Emergency Support Function #10 (Oil and Hazardous Materials) Annex

Thurston County Comprehensive Emergency Management Plan (CEMP)

THURSTON COUNTY
WASHINGTON
SINCE 1852

Adopted April 2025

Prepared By:

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Thurston County Fire Chief's Association
Washington State Department of Ecology
Washington State Patrol

In Partnership With:

Supporting Agencies & Organizations:
Thurston County Local Emergency Planning Committee, Thurston County Public Health and Social Services, Thurston County Sheriff's Office, Thurston County Public Works, Thurston County 9-1-1 Communications, U.S. Coast Guard – Puget Sound Sector, U.S. Environmental Protection Agency – Region 10

Record of Changes

Change #	Date of Change	Point of Contact	Section(s) added, removed, or edited
25-001	April 2025	Brandon Cheney, Thurston County Emergency Management	Complete annex revision

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1. Introduction

1.1 Purpose

This document is a supporting annex of the Thurston County Comprehensive Emergency Management Plan (*base plan*) and serves to establish policies and procedures for the effective countywide coordination of necessary oil and hazardous materials response capabilities in the event of a human, technological or natural caused disaster. Primary and supporting agencies, their general responsibilities, and critical disaster response activities related to oil and hazardous materials response are identified herein and serve as a reference for executive officials, Emergency Coordination Center (ECC) staff and incident commanders to coordinate delivery of oil and hazardous materials response resources and capabilities during an incident.

The ESF #10 annex also provides guidance for hazardous materials incident planning, notification, and response as required by SARA Title III of 1986, also known as the Emergency Planning and Community Right-to-Know Act (EPCRA) and WAC 118-40 Hazardous Chemical Emergency Response Planning and Community Right-To-Know Reporting.

1.2 Scope

Emergency Support Function (ESF) #10 coordinates countywide support in response to an actual or potential discharge and/or release of oil or hazardous materials when activated. Activities within the scope of ESF #10 may include, but are not limited to:

- Coordinating hazardous materials response activities and procedures as outlined in the *Thurston County Local Emergency Planning Committee Hazardous Materials Response Plan* (HMRP) and *Northwest Area Contingency Plan* (NWCP)
- Facilitating notification to state and federal agencies responsible for implementation of the NWCP and/or Geographic Response Plans (GRPs) during significant oil and hazardous materials spills.
- Providing hazardous materials subject matter expertise and technical reach-back to public safety officials, incident commanders, and/or Emergency Coordination Center staff during incidents.
- Functioning as the local on-scene coordinator (L-OSC) when designated to coordinate with state on-scene coordinator(s) (S-OSC) and federal on-scene coordinator(s) (F-OSC) during significant oil and hazardous materials spills.
- Coordinating emergency support activities with hazardous materials carriers and fixed facility owners and operators.

As part of incident response operations at the Emergency Coordination Center, ESF #10 coordinates information and resources to directly support effective delivery of the following core capability: Environmental Response / Health and Safety. Through intersecting activities with other support functions, ESF #10 provides general support to the following additional core capabilities: Planning, Operational Coordination, Situational Assessment, Fire Management and Suppression, Infrastructure Systems, Mass Search and Rescue Operations, Public Information

and Warning. Core capabilities are derived from the *National Preparedness Goal* and further described in the base plan. Displayed below is a summary of the primary and supported core capabilities identified for ESF #10

Primary Response Core Capability/Capabilities	
Environmental Response/Health and Safety	Conduct appropriate measures to ensure the protection of the health and safety of the public and workers, as well as the environment, from all-hazards in support of responder operations and the affected communities.
Supporting Core Capabilities	
Planning	Conduct a systematic process engaging the whole community as appropriate in the development of executable strategic, operational, and/or tactical-level approaches to meet defined objectives.
Operational Coordination	Establish and maintain a unified and coordinated operational structure and process that appropriately integrates all critical stakeholders and supports the execution of core capabilities.
Situational Assessment	Provide all decision makers with decision-relevant information regarding the nature and extent of the hazard, any cascading effects, and the status of the response.
Fire Management and Suppression	Provide structural, wildland, and specialized firefighting capabilities to manage and suppress fires of all types, kinds, and complexities while protecting the lives, property, and the environment in the affected area.
Infrastructure Systems	Stabilize critical infrastructure functions, minimize health and safety threats, and efficiently restore and revitalize systems and services to support a viable, resilient community.
Mass Search and Rescue Operations	Deliver traditional and atypical search and rescue capabilities, including personnel, services, animals, and assets to survivors in need, with the goal of saving the greatest number of endangered lives in the shortest time possible.
Public Information and Warning	Deliver coordinated, prompt, reliable, and actionable information to the whole community using clear, consistent, accessible, and culturally and linguistically appropriate methods to effectively relay information regarding any threat or hazard, as well as the actions being taken and the assistance being made available, as appropriate.

1.3 Laws & Policies

U.S. Code: Title 42, Chapter 116 (Emergency Planning and Community Right-To-Know) requires industry to report on the storage, use, and releases of certain chemicals to federal, state, tribal, territorial, and/or local governments. It also requires these reports to be used to prepare for and protect their communities from potential risks.

- **EPCRA Sections 301-303** establishes emergency planning requirements and requires notifying authorities of the presence of Extremely Hazardous Substances.
- **EPCRA Section 304** requires notifying authorities when chemicals are released.

- **EPCRA Sections 311-312** requires facilities to report hazardous chemicals that are used or stored.
- **EPCRA Section 313** establishes the Toxics Release Inventory (TRI) program.
- **EPCRA Section 322** requires facilities to submit forms to support any claims of trade secrecy.
- **EPCRA Section 324** requires documents related to hazardous materials emergency response and chemical safety, including emergency response plans, material safety data sheets, and reports submitted by facilities, be made available to the public by the State Emergency Response Commission (SERC) and Local Emergency Planning Committee (LEPC)

29 CFR Part 1910.120 outlines Occupational Safety and Health Administration (OSHA) health and safety requirements for employees who work with hazardous substances in clean-up, corrective action, or emergency response operations. These standards include training requirements for hazardous materials awareness, hazardous materials operations, and hazardous materials technician roles during emergency response operations.

40 CFR Part 300 (National Oil and Hazardous Substances Pollution Contingency Plan) establishes the National Oil and Hazardous Substances Pollution Contingency Plan (NCP) and grants key authorities for the Environmental Protection Agency (EPA) and United States Coast Guard (USCG) to plan for and respond to oil and hazardous materials spills that threaten the United States and its waters. 40 CFR Part 300 also grants EPA the authority to establish the Region 10 Regional Response Team and the Northwest Area Contingency Plan (NWACP) in which Washington State is a signatory member to.

40 CFR Part 355 (Emergency Planning and Notification)

40 CFR Part 370 (Hazardous Chemical Report: Community Right-to-Know) establishes reporting requirements for facilities to provide important information on hazardous chemicals above specific thresholds present at their facility to the LEPC, SERC, and local fire department. 40 CFR Part 370.60-63 requires the SERC and LEPC to provide any person a copy of all MSDS (SDS) and/or inventory information from a hazardous materials facility upon request.

RCW 4.24.314 (Person causing hazardous materials incident—Responsibility for incident clean-up—Liability.) holds any person transporting hazardous materials responsible for clean-up of any hazardous materials incident in consultation with the designated incident command agency to ensure compliance with applicable federal and state laws and regulations. This RCW also holds any person responsible for causing a hazardous materials incident liable to a municipal fire department or district for extraordinary costs incurred by the department in the course of protecting the public from the actual or threatened harm resulting from the hazardous materials incident.

RCW 70.136 (Hazardous Materials Incidents) designates Washington State Patrol (WSP) as the incident command agency for hazardous materials incidents along state highways and corridors unless by mutual agreement that role has been assumed by another designated incident command agency. If a political subdivision has not designated an incident command agency, WSP assumes the role of incident command agency by action of the chief until a designation has been made.

RCW 70A.300 (Hazardous Waste Management) provides broad powers of regulation to the Washington State Department of Ecology relating to management of hazardous wastes and releases of hazardous substances and assigns responsibilities for planning for hazardous wastes to the state and planning for moderate-risk waste to local government.

RCW 70A.305 (Hazardous Waste Cleanup—Model Toxics Control Act) governs the cleanup and prevention of contaminated sites that can threaten people's health and the environment, providing the state the authority to raise sufficient funds to clean up all hazardous waste sites and to prevent the creation of future hazards due to improper disposal of toxic wastes into the state's lands and waters.

RCW 90.56 (Oil and Hazardous Substance Spill Prevention and Response) grants Washington State Department of Ecology several authorities related to oil and hazardous substance spill prevention and response, to include:

- Regulating and overseeing spill prevention plans for facilities and vessels containing large quantities of oil and/or hazardous materials.
- Enforcing implementation of contingency plans for responding to oil and hazardous materials spills.
- Hold owners and operators of oil and hazardous materials facilities and vessels financially responsible to cover the costs of spills. To include authority to recovery agency costs for spill response and cleanup.
- Coordinate with federal agencies such as the U.S. Coast Guard and Environmental Protection Agency (EPA) to ensure compliance with national laws, regulations, and standards.
- Take all actions necessary to respond to a substantial threat of a discharge of oil or hazardous substances into the waters of the state or to collect, investigate, perform surveillance over, remove, contain, treat, or disperse oil or hazardous substances discharged into waters of the state.

WAC 118-40 (Hazardous Chemical Emergency Response Planning And Community Right-To-Know Reporting) outlines responsibilities of the SERC, Washington State Emergency Management Division, Washington State Patrol, Washington State Department of Ecology, and LEPCs for implementing the provisions of EPCRA in the state of Washington.

WAC 296-843 (Hazardous Waste Operations) outlines safety and health standards for employers and employees involved in hazardous waste operations and emergency response activities.

WAC 296-824 (Emergency response) outlines minimum requirements to help protect the safety and health of employees during a response to a hazardous substance release in the workplace or any other locations employees may respond to a hazardous substance release.

NFPA 472 (Standard for Competence of Responders to Hazardous Materials/Weapons of Mass Destruction Incidents) is the National Fire Protection Association (NFPA) standard that identifies the minimum levels of competence required by responders to emergencies involving hazardous materials and weapons of mass destruction (WMD).

1.4 Situation

1.4.1 General Overview

In Thurston County, storage, use and transportation of oil and hazardous materials are an integral part of day-to-day functions in the community, while presenting significant risks at the same time. Hazardous materials are commonly stored, used, or transported in the local area via pipelines, state routes, county roads, railways, and air. The county hosts numerous facilities that process or store hazardous materials, including those with Extremely Hazardous Substances (EHS) as defined by the Emergency Planning and Community Right-To-Know Act (EPCRA). Thurston County Emergency Management, as the program administrator of the Local Emergency Planning Committee (LEPC), receives and maintains Material Safety Datasheet (MSDS) and inventory information from facilities that produce, store and/or use bulk quantities of hazardous materials. This information in turn is made available to the LEPC, local public safety agencies, and members of the community to better plan and prepare for hazardous materials incidents and facilitate development of hazardous materials response into local emergency planning. As of July 2021, Thurston County has 120 sites submitting annual hazardous materials inventory (Tier II) reports required under EPCRA. Attachment 1 (Tier II Locations) provides a map and list of facilities in Thurston County containing reportable quantities of hazardous materials.

Transportation of hazardous materials through Thurston County, especially by truck, pipeline, or rail, creates substantial hazards due to the frequency, variety, and quantity of materials. Major infrastructure includes Federal and State Highways, Major Arterials, and pipelines operated by BP United States Olympic Pipeline, Williams Pipeline, and Puget Sound Energy. Although the Port of Olympia does not receive hazardous materials, its vessels carry large volumes of fuel. Coordinated emergency response is crucial, with initial Incident Command typically established by local fire agencies and the Washington State Patrol taking authority for hazardous materials incidents under RCW Chapter 70.136.

The county's hazardous materials response framework relies heavily on mutual aid partners, such as Joint Base Lewis-McChord (JBLM), and the Pierce County Hazmat Team, and state

agencies, such as the Washington State Department of Ecology Spill Response Team, Washington State Patrol Fire Marshalls Office, and Washington Military Department's 10th Civil Support Team (10th CST) for advanced operational and technical support. Regular inspections and inventory tracking by the Thurston County Public Health and Social Services Hazardous Waste program bolster preparedness by regulating over 2,500 businesses that use or produce hazardous materials. Effective community engagement and education efforts further mitigate risks, ensuring that both emergency planners and the public are well-informed about potential threats and response strategies.

1.4.2 Hazard Impacts to ESF #10

Hazardous materials spills and/or releases can occur on their own because of a technological accident or from impacts because of a larger incident such as earthquake, wildfire, or flooding (i.e. incident within an incident).

Section 1.6.2 of the base plan contains a summary assessment of all significant hazards that threaten Thurston County. Of those hazards identified, the following have been assessed to have the most significant impact requiring coordination of ESF #10 capabilities:

Hazard	Impact Statement / Description
Hazardous Materials Release*	• Exposure threats to large segments of population downwind of release site(s). • Chemical contamination of ambulatory and non-ambulatory patients requiring decontamination prior to treatment. • Immediate and long-term threats to the environment due to contamination from toxic materials. • Potential contamination of water and/or sewer systems, necessitating the shutdown of those systems. • Life safety threats to first responders and other emergency workers without adequate personal protective equipment and/or training. • Potential for urban and/or wildland fires caused by flammable materials. • Explosive threats from reactive and/or flammable materials. *See the *Thurston County LEPC Hazardous Materials Response Plan* for additional Hazardous Materials Release impacts.
Earthquake; Landslide	• Potential for hazardous materials releases due to damaged hazardous materials carriers / storage / infrastructure. • Potential for hazardous materials / hazardous waste intermixed with disaster debris.
Wildfire	• Potential or hazardous materials releases as cascading effect due to wildfire threats to hazardous materials carriers / storage / infrastructure. • Potential for hazardous materials / hazardous waste intermixed with disaster debris.

Flood; Dam Failure	• Potential for oil and/or hazardous materials release from carriers inundated by flood water. • Potential for hazardous materials intermixed with flood water and debris.
Terrorist (Mass Violence) Attack	• Potential for use of weapons of mass destruction (WMD) or toxic industrial chemicals / materials as part of mass violence attack.

1.4.3 Whole Community

Oil and hazardous materials response agencies within the county makes considerations for the whole community by following provisions set forth in the Civil Rights Act of 1964 and other anti-discrimination laws and policies. As recipients of state and federal financial assistance, all partners oil and hazardous materials response must comply with these acts.

ESF #10 primary and supporting agencies are committed to involving the whole community in oil and hazardous materials emergency preparedness and response efforts through active participation in the Thurston County Local Emergency Planning Committee (LEPC). The LEPC, consistent with the Emergency Planning and Community Right to Know Act (EPCRA) serves as the forum for the whole community to have a voice and actively participate in efforts to plan and prepare for oil and hazardous materials incidents within the county.

Section 1.7.2 – Whole Community of the base plan further describes considerations for the whole community across all county agencies to include those within ESF #10.

1.5 Planning Assumptions

In addition to the planning assumptions listed in section 1.7.1 of the base plan, the ESF #10 plan annex is based on the following additional assumptions:

- Despite the best efforts of hazardous materials facility owners, operators, and carriers to implement measures to prevent the inadvertent release of hazardous materials, existing spill control apparatus and containment measures may fail due to an accident and/or the impacts of an incident.
- A hazardous materials incident may be caused by or occur during other emergencies, such as flooding, a major fire, or an earthquake or may develop slowly or occur without warning.
- During some hazardous materials incidents, it may be necessary for responding agencies to adopt a defensive posture for an indefinite period due to a lack of information, lack of adequate or qualified resources, or danger to responders. Due to this possible limitation, protection of life, property and the environment inside the incident perimeter may have to be delayed until appropriate resources become available to respond.
- Hazardous materials facility owners, operators, and carriers have response plans, procedures, and resources in place to handle hazardous materials incidents that are

minor in scope and scale. However, a large-scale incident may quickly exhaust a local facility or carriers' resources and require a coordinated public safety response.

- State and federal agencies with statutory roles and responsibilities in oil and hazardous materials response have the resources necessary to fulfill those responsibilities during a hazardous materials incident in the county.

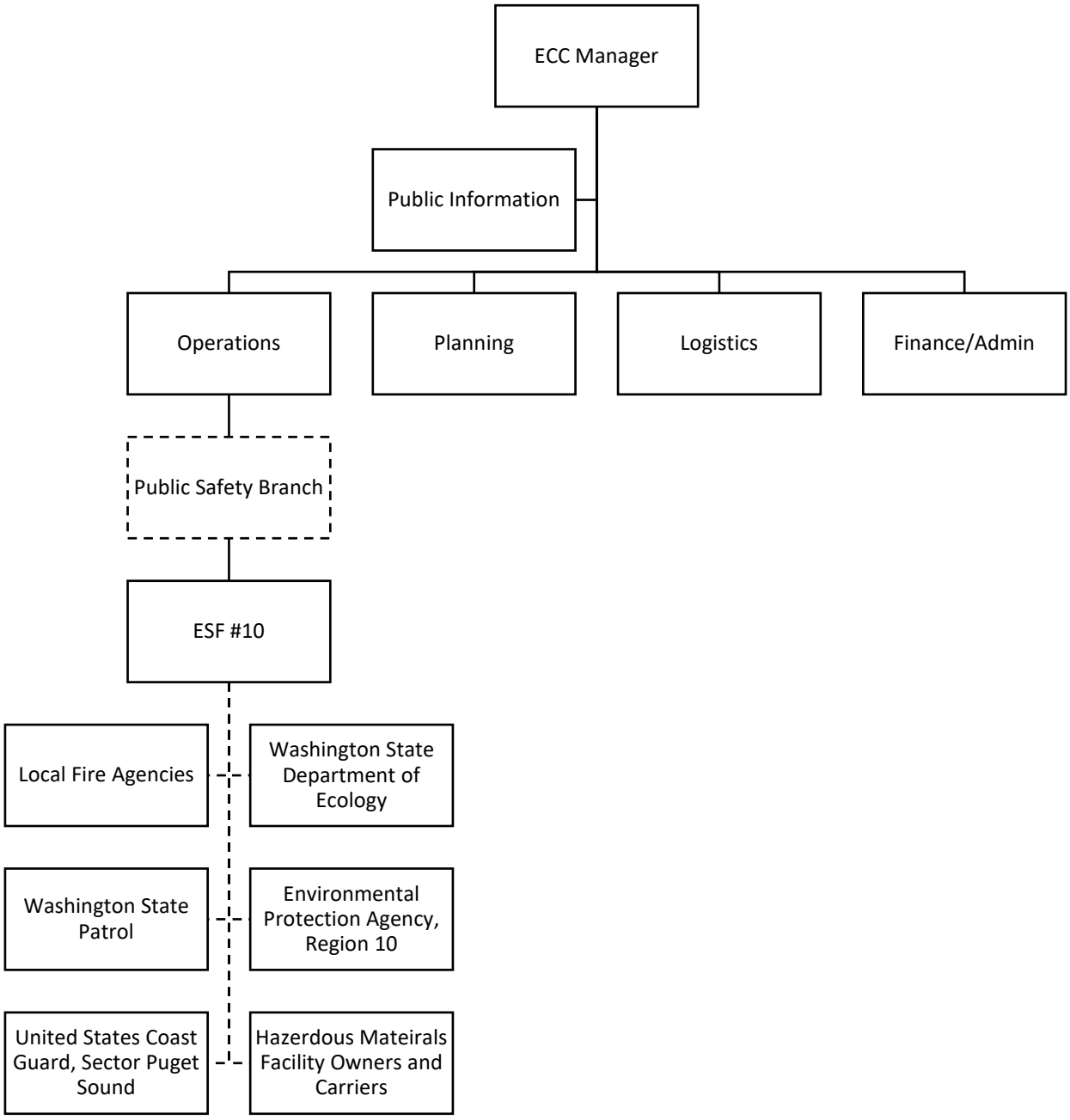
2. Organization

2.1 ESF #10 Organizational Structure

During disaster operations requiring activation of the Emergency Coordination Center (ECC), ESF #10 is organized within the Operations Section, reporting to the Public Safety Branch Director or directly to the Operations Section Chief if the Public Safety Branch is not established. If the Operations Section Chief is not staffed, ESF #10 reports directly to the ECC Manager.

Through the Operations Section, Public Safety Branch, and/or ECC Manager, ESF #10 coordinates emergency support efforts with the ECC command and general staff and other activated ESFs. In most cases, ESF #10 will coordinate patient decontamination and treatment with ESF #8, hazardous materials firefighting support with ESF #4, and evacuation coordination efforts with ESF #13. Outside of the ECC, ESF #10 supports and coordinates with local fire protection agencies, hazardous materials facility owners and operators, hazardous materials carriers, and state and federal agencies with significant authorities, roles, and responsibilities during oil and hazardous materials response to support countywide coordination. Figure 1 shows the organizational structure for ESF #10 in the ECC.

Figure 1: Thurston County Emergency Coordination Center Organizational Structure for ESF #10



2.2 ESF #10 Agencies & Organizations

Local agencies that coordinate ESF #10 support are identified under one of two categories: primary or supporting. Definitions of each can be found under section 2.3.2 of the base plan.

<table>
<tr><th colspan="3">Primary Agencies</th></tr>
<tr><td colspan="3">Local Fire Agencies (Bald Hills Fire Department, Bucoda Fire Department, East Olympia Fire District 6, Griffin Fire Department, Lacey Fire District 3, McLane Black Lake Fire Department, Olympia Fire Department, Southeast Thurston Fire Authority, South Bay Fire District 8, South Thurston Fire and EMS, Tumwater Fire Department, West Thurston Regional Fire Authority)</td></tr>
<tr><td colspan="2">Washington State Department of Ecology (WSDOE)</td><td>Washington State Patrol (WSP)</td></tr>
<tr><th colspan="3">Supporting Agencies</th></tr>
<tr><td>Hazardous Material Facility (Tier II Facility) Owners and Operators</td><td>Oil and Hazardous Materials Carriers (Railway, Roadway, and Waterway)</td><td>United States Coast Guard (USGC), Sector Puget Sound</td></tr>
<tr><td>United States Environmental Protection Agency (EPA), Region 10 Office</td><td>National Weather Service, Seattle Office (NWS- Seattle)</td><td>Washington National Guard, 10th Civil Support Team (10th CST)</td></tr>
<tr><td>Joint Base Lewis McCord (JBLM) Fire and Emergency Medical Services</td><td>Thurston County Public Health and Social Services</td><td>Thurston County Public Works</td></tr>
<tr><td colspan="2">Thurston County Emergency Management</td><td>Thurston County 9-1-1 Communications (TCOMM)</td></tr>
</table>

3. Concept of Operations

3.1 General

The *Thurston County Hazardous Materials Emergency Response Plan* (HMRP, Appendix 1), developed and maintained by the Thurston County Local Emergency Planning committee (LEPC), establishes the goals, objectives, policies and strategies under which Thurston County and the local jurisdictions of Bucoda, Lacey, Olympia, Rainier, Tenino, Tumwater, and Yelm will operate in the event of oil and hazardous materials spills. The HMRP provides procedural guidelines for appropriate actions to respond, prevent, minimize, or mitigate threats to public health and the environment from hazardous materials releases.

Under the HMRP, local fire agencies are the initial responding agency for hazardous materials incidents responsible for establishing and maintaining incident command (IC) until a unified command (UC) is formed and/or command is transferred to WSP, another state agency, or federal agency as appropriate.

3.1.1 Identification and Notification

TCOMM serves as the local answer point for actual or suspected emergency releases of hazardous materials within the County. Upon discovery of a suspected or actual emergency release of hazardous materials as defined in the HMRP, Tier II facility owners and operators,

hazardous materials carriers, and/or any responsible parties will promptly notify TCOMM following the procedures outlined in the *Release Identification* and *Notification* sections of the HMRP.

TCOMM may also receive notification of an actual or suspected emergency release of hazardous materials from the community, whether from an individual or another agency / organization. In such cases, TCOMM will attempt to gather relevant information regarding the nature of the release. Once notified of an actual or suspected emergency release of hazardous materials, TCOMM will dispatch the appropriate local fire agency per local dispatch procedures.

3.1.2 Response Plan Coordination

Local fire agencies dispatched to the incident will assume Incident Command (IC) and respond to the extent of their personnel's training and qualifications, available resources, and capabilities. The priority of the IC will be to confirm and identify the emergency release of hazardous materials and determine the appropriate actions to protect the public. After initial size-up of the incident, the IC will determine the need to request support from WSP and WSDOE and activation of ESF #10 in the Thurston County Emergency Coordination Center (ECC).

Once activated, ESF #10 supports local fire agencies, WSP, and WSDOE with organization of oil and hazardous materials response and recovery among various local, state, and federal agencies, and execution of critical tasks outlined in this annex. Response coordination and the lead agencies will vary based on the magnitude and location of the release as determined by the *Northwest Area Contingency Plan,* and state and federal law. In most cases, one or more of the following agencies may form a unified command and/or issue a joint delegation of authority to an Incident Management Team (IMT):

- Local fire agency or agencies in the jurisdiction where the spill or release occurred.
- Washington State Department of Ecology
- Washington State Patrol
- The owner(s), operator(s), or carrier(s) responsible for the spill or release.
- United States Coast Guard
- United States Environmental Protection Agency

3.2 Activation of ESF #10

ESF #10 may be activated upon request by an Incident Commander, local Fire Chief, Washington State Patrol (WSP) and/or the WSDOE Spill Response Team to the Thurston County Emergency Coordination Center (ECC) Duty Office and/or ECC Manager. In most cases, public safety agencies can make such requests through TCOMM 9-1-1 who will notify the ECC duty-officer.

Alternatively, the ECC Manager may request the Thurston County LEPC activate ESF #10 as part of an enhanced ECC activation (level 1 or 2) if the ECC Manager determines there is a need for enhanced oil and hazardous materials response coordination in support of a broader incident.

During ECC activations, the Thurston County LEPC provides staffing for ESF #10 in the County ECC. ESF #10 staff representation is based on the magnitude and location of the release and agencies involved in the response as determined by the Chair of the Thurston County LEPC (LEPC Chair) in consultation with local fire agencies and the ECC Manager. Activation and staffing procedures for ESF #10 are as follows:

1. Request is made for the activation of ESF #10, ECC Manager or Operations Section Chief notifies the Thurston LEPC of request to staff ESF #10.
2. The LEPC Chair, or designee, consults with the ECC Manger and local fire agencies to determine staffing needs of ESF #10 based on magnitude and location of the release, agencies involved in the response, and operational period cycle of the ECC.
3. The LEPC Chair may also consult with state, federal and/or responsible party agencies involved in the response to supplement and/or enhance ESF #10 staffing based on the nature of the incident. If the Command Staff in the ECC is staffed, the LEPC Chair may work directly with the ECC Operations Section Chief to coordinate ESF #10 activation with supporting state, federal, and/or responsible party agencies.
4. The Chair of the Thurston LEPC, or designee, appoints ESF #10 staff to perform oil and hazardous materials response coordination responsibilities in the ECC during the incident.
5. ESF #10 staff report to the ECC with necessary equipment to communicate with local fire agencies, WSP, and WSDOE Spill Response Team.
6. ESF #10 staff establish lines of communication with the lead and supporting local, state, and federal agencies involved in hazmat response and integrate with ECC staff operations.

A hazardous materials spill or release will likely require activation of additional ESFs to help manage the public health, safety, and environmental consequences of contamination. In such cases, the ECC Manager may request activation of additional ESFs as outlined in their respective annexes.

3.3 Critical ESF #10 Response Tasks

To achieve effective disaster response, ESF #10 coordinates information and resources among primary and supporting agencies to support critical response tasks. The critical tasks identified below align with ESF #10's primary core capabilities and serve as a foundation to develop intermittent objectives during disaster response to re-establish or re-stabilize community lifelines.

#	Critical Task Description	Responsible Agencies
Environmental Response / Health and Safety		
1	Implementation of public protective actions to minimize public exposure to environmental hazards cause by oil and/or hazardous materials releases (such as evacuation or shelter-in-place). (Ref. current version of U.S. DOT *Emergency Response Guidebook*)	Local Fire Agencies, TCSO (ESF #13), WSP, Local Law Enforcement
2	Isolate spill or release area and restrict entry to the public and/or personnel without proper personal protective equipment (PPE) and training. (Ref. current version of U.S. DOT *Emergency Response Guidebook*)	Local Fire Agencies, WSP, TCSO (ESF #13), Local Law Enforcement
3	Implement emergency decontamination procedures for ambulatory and non-ambulatory individuals exposed to hazardous materials as part of an incident.	Local Fire Agencies, Local Hospitals, TCPHSS (ESF#8)
4	Identify, assess, and stabilize hazardous materials releases to mitigate further spread from the point of origin.	Local Fire Agencies, WSDOE, Hazmat facility owner/operators, Hazmat carriers
5	Coordinate clean-up of oil and hazardous materials released into the environment with local jurisdictions and/or responsible parties.	WSDOE, TCPHSS (ESF#8)
6	Coordinate proper handling and disposal of hazardous waste and contaminated debris with local jurisdictions and/or responsible parties.	WSDOE, TCPW (ESF #3), TCPHSS (ESF#8)
Operational Coordination		
7	Establish an incident command or unified command with other local, state, and federal agencies to mobilize and direct field resources necessary for on-scene hazardous materials response operations	Local Fire Agencies, WSP
8	Assign staff member(s) to participate in the Thurston County Emergency Coordination Center (ECC) as a liaison, if activated, to coordinate oil and hazardous materials response support with ECC command staff and other emergency support functions.	Thurston LEPC, TCEM, Thurston County Fire Chiefs Association
9	Notify appropriate agencies for activation and implementation of *Geographic Response Plans* with the *Northwest Area Contingency Plan* when warranted to coordinate mobilization of state and federal resources.	WSDOE, ESF #10 / ECC staff
10	Coordinate execution of mutual aid and/or contracts for Type 1, 2, or 3 Hazardous Materials Response Team(s) and other hazardous materials technician support as necessary to support oil and hazardous materials response.	Local Fire Agencies: WSP; ESF #10 / ECC staff

#	Critical Task Description	Responsible Agencies
Planning		
11	Provide hazardous materials subject matter expert(s) to IC and/or ECC command and general staff to inform decision making and development of operational and tactical response plans.	ESF #10 staff, WSDOE, Hazardous Materials Facility Owner / Operators, Hazardous Materials Carriers
12	Coordinate for technical reach-back support with state and federal agencies to inform decision making and development of operational and tactical emergency response plans.	ECC / ESF #10 staff, TCEM
Infrastructure Systems		
13	Stabilize hazardous materials infrastructure (storage facilities, cargo tanks, pipelines, etc.) to prevent, stop, and/or contain the release of hazardous material from the point of origin.	Hazardous Materials Facility Owner / Operators, Hazardous Materials Carriers, WA State Department of Ecology
Critical Transportation		
14	Coordinate road closures and access restrictions with local law enforcement and transportation authorities to mitigate hazard exposures and prevent further spread of contamination.	WSP; TCSO (ESF #13); TCPW (ESF #1)
Fire Management and Suppression		
15	Provide fire suppression as necessary in support of hazardous materials response operations.	Local fire agencies (ESF #4)
Mass Search and Rescue Operations		
16	Coordinate for Urban Search and Rescue Task Force(s) (NIMS Type 4, 3, 2, or 1) as necessary to support mass search and rescue operations in environments contaminated by hazardous materials.	Local fire agencies; TCSO (ESF #9)
Fatality Management Services		
17	Coordinate resources for identification and recovery of contaminated descendants in support of hazardous materials response.	Local Fire Agencies: Coroner; TCPHSS (ESF #8)
Public information and Warning		
18	Provide expeditious notification to segments of the population determined to be at risk during a hazardous material spill or release to inform the public to take protective action.	TCEM (ESF #15); WSP; Local Fire Agencies

3.5 Supporting Activities

Supporting activities are those activities generally performed before and after an incident that support emergency preparedness and the four other mission areas within the National Preparedness Goal: prevention, protection, mitigation, and recovery.

3.5.1 Prevention & Protection

Local building officials and fire marshals, United States EPA, Washington State Department of Ecology, Washington State Utilities and Transportation Commission and Puget Sound Air Pollution Control all enforce various local, state, and federal regulations and codes relating to the safe transportation, storage, use, handling, and disposal methods of hazardous materials.

3.5.2 Mitigation

Local fire agencies and TCEM participate in the Thurston County hazard mitigation planning process to identify and correct vulnerabilities in public transportation infrastructure and systems. Refer to the current version of the *Hazards Mitigation Plan for the Thurston Region* for specific mitigation actions.

3.5.3 Recovery

Efforts to contain and clean-up of oil and hazardous materials spills may continue days, months, and even years after incident response. Liability for clean-up of an oil or hazardous materials incident rests with oil and hazardous materials facility owner, operator, carrier and/or any other responsible party as defined under RCW 4.24.314.

Under the authorities granted by RCW 70A.300 – Hazardous Waste Management, Washington State Department of Ecology is the lead agency for oversight and enforcement of oil and hazardous materials clean-up. If the responsible party is unknown or there is a dispute with the responsible party about cost recovery, cleanup efforts will be undertaken by the Washington Department of Ecology who has authority to recovery cleanup costs form potentially liable persons.

Based on location and magnitude of the oil or hazardous materials spill, Washington State Department of Ecology may coordinate clean-up efforts with the U.S. Environmental Protection Agency (EPA) and United States Coast Guard (USCG) as outlined in the HMRP and *Northwest Area Contingency Plan*.

3.5.4 Preparedness Activities

Preparedness for oil and hazardous materials response is coordinate though the Thurston County Local Emergency Planning Committee (LEPC) with oversight from the Emergency Management Council (EMC) and supported jointly by TCEM and the Fire Chief's Association. Preparedness activities within the LEPC include, but are not limited to:

- Developing and implementing the Thurston County Hazardous Materials Emergency Response Plan (HMRP), updating it at least annually, as required by EPCRA and the SERC.

- Establishing and maintaining a system for receiving and maintaining hazardous materials information reported to the LEPC by businesses required to file EPCRA reports, and reviewing those reports annually to ensure response plans adequately address the hazard of known hazardous materials within the County.
- Establishing and maintaining procedures for receiving and processing requests from the public for information about hazardous materials in their jurisdiction.
- Providing a forum for the whole community, including the public, to discuss awareness and planning for all types of hazards to include local chemical hazards, emergency response plans, and emergency exercises and drills.

4. Responsibilities

4.1 Local Fire Agencies (Primary Agency)

Local fire districts within Thurston County have the primary responsibility for protecting life, the environment, and property threatened by hazardous materials incidents, except in cases specifically preempted by state or federal laws and regulations. In accordance with RCW 70.136, local fire districts are responsible for designating an incident command agency for hazardous materials incidents or have WSP assume the role of incident command agency for their jurisdiction.

Regardless of whether a local fire agency has designated an incident command agency for hazardous materials incidents, local fire agencies are responsible for incident command (IC) during hazardous materials incidents within their jurisdiction until WSP or WSDOE arrive on-scene to assume IC and/or establish UC. Local fire agency responsibilities include, but are not limited to:

- Providing initial response to hazardous materials incidents based on responder training, qualification, and expertise.
- Isolating hazardous spills and releases and initiate protective actions.
- Abating and containing hazardous substance releases and spills within the scope of responder capabilities, in conjunction with the responding mutual aid hazardous materials response team.
- Designating the Senior Fire Officer on-scene as Incident Commander or, at the request of the Senior Fire Officer, transfer the authority to WSP.
- Entering and maintaining mutual-aid agreements with other public and private entities needed as needed to support hazardous materials response and recovery efforts.

4.2 Washington State Patrol (Primary Agency)

Under RCW 70.136, the WSP has incident command responsibility for all hazardous materials spills and releases that occur on state and federal highways. In local fire districts that have not designated an incident command agency for hazardous materials incidents, WSP assumes the role of incident command. Upon arrival to a hazardous materials incident, WSP is responsible for assuming incident command, delegating authority for incident command, or forming a

unified command with the local fire agency and other agencies as necessary to manage the incident. Other WSP responsibilities include, but are not limited to:

- Establishing a Unified Command with fire departments, emergency medical services and other state and federal agencies as necessary to coordinate hazardous materials incident response.
- Assisting the Thurston County Sheriff's Office and local jurisdiction law enforcement in the coordination of law enforcement activities.
- Entering and maintaining mutual-aid agreements with other public and private entities needed to support hazardous materials response and recovery efforts.
- Activate additional policies and procedures outlined in the HMRP and NACP as appropriate.

4.3 Washington State Department of Ecology (Primary Agency)

Under the NWACP, WADOE has responsibility as the state-on-scene coordinator (S-OSC) for hazardous materials and oil spills that threaten Washington's water. WDOE is also responsible for enforcing containment, clean-up, and waste disposal of spills that threaten the environment. Other WADOE responsibilities include, but are not limited to:

- Providing 24-hour response to reported spill incidents and activating geographic response plans (GRPs) as appropriate.
- Coordinating with U.S. Environmental Protection Agency (EPA), United State Coast Guard (USCG), and other agencies as outlined in the NWACP.
- Maintaining resource list of cleanup contractors, equipment, and technical/scientific personnel for hazardous materials incidents.
- Assisting in determining the release source, cause, and responsible party.
- Providing on-scene coordination and technical assistance on containment, cleanup, disposal, recovery, natural resource damage assessment, and laboratory analysis and evidence collection for enforcement actions.

5. Resource Requirements

5.1 Local Resource Inventory

Oil and hazardous materials response capabilities maintained by local fire agencies are limited to fire service personnel trained for hazardous materials response at the operations competency level (HAZWOPER) as defined under *NFPA 470 - Hazardous Materials/Weapons of Mass Destruction (WMD) Standard for Responders* with limited equipment for atmospheric detection / monitoring and spill containment using *defensive* tactics.

5.2 Resource/Capability Gaps

Based on estimated hazard impacts and the current ESF #10 capabilities of local agencies, local planners have identified the following additional resources that may be needed during an incident to fully support ESF #10 critical response tasks.

Resource / Capability Definition	Critical Task(s) Supported	Justification
Hazardous Materials Response Team – Type 1, 2, or 3	4, 11, 13, 15, 16, 17	There are no local hazmat teams within Thurston County, any HAZAMT release requiring hazmat technician level capabilities and equipment would require requests for mutual aid from a neighboring jurisdiction, state agency support, and/or private contract with a vendor.
Ambulatory and Non-Ambulatory Patient Decontamination	3, 17	While Providence St. Peter's Hospital does posses equipment to perform patient decontamination. The capability is fixed to the hospital facility and cannot be transported to provide decontamination at an incident location. Additionally, an incident resulting in mass contamination would quickly overwhelm the hospitals local capability for patient decontamination.

5.3 Mutual Aid

For Hazardous Materials Response Team capability, local fire agencies rely on mutual aid agreements with Joint-Base Lewis McCord and West Pierce Fire and Rescue. State law (RCW 70.136.070) provides a mechanism and certain liability protections for agencies to enter into verbal mutual aid agreements at the scene of an incident when execution of a written agreement prior to the incident is not possible.

5.4 State & Federal Aid

For more advanced hazardous materials identification, surveying, and sampling, and more robust spill containment capabilities, local fire agencies rely on WDOE's spill response team which maintains jurisdictional authority for response to any oil or hazardous materials spills that threaten Washington State water.

Under RCW 70.136, WSP as jurisdictional authority for hazardous materials spills and releases on state and federal highways as well as authority to respond to and assume incident command on behalf of local fire districts.

For advanced hazard identification, surveying and sampling of suspected chemical warfare agents, radiological hazards, biological agents or other weapons of mass destruction,

Washington National Guard 10th Civil Support Team (CST) may provide direct assistance to local fire agencies under immediate response authority.

WDOE, WSP and/or 10th CST assistance can be requested directly by the local fire agency in which a spill or release has occurred. Procedures for notification and requests for assistance are outlined in the HMERP (Appendix 1). Alternatively, local fire agencies may contact the Thurston County ECC for assistance in facilitating state agency assistance.

Both the EPA and USCG have jurisdictional authority to respond to and assist local and state agencies during oil and hazardous materials spills as outlined in the NWACP. In most cases, WDOE will coordinate federal aid as the S-OSC under NWACP. Alternatively, coordination of additional state and federal aid can be facilitated through the State Emergency Operations Center (SEOC).

6. Supporting Plans & Procedures

6.1 Northwest Area Contingency Plan (NWACP)

Regional plan that ensures a coordinated, efficient, and effective response to significant oil and hazardous substance incidents in the Pacific Northwest. The NWACP mandated by the National Contingency Plan (NCP) and provides policies and tools to ensure a rapid and aggressive response to such incidents. In Washington state, the NWACP serves as the statewide master oil and hazardous substance contingency plan. The NWACP is developed and maintained by the Region 10 Regional Response Team (RRT10) and the Northwest Area Committees (NWACs) of the Puget Sound, Columbia River, and Inland Areas. WADOE maintains geographic response plans for Washington under an agreement with the NWAC.

6.2 Thurston County Hazardous Materials Emergency Response Plan (Appendix 1), Thurston County Local Emergency Planning Committee

Establishes goals, objectives, policies and strategies under which Thurston County and the local jurisdictions of Bucoda, Lacey, Olympia, Rainier, Tenino, Tumwater, and Yelm will operate in the event of a hazardous materials incident, oil spill or other chemical release. The HMRP outlines the roles, responsibilities, procedures and organizational relationships of government agencies and private entities when responding to and recovering from a hazardous materials event.

The HMRP is incorporated into the Thurston County CEMP as an appendix to the EFS #10 annex and is developed and maintained by the Thurston County Local Emergency Planning Committee (LEPC) as required by SARA Title III of 1986, also known as the Emergency Planning and Community Right-to-Know Act (EPCRA).

6.3 References

US Department of Transportation and Transport Canada (2024) *Emergency Response Guidebook, 2024 edition*

National Fire Protection Association (2022), *NFPA 470 - Hazardous Materials/Weapons of Mass Destruction (WMD) Standard for Responders.*

7. Terms and Definitions

Accident Site - The location of an unexpected occurrence, failure or loss, either at a regulated facility or along a transportation route, at which a release of listed chemicals occurs.

Acute Exposure - Exposures, of a short duration, to a chemical substance that results in adverse physical symptoms.

Acutely Toxic Chemicals - Chemicals that can cause both severe short-term and long-term health effects after a single, brief exposure of short duration. These chemicals can cause damage to living tissue, impairment of the central nervous system and result in severe illness. In extreme cases, death can occur when ingested, inhaled, or absorbed through the skin.

Aerosol - Fine liquid or solid particles suspended in a gas such as fog or smoke.

CANUTEC – Canadian Transport Emergency Center - overall mandate is to promote public safety in the transportation of dangerous goods by all modes

CHEM-TEL - A private company listed in the Emergency Response Guidebook that provides emergency response organizations with a 24-hour phone response for chemical emergencies.

Chemical Agent - A chemical substance intended for use in military operations to kill, seriously injure or incapacitate people through its physiological effects. Excluded from consideration are riot control agents, smoke, and flame materials. The agent may appear as a vapor, aerosol or liquid. It can be either a casualty/toxic agent or an incapacitating agent.

CHEMTREC - Chemical Transportation Emergency Center - a centralized toll-free telephone service providing advice on the nature of chemicals and steps to be taken in handling the early stages of transportation emergencies where hazardous chemicals are involved. Upon request, CHEMTREC may contact the shipper, or manufacturer of hazardous materials involved in the incident for additional, detailed information and appropriate follow-up action, including on-scene assistance when feasible.

Cold Zone - The area outside the Warm Zone (contamination reduction area) that is free from contaminants.

Decontamination - The process of making people, objects or areas safe by absorbing, destroying, neutralizing, making harmless or removing the hazardous material.

Extremely Hazardous Substances - These are substances designated as such by the EPA. EHS inventories above certain threshold quantities must be reported to the Washington SERC, or TERC, and local fire department pursuant to Sections 302, 304, 311 and 312 of EPCRA. EHS releases which exceed certain quantities must be reported to the National Response Center, the SERCs, TERCs, LEPCs, and local fire departments that may be affected, pursuant to EPCRA Section 304. The EHSs and pertinent, reportable quantities are listed in 40 CFR 355 and EPA Consolidated List of Lists.

Facility, Tier II - Fixed-site required to report under EPCRA.

Hazard Analysis - The use of a model or methodology to estimate the movement of hazardous materials at a concentration level of concern from an accident site, either at fixed site or on a transportation route to the surrounding area in order to determine which portions of a community may be affected by a release of such materials.

Hazardous Chemicals or Substances - Chemicals, mixtures, and other chemical products determined by US Occupational Health and Safety Administration (OSHA) regulations to pose a physical or health hazard. No specific list of chemicals exists, but the existence of a Material Safety Data Sheet (SDS) for a substance indicates it may be reportable under EPCRA.

Hazardous Material - A substance in a quantity or form posing an unreasonable risk to health, safety, property, and/or environment when manufactured, stored, or transported in commerce. A substance which by its nature, containment, and reactivity has the capability for inflicting harm during an accidental occurrence, characterized as being toxic, corrosive, flammable, reactive, an irritant, or a strong sensitizer and thereby posing a threat to health and the environment when improperly managed. Hazardous materials include extremely hazardous and hazardous substances of oil and other petroleum products. Other toxic substances include some infectious agents, radiological materials, and materials such as industrial solid waste substances.

Hazardous Substance - Chemicals, chemical mixtures, and other products determined by US Occupational Health and Safety Administration (OSHA) regulations to pose a physical or health hazard. No specific list of chemicals or substance exists, but the existence of a Material Safety Data Sheet (SDS) for a product or substance indicates it may be reportable under EPCRA regulations. Facilities that store 10,000 pounds or more of a HS at any time are required to report chemical inventories annually to the SERC, or TERC, LEPC, and local fire department in accordance with EPCRA regulations. Substances can also be designated as such by the EPA pursuant to the Comprehensive Environmental Response, Compensation, and Liability Act (CERCLA). HS releases above certain levels may need to be reported to the National Response Center and must be reported to the SERC, TERC, and local agencies pursuant to CERCLA, Section 304 of EPCRA, and related state regulations.

HAZWOPER - acronym which stands for Hazardous Waste Operations and Emergency Response.

Hot Zone - The area surrounding a particular incident site where contamination does or may occur. All unauthorized personnel may be prohibited from entering this zone.

Local Emergency Planning Committee (LEPC) - The planning body designated in the Superfund Amendments and Reauthorization Act Title III legislation as the planning body for preparing local hazardous materials plans.

National Response Center - Interagency organization, operated by the US Coast Guard, which receives reports when reportable quantities of dangerous goods, hazardous and/or extremely hazardous substances are spilled. After receiving notification of an incident, the NRC will immediately notify appropriate federal response agencies, which may activate the Regional Response Team or the National Response Team.

Northwest Area Committee – Area committees were established pursuant to the National Contingency Plan (NCP; 40 CFR Part 300) and are comprised of personnel from federal and state agencies who coordinate response actions with tribal and local governments and with the private sector.

On-Scene - The total area that may be impacted by the effects of a hazardous material incident. The on- scene area is divided into mutually exclusive on-site and off-site areas.

Plume - A vapor cloud formation that has shape and buoyancy. The cloud may be colorless, tasteless, or odorless and may not be visible to the human eye.

Primary Agency - An agency assigned primary responsibility to manage and coordinate a specific ESF. Primary agencies are designated based on who has the most authorities, resources, capabilities, or expertise relative to accomplishment of the specific Emergency Support Function (ESF) with assistance, if requested, from the EOC. An example of a primary agency is the Department of Transportation for ESF 1 - Transportation.

Protective Action - Actions taken to preserve the health and safety of emergency response personnel and the public during an incident involving the release of hazardous materials and weapons of mass destruction. Every hazardous materials incident is different, and each has special problems and concerns. Actions needed to protect self, and the public must be carefully selected. Two common examples of protective actions are evacuation and shelter-in-place notifications.

Regional Response Team (RRT) – The RRT is a regional version of the National Response Team which is responsible for regional planning and preparedness.

Regulated Facility - A site where handling and transfer, processing, and/or storage of chemicals is performed. For the purposes of this document, regulated facilities produce, use, or store EHSs in quantities which exceed threshold planning quantities, or they store one or more HS in a quantity of 10,000 pounds or more at any one time. Facilities that meet either criterion must annually report their chemical inventories of such materials to the SERC, LEPCs, local fire department. When appropriate, the tribe must be reporting to the Tribal Emergency Response Commission (TERC).

Reportable Quantity - The minimum quantity of hazardous substances released, discharged, or spilled that must be reported to federal, state, local and/or tribal authorities pursuant to statutes and EPCRA regulations.

Response - Actions taken immediately before, during or directly after an emergency occurs to save lives, minimize damage to property and the environment and enhance the effectiveness of recovery. Response measures include, but are not limited to: emergency plan activation, emergency alert system activation, emergency instructions to the public, emergency medical assistance, staffing the emergency operations center, public official alerting, reception and care, shelter and evacuation, search and rescue, resource mobilization and warning systems activation.

Risk Management Plan - Pursuant to Section 112r of the Clean Air Act (CAA), facilities that produce, process, distribute or store certain toxic and flammable substances are required to

have a RMP that includes a hazard assessment, accident prevention program, and emergency response program. A summary of the RMP must be submitted to the EPA.

SERIQ - Mexican Emergency Transportation System for the Chemical Industry.

Title III - Public Law 99-499, Superfund Amendment and Reauthorization Act (SARA) of 1986, Title III, Emergency Planning Community Right-to-Know Act (EPCRA), requires the establishment of state and local planning organizations, State Emergency Response Commission (SERC), a subcommittee of the Emergency Management Council, and Local Emergency Planning Committees (LEPCs) to conduct emergency planning for hazardous materials incidents. The law requires site-specific planning for extremely hazardous substances, participation in the planning process by facilities storing or using hazardous substances and notifications to the SERC or LEPC of releases of specified hazardous substances. It also provides a mechanism for information sharing on hazardous chemicals and emergency plans for hazardous chemical events to the public.

Toxic Substances - Toxic substances are chemical or compounds which may present an unreasonable threat to human health and the environment. Human exposure to toxic substances can cause a variety of health effects including long-term adverse health effects. Certain facilities which have 10 or more full-time employees and manufacture, process or use a toxic substance in excess of threshold amounts during the calendar year are required to submit a Toxics Release Inventory Report annually to the US EPA and the Washington SERC.

Toxicity - A measure of the harmful effect produced by a given amount of a toxin on a living organism. The relative toxicity of an agent can be expressed in milligrams of toxin needed per kilogram of body weight to kill experimental animals.

UN/NA - United Nations (UN) Numbers are four-digit numbers used to identify hazardous chemicals or classes of hazardous materials worldwide. North American (NA) Numbers are identical to UN numbers. If a material does not have a UN number, it may be assigned an NA number. These numbers are required for the shipment of hazardous materials.

Vulnerable Facilities - Facilities which may be of particular concern during a HAZMAT incident because they 1) are institutions with special populations that are particularly vulnerable or could require substantial assistance during an evacuation (schools, hospitals, nursing homes, day care centers, jails), 2) fulfill essential population support functions (power plants, water plants, fire/police/EMS dispatch center), or 3) include large concentrations of people (shopping centers, recreation centers).

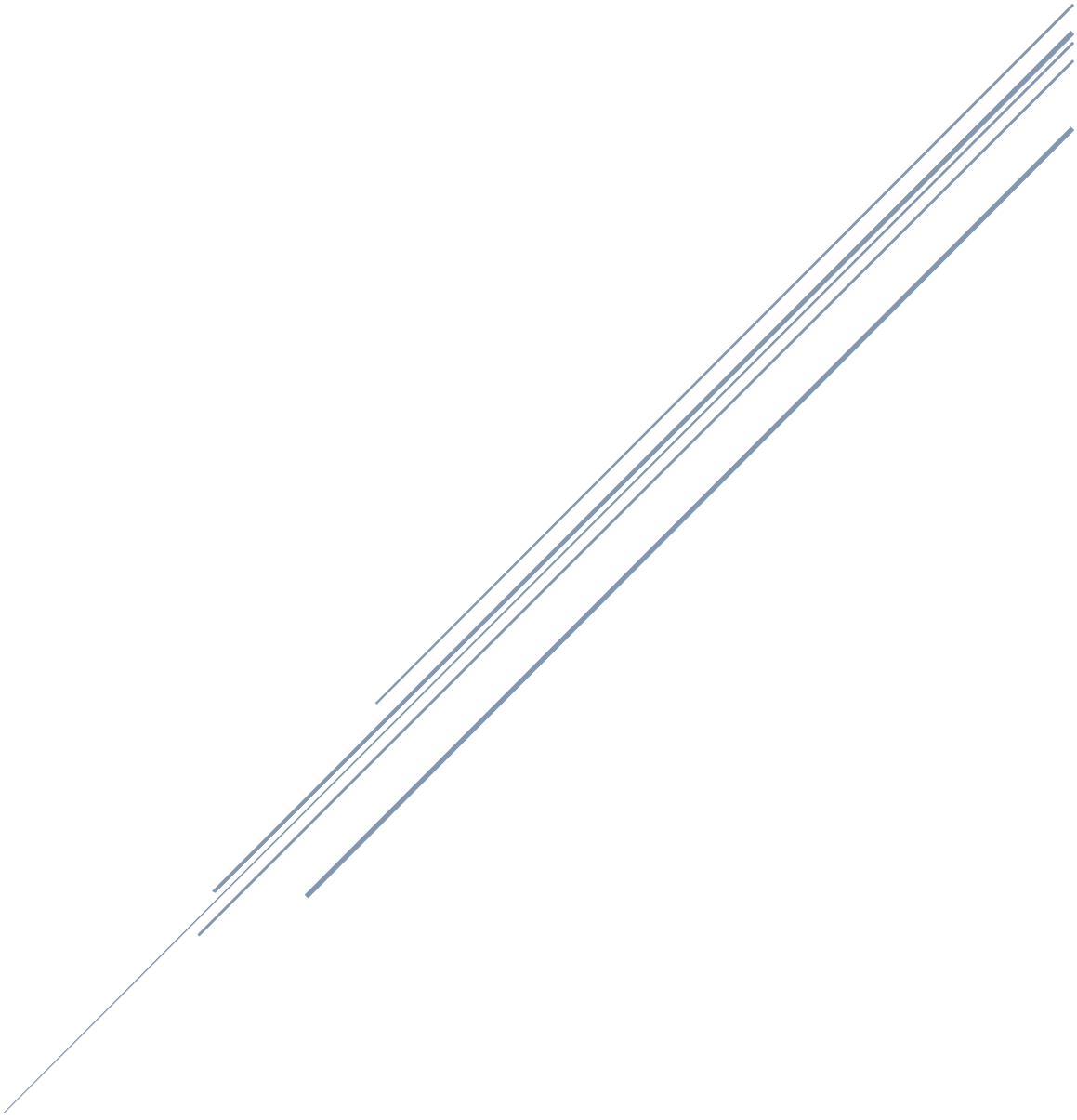
Warm Zone - An area over which the airborne concentration of a chemical involved in an incident could reach a concentration that may cause serious health effects to anyone exposed to the substance for a short period of time.

8. Attachments

Appendix 1 – Thurston County Hazardous Materials Emergency Response Plan, 2021

THURSTON COUNTY

Hazardous Materials Emergency Response Plan



Thurston County Local Emergency Planning Committee
Adopted October 21, 2021

Record of Changes

DATE	PAGE	CHANGES	NOTES
July 2021	All		
October 2021	All		

Table of Contents

Introduction

The Thurston County Comprehensive Emergency Management Plan (CEMP) provides a guide for county government behavior before, during and after a disaster. Within the CEMP are the Emergency Support Functions (ESF.) ESFs provide an outline of the coordination, resources available and overall approach to response, prevention, mitigation and recovery for specific activities or events. ESF #10 provides this coordination for Oil and Hazardous Materials Response. The CEMP and ESFs generally relate to coordination under the Stafford Act guidance to response and recovery from an event.

The National Contingency Plan (NCP) is the regulation governing the National Response System (NRS) which is the legal/regulatory mechanize the Federal government uses to manage oil and hazmat incidents. Specifically, in Washington State the Northwest Area Contingency Plan (NACP) provides the legal/regulatory coordination for an incident or disaster involving hazardous materials.

This plan, the Thurston County Local Emergency Planning Committee Hazardous Materials Response Plan (HMRP), provides the strategic guide for appropriate action for hazardous materials release integrating coordinating either or both programs depending on the size, severity, impact, and appropriateness of the event. The HMRP Promulgation page for approval and implementation is provided in Appendix A.

Purpose

The Thurston County Local Emergency Planning Committee Hazardous Materials Response Plan provides for a coordinated response to actual or potential discharges and/or releases of hazardous materials within unincorporated Thurston County, associated local jurisdictions and tribal areas. The plan provides more of a strategic guide for appropriate actions to respond, prevent, minimize, or mitigate a threat to public health, welfare, or the environment from hazardous materials releases.

Scope

The Thurston County Local Emergency Planning Committee Hazardous Materials Response Plan (HMRP) establishes goals, objectives, policies and strategies under which Thurston County and the local jurisdictions of Bucoda, Lacey, Olympia, Rainier, Tenino, Tumwater and Yelm will operate in the event of a hazardous materials incident, oil spill or other chemical release. The HMRP is designed to prepare Thurston County and its political jurisdictions and subdivisions for incident response and to minimize the exposure to or damage from materials that could adversely impact human health and safety or the environment. This document outlines the roles, responsibilities, procedures and organizational relationships of government agencies and private entities when responding to and recovering from a hazardous materials event.

The HMRP provides guidance for hazardous materials incident planning, notification, and response as required by SARA Title III of 1986, also known as the Emergency Planning and Community Right-to-Know Act, which shall hereafter be referred to as EPCRA.

Policies

Policies, codes, and laws related to hazardous materials, spills, storage, training, and response are summarized below. The Northwest Area Contingency Plan (NACP) in chapter 7000- Hazardous Substances Unique Information provides a detailed list of all policies, codes and laws that apply.

1. SARA Title III of 1986 Community Right-to-Know Act
2. 29 CFR 1910-120
3. 40 CFR Part 355 Emergency Planning and Notification
4. 40 CFR Part 370 Hazardous Chemical Report
5. US Code Title 42, Chapter 116, Section 11003 a-g
6. RCW 38.52.070
7. RCW 70.136
8. RCW 4.24.314
9. RCW 70.136.030
10. RCW 90.56.020
11. RCW 90.56.280
12. WAC 118-40
13. WAC Chapter 296-824
14. WAC 173-303-145
15. WAC 173-360-375
16. WAC 296-24-567
17. WAC 296-824-30005
18. Model Toxic Control Act
19. NFPA 472
20. RCW 38.56

Situation

Emergency/Disaster Conditions and Hazards

Listed are the comments and assumptions associated to oil and hazardous materials in Thurston County.

1. Hazardous materials are commonly stored, used or transported in the local area via pipelines, state routes/county roads, railways and air are detailed in Appendix B- Summary of Thurston County Hazardous Materials Transport. These materials are part of our daily lives and can present a threat to life, property and the environment during an accident or deliberate release.

2. The types and quantities of hazardous materials in Thurston County at any given time are subject to change. The facilities reportedly using, processing, or storing hazardous materials in Thurston Count are depicted in Figure 4 and listed in Appendix C- Regulated Facilities in Thurston County. Some of these facilities have Extremely Hazardous Substances (EHS) on site. Thurston County Emergency Management maintains all Tier II reports submitted by these facilities which includes the Facility Emergency Coordinator and their appropriate contact information in digital format.

3. Thurston County has many other potential sources of hazardous materials releases other than those traveling in commerce from Tier II reporters. Thurston County has over 2,500 businesses that use hazardous material or produce hazardous waste. Thurston County Public Health and Social Services Hazardous Waste program inspects and regulates these businesses. During each inspection, program staff collect an inventory of the hazardous materials stored on-site and maintains this information in a database.
4. Transportation of hazardous materials through Thurston County creates a potential for a hazardous materials emergency in populated areas of the county. Materials transported through populated areas via truck, pipeline or rail post a significant hazard due to their frequency, variety, and quantity. The trucking industry traverses the major highways of Thurston County to deliver hazardous materials to regulated facilities. Figure 1 presents the Federal and State Highways traversing Thurston County and Figure 2 shows the Major Arterials in the county.

5. Three (3) companies that move product by pipeline: BP United States Olympic Pipeline (gasoline, diesel and jet fuel); Williams Pipeline (high pressure bulk natural gas); and Puget Sound Energy (low pressure natural gas treated with mercaptan) traverses Thurston County as shown in Figure 3.

6. Hazardous materials are shipped to facilities in the county on short lines and railroads that traverse the county as shown in Figure 3. This includes unit trains (100-120 railcars) of coal or petroleum products.

7. Thurston County has the Port of Olympia with both seaport and airport. Neither of these facilities receive hazardous materials but both have vessels that carry large volume of fuel and fueling stations.

8. The initial Incident Command function will typically be established by the fire agency having jurisdiction. As the incident progresses, in accordance with RCW Chapter 70.136, the Washington State Patrol (WSP) is designated as the Incident Command authority for hazardous materials incidents for all jurisdictions within Thurston County- see Appendix D- Hazardous Materials Contact List. At a minimum, Thurston County responders are trained to the hazmat operations level and rely on mutual aid partners such as Joint Base Lewis McCord (JBLM) and Pierce County Hazmat Team for operations and technician level capabilities.

9. Between the Thurston County Hazard Identification and Vulnerability Analysis completed in 2004 and the 3rd edition of the Hazards Mitigation Plan for the Thurston Region, you get a good analysis of the threats and disasters that can impact the region. The hazard mitigation plan provides a more up-to-

date description of Thurston County and a better analysis of the most common disasters. Hard copies of both plans can be viewed at the Thurston County Emergency Management office.

10. As of July 2021, Thurston County has 120 sites submitting Tier II reports required under the Emergency Reporting and Community Right-to-Know Act (EPCRA). See Figure 4 and Appendix A for a listing of reporting facilities.

11. Figures 5 and 6 present maps of Thurston County showing the distribution of Essential and Critical Facilities.

Figure 1: Federal and State Routes

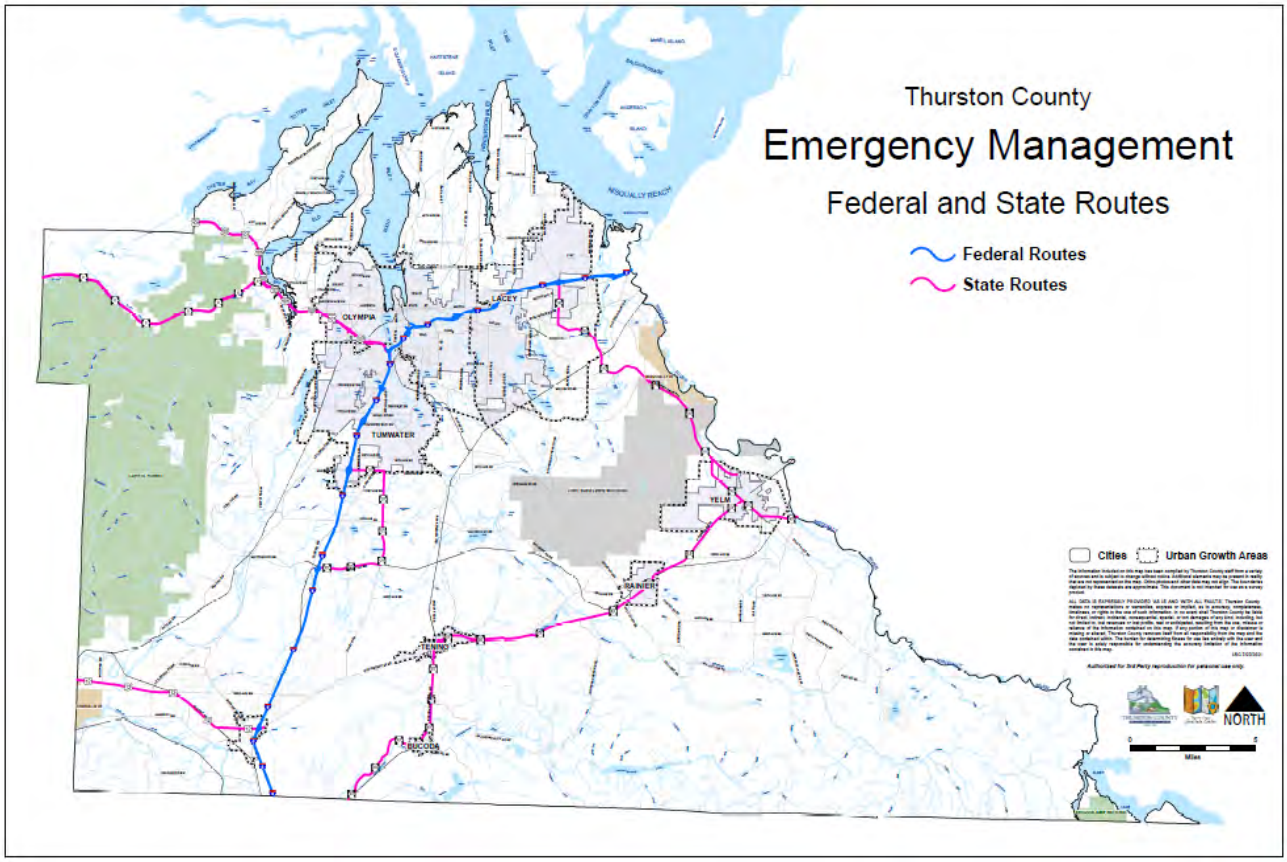


Figure 2: Major Arterial Routes

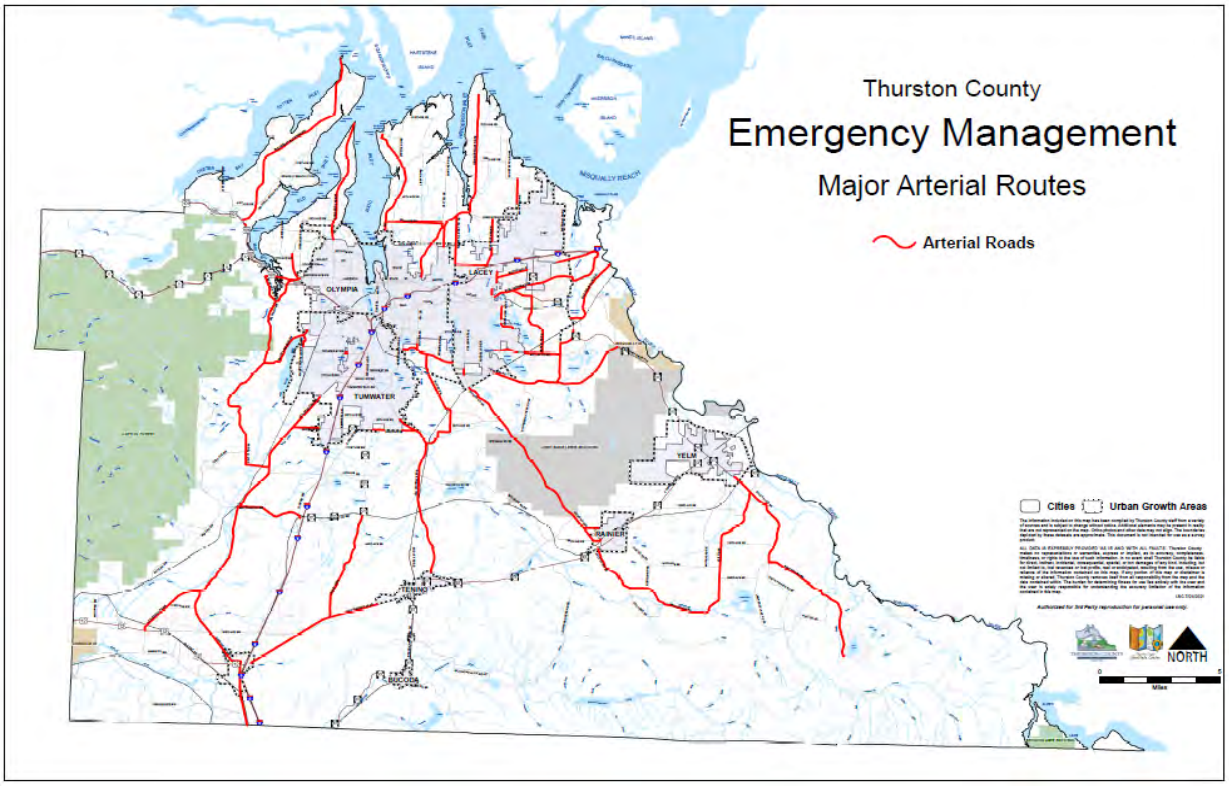


Figure 3: Railroad and Pipelines

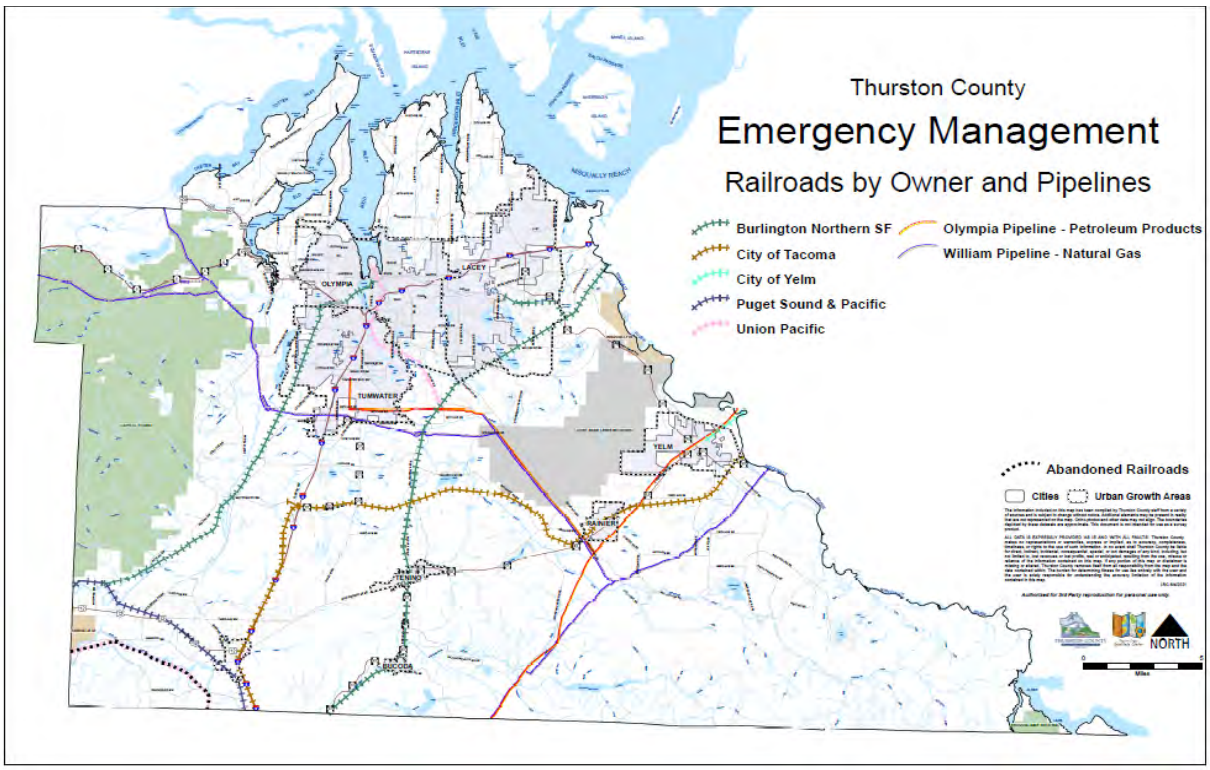
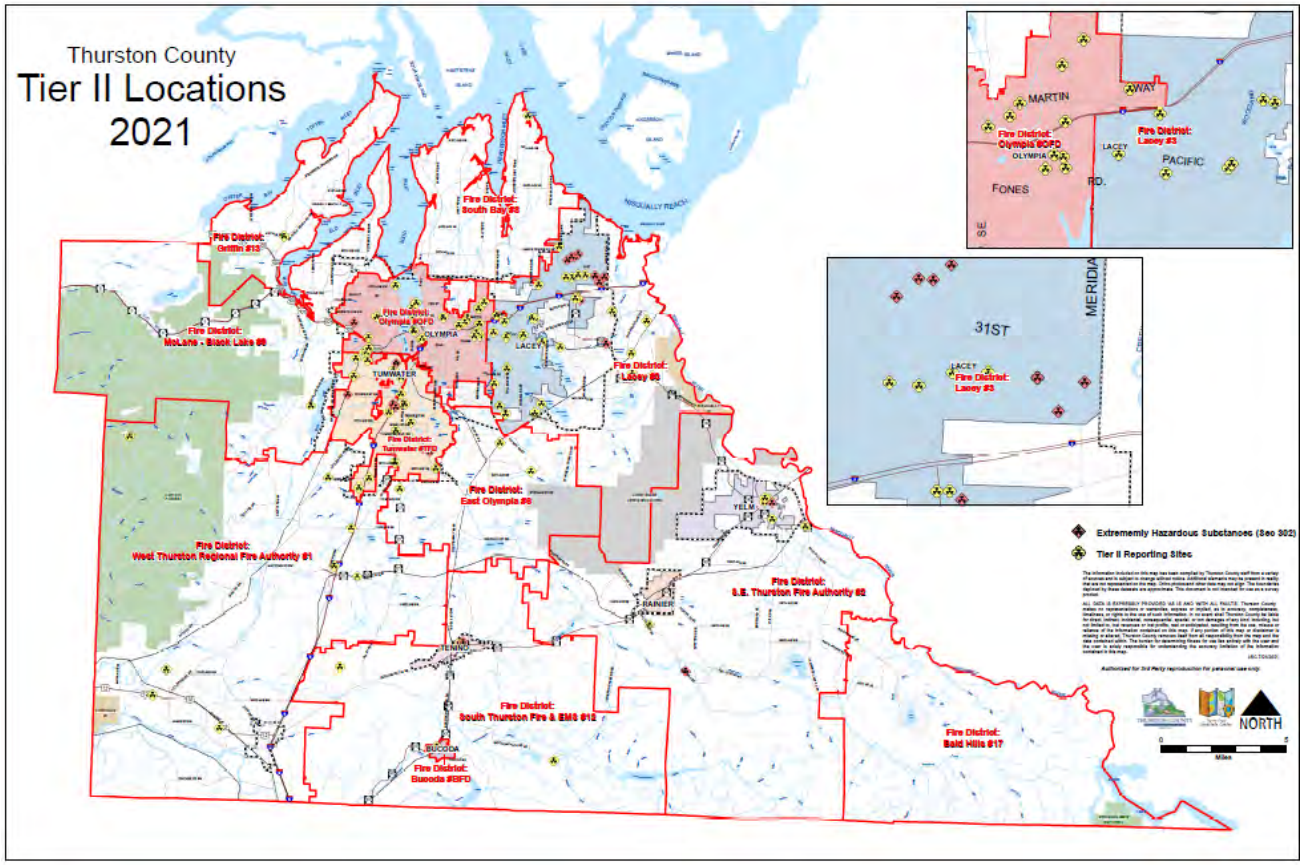


Figure 4: Tier II Locations



Planning Assumptions

1. An accidental release of hazardous materials could pose a threat to the local population or environment. The effects of a hazardous materials incident will vary upon factors such as materials involved, quantity release, the location of the incident, including its proximity to surface water, populated areas, and transportation. Other factors include time of day, weather conditions and immediate response capability, which can change during the course of an incident.

2. A hazardous materials incident may be caused by our occur during other emergencies such as flooding, major fire, civil unrest, or earthquake.

3. Hazardous materials spills on or along roadways will impair traffic and law enforcement resources/road services.

4. In some hazardous materials incidents, it may be necessary for responding agencies to adopt a defensive posture for an indefinite time due to a lack of information, a lack of adequate or qualified resources or danger to responders. Due to this possible limitation, protection of life, property and the environment inside the incident perimeter may have to be delayed for an indefinite period of time. Additional response delays may result from locally experienced extreme weather conditions or public transportation networks which may have damage or rendered impassable by the incident or that of the primary incident, i.e. an earthquake. Emergency communications and public warning and alert systems may also be disrupted by similar disaster events.

5. A major hazardous materials release may require evacuation or shelter-in-place response for citizens.

6. If an evacuation is recommended because of the hazardous materials incident, 80 percent of the population in an affected area will typically relocate voluntarily when advised to do so by local authorities. Some residents will leave by routes other than those designated by emergency response personnel as evacuation routes. Some residents unaffected areas may also evacuate spontaneously. People who evacuate may require shelter in a mass care facility.

7. Residents with access and functional disabilities needs may require assistance when evacuating.

8. Hazardous materials could possibly enter the water or sewer systems and necessitate the shutdown of those systems. They may also cause the need for population protection measures some distance away from the initial incident.

9. Community notification of a hazardous materials release can be accomplished through use of the capabilities of the Emergency Notification system, regular media channels, social media networks, area broadcast from police and fire vehicles and door-to-door. Such notification could take hours or could be impossible due to transportation route or utility disruption or the threat to emergency responders.

10. This plan does not imply, nor shall it inter or guarantee a perfect response will be practical or possible. No plan can shield all individuals from events.

11. Responders will attempt to coordinate the plan and response according to standards (National Fire Protection Association (NFPA) 472- Standard Competence of Responders to Hazardous Materials/Weapons of Mass Destruction Incidents.)

12. Every reasonable effort will be made to respond to emergencies, events, or disasters; however, personnel and resources may be overwhelmed.

13. There may be little to no warning during specific events to implement operation procedures.

14. The success or failure of all emergency plans depends on obtaining situational awareness and effective tactical execution.
15. Successful implementation of this plan depends on timely identification of capabilities and available resources at the time of the incident and through information exchange between responding organizations and the facility or transporter.

16. Each agency, facility and jurisdiction will response within the limits of their training, capabilities, and qualifications.

Concept of Operations

General

1. Local fire districts/departments within Thurston County have the primary responsibility for protecting life, the environment and property threatened by hazardous materials incidents, except where there has been specifically preempted by state or federal laws and regulations. Hazardous materials response is organized under the National Incident Management System.

2. In accordance with RCW 70.136, unless otherwise assumed by another local agency, incident command (IC) responsibility for managing hazardous materials incidents, defaults to the Washington State Patrol (WSP.) Local fire agencies are typically the initial responding agency and are responsible for maintaining their own response plans and procedures and will be the IC until relived by WSP if appropriate.

3. The authorized representative of the regulated facilities and transportation companies involved in an actual or suspected release of a hazardous material will promptly notify the Public Safety Answering Points (Thurston 911 Communications (TCOMM) and Washington Emergency Management Division (WA EMD) Duty Officer) and/or the appropriate response agency(s), Local Emergency Planning Committee (LEPC), and State Emergency Response Commission (SERC), tribal governments and other potentially affected LEPCs and tribal governments of the incident. They may also make recommendations to the responding agencies on how to contain the release and protect the public and environment.

4. The LEPC along with the local fire districts/departments and Washington State Department of Ecology (WA DOE) will facilitate the process for developing and maintaining coordinated response plans. These plans shall address risk assessment, Right-To-Know obligations, and response coordination.

5. Agencies responding to the release will do so only to the extent of their personnel's training and qualifications, available resources, and capabilities. The Incident Commander (IC) will request assistance of regional and mutual aid partners when the size and scope of the hazardous materials incident exceeds the response capabilities of Thurston County responders.
    a. Thurston County is part of the Washington Intrastate Mutual Aid Compact.
    b. Incident Command can call upon the primary and support agencies listed in this plan to provide assistance within their capabilities and availability.

6. The first priority of the Incident Commander will be to determine the appropriate protective action for the public, disseminate such recommendations and implement them. The first responding fire districts/departments will:

a. Identify, isolate, and deny entry.
b. Attempt to determine the type of product involved through the recognition and identification process. Attempt to identify the product(s) and shipper through placards, ID numbers and the *Emergency Response Guidebook.*
c. Evaluate hazards and risks.
d. Notify Thurston 911 Communications (TCOMM) and request mutual aid with a Hazardous Materials Response Team and all required authorities depending on the level of the incident. TCOMM can make necessary calls relative to the incident.
e. Coordinate information and resources from the Incident Command Post (ICP.)
f. Decontaminate if safe for responders. Thurston County Fire Agencies currently have the capability of gross decontamination. For technical decontamination a request for mutual aid shall be made to another agency (Pierce County, Washington Department of Ecology or Washington State Patrol)

g. Terminate (debrief, document and critique)

7. All responders will assist with the identification of the party responsible for the hazardous materials incident through collection and reporting of relevant information related to their response activities. Incident related information should be reported to the Incident Commander or Thurston County Emergency Management.

8. In larger more complex incidents, federal, state, responsible party, tribal and local representatives will form a Unified Command (UC) and make consensus-based response and recovery decisions. If consensus is not achievable, the Federal On-Scene Coordinator (F-OSC) or next highest level OSC, has the final decision-making authority. Appendix E- Oil Spill Response Quick Reference Guide for Local Elected Officials provides a good local jurisdiction overview of their role, responsibilities and the spill response timeline related to oil and hazardous materials release under the National Contingency Plan (NCP).

Organization

1. Incident Command (IC) for hazardous materials incidents will be performed in accordance with RCW 70.136.030, applicable code, ordinance, or agreement. The designated ICs for jurisdictions within the Thurston County emergency planning district are referenced in Appendix D.

2. The Incident Commander will direct activities of deployed emergency response elements through the Incident Command Post (ICP). The response will initially concentrate on the immediate needs at the incident site by isolating the area, implementing traffic controls, containing the spill, and formulating and implementing protective actions for emergency responders and the public at risk.

3. The Public Information Officer (PIO) will use alert and notification systems, telephone, email, and social media tools to contact the broadcast media to disseminate real time information or as close to real time information as possible.

4. The Thurston County Emergency Coordination Center (ECC) will activate when requested to support incident command actions. Effective exchange of critical information between the ECC and Incident Command Post is essential for overall response efforts to succeed. The Board of County Commissioners (BOCC) will designate the Local On-Scene Coordinator (LOSC) for events in unincorporated Thurston County as required under the National Contingency Plan and the National Response System. Local jurisdictions may request that LOSC represent them or may designate their own LOSC. Appendix E presents an overview of the organization and response steps in a hazardous materials emergency response under the National Contingency Plan.

Procedures

1. The response will vary dependent upon the location and magnitude of the material release, the weather related to the release and the population or potential population impacted. Response and recovery efforts include controlling the release, warning the public, request for assistance, notification of state and federal agencies, restoration of businesses and request for cleanup resources. All responders will limit their actions and response to the qualification level to which they are trained and currently qualified.

2. Two documents that should be reviewed regardless of the scale and scope of an incident, but in particular if the National Response Plan is activated is Section 9105 and 9220 of the Northwest Area Contingency Plan (NACP).

Release Identification

1. Chemical release identification at sites will follow the recognized methods and procedures outlined by the individual facilities. Appendix E provides examples of precautionary evacuation plans and some approaches utilized by different facilities.

2. The recognized methods and procedures Thurston County and local jurisdiction responders will use to identify the release of hazardous materials will be based on training and qualification. First responders will limit their actions in identifying the occurrence of a release to those protocols specified for hazardous materials response qualification level to which they are trained and currently qualified. At a minimum, local responders in Thurston County are trained to the operations level. When arriving on the scene of an emergency involving hazardous materials, the first responder at the awareness level shall be able to:
    a. Analyze the incident to determine both the hazardous materials present and the basic hazard and response information for each hazardous material by:
        i. Detecting the presence of hazardous materials
        ii. Surveying the hazardous materials incident from a safe location to identify the substance(s) involved by cross referencing the materials name, UN/NA identification number and container shape or type placard with the current edition of the *Emergency Response Guidebook*. Identify shipper using United States Department of Transportation (USDOT) Identification Number on the exterior of the truck cab/trailer.

3. Collect hazard information from the current edition of the *Emergency Response Guidebook*.

4. Review manifests, bills of lading and other cargo documentation aboard a vehicle for purpose of identification of spilled materials.
    a. Implement actions consistent with the local emergency response plan, the responding agencies standard operating procedures and the current edition of the *Emergency Response Guidebook* by initiating protective actions and notification processes.

5. Given the various facilities throughout the county and/or transportation system, awareness level of responders will identify those situations where hazardous materials are present through the demonstrated capability to:
    a. Identify the definition of hazardous material.
    b. Identify the UN/DOT hazard classes and divisions of hazardous materials as well as identify common examples of materials in each hazard class or division.
    c. Identify the difference between hazardous materials incidents and other emergencies.
    d. Identify facilities and locations in the community where hazardous materials are manufactured, stored, used, or disposed of.
    e. Identify typical container shapes than can indicate the presence of hazardous materials including the following:
        i. Transportation markings including UN/NA identification number marks, marine pollutant mark, elevated temperature (HOT) mark, commodity marking and inhalation hazard mark.
        ii. NFPA 704 Standard System for Identification of Hazards of Materials for Emergency Response markings.
        iii. Military hazardous materials markings.
        iv. Special hazard communication markings for each hazard class
        v. Pipeline markings

vi. Container markings
    1. Given the NFPA 704 marking, describe the significance of the colors, numbers, and special symbols.
    2. Identify U.S. and Canadian placards and labels that indicate hazardous materials.
    3. Identify the following basic information on safety data sheets (SDS) and shipping papers that indicate hazardous materials:
        a. Identify where to find SDS.
        b. Identify entries on an SDS that indicate the presence of hazardous materials.
        c. Identify the entries on shipping papers that indicate the presence of hazardous materials.
        d. Match the name of the shipping papers found in transportation (highway and rail) with mode of transportation.
        e. Identify where the shipping papers are found in each mode of transportation.
        f. Identify where papers can be found in an emergency in each mode of transportation.
    4. Given the various facilities throughout the county and/or transportation system, operations level responders will identify those situations where hazardous materials are present through the demonstrated ability to:
        a. Meet all awareness level requirements above.
        b. Identify types of protective clothing and breathing protection and characteristics of each.
        c. Demonstrate ability to dike, dam, divert, absorb or any other defensive action if risk analysis has been performed and it is safe for emergency responders to do so.
        d. Demonstrate ability to initiate and perform decontamination procedures if risk analysis has been performed and it is safe for emergency responders to do so.

Notification

1. Determination of a release of Title III classified substances is the statutory responsibility of the facility owners and/or operators. The emergency coordinator(s) of each facility shall establish appropriate internal procedures for detecting a release and for making notification internally to appropriate personnel as well as to local (TCOMM), state (WA EMD 24/7 State Alert & Warning Center 1-800-258-5990 and WA DOE Spill Response 1-800-424-5990) and federal agencies (National Response Center NRC 24hr Hotline 1-800-424-8802, Watch email NRC@uscg.mil) according to 49 CFR (Subparts B and C) in a timely manner. Facilities will respond initially to a release according to limits of training or actual capabilities.
    a. Comprehensive Environmental Response, Compensation and Liability Act of 1980 (CERCLA) Section 103 (40 CFR Part 302.6, Part 300.405) requires that the release of a CERCLA hazardous substance that meets or exceeds the reportable quantity set forth in 40 CFR 302.4 must be reported to the National Response Center (NRC 24hr Hotline 1-800-424-8802, Watch email nrc@uscg.mil)
    b. EPCRA Section 304 (40 CFR Part 355.40) requires that a release of an Extremely Hazardous Substance or a CERCLA hazardous substance exceeding its reportable quantity that extends beyond facility property boundaries be immediately reported to the NRC and any potentially affected State Emergency Response Commission, Tribal Emergency Response Commission and Local Emergency Planning Committee.

c. Hazardous Materials Transportation Act (HMTA) section 1808 (49 CFR Part 171.15) requires the release of a DOT hazardous material during transportation be reported to the NRC under certain circumstances such as death, injury, significant property damage, evacuation, and highway closure etc.
d. Oil and Hazardous Material Spills to State Waters Notification: The responsible party must immediately notify both Washington Emergency Management Division and the US Coast Guard National Response Center for any release of oil or hazardous material to state waters per RCW 90.56.280.
e. Dangerous Waste/Hazardous Substance Releases to the Environment Notifications: Any release of hazardous material/dangerous waste to the environment requires the responsible party to immediately notify the Washington Department of Ecology Southwest Regional Office, authorities identified in the local emergency response plan and when applicable, the local air quality authority following a release to air per WAC 173-303-145.
f. Underground Storage Tank (UST) Release Notifications: UST owners and operators shall immediately report any spill or overfill of petroleum and the results of any related cleanup to Ecology or designated agency if the spill or overfill comes in contact with soil, groundwater or surface water. Spills or overfills of petroleum which are above a de minims amount but do not come into contact with soil, groundwater or surface water shall be reported within 24 hours. A de minims amount of petroleum is any amount that immediately evaporates or that is specified by the department or designated agency through guidance documents. Spills or overfills of petroleum which do not exceed a de minims amount and do not come in contact with soil, groundwater or surface water are not required to be reported per WAC 173-360-375.

2. Thurston 911 Communications (TCOMM) is the designated agency to receive initial notification of hazardous materials incidents. TCOMM will dispatch the appropriate fire agency to investigate.

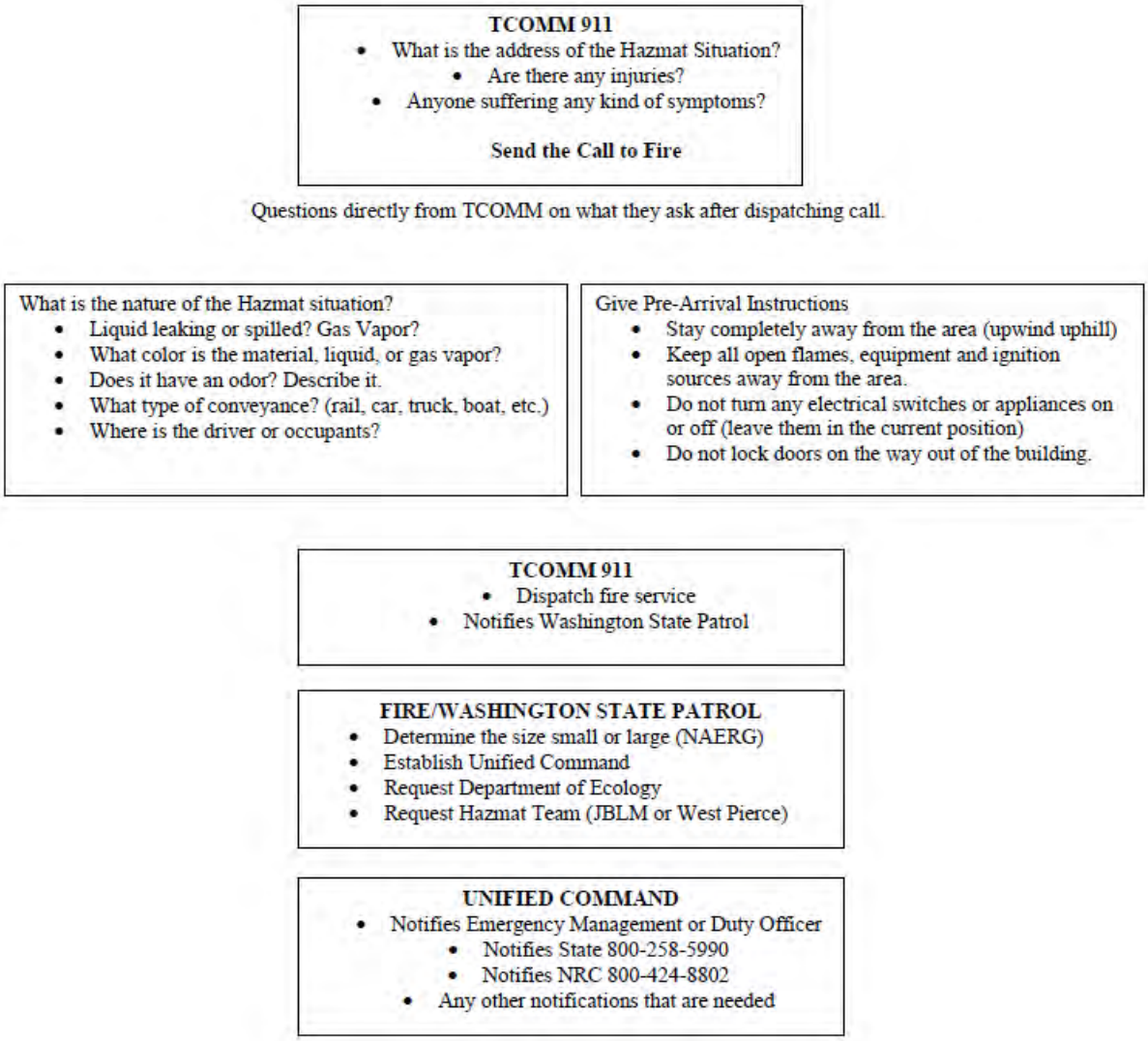
3. The on-scene Incident Commander(s) are responsible for ensuring that the State EOC Alert and Warning Center and National Response Center are notified and that additional resources are notified as needed.

4. The chairperson of the Thurston County Emergency Management Council or designee will act as the Community Emergency Coordinator for the LEPC.

5. Depending upon the severity of the event, notifications and reports will be made according to Figure 7: Thurston County Hazardous Materials Reporting Flow Chart
6. DEM will contact the Chehalis and/or Nisqually Tribe directly if the hazardous materials incident is located on or had the potential to affect the property or natural resources of said tribes.

7. The public will receive emergency warning and notification of a hazardous materials release through multiple channels of communication starting with alert and notification systems and social media and working through other appropriate communication systems which may include:
    a. Door-to-door notification by uniformed personnel.
    b. National Oceanic and Atmospheric Administration (NOAA) all hazard weather radio can be accessed.
    c. Emergency Alert System (EAS) activated by EM.
    d. Public announcements using public address systems on radio equipped government owned vehicles.
    e. News media releases and both press and public access to emergency information on the county/city's main website.

Figure 5: Reporting Flow Chart



WARNING MESSAGES
The following are some recommended components of an effective public warning message.
1. **Messages should be short and uncomplicated.** Limit the message to three (3) short sentences, conveying 3 short messages, in 30 words or less (3-3-30 Rule) If detailed instructions are necessary, prepare messages in stages so that recipients can listen to and act on the messages at the same time (i.e., "Leave your house now. Instructions will be repeated on this station as you drive away from the danger area.") Also realize that most will not be writing out the message and, therefore, will not remember the long messages.
2. **Use common and familiar words.** Avoid ambiguous terms like "an emergency has just occurred." Confusing messages lead to panic. Develop the message so that each word and each phrase has a purpose.
3. **Use strong words.** People obey warnings when they use "mild fear" terms (i.e., "You are in danger," you must leave the area now," etc).
4. **Give the public the impression someone is "in charge."** Use the name of the executive, mayor or some other familiar person in authority. Plan the message to give assurance that someone is in control, and that there is a plan for the well-being of those affected.
5. **Read important instructions.** Have the message repeated immediately a second time and then repeated again each 5-10 minutes when appropriate.

Emergency response

1. Methods and procedures used to respond to the release of hazards materials conform to the standards set forth in NFPA 472- Standard for Competence of Responders to Hazardous Materials/Weapons of Mass Destruction Incidents and only vary by training and competency. First responder competencies, like training, are defined at the awareness, operational and hazardous materials technician levels. Marathon Petroleum Corporation has developed a good video resource for training and background knowledge related to fuel transportation emergencies.

2. Awareness level response personnel shall be able to perform the following tasks:

a. Detect the presence of hazardous material.
b. Setup the initial isolation distance as recommend in the *Emergency Response Guidebook* (ERG) and await arrival of the Hazmat Team. If the substance is unknown use the ERG section #111 Mixed Load/Unidentified Cargo.
c. Survey the hazardous materials incident from a safe location to identify the name, United Nations/North American (UN/NA) identification number, type of placard and other distinctive marking applied for the hazardous material involved.
d. Collect hazard information from the current edition of the ERG.

3. Most Thurston County Fire Districts/Departments are training to the operations level. Operations level personnel shall be able to perform the following tasks when on scene of a hazardous materials incident:

a. Analyze a hazardous materials incident to determine the scope of the problem and potential outcomes by completing the following tasks:
    i. Survey the hazardous materials incident to identify the containers and materials involved, determine whether hazardous materials have been released and evaluate the surrounding conditions.
    ii. Collect hazard and response information from SDS/CHEMTREC/CANUTEC/SETIQ; local, state, and federal authorities and shipper/manufacturer contacts.
    iii. Predict the likely behavior of a hazardous material and its container.

iv. Estimate the potential harm at a hazardous material incident.

b. Plan the initial response to a hazardous materials incident within the capabilities and competencies of available personnel and personal protective equipment by completing the following tasks:
    i. Describe the response objectives for the hazardous materials incident.
    ii. Describe the response options for each objective.
    iii. Determine whether the personal protective equipment provided is appropriate for implementing each option.
    iv. Describe emergency decontamination procedures.
    v. Develop a plan of action, including safety considerations.
c. Implement the planned response for a hazardous materials incident to favorably change the outcomes consistent with the emergency response plan and/or standard operating procedures by completing the following tasks:
    i. Establish and enforce scene control procedures, including control zones, emergency decontamination and communication.
    ii. Where criminal or terrorist acts are suspected, establish means of evidence preservation.
    iii. Initiate Incident Command System (ICS) for hazardous materials incidents.
    iv. Perform tasks assigned as identified in the incident action plan.
    v. Implement emergency decontamination as necessary.
d. Evaluate the progress of the actions taken at a hazardous materials incident to ensure the response objectives are being met safely, effectively, and efficiently by completing the following tasks:
    i. Evaluate the status of the actions taken in accomplishing the response objectives
    ii. Communicate the status of the planned response.

4. Examples of methods and procedures used in responding to a release by the employees of prominent/key facilities are in Appendix E.

5. Facilities and responders will monitor verified release using the following capabilities and methods.
a. Facility methods and capabilities for monitoring a release are listed in Appendix E.
b. Responders will monitor releases in accordance with agency policy as identified in the #2 above.

6. A facility must notify the SERC and LEPC, per EPCRA Section 304, of a release at the facility in excess of the reportable quantity for the substance and when the release could result in exposure of persons outside the facility. A verbal report must be submitted immediately and followed up with a written report within 14 days.

7. All facilities in Thurston County receiving, storing and/or using extremely hazardous substances (EHS) reference 40 CFR Part 355, must notify SERC and LEPC in accordance with EPCRA section 302.

8. Facilities must submit Safety Data Sheets (SDS) or a SDS list of the hazardous chemicals present on site in excess of threshold levels to the SERC, LEPC and local fire district/department using Tier II form in accordance with EPCRA section 312.

Public Safety

1. The primary objective of every hazardous materials response is to protect the people at risk, reduce property damage and protect the environment. This includes employees of the affected facility and/or transportation company as well citizens and visitors in the immediate area of the release and/or projected plume. Evacuation is the recognized standard for population protection; however, recent research indicates shelter-in-place should be considered as a better alternative for many hazardous incidents.
2. Each strategy (shelter-in-place or evacuation) have inherent advantages and disadvantages. See appendix E for additional information.

a. The advantage of evacuation is it removes employees, citizens, and visitors from the present and any future risks in the affected area. The concept of removing the population from risk is also an acceptable and preferred strategy for many members of the public. Evacuations are however highly disruptive events which create other challenges such as traffic control and sheltering. An effective evacuation may take hours to complete during which evacuees may be exposed to unsafe concentrations of the toxic substance they are attempting to avoid.
b. Shelter-in-place can be instituted in a relatively short period of time. The population does not have long distances to travel and they are, for the most part, familiar with their surroundings. The speed with which a shelter-in-place effort can be implemented may make it the only reasonable short-term protective option for hospitals, nursing homes and correctional facilities. However, the concept of shelter-in-place is a foreign notion to many citizens who will self-evacuate. Training and exercising sheltering-in-place plans for those facilities where it might prove useful will facilitate its use when it is needed. It should be considered only for incidents expected to last for a short duration.

3. No single protective strategy is applicable in all situations whereas some incidents may be suited to either evacuation or shelter-in-place. These two strategies are not mutually exclusive and may be combined to achieve the maximum population protection in some situations. For example, shelter-in-place for the public in an appropriate radius around a toxic release, combined with evacuation of downwind populations, might result in the best protection potential for the greatest number of people.

4. The decision to evacuate or order shelter-in-place should be based upon known data or perceived risk when insufficient data is immediately available. Reference materials and resources which will aid the decision-making process include:

a. *Emergency Response Guidebook* (ERG)
b. Safety Data Sheets (SDS)
c. AIHA Emergency Response Planning Guidelines
d. National Institute for Occupational Safety and Health (NIOSH) Pocket Guide to Chemical Hazards

5. The Incident Command (IC) is authorized to order the protective measures appropriate to the type of threat, current weather conditions, condition of population at risk, response capabilities and timeliness, available transportation resources, time of day and ability to communicate with the at risk population. The procedures for implementing the evacuation and shelter-in-place strategies are found in Appendix E.

6. Regulated facilities are required to have evacuation plans for employees and visitors. Washington Administrative Code 296-24-567 requires each facility to have an emergency action plan which includes, at a minimum:

a. Evacuation procedures and route assignments.
b. Procedures for employees who remain to operate critical plant operations before the evacuate.
c. Procedures to account for all employees after emergency evacuation has been completed.

d. Rescue and medical duties for those employees who are to perform them.
e. The preferred means of reporting fires and other emergencies.
f. Names or regular job titles of persons or departments who can be contacted for further information or explanation of duties under the plan.

7. Examples of precautionary evacuation plans for a selected facility within the Thurston County LEPC's area of responsibility is found in Appendix E.

Responder Safety

1. It is essential on-scene response personnel are protected from the adverse effects of hazardous materials containment to safely perform their role in protecting the public and mitigating the incident. The safety of response personnel is a priority for the incident command system. A Safety Officer will be appointed to the command staff to assist the Incident Commander with responder safety. If the Incident Commander does not appoint a Safety Officer for some reason, the Incident Commander assumes the responsibilities of the Safety Officer. The Safety Officer shall be assigned to monitor operations, identify potential safety hazards, correct unsafe situations, and develop additional methods and procedures to ensure responder safety. The Safety Officer will be given authority to alter, suspend or terminate any activity he/she deems is unsafe. Safety officers must be trained to the level of the incident, i.e., an operations level incident (gasoline spill) requires a Safety Officer trained to the operations level.

Training

1. Hazardous materials response training requirements are governed by Washington Administrative Code 296-824-30005, which meets or exceeds the Occupational Safety and Health Administration (OSHA) standards in 29 CFR 1910-120. In addition, the National Fire Protection Association (NFPA) establishes a standard (NFPA 472) of professional competence for responders to hazardous materials incidents.

2. All hazardous materials incident emergency responders and workers at hazardous materials facilities, transport companies, waste treatment facilities, storage facilities and disposal facilities will be provided training which meets federal and state standards. Such training will be commensurate with their employers or organizations plans and policies.

3. The minimum level of responder training in accordance with Washington Administrative Code 296-824-3005 is:

Awareness Level	Awareness level responders are those personnel who, in the course of their normal duties, could encounter an emergency involving hazardous materials/weapons of mass destruction (WMD) and be expected to recognize the presence of hazardous materials/WMD, protect themselves, call for assistance and secure the scene. Awareness Level First Responder competencies: • Understand what hazardous substances are and their associated risks. Recognize the presence of hazardous substances in an emergency. Can identify the hazardous substances, when possible. • Understand the potential consequences of hazardous substances in an emergency. • Understand the role of a first responder at the awareness level as described in: o The employer's emergency response plan, including site and security control. o The U.S. Department of Transportation's Emergency Response Guidebook. o Can use the Emergency Response Guidebook. o Recognize the need to additional resources and the need to notify the incidents communication center accordingly.
Operations Level	Operations level responders are personnel who respond to hazardous materials/WMD incidents for the purpose of implementing or supporting actions to protect people, property and the environment from the effects of a release. They are trained to respond in a defensive fashion, which may include attempts to confine, contain or otherwise control the release without coming into contact with the material/product. First responders at the operations level must receive at least eight (8) hours of training and demonstrate awareness level competencies as well as the competency to: • Know basic hazard and risk assessment techniques. • Select and use personal protective equipment (PPE) appropriate for first responder operations level. • Understand basic hazardous materials terms. • Perform basic control, containment, and/or confinement operations within the capabilities of the resources and PPE available. • Implement decontamination procedures to their level of training. • Understand relevant standard operating and termination procedures.

Technician Level	Technician level responders are personnel who respond to a hazardous materials/WMD incident using a risk-based response process to analyze the situation involving hazardous materials/WMD, select applicable decontamination procedures and control the release using specialized protective clothing and control equipment. First responders at the technician level must receive at least 24-hours of training and demonstrate operations level competencies as well as competency to: • Implement an employer's emergency response plan. • Function within their assigned role in the incident command system. • Understand hazard and risk assessment techniques. • Understand basic chemical and toxicological terminology and behavior. • Use field survey instruments and equipment to classify, identify, and verify materials at the incident. • Select and use personal protective equipment (PPE) appropriate for hazardous materials technicians. • Perform advance control, containment, and/or confinement operations within the capabilities of the resources and PPE available. • Implement decontamination procedures to their level of training. • Understand termination procedures.
Specialist Level	Specialist level responders are personnel who respond with and provide support to hazardous materials technicians. Their duties parallel those of hazardous materials technicians but require a more specific knowledge of various substances they may be called upon to contain. Hazardous materials specialists also act as site liaisons with federal, state, tribal and local government authorities with regard to site activities. First responders at the specialist level must receive at least 24 hours of training and demonstrate technician level competencies as well as the competency to: • Implement the local emergency response plan. • Know of the state emergency response plan. • Develop site safety and control plan. • Understand chemical, radiological, and toxicological terminology and behavior. • Understand in-depth hazard and risk techniques. • Use advanced survey instruments and equipment to classify, identify and verify materials at the incident. • Select and use proper specialized chemical PPE given to hazardous materials specialists. • Perform specialized control, containment and/or confinement operations within the capabilities of the resources and PPE available. • Determine decontamination procedures.
Incident Commander	The Incident Commander (IC) is the person responsible for all incident activities, including development of strategies and tactics and ordering and release of resources. Incident commanders, who assume control of a hazardous materials incident from the responders first on scene, must receive at least 24 hours of training and demonstrate operations level competencies as well as competency to: • Know of the state emergency response plan and the Federal Regional Response Team. • Implement the local emergency response plan. • Implement the employer's emergency response plan. • Have knowledge of the incident command system (ICS) and understand how they relate to it. • Implement the employer's ICS. • Understand the hazards and risks associated with employees working in chemical protective clothing. • Understand the importance of decontamination procedures.

Resource Management

On-scene resource management will be managed under the ICS principles and practices under Incident Command or Joint Field Office, whichever is activated. Resource coordination will be through the Thurston County ECC if activated.

Containment/Clean-up

1. As per RCW 4.24.314, the spiller is responsible for costs incurred in the cleanup of a hazardous materials incident. If the spiller is unknown or there is a dispute with the spiller about cost recovery, cleanup efforts will be undertaken by the Washington Department of Ecology and/or the US Environmental Protection Agency (EPA.) Thurston County and municipal jurisdictions therein, will not accept any financial responsibility for cleanup or disposal of hazardous substances owned and/or spilled by others.
2. Coordination of spill contamination and clean-up is the responsibility of the designated Incident Command agency. However, Thurston County will not accept any financial responsibility for cleanup or disposal of hazardous substances owned and/or spilled by others. Waterborne spills may begin with local response, but eventually be turned over to the Department of Ecology or U.S. Coast Guard for response, recovery, and determination of any financial responsibility of the spiller.
3. General guidelines for first responders including the spiller are:

a. Identify, contain, recover, and properly treat or remove hazardous materials and dispose of at state permitted sites.
b. Limit incident site entry to trained personnel with appropriate personal protective equipment.
c. Follow decontamination procedures to limit area of contamination and restrict further spread of hazardous materials.
d. Plan for restoration and mitigation of damage to the environment.
e. As the event moves into the cleanup and restoration phase, those activities will be turned over to the spiller or state and federal authorities as warranted.

4. Procedures for spills and cleanup are avaible through the Department of Ecology.
5. Once the emergency response is complete and cleanup begins, Hazardous Waste Operations and Emergency Response (HAZWOPER) under the Occupational Safety and Health Administration (OSHA) standard 29 CFR part 1910-120, requires a Health and Safety Plan and cleanup personnel to be trained accordingly.
6. The Incident Commander or senior On-Scene Coordinator under Unified Command will be responsible for arranging an after-action review and evaluation of significant incidents. The review and evaluation should be conducted within two (2) weeks following control of the incident.
7. Written report notification needs to be made within 30 days following immediate verbal notification to the Washington Emergency Response Commission, Thurston County Local Emergency Planning Committee, any Tribal Emergency Response Commission, or other entities originally modified.

Exercises

1. The LEPC Community Emergency Coordinator or their designee will provide for and organize an annual exercise of this plan to evaluate the effectiveness and feasibility of the plan and supporting standard operating procedures as well as readiness of response agencies, facilities, and the public. These exercises may be discussion based (seminars, workshops, tabletops, and games) or operations based (drills, functional and full-scale) in order to test the full spectrum of preparedness.
2. The Thurston County LEPC will follow the Homeland Security Exercise and Evaluation Program (HSEEP) as a standard for exercise design, conduct and evaluation. As such, exercises will be documented in an after-action report and corrective actions will be identified and assigned in an improvement plan.

Documentation and Investigation

1. Local jurisdiction Fire Districts/Departments
    a. Reviews and inspects storage, use and handling of hazardous materials.
    b. Maintains emergency response plans for facilities handling hazardous materials

2. County and Local Fire Marshals
    a. Annual inspection of facilities for fire code compliance.
    b. Assists Department of Ecology, Environmental Protection Agency and U.S. Coast Guard in investigations, origin and cause of fires or releases involving hazardous materials.

3. Thurston County Public Health and Social Services
    a. Provides information about the proper destruction or decontamination of structures, vehicles, and property.
    b. Investigates complaints involving improper waste disposal practices or hazardous waste spills resulting in potential contamination or exposure.
    c. Provides public health education, makes recommendations for protecting the public's health and safety and enforces environmental health rules and regulations.

4. Washington State Patrol
    a. May assume the role of Incident Commander
    b. Investigates accidents, chemical releases and criminal acts on state highways and roads.

5. Thurston County Sheriff's Office
    a. Investigates accidents, chemical releases and criminal acts on county highways and roads.

6. Washington State Department of Ecology
    a. Provide 24-hour emergency response to reported spill incidents.
    b. Activate the Northwest Area Contingency Plan as warranted or appropriate.
    c. Assist in determining the release source, cause, and responsible party.
    d. Coordinate Natural Resource Damage Assessment activities.

Cost Recovery

- The responsible party will make their own arrangements for cost recovery.
- The responsible party pays for responding agencies and jurisdictions.
- Responding agencies and jurisdictions will separately document costs associated with the specific incident.
- The Model Toxics Control Act may provide funding.

- CERCLA requires reporting of releases of hazardous substances, establishes the liability of persons responsible for releases of hazardous substances and establishes an EPA Trust Fund.
- If no responsible party can be determined, EPA may provide funding through the Local Government Reimbursement Program for up to $25,000 in extraordinary local expenses for qualifying incidents.
- EPA form 9310-1, Application for Reimbursement to Local Governments, will be used to apply for reimbursements.

Responsibilities

A. Joint Primary Agencies

Primary agencies have the lead responsibilities for mitigation, preparedness, response, and recovery with a focus on life safety, property protection and environmental preservation. These responsibilities include but are not limited to ensuring the readiness of skilled personnel, equipment, response procedures and protocols, responder training programs, resource coordination and hazardous materials response program.

In larger or more complex incidents, federal, state, responsible party, tribal and local representatives will form a Unified Command and make consensus-based response and recovery decisions. If consensus is not achievable, the Federal On-Scene Coordinator or the next highest level On-Scene Coordinator has the final decision-making authority.

Appendix D provides contact information for key hazardous materials response and recovery agencies and programs in the event of an incident.

B. Primary Agency Responsibilities

Thurston County Fire Districts/Departments

a. Provide limited initial response to hazardous materials incidents based on responder training, qualification, and expertise.
b. Designate the senior fire officer on-scene as the Incident Commander or at the request or at the request of the senior fire officer transfer the authority to the Washington State Patrol.
c. Abate and contain hazardous substance releases and spills within the scope of responder capabilities in conjunction with the responding mutual aid Hazmat Team.
d. Provide manpower and equipment for control and contamination of a hazardous material release involving hazardous materials whenever possible.
e. Isolate the affected area in accordance with the *Emergency Response Guidebook* or other appropriate resource information.
f. Notify the appropriate dispatch agency when the magnitude of the incident exceeds the expertise of the initial responder(s).
g. Identify hazardous material(s) without comprising safety (placard number, shipping documents, driver comments, etc.).
h. Provide for the safety of the public by whatever means necessary (evacuation, shelter-in-place).
i. Assist with the evacuation of the public and traffic control.
j. Effectively deploy all necessary and available fire jurisdiction equipment and manpower.
k. Deploy mutual aid as requested.
l. Support requested Hazardous Incident Team with personnel, equipment, and other assistance as required.
m. Provide coordination and control of manpower and equipment through the communication center and at a command post near the scene.
n. Assist in decontamination of responders and the public within the scope of capabilities in conjunction with the responding mutual aid Hazmat Team.
o. Provide manpower and equipment for emergency medical services at the scene of a hazardous materials incident:
    1. Give medical attention to the sick and injured on scene.
    2. Establish triage operations as needed.
    3. Transport sick and injured to permanent medical care facilities and minimize the opportunity for contamination of responding staff/equipment during transport.

4. Provide hospitals and medical care facilities information from the incident scene on the number and nature of casualties being sent to their facility with any recommendations for treatment.

p. Provide emergency medical care and transportation for those injured in a hazardous material incident.
q. Perform other operations which may be appropriate in accordance with trainings and qualifications.

Washington State Patrol

a. Act as designated incident command agency for hazardous materials incidents on interstate and state highways and in areas specifically designated by the local political entity. When the local jurisdiction does not designate an incident command agency, assume incident command for the jurisdiction in accordance with RCW 70.136.030.
b. When necessary, establish Unified Command System with fire departments, emergency medical services and other state and federal resources.
c. Assist the Thurston County Sheriff's Office in coordination of law enforcement activities.
d. Assist with warning, notification, and evacuation activities.
e. Assist with traffic and crowd control.
f. Provide supplemental communications support.
g. Provide additional law enforcement assistance as necessary.

Washington State Department of Ecology

a. Provide 24-hour emergency response to reported spill incidents.
b. Activate the Northwest Area Contingency Plan (NACP) as warranted or appropriate.
c. Represent state laws and interests in oil and hazardous substances incidents by acting as the State On-Scene Coordinator in the Unified Command System.
d. Maintain resource list of cleanup contractors, equipment, and technical/scientific personnel for hazardous materials incidents.
e. Assist in determining the release source, cause, and responsible party.
f. Provide on-scene coordination and technical assistance on containment, cleanup, disposal, natural resource damage assessment, laboratory analysis and evidence collection for enforcement actions.
g. Coordinate Natural Resource Damage Assessment (NRDA) activities.
h. Establish cleanup standards for incident in accordance with federal and state law.
i. Ensure source control, contamination, cleanup, and disposal are accomplished.

C. Support Agencies

American Red Cross

a. Provide for temporary shelter, feeding, welfare inquiries and information services.
b. Provide a representative to the ECC to coordinate actions with other agencies as requested.

Confederated Tribes of the Chehalis Reservation and the Nisqually Tribe

a. Provide a Tribal On-Scene Coordinator as requested to the Incident Command or Unified Command.
b. Provide additional resources and support as requested by the Incident Commander, Unified Command, or the Tribal On-Scene Coordinator.

Local Jurisdictional Law Enforcement

a. Coordinate law enforcement resources during a hazardous materials emergency.
b. Provide for traffic control and maintenance of evacuation during a hazardous materials emergency.
c. Ensure law enforcement personnel are familiar with procedures for the identification and movement of essential personnel during a hazardous materials emergency.
d. Perform evacuation within parameters established for specific incident action plans.

e. Assist where necessary in the rapid dissemination of warning and evacuation information to the public.
f. Assist with investigation of possible criminal acts involving hazardous substances and/or their intentional release. Bring in state and federal law enforcement as needed.

Local Jurisdiction Public Works Departments

a. Provide equipment and manpower to assist in the containment of a hazardous materials release.
b. Provide equipment and manpower to repair essential, jurisdictional facilities damages as a result if a hazardous materials release.
c. Provide assistance to law enforcement with regard to traffic control on evacuation routes and at the incident scene.
d. Implement protection/mitigation measures to ensure safety and integrity of drinking water and wastewater systems.

Pierce County Hazardous Incident Team

Please note this is a regional resource and will need an MOU or other agreement to utilize

a. Respond in support of first responder agencies when requested.
b. Assess actions taken by first-in-units.
c. Provide technical level response to hazardous materials incidents.
d. Provide incident management expertise and equipment.
e. Evaluate/establish exclusionary zones.
f. Perform substance identification testing via HazCat testing, Hazard ID analysis and/or radiological testing.
g. Determine the proper level of personal protective equipment, emergency medical treatment, decontamination techniques and additional authorities requiring notification.
h. Perform duties as directed by incident command.
i. Coordinate with representatives of Thurston County Emergency Management.
j. Identify the type(s) of materials involved and the scope of the incident as quickly as possible. Information can be gathered from the reporting party, 9-1-1 dispatch, the responsible party, placards, and references such as the *Emergency Response Guidebook*, Chemtrec and CAMEO.

Private Hazardous Material Transportation Companies, Fuel Distribution Stations and Tier II Facilities

a. Respond in accordance with Company/Facility Emergency Contingency Plan or appropriate Emergency Response Plan.
b. Provide notification to Thurston 911 Communications (TCOMM), National Response Center and Washington Department of Ecology Spill Line.
c. Respond to the level of staff training.
d. Coordinate with First Responders.
e. Train and equip personnel to implement the plans.
f. Tier II facilities storing extremely hazardous substances must:
    1. Identify the location of such substance and designate a Facility Emergency Coordinator to act as the contact for the facility and hazardous materials information in accordance with 40 CFR 355.30. This CFR requires the owner or operator of a facility subject to the section to designate a facility representative who will participate in the local emergency planning process as the Facility Emergency Response Coordinator.
    2. Report chemical inventories to the State Emergency Response Commission (SERC), Local Emergency Planning Commission (LEPC), and local fire departments.
    3. Submit Tier II Emergency and Hazardous Chemical Inventory Report and other information as required by federal, state, or local law.

4. Prepare hazardous materials emergency plans and provide copies to the Thurston County LEPC when requested.

Providence St. Peter and Capital Medical Center Hospitals and other specialty care facilities

a. Receive and provide for appropriate care of sick or injured from a hazardous materials incident.
b. Provide instructions for specialized treatment of sick and injured still on the scene to Emergency Medical Services.

Radio Amateur Civil Emergency Services (RACES)

a. Provide communications between the Emergency Coordination Center and the Incident Command Post as requested.
b. Provide communications between the Emergency Coordination Center and shelters as requested.
c. Provide other communications support as requested.

Thurston 911 Communications (TCOMM)

a. Provide communications services to law enforcement, fire, EMS, and the Emergency Coordination Center.
b. Document all communications related activities pertaining to the situation for the event record.

Thurston County Emergency Management

a. Provide emergency management or Emergency Coordination Center support for the logistical requirements of hazardous materials emergency response.
b. Emergency management staff will as necessary:
    1. Provide alert and notification to appropriate agencies and organizations as requested by either the facility representative or first responders.
    2. Open the Thurston County Emergency Coordination Center when indicated.
    3. Script and transmit public alerts and notifications through Emergency Notification systems and social media and when appropriate issue Emergency Alert System messages.
    4. Attempt other methods of notification to the public as necessary.
    5. Activate ESF #10 and other appropriate Emergency Support Functions as requested.
c. Support first response agencies and incident command with information and resource coordination as required.
d. Assist incident command in determining need for evacuation or shelter-in-place.
e. Provide public education materials to the public and businesses on hazardous materials and preparedness.
f. Provide public information on response activities and public safety as necessary during major incidents.

Thurston County Emergency Management Council (EMC)

a. Function as lead agency for Thurston County Local Emergency Planning Committee.
b. Activate the LEPC Plan as appropriate.
c. The Chairperson or their Designee, will represent the LEPC at the incident command or unified command post as requested.

Thurston County Medic One

a. Provide advanced and basic life support services to hazardous materials exposure victims when requested.
b. Provide victim transport to appropriate medical facilities.

Thurston County Public Health and Social Services

a. Take such measures as the Health Officer deems necessary to promote and protect the public's health.
b. Assess the public health implications of a hazardous materials incident and take appropriate actions.
c. In conjunction with Washington State Department of Health and Washington State Ecology, assist water and sewer utilities in the investigation and mitigation of impacts from the effects of a hazardous materials incident.
d. Direct the closure of B Water Systems (systems serving 2-14 residential structures) as appropriate.
e. Direct the closure of contaminated sites as necessary.
f. Provide information to the public on the health effects of and how to avoid contamination from a hazardous material release as needed.
g. Make a final determination on when contamination no longer poses a public health risk.
h. Initiate actions to reopen sites once contaminated when the threat is properly mitigated.

Washington Emergency Management Division (EMD)

a. Maintain a 24-hour duty officer system to receive notifications of incidents and requests for assistance and initial notification to local, state, and federal response agencies.
b. Provide communication links to state agencies and local jurisdictions through the State Emergency Operations Center.
c. Activate the Emergency Management Division Emergency Operations Center in support of the incident when appropriate or as requested.
d. Issue mission numbers.

Washington State Department of Natural Resources (DNR)

a. Protect water resources on Department of Natural Resources land.
b. Provide access, information, and assistance to reduce and control the effects of hazardous materials on Department of Natural Resources lands.
c. Provide wildland fire suppression and control support if requested.

Washington State Department of Transportation (WSDOT)

a. Support Washington State Patrol with incident response and traffic control on state, federal and tribal highway facilities in response to a hazardous material release.
b. Conduct emergency repairs or reconstruction of essential state, federal and tribal highway facilities damaged as a result of a hazardous materials release.
c. When requested by mutual aid agreement, provide crews and equipment to assist the county and cities in the containment of a hazardous material release.
d. When requested by mutual aid agreement, provide crews and equipment to support repair of essential county and city highway facilities damaged as a result of a hazardous material release.
e. Provide assistance to the appropriate law enforcement agency with regard to traffic control on evacuation routes and at the incident scene.

U.S. Department of Agriculture (USDA)

a. Provides technical assistance, laboratory testing and sampling and estimates on recovery costs for incidents involving pesticides/herbicides.

U.S. Coast Guard (USCG)

a. Provide coordination of oil and hazmat response under the National Contingency Plan through the Northwest Area Committee and the Regional Response Team.
b. May provide a Federal On Scene Coordinator.
c. May establish unified command as appropriate.
d. Provide appropriate resources to respond recover and cleanup.
e. Help assist in identifying the responsible party.

U.S. Environmental Protection Agency (EPA)

a. Participate in the incident command structure for releases of hazardous materials or petroleum products occurring in EPA jurisdictions.
b. Responds to advice and technical resources to protect the environment from all types of hazardous substances and oil to waters of the U.S.
c. In conjunction with the Washington State Department of Ecology, will coordinate resources, containment, removal, and disposal efforts of major incidents.
d. Review annual SARA Title 313 reports.
e. Act under ESF-10 of the National Response Framework.
f. Provide funding for response contractors when the responsible party is unavailable, unresponsive, or unidentified.
g. Coordinate with the United States Coast Guard on the National Contingency Plan.

National Weather Service

a. Provide weather forecasts, weather modeling, wind directions and other weather-related information.
b. Provide spot weather forecasts upon request.

D. Resource Requirements

The response and recovery resources available to the Thurston County Local Emergency Planning Committee come from federal, state, and local partners as well as private stakeholders and nongovernmental organizations. During response operations, acquisition of resources will be by preexisting memorandums of understanding (MOU's), memorandums of agreement (MOA's), interagency agreements and contracts or through emergent contracting in accordance with Revised Code of Washington (RCW) 38.52.070.

Thurston County Fire Districts/Departments are a primary agency of this plan and will most likely be the first responders to an incident. The Thurston County Local Emergency Planning Committee uses the most current version of the Thurston County Fire Service Resource Mobilization Plan as the primary response resource guide. Additional response resources are maintained by the Washington Department of Ecology, Pierce County Hazardous Incident Team, Burlington Northern Santa Fe (BNSF), the Port of Olympia and private facilities.

References

a. FEMA- Comprehensive Preparedness Guide (CPG 101)
b. U.S. Department of Transportation and Transport Canada- Emergency Response Guidebook
c. SARA Title III Emergency Planning and Community Right-to-Know Act (EPCRA)
d. Washington Administrative Code 118-40- Hazardous Chemical Emergency Response Planning
e. Revised Code of Washington
f. National Contingency Plan
g. Northwest Area Contingency Plan
h. Geographic Response Plans
i. Hazards Mitigation Plan for the Thurston Region
j. Code of Federal Regulation (CFR)- Protection of the Environment, Hazardous Waste Operations and Emergency Response
k. United States Code: Title 42, Chapter 116, Section 11003 a-g Comprehensive Plans
l. National Fire Protection Association (NFPA) 472: Standard for Competence of Responders to Hazardous Materials/Weapons of Mass Destruction Incidents.
m. Model Toxic Control Act

Terms and Definitions

Acronyms

AIHA	American Industrial Hygiene Association
ARC	American Red Cross
BOCC	Board of County Commissioners
CERCLA	Comprehensive Environmental Response Compensation and Liability Act
CHEMTREC	Chemical Transportation Emergency Center
CANUTEC	Canadian Transport Emergency Center
DNR	Washington Department of Natural Resources
DOE	Washington Department of Ecology
DOH	Washington Department of Health
DPS	Department of Public Safety
DSHS	Washington State Department of Social and Health Services
EAS	Emergency Alert System
EHS	Extremely Hazardous Substance
EMD	Washington Emergency Management Division
EMS	Emergency Medical Services
ENS	Emergency Notification System
EOC	Emergency Operations Center
ECC	Emergency Coordination Center
EPA	U.S. Environmental Protection Agency
EPCRA	Emergency Planning and Community-Right-To-Know Act
ERG	Emergency Response Guidebook
ESF	Emergency Support Function
HAZMAT	Hazardous Materials
HAZWOPER	Hazardous Waste Operations and Emergency Response
HIVA	Hazard Identification and Vulnerability Assessment
HMRP	Hazardous Materials Response Plan
HMTA	Hazardous Materials Transportation Act
HSP	Health and Safety Plan
IC	Incident Commander
ICP	Incident Command Post
ICS	Incident Command System
JIC	Joint Information Center
LEPC	Local Emergency Planning Committee
NAC	Northwest Area Committee
NACP	Northwest Area Contingency Plan
NAWAS	National Warning System
NCP	National Contingency Plan
NFPA	National Fire Protection Association
NIOSH	National Institute for Occupational Safety and Health
NIMS	National Incident Management System
NOAA	National Oceanic and Atmospheric Association
NRC	National Response Center
NRDA	Natural Resources Damage Assessment
NRF	National Response Framework
NRS	National Response System
OSC	On Scene Coordinator
F-OSC	Federal On Scene Coordinator

LOSC	Local On Scene Coordinator
TOSC	Tribal On Scene Coordinator
OSCCR	On Scene Command and Coordination Radio
OSHA	Occupational Safety and Health Administration
PHSS	Thurston County Public Health and Social Services
PIO	Public Information Officer
PPE	Personal Protective Equipment
RACES	Radio Amateur Civil Emergency Services
RCW	Revised Code of Washington
RRT	Regional Response Team
SARA	Superfund Amendments and Reauthorization Act
SDS	Safety Data Sheet
SEOC	State Emergency Operations Center
SERC	State Emergency Response Commission
SETIQ	Mexican Emergency Transportation System for the Chemical Industry
SOP	Standard Operating Procedure
TCEM	Thurston County Emergency Management
TERC	Tribal Emergency Response Commission
UC	Unified Command
UN/NA	United Nations/North America (Hazardous Materials Numbering)
USCG	United States Coast Guard
USCG SPS	United States Coast Guard Sector Puget Sound
USDA	United States Department of Agriculture
WAC	Washington Administrative Code
WSDOT	Washington State Department of Transportation
WMD	Weapons of Mass Destruction
WSP	Washington State Patrol

Definitions

ACCIDENT SITE - The location of an unexpected occurrence, failure, or loss, either at a regulated facility or along a transportation route, at which a release of listed chemicals occurs.

ACUTE EXPOSURE - Exposures, of a short duration, to a chemical substance that results in adverse physical symptoms.

ACUTELY TOXIC CHEMICALS - Chemicals that can cause both severe short-term and long-term health effects after a single, brief exposure of short duration. These chemicals can cause damage to living tissue, impairment of the central nervous system and result in severe illness. In extreme cases, death can occur when ingested, inhaled, or absorbed through the skin.

AEROSOL - Fine liquid or solid particles suspended in a gas such as fog or smoke.

CANUTEC – Canadian Transport Emergency Center - overall mandate is to promote public safety in the transportation of dangerous goods by all modes

CHEM-TEL - A private company listed in the *Emergency Response Guidebook* that provides emergency response organizations with a 24-hour phone response for chemical emergencies.

CHEMICAL AGENT - A chemical substance intended for use in military operations to kill, seriously injure or incapacitate people through its physiological effects. Excluded from consideration are riot control agents, smoke, and flame materials. The agent may appear as a vapor, aerosol, or liquid. It can be either a casualty/toxic agent or an incapacitating agent.

CHEMTREC - CHEMICAL TRANSPORTATION EMERGENCY CENTER - a centralized toll-free telephone service providing advice on the nature of chemicals and steps to be taken in handling the early stages of transportation emergencies where hazardous chemicals are involved. Upon request, CHEMTREC may contact the shipper, or manufacturer of hazardous materials involved in the incident for additional, detailed information and appropriate follow-up action, including on-scene assistance when feasible.

COLD ZONE - The area outside the Warm Zone (contamination reduction area) that is free from contaminants.

DECONTAMINATION - The process of making people, objects, or areas safe by absorbing, destroying, neutralizing, making harmless or removing the hazardous material.

DIRECTION AND CONTROL EXERCISE - An activity in which emergency management officials respond to a simulated incident from their command and control centers. It mobilizes emergency management and communications organizations and officials. Field response organizations are not normally involved.

EMERGENCY - An event or set of circumstances which: (1) demands immediate action to preserve public health, protect life, protect public property, or to provide relief to any stricken community overtaken by such occurrences or (2) reaches such a dimension or degree of destructiveness as to warrant the Governor proclaiming a state of emergency pursuant to RCW 43.06.010.

EMERGENCY ALERT SYSTEM (EAS) - Established to enable the dissemination of emergency information to the public via the Commercial Broadcast System by the President and federal, state, and local

jurisdiction authorities. Composed of amplitude modulation (AM), frequency modulation (FM), television broadcasters, and the cable industry. Formerly known as the Emergency Broadcast System (EBS).

EMERGENCY COORDINATION CENTER (ECC) - The physical location at which the coordination of information and resources to support incident management (on-scene operations) activities normally takes place. An ECC may be a temporary facility or may be located in a more central or permanently established facility, perhaps at a higher level of organization within a jurisdiction. ECCs may be organized by major functional disciplines (e.g., fire, law enforcement, and medical services), by jurisdiction (e.g., federal, state, regional, tribal, city, county), or some combination thereof.

EMERGENCY NOTIFICATION SYSTEM (ENS) - A method of facilitating the one-way dissemination or broadcast of messages to one or many groups of people, alerting them to a pending or existing emergency

EMERGENCY SUPPORT FUNCTION (ESF) – The functional approach that groups the types of assistance a state and/or local jurisdiction is most likely to need, (e.g. mass care, health and medical services) as well as the kind of federal operations support necessary to sustain state response actions (e.g., transportation, communications). ESFs are expected to support one another in carrying out their respective missions.

EXTREMELY HAZARDOUS SUBSTANCES (EHS) - These are substances designated as such by the EPA. EHS inventories above certain threshold quantities must be reported to the Washington SERC, or TERC, and local fire department pursuant to Sections 302, 304, 311 and 312 of EPCRA. EHS releases which exceed certain quantities must be reported to the National Response Center, the SERCs, TERCs, LEPCs, and local fire departments that may be affected, pursuant to EPCRA Section 304. The EHSs and pertinent, reportable quantities are listed in 40 CFR 355 and EPA Consolidated List of Lists.

FACILITY - Fixed-site required to report under EPCRA.

FULL-SCALE EXERCISE - An activity intended to evaluate the operational capability of emergency management systems in an interactive manner over a substantial period of time. It involves the testing of a major portion of the emergency plan and organizations in a highly stressful environment. It includes the mobilization of personnel and resources to demonstrate coordination and response capabilities. The SEOC is activated and field command posts may be established. A full-scale exercise is always formally evaluated.

FUNCTIONAL EXERCISE - An activity designed to evaluate the capability of individual or multiple emergency management functions. It is more complex than a tabletop exercise in that activities are usually under time constraints and are followed by an evaluation or critique. It usually takes place in some type of coordination or operating center. The use of outside resources is often simulated. No field units are used.

HAZARD - The chance that injury or harm will occur to persons, plants, animals, or property.

HAZARD ANALYSIS - The use of a model or methodology to estimate the movement of hazardous materials at a concentration level of concern from an accident site, either at fixed site or on a transportation route to the surrounding area in order to determine which portions of a community may be affected by a release of such materials.

HAZARDOUS CHEMICALS OR SUBSTANCES - Chemicals, mixtures, and other chemical products determined by US Occupational Health and Safety Administration (OSHA) regulations to pose a physical or health hazard. No specific list of chemicals exists, but the existence of a Material Safety Data Sheet (SDS) foa substance indicates it may be reportable under EPCRA. Reporting information software and current LEPC contact information is available at https://ecology.wa.gov/Regulations-Permits/Reporting-requirements/Emergency-Planning-Community-Right-to-Know-Act

HAZARDOUS MATERIAL - A substance in a quantity or form posing an unreasonable risk to health, safety, property, and/or environment when manufactured, stored, or transported in commerce. A substance which by its nature, containment, and reactivity has the capability for inflicting harm during an accidental occurrence, characterized as being toxic, corrosive, flammable, reactive, an irritant, or a strong sensitizer and thereby posing a threat to health and the environment when improperly managed. Hazardous materials include extremely hazardous and hazardous substances of oil and other petroleum products. Other toxic substances include some infectious agents, radiological materials, and materials such as industrial solid waste substances.

HAZARDOUS SUBSTANCE - Chemicals, chemical mixtures, and other products determined by US Occupational Health and Safety Administration (OSHA) regulations to pose a physical or health hazard. No specific list of chemicals or substance exists, but the existence of a Material Safety Data Sheet (SDS) for a product or substance indicates it may be reportable under EPCRA regulations. Facilities that store 10,000 pounds or more of a HS at any time are required to report chemical inventories annually to the SERC, or TERC, LEPC, and local fire department in accordance with EPCRA regulations. Substances can also be designated as such by the EPA pursuant to the Comprehensive Environmental Response, Compensation, and Liability Act (CERCLA). HS releases above certain levels may need to be reported to the National Response Center and must be reported to the SERC, TERC, and local agencies pursuant to CERCLA, Section 304 of EPCRA, and related state regulations.

HAZWOPER is an acronym which stands for Hazardous Waste Operations and Emergency Response.

HOT ZONE - The area surrounding a particular incident site where contamination does or may occur. All unauthorized personnel may be prohibited from entering this zone.

INCIDENT COMMAND (IC) - The IC is the overall coordinator of the response team. Responsible for on-site strategic decisions and actions throughout the response phase and maintains close liaison with the appropriate government agencies to obtain support and provide progress reports on each phase of the emergency response. Must be trained to a minimum of operations level and certified in the Incident Command System.

INCIDENT COMMAND SYSTEM (ICS) - An all-hazards, on-scene functional management system that establishes common standards in organization, terminology, and procedures. ICS provides a means (unified command) for the establishment of a common set of incident objectives and strategies during multi- agency/multi-jurisdiction operations while maintaining individual agency/jurisdiction authority, responsibility, and accountability. ICS is a component of the National Interagency Incident Management Systems (NIMS).

JOINT INFORMATION CENTER (JIC) - A facility that may be used by affected utilities, state agencies, counties, local jurisdictions and/or federal agencies to jointly coordinate the public information function during all hazard's incidents.

LOCAL EMERGENCY PLANNING COMMITTEE (LEPC) - The planning body designated in the Superfund Amendments and Reauthorization Act Title III legislation as the planning body for preparing local hazardous materials plans.

NATIONAL RESPONSE CENTER - Interagency organization, operated by the US Coast Guard, which receives reports when reportable quantities of dangerous goods, hazardous and/or extremely hazardous substances are spilled. After receiving notification of an incident, the NRC will immediately notify appropriate federal response agencies, which may activate the Regional Response Team or the National Response Team.

NORTHWEST AREA COMMITTEE – Area committees were established pursuant to the National Contingency Plan (NCP; 40 CFR Part 300) and are comprised of personnel from federal and state agencies who coordinate response actions with tribal and local governments and with the private sector.

ON-SCENE - The total area that may be impacted by the effects of a hazardous material incident. The on- scene area is divided into mutually exclusive on-site and off-site areas.

PLUME - A vapor cloud formation that has shape and buoyancy. The cloud may be colorless, tasteless, or odorless and may not be visible to the human eye.

PRIMARY AGENCY - An agency assigned primary responsibility to manage and coordinate a specific ESF. Primary agencies are designated on the basis of who has the most authorities, resources, capabilities, or expertise relative to accomplishment of the specific Emergency Support Function (ESF) with assistance, if requested, from the EOC. An example of a primary agency is the Department of Transportation for ESF 1 - Transportation.

REGIONAL RESPONSE TEAM (RRT) – The RRT is a regional version of the National Response Team which is responsible for regional planning and preparedness.

REGULATED FACILITY - A site where handling and transfer, processing, and/or storage of chemicals is performed. For the purposes of this document, regulated facilities produce, use, or store EHSs in quantities which exceed threshold planning quantities, or they store one or more HS in a quantity of 10,000 pounds or more at any one time. Facilities that meet either criterion must annually report their chemical inventories of such materials to the SERC, LEPCs, local fire department. When appropriate, the tribe must be reporting to the Tribal Emergency Response Commission (TERC).

REPORTABLE QUANTITY - The minimum quantity of hazardous substances released, discharged, or spilled that must be reported to federal, state, local and/or tribal authorities pursuant to statutes and EPCRA regulations.

RESPONSE - Actions taken immediately before, during or directly after an emergency occurs to save lives, minimize damage to property and the environment and enhance the effectiveness of recovery. Response measures include, but are not limited to: emergency plan activation, emergency alert system activation, emergency instructions to the publc, emergency medical assistance, staffing the emergency operations center, public official alerting, reception and care, shelter and evacuation, search and rescue, resource mobilization and warning systems activation.

RISK MANAGEMENT PLAN - Pursuant to Section 112r of the Clean Air Act (CAA), facilities that produce, process, distribute or store certain toxic and flammable substances are required to have a RMP that includes a hazard assessment, accident prevention program, and emergency response program. A summary of the RMP must be submitted to the EPA.

SERIQ - Mexican Emergency Transportation System for the Chemical Industry.

SUPPORT AGENCY - An agency designated to assist a specific primary or joint primary agency with available resources, capabilities, or expertise in support of Emergency Support Function (ESF) activities under the coordination of the primary or joint primary, agency.

TABLETOP EXERCISE - An activity in which officials, key staff and/or others with emergency responsibilities gather to informally discuss simulated emergency situations. It is designed to elicit constructive discussion by the participants without time constraints. Participants evaluate plans and procedures and resolve questions of coordination and assignment of responsibilities in a non-threatening format under minimum stress.

TITLE III - Public Law 99-499, Superfund Amendment and Reauthorization Act (SARA) of 1986, Title III, Emergency Planning Community Right-to-Know Act (EPCRA), requires the establishment of state and local planning organizations, State Emergency Response Commission (SERC), a subcommittee of the Emergency Management Council, and Local Emergency Planning Committees (LEPCs) to conduct emergency planning for hazardous materials incidents. The law requires site-specific planning for extremely hazardous substances, participation in the planning process by facilities storing or using hazardous substances and notifications to the SERC or LEPC of releases of specified hazardous substances. It also provides a mechanism for information sharing on hazardous chemicals and emergency plans for hazardous chemical events to the public.

TOXIC SUBSTANCES - Toxic substances are chemical or compounds which may present an unreasonable threat to human health and the environment. Human exposure to toxic substances can cause a variety of health effects including long-term adverse health effects. Certain facilities which have 10 or more full-time employees and manufacture, process or use a toxic substance in excess of threshold amounts during the calendar year are required to submit a Toxics Release Inventory Report annually to the US EPA and the Washington SERC. A current list of substances covered, reporting guidance, and software is available at the US EPA TRI website at https://www.epa.gov/toxics-release-inventory-tri-program

TOXICITY - A measure of the harmful effect produced by a given amount of a toxin on a living organism. The relative toxicity of an agent can be expressed in milligrams of toxin needed per kilogram of body weight to kill experimental animals.

UN/NA - United Nations (UN) Numbers are four-digit numbers used to identify hazardous chemicals or classes of hazardous materials worldwide. North American (NA) Numbers are identical to UN numbers. If a material does not have a UN number, it may be assigned an NA number. These numbers are required for the shipment of hazardous materials

VULNERABLE FACILITIES - Facilities which may be of particular concern during a HAZMAT incident because they 1) are institutions with special populations that are particularly vulnerable or could require substantial assistance during an evacuation (schools, hospitals, nursing homes, day care centers, jails), 2) fulfill essential population support functions (power plants, water plants, fire/police/EMS dispatch center), or 3) include large concentrations of people (shopping centers, recreation centers).

WARM ZONE - An area over which the airborne concentration of a chemical involved in an incident could reach a concentration that may cause serious health effects to anyone exposed to the substance for a short period of time.

List of Figures:

Appendices:

Thurston County

Emergency Management

Federal and State Routes

Federal Routes

State Routes

Cities **Urban Growth Areas**

The information included on this map has been compiled by Thurston County staff from a variety of sources and is subject to change without notice. Additional elements may be present in reality that are not represented on the map. Ortho-photos and other data may not align. The boundaries depicted by these datasets are approximate. This document is not intended for use as a survey product.

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LRC 7/27/2021

THURSTON COUNTY WASHINGTON SINCE 1852

Thurston County GeoData Center

NORTH

0 5

Miles

Thurston County

Emergency Management

Major Arterial Routes

Arterial Roads

Cities **Urban Growth Areas**

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LRC 7/21/2021

THURSTON COUNTY WASHINGTON SINCE 1852

Thurston County GeoData Center

NORTH

0 5

Miles

Thurston County

Emergency Management

Railroads by Owner and Pipelines

- Burlington Northern SF
- City of Tacoma
- City of Yelm
- Puget Sound & Pacific
- Union Pacific
- Olympia Pipeline - Petroleum Products
- William Pipeline - Natural Gas

- Abandoned Railroads
- Cities
- Urban Growth Areas

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Thurston County GeoData Center

NORTH

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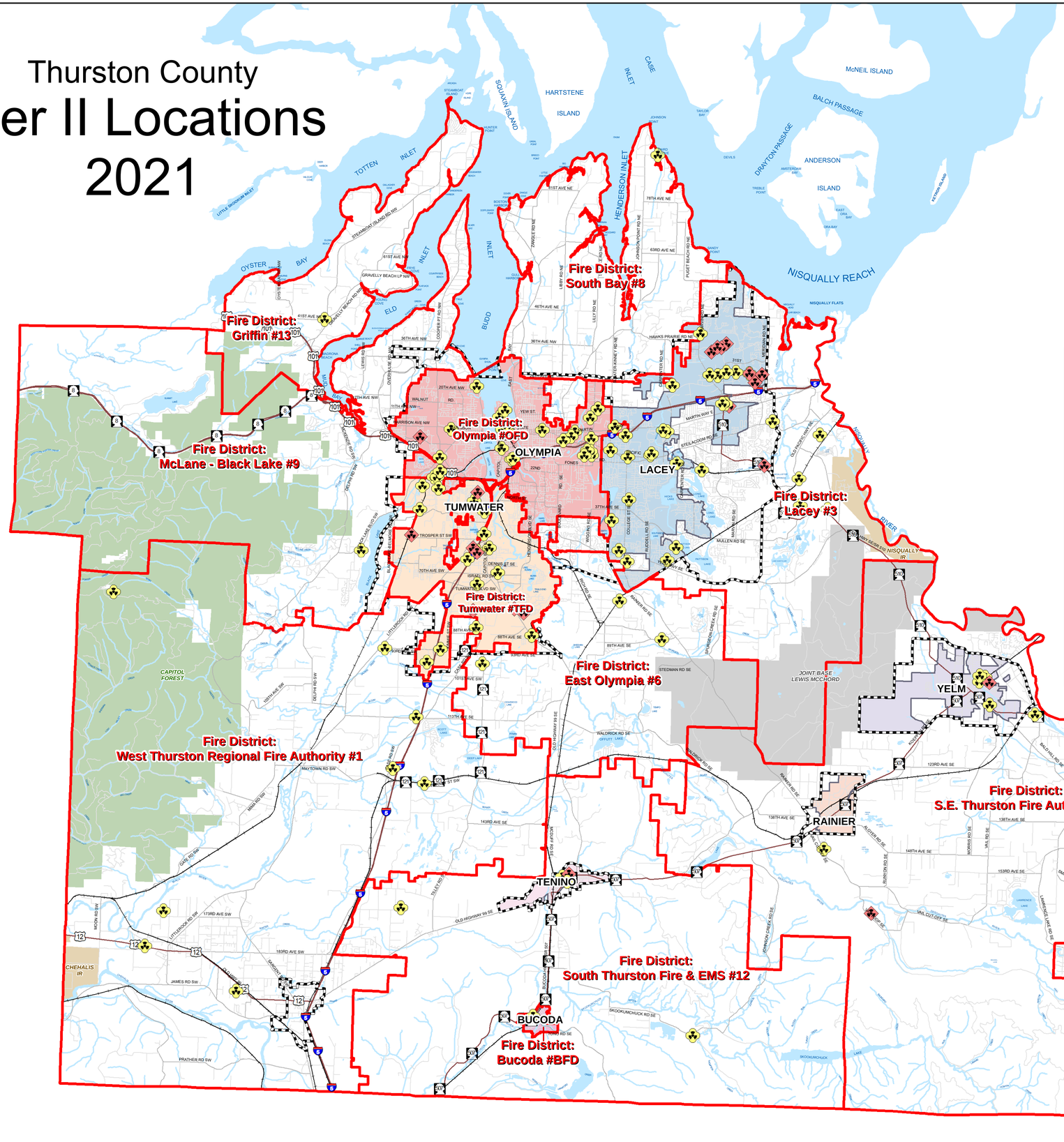
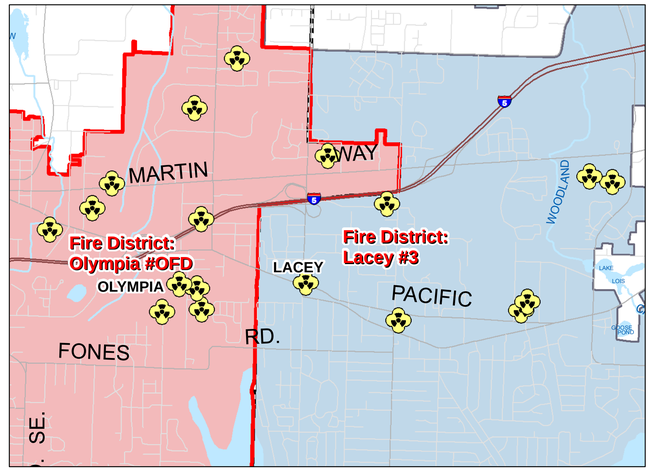
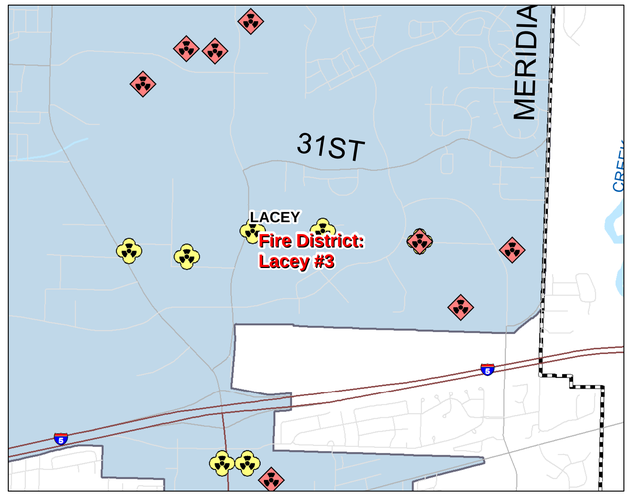
Miles

Thurston County

Tier II Locations 2021







Extrememly Hazardous Substances (Sec 302)

Tier II Reporting Sites

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LRC 7/21/2021

THURSTON COUNTY GeoData Center

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Thurston County

Emergency Management

Critical Infrastructure Facilities

- County Courthouse
- Police
- School Sites
- Radio Towers
- County Pits
- Fire Stations
- Puget Sound Energy Dispatch
- Tunnel
- County Fuel Pump
- City Halls
- Urgent Care
- Hospitals
- Olympia Regional Airport
- Port
- Waste and Recovery Center

- Priority County Routes
- Secondary County Routes
- State Routes
- Railroads
- Weyerhauser Emergency Use
- Trails
- Olympic Pipeline - Liquid
- Williams Pipeline - Natural Gas
- Parks
- Water and Sewer ULIDs

- Coroner/Morgue
- DAM
- Emergency Coordination Center
- TCOMM-911/Medic One
- Jail
- LOTT Plant
- Public Health
- Public Works
- Sewer Systems
- Water Systems

Cities Urban Growth Areas

LRC 8/31/2021

THURSTON COUNTY GEODATA CENTER

NORTH

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Miles

Thurston County

Emergency Management

Critical Infrastructure Facilities

Olympia – Tumwater – Lacey

- County Courthouse
- Police
- School Sites
- Radio Towers
- County Pits
- Fire Stations
- Puget Sound Energy Dispatch
- Tunnel
- County Fuel Pump
- City Halls
- Urgent Care
- Hospitals
- Olympia Regional Airport
- Port
- Waste and Recovery Center

- Coroner/Morgue
- DAM
- Emergency Coordination Center
- TCOMM-911/Medic One
- Jail
- LOTT Plant
- Public Health
- Public Works
- Sewer Systems
- Water Systems

- Priority County Routes
- Secondary County Routes
- State Routes
- Railroads
- Weyerhauser Emergency Use
- Trails
- Olympic Pipeline - Liquid
- Williams Pipeline - Natural Gas
- Parks
- Water and Sewer ULIDs

Cities Urban Growth Areas

0 2
Miles

NORTH

LRC 8/31/2021

TCOMM 911

- What is the address of the Hazmat Situation?
- Are there any injuries?
- Anyone suffering any kind of symptoms?

Send the Call to Fire

Questions directly from TCOMM on what they ask after dispatching call.

What is the nature of the Hazmat situation?

- Liquid leaking or spilled? Gas Vapor?
- What color is the material, liquid, or gas vapor?
- Does it have an odor? Describe it.
- What type of conveyance? (rail, car, truck, boat, etc.)
- Where is the driver or occupants?

Give Pre-Arrival Instructions

- Stay completely away from the area (upwind uphill)
- Keep all open flames, equipment and ignition sources away from the area.
- Do not turn any electrical switches or appliances on or off (leave them in the current position)
- Do not lock doors on the way out of the building.

TCOMM 911

- Dispatch fire service
- Notifies Washington State Patrol

FIRE/WASHINGTON STATE PATROL

- Determine the size small or large (NAERG)
- Establish Unified Command
- Request Department of Ecology
- Request Hazmat Team (JBLM or West Pierce)

UNIFIED COMMAND

- Notifies Emergency Management or Duty Officer
- Notifies State 800-258-5990
- Notifies NRC 800-424-8802
- Any other notifications that are needed

APPENDIX A

APPENDIX A- LETTER OF PROMULGATION

LOCAL EMERGENCY PLANNING COMMITTEE
HAZARDOUS MATERIALS RESPONSE PLAN

APPROVAL AND IMPLEMENTATION

The Thurston County Local Emergency Planning Committee (LEPC) with coordination and cooperation from the Primary and Secondary Support Agencies developed the Hazardous Materials Response Plan (HMRP) to identify and implement hazardous materials emergency preparedness and response responsibilities in accordance with Chapter 118-40 Washington Administrative Code (WAC). The HMRP details the purpose, policy, concept of operations, direction/control, actions and responsibilities of primary and secondary support agencies to ensure mutual understanding and a coordinated plan of action is implemented with appropriate agencies within Thurston County.

The Thurston County LEPC provides guidance, training and support to the local agencies and jurisdictions in Thurston County. The LEPC will prepare or update, as needed, the supporting plans and operating procedures needed to implement the HMRP in the event of a hazardous materials event.

The Thurston County LEPC is responsible for publishing and distributing Emergency Support Function 10- Oil and Hazardous Materials Response and will issue changes as required.

_____ _____

Brian VanCamp Date
Thurston County Local Emergency Planning Committee, Chairman

APPENDIX B

APPENDIX B
SUMMARY OF THURSTON COUNTY HAZARDOUS MATERIALS

A. Fixed Facilities

1. As of July 2021 there are 120 fixed-facility (Tier II reporter) locations throughout Thurston County with hazardous substances, all have submitted their required 2020 reports (See Appendix C or the attached file "TierII_ListOfMappedSites.exe" for a complete list of all reporting sites). Of this 141 fixed-facilities, twenty-two (22) facilities have extremely hazardous substance (these facilities have a "Yes" in the last column of the attached file above). The substances range in quantity from 10 to 500,000 pounds per facility site. Some sites store several different chemicals. All chemicals and quantities stored at fixed facilities are identified on the Tier Two Reports located at the Thurston County Emergency Management Office (9521 Tilley Rd S., Olympia WA 98512.

B. Transportation

1. Ports:

The Port of Olympia has both air and sea based facilities. The Olympia Airport (7643 Old Highway 99 SE, Olympia, WA 98501) is a general aviation airport with no commercial flights presently. The airport provides services to private aircraft and business jets and has instruction programs for both fixed wing and helicopter training. The facility has a twenty-four hour credit card fueling service. Presently, no hazardous materials are shipped from or received at the facility, but aviation fuel is stored on site.

The Olympia sea port (911 Washington St NE, Olympia WA 98501) is a 66-acre marine terminal consisting of the following: a complete breakbulk/container yard; a U.S. Customs bonded warehouse; has on-dock rail; and has three modern, deep-water berths. Main cargo shipped from the port includes raw logs, livestock, and organic corn presently. The port does not store bunker fuel on site, if a vessel need fueling the fuel arrives either by truck or barge. Most vessels choose to fuel either at Tacoma or Seattle and either on the way in or way out. This makes it hard to estimate spill potentials, however booming material is stored on site for spill response.

2. Pipeline:

1) Williams Pipeline operates approximately 32.8 miles of bulk distribution natural gas pipeline in Thurston County. This consists of 30" and 36" diameter pipe at 960 psig. They also operate approximately 44.5 miles of

lateral pipe which is 10” and 20” at 809 psig and 960 psig respectively. Williams operates one compressor station located south of Tumwater. Natural gas is non-toxic but is listed as a "hazardous material" due to its flammability. Bulk natural gas is odorless and colorless; Williams Pipeline does not add any mercaptan scent agents to their gas lines. See Figure 3 for pipeline location.

2) Puget Sound Energy (PSE) operates a few natural gas pipelines above 300 psig but provides the lower pressure, less than 300 psig, distribution lines to customers. In the six county region PSE maintains over 26,000 miles of gas mains and service lines.

3) BP Olympic Pipeline operates approximately 32.6 miles of pipeline and one pump station in Thurston County. The system transports gasoline (all grades), diesel, and aviation fuel. See Figure 3 for pipeline location.

3. Rail:

1) Burlington Northern Santa Fe (BNSF) operates approximately 35 miles of rails in Thurston County which carry all classes of DOT hazardous materials with specific details on the Bill of Lading. Approximately 25 miles are part of the main north/south line and carry “Unit Trains” of crude oil and coal. For specific information about materials carried by railcar BNSF operates an “AskRail” application for first responders. If interested in more information contact BNSF at 800.832.4552.

2) The Puget Sound and Pacific Railroad (PSAP) operates approximately 10 miles of rail in Thurston County. All classes of DOT hazardous materials are transported throughout Thurston County with the specifics detailed on the Bill of Lading.

3) Union Pacific operates approximately 8 miles of rails in Thurston County. All classes of DOT hazardous materials are transported throughout Thurston County with the specifics detailed on the Bill of Lading.

(For a map of Railroads see Figure 3.)

4. Road:

a. Hazardous materials are transported through Thurston County primarily on Federal/State Highways I-5 (58.8 miles), US 101 (20.4 miles), US 12 (8 miles), SR 8 (20.7 miles), SR 507 (25.3 miles), SR 510 (14.2 miles) and SR 121 (7.6 miles). (See Figure 1.)

b. Hazardous substances transported to intermediate and final destinations within Thurston County can generally be expected on any primary or secondary state, county, or municipal road. Not including city roads there are

approximately 167 miles of arterial roads in Thurston County. (See Figure 2.)

c. The majority of the tractor-trailer/tanker transport vehicles are in the 80,000 pound and larger category of vehicles.

d. The majority of hazardous items shipped by road are petroleum products which include diesel, gasoline, aviation fuel, and liquefied petroleum gas (LPG).

APPENDIX C

APPENDIX C — REGULATED FACILITIES IN THURSTON COUNTY

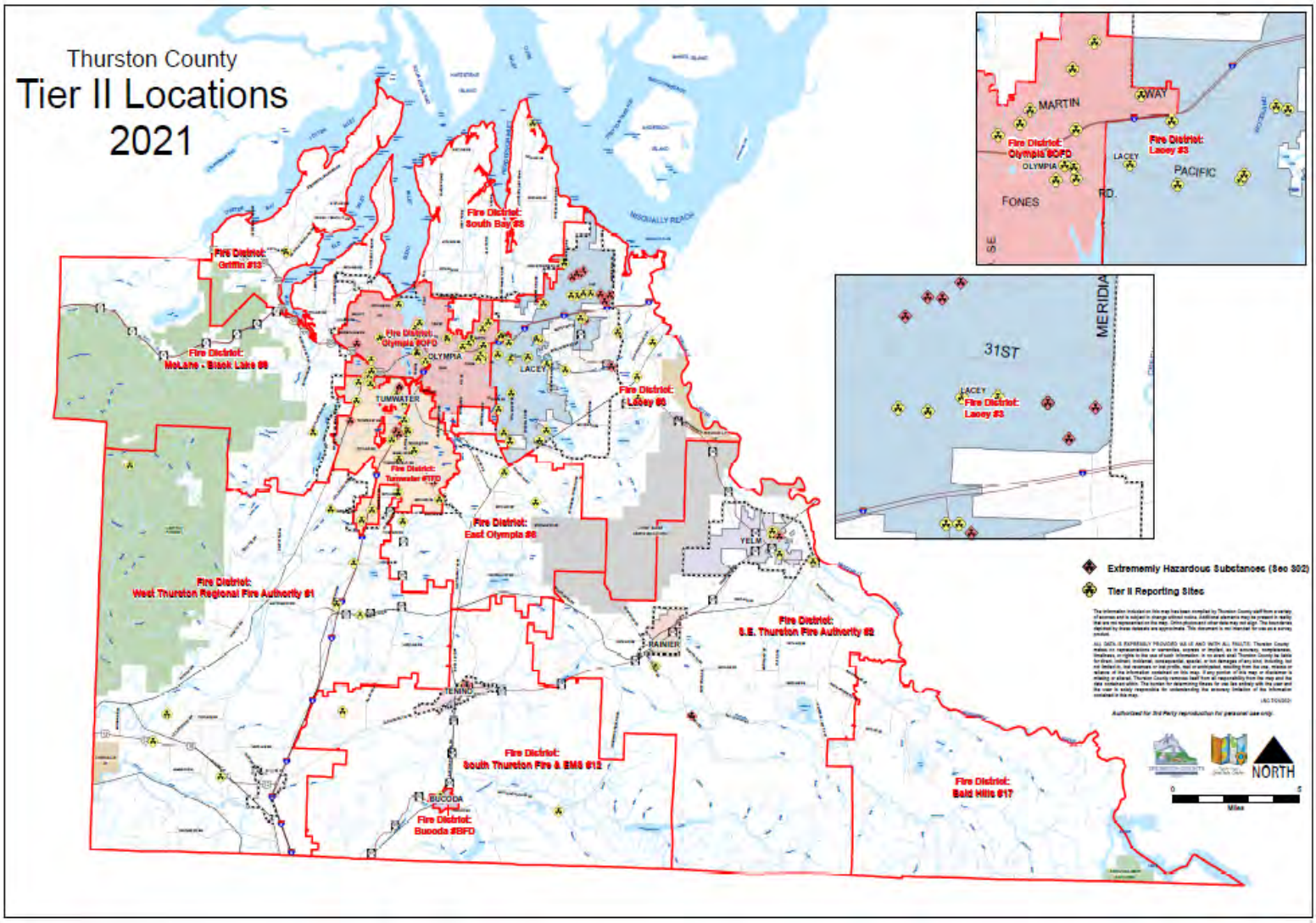
This is a snap-shot of the Section 302 Reporting Facilities (Tier II site) reports received and available at the Thurston County ECC. Reports are maintained in PDF formats. All reports contain the facility Emergency Coordinator and appropriate contact information and are available at the TC ECC.

Company	Address	Fire Response Agency	Sect 302
Acme Fuel State Ave	416 State Ave NE	Olympia	NO
Acme Fuel Adams	227 Adams St NE	Olympia	NO
Acme Fuel/Fast Fuel Thurston	303 Thurston Ave	Olympia	NO
Acme Fuel/Fast Fuel 2	505 Lilly Rd SE	Olympia	NO
Amerigas	2925 Black Lake Blvd SW	Tumwater	NO
Amerigas	3026 Martin Way	Olympia	NO
Aquatic Co	801 Northern Pacific Road	SE Thurston	NO
Associated Petroleum Products Inc	1312 Fones Road	Olympia	NO
AT&T ~ Mobility Lacey	4550 3rd Ave SE	Lacey	NO
AT&T Olympia II	7802 Diagonal Road	East Olympia	NO
AT&T Saint Clair	11454 St. Clair Cut Off SE	Lacey	NO
AT&T Tumwater	6000 Linderson Way SW	Tumwater	NO
AT&T ~ Mobility Maytown	12742 Case Road	West Thurston	NO
AT&T Oympia I	411 State Avenue NE	Olympia	NO
AT&T Olympia State Capitol	1051 S Capitol Way	Olympia	NO
AT&T Mobility Olympia	325 Washington Street NE #A	Olympia	NO
AT&T WA5060	10443 Thomsen Road SE	Lacey	NO
AT&T WA5080 Bucoda	Intersection of W 7th and Wright Street	Bucoda	NO
Bonneville Power AdministrationOlympia Substation	5240 Trosper Road	Tumwater	YES
Capital Medical Center	3900 Capital Mall Dr SW	Olympia	YES
Cardinal Glass Industries	700 Pat Kennedy Way SW	Tumwater	YES
Centurylink QC W00281	10844 SW HWY 12	West Thurston	NO
CH2O Inc	8820 Old Hwy 99 SE	Tumwater	YES
CHS Inc.	509 NW Rhoton Road	SE Thurston	NO
Comcast-River Dr SE	8110 River Drive SE	Tumwater	YES
Costco #64	5500 Littlerock Road	Tumwater	YES
Costco #740	1470 Marvin Road NE	Lacey	YES
Crown Beverage Packaging (Crown Cork & Seal)	1202 Fones Road	Olympia	NO
Crown Castle	1102 Barns Blvd SW	Tumwater	NO
Cummings Inc	3300 Mottman Road SW	Olympia	NO
Dart Container Corporation	600 Israel Road SE	Tumwater	NO
DHL Supply Chain	9045 Polaris Lane NE STE-A	Lacey	YES
Draper Valley Farms Tenino DVF 667 & 668	16847 Gibson Rd SW	South Thurston	NO
Draper Valley Farms Tenino DVF 906	7911 Skookumchuck Rd SE	South Thurston	NO
Dunlap Towing – Olympia Log Yard	2003 Westbay Drive	Olympia	NO
FAA Olympia Radar	7643 Old Hwy 99 SE	Tumwater	NO
Fastenal Co.	9190 Orion Drive NE	Lacey	YES
Ferrellgas – Maytown	2820 Maytown Road	West Thurston	NO
Ferrellgas – Puget Sound Propane Lacey	8270 28th Court NE	Lacey	NO
First Student, Inc. #20214	500 W Second Street	South Thurston	NO
Gale Contractor Services Lacey	8535 Commerce Place Dr. NE Ste. E	Lacey	NO
Georgia Pacific	1203 Fones Rd	Olympia	NO
Glacier NW – Tumwater Ready Mix	3190 29th Avenue	Tumwater	NO
Glacier NW – Yelm Ready Mix	705 NW Rhoton Road	SE Thurston	NO
Granite Olympia Pit Martin Asphalt Plant	3200 113th Avenue	West Thurston	NO
Griffin School District Transportation	6236 41st Ave NW	South Bay	NO
Home Depot - #4708 Fones Rd.	1325 Fones Road SE	Olympia	NO
Home Depot - #4724 Kingswoods Dr.SE	1101 Kingswood Drive SW	Tumwater	NO

Company	Address		Sect 302
Home Depot - #4742 Marvin Rd.	1450 Marvin Road NE	Lacey	NO
Home Depot Distribution Center- #5650	9303 Orion Drive NE	Lacey	YES
Intercity Transit	526 Pattison St SE	Olympia	NO
International Paper	7727 Union Mills Road SE	Lacey	NO
Jiffy Lube Store 2065 – Marvin Rd.	1475 Marvin Road NE	Lacey	NO
Jiffy Lube Store 2071 – Pacific Ave.	4102 Pacific Avenue SE	Lacey	NO
Jiffy Lube Store 2072 – Harrison Ave.	2424 Harrison Avenue NW	Olympia	NO
Jiffy Lube Store 2754 – Capitol Blvd.	5101 Capitol Blvd S	Tumwater	NO
Jiffy Lube Store 2812 – Yelm Ave.	1002 East Yelm Avenue	SE Thurston	NO
Jiffy Lube Store 3065 – Black Lake Blvd.	1515 Black Lake Blvd Ste. F	Olympia	NO
Jiffy Lube Store 929 – State Ave.	1854 State Avenue NE	Olympia	NO
Kaiser Permanente Olympia Medical Center	700 Lilly Rd	Olympia	NO
Kloeckner Metals Corp, Tumwater (was TEMTCO Steel-Cougar Lane SW)	3215 Cougar Lane SW	Tumwater	NO
L&E Bottling Co Inc	3200 Mottman Road SW	Olympia	NO
Lacey, City of 6620 Carpenter Rd SE - OCF 1	6620 Carpenter Rd SE	Lacey	NO
Lacey, City of 9165 31st Ave SE - OCF 2	9165 31st Avenue SE	Lacey	NO
Lacey, City of Ingleside Lp SE - OCF 12	4112 Ingleside Loop SE	Lacey	NO
Lacey, City of - Source 4 Corrosion Control Facility, Sarazan	6100 W Sarazan SE	Lacey	NO
Lacey, City of 800 Torden Ln SE Odor Control Facility 11	800 Torden Lane SE	Lacey	NO
Lacey, City of Odor Control Facility 4	5800 Rumac Street SE	Lacey	NO
Lacey, City of Odor Control Facility 3	6100 Stockton Street SE	Lacey	NO
Lacey, City of Lift Station 49, Shady Glen Ct SE	2365 Shady Glen Court SE	Lacey	NO
Lacey, City of- Maintenance Service Ctr	1200 College Street SE	Lacey	NO
Lacey, City of-Pacific Ave	5606 Pacific Ave SE	Lacey	NO
Lacey, City of-Lacey St	831 Lacey St SE	Lacey	NO
Lacey, City of-City Pit	6245 Martin Way	Lacey	NO
Lacey, City of-Hawks Prairie ~ 4040 Marvin Rd NE/Marvin Rd 1	4040 Marvin Road NE	Lacey	NO
Lakeside Industries	11125 Durgin Road. SE	Lacey	NO
LOTT Alliance Budd Inlet Treatment Plant	500 Adams Street NE	Olympia	NO
LOTT Alliance Reclaimed Wastewater Facility	6121 Martin Way E	Lacey	NO
Lowe's of Lacey #2738	5610 Corporate Lane SE	Lacey	NO
Lowe's of Olympia #1167	4230 Martin Way E	Olympia	NO
Medline Industries LLC	3770 Hogum Bay Rd	Lacey	YES
Northwest Cannibis Solutions	9631 Lathrop Industrial Dr SW	Tumwater	NO
Northwest Pipeline Olympia Meter Station	6310 Fir Tree Road SE	East Olympia	NO
Northwest Pipeline Op (Tumwater Compressor Station)	2944 93rd Avenue SW	Tumwater	NO
Olympia, City of McAllister Wellfield	10630 St Claire Cut Off Rd SE	Lacey	NO
Olympic Pipeline Co – Olympia Station (BP)	11710 Vail Cutoff Road	SE Thurston	NO
Pacific Disposal Waste Connections	2910 Hogum Bay Rd	Lacey	NO
Pepsi Northwest Beverages LLC	3033 R W Johnson Blvd SW	Tumwater	NO
Pick N Pull Tumwater	8010 Old Hwy 99 NE	Tumwater	YES
Pilot Travel Center	2430 93rd Ave SW	Tumwater	NO
Port of Olympia - Main Port - Columbia St.	915 Washington Street NE	Olympia	NO
Port of Olympia - Swantown Marina	1124 Marine Drive NE A Dock	Olympia	NO
Providence St. Peter Hospital	413 N Lilly Road NE	Olympia	NO
Puget Sound Energy Blumaer Substation	200 Garfield Avenue SE	South Thurston	YES
Puget Sound Energy Olympia Service Center	2711 Pacific Ave	Olympia	NO
Puget Sound Energy Olympia Switch Substation	917 Ferry Street SW	Tumwater	YES
Puget Sound Energy Plum Street Substation	616 Legion Street	Olympia	YES
Puget Sound Energy Saint Clair Substation	9512 Pacific Highway SE	Lacey	YES
Puget Sound Energy Yelm Substation	16302 Railway Road SE	SE Thurston	YES
Riverence Brood LLC	10414 173rd Ave SW	West Thurston	NO
Skookumchuck Wind Facility	16340 Vail Loop Rd SE	SE Thurston	YES
Sunbelt Rentals PC #125	7851 29th Avenue NE	Lacey	NO
Tacoma Public Utilities Capital Peak Communication	12200 Sherman Valley Road SW	West Thurston	NO
Target Distribution Center 600	3500 Marvin Road NE	Lacey	YES
Tenino Telephone Co	225 Central Avenue W	South Thurston	NO
Thurston County Shop & ECC on Tilley Rd	9605 Tilley Road	East Olympia	NO
United Rentals Tumwater	6070 Linderson Way	Tumwater	YES

Company	Address	City	Sect 302
UPS	7383 New Market Street SW	Tumwater	NO
Verizon Wireless Tumwater	514 W E Street	Tumwater	NO
WA Tech	532 16th Ave SE	Olympia	NO
WA Tech	600 16th Ave SE	Olympia	NO
Weyerhaeuser Co Rochester	7935 Hwy 12 SW	West Thurston	NO
World Class Distributing-Hogum Bay	3707 Hogum Bay Rd NE	Lacey	YES
World Class Distributing-Hawks Prairie	8000 Hawks Prairie Road	Lacey	YES
WSDOT – Mottman	2120 RW Johnson Blvd SW	Tumwater	NO
WSDOT – Olympic Region ADministrative HQ Offices	7407 31st Ave NE	Lacey	NO
WSDOT- State Materials Laboratory	1655 2nd Ave	Tumwater	NO
WSDOT – Yelm	SR 507 MP 29.6 Northside	SE Thurston	NO
WSP Olympia	8623 Armstrong Road SW	West Thurston	NO
Zittel's Marina, Inc	9144 Gallea Street NE	South Bay	NO
Total Facilities	**120**		

Example of Thurston County map showing the location of Section 302 facilities. Map available upon request from Thurston County Emergency Management.



APPENDIX D

APPENDIX D
THURSTON COUNTY HAZARDOUS MATERIALS CONTACT LIST

Name	Position/Responsibility	Telephone Number
CHEMTREC	HazMat Information	800-424-9300 (24 Hr.)
Department of Ecology	Spill Line	360-407-6300
Environmental Protection Agency - Region X	24 Hour Line EPRCRA Hotline Region X Section 313 Questions Other Title III Questions	206- 553-1263 800-424-9346 800-424-4372 206-553-1200 206-553-4349
Thurston County EM/LEPC Weekdays (After Hours/Weekends/Holidays)	Thurston County EM Coordinator Duty Officer Alternate Duty Officer	360-867-2800 360-867-2831 360-867-2832
Thurston County ECC	Main Line Duty Officer Alternate Duty Officer	360-867-2800 360-867-2831 360-867-2832
Thurston County Public Health Dept. Weekdays (Main Line) Duty Officer (After Hours/Weekends/Holidays)	Patrick Soderberg	360-867-2586 360-867-2500 360-867-2661
TCOMM E-911 Emergency Business Office (Dispatch)		 911 360-704-2740
Thurston County Public Works Director	 Jennifer Walker	 360-867-2300
National Response Center	**Reporting of all spills**	**800-424-8802 (24 Hr)**
National Weather Service – Seattle (NWS)		206-526-6087
Navy Region NW Emergency Management	Emergency Management Officer	360- 315-5320 (W) 360- 340-5571 (C)
Burlington Northern Santa Fe (BNSF)	AskRail	1-800-832-4552
Nisqually Tribe	Jeff Choke	360-456-2822
Confederated Tribes of the Chehalis Reservation	Cal Bray	360-709-1691
Squaxin Island Tribe	Emergency Operations Center	(360) 462-3500
United States Coast Guard – Seattle- Incident Management Division	Spills in or affecting the waterways	206-216-6066

WA State Dept. of Health (DOH)	Duty Officer	360-888-0838 (24 Hr)
WA State Dept. of Health	Radiation Protection	206-682-5327 (24 Hr.)
Name	**Position/Responsibility**	**Telephone Number**
WA State EMD – Duty Officer	**Resources & State Agency Notifications**	**800-258-5990 (24 Hr.)**
WA State Emergency Response Commission	SERC	800-258-5990 (24 Hr.)
WA State Patrol (WSP)	**Incident Commander**	**800-283-7805**
WA State Poison Control Center		800-222-1222 (24 Hr.)
Williams Pipeline (Bulk Natural Gas Pipeline)		888-271-8880
BP Olympic Pipeline	Pipeline Emergencies Only	1-888-271-8880

Extremely Hazardous Substance (EHS) releases that exceed certain quantities must be reported to:

1. Department of Ecology & SERC (through WA State EMD)
2. LEPC (through Thurston County EM)
3. Local Fire Departments

And sometimes:

4. National Response Center (if release quantity requires it)
5. United States Coast Guard (for spills in or affecting the waterways

APPENDIX E

APPENDIX E — PUBLIC SAFETY PROCEDURES

Shelter-in-Place

The term, shelter-in-place, means to seek immediate shelter and remain there during an emergency rather than evacuate the area. Evacuation is the preferred public safety option. Therefore, shelter-in-place should only be used when an evacuation is not safe. The decision to shelter-in-place will be made by the IC in consultation with a hazardous materials technician or specialist, when possible. Once the decision to shelter-in-place is made, the IC will initiate or coordinate the release of information to instruct the affected population to shelter-in-place. This notification will be made using all appropriate means of communication available.

In the event of a critical incident where hazardous (including chemical, biological or radiological) materials may have been released into the atmosphere either accidentally or intentionally, a decision to shelter-in-place may be the preferred method of safely waiting out the release. Consider providing the following instructions to citizens during a shelter-in-place situation:

- Turn off heating, cooling and ventilation system to prevent drawing in outside air.
- Get disaster supply kit, pets and their food and water.
- Move to a small, interior room above ground level and close doors and windows, rooms having little or no ventilation are preferred. Seal air vents, cracks around doors and windows with blankets, sheets, towels, plastic sheeting, duct tape or other materials.
- Do not use the fireplace or wood stove, extinguish all burning materials and close dampers.
- Notify those around you, and encourage others to remain in your room/office rather than to try to leave the building.
- Do not use the telephone unless you have an emergency.
- Listen to your local radio or television stations for further instructions.
- Stay in your rooms/offices/classrooms and only come out when you are told that it is safe.

It is important following a shelter-in-place event the public takes reverse actions. When outside toxic levels fall below those inside structures, directives should be given to begin ventilating buildings by restarting heating, cooling and ventilation systems and opening windows and doors. This is a critical component of the shelter-in-place concept but one where public compliance may become an issue.

Evacuation

The public is more likely to respond positively to an evacuation directive when they are well informed of the threat and appropriate action to take. It is very important the IC get the shelter-in-place or evacuation order out to the public as expeditiously as possible to minimize the potential of a wholesale self-evacuation. Uninformed, self-evacuees could frustrate response operations and compromise the traffic control plan.

The IC is responsible for determining the need to evacuate, executing the evacuation order and communicating evacuation procedures to the public. At a minimum, an evacuation directive should include:

- Location of the hazard.
- Description of the hazard.
- Description and boundaries of the evacuation zone.
- Name and address of shelters/reception centers.
- Primary evacuation routes to be used.
- Information on how special groups, i.e., schools, nursing homes, the functionally challenged, within the evacuation zone will be evacuated/assisted.
- Information on available public transportation system and pick-up points.
- Details on what to bring and not bring to the shelter/reception center.
- Information on security within the evacuation zone.
- Estimated time the zone/area will need to be evacuated.
- Information on how evacuees will receive instructions on when to return to the evacuation zone.

Time permitting, evacuees should also receive instructions to:

- Gather and pack only what is most needed, with particular attention given to medications, materials for infant care, essential documents, etc.
- Turn off heating, ventilation and cooling systems and appliances, except the refrigerator.
- Leave gas, water and electricity on unless damage is suspected, there is a leak, or advised to do so by authorities.
- Lock the house or building prior to leaving.
- Do not use the telephone unless it is an emergency.
- Car-pool or take only one car and drive safely. Keep all vehicle windows and vents closed; turn on local radio station for evacuation routes and up-to-date information.

TCOMM 911

- What is the address of the Hazmat Situation?
- Are there any injuries?
- Anyone suffering any kind of symptoms?

Send the Call to Fire

Questions directly from TCOMM on what they ask after dispatching call.

What is the nature of the Hazmat situation?

- Liquid leaking or spilled? Gas Vapor?
- What color is the material, liquid, or gas vapor?
- Does it have an odor? Describe it.
- What type of conveyance? (rail, car, truck, boat, etc.)
- Where is the driver or occupants?

Give Pre-Arrival Instructions

- Stay completely away from the area (upwind uphill)
- Keep all open flames, equipment and ignition sources away from the area.
- Do not turn any electrical switches or appliances on or off (leave them in the current position)
- Do not lock doors on the way out of the building.

TCOMM 911

- Dispatch fire service
- Notifies Washington State Patrol

FIRE/WASHINGTON STATE PATROL

- Determine the size small or large (NAERG)
- Establish Unified Command
- Request Department of Ecology
- Request Hazmat Team (JBLM or West Pierce)

UNIFIED COMMAND

- Notifies Emergency Management or Duty Officer
- Notifies State 800-258-5990
- Notifies NRC 800-424-8802
- Any other notifications that are needed

- Follow directions given by officials along the evacuation route(s) and be prepared to provide the right-of-way to emergency response vehicles.
- Do not call your school or go to pick up children. The children will be moved if an evacuation is necessary at their location. The parents of evacuated children will be notified where to pick up children.

Evacuation plans are specific to the individual facility and possibly to the specific chemical. They will include special provisions and instructions for facilities in the impacted area, especially those with captive or high risk populations, i.e., schools, hospitals, nursing homes, prisons, etc. Provisions will be made to evacuate the elderly and physically challenged who require assistance to comply with the evacuation directive. Precautionary evacuation of certain, high-risk members of the affected population may be recommended even when no other segments of the population are evacuated. This could include infants, pregnant women, persons with respiratory illnesses and the elderly.

Once an evacuation is complete, no access to the evacuated area will be allowed without the express permissions of the IC, in coordination with the chief law enforcement officer. Once the area is deemed safe, the orderly return of evacuees to the evacuated area will be authorized through the IC. Return will be coordinated using predetermined procedures through designated checkpoints.

Local and state law enforcement agencies will use common traffic control procedures to keep evacuation routes open. The IC will determine the evacuation routes.

Any combination of the following modes of transportation will be utilized to transport evacuees from the evacuation zone to shelters/reception centers.

- Walking: When the evacuation is expected to be of short duration, evacuation zone is limited to a small area and weather conditions are acceptable, able-bodied persons may be asked to walk to a nearby shelter/reception center (school, parking lot, church, field, etc.). If the hazardous material is highly flammable and ignition sources need to be eliminated or surface arterials are in gridlock, walking would be the chosen mode for evacuation until a safe area is reached where follow-on transportation to a shelter/reception center is available.
- Private vehicle (car, van, pick-up truck, etc.): When walking is not an option, use of private vehicles is a viable alternative as long as the vehicle is in the area to be evacuated, fueled, and in operating condition. Use of personal vehicles can be quick and convenient and a community resource for transporting neighbors without access to their own vehicle or persons with physical challenges that do not require EMS level transportation.
- Public Transit (city/county bus, school bus): This mode minimizes the stress on surface arterials and provides a means of evacuation for individuals without a vehicle or immediate access to a vehicle when the distance to clear the evacuation zone is too far to walk. It is also an excellent alternative for institutions such as

hospitals and those housing the elderly. InterCity Transit can be dispatched to support an evacuation order when authorized/notified by Thurston County EM. School buses can be used to augment the overall evacuation once students at risk have been evacuated.

- EMS vehicles (ambulance or handicap equipped vehicle): This mode is primarily used to transport the sick, infirmed or disabled from the evacuation zone to a shelter/reception center or other, more appropriate facility.

Public school buildings can be utilized as short-term as evacuation shelters/reception centers when the evacuation is projected to last for less than eight (8) hours of time; however, any large building outside the evacuation zone with adequate facilities could be utilized as long as the owner agrees to its use. Every effort will be made to ensure each shelter/reception center is accessible to all evacuees, including the physically challenged and elderly. This may not be possible in every situation. In these instances, assistance will be provided and/or alternative facilities will be identified. Alternative facilities outside Thurston County may be required to accommodate the special needs population, hospital patients or jail/prison inmates.

The American Red Cross (ARC), in conjunction with faith based organizations, operates shelters/reception centers in Thurston County. The services provided in these shelters/reception centers will be in accordance with ESF 6 – Mass Care, Emergency Assistance, Housing and Human Services of the Thurston County Comprehensive Emergency Management Plan.

Law enforcement personnel will be assigned to secure the perimeter of the evacuation zone and, when environmental conditions permit, periodically patrol the interior of the evacuation zone. Law enforcement personnel may also be dispatched to shelter/reception center locations to provide security. The Thurston County ECC will request state assistance when the duration of the evacuation and/or size of the evacuation zone exceeds the capabilities of local law enforcement.

Law enforcement is responsible for verifying the identity of non-uniformed personnel requiring access to the evacuation zone to conduct business (local and state government, utilities, business owners, etc.) and maintaining a log recording when these individuals enter and exit the evacuation zone.

Sample Evacuation Warning Message

ATTENTION! (Lead law enforcement / Executive / Mayor / City Manager) of _____, and the _____ Fire Department / District have issued the following emergency bulletin at (time) this morning / afternoon / evening: A chemical leak of _____ occurred at (time) this morning / afternoon / evening at location. This is a highly poisonous chemical and you are in immediate danger if exposed. No leak of the chemical is occurring at this time, I repeat there is no leak at this time, but a leak is possible while workers repair _____. You are directed to follow these emergency instructions now!

All persons within the area bounded by _____Street / Avenue / Road / etc. on the north, _____ Street / Avenue / Road / etc. on the east, _____ Street / Avenue / Road / etc. on the south and _____ Street / Avenue / road / etc. on the west are directed to evacuate immediately. Tie a white cloth or towel to the outside front door knob to indicate the premises are vacated. Police will secure the area vacated and no one will be allowed to enter/reenter.

Use _____ Street / Avenue / Road / etc. to the north and _____ Street / Avenue / Road / etc. to the east as evacuation routes. Public shelters are set up at (name and address of facility) and (name and address of facility) if you need shelter. The (public transit system) buses will provide transportation for residents of (location / sub-division / community / facility name). School children from _____ School will be evacuated to (facility name) by their school buses. DO NOT go to the school to pick them up.

If you need transportation or special help, call (telephone number). DO NOT call 9-1-1 for assistance or information. Emergency workers are in the area to assist. Stay tuned to this (radio or TV) station for further instructions and for the "All Clear" to be issued.

APPENDIX F

Section 9105

Incident Specific Region 10 Regional Response Team Activation – Quick Response Guide

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9105

Incident Specific Region 10 Regional Response Team Activation – Quick Response Guide

9105.1 Purpose

This document provides the process and guidelines for activation of an incident-specific Region 10 Response Team (RRT, in accordance with the National Contingency Plan (NCP).[1]

9105.2 Background

The RRT has duties, as outlined in the NCP, to provide support during a response to an oil or hazardous substance spill or release. The NCP provides information concerning what conditions should exist for the RRT to be activated and what services would likely be expected during activation.

> ***NOTE:*** This document provides guidelines on the procedures for activation of an incident-specific team and is not intended to inhibit or impede agency-to-agency requests. The role of the incident-specific team is determined by the operational requirements of the response to a specific discharge or release. Participation by RRT members will relate to the technical nature of the incident and its geographic location.

9105.2.1 Tasks Directed to the Regional Response Team

- Monitor and evaluate reports from the On-Scene Coordinator (OSC); advise the OSC on the duration and extent of response; recommend specific response actions;
- Request other federal, state, and local governments, or private agencies, to provide resources under their existing authorities;
- Help the OSC prepare information releases for the public and for communication with the National Response Team (NRT);
- Review major policy issues with regard to response actions for:
    - Dispersants usage in Case-by-Case areas

[1] National Oil and Hazardous Substance Contingency Plan (NCP), 40 Code of Federal Regulations, Part 300, September 15, 1994

  - *In-situ* burning
  - Use of surfactant cleaners
  - Use of solidifiers
  - Use of bioremediation
- If circumstances warrant, make recommendations to the regional or district head of the agency providing the OSC that a different OSC should be designated; and
- Submit reports to the NRT as significant developments occur.

RRT COMPONENTS:

Standing RRT - Role of the standing RRT includes evaluation of communication systems and procedures, planning, coordination, training, evaluation, preparedness, and related matters on a region-wide basis.

Incident-specific RRT- Formed from the standing team when the RRT is activated for response.

The role of an incident-specific RRT is determined by the operational requirements of the response.

- May be activated when response exceeds capabilities of the area where it occurs, transects state boundaries, or may pose a substantial threat to public health or welfare or the environment.
- May also be activated upon a request by the Federal On-Scene Coordinator (FOSC) or any RRT representative.
- May be used to assist the FOSC in obtaining additional federal resources.
- May also monitor and evaluate reports from the FOSC, advise the FOSC on the duration and extent of the response, recommend specific actions related to the response, assist the FOSC in preparing information for the public, and, if necessary, recommend the appointment of a different FOSC for the response.

	SECTION 1. Type of Situation:
□	Has there been a request by the Federal or State On-Scene Coordinator to the RRT Co-Chair lead agency (with jurisdiction) to activate the RRT?
□	Has there been a request by an RRT member to the RRT Co-Chair lead agency (with jurisdiction) to activate the RRT?
□	Has there been an oil discharge or hazardous material release that may pose a serious threat to the public health, welfare, the environment, or to regionally significant amounts of property?
□	Is the incident an oil discharge or hazardous material release that is or has the potential to be a worst case discharge,[2] (determined by the Responsible Person in Charge or other Unified Command member)?
□	Other:
	SECTION 2. Chairs of the Incident Specific RRT?
	Chaired by lead Agency (agency that provides FOSC for spill)
□	U.S. Environmental Protection Agency
□	U.S. Coast Guard
□	U.S. Department of Defense
□	U.S. Department of Energy

[2] Worst Case Discharge planning volumes are calculated using specific formulae depending on the source of the release outlined in relevant regulations, and are typically based on maximum storage, transfer and production volumes as well as pump rates or oil types: Vessels - 33 Code of Federal Regulations (CFR) 155 Appendix B; Onshore Storage and Production Facilities - 40 CFR 112, App D; Onshore Pipelines – 49 CFR 194.105; Offshore Facilities – 30 CFR 254.47

	SECTION 3. RRT Activation Process:
□	Step 1: On-Scene Coordinator or designated representative provides a brief summary of issues to either U.S. Environmental Protection Agency (EPA) or U.S. Coast Guard (USCG) RRT Co-Chair (determined by jurisdictional boundaries).
□	Step 2: The RRT Lead Agency Co-Chair, in consultation with others as needed, decides to activate the RRT and identifies participating agencies. Select participating agencies below:

Co-Chairs

- ☐ USCG District 13
- ☐ EPA, Region 10

Members

- ☐ Department of Agriculture (United States Forest Service)
- ☐ Department of Commerce (National Oceanic and Atmospheric Administration)
- ☐ U.S. Department of Defense (Army Corps of Engineers)
- ☐ U.S. Department of Energy
- ☐ U.S. Department of Justice
- ☐ U.S. Department of Labor (OSHA)
- ☐ U.S. Department of Transportation
- ☐ Federal Emergency Management Agency
- ☐ U.S. Department of Health and Human Services
- ☐ U.S. Department of Interior

Area Committee Members

- ☐ United States Fish and Wildlife Service
- ☐ United States Navy
- ☐ Federal Highway Administration
- ☐ USCG Sector Columbia River and Sector Puget Sound
- ☐ Oregon State Public Health
- ☐ Oregon Emergency Management
- ☐ Oregon Office of State Fire Marshal
- ☐ Washington State Department of Health
- ☐ Washington Military Department
- ☐ Idaho Department of Health and Welfare

Tribes

- ☐ _____
- ☐ _____

Other

- ☐ _____

	☐ General Services Administration ☐ State of Idaho, Office of Emergency Management ☐ State of Oregon, Department of Environmental Quality ☐ State of Washington, Department of Ecology ☐ Food and Drug Administration ☐ Makah Tribe ☐ Yakama Nation	
□	Step 3: RRT Lead Agency Chair directs staff (RRT Coordinators/Command Centers) to set up a phone conference to formally initiate activation. (Using the National Response Center or other connection to set up teleconference line for number of members expected to call in, see Section 6). **Call-in Time,** **Number:**_____	
□	Step 4: RRT Lead Agency Co-Chair initiates an activation meeting for all participating members (see Section 7, "Points of Contact").	
	☐ Staff directed to **call and email** or fax all members expected to participate in the activation with the teleconferencing information and a short synopsis of the situation. (See attached example).	
	☐ All other members of the RRT and affected states are to be notified by e-mail with a general synopsis of the situation.	
□	Step 5: During the initial phone conference, the RRT Lead Agency Co-Chair has available and will provide the following information:	
	☐ Designation of lead agency Co-Chair for the activated RRT.	
	☐ Reason for and background of the activation;	
	☐ Status of the incident and the response, as known;	
	☐ Relevant RRT activities to date;	
	☐ The agencies/states involved and why they were selected;	

	☐ For all cases that involve dispersant decisions the following citation from the National Contingency Plan should be read for clarification: **40 Code of Federal Regulations (CFR) 300.915*(b)*** *For spill situations that are not addressed by the preauthorization plans developed pursuant to paragraph (a) of this section, the OSC, with the concurrence of the EPA representative to the RRT and, as appropriate, the concurrence of the RRT representatives from the states with jurisdiction over the navigable waters threatened by the release or discharge, and in consultation with the DOC and DOI natural resource trustees, when practicable, may authorize the use of dispersants, surface washing agents, surface collecting agents, bioremediation agents, or miscellaneous oil spill control agents on the oil discharge, provided that the products are listed on the NCP Product Schedule.*
	☐ For all cases that involve in-situ burning decisions the following citation from the National Contingency Plan should be read for clarification: **40 CFR 300.915 (c)** *The OSC, with the concurrence of the EPA representative to the RRT and, as appropriate, the concurrence of the RRT representatives from the states with jurisdiction over the navigable waters threatened by the release or discharge, and in consultation with the DOC and DOI natural resource trustees, when practicable, may authorize the use of burning agents on a case-by-case basis.*
□	Step 6: The Lead Agency Co-Chair of the activated RRT will lead discussions and decisions on the following:
	☐ Specific information and assistance requests to be made to other agencies and states by the incident-specific RRT and the point person for those activities.
	☐ Communication mechanism and schedule for briefing participating member agencies/states with planned response actions from Unified Command.
	☐ Identification of the Incident Command Center responsible for support of the activated RRT (i.e., EPA, Commander of USCG District13 or State Operations Centers).
	☐ Prioritization of requests and **established deadlines** for completion of tasks.
	☐ Identification of point of contact for providing updated information to each member agency/state.
	☐ Dissemination of Lead Agency Co-Chair's 24 hour contact information.
	☐ Establishment of schedule for future conferences.
□	Step 7: RRT Lead Agency Co-Chair continues to conduct and lead meetings, conferences, briefings, etc. as needed and take responsibility for action on requests to/from the RRT.

	Next Meeting(s) Date/Time:
	SECTION 4. Does the NRT Need to be Notified?
□	The decision to notify the NRT for advice/input will be determined by EPA and USCG RRT Co-Chairs. Conditions:
	☐ Insufficient national policy guidance on a response-related issue.
	☐ A technical matter requiring a solution, or a question concerning interpretation of the National Contingency Plan.
	☐ A disagreement on discretionary actions among RRT members that cannot be resolved at the regional level.
	☐ National Response Team notification is made through the National Response Center with the request for National Response Team notification (800) 424-8802)
	SECTION 5. Termination of Incident-Specific RRT:
	☐ Initiated by the lead Agency Co-Chair, in consultation with the RRT, and OSC/RPM, after assumed tasks have been completed and RRT involvement is no longer considered necessary.
	☐ Staff is directed to brief all members of RRT of incident-specific termination.
	SECTION 6. Conference Call Services
	The National Response Center is equipped and ready to provide conference call services. Simply call **1-800-424-8802**. You will need to provide a point of contact, number of participants, time, and duration of call. They will provide a phone number for the participants to call into ("meet-me" conference).
	SECTION 7. Points of Contact:
	Use Current Member Contact List on RRT 10 internet private site. (http://private.rrt10nwac.com/)

9105.3 RRT Activation Example E-Mail/Message

SUBJ: Activation of RRT 10 for EPA Thermo Fluids response in Portland, OR-TODAY @ 10 am Pacific

TO: ***Region 10 RRT*** –

EPA Region 10 Federal On-Scene Coordinators (FOSCs) Michael Szerlog and Dan Heister are requesting an activation of RRT 10 to discuss funding issues that have arisen during our response to the Thermo Fluids fire that occurred on Monday, March 15th in Portland, Oregon. The purpose of this Incident Specific RRT activation is to make the RRT aware of the funding issue and address the possibility that RRT 10 will need to inform the NRT of this issue, if necessary.

A conference call line has been set up for 10 - 11:30 am Pacific time today and the call in number is 202-267-2174.

While the entire Region 10 RRT is welcome to join in on the conference call, the specific agencies being requested for this activation are:
U.S. EPA
U.S. Coast Guard, District 13
U.S. Department of the Interior
U.S. Department of Commerce (NOAA)
State of Oregon
State of Washington
State of Idaho

Also, due to the EPA/USCG jurisdictional boundary on the Willamette River (Oregon City Falls), we would like to request that Associate RRT Member Sector Columbia River also be included in the activation (see below for further discussion).

Background:
After Oregon DEQ's request for assistance, EPA began its response to the fire and resulting oil release into Johnson Creek, a tributary to the Willamette River, on Monday afternoon, March 15th. The fire had broken out earlier in the day. Although the responsible party is conducting much of the response work, EPA is directing the response as required by the NCP. The Oil Spill Liability Trust Fund was opened to initiate EPA's response. A Pollution Removal Funding Authorization was also issued by the FOSC to U.S. Fish and Wildlife Service for assistance in protecting fish and wildlife species and habitat in the area.

Shortly into the response, the presence of hazardous substances (acid and asbestos) was also identified, and EPA has initiated a concurrent CERCLA assessment, with CERCLA funding, to evaluate the potential threat caused by these hazardous substances. The majority of the response efforts have been and continue to be focused on protection of Johnson Creek and the Willamette River from the impacts of the released petroleum products.

Although this is a waste oil facility, analytical results do not indicate significant amounts of any CERCLA hazardous substances in the oil.

Below is the email from the National Pollution Funds Center (NPFC) documenting the freezing of oil spill funds for this response.

EPA has set up a web site for the Thermo Fluids response. The web site also includes the POLREPS that have been developed to date. Please do not release this web site to the public at this time.

http://www.epaosc.org/site_profile.asp?site_id=763

Issue:
The NPFC, managed by the USCG, has capped the funding allowed for this response at the initial request of $46,000. With this amount of funding, EPA estimates that we will have to demobilize from the site beginning at approximately 12 noon today, Friday, March 19th. Due to the petroleum exclusion in CERCLA, EPA does not believe we have the statutory authority to continue the response without OSTLF/NPFC funding. The FOSC's on-scene estimate that EPA needs to remain in its oversight role for approximately an additional 5 days until the threat to Johnson Creek has been abated. Oregon DEQ is very concerned that if EPA leaves the site, the responsible party will not fulfill its responsibility to abate the impacts of the discharge of oil into the environment.

If the NPFC does not reverse its decision to cut off funding by 12 noon today, EPA would like RRT 10 to elevate this issue to the National Response Team.

Ancillary Issue:
The EPA/USCG jurisdictional boundary on the Willamette River is the Oregon City Dam/Falls, which is upstream of the confluence of Johnson Creek with the Willamette River. The geographic boundaries section of Chapter 1000, "Introduction," states:

"According to Section 300.140(b) of the NCP, if a discharge or release affects more than one zone, determination of the FOSC should generally be based on the area vulnerable to the greatest threat. If the area vulnerable to the greatest threat cannot be determined, the Unified Command may want to consider establishing an Incident Command System (ICS) that can adequately provide for effective response in both zones. If transition of the FOSC position from one agency to another is necessary, the transition will generally follow the guidelines outlined in Section 1410, 'National Response Structure.'"

EPA wants to confirm that USCG Sector Columbia River is aware of the response and supportive of EPA's role as the FOSC.

(for all cases that involve dispersant decisions add the following site from the National Contingency Plan for clarification: 40 CFR 300.915(b) *For spill situations that are not addressed by the preauthorization plans developed pursuant to paragraph (a) of this section, the OSC, with the concurrence of the EPA representative to the RRT and, as appropriate, the concurrence of the RRT representatives from the states with jurisdiction over the navigable waters threatened by the release or discharge, and in consultation with the DOC and DOI natural resource trustees, when practicable, may authorize the use of dispersants, surface washing agents, surface collecting agents, bioremediation agents, or miscellaneous oil spill control agents on the oil discharge, provided that the products are listed on the NCP Product Schedule.*)

(for all cases that involve in-situ burning decisions add the following site from the National Contingency Plan for clarification: 40 CFR 300.915 (c) *The OSC, with the concurrence of the EPA representative to the RRT and, as appropriate, the concurrence of the RRT representatives from the states with jurisdiction over the navigable waters threatened by the release or discharge, and in consultation with the DOC and DOI natural resource trustees, when practicable, may authorize the use of burning agents on a case-by-case basis.)*

APPENDIX G

Section 9220

96-Hour Plan

Guiding Response Leadership in Identifying Priorities and Tasks within the First 96 Hours of a Major Incident

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9220

96 Hour Plan for Major Incidents

9220.1 Introduction

The purpose of this 96 Hour Plan is to provide strategic guidance to support rapid, well-coordinated, extended and continuous operations for a major incident. To ensure success, response leaders (agencies and potential spillers alike) need to ask the right questions, engage all partners fully, refer to the right plans and set the right priorities for a major incident. This plan can help establish or accelerate operational momentum, build interagency coordination and earn public trust. This guidance reflects lessons learned, taken from spills and exercises, as well as input from northwest area committee members. The target audience for this plan is the key leadership positions at the command staff and section chief level. The target audience for this plan is the key leadership positions at the command staff and section chief level, not tactical operations.

This section contains a major incident response milestone checklist, a table on critical notifications and guidance for response leaders to enhance communication during a major response. The milestones presented in the 96 Hour Checklist are aspirational, intended to guide responders towards success. Not all checklist items are applicable to every incident and not all will be started or finished within the aspirational timelines. The checklist is a tool, designed to posture (not mandate) or refine response professionals' ability to simultaneously champion mission success and transparency, given the totality of the circumstances.

9220.2 Milestone Checklist

The purpose of this checklist is to guide response leadership in identifying major tasks, in a relative order of priority, to accomplish within the first 96 hours of a major incident response. Once leaders have determined the context of the situation and initial priorities, the checklist will then support them in establishing a work cycle for extended, continuous operations. Every response is different and therefore these milestones are aspirational, intended to guide responders towards success. The critical steps should be taken early to establish operational momentum, build interagency coordination and earn public trust.

It is understood that in the early hours of an incident, responding agencies and potential responsible parties may each take similar steps (for example, make notifications). It is also understood that initially a single individual may be performing multiple roles as the response organization builds. Some of these

tasks will be started prior to forming a unified command, until we begin to perform them together at an incident command post, under a unified command.

Major Incident Response Milestone Checklist

Use this form to record the time a task has been completed. Assume that proper notifications have initiated the response. The milestones/tasks mark the hours that certain activities should begin, though they may take several more hours or days to complete. Every response is different and therefore these milestones are aspirational, intended to guide responders towards success. Not all milestones are appropriate for every response.

Prior to Officially Forming a Unified Command
Day 1 Hour +2

√	Assigned To	Task
		Type and classify the incident to assess the risk.
		Begin federal/state/trustee/local stakeholder response partner notifications.
		Determine immediate responder and community risks including the need and resources for air monitoring.
		Establish safety/security zones. (must be done via Captain of The Port Order in marine zones)
		Consider the need to evacuation personnel or residents.
		Establish initial incident objectives.
		Begin ICS form 201.
		Develop initial hazard assessment worksheet and start work on initial site specific safety plan.
		Mobilize initial assessment teams (land, water and aerial, as necessary).
		Identify the PIO in each response agency and connect to other PIOs. Establish an initial conference call, or connect by e-mail.
		Issue initial joint (response agency) press release (between 30 minutes and 2 hours per area plan policy).
		Determine initial resources for responding.
		Begin resource tracking.
		Identify Unified Command (UC) members. Establish time for an initial conference call, connect by e-mail or set up a meeting.

Unified Command Has Formed, Is Not Yet Co-Located
Day 1 Hour +3

√	Assigned To	Task
		Request Scientific Support Coordinator assistance and order trajectories.
		Obtain Safety Data Sheet(s) or other data from spiller to identify oil / hazardous material properties.
		Establish overflight assessment and observation feedback loop to response partners.
		Identify Geographic Response Plan priorities. Communicate on priorities with response contractors. Begin compiling ICS Form 232, Resources at Risk form.

√	Assigned To	Task
		Determine port closure options/necessity (Captain of the Port decision).
		Establish contact with local Emergency Operations Center/City/County Emergency Managers, begin to share information.
		Assess whether the incident may impact a population with access challenges (disabilities, non-English speakers, etc.)
		Continue making broader tribal, elected official and stakeholder notifications.
		Locate and secure joint Command Post, as needed. Secure space based on scenario and scope of the incident. Consider space for a bullpen and breakout rooms.

Unified Command Has Formed, Has Plans and Timeframe to Co-Locate

Day 1 Hour +5

√	Assigned To	Task
		Transition to joint Command Post as necessary.
		Agree on common operating picture.
		Request Endangered Species Act emergency consultation, using information from the ICS Form 232 and the form provided in Section 9404.
		Identify and notify commercial / private fish and shellfish owners. Identify and notify downstream drinking, agricultural, and industrial water users. Communicate with the Environmental Unit.
		Determine need and establish temporary flight restriction, as necessary.
		Consider whether vessel of opportunity skimming systems, public equipment caches or U.S. Naval response resources (local or SUPSALV) are needed. Order as applicable.
		Engage with tribal enforcement and local health departments to open communication concerning shelter in place, fisheries closures and water user impacts.
		Coordinate to determine staging areas.
		Consider night operations, begin planning for staffing, support and shifts, as appropriate.
		For cross border incident (international or state boundaries), establish liaison between governments/Governors.
		Identify accommodations (hotels, motels, etc.) and food service companies to support responders.
		If appropriate to consider use of dispersants or in-situ burning, notify trustees and tribes to allow time to work through the decision process.
		Evaluate whether the spilled oil(s) have the potential to become submerged or sink. Inform UC immediately if so.
		If appropriate to consider use of dispersants or in-situ burning, mobilize necessary resources.

Unified Command Has Joined Together at an Initial Command Post Hour +10 Day 1

√	Assigned To	Task
		UC to establish overall incident objectives.
		Identify limitations and constraints, critical information requirements.
		Establish Situation Display and gather facts and data to support the response.
		Identify expanded list of resources at risk and complete an ICS form 232.
		Establish Communication Plan, including timing of media releases, social media and press conference protocols.
		Request a National Oceanic and Atmospheric Administration (NOAA) Spot forecast for localized weather.
		Begin drafting social media plan for UC approval.
		Establish Liaison Plan that includes a comprehensive list of coordination points in all appropriate agencies/organizations.
		Obtain source sample. Plan for sampling needs for the response.
		If appropriate, order "hot shot" SCAT resources for assessing extent of oiling and potential passive techniques to prevent re-oiling. Plan for long term SCAT.
		Expand staging areas as needed.
		Establish briefing schedule for elected officials and agencies.
		Conduct media briefings and consider updating the press release.
		Launch a unified, incident-specific web site.
		Consider whether the Command Post is suitable for a long-term response.
		Develop process of managing claims.

Day 2 Hour +24

√	Assigned To	Task
		The Information Officer and Liaison Officer together determine the need / timing for community meetings.
		Consider as a best practice, hosting or touring media on or near the scene.
		Assess wildlife impacts. Activate Wildlife Infrastructure as needed.
		Consult with cultural / historical resource specialists as needed.
		Stand up Maritime Transportation System Recovery Unit (MTSRU) and begin cargo prioritization, if appropriate.
		Develop long term staffing and demobilization plans, establish fatigue guidelines.
		Determine documentation management protocols.
		Evaluate the effectiveness of recovery tactics to maximize recovery.
		Plan for disposal, waste issues.
		Plan for decontamination of response / commercial / non-commercial vessels.

√	Assigned To	Task
		Consider salvage and transfer needs (lightering, etc.).
		Communicate the claims process to communities, municipalities and business owners.
		Implement west coast mutual aid agreement and begin cascading of resources from out of region, if necessary.
		Inform or otherwise convene the Regional Response Team (RRT) for assistance.
		Finalize, distribute, and brief safety plan.
		Establish a volunteer policy as necessary, and develop a volunteer management plan.
		Track all costs and communicate a burn rate to UC.

Day 3 Hour +48

√	Assigned To	Task
		Develop long term staffing and demobilization plans.
		Refine vessel traffic plan.
		Activate Volunteer Management Plan, as needed.
		Continue communication with the incident specific RRT.
		Adjust daily cycle of activities accordingly.

Day 3-4 Hour +96

√	Assigned To	Task
		Continue communication with RRT.
		Adjust daily cycle accordingly.

9220.3 Notification Matrix

The notification matrix identifies key notifications that federal and state officials and responsible parties have protocols or obligations for conducting. Multiple notifications to the same organizations are expected and are acceptable. It is a best practice for agencies to verify their notification lists at least annually.

Audience	Federal/State Authority	Incident Command Function/Connection
Federal and State Emergency Notification Call Centers		Responsible Party
International Partner Coordination (CCG, EC)	USCG/EPA	
Regional Response Team	USCG/EPA	UC
RRT X Executive Committee Agencies	USCG/EPA/STATES	UC/Liaison
USCG Strike Team	USCG/EPA	UC/Operations
Scientific Support Coordinator	USCG/EPA	UC/Environmental Unit (EU)
Federal Trustees including NOAA, DOI, Agriculture	USCG/EPA	EU/Liaison
State Trustees including Fish, Wildlife, Game, Parks, Health, Historic Preservation, Natural Resources	STATES	EU/Liaison
Tribes	USCG/EPA/STATES	EU/Liaison/UC
Public Health Agencies	STATES	EU/Liaison/UC
County and City Emergency Managers	STATES	UC/Liaison
White House Officials	USCG/EPA	Liaison
Governors	STATES	Liaison
Congressional Representatives	USCG/EPA/STATES	Liaison
State Legislative Representatives	STATES	Liaison
Local Elected Officials	STATES	Liaison
Affected Ports	USCG /STATES	MTSRU/Liaison
Municipal Government	STATES	UC/Liaison
County Government	STATES	UC/Liaison
State law enforcement and fire agencies	USCG/EPA/STATES	UC/Operations
Tribal law enforcement and local health authorities for fish closure	USCG/EPA/STATES	EU/Liaison/UC
Notification contained in Geographic Response Plans	USCG/EPA/STATES	EU/Liaison

9220.4 Enhance Communications

This Section provides guidance to response leadership that will enhance communications in a major incident in a way that establishes operational momentum, builds interagency coordination and earns public trust. These communication strategies should be incorporated by response leadership into training, internal procedures and practiced at drills.

Use Strategic Messaging

Communication should be at the epi-center of a major response. Federal, state, local, and responsible party leadership should employ rapid, aggressive and targeted strategic messaging to gain the confidence of the public, tribes and elected officials during a response.

- Strategic messaging means intentional planning for a flow of credible information over the course of an extended response, using all relevant modes of communication.

Strategic messaging should not be confused with routine public affairs outreach. It builds on strong existing relationships developed with the media and elected officials, and should be cultivated before spills occur on a routine basis. These relationships will result in communication that is clear and compelling, tailored to the local audience and focused on the key issues of risk communication, safety and environmental issues, and public safety and security during a response.

Examples of strategic messaging identified in this area plan are:

- Report the volume of the spill in terms of the potential maximum quantity or use a range of potential volumes if necessary. Be prepared to explain how the actual volume will be determined. Having to change an initially reported spill volume will diminish credibility, yet reporting a spill volume is a critical data point for the public.
- Get agreement in the most immediate manner possible about incident facts that can be spoken to in the early hours; for example, information on the ICS 201 form. It takes time to ascertain facts about a crisis. Waiting for "perfect" information does not help build trust.
- Be prepared to speak about the plans that we have in place, the national framework for response and the assets being brought to bear to the response.

Media Outreach

Federal, state, local, and responsible party Public Information Officers (PIOs) should conduct rapid and aggressive media outreach campaigns during a major response. Outreach should focus on demonstrating and conveying the capability of the unified command to manage the response. Failure to make this effort may result in competing media coverage that could send contrary or misleading information. Even in situations where information is incomplete, response leadership should hold daily press conferences.

Examples of effective outreach identified in this area plan are:

- Allowing the media escorted access to the command post, while still ensuring operational security.
- Allow the media direct access to the unified commanders, as the response allows.

Web-based Media, Television and Print

The public is now more apt to use television, internet, and social media for news. Failure to use these communication modes will result in an information void. In addition to televised press conferences, within 24 hours of a major crisis, responses should incorporate an incident specific web site that allows collaboration between all members of the Unified Command. PIOs should also use social media, including Facebook and Twitter, to deliver information such as scheduled press conferences, major response milestones, major successes, factual data, etc.

- Federal agencies and industry may have restrictions that prevent leadership from capitalizing on the power of social media. Therefore, incident commanders should partner with the state and local agencies to host incident specific web sites and communicate using social media, to effectively tell the operational story.
- The pace of social media requires establishing an early presence on social media. Incident Commanders should encourage and facilitate this this by asking for a social media plan and agreeing in the most immediate manner possible about incident facts that can be spoken to in the early hours; for example, information on the ICS 201 form.
- Incident commander should ask to be informed about conversation trends and rumors, and adjust and adapt the communication plans accordingly.

Risk Communication

Federal, state, local, and responsible party incident commanders should rapidly and continuously convey public safety, environmental concerns, security threats, and economic impacts to improve public trust.

Example of a best practice identified in this area plan:

- Consider asking recognized local, regional, or national experts (i.e. NOAA Scientific Support Coordinators, academic experts, local Emergency Managers, etc.) to deliver messages.

Congressional/State/Elected Official/Political Appointee Outreach

Elected officials are included in communications protocols for major responses. They require periodic operational briefs in order to inform their constituents. Response incident commanders should conduct elected official briefings early on in the response once they have gained reliable situational awareness. If response leadership does not maintain an aggressive political outreach program, they run the risk of having to publicly defend response actions in addition to trying to fill an information gap.

- If use of dispersants or in-situ burning are identified as an objective, communicate immediately on the decision process and timing. Commit to communicating again on the final decision.

Town Hall/Public Meetings

Town hall meetings should be coordinated with federal, state, local, and responsible party incident commanders. This has proven an effective method to reach out to the impacted community in a sensitive manner.

Examples of community outreach identified in this area plan are:

- Consider opening up space within communities ("store fronts") to maximize communication, trust and help communities move towards restoration.

Recommended Flow of Information for News Releases

1st News Releases (within 24 hours)

- Facts about the incident as known. List of Responding Agencies.
- Information on exclusion zones and evacuations.
- Initial estimated maximum potential spill volumes and methodology for determining an actual volume spilled.
- Air monitoring information. Public safety message. (Coordinated with local Emergency Managers)
- Public information sources, i.e. Twitter, Facebook, response website, etc.
- Equipment/resources deployed. Number of personnel responding.
- Wildlife message/hotline number.
- Claims line (if established).
- Status of public services, i.e. drinking water supply, medical services, etc.
- Any expected impacts to oil availability or gas prices (if applicable).
- Contact phone numbers for media.

Subsequent News Releases (24 +)

- Cause of the spill and status of investigation.
- Vessel/Facility/Pipeline/Railroad/Etc. information.
- Amount of product recovered.
- Injuries or casualties.
- Trajectory of the oil.
- Environmental and wildlife impacts.
- Beach closures.
- Fishery closures.
- Cleanup contractors and additional agencies responding.
- Actions taken, actions planned.
- Resources applied and numbers (equipment and people).
- Special considerations (dispersant use, place of refuge).
- Volunteer Registration Information (if applicable).
- Cost of the spill.