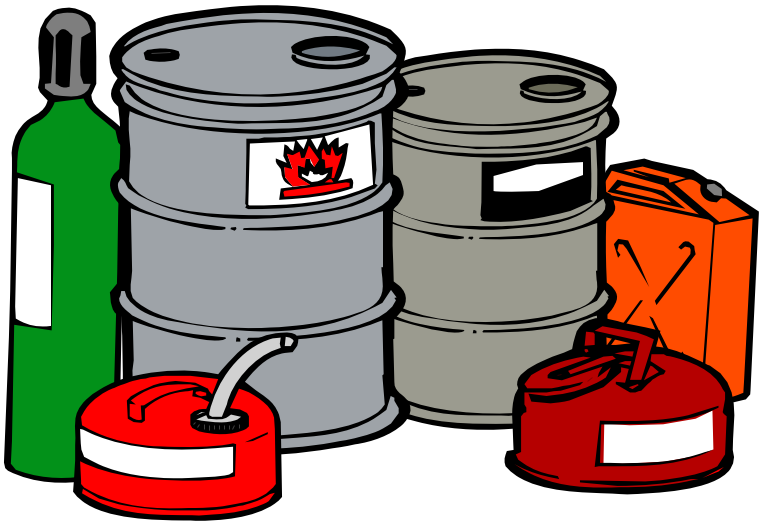
Skagit County

L.E.P.C. HAZARDOUS MATERIALS CONTINGENCY PLAN



First Draft dated May 2005

2005

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SKAGIT COUNTY, WASHINGTON

L.E.P.C. HAZARDOUS MATERIALS CONTINGENCY PLAN

PROMULGATION

In keeping with the comprehensive emergency management planning adopted by Skagit County and the Incorporated Cities and Towns, this Emergency Response Plan, entitled "Skagit County L.E.P.C. Hazardous Materials Contingency Plan", was developed for the protection of the citizens and the emergency response personnel called to the scene of incidents that may threaten lives, property, and the environment.

The Skagit County L.E.P.C. Hazardous Materials Plan was developed with the cooperation of Government, Fire Service, Law Enforcement, Emergency Medical, Industry, and volunteer personnel, which formed the Local Emergency Planning Committee (L.E.P.C.) for Skagit County. The Plan meets the requirements of Section 303 of the Superfund Amendments and Reauthorization Act of 1986 (SARA, Title III).

A hazard analysis has shown that transportation of hazardous materials, as well as the facilities that process, store or handle hazardous materials and chemicals, create a need for emergency response, planning, training and mitigation.

IN WITNESS WHEREOF, this document is executed this _____ day of

_____, _____.

_____
Thomas J. Sheahan, Director
Skagit County Department of Emergency Management

RECORD OF AMENDMENTS

Date	Nature of Change	Signature
9/19/02	Complete Review and Update	
08/17/04	Complete Review and Update	
05/23/05	Complete Review and Update	

PARTICIPATING AGENCIES

PRIMARY AGENCY: Skagit County Department of Emergency Management

SUPPORT LOCAL AGENCIES:

City of Anacortes
City of Burlington
Town of Concrete
Town of Hamilton
Town of La Conner
Town of Lyman
City of Mount Vernon
City of Sedro-Woolley
Skagit County
Northwest Air Pollution Authority
School Districts
S.E.R.P. (Haz Mat Team)
Fire Departments
Law Enforcement
Skagit 911
Health Departments
Emergency Medical Services
American Red Cross
LEPC
Skagit Council on Aging
Skagit Transit (SKAT)
Private Industry

SUPPORTING STATE AGENCIES:

Washington State EMD (EMD)
Washington State Dept. of Ecology (DOE)
Washington State Patrol (WSP)
Washington State Fish and Wildlife (DFW)
Washington State Health (DOH)
Washington State Agriculture
Washington State Fire Marshal
Washington State Dept. of Labor and Industries (L&I)
Washington State Utilities and Transportation Commission (UTC)

SUPPORTING FEDERAL AGENCIES:

United States Coast Guard (USCG)
Federal Aviation Administration (FAA)
United States Environmental Protection Agency (EPA)
National Weather Service
Occupational Safety and Health Administration (OSHA)

OUTLINE OF PURPOSE

A. To provide a means to plan for, train, respond to and mitigate effects of hazardous materials incidents in Skagit County.

B. To identify local, state, and federal responsibilities for hazardous materials incident response and management, which includes preparation for and response to any incident involving hazardous substances or material which, when uncontrolled may be harmful to people, animals, property or the environment.

C. To outline a county on-scene coordination and management system for hazardous materials incidents.

D. To compile a county-wide risk analysis using SARA Title III information and reports.

E. To identify resources available within and outside the community for hazardous materials incident planning, training, response, cleanup and mitigation.

SECTION A
HAZARD ANALYSIS SUMMARY

FIXED FACILITIES

Skagit County has a variety of fixed facilities, which store, produce, use and handle hazardous materials (see SARA Title III facilities/ Tab E). Skagit County has received reporting from nearly 100 fixed facilities under SARA Title III. It expected that several other facilities use, but do not report, hazard materials but some may have quantities below the reportable threshold. Tier 2 data entries reported by SARA Title III facilities are on file with DEM and Skagit 911. Hazard zones are primarily centered in the March's Point Industrial Area, Mount Vernon, Sedro Woolley, Burlington, LaConner and at the Port of Skagit County in Burlington.

Four fixed facilities in Skagit County that hold large quantities of hazardous materials are located at the March's Point Industrial Area east of Anacortes: the Shell and Tesoro petroleum refineries, the General Chemical, Inc. sulfuric acid plant, and the Tecnal Corporation turpene refinery. The Lignotech, Inc. lignin spray drying facility, located at the intersection of Farm to Market Road and Highway 20, west of Burlington holds quantities of sulfuric acid. Each facility has varying levels of risk depending on the materials in use and the proximity of populated areas. The two refineries and the chemical plants are located in relatively low population areas bordered on three sides by water.

Commercial Cold Storage, located in Mt. Vernon, and Americold, located in Burlington, use ammonia refrigerant and pose a public risk due to the proximity of population.

Wolfkill, Inc. and Skagit Farmers Supply, located in Mt. Vernon, have been identified as a high-risk facility due to the proximity of the public.

In addition, there are a variety of bulk fuel storage areas, gasoline, and propane stations located throughout Skagit County.

PIPELINES

Three pipelines [Terasen Pipeline (unrefined crude oil), Olympic (refined oil products) and Williams Gas Pipelines West (natural gas)] transport oil and natural gas through Skagit County. Each of the pipelines traverse environmentally sensitive areas. Trans Mountain and Olympic pipelines pose a pollution risk to the Samish River and Swinomish Channel. In addition, Olympic poses a pollution risk to the Skagit River. Olympic Pipeline has a major pump station, known as “Allen Station”, located west of Avon Allen Road, immediately north of State Route 20. Furthermore, Olympic Pipeline owns and operates a 20 million gallon storage facility adjacent to Ovenell Road.

TRANSPORTATION

The transportation network of major highways, rail corridors and marine shipping, perhaps pose the greatest hazardous materials risk in Skagit County. At the time of this update, the Swinomish Tribal Authority is conducting a hazard materials transportation study on hazardous materials that could impact the Swinomish Reservation.

SECTION A
HAZARD ANALYSIS SUMMARY (continued)

Hazardous materials may be transported along any road in Skagit County, and this hazard analysis and the accompanying map tabs are not intended to represent a comprehensive listing of all possible hazardous materials transportation routes. Rather, the analysis and map tabs are intended to represent the most common transportation routes and their most likely vulnerability zones.

The Interstate 5 corridor links the Seattle and Vancouver, B.C. areas, and runs through the most densely populated area of Skagit County. Highway 20 connects Interstate 5 with March's Point and is also a primary route of transportation for hazardous materials to Whidbey Island and the Olympic Peninsula. Other significant roads where hazardous materials are transported include Old Hwy 99, Memorial Highway, Farm to Market Road, East and West March's Point Road and North Texas Road.

Rail corridors run from Burlington North through Sedro Woolley; from Sedro Woolley to the county line and then to Bellingham. From Burlington north along Chuckanut Bay, and north and south along the I-5 corridor and west to the March's Point vicinity.

A significant amount of hazardous materials are also transported to and from Skagit County via marine shipping. Large vessels are primarily limited to Rosario Strait, Guemes Channel, Fidalgo Bay and to industrial docks serving the refineries at March's Point. Oil tankers lightered near Vendovi Island create a potential spill risk.

SECTION B
ASSUMPTIONS AND LIMITATIONS

Any incident involving hazardous materials has a potential to escalate from a minor incident into a full scale disaster. The hazardous properties of chemicals, petrochemical products, radioactive substances and other potentially dangerous materials range from explosive to dangerous. The uncontrolled release or spillage of hazardous materials may pose a serious threat to human health and the environment.

The diverse nature of an incident involving hazardous materials is such that no single government agency or private industry is capable of handling all potential incidents alone.

Skagit County does not have a Hazardous Material Response Team and response personnel are generally trained only to the Awareness Level of Hazardous Material and should only work within the scope of their training. In order to participate in operations, response personnel must be trained to the Operations Level under WAC 296-62-3112.

The effects of hazardous materials incidents vary depending upon factors such as the materials involved, quantity released or spilled, and the location of the incident, including its proximity to surface water, populated areas, transportation, and routes of evacuation.

Other factors include time of day and weather conditions. In the case of airborne hazardous material releases, wind speed and direction are very important, as well as the immediate response capability.

The number and size of fixed facilities processing, storing, or handling hazardous materials in Skagit County; the amount of hazardous materials being transported in Skagit County; the proximity of local populations; and the existence of many environmentally sensitive areas combine to produce a high degree of risk and vulnerability to hazardous materials incidents.

Although the larger fixed facilities have in-house hazardous materials response teams for their internal use, there currently is no locally based, organized response team available for offensive hazardous materials incident responses requiring OSHA Level A or Level B personal protective equipment and training. Outside resources would need to be employed in such incidents.

In some hazardous materials incidents, it may be necessary for response forces to adopt a defensive posture for an indefinite time due to a lack of information, a lack of adequate resources, or danger to responders. Due to this possible limitation, protection of life, property and the environment inside the incident perimeter might be limited for an indefinite time.

Section B
ASSUMPTIONS AND LIMITATIONS (continued)

Additional response delays may result from locally experienced extreme weather conditions or public transportation networks which may have been damaged or rendered impassable by the effects of severe weather (i.e. wind fallen trees, flooding, etc.) or other concurrent disaster incidents such as earthquake or volcanic activity. Emergency communications, and public warning and alert systems may also be disrupted by similar circumstances.

In case of a hazardous materials or petrochemical spill on inland waters, it may take several hours to move containment equipment from moorage or storage locations to the site of the incident. It may take hours or days to move cleanup equipment to the site. Because of these limitations, response and recovery actions may be delayed.

In the case of a hazardous materials or petrochemical spill on local marine waters or at some places on inland waters, it may not be possible to contain the spill due to river flow, tides, currents, or weather conditions. Because of these conditions, response may have to be limited to cleanup of beaches, parks, protection of wildlife, and nesting areas, etc., after the material comes ashore. Particular attention should be paid to the Department of Ecology Geographical Sensitive areas that have been outlined.

Alert and warning systems are limited. In addition, local broadcasters voluntarily cooperate with the local Emergency Alert System (EAS). NOAA Weather Radio may also provide warning information. Beyond those public warning and alert systems, door-to-door notification or mobile public address notification of a health threatening hazardous materials spill or release may be required. Such notification could take hours or could be impossible due to the possible threat to emergency responders.

Reduction in force in state agencies may mean that Skagit County, by default, could be responsible for an increasing portion of the response.

OUTLINE HOW THIS PLAN WORKS WITH OTHER PLANS WITHIN THE COUNTY.

SECTION C
FUNDING

Local County and City government have assumed all costs associated with development of this Plan, with supplementary funding assistance from industries represented on the Local Emergency Planning Committee. With the exception of training assistance from certain agencies, no state or federal funding has been made available for plan development or compliance with SARA Title III requirements.

Section D
OPERATIONAL CONCEPTS

Incident Command System (ICS)

In order to ensure a comprehensive response to emergency needs involving hazardous materials (consistent with the response mechanisms already in existence), the Incident Command System (ICS) will be the basic format by which such events are managed at the local level. The designated Incident Commander shall utilize the positions of the Incident Command System as deemed necessary at the time of the incident.

The Incident Commander will ensure that coordination exists between various responding agencies.

The Incident Commander shall determine if the incident has exhausted the resources or capabilities of local agencies. The incident command agency will initiate a unified command system. Responding agencies (local, state, and federal) will operate within their own command organization to achieve the overall goals and objectives established by the agencies participating in the unified incident command structure.

Designated Incident Command

In accordance with RCW 70.136.030, the Washington State Patrol has been designated as the hazardous materials incident command agency for all hazardous incidents on state highways within Skagit County, unless by mutual agreement that role has been assumed by another designated incident command agency. Skagit County DEM has been designated Incident Command for the rest of the county in accordance with RCW 70.136.030.

Executive Authorities

The Emergency Management Council is responsible for emergency direction and control within the boundaries of their individual jurisdictions. The Emergency Management Council is comprised of the Mayors of the incorporated cities/towns and the Skagit County Board of Commissioners for the unincorporated areas.

The Skagit County Board of Commissioners and individual City Councils are legislative bodies for their respective jurisdictions and are responsible for passing ordinances, resolutions and laws governing their jurisdictions.

In the event that an incident exhausts the resources or capabilities of Skagit County, the Chairman of the Emergency Management Council may issue an emergency declaration and seek the Governor's assistance in securing resources from the State of Washington.

The Director of Emergency Management is the chief advisor concerning matters of emergency management.

SECTION E
RESPONSE FOR LEVELS OF INCIDENT SEVERITY

The Incident Commander will use the following response guidelines, unless responding to a Community Awareness Emergency Response (CAER) facility, as assistance in determining required resources to control a hazardous material incident:

RESPONSE LEVEL I **Accident/Potential Emergency**

Description: An incident or threat of a release, which may be controlled by the first response agencies (fire, law, medical) and may only require evacuation of the incident site. It does not pose an immediate threat to life or property.

Possible Contacts:
Skagit County DEM/Partial EOC staff
Fire Department/District
Local Law Enforcement
Emergency Medical Services
Skagit County Health Department
State Emergency Management Division (EMD)
Washington State Department of Ecology
Northwest Air Pollution Authority
Washington State Patrol
Washington State Dept. of Natural Resources
Federal Aviation Administration
Cleanup Contractors
CHEMTREC (transportation incident only)
National Response Center (NRC)
*See Tab G (Order of Notification) for additional possible contacts

RESPONSE LEVEL II **Emergency**

Description: An incident involving a greater hazard or larger area which poses a potential threat to life or property and which may require a limited evacuation of the area surrounding the incident.

Possible Contacts:
Agencies in Level I
EOC staff
Jurisdictional Chief Executive
City or County Public Works
Red Cross
Public Utilities

U.S. Environmental Protection Agency (EPA)
U.S. Coast Guard

Section E
Response for Levels of Incident Severity (continued)

Response Level II (Continued):

U.S. Environmental Protection Agency (EPA)
U.S. Coast Guard
National Oceanic & Atmospheric Administration (NOAA)
Other local, state, and federal agencies such as Washington
Washington State Dept. of Fish and Wildlife
Department of Transportation, Skagit County Health
Department, Northwest Air Pollution Authority, Washington
State Department of Health.
*see Tab G (Order of Notification) for additional possible contacts

RESPONSE LEVEL III **Disaster**

Description: An incident, involving a severe hazard or a large area, which poses an extreme threat to life and property and will probably require a large scale evacuation; or an incident requiring expertise or resources of state, federal, or private agencies/organizations.

Contact:
Agencies in Levels I & II
Mutual Aid Fire, Police, E-M-S
Federal Emergency Management Agency (FEMA)
Washington National Guard
*see Tab G (Order of Notification) for additional possible contacts

The Community Awareness Emergency Response (CAER) uses response levels 0-3. Some of the Washington State departments use levels 1-4. The Skagit County LEPC would like to standardize response levels in the future.

SECTION F
RESPONSIBILITIES

I. RESPONSIBILITIES OF FIRST PERSON ON-SCENE

For the purposes of this section, the first person on-scene is the initial person, who has Awareness Level Recognition and Identification training (see Tab K), to arrive at or discover the scene of a hazardous materials incident. The first person on-scene might be a representative of fire, law enforcement, emergency medical services, public works, emergency management or private industry.

Personal life safety shall be the first priority of the first person on-scene. This person should IMMEDIATELY RETREAT TO A SAFE LOCATION. A strictly DEFENSIVE posture will be assumed by the first person on-scene. When life safety issues permit, it shall be the responsibility of the first person on-scene to:

1. Notify 9-1-1 Dispatch immediately.

2. Make efforts to restrict or deny entry to the possibly contaminated area.

3. Identify and assess the hazard/incident and make determinations for an appropriate response and public warning, **only** if able to do so from a safe distance or location.

    a. By using placard numbers; container size, shape, color; names or other identifying markers; and/or available shipping papers or interviews with responsible individuals, determine possible types of hazardous materials and estimate quantities of materials spilled or released and communicate findings to responding agencies.

    b. Communicate observable weather in the vicinity of the incident, with particular attention to wind direction and estimated speed.

    c. Make assessments of hazard to life/safety, property, and environment by consulting the Department of Transportation Emergency Response Guidebook. For further product information, contact Chemtrec at 1-800-424-9300.

SECTION F
RESPONSIBILITIES (continued)

II. FIRST RESPONDER RESPONSIBILITIES

For the purposes of this section, the first responder is that initial public official or responsible industry official, with minimum Operations Level training (see Tab K), to arrive at or discover the scene of a hazardous materials incident.

Under the Incident Command System (ICS), the first on-scene responder shall assume the role of Incident Commander until that role has been affirmatively transferred to a ranking officer, or designated Hazardous Materials Incident Commander or until the incident is terminated.

Personal life safety shall be the first priority of the first responder so they will IMMEDIATELY RETREAT TO A SAFE LOCATION. The first responder shall maintain a strictly DEFENSIVE posture until appropriate resources have arrived. When life safety issues permit, it shall be the responsibility of the first person on-scene to:

1. Identify and assess the hazard and make determinations for an appropriate response and public warning, only if able to do so from a safe distance or location.

    a. By using placard numbers; container size, shape, color; names or other identifying markers; and/or available shipping papers or interviews with responsible individuals, determine possible types of hazardous materials and estimate quantities of materials spilled or released and communicate findings to responding agencies.

    b. Assess weather conditions in the vicinity of the incident, with particular attention to wind direction and estimated speed.

    c. Make assessments of hazard to life/safety, property, and environment by consulting the Department of Transportation Emergency Response Guidebook.

    d. Determine evacuation/isolation zone as necessary.

2. Notify 911 and relay pertinent information.

3. Manage the hazard scene by establishing perimeters and denying access.

4. Notify the required agencies and request assistance, if needed.

5. If possible take appropriate **defensive** steps to minimize the effect of a hazardous condition on people, property and the environment.

SECTION F
RESPONSIBILITIES – continued

III. LOCAL RESPONSIBILITIES

A. Skagit County Department of Emergency Management (DEM)

DEM provides emergency management resource coordination to all of Skagit County, including incorporated cities and may assist in the following:

1. In conjunction with the Local Emergency Planning Committee (LEPC), prepare the basic hazardous materials response plan for Skagit County in cooperation and coordination with other hazardous materials response agencies.

2. Assist other agencies as appropriate in the preparation of agency Suggested Operating Guide (SOG s) for hazardous materials response.

3. Make recommendations of policy, procedures and regulations to agencies and elected officials.

4. Request and coordinate needed outside resources.

5. Implement the Skagit County Emergency Management Plan (CEMP), if needed.

6. Activate the Emergency Operation Center (EOC) when the Director or his delegate deems appropriate or at the request of the On-Scene Incident Commander or other authorized official.

7. Receive, collect and maintain hazardous materials risk and resource data in accordance with SARA Title III and to distribute that information to emergency response agencies and the public upon request.

8. Notify of state and federal authorities of hazardous material incidents as required, and requesting appropriate assistance for response and cleanup.

9. Provide warning and emergency public information to the public and governmental officials via Emergency Alert System (EAS), NOAA Weather Radio via the National Weather Service, Door-to-Door, or Mobile Siren.

10. Coordinate with the American Red Cross to provide for the emergency welfare and shelter needs of citizens affected by a hazardous materials event.

11. Encourage, facilitate and coordinate Mutual Aid Agreements among emergency response agencies on all levels of government.

12. Coordinate training for local emergency responders, as requested, to ensure compliance with state and federal hazardous materials training requirements.

SECTION F
RESPONSIBILITIES (continued)

A. Skagit County Department of Emergency Management (DEM) - continued:

13. Coordinate and implementation for the SARA Title III (LEPC) Program.

14. Notify affected property owners, government agencies, and private companies/agencies.

B. Fire Departments

Skagit County Fire Departments may retain the Hazardous Materials Incident Command and will assume that role until they are formally relieved. In jurisdictions where the Washington State Patrol/Department of Emergency Management provides Incident Command, Fire Departments will respond to provide defensive services as requested by the Incident Commander. In situations where a hazardous materials incident is discovered by responding units, Fire Departments will fulfill the duties outlined under First Responder Responsibilities. In situations involving a known hazardous materials incident, Fire Departments will:

1. Assist Incident Commander in managing the hazard scene by establishing perimeters and denying access.

2. Render medical aid according to their level of training.

3. Take appropriate defensive steps to minimize the effect of a hazardous condition on people, property and the environment.

4. Provide necessary fire suppression skills without unduly exposing firefighters to harmful effects of the hazardous materials.

5. Assist Law Enforcement with evacuation/notification when necessary.

6. Confine the spread of contamination by providing for decontamination of personnel and equipment according to their level of training and the availability of proper personal protective equipment (PPE).

SECTION F
RESPONSIBILITIES (continued)

C. Law Enforcement

Law Enforcement Agencies have the responsibility for security of the incident/disaster area, crowd and traffic control, evacuation of affected area, providing warning to possible affected areas, and assist the Fire Department as needed.

1. Establish and maintain liaison with other emergency agencies and provide assistance as required.

2. Assist in warning the public (door-to-door or public address systems).

3. Provide for the orderly evacuation of citizens from the incident area, as requested by Incident Commander.

4. Secure and maintain the perimeter and maintain security.

5. Provide crowd and traffic control.

6. Participate in and coordinate with on-scene command post (incident command or unified command).

7. Designate an appropriate representative to advise the on-scene incident commander or unified command, if requested. Provide appropriate representative to act as an advisor in the EOC, if requested.

D. Public Works

Public Works Departments (local and county) will assist, as requested, in a hazardous materials incident by providing the following:

1. Mobilize and manage Public Works equipment and needed materials.

2. Take necessary action should hazardous materials enter the storm sewer system.

3. Designate an appropriate representative to advise on-scene incident commander or unified command, if requested. Provide appropriate representative to act as an advisor in the EOC, if requested.

4. Provide other responding agencies with technical information on the Public Works systems.

5. Will assist and provide emergency signing, barricades, and traffic control personnel for evacuation of hazardous area, as requested.

6. Provide appropriate representative to act as advisor in the EOC, if requested.

SECTION F
RESPONSIBILITIES (continued)

E. Skagit County 9-1-1 Center

Upon receipt of a report of a hazardous materials incident, Skagit County 911 Center will notify the fire department and law enforcement agency within whose jurisdiction the incident has occurred, the Skagit County Department of Emergency Management, and follow the protocol outlined in the Tab G (Order of Notification).

1. See Tab G (Order of Notification).

2. Coordinate communications with other responders; i.e. fire, law, medical.

F. Health Department

The Health Department is responsible for determining what actions are necessary to protect public health, food and water quality control, issue public health warnings if appropriate and coordinate with local, state, and federal agencies concerning ground water routes and public water supply line data.

1. Determine immediate actions necessary to protect the public health, water supplies, water aquifers, and response personnel.

2. Issue public health warnings or advice via EBS if appropriate. If needed the EBS system will be activated by the DEM.

3. Conduct or assist other agencies in sample collection, preservation and transport. Directing samples to appropriate laboratories. Make recommendation for blood or urine sampling on exposed personnel if not previously sent to a medical facility for acute care.

4. Assist food service operations for emergency response personnel or evacuees in meeting appropriate public health standards.

5. The County Health Officer will declare health emergencies as necessary.

6. Work with other responding agencies to share information concerning ground water routes and public water supply line data if hazardous materials have the potential to enter these mediums.

7. Designate an appropriate representative to advise the Incident Commander or Unified Command, if requested. Provide appropriate representative to act as an advisor in the EOC, if requested.

SECTION F
RESPONSIBILITIES (continued)

G. Emergency Medical Services

Encompasses the entire medical community - hospitals, fire service, physicians, and medical support personnel in private practice, ambulance and emergency aid transportation and organization. Responsible for coordination and organization of medical and health personnel during an incident/disaster and provide continuous care to the sick and injured victims.

1. Provide medical aid and patient transportation.

2. Provide triage, if required.

3. Designate an appropriate representative to advise the Incident Commander or Unified Command, if requested. Provide appropriate representative to act as an advisor in the EOC, if requested.

4. Implement mass casualty protocol per Incident Command System, if needed.

H. American Red Cross

The American Red Cross will provide temporary housing, mass care shelter and feeding facilities, emergency first aid and medical services, welfare inquiries, information services and financial assistance for essentials based on the immediate need at the time of the emergency.

I. Local Emergency Planning Committee (LEPC)

1. Fulfill SARA Title III requirements for record keeping, compliance, hazard analysis, training, public education, and planning.

2. Fulfill state and federal 'Community Right to Know' provisions.

3. Perform an annual review of the Skagit County Hazardous Materials Plan.

4. Act as a liaison between local industry, the public and the Department of Emergency Management.

J. Northwest Air Pollution Authority (NWAPA)

1. Continuous monitoring of air for sulfur dioxide and particulate matter.

2. Surveillance and inspection of air emission sources.

3. Responsible for the issuance of permits for air emission sources in their jurisdiction.

SECTION F
RESPONSIBILITIES (continued)

J. Northwest Air Pollution Authority (NWAPA) - continued

4. Investigation of reported releases to the air.

5. In conjunction with Washington Department of Ecology (DOE) and/or U.S. Environmental Protection Agency (EPA), investigate incidents for determination of cause and any actions that may be necessary.

6. Fulfill required regulatory role to ensure any required corrective actions are taken.

7. Designate an appropriate advisory representative to the Incident Commander or Unified Command, if requested. Provide appropriate representative to act as an advisor in the EOC, if requested.

K. Skagit Area Transit/Skagit Council on Aging/School Districts

Provide transportation for evacuation as requested by the incident commander or unified command.

1. Limited and controlled evacuation.

    a. Operations may place resources at the disposal of the Incident Commander or Unified Command.

2. Guidelines to be followed:

    a. Office will provide coach and driver availability status.
    b. Office will radio instructions to fleet.
    c. If necessary, reserve buses will be readied.
    d. Office will maintain its function as a dispatch relay station until relieved by the Incident Commander.

L. Private Industry

Each facility subject to the requirements of SARA Title III shall be responsible for:

a. Notifying the LEPC of the facility representative who will participate in the emergency planning process as a Facility Emergency Coordinator.

b. The facility owner/operator will promptly inform the LEPC of any relevant changes occurring at the facility.

SECTION F
RESPONSIBILITIES (continued)

L. Private Industry-continued

c. Upon request of the LEPC, the facility owner/operator shall provide information that is necessary for development and implementation of the emergency plan.

d. Determination of the occurrence of a release of SARA Title III classified substances is the statutory responsibility of the facilities owners and/or operators. It shall be incumbent upon the Emergency Coordinator(s) of such facilities to establish appropriate internal procedures for detecting a release and for making timely notification pursuant to this plan.

e. The owner/operators of all SARA Title III facilities shall offer complete cooperation to the Incident Commander whenever any spill or release threatens populations, property or the environment. Their representatives shall be pre-designated or assigned at the time of an incident.

REPORTING REQUIREMENTS OF SARA TITLE III

SARA Title III requires owners and/or operators of certain facilities to submit a list of hazardous chemicals present at their facilities. The Local Emergency Planning Committee requires this list be submitted annually on a Tier II form. Reports must be filed with the State Emergency Response Commission, Skagit County LEPC and the fire service agency in which the reporting facility is located by March 1st of each year. Compliance with these requirements is the responsibility of the individual facilities.

A. CHEMICALS INCLUDED IN THE REPORTING REQUIREMENT
Facilities are required to report the following chemicals to the DEM/LEPC if they fall within the threshold planning quantities:

1. Chemicals listed as "Extremely Hazardous Substances"(EHS) under SARA Title III, Section 302.

2. Any chemical stored in a quantity of 10,000 pounds or more for which a Material Safety Data Sheet (MSDS) is required by the Occupational Safety and Health Administration.

SECTION F
RESPONSIBILITIES (continued)

IV. STATE AGENCY RESPONSIBILITIES

A. Washington State Emergency Management Division (EMD)

The State EMD shall provide a single point of notification and coordination for state level hazardous materials response through the Division's 24-hour duty officer capability (1-800-562-6108 during office hours or 1-800-258-5990 after hours). The Skagit County DEM will also directly notify the Department of Ecology (DOE) and other state and federal agencies as necessary.

1. Contact in accordance with Response Level II.

2. Develop and maintain Hazardous Materials Appendix to Annex O of the State Comprehensive Emergency Management plan.

3. Maintains 24-hour duty officer system to receive notification of incidents and requests for assistance and initial notification to local, state, and federal response agencies.

4. Coordinates the procurement of state resources for use by the Incident Commander or as requested by Skagit County DEM or various state response agencies.

5. Activates and manages the state EOC to provide communications and support to assist in hazardous materials incidents when necessary.

6. Shall designate a representative to the Incident Command upon a request by local government.

B. Washington State Patrol (WSP)

1. Designated Incident Command for all state and interstate highways within Skagit County unless, by mutual agreement, that role has been assumed by another designated incident command agency (i.e. Department of Emergency Management or Fire District/Department).

2. Assists local incident command agencies with communications, law enforcement, and technical resource information.

3. Coordinates activation of DOT personnel and equipment needed to establish traffic control and cleanup activities on state roads and interstate highways.

SECTION F
RESPONSIBILITIES (continued)

C. State Department of Transportation (DOT)

1. Will respond as requested and coordinate with Incident Commander or Unified Command and provide available resources and personnel.

2. Upon the discovery of a hazardous materials incident on state roads and interstate highways, appropriately trained DOT personnel will initially establish traffic control and notify the WSP. (Note: DOT personnel do not cleanup hazardous materials from the roadway or right-of-way. Hazardous materials cleanup is accomplished through the Washington State Department of Ecology through the use of private contractors.)

D. State Department of Ecology (DOE)

1. Shall be notified whenever an incident has possible environmental consequences.

2. Ensure that the requirements of the Geographical Response Plans are carried out.

3. Act as the lead agency for environmental cleanup. Provides on-scene coordination, technical information on containment, cleanup, disposal and recovery; environmental damage assessment; laboratory analysis and evidence collection for enforcement actions.

4. Maintains a current resource list of cleanup contractors, equipment and technical/scientific personnel for hazardous material incidents.

5. Serves as the state on-scene coordinator under the Federal National Contingency Plan.

6. Works with responsible party for cleanup of environmentally threatening hazardous materials incidents.

7. Coordinates litigation for the recovery of costs incurred during response and cleanup.

8. Coordinates damage assessments of moderate and major spills by implementing the Marine Resource Damage Assessment Program involving local, state, federal and private agencies.

SECTION F
RESPONSIBILITIES (continued)

E. State Department of Fish and Wildlife (DFW)

1. Shall be notified via WSP when fresh water or marine habitats are potentially involved or has the potential of affecting wildlife habitat.

2. Assists DOE, upon request, in determining and assessing fisheries habitat recovery cost and compensation and provides coordination and resource information on potential or actual wildlife or wildlife habitat damage and cleanup.

3. Participates in Marine Resource Damage Assessment Program when requested.

F. State Department of Health (DOH)

1. Coordinates and assists with local Health Department for needed resources and information.

2. Acts as the lead agency for incidents involving radioactive materials.

3. State Department of Health would have a lead role if shellfish were potentially impacted.

G. State Department of Agriculture (DOA)

1. Shall be notified of incidents that may impact farmlands.

2. Provides technical assistance, laboratory testing and sampling, and estimates on recovery costs for incidents involving pesticides/herbicides.

H. State Fire Marshal

1. Provides assistance, when requested, by the authority having jurisdiction for fire investigations.

I. State Department of Labor and Industries (L & I)

1. Mandates training requirements for hazardous materials emergency response and cleanup. (WAC 296-62-3112)

   Note: If on navigable waters in the State of Washington, OSHA requirements will need to be met.

2. Enforces safety and health standards whenever employees are exposed to hazardous chemicals.

3. Provides technical assistance and information concerning worker exposure to hazardous chemicals, including information on procedures, protective equipment and specific chemical properties and hazards of substances.

SECTION F
RESPONSIBILITIES (continued)

J. State Utilities and Transportation Commission (UTC)

1. Investigates rail accidents in conjunction with the Federal Railroad Administration.

2. Assists first responders by providing supportive data on registered shippers and haulers of hazardous materials statewide.

V. FEDERAL AGENCY RESPONSIBILITIES

A. United States Coast Guard (USCG)

1. Shall be notified whenever spill or release has potential to affect navigable waters.

2. Designated Incident Command Agency for all spills to marine waters.

3. Operates National Response Center (NRC) which receives reports of incident and serves as a focal point for notification of federal authorities when a pollution incident occurs. Provides advice and assistance to users of the system by accessing computer data files, which list hazardous substance characteristics.

B. Federal Aviation Administration (FAA)

1. Shall be notified if aircraft involved or incident may affect the airway and request Notice to Airmen (NOTAM) for a Temporary Flight Restriction (TFR) to provide a safe air traffic environment in the event of fire and rescue.

C. United States Environmental Protection Agency (EPA)

1. Shall be contacted in accordance with Response Level III.

2. Responds with advice and technical resources to protect the environment from all types of hazardous substances.

3. In conjunction with state DOE, will coordinate cleanup of major incidents.

4. Acts as the federal on-scene coordinator for incidents involving inland waters.

5. Contracts for emergency response services of the Region X Strike Team. The Region X Strike Team provides on-site survey of actions, documentation of cleanup contractor, and reports findings to the Incident Command (U.S.C.G.).

SECTION F
RESPONSIBILITIES (continued)

D. National Weather Service (NWS)

1. Provides responding agencies with current weather and forecast information, as needed.

E. NOAA Weather Radio

1. Is a service of NOAA and U.S. Dept. of Commerce and can preempt the routine weather broadcasts and substitute special warning messages and can also activate specially designed warning receivers. The frequency that serves Skagit County is 162.425 MHZ.

F. Occupational Safety and Health Administration (OSHA)

1. Mandates training requirements for hazardous materials emergency response and cleanup.

2. Enforces safety and health standards whenever employees are exposed to hazardous chemicals.

3. Provides technical assistance and information concerning worker exposure to hazardous chemicals, including information on procedures, protective equipment and specific chemical properties and hazards of substances.

SECTION G
OPERATIONS

A. DETERMINATION OF RELEASE/POPULATION AFFECTED

Determination of the occurrence of a release of SARA Title III classified substances is the statutory responsibility of the facilities owners and/or operators. It shall be incumbent upon the Emergency Coordinator(s) of such facilities to establish appropriate internal procedures for detecting a release, and for making timely notification pursuant to this plan. In transportation related incidents, guidelines in sections titled Responsibilities of First Person On-Scene and First-Responder Responsibilities will be followed to determine size, type, location and risk of hazard.

Upon the occurrence of a significant release or spill, it will be the responsibility of the Incident Commander, in concert with the local emergency responders and the Community Emergency Coordinator, to determine the projected impact area based on the circumstances of the release or spill.

B. NOTIFICATION AND PROCEDURES

The Skagit County 911 Center is the designated agency to receive initial notification of a potential hazardous materials incident. The Skagit County 911 Center will be responsible for notification of appropriate emergency response agencies as outlined by the Hazardous Materials Incidents Tab G (Order of Notification).

Section H

EMERGENCY PUBLIC NOTIFICATION

A. WARNING SYSTEMS

1. Public Warning Procedures

a. EMERGENCY ALERT SYSTEM (EAS)
The EAS is a voluntary, organized means of disseminating emergency news and information to the public through local radio, television and cable broadcasters. The system is activated by authorized local officials, and is independently tested on a regular basis.

b. NOAA WEATHER RADIO
NOAA Weather Radio may broadcast special warning messages. The frequency that serves Skagit County is 162.425 MHZ.

c. DOOR-TO-DOOR
If needed, specific neighborhoods or communities may receive warning and notification by means of individual door to door contact by law enforcement or fire services personnel. This method may be supplemented by announcements through the use of public address systems on radio-equipped vehicles.

d. MOBILE SIRENS

2. Public Information Officer

A designated Public Information Officer (PIO) shall act as liaison between the Incident Commander/EOC, the media and the public in a chemical emergency.

The PIO will provide media representatives with news releases and/or regular briefings in order to provide incident information and warning of danger to the community. This information will include any emergency public protection measures including instructions for shelter-in-place or evacuation that may be needed. The PIO will also provide public information about the nature of the incident, the area affected, the official response activities, and reentry and recovery issues. Information to be released shall be approved by the Incident Command/Unified Command. (See Tab H – Media)

EMERGENCY PUBLIC NOTIFICATION - continued

B. PERSONAL PROTECTION STRATEGIES FOR CITIZENS

During any hazardous material emergency it is essential that, to the greatest degree possible, citizens of the community be protected from the adverse effects of exposure to hazardous materials involved in an incident. The protection of the public during a chemical emergency is a complex task. The subject is undergoing extensive research and new and innovative finding are being constantly released. Evacuation has long been the recognized standard for population protection, however, recent research indicates that the shelter-in-place, or in-place protection, method should be considered as the best alternative for many hazardous materials incidents.

Each protective strategy has its own inherent advantages and disadvantages:

The advantage of an evacuation is that it removes the population from both present and future risks. The concept of removing the population from the risk is also an acceptable strategy to many members of the public. Evacuations, however, are highly disruptive events, which pose many problems such as congregate care operations and traffic concerns. An effective evacuation may take several hours to complete, during which time evacuees may be exposed to concentrations of the toxic substance from which they are trying to avoid.

Shelter-in-place protection can be instituted on a relatively quick basis. The population does not have long distances to travel for protection and they are generally familiar with their surroundings. The speed of an in-place effort may make it the only reasonable short-term protective method for hospitals, nursing homes and jails. The in-place concept, however, is foreign to many citizens and primarily should be considered only for incidents expected to last for a short duration.

No single protective strategy is applicable in all situations. There are many variables that enter into the decision making process. Six factors have been identified which should be considered in selecting a protective response:

1. **Threat (Material)**
2. **Population at Risk**
3. **Time Factors Involved**
4. **Weather Conditions**
5. **Communications**
6. **Response Capabilities**

EMERGENCY PUBLIC NOTIFICATION – continued

The six factors that should be considered in selecting a protective response(continued):

1. Threat (Material)

In dealing with threats from mechanical effects, such as explosion potential, evacuation strategies would clearly be more realistic than in-place protection methods. The toxicity of a hazardous material and the duration of public exposure are significant factors. If the exposure is expected to be of long duration, evacuation may be viewed as the better protective choice. If the threat is from a short exposure, in-place protection may be the best strategy to follow.

2. Population at Risk

Factors to consider when evaluating the population at risk:

a. Health

Healthy populations are mobile and easier to evacuate than those who are not. Patients in a hospital, for instance, are extremely difficult to evacuate and Incident Commanders must consider if more injuries and deaths may result from the mechanics of the evacuation than would be sustained if the population were protected in-place. May only consider moving ambulatory patients.

b. Transportation

Critical to the evaluation process is the complexity of an evacuation due to the type and amount of transportation needed to implement effect the process. For instance, a suburban shopping center, where citizens have an abundance of private vehicles, is far easier to evacuate than a school or jail, where mass transportation buses would be needed.

c. Age

Younger populations are likely to be more receptive to an evacuation order than are older, retired populations. Also, the age of the population is often closely related to the health of the group.

d. Additional Factors

If a family group is together in a threatened area, they are more likely to be willing to evacuate the hazard zone. On the other hand, temporarily broken family units, with children at school and parents at work, can result in reluctance on the part of some to move.

Special concerns may also enter into the decision making process. It may not be feasible to relocate an entire jail population on short notice. Likewise, it would be impossible to utilize in-place protection actions for patrons at an outdoor sporting event.

EMERGENCY PUBLIC NOTIFICATION – continued

The six factors that should be considered in selecting a protective response (continued):

3. Time Factors Involved

In-place protection is more viable for short-term threats, while evacuation may be a better choice for long duration threats. The time of day is also an important factor. Evacuation may be very difficult during city rush hours or during sleep hours when alert and warning is hampered. Most in-place protective actions can be implemented relatively quickly compared to the time needed to relocate the population from the threat or hazard.

4. Weather Conditions

Inclement weather may greatly hamper efforts to evacuate a population. In some cases, weather can mitigate the effects of a hazardous materials release, as in the case of rain diluting an ammonia release. Wind speed can affect the duration and concentrations of a chemical release by dissipating the substance thus reducing the need for evacuations.

5. Communications

The ability of the Incident Commander to quickly communicate the threat and recommended action to the risk population is a key consideration. The time of day should be considered, along with the mechanisms available to accomplish the alert and warning.

6. Response Capabilities

If a community lacks the necessary resources to quickly perform an evacuation, other methods to protect the public must be used.

Whereas some incidents may be suited to either evacuation or in-place protection, 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 most number of citizens.

Section I

SHELTER/EVACUATION

A. SHELTER-IN-PLACE (IN-PLACE PROTECTION)

Shelter-in-place shall be the preferred method whenever possible, to protect citizens from exposure to hazardous materials released during an incident. The Incident Commander shall be responsible for determining the need for sheltering in-place and executing warning and communication procedures as outlined in the Emergency Public Notification section of this plan.

The following instructions shall be given to citizens during a shelter-in-place situation:

1. Stay inside until you are notified by local radio, television, or other means that it is safe to go outside.

2. Close all doors and windows, and when possible, place blankets, sheets, towels or other such materials into air vents and cracks around doors and/or windows. Go into a small room and seal it.

3. Turn off all heating, cooling and ventilation systems.

4. Do not use the fireplace or wood stove. Extinguish all burning materials and close dampers.

5. Listen to your local radio, or television stations for further instructions and to receive an “all clear” message.

6. Do not use the telephone unless it is an emergency.

(See Tab I – EAS Activation SOG)

Reverse actions must be taken following a shelter-in-place protection event once an “all clear” message is given via EAS. This is a critical component of the in-place protection concept, but one where public compliance may be at issue.

B. EVACUATION

The decision to recommend evacuation is the responsibility of the Incident Commander or Unified Command, Chief law enforcement officer, appropriate municipal/county executive or legislative body when so empowered. According to Washington State Law, evacuation is voluntary.

SHELTER/EVACUATION - continued

B. EVACUATION - continued

The decision to evacuate or order shelter in-place should be based upon known data or perceived risk when sufficient scientific data is immediately unavailable. Consultation with the Health Officer or the Environmental Health Section of the Skagit County Health Department may be appropriate. Suggested reference materials include:

The D-O-T Emergency Response Guidebook
Material Safety Data Sheets
NOAA Data Safety Sheets
AIHA Emergency Response Planning Guidelines
NIOSH Pocket Guide to Chemical Hazards

Note: Time weighted averages (TWA), ceiling Threshold Limit Values (TLV), and the Immediately Dangerous to Life or Health levels (IDLH) are industrial standards for average individuals, and **may not** accurately reflect acceptable exposure limits for **all** persons in the general population. Local research has not discovered any widely accepted action guidelines for population protection. If such guidelines are discovered, they should be incorporated into this plan.

1. Evacuation Order:

Information to include in an evacuation order is a well-researched area. At a minimum, an evacuation directive should include:

a. The location of the hazard.

b. The nature of the hazard.

c. Physical boundaries of the evacuation zone.

d. The names and addresses of relocation centers.

e. Primary evacuation routes to use.

f. Information on how special groups within the evacuation zone, i.e., school populations, disabled, elderly, etc. will be handled.

g. Information on available public transportation systems.

h. Information to those with special needs, i.e., the disabled.

i. Details on what to bring and what not to bring to the relocation site.

j. Information on security within the evacuation zone.

k. Estimated time that the area will need to be evacuated.

SHELTER/EVACUATION - continued

B. EVACUATION - continued

In addition, the following instructions shall be given to citizens when notified to evacuate. The information may be reduced if the Incident Commander determines the circumstances, or warning methods to be used do not allow for effective communication of all information:

1. Gather what you and your family need. Pack only what you need most, with particular attention to Items such as special medications, materials required for infant care, or essential documents, etc.

2. Turn off heating, ventilation, cooling systems and appliances. Leave the refrigerator on.

3. Lock the house or building when you leave.

4. Do not use the phone unless it is urgent. Keep any emergency call very short.

5. Take only one car and drive safely. Keep all windows and vents closed, turn on the radio for evacuation routes and up-to-date information. Do not deviate from evacuation routes announced by officials. To help reduce traffic congestion during evacuation you may chose to carpool. If you do not have transportation, ride with a neighbor, friend or relative.

6. Follow directions given by officials along evacuation routes and be prepared to provide the right-of-way to any responding emergency vehicles.

7. Do not call your children's school or go to pick them up. They will be the first ones moved if any evacuation is necessary in their location. You will be notified by local radio or television where you can pick them up.

(SEE Tab I - EAS Activation SOG).

Evacuation plans will include special attention to facilities within the impacted area (i.e. schools, hospitals, nursing homes, etc.); and provisions will be made to evacuate elderly and handicapped persons who require assistance in complying with evacuation orders. Precautionary evacuation of certain high-risk members of the affected population may be recommended. This might include infants, pregnant women, persons with respiratory illnesses and the elderly. If needed, evacuation plans will also include efforts to feed and shelter evacuees.

C. RE-ENTRY

Once an evacuation has been effected, no access to the evacuated area will be allowed without the express permission of the chief law enforcement officer of the political subdivision (per Search and Rescue provisions of RCW 38.52.400). Once the area has been deemed safe, the orderly return to the evacuated area will be authorized through the Incident Commander, Chief law enforcement officer, appropriate municipal/county executive or legislative body when so empowered. Return will be coordinated through designated checkpoints in accordance with procedures. Approval for re-entry may be required from the Local Health Officer.

Section J

RESOURCE MANAGEMENT / DATA BASES

The Skagit County Department of Emergency Management (DEM) and the Skagit County 911 offices maintain records of each reporting facility. Paper copies of all forms are kept and an Excel spreadsheet is kept listing each facility that has reported.

Supplementary resource management information is located in Duty Officer books in the EOC and carried by DEM staff.

RESPONSE PERSONNEL SAFETY

During any hazardous material emergency, it is essential that, to the greatest degree possible, on-scene response personnel are protected from adverse effects resulting from exposure to hazardous materials. The safety of response personnel shall be a priority responsibility of the Incident Commander (IC). Depending upon the size and nature of the incident, the appointment of a safety officer is strongly recommended to relieve the IC of direct involvement in this responsibility. The safety officer shall be assigned to monitor the safety hazards and unsafe situations and develop methods to ensure personnel safety. The appointed safety officer shall have the authority to alter, suspend, or terminate any activity, which may be judged unsafe.

Skagit County does not have a Hazardous Material Response Team and first responders are generally trained only to the Awareness Level of Hazardous Material and should only work within the scope of their training. Responders must be trained to "Operations Level".

The following general guidelines will be observed for protection of emergency response personnel:

A. Personal Precautions

- Eating, drinking, chewing gum or tobacco, smoking, or any practice that increases the probability of hand-to-mouth transfer and ingestion of material is prohibited when in a contaminated area.

- Hands and face must be thoroughly washed upon leaving the work area.

- Whenever decontamination procedures for outer garments are in effect, the entire body should be thoroughly washed as soon as possible after the protective garment is removed.

- No facial hair, which interferes with a satisfactory fit of the mask-to-face seal, is allowed on personnel required to wear respirators.

- Contact with contaminated or suspected contaminated surfaces should be avoided. Whenever possible, do not walk through puddles, leachate, discolored surfaces, kneel on ground, lean, sit or place equipment on drums, containers, or the ground.

- Medicine and alcohol can potentiate the effects from exposure to toxic chemicals. Personnel should not take prescription drugs while on response operations where the potential for absorption, inhalation, or ingestion of toxic substances exists unless specifically approved by a qualified physician. Alcoholic beverages should be avoided in both off- and on-duty hours during response operations.

- Avoid inhaling fumes, smoke and vapors even if no hazardous materials are involved. Do not assume that gases or vapors are harmless because a smell is absent.

RESPONSE PERSONNEL SAFETY - continued

B. Operations

- All personnel going on-site must be adequately trained and thoroughly briefed on anticipated hazards, equipment to be worn, safety practices to be followed, emergency procedures, and communications. No response personnel are authorized to exceed their individual level of certified training.
- If possible, approach incident from an uphill and upwind direction.
- All personnel going into areas designated for wearing protective equipment must wear any required respiratory protection and chemical protective clothing.
- On-site personnel must use the buddy system when wearing respiratory protection. At a minimum, two other persons, suitably equipped, are required as safety backup during initial entries.
- Visual contact must be maintained between pairs on-site and safety personnel. Entry team members should remain close together to assist each other during emergencies.
- During continual operations, on-site workers act as safety backup to each other. Off-site personnel provide emergency assistance.
- Personnel should practice unfamiliar operations prior to doing the actual procedure.
- Entrance and exit locations must be designated and emergency escape routes delineated. Warning signals for site evacuation must be established.
- Communications using radios, hand signals, signs, or other means must be maintained between initial entry members at all times. Emergency communications should be prearranged in case of radio failure, necessity for evacuation, or other reasons.
- Wind indicators visible to all personnel should be strategically located throughout the site.
- Personnel and equipment in the contaminated area should be minimized, consistent with effective site operations.
- Work areas for various operational activities must be established (see Work Zones).
- Procedures for leaving a contaminated area must be planned and implemented prior to going on-site. Work areas and decontamination procedures must be established based on expected site conditions.

RESPONSE PERSONNEL SAFETY - continued

C. Limitations of Personal Protective Equipment

Proper protection of members shall be the number one priority at Hazardous Materials incidents. The level of personal protective equipment determines how and if an approach can be made, what objectives can be accomplished, and work assignments and limitations. Structural fire fighting turnout gear allows for defensive actions only. These include the elimination of ignition sources, vapor suppression, diking or diverting, and notification or evacuation. These actions involve no contact with the hazardous material.

The level of personal protective equipment required is dependent on what products are involved, what the risks are, and the level of protection required. Structural fire fighters clothing does not afford protection for hazardous materials, in general. If chemicals involved at the incident are beyond the operational capability, specialized help shall be called and members shall not enter the site. Fire fighters must be able to identify the hazards to health and safety created by hazardous materials. They must recognize their limitations based on lack of specialized protective clothing, equipment or training. Structural fire fighters clothing shall only be used as protection from a hazardous material if the material is identified and structural fire fighters clothing is indicated as appropriate for the material by consulting information on the specific material.

D. Decontamination Procedures

Decontamination procedures may be carried out by fire service, industry, or specialized hazardous materials response cleanup agency or contractor.

The Incident Commander shall insure that an appropriate decontamination procedure, facility and support are in-place before any person or equipment may enter the designated hot zone. A Decontamination Group, under the direction of a Decon Officer, shall be established. The Decon Officer shall be responsible for determining the appropriate decontamination method and for monitoring the procedures for effectiveness.

All persons leaving the Hot Zone shall be decontaminated; all equipment leaving the Hot Zone shall be decontaminated or shall be disposed of properly. Contact with hazardous materials shall be avoided whenever possible. This includes direct contact with the material or with contaminated equipment or clothing. Appropriate site controls shall be established to prevent contaminated items from leaving the Hot Zone.

Fire fighters wearing structural fire fighters clothing and self-contained breathing apparatus (SCBA) shall perform basic decontamination. Structural fire fighters clothing shall only be used during decontamination if the material is identified and structural fire fighters clothing is indicated as appropriate for the material by consulting information on the specific material.

RESPONSE PERSONNEL SAFETY - continued

Some common sense techniques for basic decontamination include:

- Check your own hands and feet for contamination.
- Check each other for contamination.
- If you are not sure whether an item is contaminated, leave it behind.

Basic decontamination methods include brushing off dry materials using brooms, mops or other utensils. Hose lines can be used to rinse off contaminated persons or equipment. Reactivity with water and the requirement for the containment of runoff must be evaluated. Soap and water wash may also be used when appropriate.

Full decontamination requires the use of specialized protective equipment and products that fire fighters are not trained or permitted to use. Full decontamination shall only be performed by a specialized hazardous materials response cleanup agency. The Incident Commander shall insure that an appropriate decontamination procedure, facility and support are in-place before any person or equipment may enter the designated hot zone.

Emergency decontamination of persons who are inadvertently contaminated may be performed using water streams from a safe distance. Such operations shall be carefully considered by the Incident Commander to insure that additional persons are not exposed. Emergency decontamination shall not be performed on equipment or clothing.

Work Zones

WORK ZONES

To prevent and/or reduce the migration of contaminants, work zones will be established where prescribed operations will occur. Three contiguous zones (see diagram of site work zones) are recommended:

Hot Zone

Warm Zone

Cold Zone

***IMPORTANT NOTE*: Zones are normally established by Hazardous Materials Teams when dealing with extremely hazardous or unknown substances.**

A. Hot Zone

The Exclusion Zone (also known as the hot zone or the red zone), the innermost of three areas, is the physical area where contamination does or could occur. All people entering the Hot Zone must wear prescribed Levels of Protection. Entry and exit check points must be established at the periphery of the Hot Zone to regulate the flow of personnel and equipment into and out of the zone and to verify that the procedures established to enter and exit are followed.

The outer boundary of the Hot Zone, the Hotline, is initially established by visually surveying the immediate vicinity of the incident and determining where the hazardous substances involved are located; where any drainage, leachate, or spilled material is located; and whether any discolorations are visible. Guidance in determining the boundaries is also provided by data from the initial site survey indicating the presence of organic or inorganic vapors/gases or particulates in air, combustible gases, and radiation, or the results of water and soil sampling.

Additional factors that should be considered include the distances needed to prevent fire or an explosion from affecting personnel outside the zone, the physical area necessary to conduct site operations and the potential for contaminates to be blown from the area. Once the Hot Zone has been determined, it should be physically secured, fenced, or well defined by landmarks. During subsequent site operations, the boundary may be modified and adjusted as more information becomes available.

Work Zones - continued

B. Warm Zone

The Warm Zone serves as a Contamination Reduction Zone (also known as the warm zone or the yellow zone) and shall provide a transition between hot and cold zones. Warm Zone serves as a buffer to further reduce the probability of the cold zone becoming contaminated or being affected by other existing hazards. It provides additional assurance that the physical transfer of contaminated substances on people, equipment, or in the air is limited through a combination of decontamination, distance between the Hot and Cold Zones, air dilution, zone restrictions, and work functions.

Initially, the Warm Zone is considered a non-contaminated area. Between the Hot Zone and the Cold Zone, Contamination Reduction Corridors (consisting of an appropriate number of decontamination stations) are established for personnel and equipment. The number of corridors is dependent upon the size of the operation and the specific hazard.

Access to the Warm Zone from the Cold Zone will be through a control point. Personnel entering this zone must wear the prescribed personnel protective equipment for working in the Warm Zone. At a minimum, personnel protective equipment in the Warm Zone must be no more than one level below the equipment required in the Hot Zone (If Level A Equipment is required in the Hot Zone, then a minimum of Level A or B Equipment must be worn in the Warm Zone). Entering the Cold Zone from the Warm Zone will require the removal of any protective equipment worn in the Warm Zone.

C. Cold Zone

The outermost part of the site, the Cold Zone (also known as the green zone) is considered a non-contaminated or clean area. Support equipment (command post, equipment trailer, etc.) is located in the zone; traffic is restricted to authorized response personnel. Since normal work clothes are appropriate in this zone, potentially contaminated personnel clothing, equipment, and samples are not permitted, but are left in the Contamination Reduction Zone until they are decontaminated.

D. Other Considerations

The use of the three-zone system, access control points, and exacting decontamination procedures, provide a reasonable assurance against the translocation of contaminating substances. This site control system is based on a worst-case situation. Less stringent site control and decontamination procedures may be utilized if more definitive information is available on the types of substances involved and the hazards they present. This information can be obtained through air monitoring, instrument survey and sampling, along with available technical information concerning the characteristics and behavior of the material present.

Section L

Work Zones – continued

D. Other Considerations - continued

The distance between the Hotline, Contamination Control Line and Command Post and the size and shape of each zone have to be based on conditions specific to each site. Considerable judgment is needed to assure the distances between zone boundaries are large enough to allow room for the necessary operations, provide adequate distances to prevent the spread of contaminants, and eliminate the possibility of injury due to explosions or fires.

The following criteria should be considered in establishing area dimensions and boundaries:

- Physical, chemical, toxicological, and other characteristics of the substances present
- Potential for explosion or fire
- Size of area needed to conduct operations
- Physical and topographical features of the site
- Weather conditions
- Field/laboratory measurements of air contaminants and environmental samples
- Air dispersion calculations
- Cleanup activities required
- Decontamination procedures
- Potential for exposure
- Proximity to residential or industrial areas

To verify that site control procedures are preventing the spread of contamination, a monitoring and sampling program should be established. The Cold and Warm Zones should be periodically monitored for air contaminants using direct-reading instruments and by collecting air samples for particulate, gas or vapor analysis. Analysis of soil samples collected in the most heavily trafficked areas would indicate contaminants being carried from the Hot Zone by personnel, equipment, wind, or surface water runoff. Occasional swipe tests should be taken in trailers and other areas used by personnel.

Section M

INITIAL SITE SURVEY AND RECONNAISSANCE

The team initially entering the site is to accomplish one or more of the following objectives:

1. Determine the hazards that may exist affecting response personnel, the public, and the environment.

2. Verify existing information or obtain new information about the incident.

3. Evaluate the need for prompt mitigation actions.

4. Collect additional information to determine the safety requirements for personnel entering the site.

5. Before the team enters the site, as much information as possible should be collected, depending on the time available, concerning the type or degree of hazards, and risks which may exist. Based upon available information (shipping manifests, transportation placards, existing records, container labels, witnesses, etc.) or from off-site studies, the team assesses the hazards, determines the need to go on-site, and identifies initial safety requirements.

I. PRELIMINARY ON-SITE EVALUATION

The initial objective of an on-site survey is to determine, on a preliminary basis, hazardous or potentially hazardous conditions. The main effort is to rapidly identify immediate hazards that may affect response personnel, the public, or the environment. Of major concern is the real or potential danger from fire, explosion, airborne contaminants, radiation, and to a lesser degree, oxygen deficient atmospheres.

A. Organic Vapors and Gases

If the type of organic substance involved in an incident is known and the material is volatile or can become airborne, air measurements for organics should be made with one or more appropriate, properly calibrated survey instruments.

When the presence or types of organic vapors/gases are unknown instruments such as photoionization detectors (PID) and flame ionization detectors (FID), operated in the total readout mode or as a chromatograph, should be used to detect organic vapors.

Sufficient data should be obtained during the initial entry to screen the site for various levels of organic vapors. These gross measurements may be used on a preliminary basis to:

1. Determine levels of personnel protection
2. Establish site work zones
3. Map selected candidate areas for more thorough studies.

INITIAL SITE SURVEY AND RECONNAISSANCE - continued

B. Inorganic Vapors and Gases

The number of direct reading instruments with the capability to detect and quantify non-specific inorganic vapors and gases is extremely limited. If specific in-organics are known or suspected of being present, measurements should be made with appropriate instruments, if available. Colorimetric tubes are only practical if the substances present are known or can be narrowed to a few.

C. Radiation

Whenever there is any possibility that radioactive materials could be involved, a radiation survey should be done as part of the initial characterization. (See Action Guide).

> **Note:** In the event of a spill accident, which involves radioisotopes that emit only alpha particles, but no gamma rays (eg. plutonium), it is important to note that the instruments available locally would give no reading even though there may be heavy contamination. An example would be a nuclear weapon accident in which the container is ruptured but no nuclear yield has occurred. In such an event it is necessary to bring in a response team with alpha meter capability to do a survey.

D. Oxygen Deficiency

Oxygen measurements are of particular importance for work in enclosed spaces, low-lying areas, or in the vicinity of accidents that have produced heavier-than-air vapors that could displace ambient air. These areas are also prone to the accumulation of combustible gases. Normal air contains about 20.5% oxygen by volume. A displacement of 1% indicates the presence of up to 10,000 ppm of other gases. At or below 19.5% oxygen, air-supplying respirators are needed (See Action Guide). Oxygen enriched atmospheres increase the potential for fires by the ability to contribute to combustion or to chemically react with flammable compounds and promote auto-ignition. Note that organic vapor analyzers and combustible gas monitors may not operate properly in oxygen deficient or oxygen enriched atmospheres.

E. Combustible Gases

The presence or absence of combustible vapors or gases must be determined (See Action Guide). The proper operation of combustible gas monitors requires knowledge of possible chemical interferences and the influences of temperature, humidity and oxygen levels.

INITIAL SITE SURVEY AND RECONNAISSANCE - continued

F. Visual Observations

While on-site, the initial entry team should make visual observations, which would help in evaluating site hazards. Biological indicators such as dead fish or other animals or stressed vegetation may indicate the presence of hazardous materials. Land features; wind direction; labels on containers indicating explosive, flammable, toxic, or corrosive materials; conditions conducive to splash or contact with unconfined liquids, sludges, or solids; and other general conditions may also provide some clues as to what hazards are present.

G. Direct-Reading Instruments

Direct-reading field instruments may be able to detect and quantify some air contaminants, but they cannot detect or measure all substances. Thus, negative readings on instruments should not be interpreted as the complete absence of airborne toxic substances. To verify negative results, air samples must be collected and sent to a laboratory where more sophisticated analytical techniques can be used.

II. OTHER CONSIDERATIONS

A. Initial Surveys

In general, the initial surveys entry is considered a relatively rapid screening process for collecting preliminary data on site hazards. The time needed to conduct the initial survey depends on the urgency of the situation, type of incident, information needed, size of site, availability of resources, and Level of Protection required for initial entry personnel. Consequently, initial surveys may need hours or days to complete and may consist of more than one entry.

B. Priority for Initial Monitoring

After a careful evaluation of conditions, priorities should be established for monitoring airborne toxic substances, ignitable gases or vapors, oxygen depletion and ionizing radiation. Poorly ventilated spaces, which must be entered, should be monitored first for combustible vapors and oxygen deficient atmospheres. Open, well ventilated spaces require lower priority, but areas of lower elevation (such as ditches and downwind areas may have combustible gas mixtures or concentrations of heavier-than-air toxic substances. Entry teams should approach and monitor these areas, whenever possible, from an upwind direction. A program needs to be developed for continued monitoring, sampling and hazard evaluating for the duration of site operations.

INITIAL SITE SURVEY AND RECONNAISSANCE - continued

C. Off-Site Monitoring and Sampling

Whenever possible, atmospheric hazards in the areas adjacent to the on-site zone should be monitored with direct-reading instruments, and air samples should be taken before the initial entry for on-site investigations. Negative off-site readings should not be construed as definite indications of on-site conditions.

D. Monitoring Instruments

It is imperative that personnel using monitoring instruments be thoroughly familiar with their use, limitations, and operating characteristics. Unless trained personnel use instruments and assess data readout, air hazards can be grossly misinterpreted, endangering the health and safety of response personnel.

E. Ambient Atmospheric Concentrations

Any indication of atmospheric hazards toxic substances, ignitable gases, lack of oxygen, and radiation should be viewed as a sign to proceed with care and deliberation. Readings indicating non-explosive atmospheres, low concentrations of toxic substances, or other conditions may change rapidly, changing the associated risks. Extreme caution should be exercised in continuing surveys when any atmospheric hazards are indicated.

INITIAL SITE SURVEY AND RECONNAISSANCE - continued

Atmospheric Hazard Action Guides

Monitoring Equipment	Hazard	Level	Action
Combustible Gas Indicator	Explosive	<10% LEL	Continue monitoring with caution
		10-25% LEL	Continue monitoring, but with extreme caution, especially as higher levels are encountered.
		≥ 25% LEL	Explosion hazard! Withdraw from area immediately.
Oxygen Concentration		< 19.5%	Monitor wearing SCBA. NOTE: Combustible gas readings not valid in atmospheres < 19.5% oxygen.
		19.5-25%	Continue monitoring with caution. SCBA not needed based *only* on oxygen content.
		> 25%	Discontinue monitoring. Fire potential! Consult specialist.
Radiation Survey Instrumentation	Gamma Radiation	< 1 mR/hr.	Continue monitoring. Consult a Health Physicist.
		≥ 1 mR/hr.	Continue monitoring only upon the advice of a Health Physicist.
Alpha Radiation-Consult a Health Physicist (State Health Dep't.)			
Calorimetric Tubes	Organic & Inorganic Vapors/Gases	Depends on chemical	Consult reference manuals for air concentration vs. toxicity data.
Photoionization Detector	Organic Vapors/Gases	Depends on chemical	Consult reference manuals for air concentration vs. toxicity data.
Flame Ionization Detector	Organic Vapors/Gases	Depends on chemical	Consult reference manuals for air concentration vs. toxicity data.

NOTE: The correct interpretation of any instrument readout is difficult. If the instrument operator is uncertain of the significance of a reading, especially if conditions could be unsafe, a technical specialist should immediately be consulted. Consideration should be given to withdrawing personnel from the area until approval, by the safety officer, is given to continue operations.

Section N

COMMUNICATIONS

I. Purpose

To organize, establish and maintain the communications capabilities necessary to meet the operational requirements of Skagit County in responding to and recovering from hazardous material incidents.

II. Operational Concepts

Several levels of communications may exist during an emergency such as a hazardous materials incident. Command frequencies between field command posts and various county governments, agencies and the State Emergency Management Division (EMD) should be kept open at all times. The Skagit County 911 Center is responsible for receiving primary communications and coordinating communications with responders during a hazardous materials incident. In addition, the Emergency Operations Center (EOC), which is located at the 911 Center, may become a focal point for communications during an incident and should be able to communicate with the various governments and agencies involved.

Each agency that responds to a hazardous materials incident will use its own radio frequency to communicate with other units of the same agency or similar agencies. The OSCCR frequency shall be used by any on-scene agency representative who needs to communicate with another dissimilar agency or private company. Only mobile transmitters are allowed on this frequency.

Telephone service may be used to provide communications between agencies, private facilities and individuals. Furthermore, phone service may be used to access the media or activate the Emergency Alert System (EAS). The Emergency Alert System (EAS) will be used to notify the public. UHF radio (450.350) located in the EOC may also be used to activate the EAS.

Radio Amateur Civil Emergency Services (RACES) is a group of amateur radio operators who have been trained to provide emergency radio communication for civilian governments. They should be used in any emergency when additional communications is needed between various county governments or command posts. (Radio Frequencies Tab J.)

CEMNET, the Comprehensive Emergency Management Network, is a group of radio frequencies licensed by the state for emergency management radio communications. These frequencies will be used as command frequencies between various Skagit County governments and field command posts.

The AIR NATIONAL GUARD, 262TH COMMUNICATIONS unit may be used after the governor has declared a disaster and permission has been granted by STARC Command. This resource must be accessed through Washington EMD. The Air Guard may transmit between its own units and on VHF 45.20 MHZ and has repeater capability and several other communications capabilities including emergency telephone networks and air traffic control.

Section O

ON-SCENE MANAGEMENT

I. Private Industry/Business/Individuals/Public Agencies

Companies, businesses, individuals and/or Public Agencies that handle, store, distribute or transport hazardous materials are responsible for:

A. Mitigating and managing the containment and safety of hazardous substances.

B. Development of facility emergency response plans.

C. Notification of appropriate response agencies.

D. Cooperating with the Incident Commander.

E. Financing all costs associated with the incident.

II. Local Responders

Upon notification of a hazardous materials incident, local agencies will:

A. Follow the concepts of the Incident Command System

B. Assess the situation

C. Develop objectives

D. Develop priorities and action plans

E. Organize to carry out the action plans

F. Seek outside resources if needed.

III. State Responders

See Section IIB, Appendix 2, Annex O of the State Comprehensive Emergency Management Plan.

See The Washington State Department of Ecology Contingency Plan for Spills of Oil and Hazardous Substances, May 1988 as amended.

IV. Federal Responders

See the following documents for responsibilities, coordination procedures, and emergency response:

The National Oil and Hazardous Substance Pollution Contingency Plan

The Federal Water Pollution Control Act, Section 311

Region 10 Oil and Hazardous Substances Pollution Contingency Plan, Regional Response Team, March 1987

The Federal Radiological Emergency Response Plan, November 1985

ON-SCENE MANAGEMENT - continued

V. MUTUAL AID AGREEMENTS

Interlocal Cooperative Agreement for Provision of joint Emergency Management Department (dated September 1, 1981)

Mutual Aid Agreement between Whatcom, Skagit, Snohomish and San Juan Counties (multi-county) (dated 1987)

Mutual Aid Interlocal Agreement for Fire, (dated May 21, 1970)

RCW 70.136.050 Washington Good Samaritan Law provides for verbal hazardous materials emergency assistance agreements to be entered into at the scene of an incident. (See Tab L.)

Section P

CLEANUP OPERATIONS

Private facilities or appropriate fire districts may conduct minor cleanup operations.

Cleanup of more significant incidents will be performed as authorized by the Washington Department of Ecology (DOE) and/or the U-S Environmental Protection Agency (EPA).

On-scene incident documentation and/or investigative follow-up is a joint or individual responsibility of the Skagit County Department of Emergency Management; the local police, fire agency and/or fire marshal; Washington State Patrol; DOE; and/or EPA.

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 the DOE and/or the EPA. Neither Skagit County, any of the incorporated cities or junior taxing districts will accept any financial responsibility for cleanup or disposal of hazardous substances owned and/or spilled by others.

The DOE Hazardous Materials Spills Team is responsible for the management of the incident to minimize or avert environmental damage. Ecology does not physically contain spills, but contracts with private cleanup contractors to perform contain and cleanup tasks.

The Incident Commander will be responsible for arranging an after-action review and evaluation of significant incidents. The review and evaluation should be conducted within 48 hours following control of the incident.

A list of community disposal and cleanup service contractors may be found in Hazardous Materials Incidents Fire/EOC Notification List (Tab G).

Section Q

TRAINING

Hazardous materials training requirements are governed by WAC 296.62.3112, which meets or exceeds the Occupational Safety and Health Administration (OSHA) standards in 29 CFR 1910 (See Training Levels-Tab K). In addition, the National Fire Protection Association has established a standard (NFPA 472) of professional competence for responders to hazardous material incidents.

All emergency responders to hazardous materials incidents and workers at hazardous waste treatment, storage, or disposal facilities shall be provided with training which meets the federal and state standards and that such training be commensurate with their employer's or organization's operational plans and policies.

The minimum level of training for off-site emergency responders, as defined in WAC 296.62.300-3112 includes:

a. First Responder Awareness level (sufficient amount of awareness training).
b. First Responder Operations level (8 hours of training)
c. On-scene Incident Commander (24 hours of training)
d. Hazardous Materials Technician (24 hours of training)
e. Hazardous Materials Specialist (24 hours of training)

Persons who, through the regular course of their employment, may be the initial person to arrive at or discover the scene of a hazardous materials incident shall be provided with a minimum of Awareness Level training. (See Responsibilities of First Person On-Scene.)

Persons who would be called upon to respond to a hazardous materials incident shall be provided with a minimum of Operations Level training. (See First Responder Responsibilities.)

Any person who would have Designated Incident Command responsibilities shall be provided with a minimum of On-scene Incident Commander Level training. In addition, local Emergency Management officials who may be required to assist the Incident Commander at the on-scene command post shall preferably have On-scene Incident Commander Level training.

It shall be the responsibility of the agency or private industry employer to ensure individuals under their supervision are provided with adequate training commensurate with their expected functions and roles.

Section R

EXERCISE OF PLAN

I. Purpose

To provide an adequate means of evaluating the effectiveness and feasibility of the plan and its standard operating procedures to ensure maximum readiness of agencies, facilities and citizens involved in hazardous material incident response.

II. Operational Concept

All or parts of this plan shall be regularly exercised to ensure all elements work in harmony. All or part of the organizations and agencies involved may be active participants in the exercise process. After the exercise, participants shall gather for a review to identify any elements of the plan that require revision or updating. This process shall assure that operational concepts are sound and resources are adequately prepared to carry out necessary functions in a hazardous material emergency.

III. Responsibility

The Director of Emergency Management or his/her designee shall provide for and organize a minimum of one annual exercise of this plan. An actual event, which includes an after-action review, may be substituted for an annual exercise. Exercises may be in the form of a tabletop, functional exercise, or full-scale exercise.

It is recognized a critical component of this plan is to provide for the safety of citizens from the adverse affects of hazardous materials incidents. Therefore, in addition to the on-going public education efforts of the LEPC, public components of the plan, including alert and warning, emergency public information, and shelter and evacuation, shall be regularly exercised. Whereas exercise objectives may not always focus on these public components, every effort should be made to include one or more of the public safety elements in functional and full-scale exercises. It shall be the policy of this plan that components involving public safety be exercised as often as possible and no less than at least once every 24 months.

Section S

LIST OF TABS

A. Abbreviations

B. Definitions

C. Plan Distribution

D. Hazard Zone Maps (Fixed Facility & Transportation)

E. SARA Title III Facilities List

F. Authorities

G. Order of Notification Lists

H. Media Contacts

I. EBS Activation SOG

J. Radio Frequencies

K. Training Levels

L. "Good Samaritan" Law Notification Form

TAB A
ABBREVIATIONS

CEMNET	Comprehensive Emergency Management Network
CERCLA	Comprehensive Environment Response, Compensation, and Liability Act
CFR	Code of Federal Regulation
DEM	Department of Emergency Management (Skagit County)
DFW	Department of Fish and Wildlife, State of Washington
DOA	Department of Agriculture, State of Washington
DOE	Department of Ecology, State of Washington
DOH	Department of Health, State of Washington
DOT	Department of Transportation, State of Washington
EAS	Emergency Alert System
EHS	Extremely Hazardous Substance
EIS	Emergency Information System
EMD	Emergency Management Dept., State of Washington
EOC	Emergency Operations Center
EOP	Emergency Operations Plan
EPA	Environmental Protection Agency (U.S.)
FAA	Federal Aviation Administration (U.S.)
FEMA	Federal Emergency Management Agency
IC	Incident Command
ICS	Incident Command System
L & I	Labor and Industries, State of Washington
LEPC	Local Emergency Planning Committee
MSDS	Material Safety Data Sheet
NFPA	National Fire Protection Association
NOAA	National Oceanic & Atmospheric Administration
NRC	National Response Center
NWAPA	Northwest Air Pollution Authority
NWS	National Weather Service (U.S.)
OSCCR	On-scene Command and Coordination Radio
OSHA	Occupational Safety and Health Administration
PIO	Public Information Officer
RACES	Radio Amateur Civil Emergency Service
RCW	Revised Code of Washington
SARA	Superfund Amendment and Reauthorization Act
SKAT	Skagit Area Transit
SOG	Standard Operating Guide
UHF	Ultra High Frequency (radio)
USCG	United States Coast Guard
UTC	Utilities and Transportation Commission, State of WA
VHF	Very High Frequency (radio)
WAC	Washington Administrative Code
WSP	Washington State Patrol

TAB B

DEFINITIONS

BUDDY SYSTEM: A system of organizing employees into work groups in such a manner that each employee of the work group is designated to observe the activities of at least one other employee in the work group, the purpose of which is to provide quick assistance to those other employees in the event of an emergency.

COMMAND POST: A temporary center in the vicinity of an emergency or disaster where the coordination and direction of on-the-scene response forces takes place.

DECONTAMINATION: The physical and/or chemical process of reducing or preventing the spread of contamination from personnel and/or equipment at a hazardous materials incident**.** The practice of decontamination or DECON is required whenever response activities result in exposure to hazardous substances.

DISASTER: An occurrence inflicting widespread destruction and distress placing life and property in danger, involving shortages of time and essential community functions, and which requires major responses and resources beyond those available in the disaster-struck community.

EMERGENCY OPERATION CENTER: A single, pre-selected location where disaster information is gathered, public information is dispersed, and coordination of disaster response activity is carried out. The EOC acts as a resource center for on-site response organizations in the field. The Skagit County EOC is located at the Skagit County 911 Center.

EMERGENCY: An event involving shortages of time or resources which places life and/or property or the environment in danger, and which requires immediate response.

EXTREMELY HAZARDOUS SUBSTANCE: Refers to those chemicals that could cause serious health effects following short-term exposure from accidental releases. These substances present an unusual danger to persons due to properties of toxicity, chemical reactivity or decomposition, corrosiveness, explosion or detonation, etiological hazards or similar properties. A complete list of Extremely Hazardous Substances for which emergency planning is required is published by the U-S EPA and is updated regularly by the EPA pursuant to the requirements of SARA Title III.

FACILITY: All buildings, equipment, structures, and other stationary items which are located on a single site or on contiguous or adjacent sites and which are owned or operated by the same person, business, company or by any person who controls, is controlled by or is under common control with, such person, business, or company.

HAZARDOUS MATERIAL INCIDENT: An incident creating a danger to person, property or the environment as a result of spillage, seepage, fire, explosion or release of hazardous materials or the possibility thereof.

HAZARDOUS MATERIAL: A material or substance which, if not contained treated, packaged or properly transported or handled, may cause unacceptable risks to human life, property or the environment within a specified area adjacent to the spill, seepage, fire, explosion or other release.

INCIDENT COMMAND AGENCY: The pre-designated or appointed agency charged with coordinating all activities and resources at the incident scene.

INITIAL NOTIFICATION: Procedures for providing reliable, effective notification by facility and community emergency coordinators to agencies and persons designated in the emergency plan.

RELEASE/SPILL: Leaking, pumping, pouring, emitting, emptying, discharging, injecting, escaping, leaching, dumping, or disposing any extremely hazardous substance, toxic chemical, or hazardous

chemical into the environment.

Tab C

Distribution List

UPDATE FOR 2005 Update Distribution
Last full distribution date: 1999

TAB D

HAZARD ZONE MAP

See attached map.

TAB E
FACILITIES LIST

TAB F

AUTHORITIES

I. PURPOSE

This section identifies federal and state laws requiring contingency or management plans applicable or related to prevention of pollution, emergency response capabilities, and hazardous waste management.

II. FEDERAL LAW

CERCLA-Comprehensive Environmental Response Compensation and Liability Act of 1980

Public Law 93-288-Disaster Relief Act of 1974, (amended March 1988)

Public Law 99-499-Superfund Amendments and Reauthorization Act (SARA) of 1986, Title III

III. STATE LAWS

Chapter 2, 1989-The Model Toxics Control Act - Codified Session Laws in the following

Chapters of the Revised Code of Washington: RCW 43.21B.310, RCW 70.105.085, RCW 70.105A.035, RCW 70.105D, RCW 82.21.010, RCW 90.48.465

RCW 4.24.314	-Revised Code of Washington - Hazardous materials cleanup/liability
RCW 7.04	-Revised Code of Washington - Arbitration
RCW 38.52	-Revised Code of Washington - Emergency Management Act
RCW 39.34	-Revised Code of Washington - Interlocal Cooperation Act
RCW 49.17	-Revised Code of Washington - Washington Industrial Safety and Health Act (WISHA)
RCW 70.94	-Revised Code of Washington - Washington Clean Air Act
RCW 70.105	-Revised Code of Washington - Hazardous Waste Management
RCW 70.136.050	-Revised Code of Washington - Persons and agencies rendering emergency aid in hazardous materials incidents - immunity from liability - Limitations (see Tab L)
RCW 82.34.010	-Revised Code of Washington - Pollution Control Facilities
RCW 90.48	-Revised Code of Washington - Water Pollution Control Act (or Clean Water Act)

TAB F

AUTHORITIES – continued

III. STATE LAWS - continued

SSSB 5986	-	Washington State Second Substitute Senate Bill 5986 - Model Hazardous Substance Contingency Plan bill
WAC 118-40	-	Hazardous Chemical Emergency Response Planning and Community Right-to-Know Reporting
WAC 173-303	-	Washington Administrative Code Dangerous Waste Regulation
WAC 296.62.3100	-	Washington Industrial Safety and Health Act Decontamination Standards
WAC 296.62.300-3112	-	Washington Industrial Safety and Health Act Training Standards for Hazardous Waste Site Workers and Emergency Responders

Memorandum of Cooperation between the Province of British Columbia and the State of Washington (dated May 1981)

IV. LOCAL

Skagit County Ordinance No. 8859	-	Establishment of a Joint Emergency Management Council (dated May 5, 1981)
Agreement	-	Agreement by County/Cities for a Joint Emergency Management Council (dated Sept. 1, 1981)
Mutual Aid Agreement	-	Mutual Aid Agreement between (multi-county) Whatcom, Skagit, Snohomish and San Juan counties (dated 1987)
Fire Mutual Aid	-	Mutual aid Interlocal Agreement for Fire, (dated May 21, 1970)

TAB H

MEDIA CONTACTS

(See attached)

TAB I

EAS ACTIVATION SOG

I. General Procedures for Use of Broadcast Facilities

A. When an Incident Commander or other authorized public official determines public safety requires immediate notification and/or public instructions, the Emergency Alert System may be activated. The Common Program Control Station-1 (CPCS-1), hereinafter referred to as Radio Station KBRC, will be notified. Upon request of a designated local government official, or station discretion, Radio Station KBRC will activate the Greater Skagit EAS and issue the appropriate warning.

B. For a unique emergency situation, which may or may not involve the entire Operational Area, designated local authorities may request activation of the Emergency Alert System through the broadcast station serving only the affected areas.

II. Authorization and Authentication of Activation Requests

A. AUTHORIZATION

The following persons are authorized to activate the EAS for the Greater Skagit Operational Area:

1. District 1 Skagit County Commissioner
2. District 2 Skagit County Commissioner
3. District 3 Skagit County Commissioner
4. Anacortes Mayor
5. Burlington Mayor
6. Concrete Mayor
7. Hamilton Mayor
8. La Conner Mayor
9. Lyman Mayor
10. Mount Vernon Mayor
11. Sedro Woolley Mayor
12. Skagit County Administrator
13. Director, Emergency Management
14. Coordinator, Emergency Management
15. Coordinator, Emergency Management
16. Skagit County Fire Marshal
17. Skagit County Sheriff or Appointee

Tab I
EAS Activation SOG - continued

B. AUTHENTICATION PROCEDURES

(1) To activate the Emergency Alert System, designated officials must contact Radio Station KBRC via telephone or personnel contact, using the correct identifier.

This is (name and title) of (jurisdiction served); I am requesting you activate the Emergency Alert System. Authentication is (*Identifier*).

(2) Radio Station KBRC personnel will accept activation request for the Emergency Broadcast by the following four methods only:

(a) Contact via Remote Pickup Unit located in the Division of Emergency Management Emergency Operations Center.

(b) Contact via Remote Pickup Unit located in the Division of Emergency Management mobile units.

(c) Contact via the telephone between the Division of Emergency Management and Radio Station KBRC, with authentication procedures.

(d) Direct contact between a designated local government official and KBRC personnel.

III. COMMUNICATIONS

A. Communications between Radio Station KBRC and Skagit County Division of Emergency Management normally will include:

1. Commercial telephone line.

2. Direct two-way radio communication (Remote Pickup Unit RPU) between the Primary Emergency Operations Center (EOC), selected mobile units and Radio Station KBRC. Call letters for the RPU are KJI-686. Identification is EOC to KBRC.

Tab I
EAS Activation SOG - continued

IIII. IMPLEMENTATION

A. Procedures for designated local government officials to activate the Emergency Alert System.

1. Request activation of the Emergency Alert System through the Skagit 911 Center or contact with KBRC personnel via RPU or telephone 336-9403, 336-9338 or 708-4172 (Cell).

2. It is recommended local government officials use the following format when requesting activation of the Emergency Alert System:

(a) This is *(Name & Title) of (Jurisdiction).* I am requesting you activate the Emergency Alert System. Authentication is *(See Procedures).*

(b) The following message is to be broadcast. Format should include:
(1) Situation summary.
(2) Actions being taken by local governments.
(3) Instructions or message to the public.
(4) Concluding/terminating statements.

B. Procedures for Skagit County 911 Center personnel

In the event of an imminent threat to life, it may be necessary for the Skagit County 911 Center to request activation of the Emergency Alert System directly without contact of a designated official.

1. Upon receipt of a request by a designated official to activate the Emergency Alert System, Skagit County 911 Center personnel will:

(a) Authenticate request (see procedures).
(b) Work out broadcast details with designated official. Message to be broadcast should include:
(1) Name of public official requesting the Emergency Broadcast.
(2) Situation summary (describe nature of the emergency).
(3) Actions being taken by local government.
(4) Instructions to the public.

(5) Concluding or terminating statement.

Tab I

EAS Activation SOG - continued

B. Procedures for Skagit County 911 Center personnel – continued

2. Request activation of the Emergency Alert System through Radio Station KBRC via telephone.

(a) Work out broadcast details with station personnel, i.e., live or recorded, immediate or delayed.

(b) Relay contents of message to Radio Station KBRC personnel.

(1) Identify origin of message (Skag-Comm 911 Center) requesting the Emergency Broadcast.
(2) Situation summary (Describe nature of emergency).
(3) Actions being taken by local government.
(4) Instructions or message to the public.
(5) Concluding/terminating statement.

C. Procedures for the Broadcast Industry

1. Upon receipt of a request to activate the Emergency Alert System at the **local level**, the operator at KBRC will begin recording all emergency messages and proceed as follows:

(a) Broadcast the following announcement:

WE INTERRUPT THIS PROGRAM BECAUSE OF A LOCAL EMERGENCY; IMPORTANT INFORMATION WILL FOLLOW.

(b) Transmit the Emergency Alert System attention signal, FCC Regulations, Part 73, Subpart G, 73.906.

(c) Broadcast the following announcement:

WE INTERRUPT THIS PROGRAM TO ACTIVATE THE GREATER OPERATIONAL AREA EMERGENCY ALERT SYSTEM AT THE REQUEST OF *(Designated Official)* at *(time).*

(d) Make the emergency announcement. Repeat, as necessary, and include the source of information and

time received.

Tab I

EAS Activation SOG - continued

C. Procedures for the Broadcast Industry-continued

2. Each Broadcast Station, upon receipt of a local level emergency action notification, will perform (at the discretion of the station management) the same procedures as outlined in C.1., (a), (b), (c), and (d) above, including recording of all emergency messages.

3. Resume normal programming upon completion of the above EAS transmission procedures. Make appropriate notations on the Station Operating Log of all significant events as they occur. These records should be preserved in the event they are required at a later date. (Refer to FCC Regulation, Part 73, Subpart G, 73.937). Send a brief summary to the FCC for information purposes only.

4. Upon receipt of termination notices from the Skagit County EOC, make the following announcement:

THIS CONCLUDES OPERATIONS UNDER THE GREATER SKAGIT COUNTY OPERATIONAL AREA EMERGENCY ALERT SYSTEM. ALL BROADCAST STATIONS MAY NOW RESUME NORMAL BROADCAST OPERATIONS.
(Repeat announcement)

ATTACHMENT A

EAS STATIONS

STATION FACILITIES	FREQUENCY EBS DESIGNATION
KBRC (AM) Mt. Vernon	1430 1/5 KW DA-NU CPSC-1
KLKI (AM) ANACORTES	1340 0.25/1 KW L SU PRIMARY
KRKO (AM) EVERETT	1380 5/5 KW DA-NU PRIMARY
KAPS (AM) Mt. Vernon	660 1 KW DA-D PRIMARY
KJTT (AM) Oak Harbor	1110 .5 KW

TAB J

RADIO FREQUENCY ASSIGNMENTS

See attached document

TAB K

HAZARDOUS MATERIALS TRAINING REQUIREMENTS per WAC 296-62-3112

FIRST RESPONDER AWARENESS LEVEL (No hours specified)

Individuals likely to witness/discover hazardous materials release and has been trained to initiate emergency response with proper notification procedures and take no further action.

1. Understanding of hazardous materials and associated risks.

2. Understanding of potential outcomes associated when hazardous materials are present.

3. Ability to identify hazardous materials, if possible.

4. Understanding of role of first responder awareness individual in employer s emergency response plan, including site security and control and DOT handbook.

REQUIREMENTS FOR FIRST RESPONDER OPERATIONS LEVEL

Individuals who respond to release or potential releases of hazardous materials as part of initial response to protect nearby persons, property, or environment from effects of release.

(8 hours in addition to awareness level training and demonstrate competency in the following areas: and employer shall so certify.)

1. Knowledge of basic hazard and risk assessment techniques.

2. Know how to select and use proper personal protective equipment provided to first responder operational level.

3. Understanding of basic hazardous materials terms.

4. Know how to perform basic control, containment, and/or confinement operations within capabilities of resources.

5. Know how to implement basic decontamination procedures.

6. Understanding of relevant SOP's and termination procedures.

Tab K
HAZARDOUS MATERIALS TRAINING REQUIREMENTS per WAC 296-62-3112

REQUIREMENTS FOR HAZARDOUS MATERIALS TECHNICIAN

Hazardous Materials Technicians are individuals who respond to releases or potential releases for the purpose of stopping release. Assume more aggressive role and approach release in order to plug, patch or in some manner to stop release.

(24-hours equal to first responder operations level and demonstrate competency the in following areas: and employer shall so certify.)

1. Know how to implement the employers emergency response plan.

2. Know classification, identification, and verification of known and unknown materials by using field survey instruments and equipment.

3. Be able to function within assigned role in incident command system.

4. Know how to select and use proper personal protective equipment provided to hazardous materials technicians.

5. Understand hazard and risk assessment techniques.

6. Be able to perform advance control, containment, and/or confinement operations within capabilities of the resources and personal protection equipment available with unit.

7. Understand and implement decontamination procedures.

8. Understand termination procedures.

9. Understand basic chemical and toxicology terminology and behavior.

HAZARDOUS MATERIALS SPECIALIST

Hazardous Materials Specialists are individuals who respond with and provide support to Hazardous Material Technicians. Duties parallel hazardous materials technicians, but require more direct or specific knowledge of various substances they may be called upon to contain. Hazardous materials specialists would also act site liaison with federal, state. local and other governmental authorities in regards to site activities.

(24-Hour training equal to technical level and, in addition, have competency in the following areas: and employer shall so certify).

Tab K

HAZARDOUS MATERIALS TRAINING REQUIREMENTS per WAC 296-62-3112

HAZARDOUS MATERIALS SPECIALIST - continued

1. Know how to implement local emergency response plan.

2. Understand classification, identification and verification of known and unknown materials by using advanced survey instruments and equipment.

3. Know state emergency response plan.

4. Be able to select and use proper specialized chemical personal protective equipment provided to hazardous materials specialists.

5. Understand, in depth, hazard risk and techniques.

6. Be able to perform specialized control, containment, and/or confinement operations within capabilities of the resources and personal protection equipment available.

7. Able to determine and implement decontamination procedures.

8. Have ability to develop site safety and control plan.

9. Understand chemical, radiological and toxicological terminology and behavior.

ON SCENE INCIDENT COMMANDER

The On Scene Incident Commander is the person who will assume control of the incident scene beyond first responder awareness level.

(24 Hours of training equal to first responder operations level and, in addition, have competency in following areas: and the employer shall so certify).

1. Know and be capable of implementing employers Incident Command System.

2. Know how to implement employer s emergency response plan.

3. Know and understand hazards and risks associated with employees working in chemical protective clothing.

4. Know how to implement local emergency response plan.

5. Know state emergency response and Federal Regional Response Team.

6. Know and understand the importance of decontamination procedures.

TAB L

GOOD SAMARITAN LAW NOTIFICATION FORM

The notification required under RCW 70.136.070 must substantially follow the following form:

You have been requested to provide emergency assistance by a representative of a hazardous materials incident command agency. To encourage your assistance, the Washington state legislature has passed Good Samaritan legislation (RCW 70.136.050) to protect you from potential liability. The law reads in part:

Any person or public agency whose assistance has been requested by an incident command agency, who has entered into a written hazardous materials assistance agreement....at the scene of the incident pursuant to...RCW 70.136.070, and who in good faith, renders emergency care, assistance or advice with respect to a hazardous materials incident, is not liable for civil damages resulting from any act or omission in the rendering of such care, assistance, or advice, other then acts or omissions constituting gross negligence or willful or wanton misconduct.

The law requires that you be advised of certain conditions to ensure your protection:

1. You are not obligated to assist and you may withdraw your assistance at any time.
2. You cannot profit from assisting.
3. You must agree to act under the direction of the incident command agency.
4. You are not covered by this law if you caused the initial accident.

I have read and understand the above:

Name:_____

Date:_____Time:_____

I am a representative of a designated hazardous materials incident command agency and I am authorized to make this request for assistance:

Name:_____

Agency:_____Date:_____Time:_____