

APPENDIX 2

INCIDENT COMMANDER GUIDE FOR THE INITIAL RESPONSE TO LEVEL I, II, & III HAZARDOUS MATERIALS INCIDENTS

- Begin your size-up as you are approaching the scene.
- Establish command and inform the 911 dispatcher.
- Establish a Command Post (CP) at least 250' upwind from the release.
- Establish a Staging Area at a considerable distance upwind and appoint a Staging Manager.
- Have all resources without orders report to the Staging Area.
- Establish contact with the responsible party and obtain shipping papers and MSDS .
- Identify the nature of the incident along with the material and quantity involved.
- Secure the scene and establish a safe perimeter restricting entry
- Assign a Safety Officer.
- Expand ICS (as necessary) assigning responsibilities to General & Command Staff.
- Request (via 911 dispatcher) a certified Hazardous Materials Response Team (HMRT).
- Prepare an Incident Action Plan (IAP) for the current operational period.
- Activate local EMA if resources from the community are anticipated.
- Implement public protective actions of shelter or evacuation as required (refer to MSDS & DOT Guidebook for a recommendation).
- Determine if resources on scene can safely perform any mitigation activity with available equipment and PPE.
- Conduct a full briefing upon arrival of the certified HMRT chief at the CP
- Provide support to the certified HMRT (as required)
- Provide periodic situation updates to the 911 dispatcher.

NOTE! All information and requests from the scene to the Columbia County 911 Center must be channeled through the Incident Commander.