

# **HAZARDOUS MATERIALS** **EMERGENCY RESPONSE PLAN**

*PIKE AND SAN ISABEL NATIONAL FORESTS,  
CIMARRON AND COMANCHE NATIONAL GRASSLANDS*



April 2006

# HAZARDOUS MATERIALS EMERGENCY RESPONSE PLAN

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LEADVILLE DISTRICT RANGER DATE

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SALIDA DISTRICT RANGER DATE

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SAN CARLOS DISTRICT RANGER DATE

RECOMMENDED BY: \_\_\_\_\_  
COMANCHE DISTRICT RANGER DATE

RECOMMENDED BY: \_\_\_\_\_  
CIMARRON DISTRICT RANGER DATE

RECOMMENDED BY: \_\_\_\_\_  
PIKES PEAK DISTRICT RANGER DATE

RECOMMENDED BY: \_\_\_\_\_  
SOUTH PARK DISTRICT RANGER DATE

RECOMMENDED BY: \_\_\_\_\_  
SOUTH PLATTE DISTRICT RANGER DATE

APPROVED BY: \_\_\_\_\_  
PSICC FOREST SUPERVISOR DATE

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## **I. INTRODUCTION**

### **Scope and Intent**

This Hazardous Materials Emergency Response Plan (Plan) is designed to guide the response to spills or discovery of oil or other hazardous materials (Hazmat) within the boundaries of the Pike and San Isabel National Forests and the Comanche and Cimarron National Grasslands. This includes the discovery, identification, notification, evaluation, and initiation of immediate and appropriate on-scene action for incidents including, but not limited to spills, accidents, releases, and the discovery of illegal dumping of hazardous materials on the Grasslands or Forests or adjacent lands that threaten Forest Service resources. This Plan provides a procedural guide for the response to and the management of Hazmat emergencies, but is NOT intended to be a complete hazardous materials management plan.

### **Authority**

This plan gives direction for the coordination of the various local, state, and federal agencies that have emergency response capabilities to plan and respond to accidental discharges (spills) of oil and hazardous materials on or threatening National Forest System lands. The plan also meets the intent of the hazardous material laws that apply to National Forest Administration. The authority for oil and hazardous substance planning is contained in:

1. Section 105 of the Comprehensive Environmental Response, Compensation, and Liability Act of 1980 (CERCLA) (PL 96-500), as amended by the Superfund Amendments and Reauthorization Act (SARA) of 1986; and
2. Section 311(c)(2) of the Clean Water Act (CWA) of 1970, amended in 1977 as the Federal Water Pollution Control Act.

In Executive Order 12316, the President delegated to the Environmental Protection Agency (EPA) the responsibility for amendment of the National Contingency Plan. The National Contingency Plan was amended in 1982 (Federal Contingency Register V.47 No. 137, Friday, July 16, 1982). The National Contingency Plan directs all Federal Agencies to make discharge prevention and contingency plans.

Title 29, Article 22 of the Colorado Revised Statutes (CRS) (also known as Senate Bill 172) Hazardous Substance Incidents, states that:

For a Hazardous Substance Incident occurring on any federal, state, or county highway located outside of municipal city limits, the Colorado State Patrol is the Designated Emergency Response Authority. It also provides that the Colorado State Patrol may further designate such authority to a local Designated Emergency Response Authority with the approval of the Board of County Commissioners. The Colorado State Patrol retains authority over traffic.

Additional authority on Hazardous Materials management is contained in FSM 2160.1.

### **Objectives**

The Pike and San Isabel National Forests' and Comanche and Cimarron National Grasslands' objectives for response to hazardous materials emergencies are:

1. In the event of a hazardous material incident occurring within the jurisdiction of the Pike and San Isabel National Forest or Comanche and Cimarron National Grasslands, protect the safety and health of the public and Forest Service employees from hazardous materials.
2. Protect the natural resources and environment on National Forest System (NFS) lands and other lands that are affected by actions on NFS lands from the impact of hazardous materials.
3. Have procedures to establish lines of authority and the coordination of federal, state and local agencies before, during, and after hazardous materials incidents.
4. Ensure that the most technically qualified personnel are available to assist the Incident Commander (IC) and that accurate and timely information concerning the incident is provided to the media, public, Forest Service management, and all Federal, State, and local agencies and persons that must be notified as required by law.

**Definitions** Unless otherwise noted, the definitions provided below are from 40 CFR 300.5.

Administrative Record - Official record compiled and maintained by the Regional Office or Station containing the factual information, data, and analysis documents that form the basis for the selection of the response action. Specific requirements for the administrative record are found in 40 CFR 300.800.

Emergency - A release or threat of a release generally requiring initiation of a removal action within hours or days of the lead agency's determination that a removal action is appropriate (draft 40 CFR 300.1415).

Hazardous Material - Any hazardous substance, hazardous waste, hazardous chemical substance, toxic substance, pollutant, contaminant, eminently hazardous chemical substance or mixture, and oil (FSM 2160.5).

Designated Emergency Response Authority (DERA) - The individual or agency that has been delegated authority and responsibility for emergency response actions by state or local government. Typically, the Colorado State Patrol is the DERA for all emergency response within federal, state, and county highway rights-of-way and the County Sheriff is the DERA for all other areas within the county.

Incident Command System - A system that addresses the response procedures for emergency situations. The system provides for multiple jurisdictions and multiple agency involvement.

Incident Commander (IC) - A single individual who is qualified and trained in the Incident Command System. The IC is responsible for the overall management strategy for the emergency situation. In emergency situations, the IC will normally be the DERA.

First Responder - Any employee who discovers a hazardous material release.

Material Safety Data Sheet (MSDS) - A document issued by the manufacturer describing the physical and chemical properties of products, including the product hazards and precautions for safe handling and use.

National Contingency Plan - The Environmental Protection Agency (EPA) plan that provides the organizational structure and procedures for preparing for and responding to discharges of oil and releases of hazardous substances (40 CFR 300.2).

National Priorities List - A list compiled by the EPA of hazardous waste sites that are priorities for remedial evaluation and response.

Potentially Responsible Parties (PRP'S) - The owner or operator of a facility or vessel where a hazardous substance has been deposited, stored, disposed of, or otherwise come to be located; any person who at the time of disposal of a hazardous substance owned or operated the facility; any person who arranged for the treatment, transportation, or disposal of a hazardous substance; or any person who accepts hazardous substances for the transport to disposal or treatment facilities (42 U.S.C. 9607 (a)).

Release/Spill - Any spilling, leaking, pumping, pouring, emitting, emptying, discharging, injecting, escaping, leaching, dumping, or disposing into the environment of a hazardous material.

Reportable Quantity (RQ) - The quantity of a hazardous substance that triggers reports under CERCLA. If a substance is released in amounts exceeding its RQ, the release must be reported to the National Response Center, the State Emergency Response Commission, and community emergency coordinators for areas likely to be affected.

### **Policies and Direction**

The policies and direction of the Pike and San Isabel National Forests and Comanche and Cimarron National Grasslands are as follows:

1. Ensure appropriate and timely response to releases or threats of releases of hazardous materials which occur on the National Forests or Grasslands or which threaten NFS lands.

Appropriate action shall include reporting of incidents, notification of affected forest users and cooperating agencies, and initiation of other mitigation measures as outlined in this plan. When the Environmental Protection Agency declines to respond

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to emergency hazardous material releases and the Forest Service initiates removal or remedial action, ensure that the substantive provisions of State laws are followed (FSM 2164.03).

2. All releases of hazardous materials into the environment will be managed under the Incident Command System (ICS). This allows the use of the in-place Forest Dispatch System and is an accepted system for coordination of cooperating agencies.
3. The Forest will not train or equip Forest Service employees to contain or clean up unknown material. When a Forest Service employee discovers an unknown substance, regardless of location, that person will treat the substance as a hazardous substance until it is identified by a qualified hazardous materials management team (local, State, Federal, or private contractor). Employees will secure the area until properly relieved.
4. The first Forest Service employee at the scene of a spill/discovery will serve as the First Responder until replaced by a higher qualified Incident Commander (IC), if necessary due to the complexity of the incident. The First Responder will determine the significance of the spill/discovery and take appropriate action as outlined in Section II (Response Procedures) of this plan. The District will request assistance through the Forest Dispatcher and/or Forest Hazmat Program Coordinator as needed.
5. If the spill/discovery proves to be a hazardous material and the responsible party becomes the Forest Service, the Forest Hazmat Coordinator will make arrangements to clean up the site.
6. Forest employees will not move, transport, store, or in any way, handle the material until the Incident Commander or Hazmat Program Coordinator authorizes such a clean up. All hazardous material will be cleaned up by commercial vendors or other qualified agencies. The only situations where Forest personnel may be involved in the clean up of a spill/discovery are when:
  - A. The substance is a known, non-hazardous material and the Forest Service is responsible for the cleanup.
  - B. The Forest Hazmat Coordinator has deemed the hazardous materials can be safely transported to an administrative site without the need for special equipment or clothing. Hazardous materials transportation will only be undertaken if the risk to the public or the environment is greater by leaving the materials where they were discovered.
7. All reasonable efforts will be made to take preventative and/or containment actions on spills or releases, to reduce the threat to the public and to minimize impact to the environment. These measures will be taken only to such a degree that responding personnel will not be threatened or harmed.

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8. In the instance that another agency or party is responsible for managing a hazardous spill or containing a discharge and is already present at the site, the Forest Service will provide a Hazmat Coordinator. (Examples are spills on adjacent private lands, special use permits, spills along major travel corridors.)
9. A copy of the latest edition of the Department of Transportation Emergency Response Guidebook, (DOT P 5800.5), will be kept at all District and Dispatch offices.
10. A copy of Title III - List of Lists (EPA 560/4-92-011) will be kept at the Dispatch office.
11. An abbreviated copy of this plan will be kept in all Forest Service vehicles.
12. All Pike and San Isabel National Forest and Comanche and Cimarron National Grasslands employees will be trained in First Response Awareness.

## **II. RESPONSE PROCEDURES**

### **PERSONNEL SAFETY IS ALWAYS THE FIRST PRIORITY!**

#### **General**

This plan is developed in conjunction with the National Contingency Plan (NCP). The National Contingency Plan is a Federal regulation, which reflects and effectuates the responsibilities and powers created by CERCLA and those matters specified in Section 311 of the Clean Water Act, as amended. Among other things, the NCP provided the procedures for undertaking response and removal actions and identifies responsibilities of the Federal government for response on its own or in concert with the State of Colorado or the U.S. Environmental Protection Agency. This contingency plan is designed to facilitate coordination of local and/or regional responses to a given need. State of Colorado Emergency Response Regulations are administered by the Colorado Department of Public Health and Environment (CDPHE) under Colorado Revised Statutes 29-22-102 (in part).

Forest Service EMERGENCY response to spills of hazardous or unknown materials on or affecting NFS lands, resulting from activities by third parties, is limited to notification of the appropriate emergency response authorities. The EPA and the States have the authority and responsibility for emergency response. Once the emergency is declared over, the Forest Service has the authority to conduct time critical removal actions and non-time critical removal actions on lands administered by the Forest Service.



## **Emergency Response**

### **First Responder**

If hazardous materials have been discovered in the field and IT IS BELIEVED TO BE AN EMERGENCY SITUATION, the First Responder is to follow these instructions:

If you have a radio or cellular phone:

1. Call the Forest Dispatch in Pueblo and tell them you are at the scene of an emergency hazardous materials incident. If you are unable to contact the Forest Dispatcher, call your District Office. Remain in contact with the dispatcher. See Appendix "A" for Emergency Situation Call Flow. If you are unable to make radio or phone contact, follow the instructions below for non-radio situations.
2. Remain in a safe, upwind and uphill location and do not approach the site. If you can detect an odor, you are too close to the incident.
3. Secure the site from public entry.
4. Observe the scene from a safe location and complete the Hazardous Materials Initial Incident Report (Appendix C). Complete the form as well as possible without approaching the site, using binoculars if you have them. Call Forest Dispatch and relay the information. Dispatch will contact the appropriate individual(s).
5. Brief the Emergency Response Team with all available information when it arrives on the scene.
6. Remain on the scene until relieved by the Forest Hazmat Coordinator or your District Ranger. Provide communications and coordination between the Emergency Response Team and Forest Dispatch if needed.

If you do not have a radio or cellular phone:

1. Remain in a safe, upwind and uphill location and do not approach the site. If you can detect an odor, you are too close to the incident.
2. Secure the site from public entry.
3. Observe the scene from a safe location and complete the Hazardous Materials Initial Incident Report (Appendix C). Complete the form as well as possible without approaching the site, using binoculars if you have them.
4. Drive to the nearest telephone and call the Forest Dispatch in Pueblo. Tell them about the emergency hazardous materials incident. If you are unable to contact the Forest Dispatcher, call your District Office. Relay the information on the Incident Report to the Dispatcher. Stay in contact with the Dispatcher until relieved or given further instructions.

Remember, you are the Incident Commander of this emergency until relieved by the DERA, the District Ranger, the Acting District Ranger, or the Forest Hazmat Coordinator.

### **Forest Dispatch**

If you receive a call from a First Responder that is at the scene of an EMERGENCY hazardous materials incident, then you should take the following action:

1. Remind the First Responder to stay a safe distance upwind, and uphill from the incident site. Instruct them to prohibit everyone, except emergency response personnel, from approaching or driving through the site. Tell them to remain at the scene if they are in radio or cellular phone contact, OR by the telephone that they called from (if they could not communicate from the site) until otherwise instructed. Query them to determine if they may have been contaminated by the incident. Follow the procedures for handling contaminated personnel, if necessary, as shown in Appendix "D".
2. Ask for the information contained in the Hazardous Materials Initial Incident Report and record on a copy of the report form. See Appendix "C" for forms.

If the spill/release is on a federal, state, or county road right-of-way, contact the Colorado State Police (See Appendix "A" for Emergency Situation Call Flow).

If the spill/release is on any other lands, contact the affected county's Designated Emergency Response Agency (See Appendix "A" for Emergency Situation Call Flow).

3. Notify the National Response Center if it is known that the spill/release resulted in one or more of the following:
  - A. \$50,000 property damage.
  - B. Fatalities.
  - C. Five or more people injured.
  - D. Release of a Reportable Quantity (RQ), i.e. any volume greater than that listed in Title III - List of Lists of 40 CFR 302, Table 302.4.
4. Contact the Forest Hazmat Coordinator or their alternates. If you are unable to reach them, follow the notification procedure shown in the Call Flow for the Forest Hazmat Coordinator.
5. If the spill/release is on, or may affect, National Forest lands, notify the District Ranger and relay the situation.

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6. Keep Dispatch staffed until the emergency is declared over by the Designated Emergency Response Agency. Perform duties as required with any emergency under the Incident Command System.
7. Keep a log of all communications and actions (see Appendix "C" for forms).

### **Forest Hazmat Coordinator**

If you receive a call that there has been an EMERGENCY hazardous materials incident, then you should take the following action:

1. Find out all available information on the incident from Forest Dispatch and/or First Responder.
2. Ensure that Forest Dispatch has made all contacts and notifications on their Call Flow Chart (see Appendix "A").
3. Notify Regional Response Coordinator, Forest Engineer, and Forest Public Affairs Officer (PAO).
4. If practicable, report to the incident scene and relieve the First Responder. If not, have District Ranger appoint a Hazmat Coordinator to report to the scene.
5. Attempt to safely identify potential hazardous material using binoculars to locate placards. Identify placards using Dept. of Transportation "Emergency Response Guidebook" (DOT P 5800.6). If material cannot be identified, give type of substance, color, vapor cloud, smell, etc. Identify whether or not generator/source is still present. Obtain additional information from shipping manifest if possible.
6. The Incident Command System will be implemented by the agency having jurisdiction for mitigation of the emergency. The role of the Forest Hazmat Coordinator may well be as the Forest Service representative or possibly as a technical/environmental specialist assigned to the Plans Section. Help provide coordination and communications between the DERA and Forest Dispatch.
7. Notify National Response Center if it appears a reportable quantity of a regulated substance has been or will be released to the environment, and Forest Dispatch has not previously made the notification.
8. Notify the Colorado Division of Wildlife if the spill/release is expected to significantly affect wildlife habitat or is expected to enter a stream or waterway.
9. Contact the Environmental Protection Agency if either the Technical Assistance Team (TAT) or an On-Scene-Coordinator (OSC) is warranted.

10. After the emergency is declared over by the DERA, the Forest Hazmat Coordinator will assume the duties of Incident Commander and proceed with cleanup and removal/disposal of all hazardous materials on Forest Service lands. Work with Forest contracting personnel to obtain a qualified contractor to complete necessary site cleanup and disposal. Do not release Contractor until the hazardous materials have been satisfactorily cleaned up. Contact the Chemical Transportation Emergency Center (CHEMTREC) at (800) 424-9300 if you need information on the chemicals that have been identified at the incident site.
11. Prepare the administrative record for the incident. This record will include as a minimum:
  - A. A written statement of the incident summarizing the spill/release, actions taken, and recommended future monitoring (if needed).
  - B. All Hazardous Materials Initial Incident Report forms.
  - C. Forest Dispatch log.
  - D. All contract documents that may have been required to help contain the spill/release and/or cleanup and remove the hazardous material.
  - E. Maps, sketches, or photographs of the incident.
  - F. All hazardous waste manifests.
  - G. All other documents pertinent to justifying actions taken at the site.

Note:

Reports can and probably will be used as legal documents in court cases involving hazardous materials. They MUST be precise.

A standard report form for hazardous materials spill/discovery incidents is included in this plan. This report should be filled out by the First Responder/Incident Commander and forwarded to the Forest Hazmat Coordinator. State of Colorado Office of Emergency Management (OEM) requires that the report be filed no later than 10 working days after the incident. The report is required to keep accurate records for Hazardous Materials incidents in Colorado and to build an accurate and comprehensive database. Copies of all First Responder and Incident Commander documents should also be forwarded if available.

**SEE APPENDIX "B" FOR ADDITIONAL TELEPHONE NUMBERS**

### **Non-Emergency Response**

#### **First Responder**

If possible hazardous materials are discovered in the field and it is not believed to be an emergency situation, the First Responder is to follow these instructions:

If you have a radio or cellular phone:

1. Observe the scene from a safe location and complete the Hazardous Materials Initial Incident Report (Appendix C). Complete the form as well as possible without approaching the site, using binoculars if you have them.
2. Call your District Office and tell them you are at the scene of a hazardous materials incident. If you are unable to contact your District Office, call Forest Dispatch in Pueblo (See Appendix "A" for Non-Emergency Situation Call Flow). Remain in contact with the dispatcher. If you cannot make radio or cellular phone contact, follow the instructions shown below for non-radio situations.
3. Secure the site from public entry.
4. Remain on the scene until relieved by the Forest Hazmat Coordinator or your District Ranger.

If you do not have a radio or cellular phone:

1. Observe the scene from a safe location and complete the Hazardous Materials Initial Incident Report (Appendix C). Complete the form as well as possible without approaching the site, using binoculars if you have them.
2. Secure the site and protect the site from public entry.
3. Drive to the nearest telephone and call the District Office. Inform them you are at the scene of a hazardous materials incident. If you are unable to contact your District Office, call Forest Dispatch in Pueblo (See Appendix "A" for Non-Emergency Situation Call Flow). Relay the information on the Incident Report to the Dispatcher. Stay in contact with the Dispatcher until relieved or given further instructions.

#### **Forest Dispatch**

If you receive a call from a First Responder that is at the scene of a hazardous materials incident, you should take the following actions:

1. Ask for the information contained in the Hazardous Materials Initial Incident Report and record on a copy of the report form. See Appendix "C" for forms.

If the spill/release is on a Federal, State, or County road right-of-way, contact the Colorado State Police. If the spill/release is on any other lands, contact the affected

county's Designated Emergency Response Agency (See Appendix "A" for Emergency Situation Call Flow Chart).

If the site is on National Forest land, contact the Forest Hazmat Coordinator or their alternates. In the event you are unable to reach them, follow the notification procedure shown on the call list for the Forest Hazmat Coordinator.

2. Tell the First Responder to remain at the scene if they are in radio or cellular phone contact, OR by the telephone that they called from (if they could not communicate from the site) until otherwise instructed.
3. If the incident is on NFS land, notify the District Ranger and relay the situation.
4. Keep dispatch staffed until the Forest Hazmat Coordinator has declared the incident a non-emergency.
5. Keep a log of all communications and actions.

### **Forest Hazmat Coordinator**

If you receive a call regarding a hazardous materials incident, you should take the following actions:

1. Find out all available information on the incident from Forest Dispatch and/or First Responder.
2. If practical, report to the incident scene and relieve the First Responder. If not, have District Ranger appoint a Hazmat Coordinator to report to the scene.
3. Verify the hazardous materials incident is a non-emergency situation.
4. Attempt to safely identify potentially hazardous material using binoculars to locate placards. Identify placards using Dept. of Transportation "Emergency Response Guidebook" (DOT P 5800.6). Determine if the generator/source is still present. Obtain additional information from shipping manifest or container labels if possible.
5. Contact Forest Dispatch and relay all available information.
6. Notify the Regional Response Coordinator, Forest Engineer, and Forest Public Affairs Officer (PAO).
7. Assume the duties of Incident Commander and proceed with cleanup and removal/disposal of all hazardous materials on NFS lands. Work with Forest contracting personnel and obtain a qualified contractor to complete necessary material identification, removal, and disposal. Do not release Contractor until the hazardous materials have been satisfactorily cleaned up. Contact the Chemical Transportation

Emergency Center (CHEMTREC) at (800) 424-9300 if you need information on the chemicals that have been identified at the incident site.

8. Prepare the administrative record for the incident. This record will include as a minimum:
  - A. A written statement of the incident summarizing the spill/release, actions taken, and recommended future monitoring (if needed).
  - B. All Hazardous Materials Initial Incident Report forms.
  - C. Forest Dispatch log.
  - D. All contract documents that may have been required to help contain the spill/release and/or cleanup and remove the hazardous material.
  - E. Maps, sketches, or photographs of the incident.
  - F. All hazardous waste manifests.
  - G. All other documents pertinent to justifying actions taken at the site.

Note:

Reports can and probably will be used as legal documents in court cases involving hazardous materials. They MUST be precise.

A standard report form for hazardous materials spill/discovery incidents is included in this plan. This report should be filled out by the First Responder/Incident Commander and forwarded to the Forest Hazmat Coordinator. State of Colorado Office of Emergency Management (OEM) requires that the report be filed no later than 10 working days after the incident. The report is required to keep accurate records for Hazardous Materials incidents in Colorado and to build an accurate and comprehensive database. Copies of all First Responder and Incident Commander documents should also be forwarded if available.

**SEE APPENDIX "B" FOR ADDITIONAL TELEPHONE NUMBERS**

**III. COST RECOVERY**

Thoroughly document all Forest Service containment, clean up, mitigation, and disposal actions. If possible, the costs of these actions will be recovered from the responsible individual, organization, or agency.

The Forest should assign a Job Code for any hazardous materials testing, cleanup, and removal costs in order to keep track of all costs for possible reimbursement from the Regional Office or

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responsible party. Generally, funds not recovered will be transferred from benefiting function accounts to cover any remaining deficit in the Job Code at the end of the Fiscal Year.

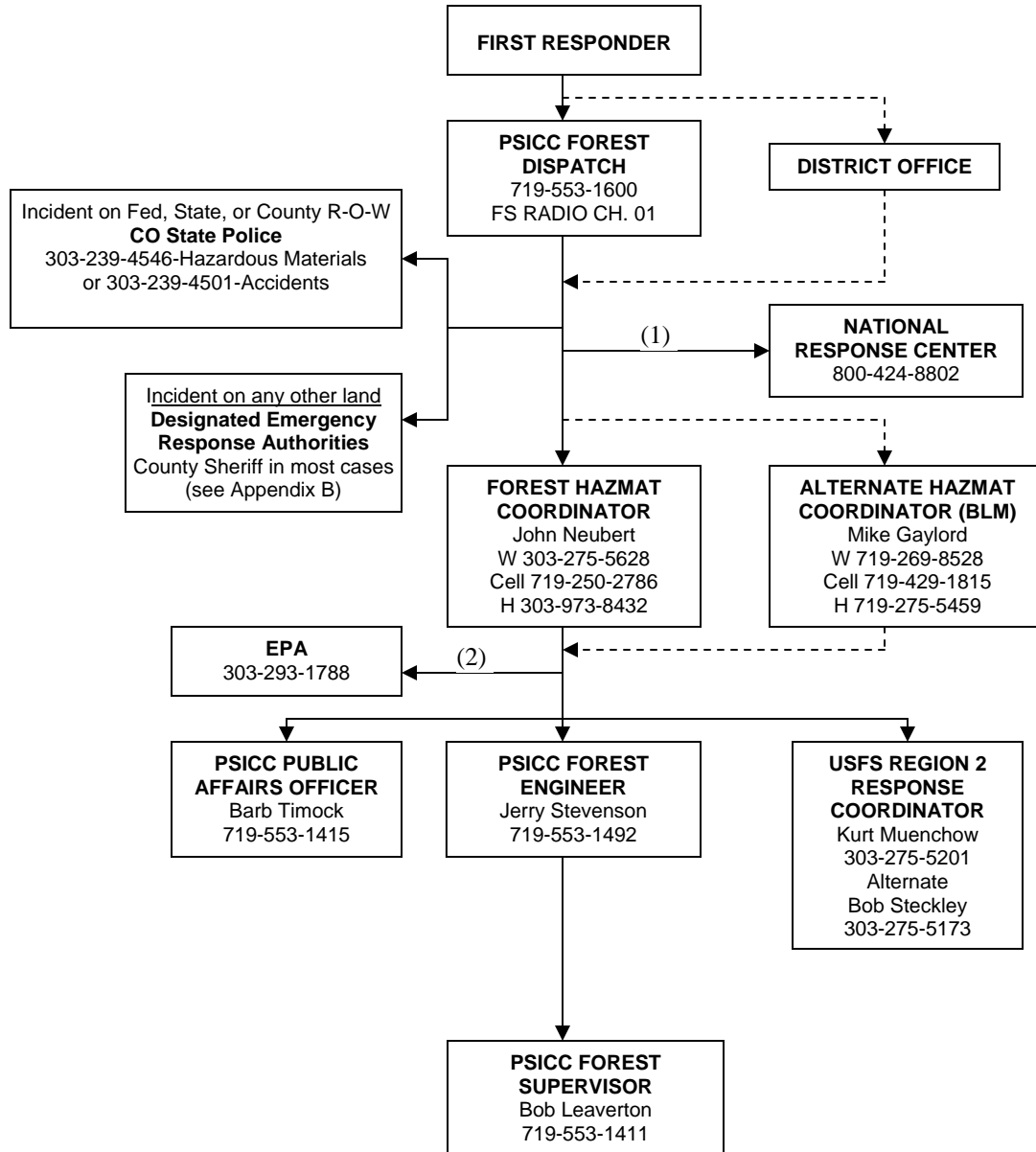
Direction for Hazardous Materials cost accounting and recovery is contained in FSH 6509.11g, Section 95.



# APPENDIX A

## CALL FLOW SCHEMATICS

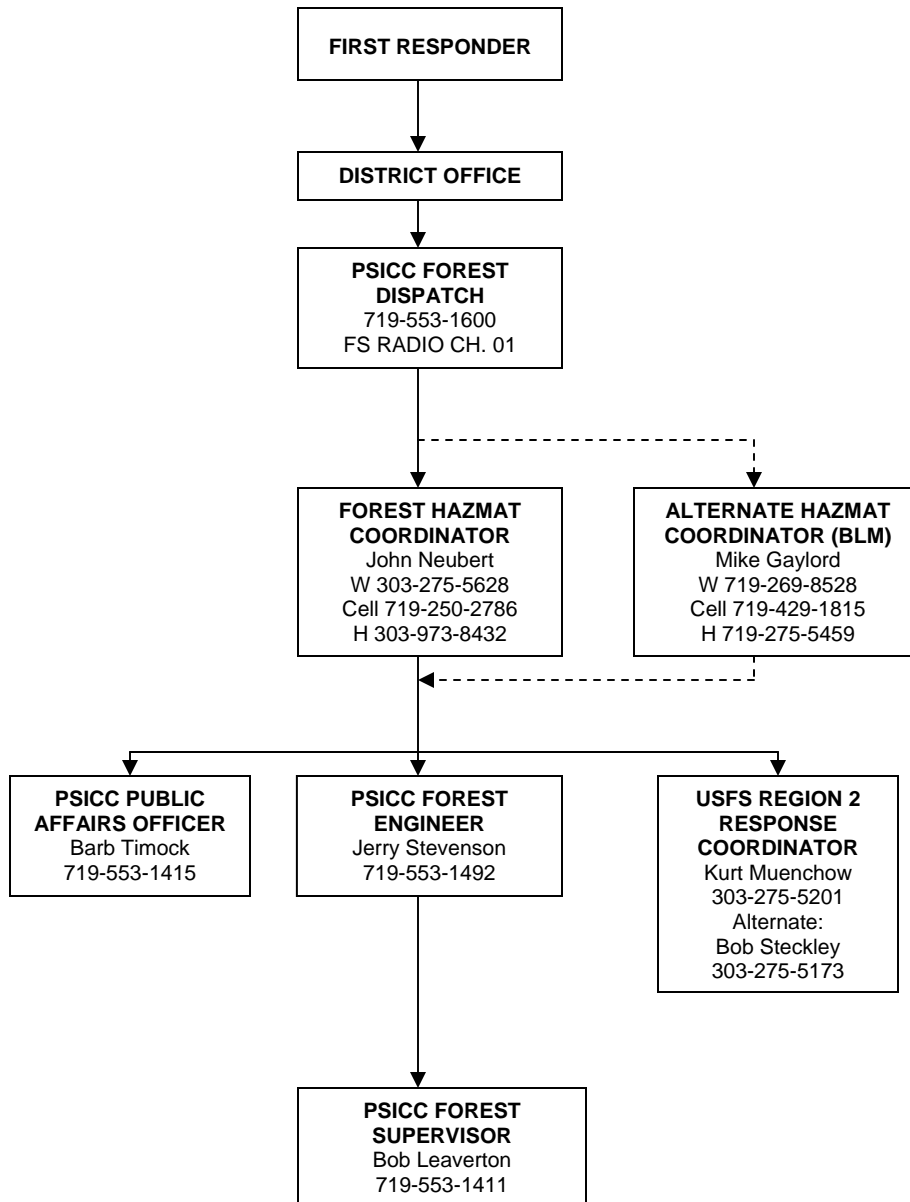
## EMERGENCY SITUATION CALL FLOW



(1)--Notify if it appears a Reportable Quantity of a regulated substance is involved and may be released into the environment.

(2)--Contact if either the Technical Assistance Team or an On-Scene Coordinator is warranted.

## NON-EMERGENCY SITUATION CALL FLOW



03/29/2005

# APPENDIX B

## TELEPHONE DIRECTORY

## COLORADO COUNTY SHERIFF'S PHONE NUMBERS

<b>COUNTY</b>	<b>NUMBERS</b>		<b>COUNTY</b>	<b>NUMBERS</b>
<b>ALAMOSA FAX</b>	719-589-5807 719-589-6134		<b>GUNNISON FAX</b>	970-641-8000 970-641-1113
<b>ARAPAHO FAX</b>	303-795-4711 303-795-4919		<b>HINSDALE (ARCHUELETA)</b>	970-944-2291 970-264-4700
<b>BACA FAX</b>	719-523-4511 719-523-4587		<b>HUERFANO DISPATCH (SPILLS) FAX</b>	719-738-1600 719-738-1044 719-738-3676
<b>BENT FAX</b>	719-456-1363 719-456-2003		<b>JEFFERSON FAX</b>	303-277-0211 303-271-5529
<b>CHAFFEE FAX</b>	719-539-2596 719-539-3648		<b>KIOWA FAX</b>	719-438-5411 719-438-2205
<b>CHEYENNE FAX</b>	719-767-5633 719-767-5023		<b>LAKE FAX</b>	719-486-1249 719-486-0139
<b>CLEAR CREEK FAX</b>	303-569-3232 303-679-2447		<b>LAS ANIMAS FAX TRINIDAD</b>	719-846-2211 719-846-3453 719-846-4441
<b>CONEJOS FAX</b>	719-376-5921 719-376-2557		<b>LINCOLN FAX</b>	719-743-2426 719-743-2392
<b>COSTILLA FAX</b>	719-672-3302 719-672-1091		<b>MINERAL FAX</b>	719-658-2600 719-658-2764
<b>CROWLEY FAX</b>	719-267-5555 EXT. #1 719-267-3089		<b>OTERO FAX</b>	719-384-5941 719-384-2272
<b>CUSTER FAX</b>	719-783-2270 719-783-9085		<b>PARK FAX</b>	719-836-4121 719-836-0362
<b>DENVER FAX</b>	720-913-2000 720-913-2020		<b>PROWERS FAX</b>	719-336-8050 719-336-4883
<b>DOUGLAS FAX</b>	303-660-7500 303-688-1447		<b>PUEBLO FAX</b>	719-583-6250 719-583-6259
<b>ELBERT FAX</b>	303-621-2027 303-621-2055		<b>RIO GRANDE FAX</b>	719-657-4000 719-657-2108
<b>EL PASO FAX</b>	719-390-5555 719-391-8917		<b>SAGUACHE FAX</b>	719-655-2544 719-655-2240
<b>FREMONT FAX</b>	719-784-3411 719-784-4048		<b>TELLER FAX</b>	719-687-9652 719-687-1202
<b>GILPIN FAX</b>	303-582-5511 303-582-3811			

## KANSAS COUNTY SHERIFF'S PHONE NUMBERS

**Morton County (Elkhart)** 620-697-4313  
 Fax 620-697-2832

Approved by: Robert J. Leaverton

**FOREST SERVICE DISTRICT OFFICES**

<b>DISTRICT</b>	<b>NUMBER</b>	<b>DISTRICT</b>	<b>NUMBER</b>
Cimarron	620-697-4621	Salida	719-539-3591
Comanche (Springfield)	719-523-6591	San Carlos	719-269-8500
Comanche (La Junta)	719-384-2181	South Park	719-836-2031
Leadville	719-486-0749	South Platte	303-275-5610
Pikes Peak	719-636-1682		

**ADDITIONAL CONTACTS**

<b>AGENCY</b>	<b>NUMBER</b>	<b>REMARKS</b>
BLM Hazmat Coordinator (Canon City)	W-719-269-8528 Cell-719-429-1815 H-719-275-5459	Mike Gaylord
CHEMTREC hotline	800-424-9300	Chemical information
Colorado Dept of Public Health and Environment Spill Notification	877-518-5608	
Colorado Office of Emergency Management (The county calls this agency if the spill is more than they can handle.)	303-279-8855 720-852-6600	Emergency number General number
EPA Region VIII	303-293-1788	24 hr emergency
PSICC Hazmat Coordinator	W-275-5628 Cell-719-250-2786 H-303-973-8432	John Neubert
USFS Region 2 Environmental Engineer	303-275-5457	Suzanne Buntrock
USFS Region 2 Response Coordinator	303-275-5201	Kurt Muenchow
USFS Region 2 Response Coordinator (alternate)	303-275-5173	Bob Steckley

# APPENDIX C

# INCIDENT FORMS

Approved by: Robert J. Leaverton

## HAZARDOUS MATERIALS INITIAL INCIDENT REPORT

INCIDENT DESCRIPTION: \_\_\_\_\_  
 \_\_\_\_\_

REPORTED BY: \_\_\_\_\_ PHONE NO.: \_\_\_\_\_

REPORTED TO: \_\_\_\_\_ PHONE NO.: \_\_\_\_\_

LAND OWNER: \_\_\_\_\_

COUNTY: \_\_\_\_\_ TOWNSHIP: \_\_\_\_\_ RANGE: \_\_\_\_\_ SECTION: \_\_\_\_\_

INCIDENT WITHIN ROAD RIGHT-OF -WAY?      Y    N

IF "YES", ROAD NAME: \_\_\_\_\_ ROAD NO.: \_\_\_\_\_

ROAD JURISDICTION:    FEDERAL    STATE    COUNTY    USFS    PRIVATE

DIRECTIONS FOR ACCESS: \_\_\_\_\_

TYPE OF HAZARDOUS MA TERIALS: \_\_\_\_\_

TYPE OF CONTAINER(S): \_\_\_\_\_ NUMBER OF CONTAINERS: \_\_\_\_\_

IDENTIFYING LABELS OR PLACARDS: \_\_\_\_\_

IDENTIFYING NUMBERS: \_\_\_\_\_

ARE MATERIALS RELEASED?      Y    N

IF "YES", ARE MATERIALS RELEASED TO:      AIR?    Y    N    SOIL?    Y    N    WATER?    Y    N

ESTIMATE OF QUANTITY RELEASED: \_\_\_\_\_

APPROX. DISTANCE TO:      NEAREST DRAINAGE \_\_\_\_\_ NEAREST SURFACE WATER \_\_\_\_\_

DOES THE INCIDENT APPEAR TO BE AN IMMEDIATE THREAT TO WILDLIFE?      Y    N

REMARKS: \_\_\_\_\_

ANY HUMAN INJURIES?      Y    N      DESCRIBE: \_\_\_\_\_

ANY WITNESSES TO ACTUAL SPILL OR DUMPING?      Y    N

NAME	ADDRESS	PHONE NO.
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WAS NATIONAL RESPONSE CENTER NOTIFIED?      Y    N      IF NOT, WHY NOT? \_\_\_\_\_

OTHER AGENCIES NOTIFIED: \_\_\_\_\_

OTHER AGENCIES ON THE SCENE: \_\_\_\_\_

REPORT FILLED OUT BY: \_\_\_\_\_ DATE: \_\_\_\_\_

LOCATION: \_\_\_\_\_





Approved by: Robert J. Leaverton

Dispatcher: \_\_\_\_\_

HMERP.2 (5/2005)

# FIELD EXPOSURE FORM

(FOR USE IN EVENT OF CHEMICAL EXPOSURE)

Field personnel should obtain the following information for exposed person at the earliest possible time once exposure is determined.

EXPOSED PERSON'S NAME: \_\_\_\_\_

AGE: \_\_\_\_\_ HEIGHT: \_\_\_\_\_ WEIGHT: \_\_\_\_\_

DATE OF EXPOSURE: \_\_\_\_\_ DATE OF REPORT: \_\_\_\_\_

TIME OF EXPOSURE: \_\_\_\_\_ TIME OF REPORT: \_\_\_\_\_

TYPE OF CHEMICAL: \_\_\_\_\_

HOW EXPOSED (Describe how the incident happened and how the person became exposed)

WHO EXPOSED (e.g. Gov't Employee, Contractor's Employee, Private Citizen, etc.)

REMARKS: \_\_\_\_\_

REPORTED BY: \_\_\_\_\_ PHONE NO.: \_\_\_\_\_

REPORTED TO: \_\_\_\_\_ PHONE NO.: \_\_\_\_\_

DIRECTIONS:

Approved by: Robert J. Leaverton

- Fill out the Form as best you can. If the exposed person cannot answer questions, note that fact in REMARKS section and make reasonable assumptions or approximations.
- Report information to the Forest Hazmat Coordinator. If Forest Hazmat Coordinator or Alternate Coordinator is not available, report information to Forest Dispatch in Pueblo.
- Provide emergency treatment or first aid to the extent you do not contaminate yourself.
- Do not handle exposed person any more than absolutely necessary, or move person around in a manner that could spread contamination to vehicles, buildings, equipment, etc.
- Help with decontamination procedures, if it can be done safely, before the arrival of emergency response personnel.
- Protect spill site from disturbance to prevent contamination from spreading and to preserve soil and vegetation for possible sampling and chemical testing.

FORM HMERP-3 (5/2005)

# APPENDIX D

## GUIDANCE FOR DISPATCH FOR HANDLING CONTAMINATED PERSONNEL

## GUIDANCE FOR DISPATCH HANDLING CONTAMINATED PERSONNEL

If an employee or a member of the general public should become contaminated with a hazardous material, and decontamination procedures for the material are not known, notify the Forest Hazmat Coordinator as soon as possible. However, the contaminated person or other personnel at the scene may decide to seek medical assistance first. Because every incident is different, no standard “rules” apply, and the following information is for guidance only. Using common sense is extremely important.

If an employee calls to report personnel contamination (it could be the caller or someone with the caller), the following procedures are recommended:

1. Inquire if a MSDS sheet is readily available for the hazardous material. If so, follow the guidance provided on the sheet.

If the material is unknown or has no MSDS, fill in the Field Exposure Form (HMERP-3) and call CHEMTREC (800-424-9300) for information regarding health precautions.

2. Ask if the person feels effects of the contamination. If they do, they (or you, if the person is unable to call) should call 911. If medical assistance is not available, and the person is alone, they should drive to the nearest medical facility if they can do it safely. They should drive with the windows open to ventilate the vehicle. Neither the heater nor air conditioning will provide enough ventilation, so make sure the windows are open.

If someone is with the contaminated person, the contaminated person should be driven in a well-ventilated vehicle.

3. Attempt to contact the Forest Hazmat coordinator for guidance.
4. Remind all involved personnel to avoid home and the office until they and their clothing are decontaminated. Advise the office of any contaminated vehicles or equipment.
5. Advise the contaminated person to seek medical attention even if they do not feel any effects. Some adverse reactions may be delayed by several hours or longer.
6. A Field Exposure Form (HMERP-3) should be submitted even for slight contamination of personnel.

Note: Vehicles or equipment used to transport a contaminated person is considered contaminated. Proper decontamination of the vehicle/equipment is required before it is put back into service.

