

SECTION

8

Washoe County LOCAL EMERGENCY PLANNING COMMITTEE

Regional Hazardous Materials Emergency Plan

Immediate Action Checklists

Approved by LEPC

Section 8: Immediate Action Checklists

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HAZARDOUS MATERIALS EMERGENCY PLAN SECTION OVERVIEW

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** Request these sections from the Washoe County Emergency Manager*

How to Use the Immediate Action Checklist

**If You Are Not Qualified To Activate This Plan:
Dial 911 for Assistance**

1. Take immediate precautions per IAC - 2 entitled "Immediate Action – General" for:

First Responder Safety and
Incident Command and Scene Security

2. Select the appropriate sheet from the list below.
3. Follow the instructions on the sheet.
4. Maintain communications until all the information is obtained.

Nothing in this section shall be determined as an obstacle to the experience, initiative, and ingenuity of the responders in overcoming the complexities that exist under actual emergency conditions.

Immediate Action – General

Immediate Action – Railroad

Immediate Action – Pipeline

Immediate Action - Waterways

Immediate Action – Fixed Facility

Immediate Action Motor Transportation

Immediate Action – Abandoned/Unknown Containers

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Immediate Action – General

First Responder

1. Approach incident location from an upwind, uphill, and/or upstream direction.
2. Position vehicle heading away from the incident location.
3. If available, wear full protective clothing (i.e., turnouts – pants, coat, hood, gloves, boots, helmet) and positive-pressure self-contained breathing apparatus (SCBA).
4. Avoid “rushing” into the area.
5. Avoid entering or approaching vapors or smoke.
6. Avoid contact with product.
7. Consider all unidentified containers or released products (including smoke) as a hazardous material until it is positively identified as non-hazardous.

Incident Command and Scene Security

1. Establish an Incident Command Post and fully implement ICS.
2. Isolate the scene and deny entry to all unauthorized personnel, vehicles, and equipment (establish a perimeter).
3. Notify appropriate emergency response agencies:
 - a. Hazardous Materials Response Team
 - b. Fire agencies
 - c. Law Enforcement
 - d. EMS units (ambulances)
 - e. Area hospitals
 - f. County Division of Environmental Health
 - g. Washoe County Health District
 - h. Washoe County Emergency Management
 - i. Nevada Division of Emergency Management
4. Then Perform the Following Checklist:

	Immediate Action Checklist	a
1.	Establish Incident Command	
2.	Establish Exact Incident Location	
3.	Determine Legal Jurisdiction	
4.	Determine Isolation Zones	
5.	Collect Product Information	
6.	Determine the Size of Exclusion Zone	
7.	Determine Level of Response	
8.	Determine if Additional Resources are Required.	

	Immediate Action Checklist	a
9.	Establish Size of Spill and Spill Potential	
10.	If spill can reach a waterway, begin Downstream Notifications	
11.	Establish Evacuation Routes	
12.	Determine Medical Needs	
13.	Determine Entry Level (PPE)	
14.	Determine Communications Needs	
15.	Make Appropriate Notifications	

NOTE:

1. The items in the checklist do not need to be performed in sequence.
2. Ensure checklist items are performed by qualified personnel.

Immediate Action – Railroad

For All Railroad Accidents and Releases

First Responder

1. Notify Local Emergency Dispatch – Activate 911.
2. Isolate and deny entry to the area.
3. Establish Control Zones.

Dispatcher

1. Contact the Union Pacific Railroad.

Railroad Risk Management Communications Center
(888) 877-7267

2. Determine the following information:
 - a. Type of Incident (derailment, fire, product release, collision)
 - b. Location where the incident happened
 - Mile Marker
 - Accessibility
 - c. Number of Injuries
 - d. Product Name (if known)
 - e. Type of Release
 - ☐ Solid ☐ Liquid ☐ Gas
 - f. Size of spill
 - Quantity _____
 - Length _____ x Width _____
 - g. Has spill ignited? ☐ Yes ☐ No
 - h. Can the spill be contained? ☐ Yes ☐ No
 - i. Any information on the railcar or container
 - j. Whether train operations on adjacent tracks are affected
 - k. Description of exposures
 - Occupied buildings
 - Important buildings or structures
 - Nearness to roadway, bridges, drainage structures, waterways and residential areas

If spill can reach a waterway, begin Downstream Notifications

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Immediate Action – Pipeline

For All Pipeline Accidents and Releases

First Responder

1. Notify Local Emergency Dispatch – Activate 911.
2. Isolate and deny entry to the area.
2. Shut down all possible ignition sources (Stop ALL Vehicle Traffic).
3. Determine which pipeline is leaking (utilize pipeline location maps).
4. Attempt to identify the material
 - a. Petroleum Products (gasoline, diesel, jet fuel, etc.)
 - b. LPG (propane, natural gas)

Dispatcher

1. Contact the appropriate pipeline.

Kinder Morgan Pipeline for petroleum spills
24 Hour Emergency Number
(775) 358-65971

Tuscarora Pipeline for natural gas
24 Hour Emergency Number
(800) 894-1488

Paiute Pipeline for natural gas
24 Hour Emergency Number
(800) 772-4555

2. Determine the following information:
 - a. Location where the incident happened
 - b. Number of Injuries
 - c. Product Name (if known)
 - d. Type of Release
 - ☐ Solid
 - ☐ Liquid
 - ☐ Gas
 - e. Size of spill
 - Quantity _____
 - Length _____ x Width _____

- f. Has spill ignited? ☐ Yes ☐ No
- g. Can the spill be contained? ☐ Yes ☐ No
- h. Description of exposures
 - Occupied buildings
 - Important buildings or structures
 - Nearness to roadway, bridges, drainage structures, waterways and residential areas

If spill can reach a waterway, begin Downstream Notifications

Immediate Action – Waterways

For All Accidents and Releases That Can Reach Any Waterways

A waterway is defined as any river, stream, tributary, ditch, canal, storm drain or sewer that is part of, connected to or has the ability to discharge into the Truckee River.

Refer to Downstream User Notification List

First Responder

1. Notify Local Emergency Dispatch – Activate 911.
2. Isolate and deny entry to the area.
3. Establish Control Zones.

Dispatcher

1. Contact Sierra Pacific Power Company

24 Hour Emergency Number
Chalk Bluff
(775) 834-8272

2. Determine the following information:
 - a. Location where the incident happened
 - b. Number of Injuries
 - c. Product Name (if known)
 - d. Type of Release
☐ Solid ☐ Liquid ☐ Gas
 - e. Size of spill
 - Quantity _____
 - Length _____ x Width _____
 - f. Has spill ignited? ☐ Yes ☐ No
 - g. Can the spill be contained? ☐ Yes ☐ No
 - h. Location where the product entered or will enter the waterway
 - i. Estimated time entrance
 - j. Description of exposures
 - Occupied buildings
 - Important buildings or structures
 - Nearness to roadway, bridges, drainage structures, waterways and residential areas

If spill can reach a waterway, begin Downstream Notifications

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Immediate Action – Fixed Facility

For All Fixed Facility Accidents and Releases

First Responder

1. Notify Local Emergency Dispatch – Activate 911.
2. Isolate and deny entry to the area.
3. Shut down all possible ignition sources (Stop ALL Vehicle Traffic).
4. Establish Control Zones.

Dispatcher

1. Contact the fixed facility emergency coordinator.

**Refer to Hazard & Risk Analysis (section 5)
for Information on Select Facilities
(not all fixed facilities are included in the listing)**

2. Determine the following information:
 - a. Location where the incident happened
 - b. Number of Injuries
 - c. Product Name (if known)
 - d. Type of Release
 - ☐ Solid ☐ Liquid ☐ Gas
 - e. Size of spill
 - Quantity _____
 - Length _____ x Width _____
 - f. Has spill ignited? ☐ Yes ☐ No
 - g. Can the spill be contained? ☐ Yes ☐ No
 - h. Is the release contained to the facility? ☐ Yes ☐ No
 - i. Description of exposures
 - Occupied buildings
 - Important buildings or structures
 - Nearness to roadway, bridges, drainage structures, waterways and residential areas

If spill can reach a waterway, begin Downstream Notifications

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Immediate Action – Motor Transportation

For All Motor Transportation Accidents and Releases

**If the vehicle is known or suspected to carry hazardous materials
DO NOT APPROACH THE VEHICLE**

First Responder

1. Notify Local Emergency Dispatch – Activate 911.
2. Isolate and deny entry to the area.
3. Shut down all possible ignition sources (Stop **ALL** Vehicle Traffic).
4. Establish Control Zones.
5. Attempt to locate the driver.
6. Attempt to identify the material.

Dispatcher

1. Determine the following information:
 - a. Location where the incident happened
 - b. Number of Injuries
 - c. Product Name (if known)
 - d. Type of Release
 - ☐ Solid
 - ☐ Liquid
 - ☐ Gas
 - e. Size of spill
 - Quantity _____
 - Length _____ x Width _____
 - f. Has spill ignited? ☐ Yes ☐ No
 - g. Can the spill be contained? ☐ Yes ☐ No
 - h. Description of exposures
 - Occupied buildings
 - Important buildings or structures
 - Nearness to roadway, bridges, drainage structures, waterways and residential areas

If spill can reach a waterway, begin Downstream Notifications

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Immediate Action – Abandoned/Unknown Containers

**If you discover a hazardous material or unlabeled container
and suspect it contains hazardous materials**

DO NOT MOVE THE CONTAINER

DO NOT ATTEMPT TO DETERMINE IF FULL

RETREAT TO AN UPWIND, UPHILL AND UPSTREAM POSITION

First Responder

1. Notify Local Emergency Dispatch – Activate 911.
2. Isolate and deny entry to the area.
3. Shut down all possible ignition sources (Stop **ALL** Vehicle Traffic).
4. Establish Control Zones.

Dispatcher

1. Notify appropriate agency.
2. Determine the following information:
 - a. Location of container
 - b. Number of Injuries
 - c. Product Name (if known)
 - d. Has the container been breached? ☐ Yes ☐ No
 - e. Type of Release
☐ Solid ☐ Liquid ☐ Gas
 - f. Size of spill
 - Quantity _____
 - Length _____ x Width _____
 - g. Has spill ignited? ☐ Yes ☐ No
 - h. Can the spill be contained? ☐ Yes ☐ No
 - i. Description of exposures
 - Occupied buildings
 - Important buildings or structures
 - Nearness to roadway, bridges, drainage structures, waterways and residential areas

If spill can reach a waterway, begin Downstream Notifications