

**OSWEGO TOWN FIRE DISTRICT
HAZARDOUS MATERIALS RESPONSE PLAN**

**This plan addresses health and safety protection for the
Oswego Town Fire District &
Oswego Town Volunteer Fire Dept.**

Prepared By:

**Greg Herrmann
Fire Commissioner**

Approved – 10/2005

I. INTRODUCTION

This emergency plan is meant to be in compliance with OSHA 29 CFR 1910.120(q).

"An emergency response plan shall be developed and implemented to handle anticipated emergencies prior to the commencement of emergency response operations. The plan shall be in writing and available for inspection and copying by employees, their representatives and OSHA personnel."

Emergency Responders from this department will adhere to the contents of this plan when responding to hazardous materials incidents under the scope of the Public Employees Occupational Safety and Health Act Standard, 29 CFR 1910.120

This plan shall be reviewed and updated anytime there is a any changes in the plan. If there are no changes the plan will be reviewed on an annual basis.

II. PRE-EMERGENCY PLANNING AND COORDINATION WITH OUTSIDE PARTIES

The Oswego Town Fire Department will maintain a file of all reports received under State Law 209u concerning the presence of hazardous materials at various locations within the fire district. The Oswego County Hazardous Materials Response Plan contains listings of hazardous materials regulated under Sara Title III, and the designated facility coordinators for those locations. This plan also contains emergency assistance telephone numbers for outside agencies. The Oswego County Hazardous Materials Response Plan will be in each department vehicle and chief's car.

RESOURCE INVENTORY

FIRE AGENCIES	Phone number
County Fire Coordinator	315-591-9144
County Fire Control Center	911 or 349-8501
NYS Office of Fire Prevention and Control	(518) 474-6746

POLICE AGENCIES	Phone number – 911 or 349-8501
SUNY Oswego University Police	315-312-5555
New York State Police	
County Sheriff	

AMBULANCES –	Phone number
Oswego County Ambulance - Mentor	
Rural Metro - Syracuse	
County Dispatch Center	315-349-8501

HOSPITALS	Phone number
Oswego Hospital	349-5522
Lee Memorial Hospital	
EMS Resource Control	

LOCAL GOVERNMENT OFFICIALS		
Title	Name	Phone

Mayor		
Town Supervisor	Vicky Mullen	343-2424 (O), 343-1700 (H)
Legislator	Doug Malone	343-0226 (O), 343-4177 (C)
County Emergency Management	Pat Egan	591-9150 (O)
Town Highway Superintendent	Leon Carter	343-0937 (O), 591-0973 (C)

PUBLIC WORKS	Phone number
New York State D.O.T.	349-8501
County Highway Department	349-8501
Town Highway Department	343-0937

HEALTH DEPARTMENT	Phone number
County Public Health Service	911
New York State Health Department	911

EMERGENCY MEDICAL SERVICES	Phone number
County EMS	349-8501

EMERGENCY MANAGEMENT	Phone number
County Emergency Management	591-9150

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RED CROSS	Phone number
Onondaga/Oswego County Red Cross	234-2200

ENVIRONMENTAL CONSERVATION	
DEC Regional Office	911 or 349-8501
Albany	Days (518) 457-7102 Evenings & Weekends (518) 482-4511

NATIONAL WEATHER SERVICE	Phone number
Channel 9 – WSYR	446-9999 x2345
SKYWARN & Spotter Reports	(800) 462-7751

ARMY CORPS OF ENGINEERS	Phone number

COAST GUARD	Phone number
Oswego Branch	349-8501

TELEPHONE - BELL ATLANTIC	Phone number
E-911 Center	349-8501

POWER COMPANY	Phone number
Gas/Electric Emergency contact	1-800-892-2345

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RESOURCE INVENTORY

HAZARDOUS MATERIAL EMERGENCY ASSISTANCE TELEPHONE NUMBERS (24 Hour Monitoring)

1.	Chemtrec (Chemical Transportation Emergency Center) Manufacturing Chemists Association Washington, D.C.	(800) 424-9300
2.	HELP (Hazardous Emergency Leak Procedures) Union Carbide Corporation South Charleston, West Virginia	(304) 744-3487
3.	American Association of Railroads Bureau of Explosives Washington, D.C.	(202) 835-9500
4.	CHRIS (Chemical Hazardous Response Information System) United States Coast Guard National Response Center	(800) 424-8802
5.	Energy Research and Development Administration Emergency Radiological Assistance Upton, Long Island, New York 11973	(516) 282-2200
6.	Office of Fire Prevention and Control Albany Office	(518) 474-6746 (24 hour coverage)
7.	National Pesticide Telecommunication Network Texas Tech University Health Science Center Lubbock, Texas 79430	(800) 858-7378 (24 hours, information & emergencies)
8.	Federal Department of Transportation Albany Office Division of Motor Carrier Safety Federal Railroad Administration Syracuse Office	(518) 472-2794 (518) 474-2272
	Federal Highway Administration	473-2794
	Federal Railroad Administration	473-2804
	Fort Drum 55th Ordnance Detachment (disposal of military explosives)	773-4004

III. PERSONNEL ROLES, LINES OF AUTHORITY, TRAINING AND COMMUNICATIONS

When a Hazardous Materials Incident has been identified by Highway Department personnel, these personnel will secure the scene, but will stay away from the immediate accident site and will not become involved in rescue or mitigation. The appropriate Fire Service agency will be immediately notified.

In the event that any FD personnel must temporarily take charge of an incident, Incident Command will be transferred to a Fire Service Officer, Environmental Officer, or other appropriate agency as soon as is practical.

Highway dept. personnel will confine their activities to those described herein, and will not engage in activities outside of the scope of their training.

The policy for Highway personnel when confronted with a hazardous materials incident is to:

- A. Attempt to safely assess hazards that are present in the situation whenever possible, keeping in mind the personal safety of department personnel, as well as the safety of others who may be present.
- B. Immediately report the situation to the dispatcher and request that the local Fire Department and Police agency be notified.
- C. Implement traffic and crowd control procedures when necessary.
- D. Carry out an evacuation of the immediate area if the situation is too critical to await emergency services personnel.

The Chief of the Oswego Town Fire Department, or in his absence the ranking Fire Officer, shall serve as incident commander for hazardous materials emergencies provided they have Incident Command Training or, unless relieved of command by the Local Chief Executive under a declared state of emergency. Control of the incident scene will be passed to other agencies (e.g. En Con) as appropriate when the immediate threat to life and property has ceased, and the Oswego Town Fire Department has returned to service.

Fire fighters responding to a hazardous materials emergency will perform their routine emergency response duties, and perform only those specialized hazardous materials response functions for which they have received training as prescribed by OSHA regulations. See appendix A for member training requirements.

The incident commander shall not permit any member of the Fire Department to perform

any job function that he has not been adequately trained to perform. All members of the Fire Department shall be trained in the First Responder Operations Level. Those attaining a higher level of competence: Hazardous Material Technician, Hazardous Materials Specialist, or On Scene Incident Commander, shall be permitted to perform functions up to and including all those to which they have been trained. Training shall be conducted by the Fire Department Training Personnel and supplemental training through courses offered by NYS OFPC, other governmental and private concerns. Training shall be based on the duties and functions to be performed by each responder in the following response levels as set forth in OSHA 1910.120.

1. SCENE MANAGEMENT

The incident commander will implement all aspects of the incident command system.

1. A command post shall be established.
2. The command post shall be located upwind at a safe distance from the incident. This distance shall be determined by the nature of the incident, including type of hazardous material, quantity involved, and weather conditions.
3. All appropriate personnel shall be advised of the command location, and radio communications shall be maintained between Incident Command and field units.
4. A Safety Officer shall be appointed.
5. A public information officer (PIO) shall be appointed.

A "safe" zone shall be established in concert with local police. This safe zone will include a place of refuge to which emergency personnel can retreat in the event that control of the incident is lost.

IV. EMERGENCY RECOGNITION AND PREVENTION

4. INCIDENT CLASSIFICATION

(In agreement with the Oswego County Hazardous Materials response plan.)

1. **Criteria for Level I: (Controlled Emergency Condition)**

- a. Incident that can be controlled by the primary first response agencies of a local jurisdiction Oswego Town Fire Department.
- b. Single jurisdiction and limited agency involvement.
- c. Does not require evacuation, except for the structure or affected facility.
- d. Confined geographic area.
- e. No immediate threat to life, health, or property.
- f. Involves material of known properties.

Level I trained fire fighters shall handle such incidents.

2. Criteria for Level II: (Limited Emergency Condition)

- a. Potential threat to life, health, or property.
- b. Expanded geographic scope.
- c. Limited evacuation of nearby residents or facilities.
- d. Involvement of two or three jurisdictions.
- e. Limited participation or mutual aid from agencies that do not routinely respond to emergency incidents in the area.
- f. Specialists or technical team called to the scene(i.e. New York State DEC Hazmat Spill Team.)
- g. Combined emergency operations such as fire fighting and evacuation, or containment and emergency medical care.

Level II trained fire fighters may assist in the handling of such incidents. Determination of appropriate assistance shall be made in concert with the incident commander and available fire personnel.

3. Criteria for Level III: (Full Emergency Condition)

- a. Serious hazard or severe threat to life, health, and property.
- b. Large geographic impact.
- c. Major community evacuation.
- d. Multi-jurisdictional involvement.
- e. State and Federal involvement.
- f. Specialists and technical teams deployed.
- g. Extensive resource management and allocation.
- h. Multiple emergency operations.

Level II trained fire fighters may assist in the handling of such incidents. Determination of appropriate assistance shall be made in concert with the incident commander and available fire personnel.

V. SAFE DISTANCES AND PLACES OR REFUGE

Safe distances will be determined by the On-Scene Incident Commander if the hazardous materials incident is a transportation incident or at a fixed site facility other than those listed.

In the event that large numbers of individuals must be evacuated notification will be made to the American Red Cross.

VI. SITE SECURITY AND CONTROL

The On-Scene Commander will assign a site security and control officer, which could include but not limited to the New York State Police, Oswego County Sheriff's Department, Oswego County Fire Police or other responsible person or persons to perform site security and control.

VII. EVACUATION ROUTES AND PROCEDURES

In the event that the evacuation of residents of the area surrounding the emergency scene is necessary, the evacuation order will be issued by the Incident Commander unless a State of Emergency has been declared, in which case the order shall be issued by the Local Chief Executive.

Notification to the public will be made using radio and television broadcasts, mobile public address systems, and door to door canvassing as appropriate.

Evacuation routes shall be selected to avoid exposure to the hazardous material.

In the event that large numbers of individuals must be evacuated, notification will be made to the American Red Cross and the additional guidelines set forth under the Oswego County Hazardous Materials Response Plan.

See Appendix C - County Map

(This plan IS NOT complete without a county map)

VIII. DECONTAMINATION

Decontamination procedures at a hazardous materials incident shall be the responsibility of the incident commander (officer in charge) or an individual so appointed. Decontamination shall be conducted for all personnel, their personal protective equipment, apparatus and any equipment other than disposable items. The disposable items will be handled through a third party certified in their respective field and general accepted

public health practices.

The decontamination stations and process should be confined to the Contamination Reduction Zone. Steps for dry decontamination (not using water) are outlined in **Plan 1**. Steps for wet decontamination are outlined in **Plan 2**. See Appendix D for Decontamination Equipment Check List.

Plan 1

Nine Step Personnel Decontamination Plan

EXCLUSION OR HOT ZONE

1 Contaminated Tools and Equipment Drop

- Plastic Sheet

2 Contaminated Trash Drop

HOT LINE

Returning with Fresh
Air Tanks and Clean
Primary Garments and
Outer Gloves/Boots

3 Primary Garment Wash/Rinse

- Boots, Outer Gloves, Suit (SCBA and Mask if Level B)

4

4 a Air Tank,
Cartridge or Canister
Charge

- Most Obviously Contaminated Piece First Provide for the Contaminated Trash

5 Secondary Garment Wash/Rinse

- Decon Inner Protective Garment and Inner Gloves

CONTAMINATION
REDUCTION ZONE

6 Facepiece Removal/Drop

- Can be Combined with Station 7 and 8

7 Boot Drop

Contamination Control
Line

8 Inner Glove Removal

SUPPORT/CLEAN ZONE

9 Shower and Clothing Change

Plan 2

Eight Step Dry Decontamination Plan For Personnel

EXCLUSION OR HOT ZONE

1 Contaminated Tools and Equipment Drop

- Plastic Sheet

2 Contaminated Trash Drop

HOT LINE

-
Returning with Fresh
Air Tanks and Clean
Primary Garments and
Outer Gloves/Boots

3 Boot and Glove Wash/Rinse

3a
Air Tank Change

- (SCBA and Mask if Level B)

4 Primary Garment Removal/Drop

- Most Obviously Contaminated
Piece First Provide for the
Contaminated Trash

5 Facepiece Removal/Drop

- Can be Combined with Station 6
and 7

CONTAMINATION
REDUCTION ZONE

6 Boot Drop

Contamination Control
Line

7 Inner Glove Removal

SUPPORT/CLEAN ZONE

8 Shower and Clothing Change

IX. EMERGENCY MEDICAL TREATMENT AND FIRST-AID

A minimum of one ambulance shall be on standby at the scene of a hazardous materials emergency. Available medical personnel shall include at least one EMT.

In the event that emergency response personnel require first aid to exposure to hazardous materials, such treatment will follow standard medical protocols and information from Material Safety Data Sheets.

In the event that emergency personnel receive treatment at a hospital, information on the nature of the hazardous material involved will be provided to hospital personnel.

X. EMERGENCY ALERTING AND RESPONSE PROCEDURES

First responders will follow basic chemical identification procedures as per training such as checking for:

- A. placards, panels, labels
- B. type vehicle involved
- C. wind direction
- D. presence of fire, spilled liquids, or vapor leaks.
- E. verbal information
- F. shipping documents
- G. reference materials or agencies

XI. CRITIQUE OF RESPONSE AND FOLLOW-UP

A post incident critique will be held as soon as is practical to evaluate the response to the incident. This post incident critique will be held as soon as is practical to evaluate the response to the incident and make recommendations with regard to additional planning, training and/or equipment. No media representation will be allowed at the critique.

XII. PPE AND EMERGENCY EQUIPMENT

Personal protective equipment shall meet at a minimum, the criteria contained in 29 CFR 1910.156(e) when worn while performing fire fighting operations beyond the incipient stage for any incident.

APPENDIX A

1. First Responder Awareness Level

First responders at the awareness level are individuals who are likely to witness or discover a hazardous substance release and who have been trained to initiate an emergency response sequence by notifying the proper authorities of the release. They would take no further action beyond notifying the authorities of the release. First responders at this level shall have sufficient training or experience to objectively demonstrate competency in the following areas.

1. An understanding of what hazardous materials are, and the risks associated with them in an incident.
2. An understanding of the potential outcomes associated with an emergency created when hazardous materials are present.
3. The ability to recognize the presence of hazardous materials in an emergency.
4. The ability to identify the hazardous materials, if possible.
5. An understanding of the role of the first responder awareness individual in the employer's emergency response plan including site security and control and the U.S. Department of Transportation's Emergency Response Guidebook.
6. The ability to realize the need for additional resources and to make appropriate notifications to the communication center.

The following NYS OFPC training courses meet the requirements:

First Responder Awareness
Emergency Control of Hazardous Materials Incidents I

APPENDIX A

2. First Responder Operations Level

First responders at the operations level are individuals who respond to releases or potential releases of hazardous substances as part of the initial response to the site for the purpose of protecting nearby persons, property, or the environment from the effects of the release. They are trained to respond in a defensive fashion without actually trying to stop the release. They should be able to demonstrate competency in the following areas:

1. Knowledge of the basic hazard and risk assessment techniques.
2. Know how to select and use proper personal protective equipment provided to the first responder operational level.
3. An understanding of basic hazardous materials terms.
4. Know how to perform basic control, containment and/or confinement operations within the capabilities of the resources and personal protective equipment available with their unit.
5. Know how to implement basic decontamination procedures.
6. An understanding of the relevant standard operating procedures and termination procedures.

The following NYS OFPC training course meets the requirements:

Emergency Control of Hazardous Materials I

APPENDIX A

3. Hazardous Materials Technician

Hazardous materials technicians are individuals who respond to releases or potential releases of a hazardous material for the purpose of stopping the release. They shall have received at least 24 hours of training equal to the first responder operations level and in addition have competency in the following areas and the employer shall so certify:

1. Know how to implement the employer's emergency response plan.
2. Know the classification, identification and verification of known and unknown materials by using field survey instruments and equipment.
3. Be able to function within an assigned role in the Incident Command System.
4. Know how to select and use proper specialized chemical personal protective equipment provided to the hazardous materials technician.
5. Understand hazard and risk assessment techniques.
6. Be able to perform advance control, containment and/or confinement operations within the capabilities of the resources and personal protective equipment available with the unit.
7. Understand and implement decontamination procedures.
8. Understand termination procedures.
9. Understand basic chemical and toxicological terminology and behavior.

The following NYS OFPC training courses meet the requirements:

Emergency Control of Hazardous Materials Incident I
Emergency Control of Hazardous Materials Incidents II

APPENDIX A

4. Hazardous Materials Specialist

Hazardous materials specialists are individuals who respond with and provide support to hazardous materials technicians. Hazardous materials specialists shall have received at least 24 hours of training equal to the technician level and in addition have competency in the following areas and the employer shall so certify:

1. Know how to implement the local emergency response plan.
2. Understand classification, identification and verification of known and unknown materials by using advanced survey instruments and equipment.
3. Know of the state emergency response plan.
4. Be able to select and use proper specialized chemical personal protective equipment provided to the hazardous materials specialist.
5. Understand in-depth hazard and risk techniques.
6. Be able to perform specialized control, containment and/or confinement operations within the capabilities of the resources and personal protective equipment available.
7. Be able to determine and implement decontamination procedures.
8. Have the ability to develop a site safety and control plan.
9. Understand chemical, radiological, and toxicological terminology and behavior.

The following NYS OFPC training courses meet the requirements:

Hazardous Materials Specialist
Chemistry of Hazardous Materials
Computer-Aided Management of Emergency Operations
Accident Victim Extrication Training
Propane Emergency Response Workshop

APPENDIX A

5. On Scene Incident Commander

Incident commanders, who will assume control of the incident scene beyond the first responder awareness level, shall receive at least 24 hours of training equal to the first responder operations level and in addition have competency in the following areas and the employer shall so certify:

1. Know and be able to implement the employer's incident command system.
2. Know how to implement the employer's emergency response plan.
3. Know and understand the hazards and risks associated with employees working in chemical protective clothing.
4. Know how to implement the local emergency response plan.
5. Know of the state emergency response plan and of the Federal Regional Response Team.
6. Know and understand the importance of decontamination procedures.

The following NYS OFPC training courses meet the requirements:

Emergency Control of Hazardous Materials Incidents I
Emergency Command and Management: Hazardous Materials
Incident Command System

This training will be administered on an ongoing basis including but not limited to the following: in house, New York State Fire Chiefs Association (NYSAFC), Office of Fire Prevention and Control (OFPC), industries, seminars, and any other generally accepted training or work related assignments meeting the competency and skills required to perform the task.

Appendix D

**Decontamination Equipment
Check List**

At a minimum, the protective equipment listed is necessary to participate in decontamination procedures. Protective equipment used for decontamination should be not less than one level below that used for entry into the hazardous environment. If any of the below materials/equipment is needed, activate the county haz mat team.

Containment equipment	YES	NO
Pool or Tank		
Tarps		
6-mil construction plastic		
Sponges and soft brushes		
Large Plastic Bags (contaminated clothing)		
Small Plastic Bags (for valuables)		
Saw horses to support backboards		
Water Supply		
Tags and pens to mark bags		
Five gallon buckets		
Mild detergent (dishwashing liquid)		
Scissors for clothing removal		
Disposable clothes/ shoes for ambulatory patients		
Towels and blankets		
Clear, zip-front body bags to minimize contamination to transport personnel and ambulances		
Duct tape (4-inch)		