility of the facility owners and/or operators. The Emergency Coordinator(s) of each facility shall establish appropriate internal procedures for detecting a release and for making notification internally to appropriate personnel, as well as to local (TCOMM 911 911), state (WA EMD – 24/7 State Alert & Warning Center 1-800-258-5990 and WA DOE Spill Response 1-800-424-5990) and federal agencies (National Response Center NRC 24hr Hotline 1-800-424-8802, Watch Email NRC@uscg.mil) according to 49 CFR (Subparts B and C), in a timely manner. Facilities will respond initially to a release according to limits of training or actual capabilities.
   a. Comprehensive Environmental Response, Compensation and Liability Act of 1980 (CERCLA) Section 103 (40 CFR Part 302.6, Part 300.405) requires that the release of a CERCLA hazardous substance that meets or exceeds the reportable quantity (RQ) set forth in 40 CFR 302.4 must be reported to the National Response Center (NRC 24hr Hotline 1-800-424-8802, Watch Email NRC@uscg.mil).
   b. EPCRA Section 304 (40 CFR Part 355.40) requires that a release of an Extremely Hazardous Substance or a CERCLA hazardous substance exceeding its reportable quantity that extends beyond facility property boundaries be immediately reported to the NRC and any potentially affected State Emergency Response Commission, Tribal Emergency Response Commission, and Local Emergency Planning Committee.
   c. Hazardous Materials Transportation Act (HMTA) Section 1808 (49 CFR Part 171.15) requires that the release of a DOT hazardous material during transportation be reported to the NRC under certain circumstances such as death, injury, significant property damage, evacuation, highway closure, etc.
   d. OIL & HAZARDOUS MATERIAL SPILLS TO STATE WATERS NOTIFICATION: The Responsible Party must immediately notify both Washington State Emergency Management Division (EMD) and US Coast Guard (National Response Center) for any release of oil or hazardous material to state waters (Revised Code of Washington (RCW) 90.56.280).
   e. DANGEROUS WASTE/HAZARDOUS SUBSTANCE RELEASES TO THE ENVIRONMENT NOTIFICATIONS: Any release of hazardous material/dangerous waste to the environment requires the Responsible Party to immediately notify the Washington Department of Ecology (Ecology) Southwest Regional Office, authorities identified in the local emergency response plan, and when applicable, the local air quality authority following a release to air per Washington Administrative Code (WAC) 173-303-145.
f. UNDERGROUND STORAGE TANK (UST) RELEASE NOTIFICATIONS:
UST owners and operators shall immediately report any spill or overfill of petroleum and the results of any related cleanup to Ecology or delegated agency if the spill or overfill comes in contact with soil, groundwater or surface water. Spills or overfills of petroleum which are above a de minims amount but do not come into contact with soil, groundwater or surface water shall be reported within twenty-four hours. A de minims amount of petroleum is any amount that immediately evaporates or that is specified by the department or delegated agency through guidance documents. Spills or overfills of petroleum which do not exceed a de minims amount and do not come in contact with soil, groundwater or surface water are not required to be reported (WAC 173-360-375).

2. TCOMM 911 (9-1-1 Dispatch) is the designated agency to receive initial notification of hazardous materials incidents. Communications will dispatch the appropriate fire agency to investigate.

3. The on-scene Incident Commander(s) are responsible for ensuring that the State EOC Alert and Warning Center and National Response Center are notified, and that additional resources are notified as needed.

4. The Chairperson of the Thurston County Emergency Management Council, or designee, will act as the Community Emergency Coordinator for the LEPC for the NCP.

5. Depending upon the severity of the event, notifications and reports will be made according to the following Thurston County Hazardous Materials Reporting Flow Chart. See Appendix F for a list of contact agencies and numbers.
6. DEM will contact the Chehalis and/or Nisqually Tribe directly if the hazardous materials incident is located on, or has the potential to affect the property or natural resources of said Tribes.

7. The public will receive emergency warning and notification of a hazardous materials release through multiple channels of communication starting with alert and notification systems and social media and working through other appropriate communications systems which may include:
   a. Door-to-door notification by uniformed personnel.
   b. NOAA all hazard radio can be accessed.
   c. Emergency Alert System (EAS), activated by EM.
   d. Public announcements using public address systems on radio equipped government owned vehicles.
e. News media releases and both press and public access to emergency information on the County/City's main web site.

<table>
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<th>WARNING MESSAGES</th>
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<td>The following are some recommended components of an effective public warning message:</td>
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1. **Messages should be short and uncomplicated.** Limit the message to 3 short sentences, conveying 3 key messages, in 30 words or less (3-3-30 Rule).

   If detailed instructions are necessary, prepare messages in stages so that recipients can listen to and act on the messages at the same time (i.e., "Leave your house now. Instructions will be repeated on this station as you drive away from the danger area."). Also realize that most will not be writing out the message and, therefore will not remember long messages.

2. **Use common and familiar words.** Avoid ambiguous terms like "an emergency has just occurred." Confusing messages lead to panic. Develop the message so that each word and each phrase has a purpose.

3. **Use strong words.** People obey warnings when they use "mild fear" terms (i.e., "You are in danger," "you must leave this area now," etc.).

4. **Give the public the impression someone is 'in charge'.** Use the name of the executive, mayor or some other familiar person in authority. Plan the message to give assurance that someone is in control, and that there is a plan for the well-being of those affected.

5. **Read important instructions.** Have the messages repeated immediately a second time and then repeated again each 5-10 minutes when appropriate.

E. Emergency Response

1. The methods and procedures used to respond to the release of hazardous materials conform to the standards set in (NFPA) 472 - Standard for Competence of Responders to Hazardous Materials/Weapons of Mass Destruction Incidents and only vary by training and competency. First responder competencies, like training, are defined at the awareness, operational and hazardous materials technician levels.

   Marathon Petroleum Corporation had developed a good video resource for training and background knowledge related to fuel transportation emergencies.

2. At a minimum, all Thurston County responders are trained to the Awareness level. Awareness level personnel shall be able to perform the following tasks when on scene of a hazardous materials/Weapons of Mass Destruction (WMD) incident:

   a. Analyze the incident to determine both the hazardous materials present and the basic hazard and response information for each hazardous material agent by completing the following tasks:
      1. Detect the presence of hazardous material.
         a. Set up the initial isolation distance as recommended in the Emergency Response Guidebook (ERG) and await arrival of the Hazmat Team.
b. If a substance is unknown use the US Department of Transportation's *Emergency Response Guidebook's Guide #111: Mixed Load/Unidentified Cargo*.

2. Survey the hazardous material incident from a safe location to identify the name, United Nations/North American (UN/NA) identification number, type of placard or other distinctive marking applied for the hazardous material involved.


b. Implement actions consistent with the emergency response plan, the standard operating procedures and the current edition of the Emergency Response Guidebook by completing the following tasks:
   1. Initiate protective actions.
   2. Initiate the notification process.

3. Additionally, Thurston County Fire Districts/Departments are working to achieve a higher percent of personnel trained to the Operation level. Operation level personnel shall be able to perform the following tasks when on scene of a hazardous materials incident:
   a. Analyze a hazardous materials incident to determine the scope of the problem and potential outcomes by completing the following tasks:
      1. Survey the hazardous materials incident to identify the containers and materials involved, determine whether hazardous materials have been released and evaluate the surrounding conditions.
      2. Collect hazard and response information from SDS, CHEMTREC/CANUTEC/SETIQ; local state and federal authorities and shipper/manufacturer contacts.
      3. Predict the likely behavior of a hazardous material and its container.
      4. Estimate the potential harm at a hazardous material incident.

b. Plan the initial response to a hazardous materials incident within the capabilities and competencies of available personnel and personal protective equipment by completing the following tasks:
   - Describe the response objectives for the hazardous materials incident.
   - Describe the response options for each objective.
   - Determine whether the personal protective equipment provided is appropriate for implementing each option.
   - Describe emergency decontamination procedures.
   - Develop a plan of action, including safety considerations.

c. Implement the planned response for a hazardous materials incident to favorably change the outcomes consistent with the emergency response plan and/or standard operating procedures by completing the following tasks:
   - Establish and enforce scene control procedures, including control zones, emergency decontamination and communications.
   - Where criminal or terrorist acts are suspected, establish means of evidence preservation.
   - Initiate Incident Command System (ICS) for hazardous materials incidents.
   - Perform tasks assigned as identified in the incident action plan.
   - Implement emergency decontamination as necessary.
d. Evaluate the progress of the actions taken at a hazardous materials incident to ensure the response objectives are being met safely, effectively and efficiently by completing the following tasks:

- Evaluate the status of the actions taken in accomplishing the response objectives.
- Communicate the status of the planned response.

4. Examples of methods and procedures used in responding to a release by the employees of prominent/key facilities are in Appendix G Examples of Precautionary Evacuation Plans.

5. Facilities and responders will monitor a verified release using the following capabilities and methods.
   a. Facility methods and capabilities for monitoring a release are listed in Appendix G in the facility's Precautionary Evacuation Plan.
   b. Responders will monitor releases in accordance with agency policy as identified in the agency policy in #2 above.

6. A facility must notify the SERC and LEPC, per EPCRA Section 304, of a release at the facility in excess of the reportable quantity for the substance and when the release could result in exposure of persons outside the facility. A verbal report must be submitted immediately and followed up with a written report within 14 days.

7. All facilities within Thurston County receiving, storing and/or using extremely hazardous substances (EHS), reference 40 CFR Part 355, must notify the SERC and LEPC in accordance with Section 302 - Notification of Extremely Hazardous Substances.

8. Facilities must submit Material Safety Data sheets (SDS) or a SDS list of the hazardous chemicals present on-site in excess of threshold levels to the SERC, LEPC and local fire department/district using the Tier II form in accordance with Section 312 F.

F. Public Safety

1. The primary objective of every hazardous materials response is to protect the people at risk, reduce property damage, and protect the environment. This includes employees of the affected facility and/or transportation company as well as citizens and visitors in the immediate area of the release and/or the projected plume. Evacuation is the recognized standard for population protection; however, recent research indicates shelter-in-place should be considered as a better alternative for many hazardous materials incidents.

2. Each strategy (shelter-in-place or evacuation) have inherent advantages and disadvantages. See Appendix H for additional information.
   a. The advantage of evacuation is it removes employees, citizens and visitors from the present and any future risks in the affected area. The concept of removing the population from risk is also an acceptable and preferred strategy for many members of the public. Evacuations are however highly disruptive events which create other challenges such as traffic control and sheltering. An effective evacuation may take hours to complete, during
which evacuees may be exposed to unsafe concentrations of the toxic substance they are attempting to avoid.

b. Shelter-in-place can be instituted in a relatively short period of time. The population does not have long distances to travel and they are, for the most part, familiar with their surroundings. The speed with which a shelter-in-place effort can be implemented may make it the only reasonable short-term protective option for hospitals, nursing homes and corrections facilities. However, the concept of shelter-in-place is a foreign notion to many citizens who will self-evacuate. Training and exercising sheltering-in-place plans for those facilities where it might prove useful will facilitate its use when it is needed. It should be considered only for incidents expected to last for a short duration.

3. No single protective strategy is applicable in all situations whereas some incidents may be suited to either evacuation or shelter-in-place. The two strategies are not mutually exclusive and may be combined to achieve the maximum population protection in some situations. For example, shelter-in-place for the public in an appropriate radius around a toxic release, combined with evacuation of downwind populations, might result in the best protection potential for the greatest number of people.

4. The decision to evacuate or order shelter-in-place should be based upon known data or perceived risk when insufficient data is immediately available. Reference materials and resources which will aid the decision making process include:
   a. Emergency Response Guidebook (current edition),
   b. Material Safety Data Sheets (SDS),
   c. AIHA Emergency Response Planning Guidelines,

5. The Incident Command (IC) is authorized to order the protective measures appropriate to the type of threat, current weather conditions, condition of population at risk, response capabilities and timeliness, available transportation resources, time of day and ability to communicate with the at risk population. The procedures for implementing the evacuation and shelter-in-place strategies are found in Appendix H - Public Safety Procedures.

6. Regulated facilities are required to have evacuation plans for employees and visitors. Washington State Administrative Code (WAC) 296-24-567 requires each facility to have an emergency action plan which includes, at a minimum:
   a. Evacuation procedures and route assignments;
   b. Procedures for employees who remain to operate critical plant operations before they evacuate;
   c. Procedures to account for all employees after emergency evacuation has been completed;
   d. Rescue and medical duties for those employees who are to perform them;
   e. The preferred means of reporting fires and other emergencies;
   f. Names or regular job titles of persons or departments who can be contacted for further information or explanation of duties under the plan.

7. Examples of Precautionary evacuation plans for a selected facility within the Thurston County LEPC's area of responsibility is found in Appendix G – Examples of Precautionary
Evacuation Plans.

G Responder Safety

1. It is essential on-scene response personnel are protected from the adverse effects of hazardous materials contamination to safely perform their role in protecting the public and mitigating the incident. The safety of response personnel is a priority of the IC system. A Safety Officer will be appointed to the Command Staff to assist the IC with responder safety. If the IC does not appoint a Safety Officer for some reason, the IC assumes the responsibilities of the Safety Officer. The Safety Officer shall be assigned to monitor operations, identify potential safety hazards, correct unsafe situations and develop additional methods and procedures to ensure responder safety. The Safety Officer will be given authority to alter, suspend or terminate any activity he/she deems is unsafe. Safety Officers must be trained to the level of the incident, i.e., an operations level incident (gasoline spill) requires a Safety Officer trained to the operations level.

2. All responders to a hazardous materials incident will:
   a. Adhere to applicable local, state and federal laws, statues, ordinances, rules, regulations, guidelines and established standards pertaining to responder safety.
   b. Not exceed individual response certification level in accordance with CFR 1910.120 Hazardous Waste Operations and Emergency Response (HAZWOPER) and Chapter 296-824 WAC training under any circumstance.

H. Training

1. Hazardous materials response training requirements are governed by WAC 296-824-30005, which meets or exceeds the Occupational Safety and Health Administration (OSHA) standards in 29 CFR 1910.120. In addition, the National Fire Protection Association (NFPA) established a standard (NFPA 472) of professional competence for responders to hazardous materials incidents.

2. All hazardous materials incident emergency responders and workers at hazardous materials facilities, transport companies, waste treatment facilities, storage facilities and disposal facilities will be provided training which meets federal and state standards. Such training will be commensurate with their employers or organization's plans and policies.

3. The minimum level of responder training in accordance with WAC 296-824-30005 is:

<table>
<thead>
<tr>
<th>Awareness Level</th>
<th>Awareness level responders are those personnel who, in the course of their normal duties, could encounter an emergency involving hazardous materials/ weapons of mass destruction (WMD) and be expected to recognize the presence of the hazardous materials/WMD, protect themselves, call for assistance and secure the scene.</th>
</tr>
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<tbody>
<tr>
<td>Awareness Level First Responders competencies:</td>
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</table>
- Understand what hazardous substances are and their associated risks. Recognize the presence of hazardous substances in an emergency. Can identify the hazardous substances, when possible.
- Understand the potential consequences of hazardous substances in an emergency.
- Understand the role of a first responder at the awareness level as described in:
  - The employer's emergency response plan, including site security and control.
  - The United States Department of Transportation's Emergency Response Guidebook.
- Can use the Emergency Response Guidebook.
- Recognize the need for additional resources and the need to notify the incident's communication center accordingly.

<table>
<thead>
<tr>
<th>Operations Level</th>
<th>Operations level responders are personnel who respond to hazardous materials/WMD incidents for the purpose of implementing or supporting actions to protect people, property and the environment from the effects of a release. They are trained to respond in a defensive fashion, which may include attempts to confine, contain or otherwise control the release without coming into contact with the material/product.</th>
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<td></td>
<td>First responders at the operations level must receive at least eight hours of training and demonstrate awareness level competencies as well as the competency to:</td>
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<td>- Know basic hazard and risk assessment techniques.</td>
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<td>- Select and use personal protective equipment (PPE) appropriate for first responder operations level.</td>
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<td>- Understand basic hazardous materials terms.</td>
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<td>- Perform basic control, containment, and/or confinement operations within the capabilities of the resources and PPE available.</td>
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<td>- Implement decontamination procedures to their level training.</td>
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<td></td>
<td>- Understand relevant standard operating and termination procedures.</td>
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<table>
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<tr>
<th>Technician Level</th>
<th>Technician level responders are personnel who respond to a hazardous materials/WMD incident using a risk-based response process to analyze the situation involving hazardous materials/WMD, select applicable decontamination procedures and control the release using specialized protective clothing and control equipment.</th>
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<td></td>
<td>First responders at the technician level must receive at least 24-hours of training and demonstrate operations level competencies as well as the competency to:</td>
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<td></td>
<td>- Implement an employer's emergency response plan.</td>
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<td>- Function within their assigned role in the incident command system.</td>
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<td>- Understand hazard and risk assessment techniques.</td>
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<td></td>
<td>- Understand basic chemical and toxicological terminology and behavior.</td>
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<tr>
<td>Specialist Level</td>
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<tr>
<td>Specialist level responders are personnel who respond with and provide support to hazardous materials technicians. Their duties parallel those of hazardous materials technicians but require a more specific knowledge of the various substances they may be called upon to contain. Hazardous materials specialists also act as site liaisons with federal, state, tribal and local government authorities with regard to site activities.</td>
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<tr>
<td>First responders at the specialist level must receive at least 24-hours of training and demonstrate technician level competencies as well as the competency to:</td>
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<tr>
<td>• Implement the local emergency response plan.</td>
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<tr>
<td>• Know of the state emergency response plan.</td>
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<tr>
<td>• Develop a site safety and control plan.</td>
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<tr>
<td>• Understand chemical, radiological and toxicological terminology and behavior.</td>
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<tr>
<td>• Understand in-depth hazard and risk techniques.</td>
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<tr>
<td>• Use advanced survey instruments and equipment to classify, identify and verify materials at the incident.</td>
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<tr>
<td>• Select and use proper specialized chemical PPE given to hazardous materials specialists.</td>
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<tr>
<td>• Perform specialized control, containment and/or confinement operations within the capabilities of the resources and PPE available.</td>
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<tr>
<td>• Determine decontamination procedures.</td>
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<tr>
<th>Incident Commander</th>
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<tr>
<td>The Incident Commander (IC) is the person responsible for all incident activities, including development of strategies and tactics and ordering and release of resources.</td>
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<tr>
<td>Incident commanders, who assume control of a hazardous materials incident from the responders first on the scene, must receive at least 24-hours of training and demonstrate operations level competencies as well as the competency to:</td>
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<tr>
<td>• Know of the state emergency response plan and the Federal Regional Response Team.</td>
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<tr>
<td>• Implement the local emergency response plan.</td>
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<tr>
<td>• Implement the employer's emergency response plan.</td>
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</table>
4. The Washington State Patrol Fire Marshal’s office also provides training for fire and hazardous materials response.

5. The awareness, operations, technician and incident command training available to Thurston County responders is updated annually and maintained in Appendix I.

I. Resource Management

On-Scene resource management will be managed under ICS principles and practices under Incident Command or Joint Field Office, whichever is activated. Resource coordination will be through the Thurston County ECC if activated.

J. Containment/Clean-up

1. As per RCW 4.24.314, the spiller is responsible for costs incurred in the cleanup of a hazardous materials incident. If the spiller is unknown or there is a dispute with the spiller about cost recovery, cleanup efforts will be undertaken by WA Department of Ecology and/or the US Environmental Protection Agency (EPA). Thurston County and municipal jurisdictions therein, will not accept any financial responsibility for cleanup or disposal of hazardous substances owned and/or spilled by others.

2. Coordination of spill containment and clean-up is the responsibility of the designated Incident Command agency. However, Thurston County will not accept any financial responsibility for cleanup or disposal of hazardous substances owned and/or spilled by others. Waterborne spills may begin with local response, but eventually be turned over to the Department of Ecology or U.S. Coast Guard for response, recovery and determination of any financial responsibility of the spiller.

3. General guidelines for first responders including the spiller are:
   a. Identify, contain, recover and properly treat or remove hazardous materials and dispose of at state permitted sites.
   b. Limit incident site entry to trained personnel with appropriate personal protective equipment.
   c. Follow decontamination procedures to limit area of contamination and restrict further spread of hazardous materials.
   d. Plan for restoration and mitigation of damage to the environment.
   e. As the event moves into the cleanup and restoration phase, those activities will be turned over to the spiller or state and federal authorities as warranted.

5. Once the emergency response is complete and cleanup begins, Hazardous Waste Operations and Emergency Response (HAZWOPER) under the Occupational Safety and Health Administration (OSHA) standard 29 CFR Part 1910.120, requires a Health and Safety Plan (HSP) and cleanup personnel to be trained accordingly.

6. The Incident Commander or senior On Scene Coordinator (OSC) under Unified Command will be responsible for arranging an after-action review and evaluation of significant incidents. The review and evaluation should be conducted within two (2) weeks following control of the incident.

7. Written report notification needs to be made within thirty (30) days following immediate verbal notification to the Washington State Emergency Response Commission, Thurston County Local Emergency Response Committee, any Tribal Emergency Response Commission or other entities originally notified. An Emergency Release Follow-up Notification form is available at www.ecy.wa.gov/epcra/304EIM.pdf.

K. Exercises

1. The LEPC Community Emergency Coordinator (presently the Chairperson of the TC EMC) or their designee will provide for and organize an annual exercise of this plan, at a minimum, to evaluate the effectiveness and feasibility of the plan and supporting standard operating procedures as well as the readiness of response agencies, facilities and the public. These exercises may be discussion-based (seminars, workshops, tabletops and games) or operation-based (drills, functional, and full-scale) in order to test the full spectrum of preparedness. See Appendix K.

2. The Thurston County LEPC will follow the Homeland Security Exercise and Evaluation Program (HSEEP) as a standard for exercise design, conduct and evaluation. As such, exercises will be documented in an after action report and corrective actions will be identified and assigned in an improvement plan.

3. The Thurston County LEPC will work on integrating the exercise and drill schedule with the Northwest Area Contingency Plan exercise schedule where possible and appropriate.

4. Thurston County will coordinate with WSP, local fire districts/departments, Tier II facilities, hazardous material transportation companies, and other interested parties to exercise elements of this LEPC Plan.

L. Documentation and Investigation

1. Investigations
   a. Local Jurisdiction Fire Districts/Departments
      1. Reviews and inspects storage, use and handling of hazardous materials.
      2. Maintains emergency response plans for facilities handling hazardous materials.
   b. County and Local Fire Marshals
      1. Annual inspection of facilities for fire code compliance.
2. Assists DOE, EPA and/or USCG in the investigations the origin and cause of fires or releases in involving hazardous materials.

c. Thurston County Public Health
   1. Provides information about the proper destruction or decontamination of structures, vehicles and property.
   2. Investigates complaints involving improper waste disposal practices or hazardous waste spills resulting in potential contamination or exposure.
   3. Provides public health education, makes recommendations for protecting the public's health and safety, and enforces environmental health rules and regulations.

d. Washington State Patrol (WSP)
   1. May assume the role of Incident Commander.
   2. Investigates accidents, chemical releases and criminal acts on state highways and roads.

e. Thurston County Sheriff's Office
   1. Investigates accidents, chemical releases and criminal acts on state highways and roads.

f. Washington State Department of Ecology
   1. Provide 24-hour emergency response to reported spill incidents.
   2. Activate the Northwest Area Contingency Plan (NACP) as warranted or appropriate.
   3. Assist in determining the release source, cause and responsible party.
   4. Coordinate Natural Resource Damage Assessment (NRDA) activities.

2. Provisions for Cost Recovery
   a. The Responsible Party will make their own arrangements for cost recovery.
   b. The Responsible Party pays for responding agencies and jurisdictions.
   c. Responding agencies and jurisdictions will separately document costs associated with the specific incident.
   d. The Model Toxics Control Act may provide funding.
   e. CERCLA requires reporting of releases of hazardous substances, establishes the liability of persons responsible for releases of hazardous substances and establishes and EPA trust fund.
   f. If no Responsible Party can be determined, EPA may provide funding through the Local Government Reimbursement Program (800-431-9209) for up to $25,000 in extraordinary local expenses for qualifying incidents.
   g. EPA Form 9310-1, Application Package for Reimbursement to Local Governments, will be used to apply for reimbursement; instructions and guidelines are included.

V. RESPONSIBILITIES

A. Joint Primary Agencies
   Primary agencies have the lead responsibilities for mitigation, preparedness, response and recovery with a focus on life safety, property protection and environmental preservation. These responsibilities include but are not limited to ensuring the readiness of skilled personnel, equipment, response procedures and protocols, responder training programs, resource coordination and the hazardous materials response program.

In larger or more complex incidents Federal, State, Responsible party, Tribal and Local...
representatives will form a Unified Command (UC) and make consensus based response and recovery decisions. If consensus is not achievable, the Federal On-Scene Coordinator (F-OSC), or next highest level OSC, has the final decision making authority.

Appendix F provides contact information for key hazardous material response and recovery agencies and programs in the event of an incident.

B. Specific Primary Agency Responsibilities

1. Thurston County Fire Districts/Departments
   a. Provide a limited initial response to hazardous materials incidents based on responder training, qualification and expertise.
   b. Designate the Senior Fire Officer, on-scene, as Incident Commander or at the request of the Senior Fire Officer transfer the authority to the Washington State Patrol.
   c. Abate and contain hazardous substance releases and spills within the scope of responder capabilities, in conjunction with the responding mutual aid HAZMAT Team.
   d. Provide manpower and equipment for control and containment of a hazardous material release or fire involving hazardous materials, whenever possible.
   e. Isolate the affected area in accordance with the Emergency Response Guidebook or other appropriate resource information.
   f. Notify the appropriate dispatch agency when the magnitude of the incident exceeds the expertise of the initial responder(s).
   g. Identify hazardous material(s) without compromising safety (placard number, shipping documents, driver comments, etc.).
   h. Provide for the safety of the public by whatever means necessary (evacuation, shelter-in-place).
   i. Assist with the evacuation of the public and traffic control.
   j. Effectively deploy all necessary and available fire jurisdiction equipment and manpower.
   k. Deploy mutual aid, as requested.
   l. Support Pierce County Hazardous Incident Team with personnel, equipment and other assistance, as required.
   m. Provide coordination and control of manpower and equipment through the communications center and at a command post near the scene.
   n. Assist in decontamination of responders and the public within the scope of capabilities in conjunction with the responding, mutual aid HAZMAT Team.
   o. Provide manpower and equipment for emergency medical services at the scene of a hazardous material incident.
      1. Give medical attention to the sick and injured on scene.
      2. Establish triage operations, as needed.
      3. Transport sick and injured to permanent medical care facilities and minimize the opportunity for contamination of responding staff/equipment during transport.
      4. Provide hospitals and medical care facilities information from the incident scene on the number and nature of casualties being sent to their facility with any recommendations for treatment.
   p. Provide emergency medical care and transportation for those injured in a hazardous material incident.
q. Perform other operations which may be appropriate in accordance with training and qualifications.

2. Washington State Patrol
   a. Act as designated incident command agency for hazardous materials incidents on interstate and state highways and in areas specifically designated by the local political entity. When the local jurisdiction does not designate an incident command agency, assume incident command for the jurisdiction in accordance with RCW 70.136.030.
   b. When necessary, establish a unified command system with fire departments, emergency medical services and other state and federal agencies.
   c. Assist the Thurston County Sheriff's Office in the coordination of law enforcement activities.
   d. Assist with warning, notification and evacuation activities.
   e. Assist with traffic and crowd control.
   f. Provide supplemental communications support.
   g. Provide additional law enforcement assistance as necessary.

3. Washington State Department of Ecology
   a. Provide 24-hour emergency response to reported spill incidents.
   b. Activate the Northwest Area Contingency Plan (NACP) as warranted or appropriate.
   c. Represent state laws and interests in oil and hazardous substances incidents by acting as the State On-Scene Coordinator (SOSC) in the Unified Command System.
   d. Maintain resource list of cleanup contractors, equipment and technical/scientific personnel for hazardous materials incidents.
   e. Assist in determining the release source, cause and responsible party.
   f. Provide on-scene coordination and technical assistance on containment, cleanup, disposal, recovery, natural resource damage assessment, and laboratory analysis and evidence collection for enforcement actions.
   g. Coordinate Natural Resource Damage Assessment (NRDA) activities.
   h. Establish cleanup standards for the incident in accordance with federal and state law.
   i. Ensure source control, containment, cleanup and disposal are accomplished.

C. Support Agencies Responsibilities

1. American Red Cross
   a. Provide for temporary shelter, feeding, welfare inquiries and information services.
   b. Provide a representative to the ECC to coordinate actions with other agencies as requested.

2. Confederated Tribes of the Chehalis Reservation and the Nisqually Tribe
   a. Provide a Tribal On Scene Coordinator (TOSC) as requested to the IC or UC.
   b. Provide additional resources and support as requested by IC, UC or TOSC.

3. Local Jurisdictional Law Enforcement
   a. Coordinate law enforcement resources during a hazardous materials emergency.
   b. Provide for traffic control and maintenance of evacuation during a hazardous materials emergency.
c. Ensure law enforcement personnel are familiar with procedures for the identification and movement of essential personnel during a hazardous material emergency.
d. Perform evacuation within parameters established for specific incident action plans.
e. Assist where necessary in the rapid dissemination of warning and evacuation information to the public.
f. Assist with investigation of possible criminal acts involving hazardous substances and/or their intentional release. Bring in state and federal law enforcement as needed.

4. Local Jurisdiction Public Works Departments
   a. Provide equipment and manpower to assist in the containment of a hazardous material release.
   b. Provide equipment and manpower to repair essential, jurisdictional facilities damaged as a result of a hazardous materials release.
   c. Provide assistance to law enforcement with regard to traffic control on evacuation routes and at the incident scene.
   d. Implement protection/mitigation measures to ensure safety and integrity of drinking water and waste water systems.

5. Pierce County Hazardous Incident Team (Central Pierce, Graham Fire and Rescue, East Pierce, West Pierce) — Regional resource if available
   a. Respond in support of first response agencies when requested.
   b. Assess actions taken by first-in units.
   c. Provide a technical level response to hazardous materials incidents.
   d. Provide incident management expertise and equipment.
   e. Evaluate/Establish exclusionary zones.
   f. Perform substance identification testing via HazCat testing, Hazard ID analysis and/or radiological testing.
   g. Determine the proper level of personal protective equipment, emergency medical treatment, decontamination techniques, and additional authorities requiring notification.
   h. Perform duties as directed by incident command.
   i. Coordinate with representatives of the Thurston County Emergency Management.
   j. Identify the type(s) of materials involved, and the scope of the incident as quickly as possible. Information can be gathered from the reporting party, 9-1-1 dispatch, the responsible party, placards, and references such as the Emergency Response Guidebook, Chemtrec, and CAMEO.

6. Private Hazardous Material Transportation Companies, Fuel Distribution Stations, and Tier II Facilities
   a. Respond in accordance with company/facility Emergency Contingency Plan or appropriate Emergency Response Plan.
   b. Provide notification to TCOMM E-911 (24 Hour Dispatch 911), National Response Center (24 Hour Reporting of all Spills 800.424.8802), and WA Department of Ecology (24 Hour Spill Line 360.407.6300). See Appendix F or Northwest Area Contingency Plan page xv of the Preface.
   c. Respond to the level of staff training.
   d. Coordinate with First Responders.
   e. Train and equip personnel to implement the plans
g. Tier II Facilities storing extremely hazardous substances (EHS) must:
   1. Identify the location of such substances and designate a Facility Emergency Coordinator to act as the contact for facility and hazardous materials information in accordance with 40 CFR 355.30. 40 CFR 355.30(c) requires the owner or operator of a facility subject to the section to designate a facility representative who will participate in the local emergency planning process as a facility emergency response coordinator. The Facility Emergency Coordinators in the Thurston County LEPC are identified in Appendix B.
   2. Report chemical inventories to the State Emergency Response Commission (SERC), LEPC, and local fire department.
   3. Submit Tier Two-Emergency and Hazardous Chemical Inventory Report and other information as required by federal, state or local law.
   4. Prepare hazardous materials emergency plans and provide copies to the Thurston County LEPC, when requested.

7. Providence St. Peter and Capital Hospitals and other specialty care facilities
   a. Receive and provide for appropriate care of sick or injured from a hazardous materials incident.
   b. Provide instructions for specialized treatment of sick and injured still on the scene to Emergency Medical Services.

8. RACES
   a. Provide communications between the ECC and the ICP as requested.
   b. Provide communications between the EOC and shelters as requested.
   c. Provide other communications support as requested.

9. TCOMM 911 (9-1-1 Dispatch)
   a. Provide communications services to law enforcement, fire, EMS and the ECC.
   b. Document all communications related activities pertaining to this situation for event record.

10. Thurston County Emergency Management
    a. Provide Emergency Management or Emergency Coordination Center (ECC) support for the logistical requirements of hazardous materials emergency response. Coordination of resource needs will be made through (360) 867-2800.
    b. The emergency management staff will as necessary:
       1. Provide alert and notification to appropriate support agencies and organizations as requested by either the facility representative or first responders.
       2. Open the Thurston County ECC when indicated.
       3. Script and transmit public alerts and notifications through emergency notification systems (ENS) and social media and when appropriate issue emergency alert system (EAS) messages.
       4. Attempt other methods of notification to the public, as necessary.
       5. Activate ESF #10 and other appropriate ESFs as requested.
    c. Support first response agencies and incident command with information and resource coordination as required.
    d. Assist incident command in determining need for evacuation or shelter-in-place.
e. Provide public education materials to the public and businesses on hazardous materials and preparedness.
f. Provide public information on response activities and public safety as necessary during major incidents.

11. Thurston County Emergency Management Council (EMC)
   a. Function as lead agency for the Thurston County LEPC.
   b. Activate the LEPC Plan as appropriate.
   c. The Chairperson, or their Designee, will represent the LEPC at IC or UC as requested.

12. Thurston County Medic One
   a. Provide advanced and basic life support services to hazardous materials exposure victims when requested.
   b. Provide victim transport to appropriate medical facilities.

13. Thurston County Public Health Department
   a. Take such measures as the Health Officer deems necessary to promote and protect the public’s health.
   b. Assess the public health implications of a hazardous materials incident and take appropriate actions.
   c. In conjunction with the Washington State Departments of Ecology and Health, assist water and sewer utilities in the investigation and mitigation of impacts from the effects of a hazardous materials incident.
   d. Direct the closure of B Water Systems (systems serving 2 to 14 residential structures) as appropriate.
   e. Direct the closure of contaminated sites, as necessary.
   f. Provide information to the public on the health effects of, and how to avoid contamination from a hazardous materials release as needed.
   g. Make a final determination on when contamination no longer poses a public health risk.
   h. Initiate actions to reopen sites once contaminated when the threat is properly mitigated.

14. Washington State Division of Emergency Management (EMD)
   a. Maintain a 24-hour duty officer system to receive notifications of incidents and requests for assistance and initial notification to local, state and federal response agencies.
   b. Provide communications links to state agencies and local jurisdictions through the state EOC.
   c. Activate the EMD EOC in support of the incident when appropriate or requested.
   d. Issue mission numbers.

15 Washington State Department of Natural Resources (DNR)
   a. Protect water resources on DNR lands.
   b. Provide access, information and assistance to reduce and control the effects of hazardous materials on DNR lands.
   c. Provide wildland fire suppression and control support if requested.
16. Washington State Department of Transportation (WSDOT)
   a. Provide equipment and manpower to assist in the containment of a hazardous material release.
   b. Provide equipment and manpower to repair essential, highway facilities damaged as a result of a hazardous materials release.
   c. Provide assistance to the appropriate law enforcement with regard to traffic control on evacuation routes and at the incident scene.

17. US Department of Agriculture (USDA)
   a. Provides technical assistance, laboratory testing and sampling, and estimates on recovery costs for incidents involving pesticides/herbicides.

18. US Coast Guard (USCG)
   a. Provide coordination of Oil and Hazmat Response under the National Contingency Plan (NCP) through the Northwest Area Committee (NAC) and the Regional Response Team (RRT). See Appendix H for more detail.
   b. May provide a Federal On Scene Coordinator (F-OSC).
   c. May establish Unified Command as appropriate.
   d. Provide appropriate resources to respond, recover, and cleanup.
   e. Help assist in identifying the responsible party.

19. US Environmental Protection Agency (EPA)
   a. Participate in the Incident Command for releases of hazardous material or petroleum products occurring in EPA jurisdiction.
   b. Responds with advice and technical resources to protect the environment from all types of hazardous substances and oil to waters of the U.S.
   c. In conjunction with Ecology, will coordinate resources, containment, and removal and disposal efforts of major incidents.
   d. Review annual SARA 313 reports.
   e. Act under ESF-10 of the National Response Framework.
   f. Provide funding for response contractors when the responsible party is unavailable, unresponsive or unidentified.
   g. Coordinate with USCG on the NCP.

VI. RESOURCE REQUIREMENTS

The response and recovery resources available to the Thurston County LEPC come from federal, state and local partners, public and private stakeholders and nongovernmental organizations. During response operations, acquisition of resources will be by preexisting memorandums of understanding (MOUs), memorandums of agreement (MOAs), interagency agreements (IAAs) and contracts or through emergent contracting in accordance with Revised Code of Washington (RCW) 38.52.070.

Thurston County Fire Districts/Departments are a Primary Agency of this plan and will most likely be the first responders to an incident. The Thurston County LEPC has decided to use the Thurston County Fire Service Resource Mobilization Plan (Attachment A) as the primary “Response Resources Guide”. Additional response resources are maintained by DOE, the Pierce County Hazardous Incident Team, BNSF, the Port of Olympia and private facilities but are not listed here.
Additional information can be found the Geographic Response Plans of the NACP. The Geographic Response Plan – Nisqually River is used here as an example.

In addition to response resources, there are a number of activation and planning resources that should be reviewed and understood. This includes, but is not limited to: Hazard Mitigation Planning: Practices for Land Use Planning and Development near Pipelines; Responding to Natural Gas Transmission Emergencies (Attachment B); Pipeline Emergency Response Guidelines; Important Safety Information for Emergency Response Personnel (Attachment C) and Thurston County Emergency Support Functions – ESF #3, ESF #4, ESF #10, and ESF #13 (not completed).

Note for Thurston County – At the following network location Q:\Orgs_Committees\LEPC\LEPC Conference Info\2018 Conference\Tool Box there is a collection of documents regarding training, exercises, plan development and LEPC guidelines and guidance documents.

VII. REFERENCES

B. US Department of Transportation and Transport Canada, Emergency Response Guidebook
C. SARA Title III
D. Emergency Planning and Community Right-to-Know Act (EPCRA)
E. Chapter 118-40 WAC - Hazardous Chemical Emergency Response Planning
F. National Contingency Plan, Northwest Area Contingency Plan (as amended 2018), and Geographic Response Plans.
G. Thurston County Hazard Identification and Vulnerability Analysis
H. Hazards Mitigation Plan for the Thurston Region
I. 40 CFR – Protection of Environment
J. Washington Administrative Code (WAC)
K. Revised Code of Washington (RCW)
M. Model Toxic Control Act – Washington’s environmental clean-up law.
N. U.S. Code: Title 42, Chapter 116, Section 11003a-g - Comprehensive Emergency Response Plans.

VIII. TERMS AND DEFINITIONS

ACRONYMS

<table>
<thead>
<tr>
<th>NAME</th>
<th>DESCRIPTION</th>
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<tbody>
<tr>
<td>AIHA</td>
<td>American Industrial Hygiene Association</td>
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<tr>
<td>ARC</td>
<td>American Red Cross</td>
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<tr>
<td><strong>LEPC</strong></td>
<td>Board of County Commissioners (Thurston County)</td>
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<tr>
<td><strong>CERCLA</strong></td>
<td>Comprehensive Environmental Response, Compensation, and Liability Act of 1980</td>
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<tr>
<td><strong>CHEMTREC</strong></td>
<td>Chemical Transportation Emergency Center</td>
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<tr>
<td><strong>CANUTEC</strong></td>
<td>Canadian Transport Emergency Center</td>
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<tr>
<td><strong>DEM</strong></td>
<td>Washington State Division of Emergency Management</td>
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<tr>
<td><strong>DNR</strong></td>
<td>Washington State Department of Natural Resources</td>
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<tr>
<td><strong>DOE</strong></td>
<td>Washington State Department of Ecology</td>
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<tr>
<td><strong>DOH</strong></td>
<td>Washington State Department of Health</td>
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<td><strong>DPS</strong></td>
<td>Department of Public Safety</td>
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<td><strong>DSHS</strong></td>
<td>Washington State Department of Social and Health Services</td>
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<tr>
<td><strong>EAS</strong></td>
<td>Emergency Alert System</td>
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<tr>
<td><strong>EHS</strong></td>
<td>Extremely Hazardous Substances</td>
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<tr>
<td><strong>EMD</strong></td>
<td>Washington State Emergency Management Division</td>
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<td><strong>EMS</strong></td>
<td>Emergency Medical Services</td>
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<tr>
<td><strong>ENS</strong></td>
<td>Emergency Notification System</td>
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<tr>
<td><strong>EOC</strong></td>
<td>Emergency Operations Center</td>
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<tr>
<td><strong>EPA</strong></td>
<td>U.S. Environmental Protection Agency</td>
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<tr>
<td><strong>EPCRA</strong></td>
<td>Emergency Planning and Community Right-to-Know Act</td>
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<tr>
<td><strong>ERG</strong></td>
<td>Emergency Response Guidebook</td>
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<tr>
<td><strong>ESF</strong></td>
<td>Emergency Support Function</td>
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<tr>
<td><strong>HAZMAT</strong></td>
<td>Hazardous Material</td>
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<td><strong>HAZWPOER</strong></td>
<td>Hazardous Waste Operations and Emergency Response</td>
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<tr>
<td><strong>HIVA</strong></td>
<td>Hazard Identification and Vulnerability Assessment</td>
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<td><strong>HMP</strong></td>
<td>Hazardous Material Plan</td>
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<tr>
<td><strong>HMRP</strong></td>
<td>Hazardous Material Response Plan</td>
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<tr>
<td><strong>HMTA</strong></td>
<td>Hazardous Materials Transportation Act</td>
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<td><strong>HSP</strong></td>
<td>Health and Safety Plan</td>
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<tr>
<td><strong>IC</strong></td>
<td>Incident Commander</td>
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<td><strong>ICP</strong></td>
<td>Incident Command Post</td>
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<tr>
<td><strong>ICS</strong></td>
<td>Incident Command System</td>
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<tr>
<td><strong>JIC</strong></td>
<td>Joint Information Center</td>
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<td><strong>LEPC</strong></td>
<td>Local Emergency Planning Committee</td>
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<tr>
<td><strong>NAC</strong></td>
<td>Northwest Area Committee</td>
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<td><strong>NACP</strong></td>
<td>Northwest Area Contingency Plan</td>
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<td><strong>NAWAS</strong></td>
<td>National Warning System</td>
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<tr>
<td>Abbreviation</td>
<td>Description</td>
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<tr>
<td>NCP</td>
<td>National Contingency Plan</td>
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<td>NFPA</td>
<td>National Fire Protection Association</td>
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<td>NIOSH</td>
<td>National Institute for Occupational Safety and Health</td>
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<td>NIMS</td>
<td>National Incident Management System</td>
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<td>NRC</td>
<td>National Response Center</td>
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<td>NRDA</td>
<td>Natural Resources Damage Assessment</td>
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<td>NRF</td>
<td>National Response Framework</td>
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<td>NRS</td>
<td>National Response System</td>
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<tr>
<td>OSC</td>
<td>On Scene Coordinator</td>
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<tr>
<td>F-OSC</td>
<td>Federal On-Scene Coordinator</td>
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<td>LOSC</td>
<td>Local On-Scene Coordinator</td>
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<td>SOSC</td>
<td>State On-Scene Coordinator</td>
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<tr>
<td>TOSC</td>
<td>Tribal On-Scene Coordinator</td>
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<tr>
<td>OSCCR</td>
<td>On-Scene Command and Coordination Radio</td>
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<tr>
<td>OSHA</td>
<td>Occupational Safety and Health Administration</td>
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<tr>
<td>PHSS</td>
<td>Thurston County Public Health and Social Services</td>
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<tr>
<td>PIO</td>
<td>Public Information Officer</td>
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<tr>
<td>PPE</td>
<td>Personal Protective Equipment</td>
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<td>RACES</td>
<td>Radio Amateur Civil Emergency Services</td>
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<td>RCW</td>
<td>Revised Code of Washington</td>
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<td>RRT</td>
<td>Regional Response Team</td>
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<td>SARA</td>
<td>Superfund Amendments and Reauthorization Act</td>
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<tr>
<td>SDS</td>
<td>Safety Data Sheet (old name Material Safety Data Sheet – MSDS)</td>
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<tr>
<td>SEOC</td>
<td>State Emergency Operations Center</td>
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<td>SERC</td>
<td>State Emergency Response Commission</td>
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<td>SETIQ</td>
<td>Mexican Emergency Transportation System for the Chemical Industry</td>
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<tr>
<td>SOP</td>
<td>Standard Operating Procedures</td>
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<tr>
<td>TCEM</td>
<td>Thurston County Emergency Management</td>
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<tr>
<td>TERC</td>
<td>Tribal Emergency Response Commission</td>
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<tr>
<td>UC</td>
<td>Unified Command</td>
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<tr>
<td>UN/NA</td>
<td>United Nations/North American (Hazardous Material numbering)</td>
</tr>
<tr>
<td>USCG</td>
<td>United States Coast Guard</td>
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<tr>
<td>USCG SPS</td>
<td>United States Coast Guard – Sector Puget Sound</td>
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<tr>
<td>USDA</td>
<td>U.S. Department of Agriculture</td>
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<td>WAC</td>
<td>Washington Administrative Code</td>
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<tr>
<td>WSDOT</td>
<td>Washington State Department of Transportation</td>
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<tr>
<td>WMD</td>
<td>Weapons of Mass Destruction</td>
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<tr>
<td>WSP</td>
<td>Washington State Patrol</td>
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</table>
DEFINITIONS

ACCIDENT SITE - The location of an unexpected occurrence, failure or loss, either at a regulated facility or along a transportation route, at which a release of listed chemicals occurs.

ACUTE EXPOSURE - Exposures, of a short duration, to a chemical substance that results in adverse physical symptoms.

ACUTELY TOXIC CHEMICALS - Chemicals that can cause both severe short-term and long-term health effects after a single, brief exposure of short duration. These chemicals can cause damage to living tissue, impairment of the central nervous system and result in severe illness. In extreme cases, death can occur when ingested, inhaled or absorbed through the skin.

AEROSOL - Fine liquid or solid particles suspended in a gas such as fog or smoke.

CANUTEC – Canadian Transport Emergency Center - overall mandate is to promote public safety in the transportation of dangerous goods by all modes

CHEM-TEL - A private company listed in the Emergency Response Guidebook that provides emergency response organizations with a 24-hour phone response for chemical emergencies.

CHEMICAL AGENT - A chemical substance intended for use in military operations to kill, seriously injure or incapacitate people through its physiological effects. Excluded from consideration are riot control agents, smoke, and flame materials. The agent may appear as a vapor, aerosol or liquid. It can be either a casualty/toxic agent or an incapacitating agent.

CHEMTREC - CHEMICAL TRANSPORTATION EMERGENCY CENTER - a centralized toll-free telephone service providing advice on the nature of chemicals and steps to be taken in handling the early stages of transportation emergencies where hazardous chemicals are involved. Upon request, CHEMTREC may contact the shipper, or manufacturer of hazardous materials involved in the incident for additional, detailed information and appropriate follow-up action, including on-scene assistance when feasible.

COLD ZONE - The area outside the Warm Zone (contamination reduction area) that is free from contaminants.

DECONTAMINATION - The process of making people, objects or areas safe by absorbing, destroying, neutralizing, making harmless or removing the hazardous material.

DIRECTION AND CONTROL EXERCISE - An activity in which emergency management officials respond to a simulated incident from their command and control centers. It mobilizes emergency management and communications organizations and officials. Field response organizations are not normally involved.

EMERGENCY - An event or set of circumstances which: (1) demands immediate action to preserve public health, protect life, protect public property, or to provide relief to any stricken community overtaken by such occurrences or (2) reaches such a dimension or degree of destructiveness as to warrant the Governor proclaiming a state of emergency pursuant to RCW 43.06.010.

EMERGENCY ALERT SYSTEM (EAS) - Established to enable the dissemination of emergency information to the public via the Commercial Broadcast System by the President and federal, state and local...
jurisdiction authorities. Composed of amplitude modulation (AM), frequency modulation (FM), television broadcasters, and the cable industry. Formerly known as the Emergency Broadcast System (EBS).

**EMERGENCY COORDINATION CENTER (ECC)** - The physical location at which the coordination of information and resources to support incident management (on-scene operations) activities normally takes place. An ECC may be a temporary facility or may be located in a more central or permanently established facility, perhaps at a higher level of organization within a jurisdiction. ECCs may be organized by major functional disciplines (e.g., fire, law enforcement, and medical services), by jurisdiction (e.g., federal, state, regional, tribal, city, county), or some combination thereof.

**EMERGENCY NOTIFICATION SYSTEM (ENS)** - A method of facilitating the one-way dissemination or broadcast of messages to one or many groups of people, alerting them to a pending or existing emergency

**EMERGENCY SUPPORT FUNCTION (ESF)** – The functional approach that groups the types of assistance a state and/or local jurisdiction is most likely to need, (e.g. mass care, health and medical services) as well as the kind of federal operations support necessary to sustain state response actions (e.g., transportation, communications). ESFs are expected to support one another in carrying out their respective missions.

**EXTREMELY HAZARDOUS SUBSTANCES** - These are substances designated as such by the EPA. EHS inventories above certain threshold quantities must be reported to the Washington SERC, or TERC, and local fire department pursuant to Sections 302, 304, 311 and 312 of EPCRA. EHS releases which exceed certain quantities must be reported to the National Response Center, the SERCs, TERCs, LEPCs, and local fire departments that may be affected, pursuant to EPCRA Section 304. The EHSs and pertinent, reportable quantities are listed in 40 CFR 355 and EPA Consolidated List of Lists.

**FACILITY** - Fixed-site required to report under EPCRA.

**FULL-SCALE EXERCISE** - An activity intended to evaluate the operational capability of emergency management systems in an interactive manner over a substantial period of time. It involves the testing of a major portion of the emergency plan and organizations in a highly stressful environment. It includes the mobilization of personnel and resources to demonstrate coordination and response capabilities. The SEOC is activated and field command posts may be established. A full-scale exercise is always formally evaluated.

**FUNCTIONAL EXERCISE** - An activity designed to evaluate the capability of individual or multiple emergency management functions. It is more complex than a tabletop exercise in that activities are usually under time constraints and are followed by an evaluation or critique. It usually takes place in some type of coordination or operating center. The use of outside resources is often simulated. No field units are used.

**HAZARD** - The chance that injury or harm will occur to persons, plants, animals or property.

**HAZARD ANALYSIS** - The use of a model or methodology to estimate the movement of hazardous materials at a concentration level of concern from an accident site, either at fixed site or on a transportation route to the surrounding area in order to determine which portions of a community may be affected by a release of such materials.

**HAZARDOUS CHEMICALS OR SUBSTANCES** - Chemicals, mixtures, and other chemical products determined by US Occupational Health and Safety Administration (OSHA) regulations to pose a physical or health hazard. No specific list of chemicals exists, but the existence of a Material Safety Data Sheet (SDS) for
HAZARDOUS MATERIAL - A substance in a quantity or form posing an unreasonable risk to health, safety, property, and/or environment when manufactured, stored, or transported in commerce. A substance which by its nature, containment, and reactivity has the capability for inflicting harm during an accidental occurrence, characterized as being toxic, corrosive, flammable, reactive, an irritant, or a strong sensitizer and thereby posing a threat to health and the environment when improperly managed. Hazardous materials include extremely hazardous and hazardous substances of oil and other petroleum products. Other toxic substances include some infectious agents, radiological materials and materials such as industrial solid waste substances.

HAZARDOUS SUBSTANCE - Chemicals, chemical mixtures, and other products determined by US Occupational Health and Safety Administration (OSHA) regulations to pose a physical or health hazard. No specific list of chemicals or substance exists, but the existence of a Material Safety Data Sheet (SDS) for a product or substance indicates it may be reportable under EPCRA regulations. Facilities that store 10,000 pounds or more of a HS at any time are required to report chemical inventories annually to the SERC, or TERC, LEPC, and local fire department in accordance with EPCRA regulations. Substances can also be designated as such by the EPA pursuant to the Comprehensive Environmental Response, Compensation, and Liability Act (CERCLA). HS releases above certain levels may need to be reported to the National Response Center and must be reported to the SERC, TERC, and local agencies pursuant to CERCLA, Section 304 of EPCRA, and related state regulations.

HAZWOPER is an acronym which stands for Hazardous Waste Operations and Emergency Response. HAZWOPER training is covered under OSHA standard 29 CFR Part 1910.120.

HOT ZONE - The area surrounding a particular incident site where contamination does or may occur. All unauthorized personnel may be prohibited from entering this zone.

INCIDENT COMMANDE (IC) - The IC is the overall coordinator of the response team. Responsible for on-site strategic decisions and actions throughout the response phase and maintains close liaison with the appropriate government agencies to obtain support and provide progress reports on each phase of the emergency response. Must be trained to a minimum of Operations level and certified in the Incident Command System.

INCIDENT COMMAND SYSTEM (ICS) - An all-hazards, on-scene functional management system that establishes common standards in organization, terminology and procedures. ICS provides a means (unified command) for the establishment of a common set of incident objectives and strategies during multi-agency/multi-jurisdiction operations while maintaining individual agency/jurisdiction authority, responsibility and accountability. ICS is a component of the National Interagency Incident Management Systems (NIMS).

JOINT INFORMATION CENTER (JIC) - A facility that may be used by affected utilities, state agencies, counties, local jurisdictions and/or federal agencies to jointly coordinate the public information function during all hazards incidents.

LOCAL EMERGENCY PLANNING COMMITTEE (LEPC) - The planning body designated in the Superfund Amendments and Reauthorization Act Title III legislation as the planning body for preparing local hazardous materials plans.
NATIONAL RESPONSE CENTER - Interagency organization, operated by the US Coast Guard, which receives reports when reportable quantities of dangerous goods, hazardous and/or extremely hazardous substances are spilled. After receiving notification of an incident, the NRC will immediately notify appropriate federal response agencies, which may activate the Regional Response Team or the National Response Team.

NORTHWEST AREA COMMITTEE – Area committees were established pursuant to the National Contingency Plan (NCP; 40 CFR Part 300), and are comprised of personnel from federal and state agencies who coordinate response actions with tribal and local governments and with the private sector.

ON-SCENE - The total area that may be impacted by the effects of a hazardous material incident. The on-scene area is divided into mutually exclusive on-site and off-site areas.

PLUME - A vapor cloud formation that has shape and buoyancy. The cloud may be colorless, tasteless, or odorless and may not be visible to the human eye.

PRIMARY AGENCY - An agency assigned primary responsibility to manage and coordinate a specific ESF. Primary agencies are designated on the basis of who has the most authorities, resources, capabilities or expertise relative to accomplishment of the specific Emergency Support Function (ESF) with assistance, if requested, from the EOC. An example of a primary agency is the Department of Transportation for ESF 1 - Transportation.

REGIONAL RESPONSE TEAM (RRT) – The RRT is a regional version of the National Response Team which is responsible for regional planning and preparedness.

REGULATED FACILITY - A site where handling and transfer, processing, and/or storage of chemicals is performed. For the purposes of this document, regulated facilities produce, use, or store EHSs in quantities which exceed threshold planning quantities or they store one or more HS in a quantity of 10,000 pounds or more at any one time. Facilities that meet either criterion must annually report their chemical inventories of such materials to the SERC, LEPCs, local fire department. When appropriate, the tribe must be reporting to the Tribal Emergency Response Commission (TERC).

REPORTABLE QUANTITY - The minimum quantity of hazardous substances released, discharged, or spilled that must be reported to federal, state, local and/or tribal authorities pursuant to statutes and EPCRA regulations.

RESPONSE - Actions taken immediately before, during or directly after an emergency occurs to save lives, minimize damage to property and the environment and enhance the effectiveness of recovery. Response measures include, but are not limited to: emergency plan activation, emergency alert system activation, emergency instructions to the public, emergency medical assistance, staffing the emergency operations center, public official alerting, reception and care, shelter and evacuation, search and rescue, resource mobilization and warning systems activation.

RISK MANAGEMENT PLAN - Pursuant to Section 112r of the Clean Air Act (CAA), facilities that produce, process, distribute or store certain toxic and flammable substances are required to have a RMP that includes a hazard assessment, accident prevention program, and emergency response program. A summary of the RMP must be submitted to the EPA. RMP guidance is available at http://yosemite.epa.gov/oswer/ceppower/nsf/content/RMPS.htm.

SERIQ - Mexican Emergency Transportation System for the Chemical Industry
SUPPORT AGENCY - An agency designated to assist a specific primary or joint primary agency with available resources, capabilities or expertise in support of Emergency Support Function (ESF) activities under the coordination of the primary or joint primary, agency.

TABLETOP EXERCISE - An activity in which officials, key staff and/or others with emergency responsibilities gather to informally discuss simulated emergency situations. It is designed to elicit constructive discussion by the participants without time constraints. Participants evaluate plans and procedures and resolve questions of coordination and assignment of responsibilities in a non-threatening format under minimum stress.

TITLE III - Public Law 99-499, Superfund Amendment and Reauthorization Act (SARA) of 1986, Title III, Emergency Planning Community Right-to-Know Act (EPCRA), requires the establishment of state and local planning organizations, State Emergency Response Commission (SERC), a subcommittee of the Emergency Management Council, and Local Emergency Planning Committees (LEPCs) to conduct emergency planning for hazardous materials incidents. The law requires site-specific planning for extremely hazardous substances, participation in the planning process by facilities storing or using hazardous substances and notifications to the SERC or LEPC of releases of specified hazardous substances. It also provides a mechanism for information sharing on hazardous chemicals and emergency plans for hazardous chemical events to the public.

TOXIC SUBSTANCES - Toxic substances are chemical or compounds which may present an unreasonable threat to human health and the environment. Human exposure to toxic substances can cause a variety of health effects including long-term adverse health effects. Certain facilities which have 10 or more full-time employees and manufacture, process or use a toxic substance in excess of threshold amounts during the calendar year are required to submit a Toxics Release Inventory Report annually to the US EPA and the Washington SERC. A current list of substances covered, reporting guidance, and software is available at the US EPA TRI website at www.epa.gov/tri.

TOXICITY - A measure of the harmful effect produced by a given amount of a toxin on a living organism. The relative toxicity of an agent can be expressed in milligrams of toxin needed per kilogram of body weight to kill experimental animals.

UN/NA - United Nations (UN) Numbers are four-digit numbers used to identify hazardous chemicals or classes of hazardous materials worldwide. North American (NA) Numbers are identical to UN numbers. If a material does not have a UN number, it may be assigned an NA number. These numbers are required for the shipment of hazardous materials.

VULNERABLE FACILITIES - Facilities which may be of particular concern during a HAZMAT incident because they 1) are institutions with special populations that are particularly vulnerable or could require substantial assistance during an evacuation (schools, hospitals, nursing homes, day care centers, jails), 2) fulfill essential population support functions (power plants, water plants, fire/police/EMS dispatch center), or 3) include large concentrations of people (shopping centers, recreation centers).

WARM ZONE - An area over which the airborne concentration of a chemical involved in an incident could reach a concentration that may cause serious health effects to anyone exposed to the substance for a short period of time.