

CHEYENNE COUNTY

LOCAL EMERGENCY OPERATIONS PLAN

(ANNEX Q)

**HAZARDOUS MATERIALS
EMERGENCY RESPONSE PLAN**

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EMERGENCY RESPONSE PLAN

UPDATE

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I. INTRODUCTION

A. Purpose

The purpose of this Hazardous Materials Emergency Response Plan is to:

1. Identify Federal, State, Local and Private Industry responsibilities and actions required to minimize and limit the damage to human health, natural systems and property caused by the release or potential release of hazardous materials.
2. Establish an organization capable of effective and coordinated management of spills, leaks, ruptures, detonations and/or fires involving hazardous materials which may occur in [Cheyenne County](#).
3. Include provisions for a systematic buildup of coordination, supporting services, and command capabilities as they are related to the immediate need or the potential need during an emergency.
4. Include provisions for the retention of local operational command in the area where an emergency exists until such time as emergency has extended or threatens to extend beyond jurisdictional areas.
5. Identify outside agencies that may provide supporting services and coordination to the local departments during emergencies without necessarily assuming central command.
6. Utilize existing fire officers and members of the hazardous materials response teams who are most familiar with hazardous materials problems, and who are most qualified to assist in handling them.
7. Meet all Federal, State and Local minimum training requirements for the level of response and assignment whether it be from private or public entities.

B. Philosophy

Hazardous materials incidents encompass a wide variety of potential situations including fires, spills, radiological incidents, transportation accidents, chemical reactions, explosions, leaks, environmental impact spills of products not classified as hazardous materials and similar events. The hazard of the material itself may include flammables, combustibles, explosives, compressed gases, cryogenics, poisons, toxins, corrosives, carcinogenic materials, radiological and any combination thereof. This plan provides a general framework for handling a hazardous material incident, but does not address the specific tactics, control measures or clean-up. For prescribed and recommended incident activities and specific tactics reference should be made to the numerous emergency response guides and texts available.

C. Objectives

1. To describe mitigation procedures, pre-emergency precautions, operational concepts, organization and support systems required to implement the plan.
2. To identify and define responsibilities and tasks of each participating agency relative to:
 - a. Emergency response
 - b. Identification of product
 - c. Incident stabilization
 - d. Technical assistance
 - e. Decontamination
 - f. Public information
 - g. Public warning
 - h. Evacuation
 - i. Cost recovery
 - k. Temporary storage of hazardous materials
 - l. Sampling of product
 - m. Minimum training requirements
3. To establish lines of authority and coordination when this plan is implemented.

II. ADMINISTRATION

A. Scope

The scope of this hazardous materials emergency response plan covers spills, leaks, ruptures and/or fires involving hazardous materials of a biological, chemical or radiological nature, within [Cheyenne County](#) at the request of the jurisdiction wherein the incident occurs.

Partial or total activation of this plan may be instituted depending upon the size of the incident, population impacted, perceived, or known dangers and expertise and equipment available within said jurisdiction.

B. Authorities

1. Federal

Title VI of PL 93-288, as amended, "The Robert T. Stafford Disaster Relief and Emergency Assistance Act".

2. State

Title 24, Article 32, Part 2101 et. seq., Colorado Revised Statutes, as amended; entitled the "Colorado Disaster Emergency Act of 1992".

Title 25, Article 32, Part 101 et. seq., Colorado Revised Statutes; entitled the "Radiation Control Act" Article IV, Constitution of the State of Colorado; entitled the "Executive Department"

Title 29, Article 22 of the Colorado Revised Statutes (also known as Senate Bill 84-172) which assigns responsibility to local government for response to town, city and county to have a designated emergency response authority (DERA) for hazardous materials incidents occurring within the incorporated limits of such town, city and county. A list of DERA'S is included in Appendix 15.

- a. For a hazardous substance incident occurring on any Federal,

State and County road located outside of municipal city limits the Colorado State Patrol is the Designated Emergency Response authority (29-22-102(C)).

HB90-1238 passed on May 31, 1990 provides authority for the Colorado Emergency Planning Commission and the local Emergency Planning Committee. This bill also provides an immunity clause for members of these committees. Other authorities and designations are also included and may be revised by subsequent congressional actions.

3. Local Authority

[Cheyenne County](#) Basic Plan, Revised/ Promulgated March 26, 1996.

[Inter-governmental agreements between Cheyenne County and the Municipalities and Fire Districts of Cheyenne County.](#)

III. HAZARD ANALYSIS

The potential for spills, leaks, ruptures and/or fires involving hazardous materials in [Cheyenne County](#) exists primarily through transportation accidents of surface, rail vehicles, pipeline and air.

Storage and transfer facilities are potential sources of leakage although spills are principally attributed to human error. As a result, the time and location of a likely occurrence cannot be specifically foreseen. Planning must therefore be directed toward a generalized and flexible response capability.

A. Major thru-ways:

[US Highway 385](#), 287, 59 and 40 are heavily traveled by transports, which very frequently carry a wide variety of hazardous materials on any designated HazMat routes

B. Road:

Railroad cars filled with potential hazards, often unplacarded, with no means of ascertaining the contents, pass regularly through the majority of municipalities within the county.

Schools: (Cheyenne Wells and Kit Carson School Districts)

Local high schools have smaller laboratory facilities and store numerous hazardous chemicals. Level I response agencies would be unable to handle responses to these facilities alone.

C. Bulk Plants:

Numerous plants throughout the county handle a variety of petro-chemicals, industrial facility fertilizers, pesticides and polymers in large amounts.

Particularly during emergency situations, accurate identification of the types and amounts of these hazardous materials has proven to be most difficult. Response plans are necessary to provide management, coordination, and control of various degrees of incident severity.

IV. HAZARDOUS MATERIALS INCIDENT CLASSIFICATION

There are three (3) levels of Hazardous Materials Incident Classification. The bases used for determining the level of a hazardous material incident are:

1. Level of technical expertise required to mitigate the incident.
2. Extent of Municipal, County and State government involvement.
3. Extent of evacuation of civilians.
4. Extent of injuries and/or deaths.
5. Environment and systems (utilities) impact.

6. Utilization of the Hazardous Materials Response Team.

A. Level I

1. Spills which can be properly and effectively contained and/or mitigated by equipment and supplies immediately available on local fire department apparatus.
2. Leaks and ruptures which can be controlled using equipment and supplies immediately available on local fire department apparatus.
3. Fires involving toxic materials which can be extinguished with resources immediately available to fire department personnel.
4. Hazardous material incidents which do not require evacuation of civilians.
5. Hazardous material incidents which can be contained and controlled utilizing resources of the fire department having jurisdiction.

B. Level II

1. Spills which can be properly and effectively contained and/or mitigated by the use of specialized equipment and supplies immediately available to recognized Hazardous Materials Response Team(s).
2. Leaks and ruptures which can be controlled using specialized equipment and supplies immediately available to recognized Hazardous Materials Response Team(s).
3. Fires involving toxic materials that are permitted to burn for a controlled period of time, or are allowed to consume themselves.
4. Hazardous materials incidents which require evacuation of civilians within the area of one local jurisdiction.

5. Hazardous materials incidents which can be contained and controlled utilizing resources within the immediate availability of recognized Hazardous Materials Response Team(s).

C. Level III

1. Spills which cannot be properly and effectively contained and/or mitigated by highly specialized equipment and supplies immediately available to recognized Hazardous Materials Response Team(s).
2. Leaks and ruptures which cannot be controlled using highly specialized equipment immediately available to recognized Hazardous Materials Response Team.
3. Fires involving toxic materials that are allowed to burn due to ineffectiveness or dangers of the use of water, and/or there is a real threat of container failure, and/or an explosion, detonation, or BLEVE has occurred.
4. Hazardous materials incidents which require evacuation of civilians extending across jurisdictional boundaries, and/or there are serious civilian injuries or deaths as a result of the hazardous materials incident.
5. Major hazardous materials incidents that require resources beyond the capability of the local fire department and recognized Hazardous Materials Response Team(s). Assistance is requested and provided by environmental or industrial hazardous materials response personnel.
6. Hazardous materials incident which require multi-agency involvement of very large proportions, including County, State and Federal agencies.

V. DIRECTION and CONTROL/COORDINATION

- A. Direction of overall response/recovery activities shall be provided by the emergency Executive Board or Designated Emergency Response Authority

(DERA) if Level II or III incident occurs.

- B. Control of fire department activities for a Level II hazardous material incident shall be provided by the Incident Commander (I.C.) of the fire department having jurisdiction.
- C. Coordination for a Level II hazardous material incident shall be provided by the Incident commander in accordance with the **Mutual Aid Agreement signed between Cheyenne County Fire Districts.**
- D. Colorado State Patrol Hazardous Materials Response Team may provide lateral technical assistance as necessary.
- E. Control of fire department activities for a Level III hazardous material incident shall be provided the Incident Commander (I.C.) of the fire department having jurisdiction.

Coordination for a Level III hazardous materials incident shall be provided by the Incident Commander in accordance with the **Mutual Aid Agreement signed between the Cheyenne County Fire Districts**, and appropriate City and/or County Office of Emergency Management, environmental and industrial hazardous materials response personnel, and other outside agency assistance as requested, shall provide lateral technical assistance as necessary.

VI. OPERATIONAL BUILD-UP

A. Level I Incident

INCIDENT COMMANDER

ENGINE COMPANY

MEDICAL

DEPT HEALTH

B. Level II Incident

EMERGENCY EXECUTIVE BOARD

INCIDENT COMMANDER

HAZARDOUS MATERIAL RESPONSE TEAM

THREAT ASSESSMENT GROUP ENGINE CO MEDICAL ASSISTING AGENCIES

C. Level III Incident

EMERGENCY EXECUTIVE BOARD

PIO

SHELTERS HEALTH MEDICAL RESOURCE CITY/COUNTY AGENCIES

INCIDENT COMMANDER

HAZ-MAT RESPONSE TEAM

EMS PLANNING LOGISTICS SUPPRESSION CITY/COUNTY TASK FORCE
HAZMAT EXPERTS SHIPPERS/MANUFACTURERS

VII. ORGANIZATION

A. The organization for the handling of a Level I hazardous material incident may consist of, but not limited to, the following agencies:

1. Fire department/district having jurisdiction
2. Law enforcement agency having jurisdiction
3. Office of Emergency Management
4. Colorado State Patrol (if on State/County/Federal Roads)
5. Department of Health, Northeast Colorado
6. Traffic and Engineering Departments having jurisdiction
7. Water and Sewer Department having jurisdiction
8. Department of Agriculture, CSU and State

9. DERA
10. Public Utilities

B. The organization for the handling of a Level II hazardous material incident, in addition to those agencies listed in Section VII.A.

1. Recognized Hazardous Materials Response Team
2. Additional Law enforcement agencies
3. Local medical facilities
4. Local ambulance service

C. The organization for handling of a Level III hazardous material incident, in addition to those agencies listed in sections VII.A and VII.B.

1. Colorado Department of Health
2. Colorado Office of Emergency Management
3. Colorado Department of Fish and Game
4. United States Department of Forestry
5. U.S. Environmental Protection Agency (EPA)
6. U.S. Department of Transportation (DOT)
7. U.S. Coast Guard (National Response Center)
8. Hazardous Materials specialists from private industry

VIII. RESPONSIBILITIES of AGENCIES

A. City and County Governments

1. The Fire Department having jurisdiction shall assume role of Incident Commander (I.C.) on the scene of a hazardous materials incident, except on State, Federal and County highways outside of municipal city limits where the Colorado State Patrol will assume incident command unless the emergency response has been delegated pursuant to CRS 29-22-102(3)(C). The Fire Department or Colorado State Patrol shall coordinate

and effect rescue efforts, first aid, and hazard reduction activities. The Incident Commander shall work with and coordinate his department's activities with other responding agencies.

2. The Law Enforcement Agency having jurisdiction shall have responsibility for crowd control, traffic control, scene security, and shall coordinate and control evacuation activities. In areas where no fire district exists, the law enforcement agency having jurisdiction shall assume control.
3. The county Office of Emergency Management will monitor the events of selected minor and all major hazardous material incidents and shall coordinate needed resources and efforts of other agencies within their jurisdiction, including the request to the Colorado State Patrol Hazardous Materials Response Team. This office shall maintain lists of resources, hazard locations and operations plans for the county and coordinate reimbursement fees from involved parties, DERA will provide supervisory authority of clean-up within unincorporated [Cheyenne County](#). This office shall also be responsible for notification of the State Division of Disaster Emergency Services.
4. The County Health Department shall provide assistance and information regarding environmental health dangers, notify State Health and EPA when required, provide laboratory analysis and can provide information regarding clean-up and disposal procedures.
5. Traffic and engineering (Public Works) may assist in necessary road closures, detours, and establish control zones. This agency may also assist the fire department in appropriate clean-up and scene stabilization for incidents on surface streets according to local capability.
6. Water and Sewer departments shall be capable of providing remedial actions when a hazardous material may effect water sources and distribution systems. They may also assist in product analysis utilizing their chemical lab, if available.

B. State Government

1. Colorado State Patrol is the Designated Emergency Response Authority on any federal, state, or county roadway located outside municipal city limits. CSP may delegate such authority to local officials, if they so desire and if the elected officials agree. If such delegation is agreed, then CSP will retain responsibility for traffic supervision and control on all state highways, state owned bridges, and on highways within unincorporated areas. They shall provide traffic control, traffic re-routing, road closure, prevention of unauthorized entry into restricted and limited access areas, and assist local authorities as requested. If no agreement is made, then the Colorado State Patrol will be the Designated Emergency Response Authority and will assume Incident Command.
2. Department of Fish and Game has the responsibility for protecting the State's natural wildlife resources and their habitat. They can provide recommendations and guidelines when a hazardous substance has or may contaminate streams or waterways. They shall coordinate their on-scene activities through the Incident Commander or a liaison officer.
3. Department of Health is responsible for protecting public health from low level radioactivity and hazardous materials. Their further responsibilities include protecting food and water supplies from the effects of hazardous materials incidents, and designating a location for the disposal of hazardous waste. All incidents involving radioactive materials should be reported to the State Department of Health.

Hazardous Materials Radiation and Waste Control Division (HMRWCD) can provide technical advise regarding protective measures for use by response personnel, and advise regarding suitable disposal of hazardous waste.

The functions and services that HMRWCD can provide shall be coordinated with the Incident Commander.

C. Federal Government

1. Environmental Protection Agency (EPA) has a responsibility assuring the

protection of the environment from all types of contamination, and must be notified of incidents of hazardous materials resulting in contamination. The National Contingency Plan specifies the Federal on-scene Incident Commander for inland waters and ground to be the EPA.

2. Department of Energy (DOE) has the responsibility and the capability of assisting and providing technical information in the handling and disposal of radiological sources and nuclear materials.
3. Department of Transportation (DOT) has a responsibility to regulate the transportation of hazardous materials. The DOT, through its National Transportation Safety Board, may as requested or as needed, investigate and report on serious transportation accidents.
4. U.S. Coast Guard (USCG) has a responsibility encompassing the Nations' coastline major navigable waterways, and overland pipelines. They can provide for the decontamination and clean-up of any material that enters and effects the waters. The National Contingency Plan specifies the federal on-scene Incident commander for Coastal Waters as the U.S. Coast Guard.

D. Other

1. Any person or business possessing a quantity of hazardous substance in equal or greater quantities as specified in Article 22, Title 29, Section 107, CRS, must report that information to the local Designated Emergency Response Authority (DERA) and the Waste Management Division of the State Department of Health, Local Emergency Planning Committee and Colorado Emergency Planning Commission.
2. The DERA in turn will regularly provide to the governing body and the Emergency Management Director a current listing of persons/organizations reporting possession of hazardous substances under Section 107.

IX. CONCEPT of OPERATIONS

This section provides basic groundwork and strategy for the implementation of the Hazardous Materials Emergency Response Plan.

A. Mitigation

1. Perform hazard analysis to identify existing hazards through local fire departments/districts.
2. Identify potential locations for major transportation incidents, i.e. overpasses, rail lines contiguous to an industrial installation, such as a fertilizer factory.

B. Preparedness

1. Conduct public education efforts through activities of the fire prevention, law enforcement and emergency management public information progress.
2. Emergency response personnel will be trained, using EPA, FEMA, COEM and other available resources to include procedural response and exercises.
3. Identify, private and public resources, equipment, personnel and containment supplies.

C. Notification

1. The first public employee becoming aware of an actual or potential hazardous material incident shall notify appropriate law or fire agency having jurisdiction.
2. The public safety agency that is first on the scene shall immediately obtain significant information to confirm a hazardous material incident, and shall relay information to [Cheyenne County](#) Regional

Communications Center as well as their own dispatch if different.

3. If the hazardous material incident occurs on a boundary between two jurisdictions, or in an area where the jurisdiction is not readily ascertainable, the first emergency response agency to the scene is responsible for the initial emergency actions. Subsequent to the emergency response, continuing responsibility shall be exercised by the DERA in which the incident actually occurred.
4. The communications Center shall notify all appropriate agencies of incident, classification and level of response, if enough information is available.
5. If there is a significant number of injuries or contamination, or there is a serious potential threat to life safety, the public safety agency responsible for immediate direct action shall notify the regional communications center.
6. The organization known as CHEMTREC (800-424-9300) may be contacted by the Incident Commander of the agency within whose jurisdiction the hazardous material incident has occurred, and by the Hazardous Materials Response Team.

D. Activation

1. When any public agency of a City or County within [Cheyenne County](#) receives initial notification from any source regarding a hazardous material incident, they shall immediately inform the communications center so that the appropriate fire department having jurisdiction can be called to provide them with all information.
2. If a hazardous substance incident occurs on private property, the owner or operator may undertake the emergency response and notify and coordinate such response with the appropriate DERA. If the owner or operator does not wish to undertake emergency response or if in the judgement of the DERA there exists an imminent danger to the public

health and safety beyond such property, the DERA shall initiate an appropriate emergency response.

3. The fire department having jurisdiction shall immediately dispatch a normal response to the scene of the incident commensurate to the reported nature of the emergency. The fire department having jurisdiction shall become the Incident Commander.
4. The public safety agency responsible for immediate direct action shall call on other appropriate agencies as necessary to quickly take countermeasures to contain and reduce spread of material and its hazardous effects.
5. Upon notification that a hazardous material incident is in progress, it shall be presumed that the incident is a Level I incident, unless additional information indicates a greater level. The Office of Emergency Management shall be notified no matter what level the initial reports indicate.
6. It is projected that most Level I hazardous materials incidents shall require no further notification or activation except that which is necessary to protect the environment, such as, the EPA, or clean-up agencies. This will be coordinated through the Office of Emergency Management.
7. A hazardous material incident becomes a Level II when the Incident commander so deems it.
8. A Level II hazardous material incident may require the Office of Emergency Management to direct the [Cheyenne County](#) Communications Center to:
 - a. Request Hazardous Materials Response Team.
 - b. Notify the Northeast Colorado Department of Health.
 - c. Send additional equipment from any source, public or private, as deemed necessary by the Incident Commander.
 - d. Notify the city and/or county Emergency Executive Board, elected

- officials and EOC personnel.
- e. The County Emergency Operations Center (EOC) will be activated to function as an Incident Management System (IMS) if the hazardous material incident requires evacuation of civilians.
9. A Level III hazardous material incidents may require the Office of Emergency Management to direct the [Cheyenne County](#) Communications Center to:
- a. Request Hazardous Materials Team.
 - b. Send additional apparatus and equipment from any source, public or private, as deemed necessary by the Incident Commander or Emergency Executive Board.
 - c. Request assistance from any State or Federal agency as deemed necessary.
 - d. Notify the emergency Executive Board and EOC personnel.
 - e. The County Emergency Operations Center (EOC) will be activated to function as an Incident Management System (IMS) if the hazardous substance is determined by the Incident Commander to required evacuation of civilians.

E. Mandatory On-scene Actions

1. The following are required actions that will be taken by emergency personnel at the scene of a hazardous material incident:
 - a. Establish a command post.
 - b. Protect and/or save human life and property when at all possible, and at no unnecessary risk to response personnel.
 - c. Isolate and declare a restricted zone protecting the incident scene.
2. The following are suggested actions that should be taken by emergency personnel at the scene of a hazardous material incident:
 - a. Take necessary steps to identify the product(s) and determine the hazard class.

- b. Take feasible steps necessary and appropriate to protect and safeguard the response personnel.
- c. Restrict, stop and redirect traffic when necessary.
- d. Take necessary actions to contain or prevent uncontrolled spread of the hazardous material.
- e. Isolate and hold all suspected contaminated persons for further examination by specialists, and/or by a medical facility. If there are casualties requiring medical attention, take only necessary life-saving actions prior to the arrival of a qualified hazardous material specialist and/or a specially trained medical unit. Decontamination of all affected persons shall take place prior to medical attention. Insure that all attendants and medical facilities are aware of the nature of the incident and the possibility of contamination still exists.

F. Evacuation

1. When in the response process, evacuation of the public (or a community) appears necessary to save lives and property, the Governor, the Sheriff or the Chief Elected Official may be notified to coordinate emergency shelter, See Annex I, [Cheyenne County](#) Emergency Operations Plan, Sheltering.
2. If evacuation should become necessary in the judgment of the Incident Commander, he shall notify the Chief Elected Official and appropriate law enforcement agency.
3. The law enforcement agency having jurisdiction, assisted by other appropriate agencies, shall conduct and effect an orderly evacuation within the designated area.
4. Immediate evacuation may be initiated by the first officer on the scene. Planning and coordination of large scale evacuation shall be the function of the Incident Commander in conjunction with the appropriate law enforcement agency.

G. Command Post

1. A Command Post location shall be established for hazardous material incidents for at least Level II and Level III.
2. The site for the Command Post shall be in a removed, protected and secure location, identified by the Incident Commander.
3. There shall be only one Command Post location. The location will be broadcast to [Cheyenne County](#) Communications Center upon arrival of the first responding unit.
4. Representatives of the agencies on scene shall report to the Command Post or provide a liaison officer to report.
5. If the EOC is activated, or as otherwise requested by the governing body of the jurisdiction, the response authority will provide periodic reports on the incident situation to include damage assessment data, and requirements for local, state or federal assistance.

H. Containment

1. The primary responsibility of the Hazardous Material Response Team shall be scene stabilization, product identification, product containment and personnel decontamination.
2. Procedures employed or recommended by the Hazardous Material Response Team shall at all times promote the ultimate safety of emergency personnel and civilians.
3. On-site tactics and strategies recommended or employed by the Hazardous Material Response Team shall be in accordance with current accepted practices for the handling of hazardous materials.
4. The Hazardous Material Response Team may assist in clean-up and disposal of hazardous material and hazardous waste products in

coordination with the County or State Department of Health.

I. Clean-up and Recovery

1. The governing body of each jurisdiction, having designated an emergency response authority shall, as necessary, exercise continuing supervision for the cleanup and removal of the hazardous substance involved in an accident.
2. The Incident Commander shall be responsible to coordinate the clean-up and disposal operations, in accordance with current laws and regulations.
3. Responsibility for clean-up costs for transportation accidents shall ultimately be that of the carrier of the material.
4. Responsibility for clean-up costs for private industry accidents involving hazardous materials shall be that of the involved company.
5. In the event the identity of the spiller is unknown, or the spiller is no longer available and responsible, or the spiller is incapable of paying, it becomes the responsibility of the governmental agency charged with the responsibility for the hazardous material response to remove and/or pay for the removal of the hazardous material. A reimbursement form for expenses incurred, shall be submitted to the State Department of Health in accordance with State Senate Bill 172, 1983.
6. The emergency response authority in charge is responsible for preparation of the Hazardous Materials Incident Report. This report together with other records of events and all other incident documentation, is essential to preparation of claims for reimbursement and/or assistance from the state emergency cash fund. See appendix 9.

J. Disposal of Hazardous Material

1. All clean-up and disposal will be done in accordance with applicable Federal, State and County Laws.

2. In the event the spill is on federal, state or county roadway the Colorado State Patrol will be responsible for disposal (29-22-102(c)) per their Standard Operating Procedure.
3. In the event the spill is on public or private land and the spiller is known, the responsibility of disposal will be that of the spiller.
4. In the event the spill is on public or private land and the spiller is not known, the responsibility of the disposal of the hazardous substance is on the landowner.
5. Private industry accidents involving hazardous substances will be the sole responsibility of the private company for disposal of the hazardous substance.
6. The incident commander will stabilize the incident and contain the spill, if possible, and then turn the scene over to the appropriate responsible party.
7. Removal of the hazardous substance will be supervised by the Health Department and the appropriate State and/or Federal Agency.

X. INCIDENT COMMAND and SCENE COORDINATION

The Incident Commander (I.C.) shall be the lead representative officer or designee of his agency at the hazardous material incident. He shall, upon his arrival, secure and maintain immediate control of the scene until relieved, or until the situation has been terminated.

A. Incident Commander

1. Fire Department
The Fire Department / DERA having jurisdiction shall accept and provide the position of Incident Commander (I.C.) for the scene of all hazardous

materials incidents. The fire department shall coordinate and direct all fire department activities within their jurisdiction and responsibility to include, but not be limited to: rescue, first aid, product identification attempts, immediate scene stabilization, suppression, containment, agency notification, and personnel protection.

2. Colorado State Patrol

In accordance with Article 29-22-102(c), if a hazardous substance incident occurs on any federal state, or county roadway located outside of municipal city limits, the Colorado State Patrol shall be the emergency response authority for such hazardous material incident and will assume Incident Command unless otherwise delegated.

3. For all hazardous material incidents that occur within the municipalities jurisdiction, the Chief or his designee shall secure overall authority and function as the Incident Commander.

4. For all other hazardous material incidents that occur in [Cheyenne County](#), responding Fire Department units shall report to the Incident Commander of the agency having jurisdiction.

5. For hazardous material incidents that occur outside municipalities, approval and request for the Colorado State Patrol Hazardous Materials Response Team must come through and be coordinated by the Office of Emergency Management of [Cheyenne County](#).

B. Incident Command

1. Level I Incident

a. Incident command of a Level I hazardous material incident shall begin with the arrival of the first Officer having jurisdiction. He shall perform in the capacity of Incident Commander (I.C.) until the incident has been brought to a state of normalization, or until relieved of the capacity.

2. Level II Incident

- a. Incident command of a Level II hazardous materials incident shall begin with the arrival of the first officer having jurisdiction. He shall perform in the capacity of Incident Commander until the incident has been brought to a state of normalization, or until relieved of the capacity.
- b. Lateral technical assistance shall be provided by the Hazardous Materials Response Team, and they shall work directly with the Incident Commander.

3. Level III Incident

- a. Incident command of a Level III hazardous material incident shall begin with the arrival of the first Officer having jurisdiction. He shall perform in the capacity of Incident Commander until the incident has been brought to a state of normalization, or until relieved of the capacity.
- b. Lateral technical assistance shall be provided by the Hazardous Materials Response team, and they shall work directly with the Incident Commander.
- c. When hazardous material specialists from government or private industry are summoned to the scene of a Level III incident, they shall provide lateral technical assistance as necessary, and report to the Incident Commander or designated representative.

XI. HAZARDOUS MATERIALS RESPONSE TEAM

The Colorado State Patrol Hazardous Materials Response Team can respond to any hazardous material incident which is beyond the capability of the jurisdiction wherein the incident occurs. Response to such incidents shall be requested through the [Cheyenne County](#) Office of Emergency Management or the designated representative.

Requests made directly to the Colorado State Patrol will be immediately relayed to the Director, [Cheyenne County](#) Office of Emergency Management for documentation and coordination.

If first upon the scene of a hazardous material incident, the officer of the Colorado State Patrol Hazardous Materials Team shall immediately assume the role of Incident Commander, and shall perform and implement all actions necessary in pursuit of identification, isolation, containment, and mitigation of the hazard, including calling for additional assistance. Upon arrival of higher designated authority at the scene, the HMRT officer shall relinquish the position of Incident Commander to the chief officer. the HMRT officer shall become the hazardous materials liaison to the Incident Commander.

If summoned to the scene of a hazardous material incident by other units of the Colorado State Patrol, or if summoned to a hazardous material incident outside [Cheyenne County](#), the HMRT officer shall become the hazardous materials liaison to the Incident Commander.

XII. ACCESS to INCIDENT SCENE

A. Restricted Access Area (Hot Zone)

The restricted access area will be considered to be the area of highest real and potential danger, contamination, and threat to life safety.

The restricted access area shall be declared and identified, as deemed necessary by the Incident Commander and HMRT. Once identified, only personnel of the HMRT, and other designated personnel of necessity will be allowed to enter the restricted access area. This area may also be referred to as the "Hot Zone."

B. Limited Access Area (Warm Zone)

The limited access area will be considered to be the area within which some

potential or real danger exists. Access to this area will be limited to only those engaged in direct control and identification measures. Only that apparatus and equipment which is necessary to assist fire department and HMRT efforts to implement control measures will be allowed within the designated limited access area. All other equipment, personnel, and apparatus of all agencies will remain outside this identified perimeter. This area will also be referred to as the "Warm Zone."

C. Safe Haven Area (Cold Zone)

The safe haven area will be considered to be the area that is free from danger. Access to this area will be limited for non-emergency personnel. All equipments, personnel, and apparatus not directly involved in the operation shall stay in the "Cold Zone."

TYPICAL HAZARDOUS MATERIALS INCIDENT SCENE SET-UP

"WARM ZONE"

General emergency operations only: suppression, personnel assigned duties, etc. Report gathering, investigating, I.C. may enter.

"HOT ZONE"

Only hazardous material response personnel and people of necessity will enter highest hazard and contaminated area.

"COLD ZONE"

Any area not classified as restricted or limited access area.

APPENDICES

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APPENDIX 1

Definitions

ASSISTING AGENCIES

Any outside agency that assists at the scene of a hazardous material incident that provides supporting services within the responsibility or capability of the [Cheyenne County](#) Fire Departments or Districts. Such services would include, but not be limited to road closures and detours, technical advise, sampling and monitoring capabilities, clean-up, off-loading, disposal and other supportive tasks as requested by the Incident Commander.

B.L.E.V.E.

An acronym for **B**oiling **L**iquid **E**xpanding **V**apor **E**xplosion.

CLEAN-UP

Incident scene activities directed to removing the hazardous material, and all contaminated debris, including dirt, water, road surfaces, containers, vehicles, contaminated articles, and extinguishment tools and materials, and returning the scene to as near as normal as it existed prior to the incident. Clean-up is not a function of the Hazardous Materials Response Team, but overseeing and observing clean-up operations would be the responsibility of the Incident Commander. Technical guidance for clean-up can be given by the HMRT officer.

COMMAND

To direct and delegate authoritatively through an organization that provides effective implementation of departmental and operational control procedures.

COMMAND POST - LOCATION

When positioned in a safe and strategic location, provides a base for the Incident Commander when managing the overall incident. Representatives of all agencies involved at the incident should provide a liaison officer to the Command Post. This location is identified by a " green light ".

COMMAND POST - VEHICLE

A vehicle, when located in a safe and strategic location, that provides for the Incident Commander a facility for tactical planning, and includes such resources as multiple radio channels, resource and reference books, maps, reports, etc.

CONTAINMENT

Includes all activities necessary to bring the scene of hazardous material incident to a point of stabilization, and to the greatest degree of safety as possible.

COORDINATION

The administering and management of several tasks so as to act together in a smooth concerted way. To bring together in a uniform manner the functions of several agencies.

COST RECOVERY

A process that enables an agency to be reimbursed for costs incurred at a hazardous material incident.

EXPLOSION

A sudden release of a large amount of energy in a destructive manner. It is a result of powders, mists, or gases undergoing instantaneous ignition, or liquids or solids undergoing sudden decomposition, or a pressurized vessel undergoing over pressure rupture, with such force as to generate a shock wave, and propelling shrapnel.

HAZARDOUS MATERIAL

A material or substance in a quantity or form that, when not properly controlled or contained, may pose an unreasonable risk to health, safety, property, and the environment, and is of such a nature as to require implementation of special control procedures supplementing standard departmental procedures, and may require the use of specialized equipment and reference material. For the purposes of this plan, "hazardous material", "hazardous substance", "dangerous material", and "dangerous chemical" are synonymous.

Categories of Hazardous Materials:

- a. **Explosive** Any chemical compound, mixture, or device, the primary or common purpose of which is to function by explosion, with substantially instantaneous release of gas and heat.
- b. **Flammable Liquid** Any liquid having a flash point below 100 degrees F as determined by tests listed in the Code of Federal Regulations 49, Section 17.115 (d).
- c. **Combustible Liquid** Any liquid having a flash point above 100 degrees F as determined by tests listed in the Code of Federal Regulations 49, Section 173.115.
- d. **Flammable Gas** Any gas which, in a mixture of 13% or less by volume, with air, is flammable at atmospheric pressure, or its flammable range with air at atmospheric pressure is wider than 12% (by volume) regardless of a lower flammability limit.
- e. **Nonflammable Gas** Any compressed gas other than a flammable gas.
- f. **Flammable Solid** Any solid material, other than an explosive, which is liable to cause fires through frictions, retained heat from manufacturing or processing, or

which can be ignited readily and when ignited burns vigorously and persistently as to create a serious transportation hazard.

- g. **Oxidizer** A substance that yields oxygen readily to stimulate the combustion of other material.
- h. **Organic Peroxide** An organic compound which may be considered a derivative of hydrogen peroxide where one or more of the hydrogen atoms have been replaced by organic radicals, and readily releases oxygen to stimulate the combustion of other materials.
- i. **Poison A** A poison gas, extremely dangerous, gases, or liquids of such nature that a very small amount of the gas, or vapor of the liquid, mixed with air is dangerous or lethal to life.
- j. **Poison B** Liquids or solids, including pastes, semi-solids, and powders other than Class A or Irritating Materials, which are known to be so toxic to man as to afford a hazard to health.
- k. **Irritating Material** A liquid or solid substance which upon contact with fire or when exposed to air gives off dangerous or intensely irritating fumes, but not including any Class A poisonous material.
- l. **Radioactive Material** Also known as Radiological Material, is any material or combination of materials, that spontaneously emits ionizing radiation, and having a specific gravity greater than 0.002 microcurie per gram.
- m. **Corrosive Material** Any liquid or solid, including powders, that cause visible destruction of human skin tissue or a liquid that has a server corrosion rate on steel or aluminum.
- n. **Etiological Agent** An etiological agent means a viable microorganism, or its toxin which causes or may cause human disease.
- o. **Consumer Commodity** A material that is packaged or distributed in a form intended and suitable for sale through retail sales agencies for use or consumption by individuals for purposes of personal care or household use. This term also includes drugs and medicines.

Haz-Mat

An abbreviation for **Hazardous Material**.

H.M.R.T.

An acronym for Hazardous Material Response Team.

HAZARDOUS MATERIAL INCIDENT

Any spill, leak, rupture, fire, or accident that results, or has the potential to result in the loss or escape of a hazardous material from its container.

INCIDENT COMMAND

A system of command and control designed to assure the smooth implementation of immediate and continued operational procedures until the incident has been contained or abated.

INCIDENT COMMANDER

A representative of the fire agency having jurisdiction or the emergency response authority that is responsible for the overall direction and control of immediate on-scene fire department functions. Incident Commander is abbreviated I.C.

LEAK

A leak will be considered to be the release or generation of a toxic, poisonous, or noxious liquid or gas in a manner that poses a threat to air, water and ground quality, and to health safety.

LOCAL EMERGENCY PLANNING COMMITTEE (MCLEPC)

A committee designed under SARA Title III, Chaired and nominated by the County Emergency Management Director (EMD), and appointed by the Colorado Emergency Planning Committee (CEPC) which is the State Emergency Response Commission (SERC). The committee must include, at a minimum, elected officials, police, fire, emergency management, public health professionals, environmental, hospital and transportation officials as well as representatives of facilities subject to the emergency planning requirements, community groups, and the media. The committee's primary responsibility is to develop an emergency response plan and review it at least annually. They are also responsible for the collecting and dissemination of Hazardous Materials Inventory information under the communities Right-To-Know.

LOCAL OFFICE OF EMERGENCY MANAGEMENT (OEM)

The branch of state government in the Department of Local Affairs, responsible for the comprehensive emergency management program for the state.

RUPTURE

A rupture will be considered to be the physical failure of a container, releasing or threatening to release a hazardous material. Physical failure may be due to forces acting upon the container in such a manner as to cause punctures, creases, tears, corrosion, breakage, or collapse.

SPILL

A spill will be considered to be the release of a liquid, powder, or solid form of a hazardous material out of

its original container.

STABILIZATION

Incident scene activities directed to channel, restrict, and/or halt the spread of hazardous material; to control the flow of a hazardous material to an area of lesser hazard; to implement procedures to insure against ignition; to control a fire in such a manner as to be safe, such as a controlled burn, flaring off, or extinguishment by consumption of the fuel.

TRANSPORTATION

Methods of transporting or moving commodities and materials, methods include highway, railroad, pipeline, waterborne vessels, aircraft, and other means.

H. INITIAL RESPONSE REQUESTS:
AGENCIES _____
EQUIPMENT _____
SUPPLIES _____
SUPPORT _____
ROUTE(S) TO TAKE _____

SEE HAZMAT INCIDENT REPORT FORM (APPENDIX 9)

APPENDIX 3
MAJOR INCIDENT CHECKLIST

PHASE ONE

1. HOT LINE ESTABLISHED _____
2. LEVEL OF RESPONSE ESTABLISHED _____
3. COMMAND POST LOCATION-designation/location _____
4. LOCAL EVACUATION STARTED _____
5. NOTIFICATION OF OEM/PD/HMRT _____
6. AMBULANCE NOTIFIED _____
7. TRAFFIC CONTROL STARTED _____

PHASE TWO

1. LAW ENFORCEMENT RESPONSIBILITIES:
 - A. ESTABLISH CONTROL LINE _____
 - B. TRAFFIC CONTROL _____
 - C. CROWD CONTROL _____
 - D. LARGER EVACUATION COORDINATION _____
 - E. LIAISON WITH INCIDENT COMMANDER _____
2. EMERGENCY MEDICAL:
 - A. ESTABLISH TRIAGE TEAM _____
 - B. TRANSPORT AND TREAT VICTIMS _____

- C. DETERMINE RECEIVING HOSPITAL _____
- D. NOTIFY E.M.S. PHYSICIAN _____
- E. CONSULTANT ON DECONTAMINATION _____
- 3. INCIDENT COMMANDER:
 - A. ORDER EVACUATION _____
 - B. ORDER OUTDOOR WARNINGS/DOOR-TO-DOOR _____
 - C. ESTABLISH DECONTAMINATION _____
 - D. COORDINATION OF EVACUATION OF SPECIAL POPULATION _____
 - E. COORDINATION OF TRANSPORTATION _____
 - F. ORGANIZE AND COORDINATE FIRE DEPARTMENT SUPPORT _____
 - G. INTERVIEW, ORGANIZE AND COORDINATE OUTSIDE EXPERTS _____
 - H. NOTIFICATION/COORDINATION WITH STATE HEALTH _____
 - I. RECEIVE/DISSEMINATE COMMUNICATIONS FROM SCENE/SHARE WITH O.E.M., OTHER INVOLVED AGENCIES _____

APPENDIX 4 EVACUATION CHECKLIST

First Arriving Commander:

1. Local evacuation; information needed
 - a. Number of people to evacuate?
 - b. Medical condition of evacuees?
 - c. Where will they be moved?
 - d. How will they be moved?
 - e. Names/addresses of evacuees (to be completed at the shelter by Red Cross)
2. Large scale evacuation:
 - a. Must be ordered by the chief elected official on the recommendation of the fire chief or senior law enforcement on scene.
 - b. Incident Commander must select group(s) to be evacuated and communicate this information to the senior law enforcement officer and Office of Emergency Management.
 - c. Use of sirens and/or public address to alert population is dependent upon location and local policy.
 - d. Use of Emergency Alert System (EAS) is an option to be used as well as cable television audio override once in operation.
 - e. It is the responsibility of local government to be aware of the needs and location of special populations. Special handling must be considered in planning for evacuation.
 - f. The Office of Emergency Management will coordinate mass evacuation through the county evacuation plan at the request of the local municipality. See Annex I, [Cheyenne County](#) Emergency Operations Plan.
3. Legal considerations:
 - a. Local government must provide security to the area evacuated until such time residents

are allowed to return.

- b. Security must be provided to areas designated as shelters or temporary evacuation centers.
- c. Evacuation consideration must be given to whether the population is safer in the home or to move them out and away from the hazard.
- d. Return of the evacuees is dependent upon the decision of the Incident Commander.
- e. It is local government's decision and responsibility to declare a state of emergency in order to activate emergency powers.

APPENDIX 5 CHEMTREC INFORMATION

NRC is a federally operated organization that can give information on HazMat spills and will also contact all the appropriate agencies concerning a given spill. **1-800-424-8802**

CHEMTREC is an organization that is run by the chemical industry and can give information on haz-mat spills and put you in touch with the chemical manufacturer and/or shipper. **1-800-424-9300.**

Some organizations are recommending calling National Response Center (NRC) in addition to, or instead of CHEMTREC.

General Procedures:

1. Obtain as much information as possible on the appropriate checklist prior to calling. (See checklists following)
2. Write the above information down on the chemical call report.
3. Be sure to tape record the call.
4. Write down all information received.
5. If the incident is exceptionally large scale or the information is lengthy and complex:
 - a. Send the tape to the on-scene Incident Commander.
 - b. Send a copy of the call report used to obtain information to the I.C.
6. If additional calls are made to chemical representatives, tape the calls and send to I.C.
7. Relay all information received via the radio. The tape serves only as a reference to the I.C.

CHEMTREC CALL CHECKLIST

NAME OF MANUFACTURER OR SHIPPER _____

CONSIGNEE _____

NUMBER AND TYPE OF INJURIES _____

AMOUNT OF DAMAGE _____

DESCRIPTION OF CLEANUP PLANS _____

AGENCIES THAT HAVE BEEN NOTIFIED _____

TIME _____ TAPE NO. _____ INCIDENT NO. _____ DATE _____

CALLER NAME/ORGANIZATION _____

CALL BACK NO./LOCATION _____

PRODUCT(S) INVOLVED

NAME OF PRODUCT(S) _____

IDENTIFICATION(S) NUMBER(S) _____ QUANTITY OF PRODUCT(S) _____

CONTAINER TYPE(S) _____ MIXED/SINGLE LOAD _____

PROBLEMS INVOLVED

TYPE OF ACCIDENT _____

DETAILS/INJURIES _____

POLLUTION-AIR/GROUND/SURFACE WATER/ GROUNDWATER _____

TIME _____

WEATHER: TEMPERATURE _____ BAROMETRIC PRESSURE _____

WIND DIRECTION/VELOCITY _____

LOCATION-CITY/STATE _____

POPULATED AREA(S) NO. OF PEOPLE INVOLVED _____

RURAL AREA _____

NEAREST WATER SOURCES _____ NEAREST AIRFIELD _____

SHIPPER

CARRIER-NAME/TYPE _____

RAIL/TRUCK NO. _____ TRACTOR NO. _____

CONSIGNEE/ADDRESS _____

ORIGIN/DESTINATION _____

B/L-WAYBILL NO. _____

COMPANY CALLED _____

ADDRESS _____

PERSON CONTACTED / TITLE _____

OTHER AGENCIES CONTACTED _____

NRC CALL CHECKLIST

NAME OF MANUFACTURER OR SHIPPER _____
CONSIGNEE _____
NUMBER AND TYPE OF INJURIES _____
AMOUNT OF DAMAGE _____
DESCRIPTION OF CLEANUP PLANS _____
AGENCIES THAT HAVE BEEN NOTIFIED _____

The people at National Response Center (NRC) need all the information you can give them about a spill.
If possible, you should be ready to report:

YOUR NAME
NAME OF RESPONSIBLE PARTY
MAILING ADDRESS OF RESPONSIBLE PARTY
TELEPHONE NUMBER WHERE YOU CAN BE REACHED
DATE AND TIME OF SPILL
LOCATION OF SPILL
NAME OF MATERIAL SPILLED
SOURCE OF THE SPILL
CAUSE OF SPILL
AMOUNT DISCHARGED
AMOUNT IN WATER
WEATHER CONDITIONS
CONTINUING DANGER TO LIFE OR ENVIRONMENT
RAILCAR NUMBER, TRUCK NUMBER OR VESSEL NAME
NAME OF CARRIER

APPENDIX 6 HAZARDOUS DEVICES

This section is available to those Agencies on an *"AS NEED TO KNOW"* basis. Contact the [Cheyenne County](#) Office of Emergency Management with your request for a copy.

APPENDIX 7
MILITARY ASSISTANCE INFORMATION SHEET

Military Assistance/Military Ordinance Disposal Team

UNIT TO CALL: **94TH ORDINANCE DETACHMENT (EOD), FT. CARSON, COLORADO**

Phone: **(719) 579-2643 (24 hour no.)**
(719) 579-4242 (days=Mon-Fri)

Following information is needed to determine what equipment, materials, and transportation mode should be use:

1. NAME
2. AGENCY
3. COMPLETE ADDRESS:
4. PHONE:
5. PERSON TO CONTACT AT SCENE:
6. LOCATION OF ITEM(S)
7. WHEN WAS IT DISCOVERED, AND BY WHOM:
8. TYPE OF ITEM: (small arms, grenade, artillery projectile, mortar, rocket, mine, bomb, or home-made device):
9. DESCRIPTION OF ITEM: (color, length, diameter, markings, whether it has fins, construction (metal, plastic, fibre), what the nose looks like, etc.)
10. IF ITEM IS HOME-MADE DEVICE: WAS A THREAT MADE?
HAS ITEM BEEN MOVED?
WHAT DID CALLER SAY?
DID THREAT SPECIFY A DETONATION TIME?
HAS AREA BEEN EVACUATED?
WHAT IS THE TARGET: (person, car, hospital, bank, post office, school, etc.)
DESCRIBE TARGET:
11. YOU WILL RECEIVE AN ESTIMATED TIME OF ARRIVAL (ETA), AND MODE OF TRAVEL. AN INDIVIDUAL KNOWLEDGEABLE ABOUT THE SITUATION WILL BE EXPECTED TO MEET THE RESPONSE TEAM AT A PREDESIGNATED LOCATION.

IF EMERGENCY RESPONSE IS NEEDED, BE PREPARED TO PROVIDE INFORMATION ABOUT LOCATION OF AIRPORTS, HELIPADS, ETC.

APPENDIX 8 GENERAL CHARACTERISTICS/EXAMPLES OF HAZARDOUS MATERIALS

GENERAL CATEGORY HAZARDOUS PROPERTIES DOT CLASSIFICATIONS	EXAMPLES	GENERAL
<u>Explosives</u>		
Class A Explosive	Dynamite, TNT, Black Powder	Sensitive to heat and shock
Class B Explosive	Propellant Powders, Rocket Motors	Contamination could cause explosions
Class C Explosive	Common Fireworks, Small Arms	Thermal and mechanical impact
Ammunition	Blasting Caps	Nitro Carbo Nitrate
Compressed Gases	Acetylene, Butane Hydrogen	BLEVE potential
Flammable Gas	Propane	
Nonflammable Gas	Carbon Dioxide, SulfurDioxide	Flammability hazard
Special Forms	Butane, LNG, Nitrogen,	Liquified gases - Cold
Liquified	Propane	Temp
Cryogenic	Ethylene, Hydrogen, Nitrogen	Frostbite, expansion ratio high
Gas in solution	Acetylene	

Flammable Liquids

Pyrophoric Liquids	Aluminum Alkalies, Alkyl Boranes	Flammability
Flammable Liquids	Acetone, Gasoline, Methyl Alcohol	Explosion potential
Combustible Liquid	Fuel Oil, Stoddard Solvent	BLEVE Vapor/air Potentially Corrosive Toxic thermally unstable
Flammable Solid	Magnesium, Titanium	Readily ignites, burns explosively
Water Reactive	Calcium Carbide, Sodium Hydride	Some spontaneously
Spontaneously	Phosphorus, Sodium, Potassium	Water reactive potentials. Toxic/corrosive potentials
 <u>Oxidizing Materials</u>		
Oxidizer	Lithium Peroxide	Supply oxygen to support combustion of normally nonflammable
Organic Peroxide	Benzoyl Peroxide, Peracetic Acid	Materials explosively sensitive to heat shock, friction Potentially toxic
 <u>Poisonous Materials</u>		
Class A Poison	Arsine, Hydrocyanic Acid, Phosgene	Harm from inhalation, ingestion, absorption
Class B Poison	Aniline, Arsenic, Methyl Bromide, Tear gas, Hylal Bromide	Irritant Flammability potential
Etiological Agent	Anthrax, Botulism, Rabies Tetanus	

Radioactive Materials

Radioactive I	Plutonium, Cobalt, Uranium	Harm internal, external
Radioactive II	Uranium Hexafluoride	Contaminates
Radioactive III		Immediate area smoke, clothing, water
Corrosive	Acids-Hydrochloric Acid, Oleum	Harm disintegration of tissues, external
Bases	Caustic Soda, Caustic	Oxidizing effect, Splatter potential

Other

ORM A	Dry Ice, Carbon Tetrachloride	Noxious
ORM B	Quicklime, Metallic Mercury	Corrosive
ORM C	Battery Parts, Bleaching Powder	
ORM D	Disinfectants	
ORM E	Hazardous Substances and Wastes	

APPENDIX 9
HAZARDOUS MATERIAL INCIDENT REPORT

DATE OF REPORT: _____ REPORT NUMBER: _____

1. Jurisdiction (County/City/Town): _____

2. Geographic location/address of incident: _____

3. Emergency agencies responding:

- a.
- b.
- c.
- d.

4. Name and position of person submitting report: _____

5. Date and time of incident: _____

6. Weather conditions: _____

7. Type of incident (explain and include amounts): _____

8. Damages:

- a. Personal (injury/death): _____
- b. Property (public/private/government): _____
- c. Environmental: _____
- d. Estimated damage cost: _____

9. Actions taken by emergency responders:

- a. _____
- b. _____
- c. _____
- d. _____

10. Materials(s) involved in incident:

11. Control actions taken:

12. Containment actions taken:

13. Clean up actions taken:

14. Opinion as to cause of incident:

15. Was it preventable?

SUBMITTED BY:

ATTACH ALL EMERGENCY RESPONDER INCIDENT REPORTS AVAILABLE AND FORWARD WITH THIS REPORT TO:

Cheyenne County Office of Emergency Management
23200 Highway 385
Burlington, 80807
Attn: Darcy L. Janssen Emergency Manager
Cheyenne County

APPENDIX 10
CHEMICAL CONTAMINATION/DECONTAMINATION RECORD

INCIDENT DATA

Name _____ Company _____

Date/Time _____ Number _____

Description _____

Chemical Involved _____

Solid Liquid Gas Vapor Powder

Description _____

CONTAMINATION DATA

Skin _____ Clothing _____ Ingestion _____ Inhalation _____

Type of Exposure _____

Duration of Exposure _____

Protective Gear Worn At Time _____

Quantity of Contaminant _____

Extent of Contamination _____

DECONTAMINATION

Method Used _____

Medical Treatment (Details of treatment, doctor, hospital, etc.) _____

RADIATION

Name of Material _____

Estimated Amount of Material Involved _____

Radiation Type _____ Duration of Exposure _____ Total Absorbed Dose _____

(Signature of Decontamination Officer)

Copies: (1) Decon Unit Register
(1) Headquarters for Personnel File

APPENDIX 11

APPENDIX 12 COST RECOVERY FORMULA

The following steps can be used to determine reasonable and customary costs for the use of apparatus and other vehicles during Hazardous Materials Incident Response:

1. Take the cost of the vehicle and add to it the inflation rate compounded times the number of years of front line life expectancy.
2. Repeat the process in step #1 for the equipment on the vehicle.
3. Total the above figures from steps #1 and #2.
4. Divide the total by the number of years of life expectancy.
5. Add the yearly maintenance cost.
6. Add the yearly insurance cost.
7. Total the figures from steps #4, #5, & #6.
8. Divide the total by the percentage of yearly use.
9. Add the cost of fuel per hour.
10. Total the figures from steps #8 and #9.
11. This total is the per hour cost of the vehicle figured.
12. See Fort [Kit Carson/Cheyenne County](#) current HMR contract for costs.

*NOTE: Manpower, Administration and disposable equipment and supply costs are in addition to the vehicle costs figured.

APPENDIX 13 SARA TITLE III

I. PURPOSE

The purpose of this appendix is to provide [Cheyenne County](#) officials with a framework for responding to emergency incidents arising at the facilities subject to emergency planning requirements under Title III of the 1986 Superfund Amendments and Reauthorization Act (SARA). This plan concerns itself with emergencies that may arise at these facilities, although it does not address specific fire or spill control tactics or measures that may be employed. The protocol for handling these situations are outlined in the departmental plans for the responding agency.

The scope of this plan is limited to the initial response actions to an emergency incident. If an incident grows beyond the response capabilities of the local response agencies and basic mutual aid provisions, the Multiple Agency Resource System will be activated.

II. AUTHORITY

Authority for the provisions of this plan is Title III of the Superfund amendments and Reauthorization Act (SARA) of 1986 (Public Law 99-499). Title III of SARA is known as the Emergency Planning and Community Right-to-Know Act of 1986.

III. GENERAL INFORMATION

This plan does not supersede existing [Cheyenne County](#) community or departmental emergency plans or standard operating procedures. The basic provisions of this plan are taken directly from those plans and procedures.

It is assumed the required level of [Cheyenne County](#) agency response could be as little as backup assistance to the facility's emergency brigade or as great as a major response requiring mutual aid assistance and evacuation of people located near the facility.

IV. CONCEPT of OPERATIONS

Should an emergency incident, such as a fire, explosion, or hazardous materials release, occur at any of the facilities covered by this plan, facility officials would immediately notify the [Cheyenne County](#) Communications, State Patrol Communications and initiate response actions using its own emergency team.

The communications centers would obtain information concerning the incident and immediately contact:

- [_The Fire Department](#)
- [_The Police Department](#)

- _The Cheyenne County Sheriff's Office
- _The Cheyenne County Office of Emergency Management
- _The Cheyenne County Ambulance Service
- _And other local, state or federal agencies, as necessary.

The fire department, police department, Cheyenne County Sheriff's Office and Office of Emergency Management would respond to the facility, in accordance with their departmental standard operating procedures. Facility management representatives would provide a briefing and assessment of the present condition at the plant and would make any requests for assistance at this time. The Designated Emergency Response Authority Incident Commander would make an independent assessment of the situation and determine what actions to take. If the incident were judged to be within the response capabilities of the facility emergency team to handle, the Incident Command would order his units to standby. If not, the Incident Commander would develop and implement an action plan to combat the incident.

The Health Department would make recommendations to the Incident Commander concerning public and environmental protective actions. If the Incident Commander determines that public protective actions are necessary, the Police/Sheriff's Office would notify the public utilizing the public address systems on its vehicles. If evacuation were deemed necessary, it would be conducted in accordance with Cheyenne County Plan Warning Annex C and Evacuation Annex I.

Cleanup and disposal of contaminated materials are not within the scope of this plan. Hazardous Materials Contingency Plan Q, Concept of Operation sections J and J outlines responsibilities for this function.

V. FACILITY PROFILE

Please review this list that was obtained from the CDPHE – Correct and add information and facilities based on the Tier II reports submitted directly to you. Add Contacts and Phone numbers.

SARA TITLE III CHEYENNE COUNTY FACILITY PROFILE'S

City of Wild Horse Fixed Facility Storage of Hazardous Materials

Company/Organization

Unicorn Filling Station
Rt 287 & 40

Products/Quantity

Facility has two above ground fuel tanks
with a total storage capacity of 10,000

962-3290

gallons: diesel (5,000) gasoline (5,000).

City of Kit Carson
Fixed Facility Storage of Hazardous Materials

Company/Organization	Products/Quantity
Hilltop Texaco HWY 40 (719) 962-3410	All tanks above ground. Diesel 6,000 gal Unleaded 8,000 gal Unleaded plus 6,000 gal
State Highway Dept.	Facility has two underground tanks. Diesel 1,000 gal Road oil
Wallace Gas and Oil, INC Old HWY 287	Tanks located above ground Bulk Plant <ul style="list-style-type: none"> - Diesel – 20,000 gal - Diesel #2 – 17,000gal - Gasoline, Reg – 20,000 gal - Gasoline, Unl – 14,000 gal Tanks <ul style="list-style-type: none"> - Diesel – 9,000 - Gasoline, Reg – 2,000 gal - Gasoline, Unl – 2,000 gal
Eddie's 66 Service HWY 40 & 287 962-3256	All tanks above Diesel – 2,000 gal Gasoline, unl plus 4,000 gal Gasoline, unl 6,000 gal
County Shop Front Street, HW 40 962-3270	All tanks above ground Diesel – 6 000 gal Gasoline Reg - 3,000 gal Gasoline Unl – 6,000 gal
Pit Stop HWY 287	All tanks above ground Diesel – 6,000 gal Gasoline Reg – 3,000 gal Gasoline Unl – 6,000 gal
Kit Carson School N. part of Kit Carson 962-3219	One tank below ground. Gasoline – 10,000 gal Two tanks above ground. 500 gal Each
El Paso Gas CIG Plant	Pipeline Gas Storage

City of Cheyenne Wells
Fixed Facility Storage of Hazardous Materials

Company/Organization	Products/Quantity
Permian Corp 45 W 8 th N 767-5840	Above ground tanks Diesel – 6,000 gal Crude Oil – 2,000 BBL Drip Gas – 800 BBL Misc tanks on trucks
Bogies LP Service 140 W 7 th St 767-5344	Above ground tanks Propane – 14,500 gal
Pelco Inc. 14060 Co Rd 44 767-5933	Above Ground Propane 14,500 gal
Mull Drilling 44047 Co Rd T 767-8805	Misc. Tanks Fuel/Oil
Cargill Inc. 180 S. 2 W St 767-5828	Above ground tank trailers Anhydrous Ammonia – 33,000 gal (33 1,000 gal tank trailers)
Nans 635 S. 4 th W 767-5666	Under ground tanks Diesel – 8,000 gal Gasoline – 11,000 gal
Kwik Korner 515 S. 4 th E St 767-5493	Above ground tanks Diesel – 6,000 gal Gasoline – 12,200 gal
Steve's Service HWY Junction 385 & 40 767-5493	Above ground tanks Diesel – 8,000 gal Gasoline – 11,000 gal
East Side Services E HWY 40 767-5493	Above ground tanks
Pelco Gas and Propane N HWY 385 767-5933	Two tanks above ground Propane – 24,000 gal
City of Cheyenne Wells HWY 385 North 767-5865	Above ground tanks Diesel – 100 BBL Oil – 100 BBL Asphalt – 400 BBL

KOCH Service Systems
14933 County RD 43
767-5289

Five above ground tanks
Diesel 12,000 gal
Propane – 500 gal
Crude Oil 21,000 BBL
Misc tanker trucks
Misc Oil and Solvent – Stored in Building

C& K Oil Co.
ED. HWY 40
767-5289

Three Gas Pumps
Five above ground tanks

Farm & Ranch Supply
Bulk Plant
County RD 44 HWY 40
767-5631

Five above ground tanks
Diesel 32,000 gal
Gasoline 49,500 gal

Bottle Barn
90 S 1st W. St
767-5631

Three above ground tanks and four below
ground tanks
Diesel – 1,000 gal
Gasoline – 15,000 gal

Kern Tank & Lease Service
15 W. 13 S St.
767-5527

One tank above ground
Diesel – 6000 gal
Misc Tanker Trucks

Cargill Elevator
HWY 40
767-5625

Eight above ground elevator bins

Cheyenne Farmers
Elevator Co.
250 S 2 East St
767-5280

Fifteen bins above and below ground

Duke energy Plant
41707 hwy 40
767-8789

Several kinds of explosive gas

Union Pacific Resources
15562 Hwy 385
767-8851

Oil/Gas production Storage

National Oil
42362 Hwy 40
767-8801

Oil/Gas Production Storage

Mercury Wireline Inc.
140 E North
767-5522

Oil/ Gas Production Storage

Gibson Wells Service
13477 Rd 44
767-5067

Oil/Gas Production Storage

City of Arapahoe
Fixed Facility Storage of Hazardous Materials

Company/Organization
Cheyenne Fertilizer CO
HWY 40
767-5508

Products/Quantity

Fuel

All tanks above ground
Diesel – 16,000 gal
Gasoline Reg – 4,000 gal
Gasoline Unl – 10,000 gal
Fuel on Bobtail – 1,500 gal

LPG

All tanks above ground
Semitrailer – 8,600 gal
Two propane Bobtail Trucks – 6,000 gal

NH 3 (Anhydrous Ammonia)

All tanks above ground
Two 12,000 gal capacity
37 trailers – 1,000 gal
One semitrailer – 9,500 gal

Chemical Shed

Contains Herbicides and insecticides

Oil Shed

Contains oil, grease, antifreeze; in quarts, 5-Gal & 55-gal containers

Complete Facility Emergency Plans are available in the Cheyenne County Emergency Operations Plan, Hazard Analysis Section, Office of Emergency Management, Darcy Janssen Director.

PLAN MAINTENANCE: If a plan is to be effective, its contents must be known and understood by those who are responsible for its implementation. Cheyenne County's Local Emergency Planning Committee will be responsible for periodically updating this appendix and for ensuring an annual review by all departments involved.

FACILITY'S PROFILES

The Facility Emergency Coordinator for the facilities covered by this appendix are responsible for providing updated information concerning new hazards, changes to physical facilities, revisions to Material Safety Data Sheets, and other important information.

Deficiencies in the plan shall be identified in drills and exercises as well as in actual emergencies.

Corrective actions should be taken and changes to the plan shall be made as soon as possible. It is important that all changes are provided to all holders of the Hazardous Materials Emergency Response Plan.

State & Local Contacts:

Cheyenne County Local Emergency Planning Committee, 251 16th St. Burlington, CO 80807, Kit Carson, CO 80807 (719) 346-8538. Attn: Darcy Janssen

Cheyenne County Designated Response Authority (DERA), 251 16th St, Burlington, CO, Kit Carson, CO 80701 (719) 346-9325. Attn: CO State Patrol, Hazmat

Responsible Fire Department: See local phone directory.

*Colorado Emergency Planning Commission, Colorado Department of Health and Environment
4300 Cherry Creek South, Denver, CO 80246-1530, (303) 692-3017 692-3434 or 273-1622.*

*CDPHE and the Colorado Emergency Planning Commission
24 - HOUR EMERGENCY RESPONSE 303-756-4455*

National Response Center, (NRC) (800) 424-8802

STATE OIL INSPECTOR 303-289-5643

OIL AND GAS CONSERVATION COMMISSION 303-894-2100

Poison Control Center, (800) 332-8071

*OSHA Washington, (800) 424-8802
Denver, (303) 844-3061*

EPA Region VIII Emergency Response 303-293-1788

Colorado Office of Emergency Management 303-279-8855

APPENDIX 14
DESIGNATED EMERGENCY RESPONSE AUTHORITIES

Pursuant to Section 1, Article 22 of Title 29, Colorado Revised Statutes as amended and enacted as Senate Bill 172, 1983 legislature, the Board of County Commissioners and the governing bodies of every town and city in this county by resolution or ordinance, or by accomplishment of a mutual aid agreement, have designated the following as the hazardous materials incident Designated Emergency Response Authority (DERA) for the jurisdiction indicated:

JURISDICTION AGENCY DERA

Kit Carson

Kit Carson

Burlington

Fire Chief – Dale Franklin (719) 346-5512

Stratton

Fire Chief – Jeff Flynn (719) 348-5047

Vona/Siebert

Contact Person – Jerry Guy (719) 664-2333

Flagler

Emergency Director – Randy Fagerlund (719) 765-4447

In all emergency situations dial 911