

Hazardous Materials Notification, Dispatch, Response

Minor Incidents

May include, for example, vehicle fuel tank leaks, the investigation of chemical odors, discovery of abandoned containers, gas main leaks, etc.

Fire Alarm

1. Shall get as much information as possible from caller.
2. Shall dispatch an engine company and Haz Mat.
3. Shall relay information to responding units, as it becomes available.

Engine Company Officer

1. Shall, as soon as possible, determine need for Haz Mat's continued response.

Major Incidents

May be either hazardous materials emergencies involving air, water, rail or highway transportation; or releases from fixed facilities which manufacture and/or store hazardous materials.

Fire Alarm

1. Shall get as much information as possible from caller.
2. Shall dispatch Haz Mat, a District Chief, an engine company and a rescue truck.
3. Shall notify the District 1 Chief.
4. Shall notify the Deputy Chief of Operations.
5. Shall notify the Chief of Homeland Security
6. Shall notify the HazMat Coordinator
7. Shall notify the Department Safety Officer
8. Shall notify the Fire Chief
9. Shall relay information to responding units, as it becomes available.

Outside City Jurisdiction Responses

MFRD's Haz Mat Team is available for statewide and regional response. Calls from agencies outside Mobile's Police/Fire Jurisdiction will likely be routed through Mobile County EMA. Requests for county hazmat response are considered valid when received from on-scene officials, for example, senior law enforcement officer, senior fire official, or ranking fixed-facility official.

Fire Alarm

1. Shall get as much information as possible from caller.
2. Shall contact the District 1 Chief for instructions.
3. Shall dispatch MFR resources based on District 1 Chief's instructions.
4. Shall notify Haz-Mat by phone prior to dispatch.
5. Shall notify the Deputy Chief of Operations.
6. Shall notify the Chief of Homeland Security
7. Shall notify the HazMat coordinator
8. Shall notify the Fire Chief
9. Shall relay information to responding units, as it becomes available.

Haz Mat Team

Shall notify EMA en route.

Special Operations/Homeland Security Specialized Equipment

Preventive Maintenance

All specialized equipment such as, but not limited to, Air Monitors, Search Cameras, Computers, Air Cart, Acetylene Torch, Broadband WiFi, etc is the responsibility of the assigned captains. The Captains shall ensure the following is done at a minimum every Monday:

- Weekly Monitor Check sheets (depends on team)
- Wipe Test Dates
- Operational Checks
- Batteries Charged
- Computer boots, connects to wifi and updates
- Computer connects to printer
- SD Cards Backed up
- Gas and/or Air Cylinders satisfactory levels

By doing this on Monday, it allows the business week to have any problems addressed.

Calibration

At the completion of calibration testing, the calibration reports shall be saved electronically by date and monitor name. (Example 2015 09 16 S1) The form shall be reviewed, printed and placed in the Monitor Log Book. These log books shall stay on HazMat 15 and US&R's books shall go on all deployments. (No Exceptions)

Repair

The Captain or acting Captain shall call and/or email the following personnel:

- District Chief
- Fleet & Facility
- Assigned Team Coordinator

Notify the above that a piece of equipment has been taken out of service for repair. The equipment shall be tagged with the date and a short statement of what is wrong with it.

Fleet & Facilities and/or Team Coordinator will advise further. The Team coordinators will assist the shift captains with tracking the equipment.

Hazardous Materials on Scene Operations

Purpose:

Due to the wide variety of situations the Mobile Fire Rescue Department's Haz-Mat Team may encounter, this document is merely a guide and does not provide specific procedures on any one individual chemical or situation and is not listed in priority.

Definitions:

Minor Incidents: May include, vehicle fuel tank leaks, the investigation of chemical odors, discovery of abandoned containers, gas main leaks, etc.

Major Incidents: May be either a hazardous materials emergency involving air, water, rail or highway transportation; or a release from fixed facility which manufacture and/or store hazardous materials.

Position Assignments on Major Incidents**Required:**

- **Incident Commander** – The person responsible for the management of all incident operations. Shall be trained to 29 CFR 1910.120.
- **Incident Safety Officer** – Training Chief or his/her designee that is responsible for monitoring and assessing the safety hazards and unsafe conditions on the scene as a whole. Possesses both the authority and responsibility to stop any unsafe actions and correct unsafe practices. Shall be trained to 29 CFR 1910.120.
- **Operations Section Chief** - The Operations Section Chief directly manages all incident tactical activities and implements the Incident Action Plan (IAP). Shall be trained to 29 CFR 1910.120.
- **Haz-Mat Safety Officer** – Responsible for ensuring that safe and accepted practices and procedures are followed throughout the incident involving Haz-Mat Team. Possesses both the authority and responsibility to stop any unsafe actions and correct unsafe practices during haz-mat site operations. Shall be responsible for the Site Safety Plan whenever entry is made.
- **Haz-Mat Research** – Research, gather and compile information from both public and private agencies on the products involved. Provide recommendations on PPE and possible environmental impacts of a release. Reports to the Operations Section Chief or Haz-Mat Branch Director.
- **Entry Team Leader** – Recommend actions to the Haz-Mat Branch Director or Operations. Implement actions as directed by the Haz-Mat Branch Director/Operations. Directs rescue operations within the hot zone and coordinate all entries with Decon, Haz-Mat Safety, and Medical.
- **Decon Officer** – Ensure that proper decon procedures are used by the Decon Team, including decon area set-up, decon methods, staffing, protective clothing requirements, and demobilization.
- **Haz-Mat Medical Officer** – Provide pre-entry and post-entry medical monitoring of all entry and back-up personnel. Complete the ICS 206-MFRD (Medical Plan & Surveillance) and turn into the Haz-Mat Branch Director or Operations. On large scale incidents, the designation for the Haz-Mat Medical Officer is “Haz-Mat Medic.”

To Be Considered:

- **Planning Officer** - The Planning Section Chief oversees all incident-related data gathering and analysis regarding incident operations and assigned resources, develops alternatives for tactical operations, conducts planning meetings, and prepares the IAP for each operational period.
- **Haz-Mat Branch Director** – The officer responsible for the management and coordination of all functional responsibilities assigned to the Haz-Mat Branch. Reports to the Operations Section Chief. Shall complete an ICS 214 – Unit Log

- Haz-Mat Resource – Responsible for control and tracking of all supplies used by the Haz-Mat Team during an incident. This includes all expendables.
- Liaison Officer – Incidents that are multi-jurisdictional, or have several agencies involved, may require the establishment of the LO position on the Command Staff.
- Finance Officer – Will track expenses accumulated due to the incident.

Decontamination

Minor Incident

Follow OG 3029

Major Incident

The Decon Officer shall determine the type of Decon to be established and site location. During site selection the following needs to be considered:

- Water supply
- Runoff
- Environmentally Sensitive Areas

Decon Corridor Rules

- Decon Station Designated
- Minimum of 50 feet from the start of the cold zone in to the warm zone.
- Establish a “dirty and clean” side of the decontamination corridor
- Decon personnel shall be in the same level of PPE or one level below as the entry team
- Containment Basins
- Water Flow
- Sufficient Disposal Containers
- Spare respiratory protection devices available for decon personnel and entry crews
- Entry and exit points are well marked
- All Decon personnel must be decontaminated before leaving the Decon Corridor

Paperwork – Responsibility of *BOTH* HazMat Captains and/or Acting Captains

All paperwork shall be completed before the end of the shift, unless it is a major incident accruing after midnight; in which case it shall be completed the next workday.

MS4 Reporting

Any incident involving substance that has spilled on to the ground shall be documented by:

- Photographs of the spill (1 up close and one of the scene) and placed in a designated file on the Firepub Drive.

The HazMat Coordinator or Homeland Security Chief will then contact 311 and provide the following:

- Incident Number
- Location of spill
- Substance
- And if the spill reached the waterways

Minor Incidents

Provide a detailed narrative in computer run program to include, but not limited to:

- Scene Description

- Hazard's Name, Container Type, and Quantity
- Actions taken by other agencies and/or MFRD
- Actions taken by HM15*
- Who the scene was turned over to.

*T10 & E15 will also complete narratives; however these will only support HM's narrative.

Major Incidents

Provide a detailed narrative in computer run program to include, but not limited to:

- Scene Description
- Hazard's Name, Container Type, and Quantity
- Actions taken by other agencies and/or MFRD
- Actions taken by HM15*
 - Site Management and Control Actions
 - Products to include quantity
 - Recon and Entries
 - Decon
- Who the scene was turned over to.

*T10 & E15 will also complete narratives; however these will only support HM's narrative.

To be turned in to the HazMat Coordinator for all Major Incidents

This paperwork shall be scanned placed in designated file on the Firepub Drive

- ICS 214 – Unit Log (*Not Optional*)
- ICS 208 HM – Site Safety Plan (*Not Optional when any entry is made*)
- HazMat Incident Workbook (*Required on ALL Reportable Quantities major or minor*)
 - Responsible Party
 - Personnel & Apparatus
 - Specialty Equip & PPE
 - Consumables
 - HazMat Equipment
- ICS 206-MFRD – Medical Plan & Surveillance (*Completed on all incidents when Level B or higher entries are made*)
- ICS 203A – Accountability Form (*Completed on all incidents lasting more than 2 hours*)
- All MSDS
- All other applicable paperwork for documentation and record keeping including business cards, accident/injury reports, etc

All forms and scanned copies shall be saved to a designated file on the Firepub\$ Drive. Originals/hard copies shall be saved at the station for future reference.

Annual Physical Examination for Hazardous Materials Team

PURPOSE:

This OG outlines the department's Physical Examination procedures for Hazardous Materials Team members that are mandated annually. All personnel who receive the 5% incentive as Hazardous Materials Team members shall have an annual physical examination.

OBJECTIVE:

The program is designed to provide for on-duty specimen collection and medical consultation in order to prevent undue burden for our employees. The program requires all personnel to take personal responsibility for their annual physical examination and to ensure that they fully comply with the annual medical evaluation program.

HazMat Physical

- The physical shall be conducted upon assignment to the HazMat team; if such time is within 60 days of the up coming annual physicals then personnel will wait to have their physical with the team. (HazMat Captain shall contact the HazMat Coordinator for scheduling)
- While assigned to the HazMat Team, personnel shall be medically certified annually, or at the request of either the fire department or team member.
- The annual HazMat Physical shall meet all of the requirements of NFPA 1582.
- The Mobile Fire Rescue will ensure a licensed physician completes the HazMat Physical Forms and returns them to the Homeland Security Division.

Physical Certification/Restrictions

Medically Certified – A determination by a licensed physician contracted by the Mobile Fire-Rescue Department that the member meets the medical requirements of NFPA 1582.

Restrictive Duty – A determination by a licensed physician contracted by the Mobile Fire-Rescue Department that a member meets the medical requirements of NFPA 1582 except for the “metals test.”

- Members Responsibility: To show due diligence in completing the additional lab work. If at such point a member is still found to be restricted, the member may seek a second opinion from their private physician under their private insurance.
- Fire Department Physician Responsibilities: Contact the member and advise them of the test results and the next set of labs that need to be completed. The physician will also contact the fire department and notify them of the restricted duties.
- The Fire Departments Responsibility: To ensure the member does not make entry on any HazMat response. If the member remains restricted after all efforts, the member shall be reassigned.

Unfit for Duty - A determination by a licensed physician contracted by the Mobile Fire-Rescue Department that the member does not meet the medical requirements of NFPA 1582.

- Members Responsibility: Follow-up with their private physician under the member's private insurance. If anything is found to be work related, then the member will inform the fire department and start the first report of injury process.
- Fire Department Physician Responsibilities: The fire department contract physician will contact the member and advise them of the conditions that prevent the member from meeting the standard. The fire department contract physician will contact the fire chief's office and notify him/her of the members work status.
- The Fire Departments Responsibility: Place the member on alternative duty until they are cleared by a physician to return to full duty. Should it be determined that the condition is work related, the fire department will assist the member in filing a workman's comp claim. If the condition is found to be permanent, each situation will be evaluated on an individual basis.