



HAZARDOUS MATERIAL SAFETY PROGRAM (DRAFT)

RCRA Contingency Plan

For Emergencies Dial 911

Emergency Telephone Listing

Primary ~~Primary~~ Emergency Coordinators: Safety & Training Supervisor

Telephone: 334-241-2293

Cellular: 334-354-6108

Police Department

1st Primary

Telephone:

Cellular:

Alternate

Telephone:

Cellular:

Fire Department

1st Primary

Telephone:

Cellular:

Alternate

— Telephone:

— Cellular:

Maintenance Department

1st Primary

— Telephone:

— Cellular:

Alternate

— Telephone:

— Cellular:

Sanitation Department

1st Primary

— Telephone:

— Cellular:

Alternate

— Telephone:

— Cellular:

Parks & Recreation

1st Primary

— Telephone:

— Cellular:

Alternate

— Telephone:

— Cellular:

Traffic Engineering

1st Primary

— Telephone:

— Cellular:

Alternate

— Telephone:

— Cellular:

Finance

1st Primary

— Telephone:

— Cellular:

Alternate

— Telephone:

— Cellular:

Fleet Management

1st Primary

— Telephone:

— Cellular:

Alternate

— Telephone:

— Cellular:

Technical Services

1st Primary

— Telephone:

— Cellular:

Alternate

— Telephone:

— Cellular:

Civic Center

1st Primary

— Telephone:

— Cellular:

Alternate

— Telephone:

— Cellular:

Zoo

1st Primary

— Telephone:

— Cellular:

Alternate

— Telephone:

— Cellular:

Secondary Emergency Coordinators: There are two secondary co-ordinators. They are both assistant directors in the Maintenance Department.

John Carnell, Safety & Training Supervisor

Assistant Maintenance Director – Street Crews

Telephone: 334-241-4414

Cellular: 334-850-1170

Assistant Director - Building and Tree Crews

Telephone – 334-241-2285

Cellular – 334-850-5986

Telephone: 334-241-2293

Cellular: 334-354-6108

Alternate: Jeff Downes

Telephone:

Cellular:

Emergency Response Contractor: SWS – (Can be contacted through Montgomery Fire Department)

Location: Prattville, Alabama

Telephone: 1-800-852-8870 or 334-358-2110

Contact:

Emergency Services:

Fire: Montgomery Fire Department

Emergency: 911

~~Non-Emergency:~~

HAZMAT: Montgomery Fire Department – 241-2412

Other Emergency Contacts:

Environmental Protection Agency (EPA)

Telephone –

National Response Center (NRC)

Telephone – 1-800-424-8802

Poison Control Center

Telephone – 404-589-4400

Alabama Department of Environmental Management (ADEM)

Telephone – 334-271-7700 – (between hours of 8 AM-5 PM - Monday thru Friday or Alabama Department of Public Safety (DPS) 334-242-4378 -24 hours a day/ 7 days a week

NOTE: ADEM or DPS must be notified when there is a release of hazardous waste that involves fire, explosion or any release which poses a threat to human health or the environment

Montgomery Emergency Management Agency

Telephone – 334-241-2022

Introduction

The purpose of this contingency plan is to define procedures and tactics for responding to emergencies involving the hazardous wastes generated and managed by the City of Montgomery. The main focus of these procedures is the protection of the general public, including all city employees, and response personnel during emergencies involving hazardous wastes managed on City of Montgomery property. In addition, the plan is intended to minimize damage to the facility and the environment due to a release of hazardous waste.

~~Each department has the responsibility to provide initial response to incidents involving the hazardous waste generated by their facilities. The Risk Management Division has the primary responsibility of providing initial response to incidents involving hazardous waste generated on city property. To accomplish this, each department has designated an employee. The Safety & Training Supervisor has been designated to perform the duties of the primary Primary Emergency Coordinator (PEC), and one employee to serve as an alternate. In addition, There are two Secondary Emergency Coordinators. The Risk Management department will provide one individual to perform the duties of Secondary Emergency Coordinator (SEC). When either of their Primary Coordinators is not available, this person will fill in for the primary in each department. They are the Assistant Maintenance Director for Street Crews and The Assistant Maintenance for Building and Tree Crews. Both of these individuals are trained and qualified to perform Emergency Coordinator Duties.~~

The ~~PEC or the SEC~~ has the authority to commit the necessary services and equipment to control the spill scene. In addition, the ~~PEC or SEC~~ has access to reference material and a chemical data system base via computer. The database is capable of rapidly obtaining most technical data needed to respond to and deal with DOT and EPA listed chemicals as well as supply information on human toxicity, emergency level, and clean-up criteria. In the event of an emergency involving outside response agencies, the ~~PEC's or SEC's~~ primary responsibility is to provide support in the form of information regarding the materials or facilities involved and to access city resources as requested.

The Montgomery Police Department respondent's primary responsibility, during a hazardous material emergency, is site control. They shall take necessary measures to control the flow of people, emergency equipment, and supplies. These controls are necessary to minimize injuries and confusion. The MPD Police Communications Officer is the center for radio communications by acquiring all essential information and assuring clear communication of information to emergency response personnel and the ~~PEC or SEC~~.

The response plan is divided into two response levels: Response Level I ~~is~~ for minor spills, not involving fire or serious injuries, where all duties can be carried out by the

affected department personnel. Response Level II was developed to address emergencies involving fire, large quantity spills, and severe injury.

Facility Information

The City of Montgomery has numerous facilities all located within the city limits of Montgomery, Alabama. The areas surrounding these facilities consist of commercial, industrial, and residential areas. These areas, a description of [potential](#) waste generated and of the surrounding areas are as follows:

Public Works Facility – This is a large maintenance facility located in downtown Montgomery. The surrounding area consists of some residential neighborhoods but is predominantly commercial and industrial property.

Description of [Potential Waste Generated](#) – [Petroleum products, herbicides, pesticides, paints, paint thinners, solvents, acids, leads acid batteries and fertilizers.](#)

~~**Montgomery Zoo** – This is a medium sized public facility located on the north side of Montgomery. The surrounding area consists of residential communities to the south of the facility and predominantly commercial and industrial areas to the north of the facility.~~

~~Description of Waste –~~

Oak Park Maintenance – This is a medium sized maintenance facility located in the downtown area of Montgomery. The area around this facility is largely residential with some commercial property to include a major hospital directly to the east.

Description of [Potential Waste Generated](#)~~Waste~~ – [Petroleum products, herbicides, pesticides, paints, paint thinners, solvents, acids, leads acid batteries and fertilizers.](#)

~~The City/County Landfill—This is a large size landfill located on the north end of the City of Montgomery. The area around this facility is commercial and industrial.~~

~~Description of Waste—~~

Fain Park Nursery - This is a small facility located on the eastern end of the city. The area surrounding this facility is predominantly residential.

~~Description of Potential Waste Generated Description of Waste— Petroleum products, herbicides, pesticides, paints, paint thinners, solvents, acids, leads acid batteries and fertilizers.~~

Lagoon Park Golf Course Maintenance Facility – This is a medium sized facility located on the northern side of the City of Montgomery. The area surrounding this facility is both industrial and residential.

~~Description of Potential Waste Generated – Petroleum products, herbicides, pesticides, paints, paint thinners, solvents, acids, leads acid batteries and fertilizers.~~

~~Description of Waste—~~

~~City Hall—This is a large office facility located in the downtown area. The area surrounding this facility consists of government office buildings and commercial properties.~~

~~Description of Waste—~~

~~The Montgomery Civic Center—This a medium sized convention facility located in the downtown area which is predominantly commercial in nature~~

~~Description of Waste—~~

Key Personnel

Primary Emergency Coordinator: The Primary Emergency Coordinator shall be contacted immediately in the event of an accident. This person will be responsible for notifying the appropriate emergency response authorities, directing emergency response procedures, and determine if a facility evacuation is necessary. ~~Each department shall have an Alternate Emergency Coordinator whom shall perform these duties if the Primary Emergency Coordinator is not available.~~

Secondary Alternate Emergency Coordinator: The ~~Secondary Alternate~~ Emergency Coordinator will assume all the responsibilities of the Primary Emergency Coordinator if that ~~departments' appointed~~ person is unavailable to fulfill his or her duties. This person

~~will also participate in all exercise to keep current with the latest methods and issues regarding hazardous waste spill response, or alternate is not available. The Secondary Emergency Coordinator shall be the City of Montgomery Safety and Training Supervisor.~~

Fire Safety Officer: Each Department shall appoint a Fire Safety Officer who shall be responsible for ensuring that the fire detection and extinguishing equipment is in working condition.

Response to Emergencies Involving Hazardous Materials

The City of Montgomery RCRA Contingency Plan addresses two levels of response to hazardous waste emergencies. Level I provides for incidents which can be resolved using department personnel; and resources. Level II response shall be initiated in all other situations. In the event of an emergency involving hazardous waste in a City of Montgomery facility the ~~PEC or SEC~~ shall have the primary responsibility of determining if the incident can be mitigated using department personnel (Level I Response), or if outside agencies are required (Level II Response).

Spill equipment including absorbent pads, socks and booms, loose absorbent material, drums, and other containers; as well as personal protective equipment are located in each waste accumulation area. Additional personal protective equipment including respirators, and chemical resistant clothing, and air monitoring equipment are stored at each waste accumulation area.

See Appendix A for a complete description of emergency and spill response equipment in each of these areas.

Reporting Obligations

Hazardous Material Release: In the event of the release of a hazardous material that involves fire, explosion or in excess of the reportable quantity, the ~~PEC or SEC~~ must notify the National Response Center at 1-800-424-8802, and ~~the DNRADEM~~ at ~~1-800-241-4113~~ 334-271-770 (Monday – Friday, 8 AM – 5 PM) or Department of Public Safety at 334-242-4378 for all other times.

Evacuation: ~~If evacuation of nearby residents is necessary because of the facility's release, the PEC or SEC must immediately notify DNR at 1-800-241-4113.~~ **Written Notification:** Written notification of how and why the contingency plan was implemented must be submitted by the Emergency Coordinator to ADEM within 15 days of the incident.

Notification before resuming operation: Whenever an emergency occurs which requires shut-down of the facility, ADEM must be notified, either verbally or in writing.

by the facility's owner or operator that any released material has been properly cleaned up, and that all emergency equipment has been cleaned and is fit for operation.

Incident Notification: Level I

All incidents involving hazardous waste which occur on City of Montgomery property are reported to the Emergency Coordinator (EC) or his/her alternate. If neither of these people are available then the person answering the telephone shall take down the following information.

1. Name and telephone number of the person reporting the incident.

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2. Location of the incident. (Building and/or area within the building)

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3. Type of hazard:

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- chemical
- radioactive
- gas

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4. Identity of the material involved (if available)

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5. Identify the type of incident (spill, injury, fire).

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6. Injuries:

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- No
- Yes – Call 911 and request EMS immediately

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7. Fire:

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- No – Go to Step 8
- Yes

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- Call 911 and proceed with response Level II instructions on the following page.
- Call Montgomery Police Department to request mobilization of a police unit to the scene.

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8. EC shall proceed to the scene. If the EC is not available a police unit will be dispatched to the scene, and advised as to possible hazards and to keep a safe distance.

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9. If, necessary, call 911 and request the HAZMAT Unit to mobilize. Provide all information regarding the incident to the HAZMAT Unit and determine approximate response time.

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10. Notify the police unit on scene as to HAZMAT Unit response time and stand by to provide further information to the HAZMAT unit.

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11. Ascertain phone numbers of the building or area supervisor. Contact these people for keys or information as requested.

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Incident Notification: Level II

1. Contact 911

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2. EC will proceed to scene. If these personnel are not available a police unit will be dispatched to the scene, and advised as to the possible hazards and to keep a safe distance.

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3. Ascertain phone numbers of the building supervisor. Contact these people for keys and/or information on contents of building and other information about building or area.

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4. Contact Montgomery Emergency Management Agency for additional support if necessary.

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Incident Response: Level I

Upon notification that an emergency has occurred involving hazardous waste, the Emergency Coordinator shall implement the following actions.

1. Determine the nature and location of the emergency, and if available the materials involved.

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2. Gather all reference materials as needed to determine the characteristics and hazardous associated with the waste involved.

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3. Contact Building Supervisor.

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4. Based on the information, Determine if the incident can be safely mitigated using available resources (Response Level I). If this cannot be accomplished proceed to Response Level II.

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5. Determine the appropriate evacuation area, and if necessary request assistance from the MPD to secure the area.

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6. Gather the necessary materials and proceed with clean-up.

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7. Following completion of the clean-up, notify personnel that the area is safe to enter.

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8. Convene debriefing as appropriate.

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9. Make arrangements for disposal of clean-up debris.

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10. Complete the spill report to the Alabama Department of Environmental Management.

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Incident Response: Level II

1. Establish a command post remote from the scene and communications with scene and outside agencies.

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2. If there are any injuries, advise as to the proper first aid pending the arrival of emergency medical personnel.

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3. Using identity of suspect material preliminarily determine the evacuation area necessary advise the MPD pending arrival of HAZMAT Unit.

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4. Provide assistance to the HAZMAT unit as requested.

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5. EC will act as Public Relations liaison.

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6. Following completion of clean up, notify personnel that the area is safe to enter.

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7. Convene debriefing as appropriate.

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8. Make arrangements for disposal of the clean-up debris.

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9. Complete spill report to the Alabama Department of Environmental Management.

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Emergency Support Services

The following agencies have been contacted, and have agreed to provide services as described in this plan. In addition, these agencies shall be provided with access to City of Montgomery facilities for the purpose of familiarizing themselves with the layout and locations of hazardous waste stored at these facilities.

Police Department

The primary role of the MPD during an emergency situation is to secure the area and maintain site control as requested by the EC or Incident Commander. In the event that the police are dispatched to an emergency involving hazardous materials or suspect hazardous materials involvement, the officer shall take the following action.

- 1. Evaluate the situation from a safe distance. ← -- -- **Formatted: Bullets and Numbering**

- 2. If a chemical spill has occurred or there is evidence of a chemical spill (i.e., strong chemical odors, irritating fumes, dense chemical cloud etc.) do not enter the area. ← -- -- **Formatted: Bullets and Numbering**
 - Do Not Enter The Area ← -- -- **Formatted: Bullets and Numbering**

 - If the door to the area is locked do not attempt to open it. ← -- -- **Formatted: Bullets and Numbering**

 - If possible determine the source of the spill (container type, size, and quantity), and the type materials involved (chemical name). ← -- -- **Formatted: Bullets and Numbering**

 - Advise dispatch of the situation to relay the information to EC. ← -- -- **Formatted: Bullets and Numbering**

- 3. If a fire involving hazardous material is observed, take appropriate action for evacuation, including activation of any building alarm system, and advise 911 of fire. If it is safe to do so control the fire using fire extinguisher. ← -- -- **Formatted: Bullets and Numbering**

- 4. If injuries are observed, advise dispatch and request EMS. Administer first aid as needed, taking care not to expose yourself to the chemicals involved. ← -- -- **Formatted: Bullets and Numbering**

- 5. Establish a restricted area as requested by the EC or Fire Department Commander. ← -- -- **Formatted: Bullets and Numbering**

- 6. Isolate and keep isolated any person, including police officers who have been exposed to the spilled chemicals. ← -- -- **Formatted: Bullets and Numbering**

- 7. Clear the restricted area of non-affected personnel and/or non-emergency personnel. ← -- -- **Formatted: Bullets and Numbering**

- 8. Advise Communications Officer that Building Supervisor is needed. ← -- -- **Formatted: Bullets and Numbering**

Fire Department

The Montgomery Fire Department (FD) maintains a HAZMAT Response Team (HAZMATRT), which is trained to respond to hazardous material emergencies including spills, fires, and explosions. In the event of an emergency occurring at City

of Montgomery facilities which involves fire and/or hazardous materials, and requires outside assistance, the FD would respond with full assignment of trucks plus HAZMATRT and EMS.

Upon arrival at the scene Incident Command will be assumed by the Fire Department with the possibility of Unified Command being implemented depending upon involvement of other agencies such as the Police Department or Public Works. The Incident Commander shall assume the responsibility for ordering evacuation of the area as appropriate. The EC will standby to provide information regarding the hazardous materials involved and the facility, as well as any additional assistance available.

Following containment of the situation, the Incident Commander shall notify the EC. The EC shall arrange for further clean-up of the area as appropriate.

Hospital and Emergency Medical Services (EMS)

In the event of an emergency situation, the emergency room at Jackson Hospital shall be contacted, and notified of the situation. Jackson Hospital has personnel and facilities equipped to treat injured personnel including decontamination for chemical and or radiological exposures. However, on scene decontamination shall be conducted by the HAZMATRT prior to victims being transported to Emergency Room. EMS shall be accessed through 911. These personnel shall take direction from the EC or Incident Commander at the scene.

Personnel Training and Medical Requirements.

The following are minimum training requirements for personnel who will respond to incidents involving hazardous materials.

Emergency Coordinators: Emergency Coordinators shall receive a minimum of 40 hours of initial training. In addition, these personnel shall receive a physical every two years.

- Identification of hazardous substances and associated risks.
- Operation of MSDS data-base to obtain information on hazardous substances.
- Knowledge of local resources for obtaining emergency services.
- Knowledge of basic hazard and risk assessment techniques.
- Know how to select and use proper personal protective equipment.
- Air Purifying Respirators
- Knowledge of basic control, containment, and/or confinement operations within the capabilities of the resources and personal protective equipment available.
- Knowledge of implementation of basic decontamination procedures.
- Implementation of incident command system.
- Implementation of emergency response plan.
- Implementation of the local emergency response plan.
- Knowledge of the state emergency response plan and Federal Regional Response Plan.
- Defensive HAZMAT operations

Hazardous Material First Responders: Hazardous Materials First Responders shall receive a minimum of 24 hours of initial training in the following areas.

- Identification of hazardous substances and the associated risks.
- Knowledge of local resources to obtain emergency services
- Knowledge of basic hazard and risk assessment techniques
- Know how to select and use personal protective equipment.
- Defensive HAZMAT operations

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Evacuation Procedures

Building Evacuation

1. All building evacuations will occur when an alarm sounds (e.g. fire alarm) and/or notification by MPD, FD, or EC. ← -- **Formatted: Bullets and Numbering**
2. When the building evacuation alarm is activated or verbal notification is provided, occupants are to leave the building by the nearest marked exit and alert others to do the same. Directions may be given as to the location of a safe assembly area. However, if no directions are conveyed proceed to the outside of the building. ← -- **Formatted: Bullets and Numbering**
3. Once outside, occupants should proceed to a clear area that is at least 500 feet away from the affected building. Keep streets, fire lanes, hydrant areas, and walkways clear for emergency vehicles and personnel. During periods of inclement weather relocate to alternate buildings which will be determined at the time of the crisis and conveyed to all persons affected. ← -- **Formatted: Bullets and Numbering**
4. Do not allow occupants to return to an evacuated building unless told to do so by a supervisor following release of the scene by MPD, FD, or EC. ← -- **Formatted: Bullets and Numbering**
5. Elevators should be reserved for use by disabled persons. However, if the elevators are not operational follow instructions below. ← -- **Formatted: Bullets and Numbering**

NOTE: DO NOT USE ELEVATORS IN CASES OF FIRE AND/OR EARTHQUAKE

Building Evacuation for the Disabled

1. An individual, who is disabled, for evacuation purposes, is defined as anyone with a permanent or temporary disability who for whatever reason is unable to evacuate a building using the stairwell. ← -- **Formatted: Bullets and Numbering**
 2. In an emergency situation, it is critical that the individual who is disabled is familiar with his/her needs during evacuation. The individual who is disabled is expected to convey these needs to supervisors at the earliest possible date. The responsibilities below are important to follow. ← -- **Formatted: Bullets and Numbering**
- Seek out persons who would be able to assist in an emergency. ← -- **Formatted: Bullets and Numbering**
 - Know the safest method people could use to assist and how many people are needed to provide that assistance.
 - Be prepared to explain how and where a person(s) should provide support. Practice instructions beforehand.

- Place sign on the chair with the above instructions if there are communication difficulties.
- Carry a loud whistle, horn, or similar device that can be operated. It may be used to alert people of location if trapped.

3. Emergency Procedures – General Guidelines

- Remain calm
- Never use an elevator in a fire or tornado emergency.
- Treat every alarm as an actual emergency.
- In a fire emergency, the first choice is evacuation.
- Leave all material in office to avoid wasting time.
- Follow signs to exits
- Avoid smoke filled stairwells
- If volunteers would not be able to assist safely, opt to wait in a safe location for emergency personnel.
- For fire emergencies never re-enter a building until permitted by emergency personnel.

4. Building Evacuation – Self Building Exit

- If way to exit is clear, and self evacuation is possible, do so immediately.
- Go to the nearest exit – enter if clear – and exit the building.
- If the nearest exit is smoke filled, go to alternate exit and evacuate immediately.
- If primary and alternate exits are smoke filled, distance present location from smoke and flames.
- If area becomes smoke filled, try to get on the floor.

5. Assisted Building Exit

- Staff or other volunteers can assist in evacuation building and should follow instructions for assisting disabled evacuation.
- If it is not possible to safely evacuate from a clear stairwell, try and take a position behind a closed fire door until rescue staff arrive.
- If area becomes smoke filled, try to get on the floor.

Assisting Disabled Evacuation

1. Assisting the user of a wheelchair

- Remember: Wheelchairs have parts not designed to handle the stress of lifting.
- Never carry the person while in the wheelchair. However a manual chair can be used to assist in the evacuation process.
- Prior to moving the person, check for life-support equipment.

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- DO NOT take an electric chair up/down stairs. Abandon the chair and carry the person.
- Consult the person in the chair regarding the best way to evacuate (the number of people needed, how to use manual chair, ways to lift, etc.).
- If the person is unable to speak clearly, look for a sign on the chair with printed instructions.
- If the individual with the disability cannot be safely carried up/down stairs. Do not attempt to do so. Position the person in the safest place possible according to the emergency.
- Alert emergency personnel of person's location.

2. Assisting the Visually Impaired

- Offer to assist visually impaired to a safe location.
- Have the person take your elbow.
- The visually impaired will be responsible for guide dogs.

3. Assisting the hearing impaired.

- Alert the hearing impaired that an emergency exists.
- Use gestures/notes to indicate the type of emergency

4. Assisting the mobility impaired.

- Offer assistance
- If help is requested, assist as directed to a safe location

5. General guidelines for evacuation.

- Remain calm.
- Be familiar with the distinct signals.
- Know primary and alternate routes of evacuation or exit.
- Never use an elevator in a fire or tornado emergency
- Leave all materials in office to avoid wasting time.
- Do not move persons with disabilities without first asking them.
- For fire emergencies never re-enter a building until permitted by emergency personnel.

Miscellaneous Emergency Procedures

The following sections outline the action which should be taken during an emergency involving hazardous waste occurring on City of Montgomery property.

Flammable Conditions:

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In the event that combustible vapors in excess of 10% of the Lower Explosive Limit (LEL) or strong vapors are detected, the following action should be initiated.

1. Eliminate all ignition sources
2. Remove personnel away from odors to an upwind location.
3. Call the Fire Department (911) and notify of situation. Provide the answering personnel with the call back number(s), location, directions, and situation assessment.
4. If it is safe to do so, ventilate the area.

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No further response will be initiated until the vapor level has diminished below 10% LEL.

Fire:

In the event of a fire or explosion, the Fire Department should be summoned immediately. Upon the arrival the EC will advise the Incident Commander of the location, nature, and identification of the hazardous materials present. If it is safe to do so, employees may:

1. Use fire fighting equipment available on-site to control or extinguish the fire.
2. Remove or isolate flammable or other hazardous materials which may contribute to the fire.

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Spill Containment Procedure:

In the event of an accident involving the release of hazardous materials on City of Montgomery property, the personnel working the material when the spill occurred shall:

1. Eliminate all ignition sources.
2. Ventilate affected area to prevent spread of vapors to other areas of building.
3. Locate the source of the spillage and stop the flow if it can be done safely
4. Begin containment procedures and recovery of the spilled materials,

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5. Contact the Safety and Training Office to arrange for pick-up and disposal of the spilled material. If the Safety & Training personnel are not available contact Risk Management.

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If the release cannot be contained using the resources available at the scene of the incident, personnel shall:

1. Eliminate all ignition sources

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2. Ventilate affected area to prevent the spread of vapors to other areas of building.

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3. Secure the area of the spill (i.e., close doors, etc.) and notify the EC.

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4. The EC shall evaluate the situation. If the incident cannot be safely handled using resources available the EC shall initiate the Incident Response Program.

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Chemical Exposures:

Any person who becomes ill or injured as a result of a chemical exposure shall receive prompt medical attention. Injured personnel shall be decontaminated prior to treatment to the greatest extent practical in order to protect the safety of aid givers. If the injuries are minor, full decontamination should be performed. However, if the patient is seriously injured, at least partial decontamination should be completed (i.e. complete disrobing of the victim and redressing in clean coveralls or wrapping in a blanket). First aid should be administered while awaiting EMS.

Anyone being transported to a clinic or a hospital for treatment should take with them information on the chemical(s) they have been exposed to at the site.

First Aid Measures:

In the event that personnel exposure symptoms occur the following general procedures will be followed. If detailed information regarding the chemicals involved is available (e.g. Material Safety Data Sheets), more specific measures may be added.

Eye Contact: Flush eye immediately with copious amounts of water and repeat until irritation is eliminated.

Skin Contact: Wash exposed area with soap and water

Inhalation: Move person to fresh air. If respiratory failure, perform CPR and seek medical attention

Ingestion: Do not induce vomiting.

Protective Equipment and Levels of Protection

The selection of the appropriate level of protection shall be based on the nature of the chemical spilled and Photo ionization detector (PID) reading taken in the breathing zone as provided by the HAZMATRT. The following are general descriptions of the levels of protective equipment with which the Safety and Training Office is equipped and staffed to respond. Prior to entry in Level C or B Personal Protective Equipment Areas a decontamination corridor shall be established by the HAZMATRT.

Level D:

- Work coveralls
- Work Gloves
- Safety Glasses

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Level C:

- Chemical Resistant Gloves
- Chemical Resistant Boots
- Chemical Resistant Coveralls
- Full Face Air Purifying Respirators

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Level B:

- Level C plus Self Contained Breathing Apparatus.

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Personal Decontamination –

Routine Personnel Decontamination will be handled by the HAZMATRT. Emergency Decontamination for those personnel inadvertently exposed to materials that may adversely affect their health will be as follows:

1. Leave Area
2. Perform Gross Rinse (rinse with clothes on)
3. Remove Outer Garments
4. Wash Down with Soap and Water
5. Redress in clean clothing (provided at site)

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Emergency Equipment Inventory and Locations

Safety Office:-

- 1 CPF2 Chemical Suits
- 1 Pair Nitral Gloves
- 1 Pair Butyl Gloves
- 1 Rolls of Duct Tape
- 1 pPair of Rubber Over-bootsks
- 1 Full Face Air Purifying Respirators with Canister
- 1 Roll of Duct Tape

Secondary Emergency Coordinator's Office:

- 1 CPF2 Chemical Suits
- 1 Pair Nitral Gloves
- 1 Pair Butyl Gloves
- 1 Rolls of Duct Tape
- 1 pPair of Rubber Over-bootsks
- 1 Full Face Air Purifying Respirators with Canister
- 1 Roll of Duct Tape

There are 4 accumulation sites. They are; 1 at the City Lot, 1 at Oak Park Maintenance, One at Lagoon Park Maintenance, and 1 at Fain Park Nursery. At each Accumulation Site: The following is list of equipment at each site.

- 2 XXL CPF2 Chemical Suits
- 2 XL CPF2 Chemical Suits
- 2 L CPF2 Chemical Suits

- [6 Pair of Nitral Gloves](#)
- [6 Pair of Butyl Gloves](#)
- [6 Pair of Rubber Over-boots](#)
- [6 Full Face Air Purifying Respirators with Canister](#)
- [2 Rolls of Duct Tape](#)
- [1 55 Gallon Recovery Drum](#)
- [Absorbent Pads](#)
- [Loose Absorbent Material](#)
- [2 Push Brooms](#)
- [2 Shovels](#)

- [2 Dust Pans](#)

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