

# Hazardous Materials Incident Annex

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## Coordinating Agency

Fire-EMS Department

## Cooperating Agencies

All Departments  
American Red Cross  
Office of Chief Medical Examiner  
Virginia Department of Emergency Management  
Virginia Department of Health – Roanoke Health Department  
Virginia Funeral Directors Association  
Carilion Patient Transport Services

## I. Introduction

### A. Purpose:

The hazardous materials incident annex establishes the context and strategy for implementing and coordinating an accelerated, proactive response to an incident where there are mass casualties and destruction within the City boundaries from a single event.

### B. Scope:

A hazardous materials incident is any man-made or natural incident including terrorism and airline incidents that results in extraordinary levels of mass casualties, damage, or disruptions severely affecting the population, infrastructure, environment, economy, moral, and/or government functions. A hazardous materials incident could result in sustained impacts over a prolonged period of time.

### C. Policies:

The strategies in this plan are consistent with the National Response Plan (NRP) and National Incident Management System (NIMS) protocols.

Incident Commanders may need to request assistance from Federal and State authorities. These resources will be provided through Regional Coordination Centers or staging areas.

## II. Concept of Operations

### General:

#### A. Mitigation

Hazardous materials mitigation is undertaken to reduce the threat to lives and property during a hazmat incident. The hazardous materials mitigation activities include:

1. The fire department has identified the types and quantities of chemicals at certain fixed facilities and transportation routes which may pose a potential hazardous materials release.

2. The fire department receives Tier II and Tier III reports and maintains data on the hazmat inventories at local facilities for use in emergency planning.
3. The fire department/fire marshal performs periodic inspection of facilities that make, use or store hazardous materials.
4. The Fire Chief monitors land/use zoning, building or expanding facilities that make, use or store hazardous materials so potential impact of such a facilities can be minimized.

## B. Preparedness

To enhance the preparedness of the emergency responders, businesses and public.

1. The Environmental Administrator coordinates a hazardous materials household waste program.
2. Trained emergency personnel respond to a level commensurate with hazmat response duties and provide appropriate monitoring/ detection and personal protection equipment.
3. Identify emergency response resources for hazmat incidents. See Annex M, Resource Management.
4. Developed standard operating procedures for hazmat response and recovery.
5. Continuous monthly training pertaining to hazmat emergencies which exceed Virginia Department Emergency Management requirements for a Level III hazardous materials team.
6. Train and meet periodically with regulated facilities to ensure that company and local emergency plans are coordinated.

## C. Response

1. Incident Classification. A three level incident classification scheme will be used. The initial classification will be made by responders on scene and updated by the Incident Commander.
  - a. Level I – *An incident* is a situation that is limited in scope and potential effects; involves a limited area and/or limited population and has no effects to the environment and can be handled by the initial responding personnel with no assistance from local or outside agencies or contractors.
  - b. Level II – *An emergency* situation that is larger in scope and more severe in terms of actual or potential effects than a Level I incident. It does or could include a large area, limited or significant population and/or critical facilities. Emergencies requiring evacuation or in-place sheltering, medical care operations and any environmental impact. It requires the activation of the department's hazardous materials team and/or Roanoke Valley Regional Hazardous Materials Team and limited external assistance from state or federal agencies along with private contractors. In situations deemed necessary a state of emergency may be declared at the state /federal level.
  - c. Level III – *Disaster*. A disaster involving the occurrence or threat of significant casualties and /or widespread property damage that is beyond the capabilities of the local government with its resources. It involves a large area, sizeable population and severe environmental impact, may require large scale

evacuation or in-place sheltering. The situation requires significant external assistance from other local agencies, contractors and extensive state or federal assistance. In a disaster a state of emergency will be declared at the state/federal levels.

## 2. Initial Reporting

- a. It is anticipated that a citizen who discovers a hazardous materials incident will immediately notify 911 and provide information on the incident.
- b. Any employee of the City of Roanoke discovering an incident involving a potential or an actual release of hazardous materials should immediately notify City of Roanoke dispatch center.
- c. Operators of regulated facilities and hazmat transportation systems are required by law to report certain types of hazmat releases. For hazmat incidents occurring at regulated facilities, a facilities representative at a regulated site is expected to notify the City of Roanoke through the 9-1-1 system and provide information for a Hazardous Materials Incident.
- d. In cases where the initial report is made to the state EOC the state hazardous materials officer will notify the City of Roanoke's Hazardous Materials Coordinator or Officer in Charge to report the incident and provide additional information.

## 3. Notification

When the Emergency Communications Center receives a hazardous materials report they will notify the initial responders. If the incident warrants, they may also notify the Emergency Management Coordinator and the Environmental Administrator.

## 4. Response Activities

- a. The Officer in Charge or senior firefighter at the scene will initiate the Incident Command system and begin to take actions listed in the General Hazmat Response Checklist (See ESF-10). If the situation is characterized as a Level II or III incident, the Hazardous Materials Coordinator will be notified immediately.
- b. The Officer in Charge or senior firefighter should immediately take actions to isolate the site and evacuate nearby residents if the situation requires.
- c. The Hazardous Materials Coordinator or Officer in Charge will contact the Virginia Emergency Operations Center and report the incident and if necessary request assistance from the Commonwealth of Virginia's Hazardous Material Officer.
- d. The EOC may be activated for a Level II (Emergency) response and will be activated for Level III (Disaster) response.
- e. EOC Interface

If the EOC is activated, the Hazardous Materials Coordinator, the Officer in Charge and the EOC will communicate with each other to ensure that critical actions are not over looked.

## 5. Determining Affected Areas and Protective Actions

- a. The Hazardous Materials Coordinator or Officer in Charge shall estimate the affected areas and the population affected by the hazmat release, aids for determining affected areas may include:
  - 1) ERG- Emergency Response Guidebook
  - 2) Computerized release models (CAMEO, Marplot, and Aloha)
  - 3) Assistance from responsible party
  - 4) Assistance from expert source
  - 5) Assistance from local, state, and federal agencies
- b. The Hazardous Materials Coordinator, the Officer in Charge and the EOC will determine the required protective actions for the proper protection for the emergency responders and the public.
- c. The Hazardous Materials Coordinator and the Officer in Charge will provide warnings to and implement protective actions for the public in the immediate vicinity of the incident site. The EOC will oversee dissemination of warning and the protective measures for the public beyond the immediate incident site.

## 6. Release Containment

- a. The responsibility for selecting and implementing appropriate measures to contain the release of hazardous materials is assigned to the Hazardous Materials Coordinator, who may obtain advice from the responsible party, state and federal agencies, and appropriate technical experts.
- b. Containment methods may include berms, dikes, trenches, booms and other deployable barriers, stream diversion drain installations, catch basins, patching or plugging leaking containers, reorientation of containers, freezing of valves, or repackaging.

## D. Recovery

1. When the initial response to an incident has ended, further effort may be required to control access to areas which are still contaminated, clean up and dispose of spilled materials, decontaminate and restore areas which have been affected, and recover response costs from the responsible party. The recovery process may continue for an extended period.
2. The spiller is, by common law, responsible for all cleanup activities. Most of the cleanup activities will be performed by contractors, paid for by the responsible party, and overseen by local, state and federal authorities. Methods of cleanup may include excavating, pump and treat, dredging, skimming dispersion, vacuuming and biological remediation.
3. The Hazardous Materials Coordinator will oversee recovery efforts and serve as the local government point of contact with the responsible party, cleanup contractor, and state and federal agencies.

## Responsibilities

- Establish that a hazardous materials incident has occurred;
- Notify all departments and agencies;
- Activate and deploy or prepare to deploy teams, equipment caches, and other resources;
- Identify, prepare, and operationalize facilities critical to supporting the movement and reception of State and Federal resources;
- Establish and maintain communications with incident command to ensure a common and current operating picture regarding critical resource requirements;