

Incident Annex 4. Hazardous Materials: Transportation and Fixed Site

This incident annex can apply to any hazardous materials (hazmat) response for a transportation-related incident or an event at a fixed-site facility (such as an industrial facility). Hazmat may include explosives, radioactive materials, flammable liquids or solids, combustible liquids or solids, poisons, oxidizers, toxins, and corrosive materials.

See IA 9, Domestic Terrorism, for response to a hazmat incident associated with terroristic acts.

Coordinating Department/Agency: City and RFPD fire services in Coos County; Oregon Office of State Fire Marshal HazMat Emergency Response Team 15; Coos County Road Department. For radiological (non-WMD) event: Coos County Public Health Department

Cooperating Departments/Agencies: Coos County Emergency Management office

Hazardous Materials: Transportation and Fixed Site Incident Checklist		
Phase of Activity	Action Items	Supplemental Information
PRE-INCIDENT	<input type="checkbox"/> Have personnel participate in necessary training and exercises as determined by Coos County Emergency Management office and ESF 10 Lead.	
	<input type="checkbox"/> Participate in county preparedness activities, seeking understanding of interactions with participating agencies in hazmat scenario.	
	<input type="checkbox"/> Ensure emergency contacts lists are updated and establish a pre-event duty roster allowing for 24/7 operational support for the county EOC.	
	<input type="checkbox"/> Inform Coos County Emergency Management of any major developments that could adversely affect response operations (e.g., personnel shortages, loss of equipment, etc.).	
RESPONSE	<input type="checkbox"/> In most incidents, the local fire district will initially respond, assume initial IC responsibilities at an Incident Command Post, and request activation/deployment of local fire and hazmat assets, as well as Oregon Office of State Fire Marshal HazMat Emergency Response Teams (HazMat 15 services Coos County).	<i>ESF 10</i>
	<input type="checkbox"/> Determine the type, scope, and extent of the hazmat incident (recurring). Verify reports and obtain estimates of the area that may be affected.	<i>ICS Form 209, Incident Status Summary</i>
	– Notify 911 dispatch, support agencies, local jurisdictions, ESF coordinators, and liaisons of the	

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	situation.	
	<ul style="list-style-type: none"> - Assess the type, severity, and size of the incident. If possible, characterize the hazardous materials of concern and determine appropriate personal protective equipment requirements. 	
	<ul style="list-style-type: none"> - Ensure that a health and safety plan is developed by the designated Safety Officer, including monitoring first responders in accordance with applicable guidance. 	
	<ul style="list-style-type: none"> <input type="checkbox"/> Ensure that proper containment methods have been implemented by the first responders until regional HazMat response teams arrive. 	
	<ul style="list-style-type: none"> <input type="checkbox"/> Establish access control to the incident site through local law enforcement agencies. 	
	<ul style="list-style-type: none"> <input type="checkbox"/> If the situation warrants, request activation of the county EOC. 	
	<ul style="list-style-type: none"> <input type="checkbox"/> Activate the county EOC (if approved) and coordinate response activities among external AOCs and ICPs. Establish Incident Command or Unified Command as appropriate. Staffing levels will vary with the complexity and needs of the response. At a minimum, the IC, Section Chiefs, Resource Coordinator, and management support positions will likely be needed. 	
	<ul style="list-style-type: none"> <input type="checkbox"/> If applicable, establish immediate gross decontamination capability for victims. 	
	<ul style="list-style-type: none"> <input type="checkbox"/> Estimate emergency staffing levels and request personnel support. 	
	<ul style="list-style-type: none"> <input type="checkbox"/> Develop work assignments for ICS positions (recurring). 	
	<ul style="list-style-type: none"> <input type="checkbox"/> Notify ESF 10 supporting agencies. 	
	<ul style="list-style-type: none"> - Identify local, regional, and/or state agencies that may be able to mobilize resources to the county EOC for support. 	
	<ul style="list-style-type: none"> <input type="checkbox"/> Contact the OERS at 1-800-452-0311 for technical assistance and support in requesting the regional HazMat Team. 	
	<ul style="list-style-type: none"> <input type="checkbox"/> Facilitate coordination between the county EOC and liaisons representing government agencies, private entities (e.g., railroad companies, chemical manufacturers, etc.), and others. 	
	<ul style="list-style-type: none"> <input type="checkbox"/> Develop and initiate shift rotation plans, including briefing of replacements during shift changes. 	
	<ul style="list-style-type: none"> - Dedicate time during each shift to prepare for shift-change briefings. 	<i>ICS Form 201, Incident Briefing.</i>

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	<input type="checkbox"/> Confirm or establish communications links among primary and support agencies, the county EOC, other jurisdictional EOCs, and the state ECC. Confirm operable telephone numbers and backup communication links.	<i>ESF 2, Communications</i>
	<input type="checkbox"/> Ensure that all required notifications have been made. Consider other local, state, and federal agencies that may be affected by the incident. Notify them of the status.	<i>Established emergency contact lists maintained at the EOC</i>
	– For incidents affecting navigable waterways, ensure that the U.S. Coast Guard has been notified.	
	– For incidents occurring on state highways, ensure that ODOT has been notified.	
	– Contact appropriate key stakeholders and partners if the incident poses an actual or potential threat to state parks, recreational areas, historical sites, environmentally sensitive areas, tourist routes, or other designated areas.	
	– If agricultural areas or animals are potentially exposed or impacted, notify local extension services (OSU), Oregon Department of Agriculture, and regional veterinarians.	<i>ESF 11</i>
	<input type="checkbox"/> Ensure designation of a lead county PIO. The PIO will issue information individually or through the JIC, if established, in coordination with appropriate local, regional, and state agencies.	<i>ESF 15</i>
	<input type="checkbox"/> Manage and coordinate interagency functions. Assimilate into a Unified Command as dictated by the incident.	
	<input type="checkbox"/> Implement local plans and procedures for hazmat operations. Implement agency-specific protocols and SOPs. Ensure copies of all documents are available to response personnel.	
	– For responses requiring assistance from Oregon DEQ Regional Response Team, refer to the GRP applicable to the incident site.	
	<input type="checkbox"/> Obtain current and forecasted weather to project potential spread of any plumes (recurring).	
	<input type="checkbox"/> Based upon the incident size, type of chemical/substance, and weather projections, establish a safe zone and determine a location for an on-site staging and decontamination. Re-evaluate as the situation changes.	
	<input type="checkbox"/> Determine the need for implementing evacuation and sheltering activities (recurring). Evacuation activities will be coordinated among multiple ESFs.	<i>ESF 5, ESF 6, ESF 13, and ESF 15</i>
	<input type="checkbox"/> Establish a victim decontamination and treatment area.	
	<input type="checkbox"/> Determine the need for additional resources and request as	<i>ESF 7</i>

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	necessary through appropriate channels (recurring).	
	<input type="checkbox"/> Submit a request for emergency declaration, as applicable.	<i>Section 1 of Coos County EOP Basic Plan</i>
	<input type="checkbox"/> Activate mutual aid agreements. Activation includes placing backup teams on standby and alerting resource suppliers about potential and current needs.	
	<input type="checkbox"/> Coordinate resource access, deployment, and storage in the operational area. Resources to coordinate include equipment, personnel, facilities, supplies, procedures, and communications. Track resources as they are dispatched and/or used.	<i>ICS Resource Tracking Forms; ESF 7</i>
	<input type="checkbox"/> Develop plans and procedures for registering regional HazMat Emergency Response Teams as they arrive on the scene and receive deployment orders.	
	<input type="checkbox"/> Establish a Joint Information Center (JIC) or coordinate with JIC(s) established by other jurisdictions. Staff JIC(s) with appropriate PIO(s) as required.	<i>ESF 15</i>
	<input type="checkbox"/> Formulate emergency public information messages and media responses using “one message, many voices” concepts (recurring).	<i>ESF 15</i>
	– Public information will be reviewed and approved for release by the IC and the lead PIO before dissemination to the public and/or media partners.	
	<input type="checkbox"/> Record all EOC and individual personnel activities (recurring). All assignments, persons responsible, and significant actions taken should be documented in logbooks.	<i>EOC Planning Section job action guide</i>
	<input type="checkbox"/> Record all incoming and outgoing messages (recurring). All messages and the person sending/receiving them should be documented as part of the EOC log.	
	<input type="checkbox"/> Develop and deliver situation reports (recurring). At regular intervals the IC/EOC Director (Manager) and staff will assemble a Situation Report.	
	<input type="checkbox"/> Develop an IAP (recurring). The IAP is developed by the Planning Section and approved by the IC. The IAP should be discussed at regular intervals and modified as the situation changes.	<i>ICS Form 202, Incident Objectives</i>
	<input type="checkbox"/> Implement objectives and tasks outlined in the IAP (recurring).	
	<input type="checkbox"/> Coordinate with private-sector partners as needed.	
	<input type="checkbox"/> Ensure that reports of injuries, deaths, and major equipment damage due to hazmat incidents are communicated to the IC and/or Safety Officer.	

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	<ul style="list-style-type: none"> <input type="checkbox"/> As applicable, cleanup activities will most likely be conducted by private contractors and coordinated among the county EOC, local jurisdictional partners, Oregon DEQ, and the responsible party (if known). 	
RECOVERY/ DEMOBILIZATION	<ul style="list-style-type: none"> <input type="checkbox"/> Ensure an orderly demobilization of emergency operations in accordance with current demobilization plans. 	<i>ESF 5</i>
	<ul style="list-style-type: none"> <input type="checkbox"/> Consider long-term environmental decontamination and remediation needs and coordinate tasks with the appropriate state agencies and/or private-sector partners. 	
	<ul style="list-style-type: none"> <input type="checkbox"/> Release mutual aid resources as soon as possible. 	
	<ul style="list-style-type: none"> <input type="checkbox"/> Conduct a post-event debriefing to identify success stories, opportunities for improvement, and development of the After Action Report/Improvement Plan (IP). 	
	<ul style="list-style-type: none"> <input type="checkbox"/> Deactivate/demobilize the county EOC. 	
	<ul style="list-style-type: none"> <input type="checkbox"/> Correct response deficiencies reflected in the IP. 	
	<ul style="list-style-type: none"> <input type="checkbox"/> Submit valuable success stories and/or lessons learned to the Lessons Learned Information Sharing website (www.llis.gov). 	