

Emergency Support Function (ESF) # 10

Hazardous Materials



Preface

Emergencies can cause the release of hazardous materials into the environment. The City-County's response to these situations may require the use of highly technical methods and equipment and specially trained responders.

The purpose of this Support Function is to provide for adequate hazardous materials response capabilities and delineate those agencies responsible for the control, organization, and support of incident management.

Primary Agency

Butte-Silver Bow Fire Department

Emergency Operations Center ESF #10 -Hazardous Materials

Purpose:

1. Coordination of personnel who would be called upon to respond to an accident or incident involving hazardous materials. Hazardous Materials ESF # 10 coordinates responses to an actual or potential discharge or release of hazardous materials resulting from a natural or man-made emergency. These incidents include but are not necessarily limited to the following: motor vehicle transport emergencies, watercraft emergencies, release of radioactive and or chemical materials, laboratory emergencies, and criminal or terrorist activities.

Primary:

Butte-Silver Bow Fire Department Support:

- Boulevard Fire Volunteer Department
- Centerville Fire Volunteer Department
- Floral Park Fire Volunteer Department
- Home Atherton Volunteer Fire Department
- Little Basin Creek Volunteer Fire Company
- Melrose Fire Volunteer Department
- Race Track Fire Volunteer Department
- Rocker Fire Volunteer Department
- Big Butte Fire Volunteer Department
- Terra Verde Fire Volunteer Department
- Walkerville Fire Volunteer Department
- A-1 Ambulance Company
- American Red Cross
- Butte Amateur Radio (RACES/ARES)
- Developmental Disabilities Office
- BSBOEM
- Law Enforcement Department
- Public Health Department
- Public Works Department
- Regional Haz-Mat Teams
- MT National Guard Civil Support Team

Likely Tasks:

- Staff ESF # 10 in the Operations Section Public Safety Branch.
- Identify incident sites requiring HazMat response services.
- Obtain, coordinate Hazmat response resources as requested by field incident commanders.
- Notify State warning point (through Butte – Silver Bow EOC).

Likely Tasks Continued:

- Establish contact/coordinate with appropriate state and federal agencies.
- Determine present and future need for on-scene resources:
 - Communications/– Warning.
 - Search and rescue/–Heavy rescue.
 - Emergency medical/–Shelter/–Evacuation.
 - Mass casualty transportation.
 - Transport of emergency responders and resources.
 - Other Logistics: food; water; emergency power; lighting; etc.
- Request mutual aid, as needed.
- Sources for resources can include:
 - Mutual aid. – State ECC.
- Establish, maintain contact with State ECC through the Butte – Silver Bow EOC.
 - Provide information on damages, status of response systems.
 - Request additional HazMat response resources, as needed.
- Coordinate hazardous materials cleanup activities with the appropriate tasked organizations.
- Coordinate activities of private cleanup companies.
- Ensure on-scene recovery activities are completed to include:
 - Transfer of product
 - Clear wreckage
 - Cleanup environment
 - Identification of a disposal site – Dispose of waste.
 - Move contaminated materials–Decontaminate response equipment–Provide medical monitoring of personnel.

State of Montana

Primary

- Disaster & Emergency Services Division (DMA)

Support

- Environmental Quality

Haz-Mat Teams

- Missoula/Great Falls/Kalispell /Billings
Bozeman/Helena /MT National Guard (CST)

Actions:

- Oil and hazardous materials (chemical, biological, radiological, etc.) response
- Environmental short- and long-term cleanup

Federal Government

Primary

- Environmental Protection Agency Department of Homeland Security/ U.S. Coast Guard

Support

- Department of Agriculture; Commerce; Defense; Energy; Health and Human Services; Homeland Security; Interior; Justice; Labor; State; Transportation
- Nuclear Regulatory Commission

Actions

- Provide for coordinated responses to actual or potential oil and hazardous materials incidents to include chemical, biological, and radiological substances, whether accidentally or intentionally released. Includes certain chemical, biological, and radiological substances considered weapons of mass destruction (WMD).
- Response to actual or threatened releases of materials that, as a result of an Incident of National Significance, pose a threat to public health or welfare or to the environment, e.g. household hazardous waste collection, permitting and monitoring of debris disposal, water quality monitoring and protection, air quality sampling and monitoring, and protection of natural resources.

Actions Continued

- Appropriate response and recovery actions to prepare for, prevent, minimize, or mitigate a threat to public health, welfare, or the environment caused by actual or potential oil and hazardous materials incidents.
- Actions include efforts to detect, identify, contain, clean up, or dispose of released oil and hazardous materials. Include stabilizing the release through the use of berms, dikes, or impoundments; capping of contaminated soils or sludge; use of chemicals and other materials to contain or retard the spread of the release or to decontaminate or mitigate its effects; drainage controls; fences, warning signs, or other security or site-control precautions; removal of highly contaminated soils from drainage areas; removal of drums, barrels, tanks, or other bulk containers that contain oil or hazardous materials; and other measures as deemed necessary.

Butte–Silver Bow Office of Emergency Management

Comprehensive Emergency Management Plan

Emergency Support Function # 10

Hazardous Materials

Primary Agency:	Butte–Silver Bow Fire Department
Primary Coordinator:	Butte-Silver Bow Fire Services Director
Support Organizations:	Boulevard Fire Volunteer Department Centerville Fire Volunteer Department Floral Park Fire Volunteer Department Home Atherton Volunteer Fire Department Little Basin Creek Volunteer Fire Company Melrose Fire Volunteer Department Race Track Fire Volunteer Department Rocker Fire Volunteer Department Big Butte Fire Volunteer Department Terra Verde Fire Volunteer Department Walkerville Fire Volunteer Department A-1 Ambulance Company American Red Cross Butte Amateur Radio (RACES/ARES) Developmental Disabilities Office BSBOEM Law Enforcement Department Public Health Department Public Works Department
Regional HazMat Teams:	Billings/Bozeman/Great Falls/Helena Kalispell/Missoula/
MT National Guard:	MT National Guard Civil Support Team (CST)

I. INTRODUCTION.

A. PURPOSE.

Coordination of personnel called upon to respond to an accident or incident involving hazardous materials. Hazardous Materials ESF # 10 coordinates responses to an actual or potential discharge or release of hazardous materials resulting from a natural or man-made emergency. These incidents include but are not necessarily limited to the following: motor vehicle transport emergencies, watercraft emergencies, release of radioactive and or chemical materials, laboratory emergencies, and criminal or terrorist activities.

Detailed tactical response actions are set forth in the *Butte-Silver Bow Hazardous Materials Response Plan*, referenced in this document.

B. SCOPE.

Coordinate an effective and efficient response to discharges and releases of hazardous materials. Take necessary steps to assist with evacuation, restricting reentry into affected areas and requesting hazardous materials technical assistance. Coordinate hazardous materials team support in the detection and identification of hazardous materials and provide personnel, equipment, and supplies.

C. SITUATION.

1. The threat of an incident involving hazardous materials has escalated due to the increase in everyday use and transportation of chemicals by the various segments of our population.
2. Hazardous materials emergencies could occur from any one of several sources including roadway and rail transportation, aircraft accidents, fixed facility accidents or weapons of mass destruction, although the most probable occurrence is household hazardous materials.
3. The local jurisdiction will respond to the incident in the initial phase without assistance from outside the jurisdiction. This includes notification and warning of the public, evacuation or sheltering in place, immediate first aid and isolation of the scene.
4. Victims of a hazardous materials incident may require unique or special medical treatment not typically available in the City-County.
5. The release of hazardous materials may have short and/or long-term health, environmental and economic effects depending upon the type of product.
6. Hazardous materials emergencies may occur without warning requiring immediate emergency response actions.

7. Evacuation or sheltering-in-place may be required to protect portions of the City County.
8. Large-scale hazardous materials incidents may require an extended commitment of personnel and resources from involved agencies and jurisdictions.
9. Emergency exemptions may be needed for disposal of contaminated material.
10. Resources and/or expertise of local agencies may be quickly be depleted by a response to a major incident and its consequences. Extensive use of area, state, and federal resources and intrastate mutual aid agreements must therefore be anticipated.
11. For terrorist/hazardous materials events involving weapons of mass destruction, there may be a large number of casualties, requiring specialized medical treatment, including decontamination and transport to medical facilities. In addition, incidents may require establishing temporary medical operations in the field. Fatalities may be numerous and special mortuary arrangements are likely to be necessary, because of contamination issues.

D. POLICIES.

1. The Fire Department will exercise broad lawful authority, within existing capabilities, to protect life and property threatened by hazardous materials incidents, to include ordering evacuations, in-place sheltering, and necessary actions to contain the spill or release. For the purpose of this plan, a hazardous material is defined as any hazardous substance or material, including radioactive materials, which, when uncontrolled, can be harmful to people, animals, property, or the environment.
2. The Fire Department will retain the role of Incident Commander (IC) until the immediate threat to public safety is abated. Thereupon, the on-scene recovery efforts will normally be transferred to the Responsible Party (spiller) who has primary responsibility for cleanup of the spill/release. Attachment 4 describes orphaned material recovery procedures. The City-County will monitor the activities of the remediation effort to assure it is done correctly in cooperation with state and federal agencies.
3. Training programs for emergency responders in the City-County is coordinated through the BSBOEM. Exercise schedules for this plan are developed and maintained by the Fire Department and in the Multi-year Training and Exercise Plan.

II. CONCEPT OF OPERATIONS.

A. GENERAL.

1. Hazardous materials response operations will be conducted in accordance with the Butte-Silver Bow Hazardous Materials Response Plan.

2. Additional response/cleanup personnel and equipment will be used as needed to supplement existing capabilities and to provide backup or relief resources.
3. There are several potential types of incidents involving hazardous materials: (a) incidents at fixed facilities, (b) shipping incidents, (c) roadway or rail transportation accidents, (d) incidents involving household hazardous materials, (e) known materials on the water, railway or roadway and (f) Weapons of Mass Destruction (WMD's).
4. The level of response required for an incident is determined by:
 - Quantity, quality and the toxic effects of the material involved in the release.
 - Population and/or property threatened.
 - Type and availability of protective equipment required for the released material.
 - Consequences if no immediate action were taken.
5. Depending upon the threat posed by the incident, protective measures initiated for the safety of the public could include sheltering in place, evacuation and/or isolation of the contaminated environment.
6. Response procedures for each incident will be according to local policies and procedures in compliance with worker safety standards.
7. This ESF recognizes that a hazardous materials incident can change with time and necessitate escalating the response or downgrading the response as the situation dictates.
8. The Local Emergency Planning Committee (LEPC) has been established at the City-County level to identify the magnitude of the local hazard, assess the vulnerability of the community to that hazard and provide planning guidance for emergency response. A point of contact, the facility coordinator, will be identified at each covered facility as identified by SARA, Title III, Section 302.
9. Specific hazardous materials facility information will be gathered and made available to the response community through the Fire Department.
10. Rapid and secure communication links will be established to ensure a prompt and coordinated response and communication plan utilized in accordance with existing agreements and regulations.

B. TASKS AND RESPONSIBILITIES.

1. Pre-Emergency Tasks.

- a. Primary and support departments will coordinate with the BSBOEM to:
 - Maintain this Emergency Support Function (ESF).
 - Schedule trainings and exercises.

- Develop emergency action checklists.
- Maintain a Community–Right–To–Know database of information on facilities with hazardous substances.
- Maintain a hazardous materials response team capability.

2. **General Emergency Tasks.**

a. **Primary and support agencies will:**

- Receive notice of hazardous materials incident(s).
- Identify, locate hazardous materials incident site(s).
- Activate essential Emergency Support Functions/services.
- Activate Butte – Silver Bow EOC, if appropriate.
 - Send a representative to the EOC if activated.
- Assess incident to determine level of response required.
- Issue warnings and/or notifications to populations at-risk.
- Notify emergency personnel, including medical facilities, of dangers and anticipated casualties and proper measures to be followed.
- Manage mass casualties.
- Address environmental needs
- On–Scene Response Activities:
 - Dispatch hazardous materials response team via mutual aid.
 - Establish on–scene command post.
 - Determine and assess type(s) of hazard, impacts and site boundaries.
 - Apply countermeasures, i.e. control ignition sources, stop releases, contain spills, control vapors, to limit spread of hazardous materials. Establish control zones and decontamination measures.
 - Perform emergency rescue.
 - Provide medical treatment as necessary.
 - Fight fires.
 - Protect the lives and safety of the citizens and first responders.
 - Identify the most appropriate decontamination and/or treatment for victims.
 - Ensure emergency responders properly follow protocol and have appropriate protective gear.
 - Preserve as much evidence as possible to aid in the investigation process.

3. **Specific Emergency Concepts and Responsibilities.**

a. **Butte–Silver Bow Fire Department is the primary department for ESF # 10 Hazardous Materials:**

- Implement this Hazardous Materials ESF by assuming the position of HazMat Group Supervisor within the EOC Operations Section.
- Provide personnel, equipment, supplies and other resources necessary to respond and mitigate all hazardous materials incidents based on levels of magnitude and /or impacts.

- Provide frequent updates to the EOC as to the status of HazMat operations, with accurate and timely public information.
- Coordinate the acquisition of personnel, supplies and administrative support necessary to conduct hazardous materials operations including protective actions, such as evacuation and/or sheltering-in-place.
 - Request further assistance from MT-DES for additional HazMat resources.
 - Maintain records of cost and expenditures to accomplish this ESF and forward them to the EOC Finance/ Administration Section Chief.

b. **BSBOEM:**

- Provide EOC coordination and support for Incident Command.
- Coordinate emergency public information and joint information system capabilities.
- Assist with logistical needs, evacuation, mass care, and shelter requirements.
- Provide incident consultation regarding remediation and recovery.

c. **Volunteer Fire Agencies: (Boulevard/Big Butte/Centerville/Floral Park/Home Atherton/Little Basin Creek/Melrose/Race Track / Rocker/ Big Butte/Terra Verde/Walkerville):**

- Provide personnel, equipment, supplies and other resources necessary to respond and mitigate all hazardous materials incidents based on levels of magnitude and /or impacts.
- Provide frequent updates to the EOC as to the status of HazMat operations, with accurate and timely public information.
- Provide personnel, supplies and administrative support necessary to conduct hazardous materials operations including protective actions, such as evacuation and/or sheltering-in-place.
- Maintain records of costs and expenditures to accomplish the Hazardous Materials function and forward them to the HazMat Group Supervisor.

d. **Butte-Silver Bow Law Enforcement Department:**

- Provide personnel, equipment, supplies and other resources necessary for security at emergency incident area.
- Manage the control of ingress and egress of personnel and equipment.
- Enforce and implement evacuation orders of Incident Command.
- Manage re-entry process into evacuated area(s) according to procedures in the Evacuation Strategy (Published separately).
- Provide the HazMat Group Supervisor with frequent updates as to the status of law enforcement functions in the emergency area.
- Record costs and expenditures and forward them to this ESF's Group Supervisor.

e. **A-1 Ambulance Service:**

- Assist or provide emergency field decontamination operations when needed.

- Provide personnel, equipment, supplies and other resources necessary to aid in the treatment of the injured or contaminated victims.
- Provide frequent updates as to the status regarding victims to this ESF's Group Supervisor.
- Record costs and expenditures and forward them to this ESF's Group Supervisor.

f. **American Red Cross:**

- Provide mass care for displaced populations by providing shelter staffing/setup.
- Support hazardous material response actions by providing individual assistance, and evacuation shelter assistance.
- Support hazardous material response actions by providing assistance to emergency responders as requested.

g. **Developmental Disabilities Office:**

- Assist the primary response agency and coordinate emergency response issues of individuals with access and functional needs as they relate to this ESF.
- Coordinate with ESF # 14 staff to establish, if needed, contact information for access and functional needs individuals. Ensure that telephone operators are given up-to-date information regarding instructions for access and functional needs individuals and that procedures are in place for relaying requests from the public.
- Ensure ESF # 15, Public Information, has received all relevant information regarding actions that access and functional needs individuals within the City-County are to take, and that such information is released to the media through ESF # 15.
- Record costs and expenditures and forward them to this ESF's Group Supervisor.

h. **Public Health Department:**

- Provide resources necessary to aid the hazardous materials response with information regarding health issues arising from the release of the hazardous materials.
- Provide expertise, guidance, and technical assistance with environmental damage assessment, cleanup, and recovery planning.
- Provide frequent updates as to the status of the public health and risks to the Group Supervisor.
- Record costs and expenditures and forward them to this ESF's Group Supervisor.

i. **Public Works Department:**

- Position traffic control devices (i.e., barricades, covers, etc.) as per Incident Command instructions.
- Clear roads for emergency vehicles.

- Support firefighters with heavy equipment resources.
 - Control water utilities as requested.
 - Provide personnel, equipment, supplies and other resources necessary to aid the response personnel with mitigation of the incident.
 - Record costs and expenditures and forward them to this ESF's Group Supervisor.
- j. **Regional Haz-Mat Teams: (Billings/ Bozeman/ Great Falls/ Helena/ Missoula/Kalispell):**
- Support local Incident Command with specialized hazardous materials consultation and/or response team (personnel, equipment, and supplies) to mitigate the incident, as requested, and tasked with authorized mission assignments.
 - Upon request and when possible, provide an agency representative to the local Emergency Operations Center.
- k. **MT National Guard: MT National Guard Civil Support Team:**
- Support local Incident Command with Civil Support Team personnel, equipment, and supplies to mitigate the incident, as requested, and tasked with authorized mission assignments.
 - Upon request and when possible, provide an agency representative to the local Emergency Operations Center.
 - Provide the Group Supervisor with timely and frequent updates as to the status of the hazardous materials mitigation efforts in the City County.
- l. **Butte Amateur Radio (RACES/ARES):**
- Provide primary and/or supplemental local area, point-to-point, and long distance communications, if requested.
 - Provide staff, resources, and equipment as needed to support EOC and emergency operations.
 - Provide personnel, equipment, supplies and other resources necessary to aid the response personnel with mitigation of the incident.
 - Record costs and expenditures and forward them to this ESF's Group Supervisor.

C. ROLE OF BUTTE-SILVER BOW EOC.

1. When the EOC is activated, the EOC Manager may activate and staff the HazMat Group Supervisor ESF # 10 group as a part of the EOC Operations Section to coordinate all hazardous materials response activities. The HazMat Group is responsible for directing and coordinating all available local government personnel, equipment and supplies available to carry out requirements for hazardous materials response. The HazMat Group will make requests through the EOC Manager to the state ECC for additional resources when all local and regional mutual aid fire department resources have been exhausted.

2. Personnel will be alerted according to prescribed departmental/agency/organization policy. The operational priorities for personnel will be assigned by the ESF Lead Agency Fire Chief or designee. All personnel will report to their pre-designated locations unless otherwise directed by their supervisor at the time they are notified of the emergency. Pre-designation of duties and responsibilities will facilitate a reduction in response time.
3. The HazMat Group will establish and maintain lines of communication in the EOC with on-scene operations during major response operations to facilitate coordination of activities and resources.
4. The Hazardous Materials ESF # 10 likely tasks are found in the City-County box on the tab page of this section.

D. LIFE SAFETY ASSESSMENT.

An initial EOC priority is to gather as much intelligence about the extent of damage as soon as possible. The primary source for this will be the field response units feeding information to the fire dispatch center. As soon as possible, Fire Department personnel will report the need for rescue, the number injured and fatalities, damage to buildings, public, and utilities. These reports will be compiled by dispatch and immediately communicated to the EOC duty officer.

E. EVACUATION.

1. Establish from field level communication, the need and magnitude of evacuation operations and or sheltering-in-place.
2. Determine numbers of potential evacuees and transport requirements.
3. Provide data for evacuation notices and/or instructions on Shelter-in-Place.

F. FIELD OPERATIONS.

1. Hazardous Materials response guidance checklist:

A. On-Scene Arrival

- Establish safe location for scene assessment: upwind, uphill, and upstream.
- Implement Incident Command: Identify Commander, Command Post, Staging areas at safe distance.
- Assign appropriate personnel to IC staff.

B. Scene Assessment

- Attempt to identify hazard (placards, labels, manifests).
- Utilize senses (sight, sound, smell) to indicate hazardous materials.
- Identify containment system: identifier, size, and damage.
- Predict behavior: plumes, runoff, and human threat potential.
- Review hazard zones and revise if necessary.

C. Protection Measures

- Emergency actions may include: Control access to site.
- Choose appropriate PPE and air operations.
- Remove victims from hazard area if safe to execute.
- Establish methods for decontamination of personnel and victims.
- Evacuate if hazard presents danger to residents.
- Order Shelter-in-Place notification if hazard requires.

D. Public Notification

- Initiate local public notification protocol.
- Initiate Emergency Alert System if required.
- Notify Butte-Silver Bow Emergency Management and request activation of EOC if situation requires.
- Contact access and functional needs population in affected area.
- Notify American Red Cross for localized evacuation and individual care or the EOC for significant evacuation and mass care operations

E. Containment and Control

- Establish Incident Action Plan.
- Choose appropriate Containment method.
- Stop release if safety allows.
- Secure power, water, gas, etc., as required.
- Follow guidelines to conduct appropriate operational level response.
- Stop release if safety allows.

F. Recovery

- Arrange for re-entry and long-term health care of public.
- Salvage and resupply equipment and supplies used during operations.
- Conduct damage and environmental assessments.
- Arrange for spill/release recovery measures by appropriate party.
- Document all financial and other reports.
- Perform after-action review of response activities and establish improvement plan.

G. RECOVERY.

1. Provide information to support agencies on existing level of contaminants and other safety issues for population relocation.
2. Provide contractor oversight to ensure proper disposal of contaminated material(s).

III. ATTACHMENTS AND REFERENCES.

A. ATTACHMENTS.

1. Hazardous Materials (ESF # 10) Checklist.
2. Hazardous Materials Release Notification Requirements.
3. Activation of State Hazardous Materials Team Process.
4. Orphaned Material Procedures.

B. REFERENCES.

1. Butte-Silver Bow Hazardous Materials Response Plan.
2. Joint Information Center/System Plan.
3. The Montana Hazardous Materials Response Plan.
4. Emergency Operation Center Operating Manual.
5. Butte-Silver Bow Public Health Department Emergency Operations Plan.
6. Butte-Silver Bow Evacuation Strategy.

C. PROVISIO.

This support annex has been prepared in accordance with the standards of the National Incident Management System and other Federal and State requirements and standards for emergency plans applicable as of the date of the plan's preparation.

The plan provides guidance only; it is intended for use in further development for response capabilities, implementation of training and exercises, and defining the general approach to incident response. The actual response to an incident is dependent on:

1. The specific conditions of the incident, including incident type, geographic extent, severity, timing, and duration;
2. The availability of resources for response at the time of the incident;
3. Decisions of Incident Commanders and political leadership; and
4. Actions taken by neighboring jurisdictions, the State, and the Federal Government.

These and other factors may result in unforeseen circumstances, prevent the implementation of plan components, or require actions that are significantly different from those described in the plan.

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Attachment 1

HAZARDOUS MATERIALS (ESF # 10) CHECKLIST

<p align="center">Pre-Emergency</p>	<p>Coordinate with the BSBOEM to:</p> <ul style="list-style-type: none"> <input type="checkbox"/> Maintain this Emergency Support Function (ESF). <input type="checkbox"/> Schedule trainings and exercises. <input type="checkbox"/> Develop emergency action checklists. <input type="checkbox"/> Maintain a Community-Right-To-Know database of information on facilities with hazardous substances. <input type="checkbox"/> Maintain a hazardous materials response team capability.
<p align="center">Emergency</p>	<ul style="list-style-type: none"> <input type="checkbox"/> Receive notice of hazardous materials incident(s). <input type="checkbox"/> Identify, locate hazardous materials incident site(s). <input type="checkbox"/> Activate essential ESF services. <input type="checkbox"/> Activate Butte – Silver Bow EOC, if appropriate. <ul style="list-style-type: none"> – Send a representative to the EOC if activated. <input type="checkbox"/> On-Scene Response Activities: <ul style="list-style-type: none"> – Dispatch hazardous materials response team. – Establish on-scene command post. – Determine assess hazard, impacts and site boundaries. – Apply countermeasures, e.g. control ignition sources, stop releases, contain spills, control vapors. – Perform emergency rescue. – Provide medical treatment as necessary. – Fight fires. – Ensure safety of responders. – Determine and implement public safety measures, e.g. warning, evacuation, shelter-in-place. – Activate City-County Terrorism Response Plan and make contact with Terrorism Warning Point if CBRNE/WMD event is suspected to be resulting from intentional act. <input type="checkbox"/> When notified, report to the Butte – Silver Bow EOC.
<p align="center">Emergency Operations Center (EOC)</p>	<ul style="list-style-type: none"> <input type="checkbox"/> Implement this Hazardous Materials ESF by assuming the position of HazMat Group Supervisor within the EOC Operations Section. <input type="checkbox"/> Identify incident sites requiring HazMat response services. <input type="checkbox"/> Ensure operation of fire dispatch and reporting systems. <ul style="list-style-type: none"> – Provide alternate communication links if necessary. <input type="checkbox"/> Determine present and future need for on-scene resources: – <ul style="list-style-type: none"> Communications. – Warning. – Search and rescue. – Emergency medical.

	<ul style="list-style-type: none"> - Heavy rescue. - Evacuation. - Mass casualty transportation. - Mobile shelter. - Transport of emergency responders and resources. - Other Logistics, such as food, water, emergency power, lighting, etc. <input type="checkbox"/> Obtain, coordinate HazMat response resources as requested by field incident commanders. <input type="checkbox"/> Notify State EOC through the Butte – Silver Bow EOC Manager. <input type="checkbox"/> Establish contact/coordinate with appropriate State and Federal agencies. <input type="checkbox"/> Request mutual aid, as needed. <input type="checkbox"/> Sources for resources can include: <ul style="list-style-type: none"> - Mutual aid. - State and Federal Agencies. - Private contractors. <input type="checkbox"/> Establish, maintain contact with State ECC through the EOC Manager as appropriate: <ul style="list-style-type: none"> - Provide information on damages, status of Butte – Silver Bow HazMat response systems. - Request additional HazMat response resources, as needed. <input type="checkbox"/> Coordinate hazardous materials cleanup activities with the appropriate tasked organizations. <input type="checkbox"/> Coordinate activities of private cleanup companies. <input type="checkbox"/> Ensure on-scene recovery activities are completed to include: <ul style="list-style-type: none"> - Transfer of product. - Clear wreckage. - Cleanup environment. - Identification of a disposal site. - Dispose of waste. - Move contaminated materials. - Decontaminate response equipment. - Provide medical monitoring of personnel.
<p style="text-align: center;">Recovery Actions</p>	<ul style="list-style-type: none"> <input type="checkbox"/> Provide information to support agencies on existing level of contaminants and other safety issues for population relocation. <input type="checkbox"/> Provide contractor oversight to ensure proper disposal of contaminated material(s).

Attachment 2

HAZARDOUS MATERIALS RELEASE NOTIFICATION REQUIREMENTS

Petroleum releases from regulated above ground (AST) and underground storage tanks (UST) must be reported to the MT DEQ within 24 hours of being detected as required by ARM 17.56.501. DEQ must be notified of releases of greater than 25 gallons of petroleum from an AST or UST. Petroleum releases less than 25 gallons in volume must be contained and cleaned up within 24 hours. If cleanup cannot be completed within 24 hours, owners and operators must report the release to DEQ. MT DEQ maintains a leak line for reporting releases from regulated UST and AST facilities at 1-800-457-0568. After normal business hours releases must be reported to the DES 24-hour phone number (406) 324-4777. Releases must be reported to a live person - voice mails are not adequate notification.

All other releases and spills should be reported immediately to the state's Disaster and Emergency Services **(DES) 24-hour phone number (406) 324-4777**. If no one can be reached at that number, the release or spill may be reported to the Montana Department of Environmental Quality (DEQ) duty officer at (406) 431-0014. In addition to the following reporting requirements, notification(s) may be required by permits issued by state, federal or local government agencies. **Notification to the National Response Center (NRC) may also be required. NRC can be reached at 800-424-8802. DES and DEQ are not responsible for making this notification.**

- The following types of spills **must** be reported to Montana DEQ/DES:
 - Releases or spills of hazardous substances in amounts that meet or exceed the reportable quantities in 40 CFR Part 302. Notification to DES and NRC is required.
 - Spills, overfills, and suspected releases from underground storage tanks and petroleum storage tanks. ARM 17.56.501, et seq.
 - Releases or spills of any materials that would lower the quality of groundwater below water quality standards. ARM 17.30.1045.
- The following types of spills **should** be reported to DEQ/DES:
 - Spills that enter or may enter state water or a drainage that leads directly to surface water;
 - Spills that cause sludge or emulsion beneath the surface of the water, stream banks or shorelines;
 - Spills that cause a film, "sheen," or change the color of the water, stream banks or shorelines; or
 - Spills of **twenty-five (25) gallons** or more of any petroleum product such as: crude oil, gasoline, diesel fuel, aviation fuel, asphalt, road oil, kerosene, fuel oil; produced water, injection water, or combination thereof; and derivatives of mineral, animal, or vegetable oils.

For additional information:

Montana Department of Environmental Quality/Enforcement Division Phone (406) 444-0379
Fax (406) 444-1923

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Attachment 3

ACTIVATION OF STATE HAZARDOUS MATERIALS TEAM PROCESS

Upon notification of the occurrence of a hazardous materials incident (or a potential hazardous materials incident), MT-DES will perform the following tasks (in accordance with established guidelines in the MT-DES Duty Officer Handbook):

Determine the nature of the incident. Identify the caller, their jurisdiction and the location of the incident. Ascertain whether the IC is requesting assistance from the State, or simply notifying the State Emergency Response Commission (SERC), through MT-DES, of an incident that has occurred and was (or, is being) handled routinely by local responders.

➤ *If the call is for notification purposes only (and the IC indicates that he currently has time to answer questions), MT-DES will collect pertinent information and complete a **Duty Officer Incident Report**.*

If the IC does request assistance from the State, MT-DES will briefly explain the support process and their role as communications facilitator (during a telephone conference call between the Incident Commander and a hazardous materials technician who is a member of the State Hazardous Materials Incident Response Team.

MT-DES Duty Officer will immediately notify the SECC Manager and activate the SECC to the appropriate level. (Conference Call capability is limited by the DO so it should be conducted from the SECC) MTDES will place a call to the appropriate SHMIRT, explain the situation to the hazardous materials technician handling the call, and introduce the technician and the IC. **MT-DES will monitor their conversation, listening specifically for the following things:**

- 1.) Any immediate threats to life, property, or the environment.
- 2.) Resource needs of the local jurisdiction that the State may be able to support.
- 3.) "Safe Route" to and Exact Location of the incident.
- 4.) Staging Area location.
- 5.) "ALS" ambulance dedicated to the Hazmat Team.
- 6.) "POC" at the Incident Scene.
- 7.) Current weather conditions at incident site.
- 8.) Incident Command structure in place by local jurisdiction.
- 9.) Support capabilities of local jurisdiction to take care of team members while deployed.
- 10.) Local jurisdiction DECON capabilities and needs specific to the incident.
- 11.) What actions have been taken?
- 12.) Who is the responsible party if known or is this orphan material?

If the IC's questions/concerns are not being met, or it becomes clear that additional support will be needed, the MT-DES may introduce additional parties to the conference.

Decisions regarding possible deployment of any component of the SHMIRT will be made jointly by:

- 1.) The on-scene IC.
- 2.) SHMIRT members
- 3.) The MT-DES DO (and the State Emergency Coordination Center (SECC) Manager)

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Attachment 4
ORPHANED MATERIAL PROCEDURES

Definition:

"Orphaned hazardous material" means hazardous material of which the owner cannot be identified. (10-3-1203(11) MCA)

Procedure:

1. Upon the request of the local Incident Commander (IC), who has responded to an orphaned hazardous material, MT-DES will locate and dispatch the nearest State Hazardous Materials Incident Response Team (SHMIRT).
2. The State Hazardous Materials Incident Response Team will attempt to identify the material.
3. If orphaned materials are determined to be hazardous or the State Hazardous Materials Incident Response Team is unable to identify the substance, the IC will notify MT-DES.
4. MT-DES in consultation with Department of Environmental Quality (DEQ) and other state and federal agencies, as appropriate, shall determine the appropriate methodology and provide guidance to the IC for securing, transporting, clean up and disposal of an orphaned material.
5. The State Hazardous Materials Incident Response Team shall complete appropriate documentation of the response and forward it to MT-DES.

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