

**ANNEX N – HAZARDOUS MATERIALS**  
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## **ANNEX N – HAZARDOUS MATERIALS**

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### **I. SITUATION AND ASSUMPTIONS**

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#### A. Situation

1. No single agency within Tucker County is equipped physically or technologically to cope with a large-scale hazardous materials incident and such an event will greatly exceed the capabilities of local emergency responders.
2. The political jurisdiction in which the incident occurs is responsible for initially directing response activities and for notifying other political jurisdictions that may be affected.
3. There are many choices involved in reducing the dangers from hazardous materials, and the appropriate choices will vary with particular materials. Choices include:
  - a. Elimination of the hazardous material.
  - b. Reducing the quantities generated.
  - c. Restricting the area contaminated by containing the waste.
  - d. Storing the waste.
  - e. Other methods include reusing, recycling, or reclaiming materials and managing distribution.
4. The local fire department will be the primary point of alert and notification of hazardous materials incidents within the community <sup>(2)</sup>.
5. Local Weather Considerations
  - a. Predominate wind direction is from the west at 9 mph or less.
6. There are several classes of hazardous materials which include explosives, radioactive materials, flammable liquids or solids, combustible liquids or solids, oxidizing or corrosive materials, compressed gases, poisons, etiological agents (hazardous biological materials), irritating materials, and other regulated materials (ORM).
7. Wide variations between different substances classed as hazardous materials creates a situation where information must be collected from varied sources such as Chemtrec, the shipper of the substance, chemical company, coast guard strike team, USEPA, or private hazmat teams.
8. Components of the transportation infrastructure likely to see hazardous materials incidents include U.S. Route 219, State Routes 32 and 72 <sup>(5)</sup>.

B. Assumptions

1. Due to the industrialization of our society and the many modes of transportation available, hazardous materials incidents can happen virtually anywhere.
2. The combination of mountainous terrain and a large number of creeks and streams could result in widespread contamination from one (1) hazardous materials incident.
3. The dangers involved in attempting to bring a hazardous materials incident to an end without adequate training, equipment, and logistical support are numerous and obvious. A jurisdiction unable to support an adequate program needs to investigate such options as mutual aid with other jurisdictions or private industry.
4. If a hazardous materials release occurs, many residents in the affected area will spontaneously evacuate without official order or recommendation, and may leave by routes not designated as evacuation routes. Measures must be taken to keep this population out of the incident's perimeter <sup>(7)</sup>.

## II. CONCEPT OF OPERATIONS

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A. General

1. When used in a controlled, safe manner, millions of gallons/pounds of hazardous substances are handled daily. It is when these substances escape their controlled condition and impinge on the environment that a hazardous materials incident occurs.
2. Hazardous materials are capable of catastrophic damage to the environment and its inhabitants. There may be complex ramifications when an attempt is made to curtail an incident. This requires that hazardous materials incidents be approached as a “combined response” operation.
3. The Tucker County Commission and/or the municipalities have the overall authority for protecting the life and health of residents and the environment of their jurisdiction. Unless specifically preempted by either or both state or federal laws or regulations, this responsibility extends to the accidental release, or potential release, of hazardous materials which threaten life, health, and the environment of Tucker County. These responsibilities include:
  - a. The allocation of funds to purchase necessary hazardous materials response equipment.
  - b. The allocation of funds to provide training to local emergency officials and responders in responding to hazardous materials incidents <sup>(8)</sup>.

- c. The provision of leadership and interaction with local industry to facilitate understanding and cooperation between the public and private sectors in planning for and responding to hazardous materials incidents.
4. Federal forces may deploy under ESF #10 of the NRP or the National Oil and Hazardous Substances Pollution Contingency Plan (NCP). Federal resources are primarily support resources and will coordinate with the local IC/EOC, as appropriate. Federal actions may include detection, identification, containment, clean-up, and/or disposal services of oil or hazardous materials.

## B. Hazmat Levels

1. Hazardous materials incidents are separated into categories according to the severity of the incident and the appropriate emergency response.
  - a. Level I – This is an incident involving hazardous materials that can be contained, extinguished, and/or abated by the initial emergency responders with little aid or assistance from other local emergency response organizations. The hazardous materials involved in a Level I incident:
    - i. Present little immediate risk to either the environment or public health.
    - ii. Present a minimal clean-up containment problem.
  - b. Level IIA – This is an incident involving hazardous materials that is beyond the capabilities of the initial emergency responders, but which can be controlled by local emergency response organizations with a limited level of assistance from other local elements or state agencies. The hazardous materials involved in a Level IIA incident:
    - i. Present a potential or long-term threat to life, health, or the environment.
    - ii. Present a significant clean-up problem.
  - c. Level IIB – This is an incident that is beyond the emergency response capabilities of local emergency response organizations, and the chief local elected official has relinquished control to the Governor, who will appoint a state agency to lead the emergency response activities. The hazardous materials involved in a Level IIB incident pose the same threat as those involved in a Level IIA incident.
  - d. Level III – This is an incident involving hazardous materials that is beyond the control capabilities of local emergency response units, which is of such a magnitude that it requires support and assistance from state and federal agencies, and which requires the Governor to declare a State of Emergency. The hazardous materials

involved in a Level III incident:

- i. Present a potential or long-term threat to life, health, or the environment.
- ii. Present a significant clean-up problem.

C. Special Considerations

1. West Virginia State Law mandates that the ranking jurisdictional fire officer on the scene be the Incident Commander (IC). Overall coordination is the responsibility of the OEM Director. Ultimate authority is vested in the County Commission, or Municipal Governments, as appropriate <sup>(2)</sup>.
2. For hazardous waste incidents, such as the discovery of a dangerous dumpsite, the jurisdiction's hazardous materials equipment, plans, personnel, and Operating Guidelines (OGs) will be used that are pertinent to the situation. The discovery of a site of any size and danger, however, will almost always result in a response from higher governmental levels, such as the WVDNR, WVDEP or USEPA.
3. Tucker County is a rural, mountainous county located in the eastern portion of West Virginia. The county contains several small streams, as well as the Cheat and Blackwater Rivers that could be affected by a hazardous materials incident. Other special populations, such as those at medical clinics, elderly care facilities, schools, etc. are all located in areas that could be affected by a hazardous materials incident <sup>(5)</sup>.

D. Hazmat Incident at School Facility<sup>(5)</sup>

1. Notify principal.
2. Move students away from immediate vicinity of danger.
3. Initiate shelter in-place, shut off heating and cooling units.
4. Do not exit the building unless instructed by emergency responders to do so.

E. Hazmat Incident Near Other Special Populations <sup>(5)</sup>

1. Notify facility manager.
2. If possible, initiate shelters-in-place.
3. Only instruct evacuation if absolutely necessary.

### III. ORGANIZATION AND ASSIGNMENT OF RESPONSIBILITIES

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#### A. Organization

1. The Community Emergency Coordinator (CEC) for the county and municipalities is the Tucker County OEM Director.
2. Municipalities
  - a. The Mayors and CECs will carry out coordination of a hazardous materials incidents, with direction and control exercised from the local command post. On-scene command will be exercised by the ranking jurisdictional fire officer, or designated assistant <sup>(2)</sup>.
3. County
  - a. At the county level, the county commissioners and the CEC, will carry out overall coordination of a hazardous materials incident, with direction and control exercised from the county EOC. On-scene command will be exercised, in accordance with State Law, by the ranking jurisdictional fire officer, or designee.
4. State/Federal
  - a. Due to the nature of hazardous materials incidents, response organizations at the state and federal levels may become involved. For this reason, overall coordination may, at times, be escalated to the state or federal level.

#### B. Responsibilities

1. County/Municipal Government
  - a. Appoint an emergency coordinator for the local jurisdiction, who will decide when it is necessary, and appropriate to implement the plan <sup>(3)</sup>. See III.A.1.
  - b. Provide funds for hazardous materials equipment and training <sup>(6)</sup>.
  - c. Interact with local industry to facilitate understanding and cooperation.
  - d. Participate in the National Incident Management System (NIMS) by fulfilling role as chief local governing body, such as issuing evacuation orders, negotiating mutual aid, directing policies, coordinating with higher governmental levels, and exercising governmental authority.
2. OEM Director
  - a. Complete a hazard vulnerability analysis for the jurisdiction pertaining to hazardous materials.

- b. Initiate contacts and coordinate with local industry.
  - c. Work with local agencies to develop Operating Guidelines (OGs) to be used if a hazardous materials incident occurs <sup>(4)</sup>.
  - d. Coordinate training for local and county agencies <sup>(9)</sup>.
  - e. Advise county and local governmental officials on hazardous materials issues and incidents.
  - f. Act as the Community Emergency Coordinator (CEC) in the event of a hazardous materials incident <sup>(4)</sup>.
  - g. Develop a Resource Manual that lists not only equipment needed in the event of a hazardous materials incident, but all available equipment and supplies that may be utilized during any emergency or disaster <sup>(6)</sup>.
  - h. Coordinate mutual aid agreements with governmental and private agencies.
  - i. Assist in the development and coordination of hazardous materials exercises <sup>(8)</sup>.
  - j. Develop and maintain telephone rosters for hazardous materials emergencies. This roster should be categorized by response level.
  - k. Develop an emergency management system and decision making criteria for determining when an indoor protection strategy should be used.
3. Local Emergency Planning Committee (LEPC)
- a. Determine, in cooperation with local industry, the facilities using, producing or storing regulated quantities of the 402 hazardous substances listed by the EPA <sup>(1)</sup>.
  - b. Suggest to the state committee and the Governor additional facilities, which should be added to the list of regulated facilities as the local committees determine them <sup>(1)</sup>.
  - c. Receive notification from facilities if a Superfund Amendments and reauthorization Act (SARA) regulated release occurs <sup>(2)</sup>.
  - d. If the local jurisdiction has not already done so, appoint a coordinator to implement the LEPC plan or appropriate portions of the county response plan.
  - e. Receive Materials Safety Data Sheets (MSDS) or a list of MSDS chemicals and an emergency/hazardous chemical inventory on the standard inventory forms <sup>(1)</sup>.
  - f. Develop a hazard-specific plan that meets SARA requirements, in cooperation with local government, response agencies, and local industry <sup>(4)</sup>. Another option is to further develop and maintain this annex.
  - g. Compile information on each regulated facility and the transportation routes for which the plan is intended.
    - i. On-site.

- ii. Neighboring population.
  - iii. Surrounding terrain.
  - iv. Known impediments (tunnels, bridges).
  - v. Other areas at risk <sup>(1)(7)</sup>.
- h. Develop a list of appropriate containment and clean-up measures for each hazardous material in the community in regulated quantities.
4. Fire Departments
- a. The primary responsibility of each fire department is fire suppression.
  - b. Establish a perimeter and staging area.
  - c. Establish a command post.
  - d. Initiate preliminary contact with outside agencies (through the EOC) such as Chemtrec, the shipper, etc.
  - e. Contain and begin clean-up of released materials as the level of training held by responding personnel allows.
  - f. Request additional resources or the assistance of outside agencies, if necessary.
5. Emergency Medical Service (EMS) <sup>(2)</sup>
- a. The primary responsibility of the EMS is to triage, stabilize, and transport patients from a triage area to a fixed medical facility. Secondary responsibilities include: medical support, evacuation assistance, and warning.
  - b. EMS's responsibilities also extend to the decontamination and specialized treatment of hazardous materials victims.
  - c. EMS personnel will coordinate their activities with the IC at the command post.
6. Private Hazmat Response and Clean-up Businesses
- a. The involvement of private contractors is a decision that must be made by the county commission or a higher governmental authority.
7. Public Works Departments
- a. Develop plans for preventing toxic materials runoff from entering sewer or storm drain systems.
  - b. Provide heavy equipment, such as front-end loaders, dump trucks, etc. with operators.
  - c. Prevent contamination of the water supply.
  - d. Assist in traffic control by providing barricades.
  - e. Assist with decontamination and clean-up, if requested.
9. Covered Facilities

- a. Appoint an Facility Emergency Coordinator (FEC) <sup>(3)</sup>.
  - b. Participate with the LEPC in the development of plans to carry out SARA requirements <sup>(1)</sup>.
  - c. Participate in hazmat exercises <sup>(9)</sup>.
  - d. Establish mutual aid agreements with governmental and private entities.
  - e. Integrate facility emergency procedures with community and county plans, OGS, etc.
  - f. Develop warning and communications systems that allow rapid warning and communication in critical areas outside the facility.
  - g. Provide Materials Safety Data Sheets or a list of MSDS chemicals and Tier I and II reports, as needed, to the LEPC <sup>(1)</sup>.
  - h. Develop methods for determining the occurrence of a release and the probable affected area, including the population.
10. American Red Cross (ARC)
- a. Assist in the operation of emergency shelters, if necessary.
  - b. Provide blood, blood products, medical supplies, equipment and personnel.

#### **IV. DIRECTION AND CONTROL**

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- A. Overall coordination will be conducted by the County Commission and/or Municipal Mayors, acting with, or through, the Tucker County OEM Director (Community Emergency Coordinator).
- B. The ranking jurisdictional fire officer, or his designee, shall be the on-site IC <sup>(2)</sup>.
- C. Facility personnel shall remain under the authority of company/agency officials.
- D. The IC will establish an on-scene command post and assume its management. Senior officials of all groups participating will be present or represented at this command post.
- E. The Incident Commander (IC) will establish communications with the Community Emergency Coordinator, as appropriate.
- F. The OEM Director is responsible for coordination between local agencies and those of the state and federal governments.
- G. Responsibility for monitoring the size, concentration and movement of leaks, spills or releases, lies with the on-scene command post.
- H. A listing of extremely hazardous substance facilities in the county is maintained by the Tucker County LEPC <sup>(1)</sup>.

## **V. ADMINISTRATION AND LOGISTICS**

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- A. The County Commission will appoint an LEPC, consisting of elected officials, representatives of various response agencies and covered facilities, community groups, and the general public. The LEPC will maintain this annex and monitor SARA compliance <sup>(1)</sup>.
- B. All agencies responding to the incident as part of the county Emergency Operations Plan shall follow all local, state, and federal requirements for reporting and documentation of the incident. A copy of all documentation shall be submitted to the county OEM within ten (10) days of the incident.
- C. A facility is responsible for documentation of an accidental release by preparing:
  - 1. Their version of the incident, including time, cause of the spill, material and quantity released, and the local response action.
  - 2. A chronological log that details a minute-by-minute account of the spill, release, or discharge, response activities including emergency response notification of off-site authorities, significant changes in situation, and time of recommendation to notify off-site authorities.
- D. The County Commission and/or municipal government will be responsible for providing equipment required for hazmat incidents and for entering into contracts and mutual aid agreements.
- E. Resources that cannot be obtained locally may be requested by the local EOC using the NIMS-prescribed resource types and definitions. The NIMS has categorized commonly-requested "Fire/Hazmat Resources: into a standard terminology. See Annex H: Resource Management or [http://www.fema.gov/nims/mutual\\_aid.shtm](http://www.fema.gov/nims/mutual_aid.shtm).

## **VI. CONTINUITY OF GOVERNMENT**

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- A. The Deputy Director of the OEM succeeds the OEM Director.
- B. The highest-ranking jurisdictional fire chief will remain the IC unless relieved of duty by a higher-ranking official. Lines of succession for local fire departments should be designated in OGs.

## **VII. PLAN DEVELOPMENT AND MAINTENANCE**

- A. The Tucker County OEM Director and LEPC Chair is responsible for the review, revision, and updating of this annex on an as needed basis. The Tucker County LEPC, in coordination with the Tucker County OEM, is responsible for ensuring methods and schedules for exercising this annex <sup>(8)(9)</sup>.

## **VIII. AUTHORITIES**

- A. Authorities
1. Public Law 96-510, Comprehensive Environmental Response Compensation and Liability Act of 1980.
  2. Public Law 99-499, Emergency Planning and Community Right-to-Know Act of 1986.
  3. Public Law 93-288, Federal Civil Defense Act of 1950, as amended.
  4. Public Law 99-499, Superfund Amendment and Reauthorization Act of 1986.
  5. Public Law 107-296, The Homeland Security Act of 2002.
  6. Public Law 107-188, The Public Health Security and Bioterrorism Preparedness and Response Act of 2002.
  7. 29 CFR 1910.120, Hazardous Waste Operations and Emergency Response.
  8. 40 CFR 68, Clean Air Act, Part 261, Resource Conservation and Recovery Act.
  9. West Virginia Code, as amended.

## **IX. LIST OF APPENDICES**

- Appendix 1 – Emergency Notification Procedures  
Appendix 2 – Training and Exercises  
Appendix 3 – Hazard Analysis Flowchart  
Appendix 4 – Containment and Clean-up  
Appendix 5 - Evacuation  
Appendix 6 – Hazardous Materials Incident Report

**X. AUTHENTICATION**

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\_\_\_\_\_  
Date

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Tucker County LEPC

*\* The superscripted numbers in parenthesis at the end of certain paragraphs or at the beginning of sections denotes a relationship to Title 42 CFR section 11003 required plan provisions, or SARA Title III, Section 303(c).*