

# Ada County HAZMAT Response Plan

This plan covers the following jurisdictions:

**Ada County**  
**Ada County Highway District**  
**City of Boise**  
**City of Eagle**

**City of Garden City**  
**City of Kuna**  
**City of Meridian**  
**City of Star**

**Eagle Fire District**  
**Kuna Rural Fire Protection District**  
**North Ada County Fire & Rescue**  
**Star Joint Fire Protection District**  
**Whitney Fire Protection District**



Ada City-County Emergency Management

7200 Barrister Drive ♦ Boise ID 83704-9293 ♦ 208 577-4750 ♦ [www.accem.org](http://www.accem.org)



## **Emergency Instructions**

To use this plan in a Hazardous Materials emergency find and follow the appropriate Checklist.

## Forward

Hazardous materials incidents can endanger human life, cause extensive property damage and result in significant harm to the environment. Efficient and coordinated response to hazardous materials incidents demands a well-written emergency response plan. This HAZMAT plan was developed to meet the requirements of the federal legislation known as the Superfund Amendment and Reauthorization Act (SARA), Title III, also known as the Emergency Planning and Community Right to Know Act (EPCRA), as well as the needs of this community. This plan defines who does what, when, where and how they will do it. By training on and following this plan emergency responders can reduce the danger to themselves and the general public and lessen the likelihood and extent of damage to property and the environment.

Doug Hardman, Director  
Ada City-County Emergency Management

## Distribution List

Ada Community Library  
Ada County 911 Dispatch Center  
Ada County Assessor  
Ada County Commissioners  
Ada County Coroner  
Ada County Department of Administration  
Ada County Fairgrounds  
Ada County Highway District  
Ada County Operations Department  
Ada County Paramedics  
Ada County Prosecutor  
Ada County Sheriff's Office  
American Red Cross  
Boise Airport  
Boise City Councilperson  
Boise Fire Department  
Boise Mayor  
Boise Parks Department  
Boise Police Department  
Boise Public Library  
Boise Public Works Department  
Boise Safety Coordinator  
Boise State University  
Central District Health Department  
Community Planning Association  
Eagle Fire District  
Eagle Mayor  
Eagle Public Library  
Garden City Mayor  
Garden City Police Department  
Garden City Public Library  
Idaho Bureau of Homeland Security  
Idaho Power  
Idaho State Police  
Idaho Transportation Department  
Kuna Rural Fire Protection District  
Kuna Mayor  
Kuna Public Library  
Meridian City Clerk  
Meridian Fire Department  
Meridian Mayor  
Meridian Police Department  
Meridian Public Library  
Meridian Public Works Department  
Micron  
National Weather Service  
North Ada County Fire & Rescue  
Saint Alphonsus Regional Medical Center  
St Luke's Regional Medical Center  
Star Joint Fire Protection District  
Star Mayor  
Star Public Library  
Treasure Valley Hospital  
United Water Idaho  
Veteran's Administration Medical Center  
Whitney Fire District

# Promulgation Page

(Promulgation page to be substituted here at a later date.)

# Table of Contents

Emergency Instructions .....	2
Forward .....	3
Distribution List .....	4
Promulgation Page .....	5
Table of Contents .....	6
1. Purpose.....	9
2. Authorities.....	9
2.10. Local Emergency Response Authorities (LERA).....	10
3. Situation and Assumptions .....	10
3.1. Situation .....	10
3.2. Assumptions.....	12
4. Hazard Analysis .....	13
4.1. Highway Data .....	13
4.2. Railroad Data .....	13
4.3. Airport Data .....	13
4.4. Pipeline Data.....	13
4.5. Fixed Facility Data.....	13
5. How the Plan Works .....	14
5.1. Notification .....	14
5.2. SARA Title III Notification Requirements.....	14
5.3. Initial Actions.....	14
5.4. Who’s in Charge .....	14
5.5. Incident Command System (ICS).....	14
5.6. ICS Features.....	14
5.7. Control Zones.....	15
5.8. On-Scene Communications .....	15
5.9. Regional Response Team.....	15
5.10. Emergency Operations Center .....	15
5.11. Incident Management Team .....	15
5.12. Multi-Agency Coordination.....	15
5.13. Idaho Civil Support Team.....	16
5.14. Federal Regional Response Team.....	16
5.15. Strategic National Stockpile (SNS) .....	16
5.16. Responsibility for Clean Up.....	16
5.17. Public Protection Strategies .....	16
5.18. Public Information .....	16
5.19. Mutual Aid Agreements.....	16
5.20. National Incident Management System Incident Types .....	17
6. Community Emergency Coordinator.....	18
7. Roles and Responsibilities .....	18
7.1. Local Emergency Planning Committee (LEPC).....	18
7.2. Chief Elected Official .....	19
7.3. Fire Service .....	19
7.4. Ada County 911 Dispatch Center .....	20
7.5. Law Enforcement.....	20
7.6. Emergency Medical Services.....	21

7.7.	Health Department .....	22
7.8.	Emergency Management .....	22
7.9.	Highway District.....	23
7.10.	Public Works Departments .....	23
7.11.	American Red Cross .....	23
7.12.	Facility/Shipper/Spiller .....	24
7.13.	Administration .....	24
8.	Communications Among Responders.....	24
9.	Methods for Alerting the Public .....	25
10.	Methods for Informing the Public.....	26
11.	Likely EHS Transportation Routes .....	26
12.	Safety Procedures for Response Personnel.....	27
13.	Strategies for Protecting the Public.....	28
14.	Monitoring the Incident .....	30
15.	Techniques for Containment and Clean Up.....	30
16.	Documentation and Investigative Follow-Up.....	32
17.	Training.....	32
18.	Relationship to Other Plans .....	33
19.	Reviewing, Exercising and Updating the Plan .....	33
19.1.	Reviewing this Plan .....	33
19.2.	Exercising this Plan.....	33
19.3.	Updating this Plan.....	33
20.	EOC Multi-Agency Coordination Diagram.....	34
21.	ICS Diagram .....	35
22.	Notification Chart .....	36
23.	Definitions and Abbreviations .....	37
23.1.	Definitions.....	37
23.2.	Abbreviations.....	41
IP-1.01	Incident Commander Checklist.....	42
IP-1.02	Safety Officer Checklist.....	45
IP-1.03	PIO Checklist .....	46
IP-1.04	Liaison Checklist.....	48
IP-1.05	Operations Section Chief Checklist .....	49
IP-1.06	Staging Area Manager Checklist .....	50
IP-1.07	Agency Representative Checklist .....	51
IP-1.08	Unified Command Checklist.....	52
IP-1.09	Hazardous Materials Group Supervisor Checklist.....	53
IP-1.10	Entry Leader Checklist.....	54
IP-1.11	Decontamination Leader Checklist.....	55
IP-1.12	Site Access Control Leader Checklist.....	56
IP-1.13	Assistant Safety Officer – HAZMAT Checklist .....	57
IP-1.14	Technical Specialist – HAZMAT Reference Checklist.....	58
IP-1.15	Safe Refuge Area Manager Checklist.....	59
IP-1.16	Initial Responder Checklist.....	60
IP-1.17	Ada County 911 Dispatch Center Checklist .....	61
IP-1.18	Law Enforcement Checklist.....	63
IP-1.19	Emergency Medical Services Checklist.....	64
IP-1.20	Health Department Checklist.....	65
IP-1.21	Emergency Management Checklist .....	66
IP-1.22	Highway District Checklist.....	67

IP-1.23 American Red Cross Checklist .....	68
IP-1.24 Spiller Checklist.....	69
IP-1.25 Fire Service Checklist .....	70
IP-2.01 HAZMAT Incident Notification Form .....	71
IP-2.02 HAZMAT Incident Follow-up Report Form .....	72
IP-2.03 HAZMAT Medical Monitoring Report Form.....	73
IP-2.04 Information for NRC or CHEMTREC.....	75
IP-2.05 Information from NRC or CHEMTREC .....	76
IP-3.01 HAZMAT Scene Organization Description .....	78
IP-3.02 HAZMAT Scene Diagram.....	80
IP-3.03 Protective Action Decision Factors.....	81
IP-3.04 Contamination Safety Procedures.....	83
IP-3.05 Radiological Material Safety Procedures.....	84
IP-3.06 Explosive Material Safety Procedures .....	85
IP-4.01 EAS Activation Procedure.....	86
IP-4.02 Shelter/Evacuation Notification Procedure.....	87
IP-4.03 Shelter-in-Place Pre-Scripted Message.....	88
IP-4.04 Evacuation Pre-Scripted Message.....	89
IP-4.05 School Evacuation Pre-Scripted Message.....	90
IP-4.06 Evacuation Facts .....	91
IP-4.07 Facts About Sheltering-in-Place .....	92
IP-4.08 Evacuation During a Radiation Emergency .....	94
IP-4.09 Sheltering During a Radiation Emergency .....	96
IP-4.10 Pets and Disasters.....	99
IP-4.11 EHS and Proximity Facilities List .....	101

# 1. Purpose

- 1.1. The purpose of this Plan is to provide guidance to effectively mitigate, prepare for, respond to, and recover from an incident involving chemical, toxic, explosive, radiological or other hazardous materials (HAZMAT); and
- 1.2. To protect emergency response workers and the public in affected areas, and to minimize damage to the environment from the adverse effects of a hazardous materials incident in Ada County; and
- 1.3. To meet the statutory planning requirements of the federal Superfund Amendments and Reauthorization Act of 1986, SARA, Title III.

# 2. Authorities

The following is a partial list of laws and regulations pertinent to hazardous materials incident planning in Ada County.

- 2.1. This HAZMAT Plan follows the principles of the Incident Command System and is compliant with the National Incident Management System (NIMS), as per Homeland Security Presidential Directive-5 (HSPD-5). It is also designed to mesh effectively with the National Response Framework.
- 2.2. Clean Air Act (1977, 1990); federal law mandating air pollutant emissions standards for stationary sources and motor vehicles.
- 2.3. Hazardous Materials Transportation Act, as amended (1974, 1990); federal law assigning authority to various agencies to enforce hazardous materials transportation regulations.
- 2.4. Resource Conservation and Recovery Act (RCRA) (1976, 1984); federal law regulating management and disposal of solid and hazardous waste.
- 2.5. Comprehensive Environmental Response, Compensation, and Liability Act (CERCLA, or Superfund) (1980, 1986); federal law authorizing identification and remediation of unsupervised hazardous waste sites.
- 2.6. Superfund Amendments and Reauthorization Act (SARA)(1986); federal law reauthorizing and expanding CERCLA jurisdiction; includes the Emergency Planning and Community Right to Know Act (EPCRA), requiring public disclosure of chemical storage and release information and development of emergency response plans.
- 2.7. Ada County Local Emergency Planning Committee (LEPC); conducts hazardous materials planning in Ada County. It is the responsibility of the LEPC to develop an emergency plan, collect and store information provided by facilities, and to make that information available to the public.
- 2.8. Idaho Code, Section 39-7101; et seq.: Idaho Hazardous Substance Emergency Response Act; concerns hazardous materials emergencies in Idaho.

- 2.9. Idaho State Disaster Preparedness Act, Section 46-1001; concerns disaster emergencies in Idaho.

### **2.10. Local Emergency Response Authorities (LERA)**

Ada County Resolution number 628; designates the following Fire Districts/Departments as the Local Emergency Response Authorities (LERA) for hazardous substance incidents occurring within their district boundaries: Boise, Eagle, Kuna, Meridian, Star, North Ada County, and Whitney.

## **3. Situation and Assumptions**

### **3.1. Situation**

This section summarizes local conditions that influence the content of the Ada County HAZMAT Response Plan.

- 3.1.1. Ada County is approximately 1055 square miles in size, with a population of more than 400,000 people. Roughly half of this land is public, while the other half is privately owned. There are six incorporated communities: Boise, Eagle, Garden City, Kuna, Meridian, and Star. Terrain ranges from 5900 feet in elevation in the northern mountains, to 2450 feet elevation along the broad southern floodplains.
- 3.1.2. The climate in Ada County may be described as semiarid (dry and temperate). During most winters periods of stormy and mild weather alternate. "Cold periods" with temperatures of zero degrees or less ordinarily last less than two weeks. Most summers are dominated by a typical upland continental climate, with rainfall confined to occasional afternoon or evening thundershowers. Maximum temperatures of one hundred degrees or higher occur nearly every summer. Winds generally flow from the southeast down the Snake River valley at night and up the valley from the northwest during the daytime. Annual precipitation ranges from about ten inches in the southwest to twenty-plus inches in the foothills north and east of Boise.
- 3.1.3. Hazardous materials are produced, stored, and used in Ada County. In addition, they are routinely transported through the county on federal, state, and local highways and roads; by rail; air, and pipelines. The presence of these chemicals in Ada County creates the potential for a hazardous materials incident that may impact the citizens of the county.
- 3.1.4. Hazardous materials incidents may occur as a result of natural disasters, human error or accident, or criminal or terrorist activity.
- 3.1.5. Agricultural activities use herbicides, pesticides, and other toxic substances.
- 3.1.6. Ada County has not received information from all fixed facilities concerning the presence of hazardous materials.

- 3.1.7. Local hazardous materials incident response capability and equipment may not be considered to be adequate in the event of a significant incident involving hazardous materials in Ada County. There may be a need to request technical assistance for many types of emergencies.
- 3.1.8. The resources of industry, cities, counties, state or the federal government, separately or in combination, may be required to cope with the situation. Trained federal, state and private emergency response personnel are available to assist in response/cleanup activities. However, delays can be expected due to the time and location of the accident.
- 3.1.9. Saint Alphonsus Regional Medical Center and Eagle Health Plaza, Saint Luke's Regional Medical Center and Meridian Medical Center, Idaho Elks Rehabilitation Hospital, and the Veterans Administration Medical Center, as well as numerous other hospitals and medical centers in the Treasure Valley can provide medical treatment for hazmat victims.
- 3.1.10. A transportation hazardous materials incident may impact residents at any location within the county.
- 3.1.11. A hazardous materials incident could contaminate water supplies or sewage systems. This may result in the release of untreated sewage with severe impacts upon the environment.
- 3.1.12. Wind shifts may occur that result in re-designating protective action decisions.
- 3.1.13. Hazardous materials incident response agencies may include:
 

<ul style="list-style-type: none"> <li>Ada County Highway District</li> <li>Ada County Paramedics</li> <li>Ada County Sheriff's Office</li> <li>Boise Fire Department</li> <li>Boise Police Department</li> <li>Central District Health Department</li> <li>City Public Works Departments</li> <li>Eagle Fire District</li> <li>Garden City Police Department</li> <li>Kuna Fire District</li> <li>Meridian Fire Department</li> <li>Meridian Police Department</li> <li>Star Fire District</li> </ul>	Assistance is available by request from: Idaho Bureau of Homeland Security Idaho Dept. of Environmental Quality Idaho Department of Lands Idaho Health and Welfare Department Idaho State Police Idaho Transportation Department Regional Response Team 4 State EMS Communications Center US Bureau of Land Management US Environmental Protection Agency US Federal Regional Response Team
--	--
- 3.1.14. Response to a hazardous materials incident will require a high degree of interagency cooperation and communication.
- 3.1.15. Mutual aid between agencies, municipalities, business, counties, and states will be encouraged.
- 3.1.16. A hazardous materials incident site requires the same prudent management as a crime scene. This will ensure the preservation of evidence regarding the cause of the accident and liability for clean-up costs.

- 3.1.17. The Poison Control Center may be reached at 1-800-222-1222. This 24-hour center has the capability to identify the toxicity of hazardous substances and recommend treatment.
- 3.1.18. On a federal or state highway the responding Idaho State Police Supervisor may be requested to take Incident Command.
- 3.1.19. State response to hazardous materials incidents will be according to the Idaho State Hazardous Materials / Weapons of Mass Destruction Incident Command and Response Support Plan.

### **3.2. Assumptions**

This section describes advance judgments that have been made concerning what might happen in the event of a hazardous materials spill or release.

- 3.2.1. A natural disaster such as an earthquake or flood could cause an uncontrolled release of hazardous materials.
- 3.2.2. There may be various quantities of hazardous materials, such as those used in agricultural activities, not covered by regulations or not placarded.
- 3.2.3. The amount of time available to determine the scope and magnitude of the incident will impact the protective actions recommended.
- 3.2.4. In the event of a serious hazardous materials incident, many of the residents in the risk area will choose to evacuate spontaneously, without official order or recommendation. Many will leave by routes not designated as main evacuation routes.
- 3.2.5. In the event of an evacuation at least 75% of the population at risk will relocate to the home of a friend or relative, or make other personal arrangements.
- 3.2.6. The reporting of accidental releases involving hazardous materials may not be timely, accurate, or in accordance with Title III requirements.
- 3.2.7. Communications between Ada County and the State Emergency Operations Center may be limited or non-existent.
- 3.2.8. Most facilities identified under Title III of SARA will provide Material Safety Data Sheets (MSDS) and/or inventory forms to the appropriate fire department/s.
- 3.2.9. Most private entities involved in the manufacture, use, storage, and transport of hazardous materials will cooperate with local governments in preparing for and responding to hazardous materials incidents.
- 3.2.10. Response actions may be delayed because of unfavorable road conditions, long travel distances, time required to call in volunteers, multiple incidents, and numerous other circumstances. Local responders must be prepared to handle the incident scene for an extended time.

## **4. Hazard Analysis**

This section highlights those areas and hazardous materials in Ada County that have the greatest potential to be involved in a hazardous materials incident.

### ***4.1. Highway Data***

Ada County has more than 1500 local and 200 state roadway miles. Information concerning hazardous materials shipments over highways is not generally available from governmental or private sources. The following information is extracted from Hazardous Material Transportation in Idaho: An Assessment of Risk to the Public, 1988; and the Commodity Flow Study, 1996. The Boise metropolitan area is the most frequently listed destination for hazardous materials shipments in Idaho. Routes I-84, U.S. 26 and U.S. 20 are identified as the major thoroughfares for transporting hazardous materials through Ada County. The most prevalent type of hazardous material transported appears to be combustible liquids. Commonly shipped hazardous materials include: gasoline and diesel fuel, paint related material, phosphoric acid, propane, and wet batteries, to name a few. Significant amounts of radiological materials are also transported on Ada County roads.

### ***4.2. Railroad Data***

Ada County has roughly 110 miles of railroad track. The Union Pacific Railroad averages nearly 25 trains per day traveling through Ada County. Approximately 60 percent of these trains carry some hazardous materials cargo.

### ***4.3. Airport Data***

The Boise Air Terminal (BAT) is located in the southern part of the City of Boise. Collocated with BAT are Gowen Field Idaho Air National Guard, and several corporate bases. The airport reported more than 170,000 total operations in 2005, including carrier, air taxi, general aviation and military. Cargo flights in and out of BAT transport significant amounts of hazardous materials.

### ***4.4. Pipeline Data***

The Intermountain Gas Company, Williams Pipeline Corporation, and Chevron Pipe Line Company have underground pipelines that run through Ada County. The Intermountain Gas Company pipes natural gas at pressures around 40-pounds/square inch (psi). The Williams Pipeline Corporation pipes natural gas through their pipelines at pressures of up to 960 psi. Natural gas is the common name for Methane. Chevron pipes a variety of flammable liquid fuel products, such as aviation fuel, diesel, gasoline, heating fuel, and crude oil through their lines.

### ***4.5. Fixed Facility Data***

Nearly 150 facilities in Ada County have reported under SARA Title III, of these about 40 have extremely hazardous substances (EHS). Among the EHS chemicals found in Ada County are: anhydrous ammonia, chlorine, ethanol, ethylene oxide, formaldehyde, hydrofluoric acid, liquid petroleum gas, mercuric chloride, nitric acid, phosphoric acid, sodium cyanide, sulfuric acid, and zinc phosphate. More than a dozen facilities in Ada County have radioactive materials licenses.

## **5. How the Plan Works**

### **5.1. Notification**

Notification of the release of a hazardous substance may originate from facility personnel, a user or transporter, or a private citizen. The Ada County 911 Dispatch Center (911 Dispatch) will serve as the 24-hour contact point for notification of all hazardous materials incidents.

### **5.2. SARA Title III Notification Requirements**

Notifying 911 Dispatch will satisfy the SARA Title III requirement to notify the Local Emergency Planning Committee (LEPC), as well as the jurisdictional fire department. The 911 Dispatch Center will report hazardous materials incidents to the Idaho Emergency Medical Service (EMS) Communications Center. The EMS Communications Center will notify the Idaho Bureau of Homeland Security (& the Regional Response Team). This will satisfy the Title III requirement to notify the State Emergency Response Commission (SERC), as well as the Idaho requirement to notify the Idaho Military Division. The 911 Dispatch Center will also notify the National Response Center, per SARA Title III rules.

### **5.3. Initial Actions**

The first responder to arrive on scene is responsible for evaluating the situation and reporting to 911 Dispatch. First actions on the scene will be to establish the Incident Command System, isolate the area, attempt to identify the chemical(s) and deny entry into the area. If the personnel on location are trained to the Hazardous Materials Operations level and they are properly equipped and staffed they may try to contain the material. Identification of the material may be made using MSDS, shipping papers, Emergency Response Guidebook, people on scene, NFPA 704 Diamonds, container labels and DOT placards.

### **5.4. Who's in Charge**

The fire agency having jurisdiction at the HAZMAT incident scene, except when explosives are involved, will normally assume Incident Command. For large or complex HAZMAT incidents the jurisdiction fire agency may want to form a Unified Command with other involved agencies. For HAZMAT incidents affecting more than one fire jurisdiction, the fire agencies involved will employ a Unified Command. If a Unified Command is established a qualified Operations Section Chief should be assigned to manage all interagency HAZMAT operations. At HAZMAT incidents involving explosives, or outside of a fire district, the jurisdiction law enforcement agency will normally assume Incident Command.

### **5.5. Incident Command System (ICS)**

In accordance with federal law SARA Title III, the Incident Command System (ICS) will be used in hazardous materials incident response. The ICS is a management tool that provides a flexible structure for response to emergency situations. It allows local, state, federal, and private entities to be integrated under a single command structure.

### **5.6. ICS Features**

The Incident Commander will establish and identify an Incident Command Post (ICP) (IP 3.01). Displaying a flashing green light or a fluorescent orange flag or traffic cone will signify the Incident Command Post. Other ICS features – Staging, Base, etc., should be established as required.

## **5.7. Control Zones**

The HAZMAT site may be organized into three control zones. The Hot Zone is the HAZMAT operations area. The Warm Zone is the decontamination/buffer area. The Cold Zone is the support area. These zones should be clearly identified. Movement of personnel and equipment should be through a Decontamination Corridor, and Access Control Points. (IPs-3.03; 3.04)

## **5.8. On-Scene Communications**

The Incident Commander will establish on-scene communications at hazardous materials incidents. Specific frequencies will be determined at the time of the incident. HAZMAT communications networks may include: Command, Tactical, and others as the situation demands.

## **5.9. Regional Response Team**

When local response capabilities have been or may be exceeded, the Incident Commander may contact the Ada County 911 Dispatch Center and request a Regional Response HAZMAT Team to respond. Boise Fire Department hosts one of seven (7) Idaho State Regional Response HAZMAT Teams that are specially trained and equipped to handle hazardous materials incidents. As a mutual aid resource, the HAZMAT team can respond immediately. As a support team they will operate under the Incident Commander and will normally fill the HAZMAT Group function. If the Region 4 Team is not available a call will have to be made to State EMS Communications for a conference call to get another one of the Regional Teams en route.

## **5.10. Emergency Operations Center**

Large, complex hazardous materials incidents may require activation of a city or county Emergency Operations Center (EOC) to coordinate resource ordering and provide support. The Ada County EOC is located in the Vernon L. Bisterfeldt Public Safety Building at 7200 Barrister Drive in Boise.

## **5.11. Incident Management Team**

An Incident Management Team (IMT) is an incident command organization made up of command and general staff members and other appropriate personnel in an ICS organization and can be deployed or activated, as needed. The purpose of an IMT is to aid in the management of incidents that overwhelm the incident management abilities of local emergency services by strengthening command, control, and communication. Before an IMT may assume Command responsibilities it must receive all necessary Delegations of Authority. A Delegation of Authority is a statement provided to the Incident Commander by the Agency Executive delegating authority and assigning responsibility. A Delegation of Authority should contain: objectives, priorities, expectations, constraints, and other considerations as needed. It should be prepared by senior agency personnel and signed by the Agency Executive or designee. All Delegations of Authority should be reviewed by legal counsel.

## **5.12. Multi-Agency Coordination**

In a multi-jurisdictional incident, a Multi-Agency Coordination (MAC) Group may be designated to provide expertise and oversight in the EOC. A MAC Group, which refers to agency administrators or their representatives, will normally be activated when the character

and intensity of the emergency situation significantly impacts or involves more than one jurisdiction.

### **5.13. Idaho Civil Support Team**

The Idaho National Guard Weapons of Mass Destruction Civil Support Team is designed to support local incident commanders and local emergency first responders twenty-four hours a day, seven days per week for any Weapon of Mass Destruction (WMD) terrorist event.

### **5.14. Federal Regional Response Team**

The U. S. Environmental Protection Agency, Federal on Scene Coordinator may be contacted and may request assistance from the Federal Regional Response Team. This Team may be able to provide expertise and certain resources. The Team will usually be accessed through a telephone conference call. Response time for this call to be activated is about four (4) hours.

### **5.15. Strategic National Stockpile (SNS)**

The Centers For Disease Control and Prevention's (CDC) Strategic National Stockpile (SNS) is a national repository of antibiotics, chemical antidotes (including nerve agent antidotes), antitoxins, vaccines, and other life-saving medications. During a public health emergency, state and local public health systems may be overwhelmed. The SNS is designed to supplement and re-supply state and local public health agencies in the event of such an emergency, anywhere, and at any time, within the United States or its territories.

### **5.16. Responsibility for Clean Up**

Both Federal and Idaho State statutes indicate that it is the spiller's (or culpable party's) legal and financial responsibility to provide for clean up, and to minimize health risks to the general public and response personnel. The Idaho Bureau of Homeland Security will coordinate litigation for recovery costs incurred during spill response and clean up. If the responsible party cannot be located, or is unable or unwilling to initiate a clean up, then the US Environmental Protection Agency (EPA) will be contacted to initiate site clean-up. However, overall responsibility for protection of the public remains with the incident response agencies.

### **5.17. Public Protection Strategies**

Depending upon the extent of the incident, public protection strategies may include sheltering-in-place or evacuation, and notification concerning contaminated water or food supplies.

### **5.18. Public Information**

A Public Information Officer (PIO) will provide emergency information to the media and the public. The Incident Commander and/or EOC staff will provide information to the PIO to facilitate the timely flow of news and to assist in rumor control. In response to large HAZMAT incidents a Joint Information Center (JIC) may be activated.

### **5.19. Mutual Aid Agreements**

Existing mutual aid agreements will remain in effect.

## **5.20. National Incident Management System Incident Types**

Incidents may be typed in order to make decisions about resource requirements. NIMS incident types are based on the following five levels in increasing order of complexity.

### 5.20.1. Type 5.

- The incident can be handled with one or two single resources with up to six personnel.
- Command and General Staff positions (other than the Incident Commander) are not activated.
- No written Incident Action Plan (IAP) is required.
- The incident is typically contained within an hour or two after resources arrive on scene.
- Examples include a vehicle fire, an injured person, or a police traffic stop.

### 5.20.2. Type 4.

- Command staff and general staff functions are activated only if needed.
- Several resources are required to mitigate the incident, possibly including Task Forces or Strike Teams.
- The incident is typically contained within one operational period in the control phase, usually within a few hours after resources arrive on scene.
- The agency administrator may have briefings, and ensure the complexity analysis and delegation of authority are updated.
- No written Incident Action Plan (IAP) is required, but a documented operational briefing will be completed for all incoming resources.
- Examples may include a major structure fire, a multiple vehicle crash with multiple patients, or an armed robbery.

### 5.20.3. Type 3. When capabilities exceed initial attack, the appropriate ICS positions should be added to match the complexity of the incident.

- Some or all of the Command and General Staff positions may be activated, as well as Division/Group Supervisor and/or Unit Leader level positions.
- A Type 3 Incident Management Team (IMT) or incident command organization manages initial action incidents with a significant number of resources, an extended attack incident until containment/control is achieved, or an expanding incident until transition to a Type 1 or 2 team.
- The incident typically extends into multiple operational periods.
- A written IAP is typically required for each operational period.
- Examples include a tornado touchdown, earthquake, flood, or multi-day hostage standoff situation.

### 5.20.4. Type 2. When the incident extends beyond the capabilities for local control and the incident is expected to go into multiple operational periods. A Type 2 incident may require the response of resources out of area, including regional and/or national resources to effectively manage the operations, command and general staffing.

- Most or all of the Command and General Staff positions are filled.
- A written IAP is required for each operational period.
- Many of the functional units are needed and staffed.
- Operations personnel normally do not exceed 200 per operational period and total incident personnel do not exceed 500 (guidelines only).
- The Agency Administrator is responsible for the incident complexity analysis, agency administrator briefings, and the written delegation of authority.
- Typically involves incidents of regional significance.

5.20.5. Type 1. This type of incident is the most complex, requiring national resources to safely and effectively manage and operate.

- All Command and General Staff positions are activated.
- Operations personnel often exceed 500 per operational period and total personnel will usually exceed 1,000.
- Branches may need to be established.
- The Agency Administrator will have briefings and ensure that the complexity analysis and delegation of authority are updated.
- Use of resource advisors at the Incident Base is recommended.
- There is a high impact on the local jurisdiction, requiring additional staff for office administrative and support functions.
- Typically involves incidents of national significance.

## **6. Community Emergency Coordinator**

The Ada City-County Emergency Management Director will function as the designated community emergency coordinator.

## **7. Roles and Responsibilities**

This section lists those organizations and officials responsible for planning and/or executing the mitigation, preparedness, response and recovery activities for a hazardous materials incident.

### **7.1. Local Emergency Planning Committee (LEPC)**

7.1.1. The LEPC is established through the authority of the Idaho State Emergency Response Commission and EPCRA.

7.1.2. The Committee may be composed of:

- Elected State and Local Officials
- Emergency Management
- Law Enforcement
- Fire Service
- Emergency Medical Service
- Health Department
- Local Environmental
- Hospital
- Transportation
- Broadcast and Print Media
- Community Groups, including disabled
- Emergency Communications
- Public Works
- Highway District
- Local Weather Service
- American Red Cross
- Business and Industry

7.1.3. The Committee's responsibilities include:

- Forming a local planning team.

- Establishing appropriate sub-committees as required.
- Evaluating the resources needed to develop, implement, and exercise this plan.
- Identifying emergency response equipment and personnel.
- Providing oversight for preparation of the plan by the planning team.
- Scheduling and supervising the conduct of chemical emergency preparedness exercises.
- Scheduling an annual review of the plan and making the plan available to the public.
- Establishing procedures for receiving and processing requests from the general public for information under Section 324 (including Tier II information under Section 312), Title III. Such procedures shall include the designation of an official to serve as committee coordinator for information requests.

## **7.2. Chief Elected Official**

Has ultimate responsibility for decision making within their jurisdiction in the event of a hazardous materials incident. For most HAZMAT incidents the Incident Commander will assume this responsibility.

## **7.3. Fire Service**

7.3.1. Chain of Command. The fire agency having jurisdiction at the scene of the HAZMAT incident will be the lead fire agency, and except when explosives are involved, assume Incident Command. They will be assisted by other fire agencies as per their mutual aid agreements. When explosives are involved, or outside of a Fire District, the jurisdiction law enforcement agency will assume Incident Command. The fire service chain of command will be as follows:

- First – Jurisdiction Fire Agency
- Second – Other City/Rural Fire Districts in Ada County
- Third – Neighboring County City/Rural Fire Districts (if involved)
- Fourth – BLM/USFS

7.3.2. Responsibilities include:

7.3.2.1. Mitigation and Preparedness

- Coordinates planning activities with appropriate agencies, jurisdictions, and departments to develop efficient departmental HAZMAT Standard Operating Procedures (SOPs).
- Reviews fixed facility contingency plans.
- Provides staff support to the LEPC.
- Identifies potential hazards areas and conducts planning of fixed HAZMAT facilities.
- Conducts appropriate HAZMAT emergency response and Incident Command System training for response personnel.
- Maintains inventories of local hazardous materials response resources.
- Develops and maintains mutual aid agreements providing for emergency manpower and resources as required.
- Provides for interagency training and review of emergency and disaster response procedures.

7.3.2.2. Response. Fire fighters should be trained in proper safety procedures when approaching a hazardous materials incident. They should have copies of

- Operates within the Incident Command System and uses the ICS check-in process.
- Conducts HAZMAT operations as the situation demands and as outlined in departmental SOPs.
- Renders life saving assistance as necessary and as conditions permit.
- Establishes Hot, Warm and Cold zones (DOT) at HAZMAT scene; see IP-3.01, IP-3.02.
- Extinguishes fires as conditions permit.
- Establishes decontamination and casualty collection points in a safe location in conjunction with command post requests.
- Decontaminates any victims exposed to hazardous materials with the assistance of fire and health departments.
- Provides on-site treatment of victims.
- Provides staff support to the EOC, if activated.
- Provides field operations support to the Incident Command Post.
- Conducts or assists with evacuation of areas posing an adverse health effect on the public.

#### **7.4. Ada County 911 Dispatch Center**

##### 7.4.1. Mitigation and Preparedness

- Provides staff support to LEPC.

##### 7.4.2. Response

- Receives notification of HAZMAT incident.
- Completes HAZMAT Accident Form, IP-2.01.
- Conducts notification fan-out.
- Obtains weather and other information upon request of the Incident Commander.
- Contacts Emergency Alert System at request of Incident Commander.
- Handles communications among emergency responders.
- Coordinates transportation requests for evacuations.

#### **7.5. Law Enforcement**

7.5.1. Chain of Command: The law enforcement agency having jurisdiction at the scene of the HAZMAT incident will be the lead law enforcement agency. At HAZMAT incidents involving explosives, or outside of a Fire District, the same agency will also assume Incident Command. The Ada County Sheriff's Office, other city police departments, the Idaho State Police, and the Idaho State Department of the Military will support them. The jurisdiction fire agency will assume Incident Command for HAZMAT incidents not involving explosives. The law enforcement chain of command will be as follows:

- First – Jurisdiction law enforcement agency
- Second – Ada County Sheriff's Office
- Third – City Police Departments in Ada County
- Fourth – Idaho State Police
- Fifth – Neighboring County and City law enforcement agencies (if involved)
- Sixth – Idaho Department of the Military

### 7.5.2. Responsibilities include:

#### 7.5.2.1. Mitigation and Preparedness

- Conducts appropriate HAZMAT emergency response and Incident Command System training for response personnel.
- Participates in planning activities with appropriate agencies, jurisdictions, and departments to develop efficient departmental Standard Operating Procedures (SOPs).
- Maintains mutual aid agreements providing for staffing and resources as needed.
- Participates in interagency training and review of emergency and disaster response procedures.
- Conducts training and develops procedures to conduct an evacuation.
- Provides staff support to the LEPC.

#### 7.5.2.2. Response. Law enforcement officials should be trained in proper procedures for approaching a hazardous materials incident. They should have copies of DOT's North American Emergency Response Guidebook and know how to find shipping manifests in trucks, trains, and vessels.

- Operates within the Incident Command System and uses the ICS check-in process.
- Provides Incident Commander when HAZMAT incident involves explosives.
- Requests Bomb Disposal Unit.
- Provides field operations support to the Incident Command Post.
- Performs rescue and first aid as training and conditions permit.
- Establishes scene perimeters and access control points, in conjunction with the Incident Command Post, to protect the public; see IP-3.04.
- Performs crowd control at HAZMAT scene.
- Performs traffic control at HAZMAT scene.
- Dispatches ECV upon request to the Incident Command Post.
- Establishes traffic control for staging areas.
- Maintains security for vital facilities.
- Provides staff support to the EOC, if activated.
- Conducts or assists with, the evacuation of areas posing an adverse health effect on the public and provides security to evacuated areas; see IP 4.02.

#### 7.5.2.3. Recovery

- Establishes re-entry procedures for the general public to return to a specified area after the Incident Commander has declared the area safe for reentry.
- Supervises the re-entry of the general public into a designated area.
- Conducts HAZMAT accident investigation.
- Conducts HAZMAT criminal action investigation.

## **7.6. Emergency Medical Services**

Responsibilities include:

### 7.6.1. Mitigation and Preparedness

- Provides staff support to the LEPC.
- Develops efficient departmental HAZMAT Standard Operating Procedures (SOPs).
- Conducts appropriate HAZMAT emergency response training for response personnel.

- Provides Emergency Management Office with updated HAZMAT resource list, annually.
  - Develops procedures for assisting in emergency evacuations of sick or disabled persons during a HAZMAT threat.
- 7.6.2. Response
- Operates within the Incident Command System and uses the ICS check-in process.
  - Provides on-site treatment of victims and transportation to hospitals.
  - Assists with evacuation of disabled persons.

## **7.7. Health Department**

The Health Department will have a supportive role to the primary responders in a hazardous material incident. The main functions of the department will be carried out under the direction of the Incident Command structure. Responsibilities include:

### 7.7.1. Mitigation and Preparedness

- Provides staff support to LEPC.

### 7.7.2. Response

- Operates within the Incident Command System and uses the ICS check-in process.
- Health Department will provide staff to support the Incident Command Post at the request of the Incident Commander through the Health Department Operations Center.
- Assists in assessment of an evolving hazard within scope.
- Tests, or provides for the testing of water, air, soil, or food as applicable.
- Assists environmental personnel in the assessment of health effects of the hazardous material.
- Coordinates medical services in accordance with Emergency Support Function 8 using the Hospital Bridge Call Process identified in the Health Department Operations Plan, Annex C.
- Coordinates or provides medical consultation throughout the incident, as requested by the Incident Commander.
- Provides staff support to the EOC, if activated.
- Facilitates access to Strategic National Stockpile (SNS) resources when needed (e.g., Nerve Agent Antidotes from local cache, SNS Push Package, etc.)

### 7.7.3. Recovery

- Conducts environmental evaluations of shelter sites after occupation.
- Assists in advising appropriate cleanup.
- Collaborates with Ada County Highway District and other agencies to establish procedures for disposal of hazardous materials.
- Coordinates with Ada County Community Services, Idaho Department of Health and Welfare – Mental Health Services, American Red Cross, and other agencies to provide mental health care for HAZMAT incident victims.

## **7.8. Emergency Management**

Responsibilities include:

### 7.8.1. Mitigation and Preparedness

- Maintains the county Emergency Operations Center (EOC).

- Maintains plans and coordinates training and exercise programs in support of the Emergency Planning and Community Right to Know Act (EPCRA).
  - Provides administrative support to the LEPC.
  - Maintains CAMEO computer program, which contains information on hazardous materials.
- 7.8.2. Response
- Activates the county Emergency Operations Center, as required.
  - Supervises the EOC during activation.
  - Advises Idaho Bureau of Homeland Security of the situation.
  - Coordinates requests for special resources and personnel.
  - Assists/coordinates large-scale evacuations.
- 7.8.3. Recovery
- Closes incident with the Idaho Bureau of Homeland Security.
  - Issues public information bulletins as necessary.
  - Assists in processing Individual and Public Assistance applications.
  - Coordinates with assisting volunteer agencies.

### **7.9. Highway District**

Responsibilities include:

- 7.9.1. Mitigation and Preparedness
- Provides staff support to the LEPC.
- 7.9.2. Response
- Operates within the Incident Command System and uses the ICS check-in process.
  - Provides staff support to the Incident Command Post.
  - Designates alternate routes for the traveling public, and provides "DETOUR" signs and other traffic direction devices.
  - Removes debris, as directed, to provide access to traffic routes.
  - Provides heavy equipment, personnel, and materials (sand, gravel, etc.) to aid in containing and/or stabilizing HAZMAT runoff or spills by trenching or diking, etc.
  - Provides staff support to the EOC, if activated.

### **7.10. Public Works Departments**

Responsibilities include:

- 7.10.1. Mitigation and Preparedness
- Provides staff support to the LEPC.
- 7.10.2. Response
- Operates within the Incident Command System and uses the ICS check-in process.
  - Provides staff support to the Incident Command Post.
  - Protects wastewater collection and treatment facilities from HAZMAT contamination.
  - Provides staff support to the EOC, if activated.

### **7.11. American Red Cross**

Responsibilities include:

- 7.11.1. Mitigation and Preparedness

- Conducts training in the operation of shelters and mass feeding.
- Maintains list of shelters and shelter resources.
- Provides staff support to LEPC.

#### 7.11.2. Response

- Operates within the Incident Command System and uses the ICS check-in process.
- Operates shelter for victims of incident.
- Provides supplementary medical, nursing aid, and other basic health services in shelters.
- Provides canteen service to victims and emergency response personnel.
- Provides staff support to the EOC, if activated.
- Coordinates with other relief organizations, (Salvation Army, Mennonite Disaster Services, etc.), as needed.

#### 7.11.3. Recovery

- Provides individualized assistance to families, as required.
- Provides food, shelter and clothing to victims of a disaster.
- Provides Disaster Welfare Inquiry service to relatives of disaster victims.
- Provides for medical needs of disaster victims according to Red Cross policy.

### **7.12. Facility/Shipper/Spiller**

Responsibilities include:

#### 7.12.1. Response

- Notifies 911 Dispatch regarding any release, as required by SARA Title III.
- Initiates containment measures where possible.
- Provides technical assistance to the Incident Commander.

#### 7.12.2. Recovery

- Implements cleanup activities, and is responsible for associated costs.
- Completes follow-up report form, IP-2.02.

### **7.13. Administration**

#### 7.13.1. Recovery

- Each organization is responsible for maintaining records and documentation of expenditures.
- The Incident Commander will submit a completed incident report to the Ada City-County Emergency Management Office within seven days after termination of incidents for which a Disaster Emergency Declaration is issued.

## **8. Communications Among Responders**

8.1. The Incident Commander shall establish communications networks, as necessary, to include: Command, Tactical, and Support frequencies. The Command Net should link together Incident Command, key staff members, Section Chiefs, Division and group supervisors and the Emergency Operations Center, if activated. There may be several Tactical Nets. They may link agencies, departments, geographical areas or even specific functions. The Support Net will be established primarily to handle status-changing for resources as well as for support requests, and other non-tactical or command functions. Other communications networks, such as ground to air, may be established if needed.

8.2. Specific HAZMAT emergency communications frequencies will be established at the time of the incident. All communications between organizational elements at an incident should be in plain English. No codes should be used and communications should be confined to essential messages.

8.3. An incident board may be established in WebEOC.

## 9. Methods for Alerting the Public

9.1. Except for the seven Boise Foothills sirens, there is no audible warning system in Ada County. In the event of an emergency requiring mass notification to the public the following means of communication may be used:

- Emergency Alert – System (EAS)
- Television and radio news broadcasts
- Vehicles — equipped with loudspeakers
- Door-to-door — conducted by emergency workers
- Geocast (reverse 911)

9.2. Emergency Alert System (EAS)

9.2.1. Definition and Authority: The Emergency Alert System exists to furnish an expedited means of providing real time communications to the public in the event of war; threat of war; or grave national, regional, or local crisis. EAS is authorized by Title 47 USC 151,154 (I) and (o), and 303 (g) Chapter I, 524(g) and 606, and 47 C.F.R. parts 11 and 73 of the Federal Communications Commission Rules and Regulations as it pertains to local operational use of the Emergency Alert System.

9.2.2. Purpose: The purpose of EAS is to provide real time communication, information, direction and instruction in the event of an emergency requiring public action due to an incident at a fixed facility and/or transportation accident.

9.2.3. Activation: At the request of authorized public officials, EAS may be activated. Activation of the EAS by public officials within Ada County should be through the 911 Dispatch Center.

9.2.4. Messages: Three pre-scripted, fill-in-the-blank, EAS messages have been prepared for communicating with the public during HAZMAT incidents:

- EAS Message # 1; "Shelter-In-Place Announcement"
- EAS Message # 2; "Evacuation Announcement"
- EAS Message # 3; "School Evacuation Announcement"

9.2.5. These messages are included with the HAZMAT Plan Implementing Procedures; see IP-4.03, IP-4.04, and IP-4.05.

9.3. Television and Radio News Broadcasts/Public Service Announcements - The news broadcast media may be contacted directly and requested to air messages aimed at alerting the public

9.4. Vehicles equipped with Loudspeakers/Door-to-Door - Law enforcement, fire, or other emergency personnel may warn the public by driving through the designated area in vehicles equipped with loudspeakers, or by going door-to-door. In some cases members of Neighborhood Watch Organizations or Amateur Radio Operators may assist emergency responders. The warning message delivered should include actions to be

taken by the public, any special instructions, and how to obtain more information. See IP-4.02.

- 9.5. The National Weather Service (NWS) can issue a Civil Emergency Message for any emergency situation requiring public warning. Dissemination methods of the NWS include: NOAA Weather Wire System, NOAA Weather Radio, ILETS, and AP Wire Service.
- 9.6. Geocast is a reverse 911 service that can be activated from the Ada County 911 Dispatch Center. Geocast can be programmed to call households in a user-defined area.

## **10. Methods for Informing the Public**

- 10.1. Purpose: To establish procedures for providing coordinated and accurate information to the public in the event of a hazardous materials incident, and to establish a program to inform the general public of plans and procedures for their protection in the event of such an incident.
- 10.2. Joint Information Center: A Joint Information Center (JIC) may be established in the Public Safety Building at 7200 Barrister Drive, Boise, or at another location.
- 10.3. Staffing: In the event of a potential emergency condition at one of the fixed hazardous materials facilities, the JIC may be staffed by a public information spokesperson from the facility and the Public Information Officer (PIO) for the Emergency Operations Center (EOC).
- 10.4. The JIC should be equipped with telephones for a public concern section. The purpose of this section is to provide accurate, timely information, and to counteract misinformation and rumors. The Chief Elected Official (CEO) will be briefed prior to the release of public information in an emergency.
- 10.5. Responsibilities: The PIO is responsible for developing messages designed for release over the Emergency Alert System (EAS) at the time of the emergency. These messages will provide the public with specific emergency instructions based on the seriousness of the incident.
- 10.6. An annual news orientation should be held to acquaint news media representatives with key elements of the emergency plan and systems, and in particular with methods of disseminating public information and the operation of the JIC.

## **11. Likely EHS Transportation Routes**

Extremely Hazardous Substances (EHS) – those which may cause permanent injury or death from a single, brief exposure – are likely to be transported on the following routes in Ada County.

- 11.1. The primary transportation route in Ada County is US Interstate 84 (I-84), traversing Ada County and connecting southern Idaho with Oregon and Utah.
- 11.2. Other principal routes include the following.
  - US Interstate-184, provides access from I-84 to and from downtown Boise

- US Highways 20 and 26 run north of and parallel to I-84
  - Idaho State Highway 16 provides access to and from Emmett
  - Idaho State Highway 21 provides access to and from Idaho City and Stanley
  - Idaho State Highway 44 runs north of and parallel to I-84
  - Idaho State Highway 55 provides access to and from Horseshoe Bend and points north
- 11.3. Local access routes include: Meridian Road, Eagle Road, Cole Road, Orchard Street, Vista Avenue, Broadway Avenue, Gowen Road, Technology Way, State Street, Chinden Boulevard, and Federal Way.

## 12. Safety Procedures for Response Personnel

- 12.1. To reduce the risks to first responders in the event of a hazardous materials incident, health and safety procedures have been developed that include: IP-3.04, Contamination Safety Procedures; IP-3.05, Radiological Material Safety Procedures; IP-3.06, Explosive Material Safety Procedures; as well as:
- 12.1.1. Medical monitoring
  - 12.1.2. Establishing Control Zones
  - 12.1.3. Personnel protective equipment
  - 12.1.4. Critical incident stress debriefing
- 12.2. Medical Monitoring: The Medical Unit of the HAZMAT Group in the Incident Command System will use trained emergency medical personnel to observe emergency responders, in particular the entry personnel. Medical personnel are responsible for detecting indicators of toxic exposure, including:
- Changes of complexion, skin discoloration
  - Lack of coordination
  - Changes in demeanor
  - Excessive salivation, pupillary response
  - Changes in speech pattern
  - Headaches
  - Dizziness
  - Blurred vision
  - Cramps
  - Irritation of eyes, or respiratory tract
- 12.3. The HAZMAT site is organized into three zones based on function and risk. The Hot Zone is where contamination does or could occur. First response personnel entering the Hot Zone must wear prescribed levels of protective equipment. The Warm Zone is where the Decontamination Corridor is located, and the Cold Zone is the support zone. Access Control Points must be established at zone perimeters to regulate the flow of personnel and equipment into and out of the zones, and to verify that the procedures established to enter and exit are followed. See IP-3.01 and IP-3.02.
- 12.4. Personnel protective equipment for hazardous materials are:
- 12.4.1. Level A Protection
    - Supplied-air respirator (Mine Safety and Health Administration (MSHA); National Institute for Occupational Safety and Health (NIOSH); and Chemical, Biological, Radiological and Nuclear (CBRN) approved). Respirators may be pressure-demand, self-contained breathing apparatus (SCBA) or pressure-demand, airline respirators.

- Fully encapsulating, vapor protective, chemical resistant suits.
  - Coveralls.
  - Gloves, chemical-resistant.
  - Boots, chemical-resistant, steel toe and shank.
  - Hard hat (under suit).
  - Disposable gloves and boot covers.
  - Cooling unit.
  - 2-way radio communications.
- 12.4.2. Level B Protection
- SCBA.
  - Supplied-air respirator (MSHA/NIOSH approved).
  - Chemical resistant clothing
  - Coveralls.
  - Gloves (outer), chemical-resistant.
  - Gloves (inner), chemical-resistant.
  - Boot covers (outer), chemical-resistant.
  - Hard hats.
  - 2-way radio communications.
- 12.4.3. Level C Protection
- Air-purifying respirator, full-face canister equipped (MSHA/NIOSH approved).
  - Chemical-resistant clothing (coveralls; hooded, one-piece or two-piece chemical splash suit; chemical-resistant hood and apron; disposable chemical-resistant coveralls).
  - Gloves (outer), chemical-resistant.
  - Boots (outer), chemical-resistant.
  - 2-way radio communications.
- 12.4.4. Level D Protection
- Work uniform (shoes, shirt, trousers, etc.).
  - Coveralls - optional.
  - Gloves - optional.
  - Chemical resistant boots - optional.
  - Goggles - optional.
- 12.5. Critical Incident Stress Management (CISM) - Emergency response personnel may experience severe or delayed stress following exposure to major HAZMAT incidents. Emergency service providers need specialized programs to address this problem. Critical Incident Stress Management is a psychological and educational process designed to reduce and control the impact of critical incidents on emergency response personnel. To provide this intervention a comprehensive program should be developed to include proactive, educational, reactive, support and referral components.

## 13. Strategies for Protecting the Public

There are essentially two ways to protect the public from the effects of toxic gas or vapor discharges into the atmosphere (see IP-3.03). One method is sheltering-in place and involves instructing people to remain indoors until the danger passes. The other method is evacuation and involves relocating threatened populations to safer areas.

### 13.1. Sheltering-in-place

- In some cases, advising people to stay indoors and attempt to reduce the airflow into a structure may be the most effective protective option. This strategy may be the preferred option if people could not be evacuated from an area before the arrival of a toxic cloud. In order for an indoor protective strategy to be effective, planning and preparedness activities should provide:
  - Decision making criteria for determining when an indoor protection strategy should be used.
  - A system for warning and advising the public.
  - A system for determining when a cloud has cleared a particular area.
  - A system for advising people to leave a building at an appropriate time.
  - Public instruction as to the value of indoor protection and on expedient means to reduce ventilation rates.

### 13.2. Evacuation

- Evacuation can be completely effective in protecting the public if it can be accomplished before the arrival of the toxic cloud at a particular location. The effectiveness of evacuation depends upon the time required to evacuate the area, compared to the time available before the cloud arrives.
- The purpose of this section is to establish policies and procedures for a selective or general evacuation of the population within Ada County that is located in the risk area of the hazardous materials facilities identified in this plan.
- A general evacuation would involve the movement of the entire population located within a risk zone. A selective evacuation would involve a portion of the risk zone population.
- The responsibility for recommending an evacuation rests with the Incident Commander, or the Chief Elected Official. Due to the fact that people are subjected to risks when evacuated from their homes, evacuation should not be recommended unless the situation clearly warrants it. Law enforcement and/or fire department personnel will conduct the evacuation. For large-scale evacuations, the Emergency Management Director may coordinate evacuation procedures, supported by city, county and private sector operational forces.
- To ensure an orderly traffic flow in the event of an evacuation, control points must be established at major intersections along main evacuation routes. To restrict traffic from entering a risk zone, access control points are needed to divert traffic. Law enforcement is responsible for establishing traffic and access control points. Evacuation operations will be initiated using the following procedures:
  - Law Enforcement should ensure that traffic and access control points are staffed in preparation for evacuation.
  - The Ada County Highway District will mobilize those road clearance resources assigned to support road clearance operations along evacuation routes.
  - The Emergency Management Office will coordinate transportation requirements to support special facility evacuation.
  - The Red Cross will operate shelters to receive the evacuees.
  - Emergency Medical Services and ValleyRide should work together to assist in evacuating disabled persons.

### 13.3. Other Public Protection Strategies

- Relocation: Some hazardous materials incidents may contaminate the soil or water of an area and pose a chronic threat to people living there. It may be necessary for people to move out of the area for a substantial period of time until the area is decontaminated or until natural weathering or decay reduces the hazard.

- **Water Supply Protection:** Surface and ground water supplies can be contaminated by a hazardous chemical release. Planning must provide for the quick identification of a threat to the drinking water supply, notification of the public and private system operators, and warning to the users.
- **Sewage System Protection:** A hazardous chemical entering the sewage system can cause serious and long-term damage to a treatment plant. It may be necessary to divert sewage, creating another public health threat and environmental problems.

## 14. Monitoring the Incident

- 14.1. The Idaho State Regional Response Team 4 has monitoring and sampling equipment. The Regional Response Team will conduct monitoring and sampling during the response phase of the incident.
- 14.2. A detailed log of all sampling results, including the size, concentration, and areas affected by the release, should be maintained. This information should be made available to appropriate agencies and individuals. An accurate assessment of the spill or plume, movement and concentration, is critical for decisions concerning response personnel safety, citizen protection strategies (whether indoor sheltering or evacuation should be recommended), and food and water controls.
- 14.3. The Idaho Department of Environmental Quality, assisted by the Department of Health; the Central District Health Department; and when possible, the facility at which a release has occurred, will provide field monitoring during the recovery phase. Specially trained and equipped personnel may perform sampling, environmental assessment, biological monitoring, and contamination surveys of the hazardous material.

## 15. Techniques for Containment and Clean Up

- 15.1. The responsibility for selecting and implementing the appropriate countermeasures is assigned to the Incident Commander, and when present, in coordination with the Department of Environmental Quality (DEQ) Environmental Coordinator, and Federal on Scene Coordinator. DEQ maintains a list of HAZMAT service providers.
- 15.2. By law the spiller (or culpable party) is responsible for all cleanup countermeasures. The DEQ is responsible for monitoring the cleanup operations to ensure that the following actions are taken:
  - 15.2.1. An approved disposal site is selected.
  - 15.2.2. Temporary storage sites are selected that are safe and secure.
- 15.3. The Incident Commander is responsible for monitoring the response activity to ensure that appropriate containment/displacement techniques are being initiated. Containment/confinement methods may include:
  - Dikes
  - Berms and drains
  - Trenches
  - Booms
  - Barriers in soil
  - Stream diversion
  - Patching and plugging of containers or vessels
  - Portable catch basins

- Over-pack drums or other forms of containerization
  - Reorientation of the container
- 15.4. The Incident Commander, in conjunction with the EOC or 911 Dispatch, may secure private contractors for displacement techniques. These technologies may include:
- Hydraulic and mechanical dredging
  - Excavating
  - Pumping
  - Dispersion/dilution
  - Vacuuming
- 15.5. Treatment of spilled hazardous substances can be physical, chemical, or biological in nature. Treatment operations are the responsibility of the spiller.
- 15.6. Exposure Assessment: Initial assessment of a facility incident is the responsibility of the fixed facility. It should be recognized that industrial capability to assess the situation is supported by in-depth knowledge of the chemicals, facilities, and the environment. The fixed facility is liable for damages resulting from a release and is motivated to provide timely and accurate assessment of each situation. Other assessment resources available:
- 15.7. The Idaho Department of Environmental Quality has some assessment and monitoring capability.
- 15.8. The Idaho Regional Response Team 4 resides at Boise Fire. A RRT 4 response within Ada County is about the same as a fire response. The Idaho State HAZMAT Plan will dictate the nature of response by Idaho's Regional Response Teams.
- 15.9. The Federal Regional Response Team has in-depth assessment and monitoring resources. This Team is usually accessed by a telephone conference call, through the Federal On-Scene-Coordinator (local EPA office). Response time for this conference call to be activated is about 4 hours. Response time for deployment of Federal Regional Response Team resources is estimated at 8-12 hours.
- 15.10. Restoration
- 15.10.1. Treatment of contaminated soils and sediments is a responsibility of the spiller, monitored by DEQ.
- 15.10.2. When feasible, contaminated soils and sediments will be treated on the site. Technologies include:
- Incineration
  - Wet air oxidation
  - Solidification
  - Encapsulation
  - Solution mining (soil washing or soil flushing)
  - Neutralization/detoxification
  - Microbiological degradation
- 15.10.3. Off-site transportation or storage, treatment, destruction, or secure disposition off-site may be provided in cases where DEQ determines such actions:
- Are most cost-effective
  - Will create increased capacity to manage
  - Are necessary to protect public health, welfare, or the environment.
- 15.10.4. Contaminated soils and sediments may be removed from the site. Technologies used to remove contaminated sediment on soils include:
- Excavation
  - Hydraulic Dredging
  - Mechanical Dredging

- Provision of alternative water supplies can be provided in several ways.
- Individual treatment units
- Water distribution system
- New or deeper wells
- Cisterns

## 16. Documentation and Investigative Follow-Up

For all incidents for which a Disaster Emergency Declaration is issued, the following documentation is required.

- 16.1. The spiller's responsibility is to document accidental releases by preparing a narrative of the incident that includes time, cause of spill, material and quantity released, location, and response actions. The report should include a chronological log that details a minute-by-minute account of spill response activities (for example, emergency response team activation, notification of off-site authorities, significant changes in situation, time of recommendations to off-site authorities, etc.) (IP-2.02). This report should be sent to the Idaho Bureau of Homeland Security.
- 16.2. The 911 Dispatch Center communications officer is responsible for preparing a report detailing the communications between the jurisdiction and the spiller. The report should include: time, location, material and quantity spilled, spiller, source of spill, agencies contacted, comments, etc. This report should be sent to the Ada City-County Emergency Management Office within seven (7) days after the conclusion of the incident.
- 16.3. The Incident Commander is responsible for preparing a report that summarizes the entire event including: cause of incident, incident critique, damage assessment, and conclusions. This report should be sent to the Ada City-County Emergency Management Office within seven (7) days after the conclusion of the incident.

## 17. Training

- 17.1. Ada County intends to use courses sponsored by Federal, State and local governments, as well as private organizations to fulfill the training requirements of SARA Title III. Each emergency response agency must determine what level of training is required. The Idaho Attorney General's Office has expressed the opinion that, at a minimum, all responders should be trained to the First Response Operation level. The following five training and competency levels should be addressed; training requirements for each level are found in 29 CFR 1910.120, paragraph (q).
  - First Response Awareness
  - First Response Operation
  - Hazardous Materials Technician
  - Hazardous Materials Specialist
  - On-Scene Incident Commander
- 17.2. National Incident Management System (NIMS) Training  
In order to satisfy NIMS regulations, at a minimum emergency responders must complete the following courses.
  - ICS-100.a: Introduction to the Incident Command System (ICS)
  - ICS-200.a: ICS for Single Resources and Initial Action Incidents
  - ICS-700.a: National Incident Management System (NIMS), An Introduction

- ICS-800.b: National Response Framework (NRF), An Introduction  
Supervisory positions including Command Staff, Section Chiefs, Strike and Task Force Leaders require appropriate additional ICS courses.
- ICS-300 Intermediate ICS
- ICS-400 Advanced ICS

#### 17.3. Training Schedules

Courses ICS-100.a, ICS-200.a, ICS-700.a, and ICS-800.b are available online and may be taken at any time. Courses ICS-300 and ICS-400 are offered at least annually in Ada County. HAZMAT-specific courses are scheduled by individual agencies for their personnel.

## 18. Relationship to Other Plans

The Ada County HAZMAT Response Plan is designed to be a stand-alone plan. The Ada County HAZMAT Response Plan is designed to mesh effectively with the National Response Framework. When the Ada County Emergency Operations Center (EOC) is activated this plan may be used in conjunction with the Ada County Emergency Operations Plan. For HAZMAT incidents that may be the result of terrorist activity the Ada County Terrorism Response Plan may be implemented. For HAZMAT incidents at the airport the Boise Airport Emergency Response Plan may be implemented.

When local capabilities have been exceeded, the Idaho State HazMat Plan may be implemented. Regional Response Teams must follow the Idaho State HazMat Response Plan. <http://www.bhs.idaho.gov/Pages/HazardousMaterials/Plan.aspx>

## 19. Reviewing, Exercising and Updating the Plan

### 19.1. *Reviewing this Plan*

This plan will be reviewed by the Local Emergency Planning Committee annually or more often as circumstances require.

### 19.2. *Exercising this Plan*

19.2.1. The Ada City-County Emergency Management Office, through the Local Emergency Planning Committee, is responsible for scheduling, conducting, and evaluating hazardous materials exercises.

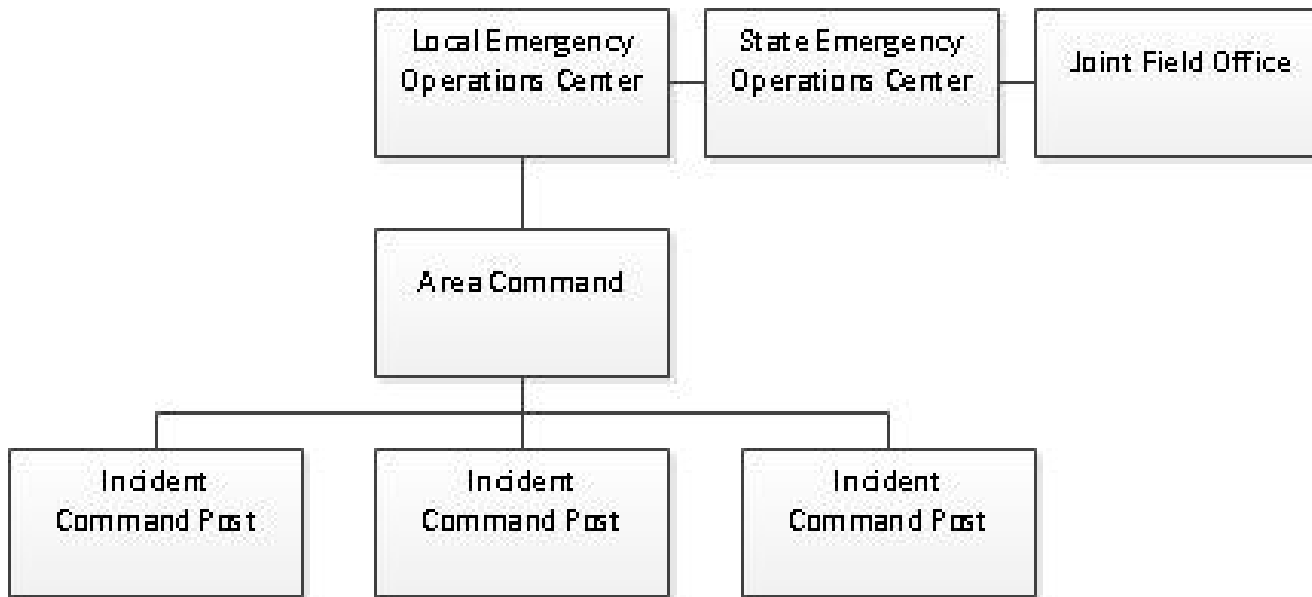
19.2.2. An annual tabletop exercise or field simulation exercise should be conducted to train personnel on the use of this plan. The plan will be revised based on the results of the exercise critique.

### 19.3. *Updating this Plan*

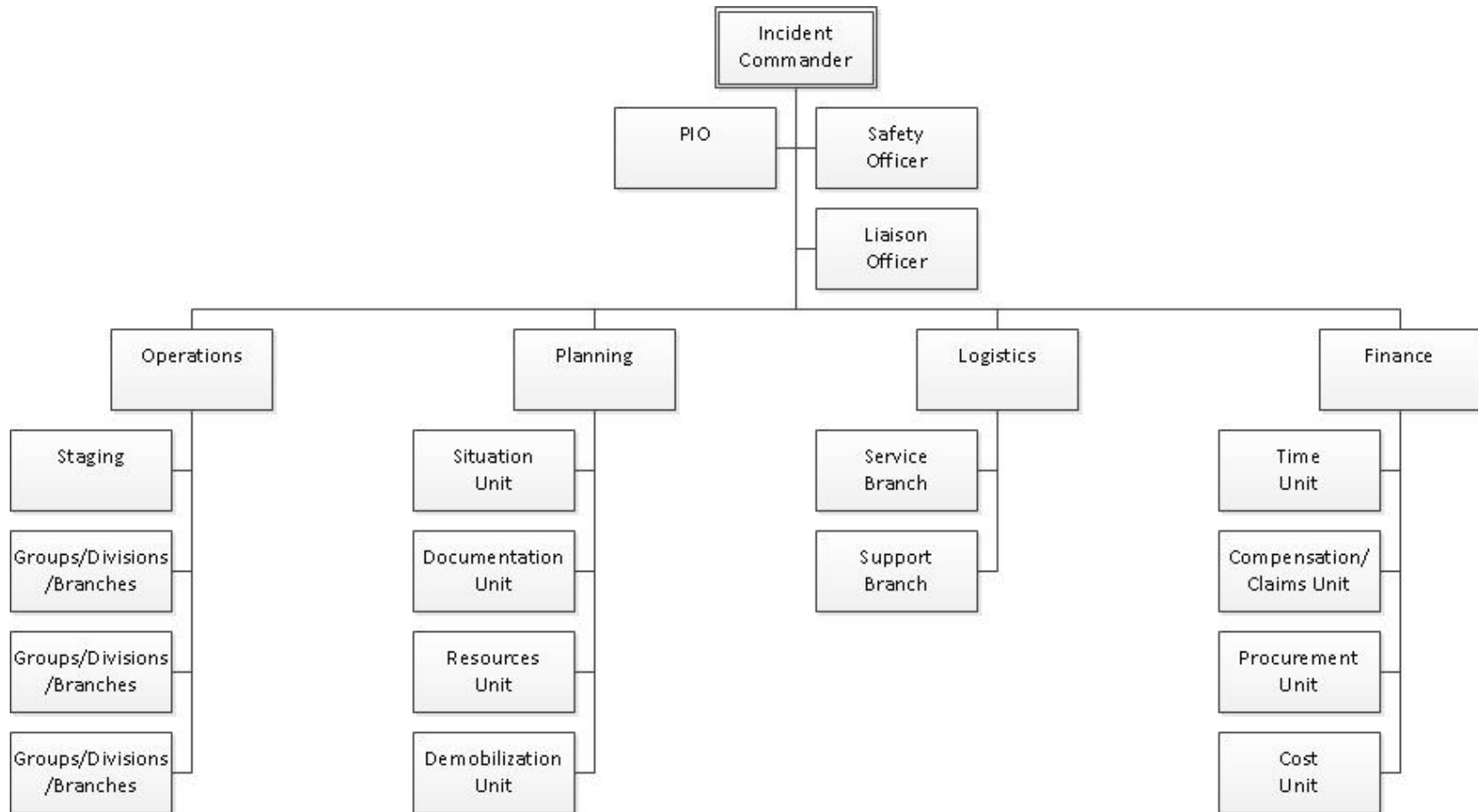
19.3.1. Recommended changes to the plan should be sent to the Ada City-County Emergency Management Office.

19.3.2. Plans will be provided to agencies and individuals on the plan distribution list. It is the responsibility of the copy holder to keep individual plans current.

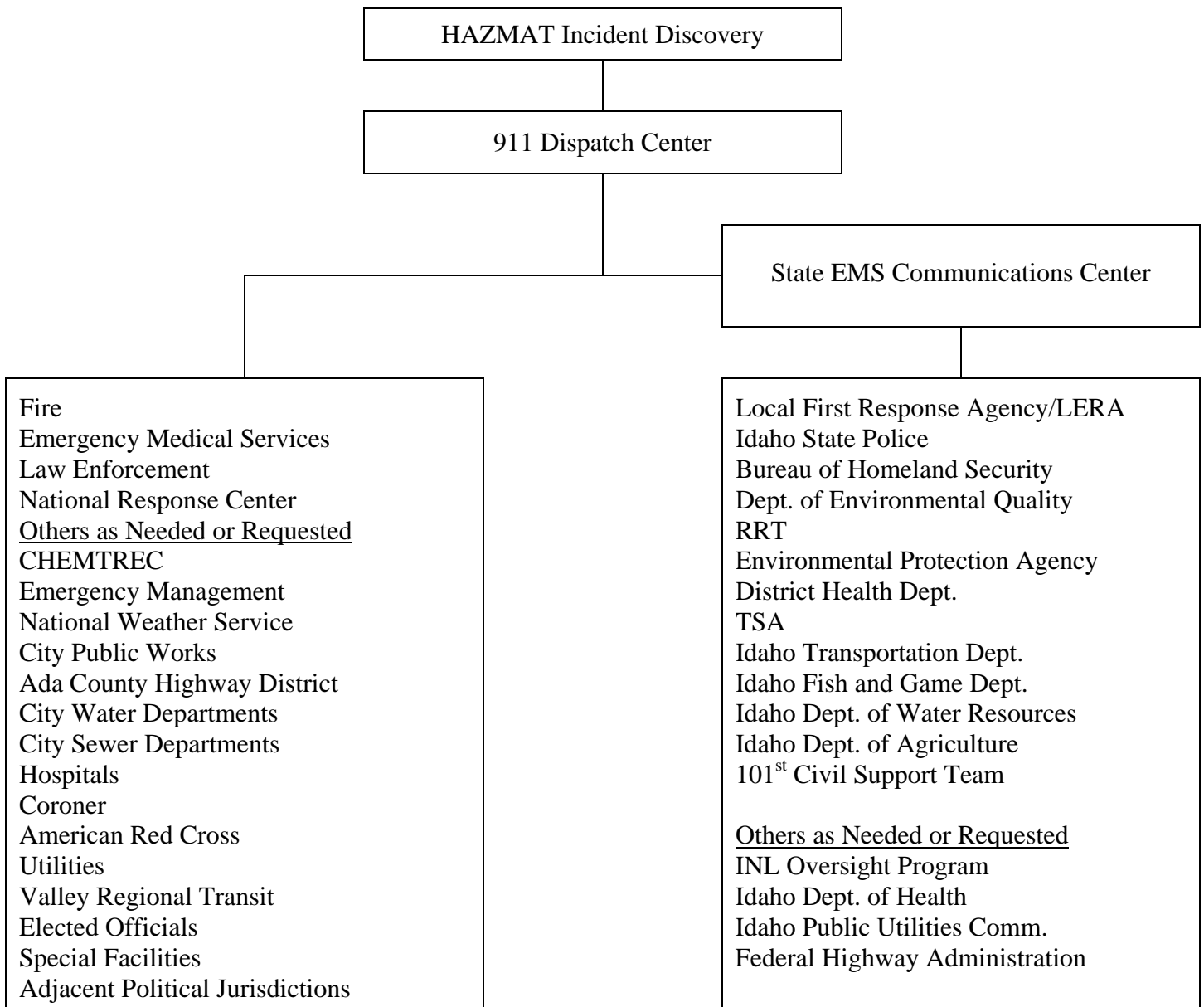
## 20. EOC Multi-Agency Coordination Diagram



## 21. ICS Diagram



## 22. Notification Chart



Additional local, state, and federal agencies may be involved depending on the nature and extent of the HAZMAT emergency.

EMS = Emergency Medical Services

INL = Idaho National Laboratory

LERA = Local Emergency Response Authority

RRT = Regional Response Team (HAZMAT team)

TSA = Transportation Security Administration

## 23. Definitions and Abbreviations

### 23.1. Definitions

**ACCESS CONTROL POINTS** – Specified points of entry and exit to the control zones through which all personnel and equipment must pass.

**ACCIDENT SITE** – The location of an unexpected occurrence, failure, or loss, either at a plant or along a transport route, resulting in a release of a listed chemical.

**BASE** – That location at which the primary logistics functions are coordinated and administered. The Incident Command Post may be collocated with the Base. There is only one base per incident.

**CHEMTREC** – The Chemical Transportation Emergency Center is a centralized toll-free telephone service, which has been set up by the Chemical Manufacturers Association to provide immediate advice on the nature of a chemical product, and the steps to be taken in handling the early stages of transportation emergencies where hazardous chemicals are involved.

**CHLOREP** – The Chlorine Emergency Plan was established by the Chlorine Institute to enable the nearest producer of chlorine products to respond to an accident involving chlorine.

**COLD LINE** – Also known as the Green Line or Support Line. The perimeter surrounding the Cold Zone.

**COLD ZONE** – Also known as the Green Zone or the Support Zone. A support area around the Warm Zone in which emergency response personnel not actually engaged in HAZMAT operations may standby. It is an area of minimal danger to emergency response workers. Access should be limited to emergency response personnel only.

**COMMAND POST** – A facility established at a safe distance from an accident site where the Incident Commander, command team, and technical representatives can make response decisions, deploy personnel and equipment, maintain liaison with the media, and handle communications.

**CONTROL ZONES** – Three zones, Hot, Warm and Cold, established around a hazardous materials incident site. Each zone has a specific function and should be clearly identified.

**DECONTAMINATION** – The removal of hazardous materials from persons and equipment to the extent necessary to prevent potential adverse health effects and spread of contaminants beyond the accident site.

**DECONTAMINATION CORRIDOR** – A designated section of the Warm Zone in which decontamination activities take place. All personnel and equipment exiting the Hot Zone must pass through the Decontamination Corridor.

**EMERGENCY ALERT SYSTEM** – Consists of broadcast stations and interconnecting facilities, which have been authorized by the Federal Communications Commission to operate in a controlled manner during a war, state of public peril or disaster, or other national emergency.

**EMERGENCY MEDICAL SERVICES (EMS) COMMUNICATIONS CENTER** – The communications center for Idaho State hazardous materials emergency response. The EMS Communications Center can be reached by calling 1-800-632-8000. Notification of EMS is the first step in initiating the Idaho State *Hazardous Materials / Weapons of Mass Destruction Incident Command and Response Support Plan*.

**EMERGENCY OPERATIONS CENTER** – The physical location at which the coordination of information and resources to support domestic incident management activities normally takes place. An EOC 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.

**EMERGENCY PLAN** – A document developed to identify and catalog the elements required to respond to an emergency, to define responsibilities and specific tasks, and to serve as a response guide.

**EMERGENCY RESPONDER** – Person affiliated with an emergency response agency that is dispatched to the scene upon notification of a hazardous materials incident. Emergency responders may be local, state, federal, or industry personnel who have received appropriate hazardous materials training.

**EPCRA** – The Emergency Planning and Community Right-to-Know Act (EPCRA) of 1986, is a federal law concerned with chemical emergency response and preparedness. It requires emergency planning efforts at the state and local levels and provides the public and local governments with information concerning potential chemical hazards present in their communities. EPCRA is part of SARA Title III legislation.

**EXTREMELY HAZARDOUS SUBSTANCES** – Chemicals that can cause both severe short- and long-term health effects after a single, brief exposure (short duration). These chemicals can cause damage to living tissue, impairment of the central nervous system, or severe illness, when ingested, inhaled, or absorbed through the skin. In extreme cases they can cause death.

**FIXED FACILITY** – A plant site where handling/transfer, processing, and/or storage of chemicals is performed.

**HAZARD** – A situation that may result in death or injury to persons or damage to property. It includes the effects of toxicity, fire, explosion, shock, concussion, fragmentation, and corrosion.

**HAZARDOUS MATERIALS** – Any chemical or substance that may present a substantial threat to people, wildlife or the environment if released. Hazardous materials referred to in this plan include products or wastes and may be further classified as chemical, biological, radiological, or explosive substances including petroleum products.

**HOT LINE** – Also known as the RED Line. The perimeter surrounding the Hot Zone.

**HOT ZONE** – Also known as the Red Zone, Exclusion Zone, or the Restricted Zone, it is the area of hazardous materials operations at a HAZMAT incident site. It is the area of greatest

potential danger to emergency response personnel. Access is limited to those actually engaged in HAZMAT operations.

**INCIDENT** – An event that results in the release or potential release of a hazardous material to the environment. This may include transportation or fixed location spills, leaks, or accidents involving hazardous materials.

**INCIDENT COMMAND SYSTEM** – A management tool designed so that diverse agencies can work together effectively during an emergency response. The system provides a structure for controlling personnel, facilities, equipment and communications. The Incident Command System can be established and expanded depending upon the changing conditions of an incident.

**INCIDENT COMMANDER** – The individual responsible for all incident activities, including the development of strategies and tactics and the ordering and release of resources. The IC has overall authority and responsibility for conducting incident operations and is responsible for the management of all incident operations at the incident site. A local jurisdiction, based on its local plan and resource assessment, may request that Idaho State Police assume incident command, particularly for incidents on interstate, U.S., and state numbered routes, including rights-of-way.

**LOCAL EMERGENCY PLANNING COMMITTEE (LEPC)** – A committee created under the authority of the State Emergency Response Commission (SERC), as required by Title III of SARA, to formulate a comprehensive emergency plan for its district.

**MITIGATION** – Mitigation activities are those that eliminate or reduce the probability of a disaster occurrence. They also include those long-term activities that lessen the undesirable effects of unavoidable hazards.

**NATIONAL INCIDENT MANAGEMENT SYSTEM (NIMS)** – A system described in Homeland Security Presidential Directive-5 that provides a consistent nationwide approach for federal, state, local, and tribal governments; the private sector, and non-governmental organizations to work effectively and efficiently together to prepare for, respond to, and recover from domestic incidents regardless of cause, size or complexity.

**OFF-SITE** – The area, outside the boundary of the On-Site area, which may be affected by the consequences of an extraordinary situation.

**ON-SCENE** – The total area that may be impacted by the effects of an extraordinary situation. The on-scene area is divided into mutually exclusive On-Site and Off-Site areas.

**ON-SITE** – The area within the boundary established by the owner of a fixed facility.

**PLACARD** – Diamond shaped markers required on hazardous materials transporting vehicles such as a truck or tank car, containing 640 cubic feet, or 1000 pounds or more, of a hazardous substance. Placards contain information about the identity, health hazards, reactivity and flammability of the hazardous material contained.

**PLUME** – A vapor cloud formation that has shape and buoyancy.

**PUBLIC INFORMATION OFFICER** – The person responsible for the transfer of information to other agencies, the public, and/or the news media during the response phase of an incident. The

Public Information Officer may be the Incident Commander or a designee of the Incident Commander.

**RESPONSE** – The efforts to minimize the hazards created by an emergency by protecting the people, the environment, and property and returning the scene to normal pre-emergency conditions.

**RESPONSIBLE PARTY** – The owner, user, site operator, shipping agent or others having custody of hazardous materials as defined in this section. This includes property or facility owners where hazardous materials have been spilled or released to the environment and/or where hazardous materials may present a threat to public health or the environment.

**RISK AREA** – A generic area defined around a chemical plant or hazardous materials transportation corridor to facilitate emergency planning by designating vulnerable areas.

**SARA TITLE III** – The *Emergency Planning and Community Right to Know Act*, (EPCRA). Specifies requirements for organizing the planning process at the state and local levels for specified extremely hazardous substances, minimum plan content requirements for fixed facility owners and operators to inform officials about extremely hazardous substances present at the facilities, and mechanisms for making information about extremely hazardous substances available to citizens.

**SPECIAL POPULATIONS** – Concentrations of people in one area or building for a particular purpose or in special circumstances (for example deaf, handicapped, homebound persons; schools; hospitals; nursing homes; orphanages; shopping centers; etc).

**STAGING AREA** – That location where personnel and equipment are assigned on a three-minute available status.

**TOXIC SUBSTANCE** – Chemical materials that can interfere with normal biological activity.

**UNIFIED COMMAND (UC)** – is composed of designated agency officials representing different legal authorities and functional areas of responsibility. UC uses a collaborative process to jointly determine objectives, priorities and a single Incident Action Plan. One member of UC is designated as spokesperson.

**VULNERABILITY** – Susceptibility of life, property, or the environment to damage if a hazard manifests its potential.

**WARM LINE** – Also known as the Yellow Line or Clean Line. The perimeter surrounding the Warm Zone.

**WARM ZONE** – Also known as the Yellow Zone, Contamination Reduction Zone, or the Limited Access Zone. A buffer area around the Hot Zone in which decontamination activities are carried out. It is an area of some potential danger to emergency response personnel, particularly if the incident should escalate. Access is limited to those performing HAZMAT or decontamination operations.

**WARNING** – Notifies people of a specific hazard and immediate actions to be taken.

## 23.2. Abbreviations

ACHD	Ada County Highway District	HAZMAT	Hazardous Materials
ACSO	Ada County Sheriff's Office	IC	Incident Commander
ARC	American Red Cross	ICS	Incident Command System
ATSDR	Agency for Toxic Substances and Disease Registry	ILETS	Idaho Law Enforcement Teletype System
BAT	Boise Air Terminal	INL	Idaho National Laboratory
BHS	Bureau of Homeland Security (Idaho)	IP	Implementing Procedure
BLM	Bureau of Land Management (U. S.)	ISP	Idaho State Police
CAMEO	Computer-Aided Management of Emergency Operations	ITD	Idaho Transportation Department
CAS	Chemical Abstract Service (number)	JIC	Joint Information Center
CDHD	Central District Health Department	LERA	Local Emergency Response Agency
CEO	Chief Elected Official	LEPC	Local Emergency Planning Committee
CERCLA	Comprehensive Environmental Response, Compensation, and Liability Act	MAC	Multi-Agency Coordination (Group)
CFR	Code of Federal Regulations	MSDS	Material Safety Data Sheet
CHEMTREC	Chemical Transportation Emergency Center	MSHA	Mine Safety and Health Administration
CHLOREP	Chlorine Emergency Plan	NACA	National Agricultural Chemicals Association
CISM	Critical Incident Stress Management	NACF&R	North Ada County Fire & Rescue
ICP	Incident Command Post	NIMS	National Incident Management System
DEQ	Department of Environmental Quality (Idaho)	NIOSH	National Institute of Occupational Safety and Health
DOT	Department of Transportation (U. S.)	NOAA	National Oceanic & Atmospheric Administration
DWI	Disaster Welfare Inquiry	NRC	National Response Center
EAS	Emergency Alert System	NWS	National Weather Service
EHS	Extremely Hazardous Substance	OSC	On-Scene Coordinator
EMS	Emergency Medical Services	PIO	Public Information Officer
EOC	Emergency Operations Center	PPE	Personal Protective Equipment
EPA	Environmental Protection Agency (U. S.)	PSI	Pounds per square inch
EPCRA	Emergency Planning and Community Right to Know Act	RCRA	Resource Conservation and Recovery Act
ERG	Emergency Response Guidebook	RRT	Regional Response Team
FEMA	Federal Emergency Management Agency	SARA	Superfund Amendments and Reauthorization Act
		SCBA	Self-Contained Breathing Apparatus
		SERC	State Emergency Response Commission
		SOP	Standard Operating Procedure
		USFS	United States Forest Service

# IP-1.01 Incident Commander Checklist

---

The Incident Commander’s responsibility is the overall management of the incident. On most incidents, a single Incident Commander carries out the command activity. However, Unified Command may be appropriate.

ACTIONS	COMMENTS
1) Get briefing from previous IC, or establish the Incident Command Post (ICP).	_____
2) Name the incident (e.g., Curtis Command).	_____
3) Don the IC vest and activate the ICP signal.	_____
4) Assess the situation and establish the appropriate ICS structure and staff positions as needed.	_____
5) Determine and assign appropriate frequency (ies) (ICS 205).	_____
6) Use clear text and ICS terminology.	_____
7) Request command level agency representatives with communications capability report to ICP.	_____
8) Establish incident objectives (strategy).	_____
9) Advise 911 Dispatch of the situation and the need for additional resources.	_____
10) Advise Idaho State Comm. of the situation.	_____
11) Ensure adequate safety measures and message are in place and communicated to all workers. Ensure that all personnel are made aware of the safety information in IP-3.04.	_____
12) Brief command and general staff and give initial assignments, including specific delegation of authority.	_____
13) Ensure appropriate ICS Forms are used.	_____
14) Set the time for the first Planning Meeting.	_____
15) Coordinate activity of all command and general staff.	_____
16) Obtain information on hazardous material from ERG, shipper, manufacturer, NRC, CHEMTREC, etc.	_____
17) If radiological materials are involved follow precautions in IP-3.05, establish monitoring and decontamination, and request INL assistance, if necessary.	_____
18) If explosives are involved follow precautions in IP-3.06, and request Bomb Disposal Unit.	_____
19) If disease causing agents are involved contact CDHD and/or ATSDR.	_____
20) Determine if any special facilities (hospitals, schools, etc.) may be at enhanced risk due to proximity to an EHS facility. See IP-4-11.	_____
21) Request State Regional Response Team, if required.	_____
22) Establish Staging Area in safe, upwind area, as required.	_____
23) From NWS obtain and plot wind speed and direction.	_____
24) Establish “Hot” “Warm” and “Cold” zones (DOT). See IPs-3.03; 3.04.	_____





## IP-1.02 Safety Officer Checklist

---

The Safety Officer's function is to develop and recommend measures for ensuring personnel safety, and to assess and/or anticipate hazardous and unsafe situations. Having full authority of the Incident Commander, the Safety Officer can exercise emergency authority to stop or prevent unsafe acts. Only one Safety Officer will be assigned for each incident. The Safety Officer may have Assistant Safety Officers as necessary, and the Assistant Safety Officers may also come from assisting agencies or jurisdictions as appropriate. Assistant Safety Officers may have specific responsibilities such as air operations, urban search and rescue, hazardous materials, or for specific geographic or functional areas of the incident.

ACTIONS	COMMENTS
1) Receive assignment from Incident Commander.	_____
2) Don identification vest, if available.	_____
3) Obtain situation briefing from Incident Commander.	_____
4) Use clear text and ICS terminology.	_____
5) Acquire and organize work materials including appropriate PPE for yourself.	_____
6) Organize, assign, and brief assistants.	_____
7) Recon the incident visually and identify hazardous situations.	_____
8) Identify appropriate PPE, control zones, and safety hazards.	_____
9) Ensure proper decontamination procedures are in place.	_____
10) Ensure effective communications are in place between entry teams and supervisors.	_____
11) Prepare and participate in planning meetings.	_____
12) Review and approve the Medical Plan (ICS 206).	_____
13) Prepare the incident safety analysis (ICS 215A) and other information to be included in the IAP.	_____
14) Ensure that a Personnel Accountability System has been implemented.	_____
15) Ensure that medical surveillance is initiated on personnel entering the Hot Zone.	_____
16) Exercise emergency authority to prevent or stop unsafe acts.	_____
17) Investigate accidents within incident areas.	_____
18) Maintain and submit all safety-related documentation.	_____
19) Maintain Unit/Activity Log (ICS 214).	_____
20) Prepare, organize and provide appropriate information to the Documentation Unit.	_____
21) Demobilization.	_____

## IP-1.03 PIO Checklist

---

The Public Information Officer is responsible for developing and releasing information about the incident to the news media, to incident personnel, and to other appropriate agencies and organizations. Only one Public Information Officer will be assigned for each incident, including incidents operating under Unified Command and multi-jurisdiction incidents. The Public Information Officer may have Assistant Public Information Officers as necessary, and the Assistant Public Information Officers may also represent assisting agencies or jurisdictions. Agencies have different policies and procedures relative to the handling of public information. The following are the major responsibilities of the Public Information Officer that would generally apply on any incident.

ACTIONS	COMMENTS
1) Receive assignment from Incident Commander.	_____
2) Don identification vest, if available.	_____
3) Obtain situation briefing from Incident Commander.	_____
4) Use clear text and ICS terminology.	_____
5) Acquire and organize work materials.	_____
6) Organize, assign, and brief assistants.	_____
7) Determine from the IC limits on information release.	_____
8) Obtain IC approval for media releases.	_____
9) Establish any restrictions for media access.	_____
10) Prepare an initial information summary for use in media briefings.	_____
11) Establish safe media staging and briefing areas distant from the Incident Command Post.	_____
12) Inform media and conduct briefings. Include key agency representatives in media briefings to answer questions.	_____
13) Stick to the facts and do not speculate. Give short, concise answers. Do not use jargon.	_____
14) Be truthful and factual. False information will eliminate your credibility with the media and the public.	_____
15) If necessary coordinate with the IC to develop Emergency Alert System messages to update the community. See IPs 4.01- 4.10.	_____
16) Release non-sensitive information about the event:	_____
• Where, what, why, how	_____
• Responding units	_____
• Number of casualties	_____
• Use information/fact sheets, as required.	_____
17) Pertinent information for PIO:	_____
• Information on chemical involved	_____
• Number of people affected	_____
• How to avoid contamination or contaminated areas.	_____
18) Develop information releases that support response activities:	_____
• Public safety information	_____

- Chronology of the event
  - Transportation avenues and other areas that are closed off to the public, locations the public should avoid
  - Location of evacuation shelters
- 19) Examples of types of information that should NOT be released:
- Names of fatalities (responders or citizens)
  - Specific law enforcement activities
  - Conditions of victims
  - Speculation on what/who caused the incident
- 20) Arrange for tours and other interviews.
- 21) Obtain news media information that may be useful for incident planning.
- 22) Maintain current information summaries and/or displays.
- 23) Provide information on status of incident to assistants.
- 24) Prepare and participate in planning meetings.
- 25) Prepare appropriate ICS forms and other information to be included in the IAP.
- 26) Establish and staff a JIC as necessary.
- 27) Maintain Unit/Activity Log (ICS 214).
- 28) Prepare, organize and provide appropriate information to the Documentation Unit.
- 29) Demobilize as directed by the IC.

## IP-1.04 Liaison Checklist

---

Incidents that are multi-jurisdictional, or have several agencies involved, may require the establishment of the Liaison Officer position on the Command Staff. Only one Liaison Officer will be assigned for each incident, including incidents operating under Unified Command and multi-jurisdiction incidents. The Liaison Officer may have assistants as necessary, and the assistants may also represent assisting agencies or jurisdictions. The Liaison Officer is the point of contact for the Agency Representatives assigned to the incident by assisting or cooperating agencies.

ACTIONS	COMMENTS
1) Receive assignment & briefing from immediate supervisor.	_____
2) Don identification vest, if available.	_____
3) Acquire & organize work materials including appropriate PPE.	_____
4) Conduct all tasks in a safe manner	_____
5) Know the assigned frequency (ies) for your area of responsibility (ICS 205).	_____
6) Use clear text and ICS terminology.	_____
7) Provide a point of contact for assisting and cooperating Agency Representatives.	_____
8) Identify Agency Representatives from each agency and develop complete contact information.	_____
9) Keep agencies supporting incident aware of incident status.	_____
10) Monitor incident operations to identify current or potential inter-organizational issues and advise IC as appropriate.	_____
11) Prepare and participate in planning meetings.	_____
12) Prepare appropriate ICS forms and other information to be included in the IAP.	_____
13) Assign Assistant Liaison Officers as appropriate.	_____
14) Maintain appropriate records and Unit/Activity Log (ICS 214).	_____
15) Prepare, organize and provide appropriate information to the Documentation Unit.	_____
16) Demobilize as directed by the IC.	_____

## IP-1.05 Operations Section Chief Checklist

---

The Operations Section Chief (OSC), a member of the General Staff, is responsible for the management of all operations directly applicable to the primary mission ensuring the overall safety and welfare of all Section personnel. The OSC activates and supervises organization elements in accordance with the Incident Action Plan and directs its execution. The OSC also directs the preparation of unit operational plans, requests or releases resources, makes expedient changes to the Incident Action Plan as necessary, and reports such to the Incident Commander. The Deputy Operations Section Chief may be assigned for specific tasks, i.e., planning operations, day/night operations, evacuation or contingency planning, etc.

ACTIONS	COMMENTS
1) Receive assignment from incident commander.	_____
2) Don identification vest, if available.	_____
3) Obtain situation briefing from Incident Commander.	_____
4) Use clear text and ICS terminology.	_____
5) Acquire and organize work materials including appropriate PPE for yourself.	_____
6) Organize, assign, and brief assistants.	_____
7) Recon the incident visually.	_____
8) Develop operations portion of the Incident Action Plan (IAP).	_____
9) Brief and assign operations personnel in accordance with Incident Action Plan.	_____
10) Supervise execution of the Incident Action Plan for Operations.	_____
11) Request resources needed to implement Operation's tactics as part of the Incident Action Plan development (ICS 215).	_____
12) Ensure safe tactical operations.	_____
13) Make, or approve, expedient changes to the Incident Action Plan during the operational period, as necessary.	_____
14) Approve suggested list of resources to be released from assigned status (not released from the incident).	_____
15) Assemble and disassemble teams/task forces assigned to operations section.	_____
16) Report information about changes to the implementation of the IAP, special activities, events, and occurrences to Incident Commander as well as Planning Section Chief and Information Officer.	_____
17) Maintain Unit/Activity Log (ICS 214).	_____
18) Demobilize as directed by the IC.	_____

# IP-1.06 Staging Area Manager Checklist

---

The Staging Area Manager is responsible for managing all activities within a Staging Area.

ACTIONS	COMMENTS
1) Receive assignment from immediate supervisor.	_____
2) Don identification vest, if available.	_____
3) Obtain situation briefing from immediate supervisor.	_____
4) Use clear text and ICS terminology.	_____
5) Acquire and organize work materials including appropriate PPE for yourself.	_____
6) Organize, assign, and brief assistants.	_____
7) Establish and maintain boundaries of staging areas.	_____
8) Determine any support needs for equipment, feeding, sanitation, and security.	_____
9) Post signs for identification and traffic control.	_____
10) Establish check-in function, as appropriate.	_____
11) Determine and request logistical support for personnel and/or equipment, as needed.	_____
12) Advise Operations Section Chief of all changing situation/conditions on scene.	_____
13) Respond to requests for resource assignments.	_____
14) Respond to requests for information, as required.	_____
15) Maintain Unit/Activity Log (ICS 214).	_____
16) Demobilize Staging Area in accordance with the incident Demobilization Plan.	_____

## IP-1.07 Agency Representative Checklist

---

In many multi-jurisdiction incidents, an agency or jurisdiction may send a representative who is not on direct tactical assignment, but is there to assist in coordination efforts. An Agency Representative is an individual assigned to an incident from an assisting or cooperating agency who has been delegated authority to make decisions on matters affecting that agency's participation at the incident. Agency Representatives report to the Liaison Officer or the Incident Commander in the Liaison Officer's absence.

ACTIONS	COMMENTS
1) Report to Liaison Officer or Incident Commander.	_____
2) Don identification vest, if available.	_____
3) Obtain situation briefing from Liaison Officer or Incident Command.	_____
4) Ensure that all agency resources are properly checked-in at the incident.	_____
5) Inform assisting or cooperating agency personnel on the incident that the Agency Representative for that agency has been filled.	_____
6) Attend briefings and planning meetings as required.	_____
7) Provide input on the use of agency resources as required.	_____
8) Cooperate fully with the Incident Commander and the General Staff on agency involvement at the incident.	_____
9) Advise the Liaison Officer of any special agency needs or requirements.	_____
10) Report to home agency dispatch or headquarters on a pre-arranged schedule.	_____
11) Ensure that all agency personnel and equipment are properly accounted for and released prior to departure.	_____
12) Ensure that all required agency forms, reports and documents are completed prior to demobilization.	_____
13) Have a debriefing session with the Liaison Officer or Incident Commander before demobilization.	_____
14) Maintain Unit/Activity Log (ICS 214).	_____
15) Demobilization.	_____

## IP-1.08 Unified Command Checklist

---

Experience has proven that at incidents involving multi-agencies, there is a critical need for integrating management of resources into one operational organization that is managed and supported by one command structure. This is best established through an integrated, multi-disciplined organization. In the ICS, employing what is known as Unified Command fills this critical need.

ACTIONS	COMMENTS
1) Start early (if the incident has potential to develop and spread into other jurisdictions) to implement Unified Command.	_____
2) Collocate (stick together).	_____
3) Develop one common set of objectives. Each jurisdiction will bring some concerns, needs, and priorities to the incident.	_____
4) Designate the most qualified and acceptable Operations Chief.	_____
5) Develop an Incident Action Plan.	_____
6) Decide how to make decisions. Sounds easy, but this may be difficult. How are the unified commanders going to make decisions? There should be one spokesperson (Incident Commander) at a given time. However this can and will change as the situation changes.	_____
7) Decide on:	_____
a) Media policy (news releases).	_____
b) Accident investigation policy.	_____
c) Demobilization policy (who goes home first?).	_____
d) Cost-sharing agreement.	_____
e) There should be <i>one</i> ordering, demobilization process (single source ordering).	_____
f) There should be <i>one</i> planning process.	_____
g) There should be <i>one</i> Incident Command Post.	_____
h) Eliminate duplication.	_____
i) Promote communication between agencies.	_____
j) Allow each agency to maintain authority and responsibility for its own jurisdiction.	_____
k) Allow coordinated application of resources and personnel to accomplish operational needs.	_____
l) Promote cost effectiveness.	_____
m) Use unified command for collective problem solving & better decision making.	_____

# IP-1.09 Hazardous Materials Group Supervisor Checklist

NOTE: The Regional Response Teams will follow the Idaho State HazMat Plan.

The Hazardous Materials Group Supervisor or Hazardous Materials Branch Director reports to the Operations Section Chief. The Hazardous Materials Group Supervisor is responsible for the implementation of the phases of the Incident Action Plan dealing with the Hazardous Materials Group operations. The Hazardous Materials Group Supervisor is responsible for the assignment of resources within the Hazardous Materials Group, reporting on the progress of control operations and the status of resources within the group. The Hazardous Materials Group Supervisor directs the overall operations of the Hazardous Materials Group.

ACTIONS	COMMENTS
1) Receive assignment & briefing from immediate supervisor.	_____
2) Don identification vest, if available.	_____
3) Acquire & organize work materials including appropriate PPE.	_____
4) Conduct all tasks in a safe manner	_____
5) Know the assigned frequency (ies) for your area of responsibility (ICS 205).	_____
6) Use clear text and ICS terminology.	_____
7) Organize, assign, and brief assistants.	_____
8) Ensure the development of Control Zones and Access Control Points and the placement of appropriate control lines.	_____
9) Evaluate and recommend public protection action options to the Operations Chief or Branch Director (if activated).	_____
10) Ensure that current weather data and future weather predictions are obtained.	_____
11) Establish environmental monitoring of the hazard site for contaminants.	_____
12) Ensure that a Site Safety and Control Plan (ICS Form 208) is developed and implemented.	_____
13) Conduct safety meetings with the Hazardous Materials Group.	_____
14) Participate, when requested, in the development of the Incident Action Plan.	_____
15) Ensure that nationally recommended safe operational procedures are followed.	_____
16) Ensure that the proper Personal Protective Equipment (PPE) is selected and used.	_____
17) Ensure that the appropriate agencies are notified through the Incident Commander.	_____
18) Maintain Unit/Activity Log (ICS Form 214).	_____
19) Demobilization.	_____

# IP-1.10 Entry Leader Checklist

---

NOTE: The Regional Response Teams will follow the Idaho State HazMat Plan.

The Entry Leader reports to the Hazardous Materials Group Supervisor. The Entry Leader is responsible for the overall entry operations of assigned personnel within the Exclusion Zone.

ACTIONS	COMMENTS
1) Receive assignment & briefing from immediate supervisor.	_____
2) Don identification vest, if available.	_____
3) Acquire & organize work materials including appropriate PPE.	_____
4) Conduct all tasks in a safe manner	_____
5) Know the assigned frequency (ies) for your area of responsibility (ICS 205).	_____
6) Use clear text and ICS terminology.	_____
7) Organize, assign, and brief assistants.	_____
8) Supervise entry operations.	_____
9) Recommend actions to mitigate the situation within the Exclusion Zone.	_____
10) Carry out actions, as directed by the Hazardous Materials Group Supervisor, to mitigate the hazardous materials release or threatened release.	_____
11) Maintain communications and coordinate operations with the Decontamination Leader.	_____
12) Maintain communications and coordinate operations with the Site Access Control Leader and the Safe Refuge Area Manager (if activated).	_____
13) Maintain communications and coordinate operations with Technical Specialist-Hazardous Materials Reference.	_____
14) Maintain control of the movement of people and equipment within the Hot (Exclusion) Zone, including contaminated victims.	_____
15) Direct rescue operations, as needed, in the Hot (Exclusion) Zone.	_____
16) Maintain Unit/Activity Log (ICS Form 214).	_____
17) Demobilization.	_____

# IP-1.11 Decontamination Leader Checklist

---

NOTE: The Regional Response Teams will follow the Idaho State HazMat Plan.

The Decontamination Leader reports to the Hazardous Materials Group Supervisor. The Decontamination Leader is responsible for the operations of the decontamination element, providing decontamination as required by the Incident Action Plan.

ACTIONS	COMMENTS
1) Receive assignment & briefing from immediate supervisor.	_____
2) Don identification vest, if available.	_____
3) Acquire & organize work materials including appropriate PPE.	_____
4) Conduct all tasks in a safe manner	_____
5) Know the assigned frequency (ies) for your area of responsibility (ICS 205).	_____
6) Use clear text and ICS terminology.	_____
7) Organize, assign, and brief assistants.	_____
8) Establish the Contamination Reduction Corridor(s).	_____
9) Identify contaminated people and equipment.	_____
10) Supervise the operations of the decontamination element in the process of decontaminating people and equipment.	_____
11) Control the movement of people and equipment within the Warm (Contamination Reduction) Zone.	_____
12) Maintain communications and coordinate operations with the Entry Leader.	_____
13) Maintain communications and coordinate operations with the Site Access Control Leader and the Safe Refuge Area Manager (if activated).	_____
14) Coordinate the transfer of contaminated patients requiring medical attention (after decontamination) to the Medical Group.	_____
15) Coordinate handling, storage, and transfer of contaminants within the Warm (Contamination Reduction) Zone.	_____
16) Maintain Unit/Activity Log (ICS Form 214).	_____
17) Demobilization.	_____

# IP-1.12 Site Access Control Leader Checklist

NOTE: The Regional Response Teams will follow the Idaho State HazMat Plan.

The Site Access Control Leader reports to the Hazardous Materials Group Supervisor. The Site Access Control Leader is responsible for the control of the movement of all people and equipment through appropriate access routes at the hazard site and ensures that contaminants are controlled and records are maintained.

ACTIONS	COMMENTS
1) Receive assignment & briefing from immediate supervisor.	_____
2) Don identification vest, if available.	_____
3) Acquire & organize work materials including appropriate PPE.	_____
4) Conduct all tasks in a safe manner	_____
5) Know the assigned frequency (ies) for your area of responsibility (ICS 205).	_____
6) Use clear text and ICS terminology.	_____
7) Organize, assign, and brief assistants.	_____
8) Organize and supervise assigned personnel to control access to the hazard site.	_____
9) Oversee the placement of the Exclusion Control Line and the Contamination Control Line.	_____
10) Ensure that appropriate action is taken to prevent the spread of contamination.	_____
11) Establish the Safe Refuge Area within the Warm (Contamination Reduction) Zone. Appoint a Safe Refuge Area Manager (as needed).	_____
12) Ensure that injured or exposed individuals are decontaminated prior to departure from the hazard site.	_____
13) Track the movement of persons passing through the Warm (Contamination Control) Line to ensure that long-term observations are provided.	_____
14) Coordinate with the Medical Group for proper separation and tracking of potentially contaminated individuals needing medical attention.	_____
15) Maintain observations of any changes in climatic conditions or other circumstances external to the hazard site.	_____
16) Maintain communications and coordinate operations with the Entry Leader.	_____
17) Maintain communications and coordinate operations with the Decontamination Leader.	_____
18) Maintain Unit/Activity Log (ICS Form 214).	_____
19) Demobilization.	_____

## IP-1.13 Assistant Safety Officer – HAZMAT Checklist

NOTE: The Regional Response Teams will follow the Idaho State HazMat Plan.

The Assistant Safety Officer - Hazardous Materials reports to the incident Safety Officer as an Assistant Safety Officer and coordinates with the Hazardous Materials Group Supervisor or Hazardous Materials Branch Director, if activated. The Assistant Safety Officer-Hazardous Materials coordinates safety related activities directly relating to the Hazardous Materials Group operations as mandated by 29 CFR Part 1910.120 and applicable state and local laws. This position advises the Hazardous Materials Group Supervisor (or Hazardous Materials Branch Director) on all aspects of health and safety and has the authority to stop or prevent unsafe acts. It is mandatory that an Assistant Safety Officer-Hazardous Materials be appointed at all hazardous materials incidents. In a multi-activity incident the Assistant Safety Officer-Hazardous Materials does not act as the Safety Officer for the overall incident.

ACTIONS	COMMENTS
1) Receive assignment & briefing from immediate supervisor.	_____
2) Don identification vest, if available.	_____
3) Acquire & organize work materials including appropriate PPE.	_____
4) Conduct all tasks in a safe manner	_____
5) Know the assigned frequency (ies) for your area of responsibility (ICS 205).	_____
6) Use clear text and ICS terminology.	_____
7) Organize, assign, and brief assistants.	_____
8) Obtain briefing from the Hazardous Materials Group Supervisor.	_____
9) Participate in the preparation of, and implement the Site Safety and Control Plan (ICS Form 208).	_____
10) Advise the Hazardous Materials Group Supervisor (or Hazardous Materials Branch Director) of deviations from the Site Safety and Control Plan (ICS Form 208) or any dangerous situations.	_____
11) Has authority to alter, suspend, or terminate any activity that may be judged to be unsafe.	_____
12) Ensure the protection of the Hazardous Materials Group personnel from physical, environmental, and chemical hazards/exposures.	_____
13) Ensure the provision of required emergency medical services for assigned personnel and coordinate with the Medical Unit Leader.	_____
14) Ensure that medical related records for the Hazardous Materials Group personnel are maintained.	_____
15) Maintain Unit/Activity Log (ICS Form 214).	_____
16) Demobilization.	_____

# IP-1.14 Technical Specialist – HAZMAT Reference Checklist

NOTE: The Regional Response Teams will follow the Idaho State HazMat Plan.

The Technical Specialist for Hazardous Materials Reference reports to the Hazardous Materials Group Supervisor (or Hazardous Materials Branch Director, if activated). This position provides technical information and assistance to the Hazardous Materials Group using various reference sources such as computer databases, technical journals, CHEMTREC, and phone contact with facility representatives. The Technical Specialist for Hazardous Materials Reference may provide product identification using hazardous categorization tests and/or any other means of identifying unknown materials.

ACTIONS	COMMENTS
1) Receive assignment & briefing from immediate supervisor.	_____
2) Don identification vest, if available.	_____
3) Acquire & organize work materials including appropriate PPE.	_____
4) Conduct all tasks in a safe manner	_____
5) Know the assigned frequency (ies) for your area of responsibility (ICS 205).	_____
6) Use clear text and ICS terminology.	_____
7) Organize, assign, and brief assistants.	_____
8) Provide technical support to the Hazardous Materials Group Supervisor.	_____
9) Maintain communications and coordinate operations with the Entry Leader.	_____
10) Provide and interpret environmental monitoring information.	_____
11) Provide analysis of hazardous material sample.	_____
12) Determine personal protective equipment compatibility to hazardous material.	_____
13) Provide technical information of the incident for documentation.	_____
14) Provide technical information management with public and private agencies i.e.: Poison Control Center (800 222-1222), Toxicology Center, CHEMTREC, State Department of Agriculture, and National Response Team.	_____
15) Assist Planning Section with projecting the potential environmental effects of the release.	_____
16) Maintain Unit/Activity Log (ICS Form 214).	_____
17) Demobilization.	_____

## IP-1.15 Safe Refuge Area Manager Checklist

---

NOTE: The Regional Response Teams will follow the Idaho State HazMat Plan.

The Safe Refuge Area Manager reports to the Site Access Control Leader and coordinates with the Decontamination Leader and the Entry Leader. The Safe Refuge Area Manager is responsible for evaluating and prioritizing victims for treatment, collecting information from the victims, and preventing the spread of contamination by these victims. If there is a need for the Safe Refuge Area Manager to enter the Contamination Reduction Zone in order to fulfill assigned responsibilities then the appropriate Personal Protective Equipment shall be worn.

ACTIONS	COMMENTS
1) Receive assignment & briefing from immediate supervisor.	_____
2) Don identification vest, if available.	_____
3) Acquire & organize work materials including appropriate PPE.	_____
4) Conduct all tasks in a safe manner	_____
5) Know the assigned frequency (ies) for your area of responsibility (ICS 205).	_____
6) Use clear text and ICS terminology.	_____
7) Organize, assign, and brief assistants.	_____
8) Establish the Safe Refuge Area within the Contamination Reduction Zone adjacent to the Contamination Reduction Corridor and the Exclusion Control Line.	_____
9) Monitor the hazardous materials release to ensure that the Safe Refuge Area is not subject to exposure.	_____
10) Assist the Site Access Control Leader by ensuring the victims are evaluated for contamination.	_____
11) Manage the Safe Refuge Area for the holding and evaluation of victims who may have information about the incident, or if suspected of having contamination.	_____
12) Maintain communications with the Entry Leader to coordinate the movement of victims from the Refuge Area(s) in the Exclusion Zone to the Safe Refuge Area.	_____
13) Maintain communications with the Decontamination Leader to coordinate the movement of victims from the Safe Refuge Area into the Contamination Reduction Corridor, if needed.	_____
14) Maintain Unit/Activity Log (ICS Form 214).	_____
15) Demobilization.	_____

# IP-1.16 Initial Responder Checklist

---

ACTIONS	COMMENTS
1) Observe the situation from a safe distance. Approach cautiously, from upwind if possible. Resist urge to rush in!	_____
2) Identify the hazards; use binoculars to read placards. Refer to current DOT Emergency Response Guidebook.	_____
3) Deny access. Without entering the immediate hazard area do what you can to isolate the area and ensure the safety of people and the environment.	_____
4) Establish ICS, if qualified; request additional aid (fire, EMS, law enforcement, ACHD).	_____
5) Gather and report the following information to 911 Dispatch:	_____
• Location/description of incident	_____
• Material, quantity involved	_____
• Injuries and/or fire involved	_____
• Scene description (traffic, weather, wind, etc)	_____
6) Obtain technical help, if needed. EMS Comm. Center: 800 632-8000.	_____
7) REMEMBER: Any efforts you make to rescue persons or protect property or the environment must be weighed against the possibility that you could become part of the problem.	_____
8) Request involved persons remain at the scene.	_____
9) Above all - Don't walk into or touch spilled material. Avoid inhalation of fumes, smoke, and vapors. <b>DO NOT ENTER THE INCIDENT AREA WITHOUT PROPER PROTECTIVE CLOTHING AND EQUIPMENT.</b>	_____
10) Serve as the scene communications point until help arrives.	_____

# IP-1.17 Ada County 911 Dispatch Center Checklist

---

ACTIONS	COMMENTS
1) Receive notification of hazmat incident.	_____
2) Obtain and record as much information about the incident as possible. Use IP-2.01, Hazmat Incident Notification Form.	_____
3) Instruct the reporting party to:	_____
• Remain at the scene at a safe distance.	_____
• Deny access, isolate the area.	_____
• Establish ICS, if qualified.	_____
• Gather relevant information.	_____
• Stay upwind of release or fire.	_____
• Request involved persons remain at the scene.	_____
• Avoid eating, drinking or smoking.	_____
4) Make required notifications per federal law SARA Title III:	_____
• Jurisdiction Fire Agency (and other appropriate first responder agencies)	_____
• State EMS Comm. Center: 800 632-8000	_____
• National Response Center: 800 424-8802	_____
• If necessary, Poison Control Center: 800 222-1222	_____
5) Make additional notifications at the Incident Commander's request.	_____
6) Record name and location of the Command Post (CP).	_____
• Name:	_____
• Location:	_____
7) At Incident Commander's request, obtain technical information/resources from:	_____
• National Response Center: 800 424-8802	_____
• CHEMTREC: 800 424-9300	_____
• Others, as necessary	_____
8) Contact the National Weather Service, record wind speed and direction, and other important weather information.	_____
• Wind From: _____ To: _____	_____
• Wind Speed: _____	_____
• Other: _____	_____
9) Record location of Staging area.	_____
• Staging: _____	_____
10) At the Incident Commander's request, notify neighboring jurisdictions, if they are threatened.	_____
11) At the Incident Commander's request, contact State EMS Comm. Center and have them standby to activate the EAS. Be prepared to verify the identity of the law enforcement officer calling for the EAS activation.	_____
	_____
	_____
	_____
	_____
	_____
	_____
	_____
	_____
	_____
	_____
	_____
	_____
	_____
	_____
	_____



# IP-1.18 Law Enforcement Checklist

---

☛ Incident Commander follow checklist IP-1.01 ☛

At HAZMAT incidents involving explosives, or outside of a fire district, the jurisdiction law enforcement agency will normally assume Incident Command.

ACTIONS	COMMENTS
1) Receive assignment & briefing from immediate supervisor.	_____
2) Don identification vest, if available.	_____
3) Acquire & organize work materials including appropriate PPE.	_____
4) Conduct all tasks in a safe manner	_____
5) Know the assigned frequency (ies) for your area of responsibility (ICS 205).	_____
6) Use clear text and ICS terminology.	_____
7) Organize, assign, and brief assistants.	_____
8) Develop organization sufficient to handle assignment.	_____
9) Obtain assignments from Incident Command. Assignments may include:	_____
• Deploy Bomb Disposal Unit for incidents involving explosives.	_____
• Provide security (crowd and traffic) at hazmat scene, including Incident Command Post and Staging Area.	_____
• Perform sheltering/evacuation notification, if necessary, see IP 4.02.	_____
• Patrol evacuated areas, if it is safe to do so.	_____
• Manage criminal investigations at incident scene, collect and preserve evidence.	_____
10) Maintain appropriate records and Unit/Activity Log (ICS 214).	_____
11) Maintain incident documentation.	_____
12) Demobilization.	_____

# IP-1.19 Emergency Medical Services Checklist

---

ACTIONS	COMMENTS
1) Receive assignment & briefing from immediate supervisor.	_____
2) Don identification vest, if available.	_____
3) Acquire & organize work materials including appropriate PPE.	_____
4) Conduct all tasks in a safe manner	_____
5) Know the assigned frequency (ies) for your area of responsibility (ICS 205).	_____
6) Use clear text and ICS terminology.	_____
7) Organize, assign, and brief assistants.	_____
8) Develop organization sufficient to handle assignment.	_____
9) Obtain assignments from Incident Command. Assignments may include:	_____
• Establish casualty collection points.	_____
• Triage, treat, and transport victims to hospitals, as appropriate.	_____
• Assist with evacuation of disabled persons.	_____
10) Maintain appropriate records and Unit/Activity Log (ICS 214).	_____
11) Maintain incident documentation.	_____
12) Demobilization.	_____

# IP-1.20 Health Department Checklist

---

ACTIONS	COMMENTS
1) Receive assignment & briefing from immediate supervisor.	_____
2) Don identification vest, if available.	_____
3) Acquire & organize work materials including appropriate PPE.	_____
4) Conduct all tasks in a safe manner	_____
5) Know the assigned frequency (ies) for your area of responsibility (ICS 205).	_____
6) Use clear text and ICS terminology.	_____
7) Organize, assign, and brief assistants.	_____
8) Develop organization sufficient to handle assignment.	_____
9) Obtain assignments from Incident Command. Assignments may include:	_____
• Assist/Assess hazmat health effects.	_____
• Assist/Test water, air, food, soil.	_____
• Assist/Coordinate medical services.	_____
• Coordinate/facilitate medical advice throughout the incident.	_____
10) Coordinate request(s) for additional critical medical supplies as defined in the CDHD Emergency Operations Plan.	_____
11) Maintain appropriate records and Unit/Activity Log (ICS 214).	_____
12) Maintain incident documentation.	_____
13) Demobilization.	_____

# IP-1.21 Emergency Management Checklist

---

ACTIONS	COMMENTS
1) Receive assignment & briefing from immediate supervisor.	_____
2) Don identification vest, if available.	_____
3) Acquire & organize work materials including appropriate PPE.	_____
4) Conduct all tasks in a safe manner	_____
5) Know the assigned frequency (ies) for your area of responsibility (ICS 205).	_____
6) Use clear text and ICS terminology.	_____
7) Organize, assign, and brief assistants.	_____
8) Develop organization sufficient to handle assignment.	_____
9) Obtain assignments from Incident Command. Assignments may include:	_____
<ul style="list-style-type: none"> <li>• Contact: Red Cross, Amateur Radio Operators, Elected officials, PIO(s).</li> </ul>	_____
<ul style="list-style-type: none"> <li>• Activate/Supervise EOC.</li> </ul>	_____
<ul style="list-style-type: none"> <li>• Access CAMEO for hazmat information.</li> </ul>	_____
<ul style="list-style-type: none"> <li>• Update BHS on situation.</li> </ul>	_____
<ul style="list-style-type: none"> <li>• Coordinate requests for special resources and personnel.</li> </ul>	_____
<ul style="list-style-type: none"> <li>• Assist/coordinate evacuations.</li> </ul>	_____
10) Maintain appropriate records and Unit/Activity Log (ICS 214).	_____
11) Maintain incident documentation.	_____
12) Demobilization.	_____

# IP-1.22 Highway District Checklist

---

ACTIONS	COMMENTS
1) Receive assignment & briefing from immediate supervisor.	_____
2) Don identification vest, if available.	_____
3) Acquire & organize work materials including appropriate PPE.	_____
4) Conduct all tasks in a safe manner	_____
5) Know the assigned frequency (ies) for your area of responsibility (ICS 205).	_____
6) Use clear text and ICS terminology.	_____
7) Organize, assign, and brief assistants.	_____
8) Develop organization sufficient to handle assignment.	_____
9) Obtain assignments from Incident Command. Assignments may include:	_____
• Designate alternate routes; provide traffic signs.	_____
• Remove debris that blocks traffic.	_____
• Provide equipment, personnel, and materials to trench, adsorb or dike hazmat.	_____
10) Maintain appropriate records and Unit/Activity Log (ICS 214).	_____
11) Maintain incident documentation.	_____
12) Demobilization.	_____

## IP-1.23 American Red Cross Checklist

---

ACTIONS	COMMENTS
1) Receive assignment & briefing from immediate supervisor.	_____
2) Don identification vest, if available.	_____
3) Acquire & organize work materials including appropriate PPE.	_____
4) Conduct all tasks in a safe manner	_____
5) Know the assigned frequency (ies) for your area of responsibility (ICS 205).	_____
6) Use clear text and ICS terminology.	_____
7) Organize, assign, and brief assistants.	_____
8) Develop organization sufficient to handle assignment.	_____
9) Obtain assignments from Incident Command. Assignments may include:	_____
• Open/operate shelter for evacuees. Request information from IC on dangerous downwind areas to avoid.	_____
• Provide supplementary health services.	_____
• Provide canteen service for evacuees and responders.	_____
• Coordinate with other relief agencies.	_____
• Provide DWI service for relatives of victims.	_____
10) Maintain appropriate records and Unit/Activity Log (ICS 214).	_____
11) Maintain incident documentation.	_____
12) Demobilization.	_____

## IP-1.24 Spiller Checklist

---

ACTIONS	COMMENTS
1) Notify 911 Dispatch and complete Hazmat Incident Notification Form, IP-2.01.	_____
2) Initiate containment measures/activate facility hazmat plan, where possible.	_____
3) Provide technical information and expertise to Incident Command.	_____
4) Assist IC in developing safety and action plans, procuring necessary equipment and personnel, and executing the plans.	_____
5) Maintain coordination with EOC, if activated and if required.	_____
6) Demobilization.	_____
7) Initiate decontamination, clean-up activities, where possible.	_____
8) Assume responsibility for disposal and financial impact of spill or release.	_____
9) Per federal law, fixed site facilities must complete follow-up form, IP-2.02.	_____

# IP-1.25 Fire Service Checklist

---

☛ Incident Commander follow checklist IP-1.01 ☛

ACTIONS	COMMENTS
1) Receive assignment & briefing from immediate supervisor.	_____
2) Don identification vest, if available.	_____
3) Acquire & organize work materials including appropriate PPE.	_____
4) Conduct all tasks in a safe manner	_____
5) Know the assigned frequency (ies) for your area of responsibility (ICS 205).	_____
6) Use clear text and ICS terminology.	_____
7) Organize, assign, and brief assistants.	_____
8) Develop organization sufficient to handle assignment.	_____
9) Obtain assignments from Incident Command. Assignments may include:	_____
• Conduct hazmat operations.	_____
• Establish Hot, Warm, and Cold zones. See IP-3.01; 3.02.	_____
• Conduct life-saving operations, as conditions permit.	_____
• Extinguish fires, as conditions permit.	_____
10) Maintain appropriate records and Unit/Activity Log (ICS 214).	_____
11) Maintain incident documentation.	_____
12) Demobilization.	_____
	_____

# IP-2.01 HAZMAT Incident Notification Form

Federal Law Requires Information in Shaded Areas

1	Date of Incident:	Time of Incident:	<input type="checkbox"/> AM <input type="checkbox"/> PM
2	Company Name:		
3	Location (street, route, town, county):		
4	Person Reporting:	Number Calling From:	
5	Call Back Name:	Call Back Number:	
6	Type of Incident: <input type="checkbox"/> Fixed <input type="checkbox"/> Transportation	Truck/Rail Car#	
7	Substance:	Trade Name:	
	DOT ID: <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> Hazard Class <input type="checkbox"/>	CAS Number: <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> - <input type="checkbox"/> <input type="checkbox"/> - <input type="checkbox"/>	
8	Physical State Stored: <input type="checkbox"/> Solid <input type="checkbox"/> Liquid <input type="checkbox"/> Gas	State Released: <input type="checkbox"/> Solid <input type="checkbox"/> Liquid <input type="checkbox"/> Gas	
	Quantity Released: <input type="checkbox"/> Lbs <input type="checkbox"/> Gal <input type="checkbox"/> Cu Ft	Reportable Quantity <span style="float: right;">Lbs</span>	
9	Container (check all that apply):	Capacity: <input type="checkbox"/> Lbs <input type="checkbox"/> Gal <input type="checkbox"/> Cu Ft	
	<input type="checkbox"/> Fixed <input type="checkbox"/> Mobile <input type="checkbox"/> Portable <input type="checkbox"/> Insulated <input type="checkbox"/> Pressurized <input type="checkbox"/> Amortized <input type="checkbox"/> Steel <input type="checkbox"/> Glass <input type="checkbox"/> Plastic <input type="checkbox"/> Tank <input type="checkbox"/> Box <input type="checkbox"/> Barrel <input type="checkbox"/> Pipe <input type="checkbox"/> Other:		
10	Release: <input type="checkbox"/> Completed <input type="checkbox"/> Ongoing <input type="checkbox"/> Confined	Duration:	
11	Released to: <input type="checkbox"/> Soil <input type="checkbox"/> Water <input type="checkbox"/> Air <input type="checkbox"/> Well <input type="checkbox"/> Sewer <input type="checkbox"/> Containment <input type="checkbox"/> Other:		
12	Wind Direction: <span style="float: right;">MPH:</span>	Weather Conditions: Temp:	
13	Assistance Needed: <input type="checkbox"/> Police <input type="checkbox"/> Fire <input type="checkbox"/> Ambulance <input type="checkbox"/> HAZMAT Team <input type="checkbox"/> Other:		
14	Health Effects / Emergency Care Instructions (if known)		<input type="checkbox"/> Injuries <input type="checkbox"/> Fatalities
15	Description of Incident:		
16	The facility must call: <ul style="list-style-type: none"> <li>• 911</li> <li>• The National Response Center: 1-800-424-8802</li> <li>• For terrorism or suspicious incidents call the NRC at 1-800-24-WATCH.</li> </ul>		
17	Notification Date: <span style="float: right;">Time:</span>	Received By:	

# IP-2.02 HAZMAT Incident Follow-up Report Form

---

**INSTRUCTIONS:** As required by SARA Title III, section 304, the owner or operator shall, as soon as practical after a release which requires emergency notification, provide a written follow-up notice(s) detailing and updating the following information.

1. REPORT DATE: \_\_\_\_\_ 2. INCIDENT DATE: \_\_\_\_\_

3. FACILITY / SHIPPER NAME: \_\_\_\_\_  
\_\_\_\_\_

4. ADDRESS: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

5. CONTACT PERSON: \_\_\_\_\_

6. WORK PHONE: \_\_\_\_\_ 7. HOME PHONE: \_\_\_\_\_

8. LOCATION OF INCIDENT: \_\_\_\_\_  
\_\_\_\_\_

9. HAZARDOUS MATERIAL TRADE NAME: \_\_\_\_\_

CHEMICAL NAME: \_\_\_\_\_

CAS #: \_\_\_\_\_

IS THIS SUBSTANCE ON THE EXTREMELY HAZARDOUS MATERIALS (SARA 302) LIST?  
YES \_\_\_ NO \_\_\_ UNKNOWN \_\_\_

10. TIME OF RELEASE: \_\_\_\_\_

11. DURATION OF RELEASE: \_\_\_\_\_

12. QUANTITY OF MATERIAL RELEASED: \_\_\_\_\_

13. MATERIAL RELEASED INTO: AIR \_\_\_ WATER \_\_\_ SOIL \_\_\_ SOLID SURFACE \_\_\_

14. KNOWN ACUTE OR CHRONIC HEALTH RISKS: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

15. EMERGENCY ACTIONS TAKEN: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

# IP-2.03 HAZMAT Medical Monitoring Report Form

Date: \_\_\_\_\_ Incident Name and Number: \_\_\_\_\_

Name (Last, First, MI): \_\_\_\_\_

1st Entry \_\_\_\_\_ Subsequent Entry \_\_\_\_\_ Time of monitoring \_\_\_\_\_

Medical monitoring is required on all personnel who will perform tasks in Level A, B, or C protective clothing. All components must be completed within ONE HOUR of entry.

[Exclusion criteria are noted in brackets.]

	Pre-Entry	Post-Entry	Excluded?
<b>VITAL SIGNS</b>			
<b>Blood Pressure</b> [diastolic >105]	_____	_____	_____
<b>Pulse</b> [>70% max (220-age)]	_____	_____	_____
<b>Respiratory Rate</b> [>24/min]	_____	_____	_____
<b>Temperature</b> [>99.5 orally]	_____	_____	_____
<b>SKIN EVALUATION</b>			
[Open sores, large area of rash or sunburn]			
<b>Rashes</b> (Y/N)	_____	_____	_____
<b>Lesions</b> (Y/N)	_____	_____	_____
<b>Open Sores</b> (Y/N)	_____	_____	_____
<b>Wounds</b> (Y/N)	_____	_____	_____
<b>MENTAL STATUS</b>			
[Any altered mental status]			
<b>Alert</b> and oriented to time, place, and person (Y/N)	_____	_____	_____
<b>RECENT MEDICAL HISTORY</b>			
<b>Medications</b> w/in 72 hours, inc OTC [Evaluate new prescriptions w/in 2 wks or OTC w/in 72 hrs]	_____	_____	_____
<b>Alcohol</b> consumption w/in 24 hours [Heavy consumption w/in 24 hrs or any alcohol w/in 2 hrs]	_____	_____	_____
<b>Med treatment</b> , diagnosis w/in 2 wks	_____	_____	_____
<b>Fever</b> , nausea, vomiting, diarrhea, cough w/in 72 hrs [Presence]	_____	_____	_____
<b>HYDRATION</b> (Y/N)	_____	_____	_____

EMT signature \_\_\_\_\_

**HEAT STRESS MONITORING**

The expected air temperature will be \_\_\_\_\_°F.

If it is determined that heat stress monitoring is required (mandatory if over 70°F) the following procedures will be followed:

---

---

---

---

---

**PERSONAL RADIOLOGICAL MONITORING**

If there is potential for exposure to radiological materials, personal dosimeters shall be worn. Readings shall be recorded on the Monitoring Results page. The following procedures shall be followed by the Medical Unit if dosimeters indicate any exposure:

---

---

---

---

---

## IP-2.04 Information for NRC or CHEMTREC

---

INSTRUCTIONS: The National Response Center (NRC) or CHEMTREC can usually provide hazard information warnings and guidance when given only the NAME OF THE PRODUCT and the NATURE OF THE PROBLEM. For more detailed information and/or assistance, or if the product is unknown, attempt to provide as much of the following additional information as possible. Limit calls to emergency conditions only. **NRC: 800 424-8802; CHEMTREC: 800 424-9300**

1. Caller's Name & Phone Number:

---

---

---

2. Name of Material released, or any identifying information:

---

---

---

3. Nature, Location, & Time of the Incident:

---

---

---

4. Name of Carrier, Shipper, Manufacturer, or Facility:

---

---

---

5. Container Type, Railcar or Truck Number, Vessel Name, or other Identifying information:

---

---

---

6. Local Conditions:

---

---

---

## IP-2.05 Information from NRC or CHEMTREC

---

INSTRUCTIONS: Use the space below to record information that the National Response Center or CHEMTREC gives you about the hazardous material.

1. Product Name:

---

---

---

2. Common Name:

---

---

---

3. Other Name/s:

---

---

---

4. Nature of Product:

---

---

---

5. Physical Form and Appearance:

---

---

---

6. Odor:

---

---

---

7. Shipping or Bill of Lading Description (DOT):

---

---

---

8. Shipper or Manufacturer:

---

---

---

9. Effect on Water:

---

---

---



## IP-3.01 HAZMAT Scene Organization Description

---

The hazmat incident scene may be divided into three control zones which have separate, defined functions. Each zone should be clearly identified. Movement of personnel and equipment into and out of each zone should be confined to specific access points and a connecting corridor. See the Hazmat Scene Organization Diagram, IP-3.02.

### 1) Control Zones

#### a. The **Hot Zone**.

- i. This is the area of hazmat operations. The Hot Zone represents the highest degree of danger to emergency workers because it contains the greatest concentration of chemicals, and presents the greatest opportunity for contamination spread and personal injury.
- ii. Once the Hot Zone is identified its outer perimeter, known as the **Hot Line**, (or Red Line) should be clearly marked by barrier tape (red tape, if available) traffic cones, rope, etc., whenever possible. The distance between the hazmat release point and the Hot Line will vary depending upon the materials involved and the scene characteristics. The minimum distance should be 50 feet, or as recommended in the DOT Emergency Response Guidebook.
- iii. No one should enter the Hot Zone except those members of the response team and specialists who are actively conducting hazmat operations and who are properly trained and wearing proper protective gear. Federal regulation 29 CFR 1910.120(q)(3)(v) emphasizes that "the individual in charge of ICS shall limit the number of emergency response personnel at the emergency site, in those areas of potential or actual exposure to incident or site hazards, to those who are actively performing emergency operations."
- iv. All personnel and equipment leaving the Hot Zone will require monitoring and/or decontamination. Therefore all personnel and equipment must exit through the designated Access Control Point to the Warm Zone Decontamination Corridor where monitoring and decontamination are conducted.
- v. The primary activities performed in the Hot Zone include:
  1. Rescue
  2. Reconnaissance
  3. Mapping
  4. Monitoring
  5. Sampling
  6. Containment
  7. Product Identification
  8. Control
  9. Cleanup

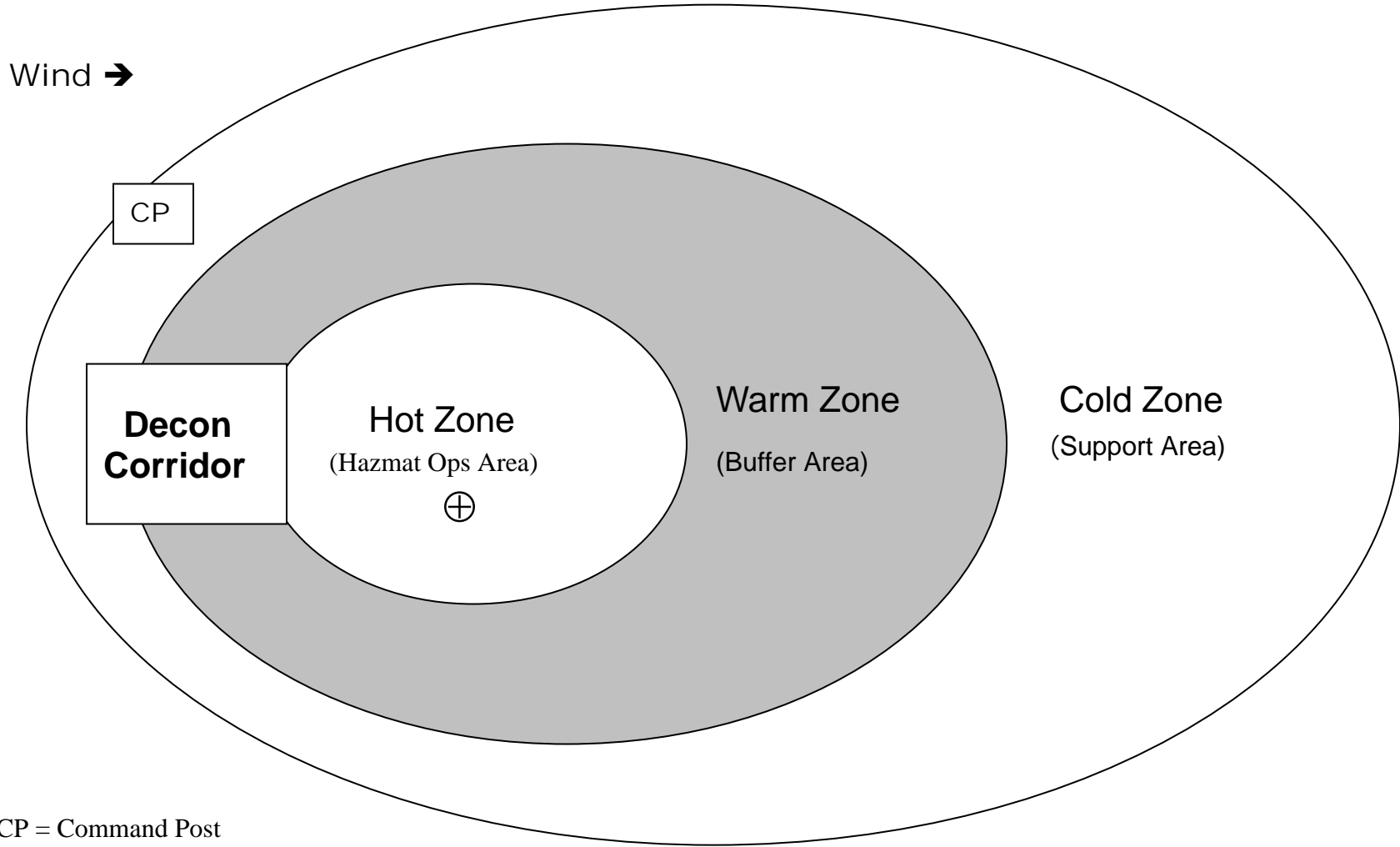
#### b. The **Warm Zone**.

- i. The Warm Zone is a buffer area between the Hot and Cold Zones. This zone is where decontamination takes place. The Warm Zone represents an area of intermediate danger to emergency workers. Decontamination activities put personnel in this area in close contact with the hazardous materials in question. Furthermore, if the incident were to escalate, workers in the Warm Zone may become contaminated.
- ii. Once the Warm Zone is identified its outer perimeter, known as the **Warm Line**, or

- (Clean Line) should be clearly marked by barrier tape (Yellow tape, if available) traffic cones, rope, etc., whenever possible. The distance between the Hot Line (Red Line) and the Warm Line (Clean Line) will vary depending upon the extent of decontamination necessary to control the spread of contamination.
- iii. Only properly trained decontamination personnel wearing proper protective gear should be allowed to work in the Warm Zone. No personnel should be allowed to exit from the Hot Zone without being monitored or decontaminated in the Warm Zone Decontamination Corridor. It should be assumed that there could be some contamination spread in this area due to work operations.
- c. **The Cold Zone.**
- i. The Cold Zone is where operations and command functions required to support the incident are established. All emergency operations and personnel, other than entry and decontamination, should be located in this zone. The Cold Zone represents the lowest degree of danger to personnel at the scene and is considered to be the safest area at the incident. Even if the incident were to escalate, workers in this zone should be far enough away that they would not become contaminated.
  - ii. Once the Cold Zone is identified its outer perimeter, known as the **Cold Line**, (or Evacuation Line) should be clearly marked by barrier tape (Green tape, if available) traffic cones, rope, etc., whenever possible. The distance between the Warm Line (Green Line) and the Cold Line (Evacuation Line) will vary depending upon the scene characteristics. The Cold Line is maintained by law enforcement personnel, if available, or by personnel assigned by the Incident Commander.
  - iii. Only essential personnel should be allowed within the Cold Zone. Normal emergency scene clothing (Level D) is adequate within this zone.
- 2) **Decontamination Corridor**
- a. The Decontamination Corridor is a specified path through the Warm Zone where monitoring and decontamination take place. There should be an Access Control Point at each end of the corridor. All personnel and equipment exiting the Hot Zone should pass through the Decontamination Corridor.
  - b. The Decontamination Corridor should be placed upwind, uphill, at a right angle (perpendicular) to the Hot Zone, preferably near an available source of water. Location of this corridor should take into consideration topographical and geographical features such as terrain, slope, drainage, etc. The prevailing wind should be blowing from the corridor toward the Hot Zone.
  - c. Once the Decontamination Corridor is identified it should be clearly marked by tape (orange tape, if available) traffic cones, rope, etc., whenever possible. The size of the corridor will vary depending upon the extent of decontamination necessary to control the spread of contamination.
- 3) **Access Control Points (ACPs)**
- Movement of personnel and equipment to and from each zone should be limited to specific Access Control Points. An ACP should be established for each zone. Only emergency response personnel should be allowed into the Cold Zone. Only active monitoring and decontamination personnel should be allowed into the Warm Zone. Only assigned personnel should be allowed into the Hot Zone. Establishing ACPs prevents unauthorized personnel from entering controlled areas. It also provides a means of logging and maintaining personal exposure records.

# IP-3.02 HAZMAT Scene Diagram

---



CP = Command Post  
⊕ = Hazmat Release

## IP-3.03 Protective Action Decision Factors

---

The two principal strategies for public protection are evacuation and sheltering-in-place. The choice of which strategy to use in a given situation depends upon several factors. Sometimes these two actions may be used in combination. In any case, officials need to give the public information and instructions as soon as possible. The affected population will need continuing news and instructions until the situation returns to normal. The Emergency Management Office can assist in determining the number of people at risk in a given area of the County.

Evacuating people from their homes places them at risk, therefore, it should not be recommended without due cause. Proper evaluation of the factors listed below will determine the effectiveness of evacuation or sheltering-in-place. The relative importance of these factors can vary with emergency conditions. Other factors may also need to be considered. This list shows the kinds of information needed to make the initial decision.

### The Hazardous Material

- Degree of health hazard
- Amount of hazardous material involved
- Rate of release from the container, versus control efforts
- Rate of vapor movement

### The Population Threatened

- Location
- Number of people affected, injured, dead
- Time to evacuate or shelter-in-place
- Ability to control evacuation or shelter-in-place
- Building types and availability
- Special institutions or populations (hospitals, nursing homes, prisons, etc.)

### The Weather Conditions

- Effect on vapor and cloud movement
- Potential for change
- Effect on evacuation or sheltering

**EVACUATION** Usually, if there is time, evacuation is likely to be the safer option, especially for toxic gas or vapor hazards. For an evacuation to be successful there must be enough time for the people to be warned, to get ready, and to leave the area. Large-scale evacuations should be considered when:

- 1) There is a strong potential for a toxic discharge, the discharge has not yet taken place, and there appears to be time available to relocate people, or
- 2) The discharge has taken place but people are sufficiently downwind to permit time for evacuation, or

- 3) People not yet in the direct path of a cloud or plume are threatened by a future shift in the wind direction, or
- 4) The safety hazards of the evacuation are outweighed by the benefits of the action, or
- 5) Telling people to shelter-in-place might not fully protect them from serious consequences.

Evacuation plans must take into account people who do not have access to private vehicles, handicapped residents, and institutionalized populations. All of these groups require transportation to the specified shelter/s. Handicapped persons may require special vehicles that can accommodate wheelchairs, or beds. Large-scale evacuations must be coordinated with the Emergency Management Office and the Red Cross.

**SHELTERING-IN-PLACE** Only airtight or over-pressurized structures will completely protect the occupants from external toxic gases or vapors. Sheltering-in-place may not be a good strategy if discharges are expected to be prolonged, or the vapors are explosive or otherwise especially harmful.

Sheltering-in-place should be considered when:

- 1) The health hazard posed by the release is minor, or
- 2) There is not enough time to evacuate the population at risk before the arrival of the toxic gas, or
- 3) Evacuation may put people at greater risk than sheltering-in-place (for example, during a winter storm).

As soon as the danger has passed people should be instructed to open windows, doors, and turn on ventilation systems to flush out any contaminants in buildings.

## IP-3.04 Contamination Safety Procedures

---

**CAUTION! CONTAMINATION SAFETY:** The following procedures are unique to contamination emergencies (hazardous materials incidents). All responding personnel, especially those who do not normally deal with hazmat incidents, should be made aware of this information:

- Under no circumstances should response personnel unnecessarily enter the contaminated area. Avoid contact with contaminated persons.
- Personnel experiencing skin irritation, sore throat, dizziness, or any discoloration of the skin should report to a safe refuge area and immediately seek medical attention. These are the initial symptoms of chemical poisoning.
- Do not drive through contaminated areas.
- Do not eat, drink, or smoke near the scene.
- Do not use flares; instead request barricades.
- Do not touch any material or container involved in the incident. Treat all material as toxic or explosive until proven otherwise.
- Stay upwind of the scene, if possible.
- In a container-on-fire situation (example: tanker car, tanker truck, or fixed tank), if rescue of downed personnel is to be attempted always approach from the side of the involved tank, never from the end of the tank.
- On-scene traffic accident investigation shall not begin until the area has been decontaminated.
- If RADIOACTIVE material is involved, establish radiation monitoring and decontamination areas, including medical facilities.

### CONTAMINATED PERSONNEL:

- Isolate them from non-contaminated personnel.
- Establish a *Safe Refuge* area at the edge of the Hot Zone, keep contaminated victims there until a Decon Corridor is established.
- Contaminated personnel may be directed to remove all clothing and equipment and be washed down.
- Clothing, including uniforms and equipment such as leather belts, must be sealed in plastic bags marked "Contaminated," not unnecessarily handled, and held for decontamination or disposal.
- Any personnel who may have become contaminated should receive medical treatment.

## IP-3.05 Radiological Material Safety Procedures

---

- 1) Always assume that a leak has occurred; establish control zones, see IP-3.01; IP-3.02.
- 2) Radiological monitors should approach from upwind with full protective gear, including self-contained breathing apparatus and detection gear.
  - a) Scan area for presence of radiological contamination.
  - b) Examine shipping papers or placards whenever possible.
  - c) Establish monitoring and decontamination areas.
- 3) Do not eat, drink, or smoke until you are out of the contaminated area, have been monitored and found "clean." Avoid inhaling dust that may be radioactive. Personal exposure records must be accurately logged and maintained.
- 4) Fight fire from as far upwind as possible.
- 5) If right-of-way must be cleared, wash spill to shoulders of right-of-way and confine water and material, if possible.
- 6) All apparatus, equipment and personnel must be monitored and decontaminated if necessary.
- 7) If it is necessary to protect life, and prevent the spread of contamination, sandbag or cover radioactive material with a minimum of eight (8) inches of sand or earth. Stand as far away as possible while covering the material, use very long handled shovels, etc.
- 8) Do not attempt to cleanup or touch any radioactive material.
- 9) Cleanup/restoration requirements will be determined by appropriate agencies:
  - a) Idaho Department of Health and Welfare, and Department of Environmental Quality.
  - b) Idaho Bureau of Homeland Security.
  - c) INL Oversight Program health physicist.

## IP-3.06 Explosive Material Safety Procedures

---

- 1) Use extreme caution; request qualified help — Ada County Sheriff, or Boise Police, Bomb Disposal Unit.
- 2) Safety precautions:
  - **Do not** handle explosives unless properly trained.
  - **Do not** drop, throw, step on, or otherwise mistreat explosive material.
  - **Do not** attempt to thaw out dynamite if it is frozen, or take it into a warm vehicle or room.
  - **Do not** fight fires involving explosives.
  - **Do not** try to detonate explosives by shooting at them.
  - **Do not** try to detonate explosives that are deteriorated or damaged.
  - **Do not** try to take apart detonators or initiators.
  - **Do not** handle deteriorated explosives.
  - **Do not** remove the shunt from electrical blasting caps.
  - **Do not** perform disposal operations during foul weather or electrical storms.
  - **Do not** store blasting caps with explosives.
  - **Do not** park explosive loaded vehicles in congested or built up areas.
  - **Do not** use radio devises near explosives (recommend turning radios off).
  - **Avoid** inhaling fumes from burning or detonated explosives.
  - **Wear** proper protective clothing and equipment when handling explosives.
  - **Store** explosives in a proper, secure storage container safe from exposure to the weather.

## IP-4.01 EAS Activation Procedure

---

To activate the Emergency Alert System (EAS) take the following steps:

1. Select a pre-scripted message (see IPs-4.03; 4.04; 4.05) and fill in the missing essential information; or write a message containing the information you wish to convey.
2. Inform the 911 Dispatch Center that you will be activating the EAS.
3. Contact State Comm. at 846-7610 or 800 632-8000. They will require the following information.
  - a. Name & title of person requesting EAS activation. **NOTE:** At the local level only law enforcement personnel or the County Emergency Management Coordinator may initiate an EAS message.
  - b. Call back telephone number.
  - c. Situation taking place requiring EAS activation.
  - d. Location of incident.
  - e. Desired coverage area for the EAS message.
  - f. Script for EAS message (must be less than 45 seconds).
4. State Comm. will contact the 911 Dispatch Center to confirm that the activating individual is a law enforcement officer or the emergency management coordinator.
5. The message to be broadcast must be able to be read twice in 90 seconds. State Comm. will record the message for broadcast.
6. Maintain contact with the EAS personnel. Communicate any changes in the EAS message/s.
7. Notify the EAS personnel when the emergency is over and EAS should be de-activated.

## IP-4.02 Shelter/Evacuation Notification Procedure

---

INSTRUCTIONS: Divide the involved area into sectors. Personnel assigned to specific sectors should begin near the incident and move outward. To notify the public by vehicle, to shelter or evacuate, follow these steps:

1. Drive slowly along the streets and roads of your assigned route with the High-Low siren engaged.
2. Stop frequently, turn off siren and use public address system to make the appropriate announcement (sheltering or evacuation).

FOR SHELTERING ONLY. Announce in a calm clear voice:

*"Attention! Immediate sheltering of this area is recommended due to a hazardous chemical emergency. Go inside your house or business. Close or shut off anything that might bring air in from the outside such as all windows, doors, vents, heating or air conditioning units. Tune your radio to the Emergency Alert System station for further information."*

FOR EVACUATION ONLY. Announce in a calm clear voice:

*"Attention! Immediate evacuation of this area is recommended due to a hazardous chemical emergency. Leave the area immediately. Bring your pets. You should take the following items with you: special medication or dietary needs, personal items, change of clothes, and infant needs. Lock your home or business. Go to a friend or relative's home or:*

---

(SHELTER LOCATION)

*If you need help or transportation please come outside, or call 911. Tune your radio to the Emergency Alert System station for further information."*

Instruct evacuees to use the designated evacuation routes.

---

(DESIGNATED ROUTES)

3. Continue along your assigned route until all residents and businesses have been notified to shelter/evacuate.

## IP-4.03 Shelter-in-Place Pre-Scripted Message

---

INSTRUCTIONS TO THE PREPARER ARE CAPITALIZED AND IN PARENTHESIS. THESE INSTRUCTIONS SHOULD NOT BE READ OVER THE AIR. FILL OUT THE MESSAGE COMPLETELY BEFORE CONTACTING THE IDAHO STATE EMS COMMUNICATIONS CENTER.

"(TITLE/NAME) has announced that a hazardous materials accident has occurred at:

\_\_\_\_\_ (LOCATION)

and recommends the sheltering of everyone within an approximate \_\_\_\_\_ (DISTANCE)

radius of this location. This advisory affects persons living in the following areas:

(LIST AREAS ONE TIME, THEN CONTINUE WITH MESSAGE)

“We are advising people to take the following protective actions:

1. Go indoors and stay there until further notice.
2. Bring pets inside.
3. Close and lock all outside doors and windows.
4. Turn off heating or air conditioning systems.
5. Close or shut off any opening that might bring air in from the outside, such as any air conditioner, range fan, bathroom vent, clothes dryer, or fireplace damper.
6. Use tape and paper, or aluminum foil, to seal any openings to the outside.
7. Building superintendents should set all ventilation systems to 100 percent recirculation. If this is not possible, ventilation systems should be turned off.
8. If you are in a vehicle in this/these area(s), close your windows, vents, and turn off your heater or air conditioner. Continue to your destination in an orderly fashion.
9. Please do not telephone or go to the school your children are attending. They are in a protected environment and will be released when it is safe to do so.
10. Do not telephone government officials directly involved. They will keep you informed of the situation through this station. Do not use the telephone except for medical emergencies.

"The preceding has been an announcement by the (AGENCY). It calls for persons within a

\_\_\_\_\_ radius of \_\_\_\_\_  
(DISTANCE) (LOCATION)  
to take shelter. For further information, stay tuned to this station."

###

(THIS MESSAGE SHOULD BE REPEATED UNTIL THE STATION IS INSTRUCTED TO END TRANSMISSION)

## IP-4.04 Evacuation Pre-Scripted Message

---

INSTRUCTIONS TO THE PREPARER ARE CAPITALIZED AND IN PARENTHESES. THESE INSTRUCTIONS SHOULD NOT BE READ OVER THE AIR. FILL OUT THE MESSAGE COMPLETELY BEFORE CONTACTING THE IDAHO STATE EMS COMMUNICATIONS CENTER. RECORD THE LIST OF SHELTER LOCATIONS.

"(TITLE/NAME) has announced that a hazardous materials accident has occurred at

---

(LOCATION)

and recommends the evacuation of everyone within an approximate \_\_\_\_\_

(DISTANCE)

RADIUS OF THIS LOCATION. THIS ADVISORY AFFECTS PERSONS LIVING IN THE FOLLOWING AREAS:

(LIST AREAS ONE TIME, THEN CONTINUE WITH MESSAGE)

"We are advising people to take the following protective actions:

1. Leave as soon as possible and bring your pets.
2. Take the following items with you: special medications or dietary needs, personal items, infant needs.
3. If possible, use your own transportation. Help your neighbors, if you have room, take them with you.
4. If you have mobility impaired persons in your home and need help moving them, or if you need transportation help, call 911.
5. Keep your car windows and vents closed while traveling. Turn off your heater or air conditioner. Drive slowly and carefully obeying traffic laws and officials directing.
6. If you will need a place to stay, report to the designated Shelter.  
(READ LIST OF SHELTER LOCATIONS)
7. Before leaving your home or business:
  - Turn off all lights and electrical appliances.
  - Turn down heating systems (or turn off air conditioners).
  - Secure your home or business.

"The preceding has been an announcement by the (AGENCY). It calls for persons within a

\_\_\_\_\_ radius of

(DISTANCE)

---

(LOCATION)

to evacuate. For further information, stay tuned to this station."

###

(THIS MESSAGE SHOULD BE REPEATED UNTIL THE STATION IS INSTRUCTED TO END TRANSMISSION)

## IP-4.05 School Evacuation Pre-Scripted Message

---

INSTRUCTIONS TO THE PREPARER ARE CAPITALIZED AND IN PARENTHESES. THESE INSTRUCTIONS SHOULD NOT BE READ OVER THE AIR. FILL OUT THE MESSAGE COMPLETELY BEFORE CONTACTING THE IDAHO STATE EMS COMMUNICATIONS CENTER.

"The following message has been released by the (AGENCY). These are additional instructions given to the public concerning the evacuation announcement for an approximate \_\_\_\_\_  
(DISTANCE)

radius of \_\_\_\_\_  
(LOCATION).

"Parents with children attending school within a \_\_\_\_\_ radius of  
(DISTANCE)

\_\_\_\_\_  
(LOCATION)

are advised that their children are subject to a separate evacuation plan while school is in session. Children will be bused directly to schools outside the risk area. Parents are to meet their children at designated host schools located outside the emergency zone. I repeat, children will be bused directly to schools outside the risk area where parents are to meet their children. Parents are not to report to their children's school.

"Children attending schools within the risk area will be bused to the following schools where they can be picked up:

(LIST SCHOOLS ONE TIME THEN CONTINUE WITH MESSAGE)

"Parents are urged not to telephone or to go to the school that their children are attending. This will only create confusion. Parents are to meet their children at the assigned host schools. I repeat, parents are urged not to telephone or to go to the school that their children are attending, but to meet their children at assigned host schools.

"For more information, please refer to the school information and public information previously provided to you.

"The preceding has been an announcement by the (AGENCY), giving parents instructions on where to meet their children who are attending school within an approximate

\_\_\_\_\_  
(DISTANCE)  
radius of \_\_\_\_\_  
(LOCATION)."

###

(REPEAT THIS MESSAGE ONE TIME, THEN END TRANSMISSION)

## IP-4.06 Evacuation Facts

---

Some kinds of chemical accidents or attacks, such as a train derailment or a terrorist incident, may make staying put dangerous. In such cases, it may be safer for you to evacuate, or leave the immediate area. You may need to go to an emergency shelter after you leave the immediate area.

### **How to know if you need to evacuate**

You will hear from the local police, emergency coordinators, or government on the radio and/or television emergency broadcast system if you need to evacuate.

If there is a “code red” or “severe” terror alert, you should pay attention to radio and/or television broadcasts so you will know right away if an evacuation order is made for your area. Every emergency is different and during any emergency people may have to evacuate or to shelter in place (<http://www.bt.cdc.gov/planning/shelteringfacts.asp>) depending on where they live.

### **What to do**

Act quickly and follow the instructions of local emergency coordinators, such as law enforcement personnel, fire departments, or local elected leaders. Every situation can be different, so local coordinators could give you special instructions to follow for a particular situation.

Local emergency coordinators may direct people to evacuate homes or offices and go to an emergency shelter. If so, emergency coordinators will tell you how to get to the shelter. If you have children in school, they may be sheltered at the school. You should not try to get to the school if the children are being sheltered there. Transporting them from the school will put them, and you, at increased risk.

The emergency shelter will have most supplies that people need. The emergency coordinators will tell you which supplies to bring with you, but you may also want to prepare a ([http://www.ready.gov/portable\\_kit.html](http://www.ready.gov/portable_kit.html)). Be sure to bring any medications you are taking. If you have time, call a friend or relative in another state to tell them where you are going and that you are safe. Local telephone lines may be jammed in an emergency, so you should plan ahead to have an out-of-state contact with whom to leave messages. If you do not have private transportation, make plans in advance of an emergency to identify people who can give you a ride.

Evacuating and sheltering in this way should keep you safer than if you stayed at home or at your workplace. You will most likely not be in the shelter for more than a few hours. Emergency coordinators will let you know when it is safe to leave the shelter and anything you may need to do to make sure it is safe to re-enter your home.

## IP-4.07 Facts About Sheltering-in-Place

---

### What “sheltering in place” means

Some kinds of chemical accidents or attacks may make going outdoors dangerous. Leaving the area might take too long or put you in harm’s way. In such a case it may be safer for you to stay indoors than to go outside.

“Shelter in place” means to make a shelter out of the place you are in. It is a way for you to make the building as safe as possible to protect yourself until help arrives. You should not try to shelter in a vehicle unless you have no other choice. Vehicles are not airtight enough to give you adequate protection from chemicals.

Every emergency is different and during any emergency people may have to evacuate (<http://www.bt.cdc.gov/planning/evacuationfacts.asp>) or to shelter in place depending on where they live.

### How to prepare to shelter in place

Choose a room in your house or apartment for the shelter. The best room to use for the shelter is a room with as few windows and doors as possible. A large room with a water supply is best—something like a master bedroom that is connected to a bathroom. For chemical events, this room should be as high in the structure as possible to avoid vapors (gases) that sink. This guideline is different from the sheltering-in-place technique used in tornadoes and other severe weather and for nuclear or radiological (<http://www.bt.cdc.gov/radiation/shelter.asp>) events, when the shelter should be low in the home.

You might not be at home if the need to shelter in place ever arises, but if you are at home, the following items, many of which you may already have, would be good to have in your shelter room:

- First aid kit
- Flashlight, battery-powered radio, and extra batteries for both
- A working telephone
- Food and bottled water. Store 1 gallon of water per person in plastic bottles as well as ready-to-eat foods that will keep without refrigeration in the shelter-in-place room. If you do not have bottled water, or if you run out, you can drink water from a toilet tank (not from a toilet bowl). Do not drink water from the tap.
- Duct tape and scissors.
- Towels and plastic sheeting. You may wish to cut your plastic sheeting to fit your windows and doors before any emergency occurs.

### How to know if you need to shelter in place

Most likely you will only need to shelter for a few hours.

- If there is a “code red” or “severe” terror alert, you should pay attention to radio and television broadcasts to know right away whether a shelter-in-place alert is announced for your area.
- You will hear from the local police, emergency coordinators, or government on the radio and

on television emergency broadcast system if you need to shelter in place.

## **What to do**

Act quickly and follow the instructions of your local emergency coordinators such as law enforcement personnel, fire departments, or local elected leaders. Every situation can be different, so local emergency coordinators might have special instructions for you to follow. In general, do the following:

- Go inside as quickly as possible. Bring any outdoor pets indoors.
- If there is time, shut and lock all outside doors and windows. Locking them may pull the door or window tighter and make a better seal against the chemical. Turn off the air conditioner or heater. Turn off all fans, too. Close the fireplace damper and any other place that air can come in from outside.
- Go in the shelter-in-place room and shut the door.
- Turn on the radio. Keep a telephone close at hand, but don't use it unless there is a serious emergency.
- Sink and toilet drain traps should have water in them (you can use the sink and toilet as you normally would). If it is necessary to drink water, drink stored water, not water from the tap.
- Tape plastic over any windows in the room. Use duct tape around the windows and doors and make an unbroken seal. Use the tape over any vents into the room and seal any electrical outlets or other openings.
- If you are away from your shelter-in-place location when a chemical event occurs, follow the instructions of emergency coordinators to find the nearest shelter. If your children are at school, they will be sheltered there. Unless you are instructed to do so, do not try to get to the school to bring your children home. Transporting them from the school will put them, and you, at increased risk.
- Listen to the radio for an announcement indicating that it is safe to leave the shelter.
- When you leave the shelter, follow instructions from local emergency coordinators to avoid any contaminants outside. After you come out of the shelter, emergency coordinators may have additional instructions on how to make the rest of the building safe again.

## IP-4.08 Evacuation During a Radiation Emergency

---

In the event of a radiation emergency, such as the explosion of a radioactive “dirty bomb” ([www.bt.cdc.gov/radiation/dirtybombs.asp](http://www.bt.cdc.gov/radiation/dirtybombs.asp)), you may need to leave your home or the immediate area (evacuate). Depending on the direction the radioactive cloud or stream (called the plume) is moving from the incident site (the area where the accident or explosion took place), you may have to evacuate or go to an emergency shelter. This fact sheet will help you decide on the best actions to protect yourself and your family.

### **What you should do during a radiation emergency**

If an incident occurs that involves radiation, whether accidental or intentional, you should listen for radio or television reports that will tell you if your area should be evacuated. It is important to wait until you are told to evacuate so that you will know which direction the radioactive plume is moving and how to avoid it.

### **What you should do if you are told to take shelter where you are**

You may need to take shelter where you are until an evacuation order is given. Stay inside. Close and lock all windows and doors, and close fireplace dampers. Turn off fans, air conditioners, and forced-air heating units that bring air in from the outside. Go to a room in the middle of your home or workplace, or go to the basement, if possible. Your shelter should have as few windows as possible. For more information on sheltering, see the fact sheet, “Sheltering in Place During a Radiation Emergency” ([www.bt.cdc.gov/radiation/shelter.asp](http://www.bt.cdc.gov/radiation/shelter.asp)) from the Centers for Disease Control and Prevention.

### **How to know whether to evacuate**

Local police officers, emergency coordinators, or government officials will alert you with radio and television messages if you need to evacuate. Each situation can be different, and local authorities will need to find out which direction the radioactive plume is moving before ordering people to evacuate. Local authorities will tell you when to go to an emergency shelter, where the shelter is located, and in which direction you should travel to avoid the radioactive plume.

### **Why you may be told not to evacuate**

Some people may be safer staying in place than they would be evacuating. For example, your child in school may be miles away from the incident, and the wind may carry the radioactive plume away from the school. It may be safer for your child to remain at school than to come home to an area where there is a danger of exposure to the radioactive plume.

### **What to do if you're told to evacuate**

Act quickly and follow the instructions of local officials and emergency coordinators. Each situation can be different, so local officials will give you special instructions to follow that are particular to the situation. If you have time, turn off the air conditioner, heater, or ventilation system to your house. Close and lock all windows and doors if you have time.

In your car, keep the windows closed and the ventilation system turned off. If you do not have your own transportation, make plans in advance of an emergency with people who can give you a ride. Check with local officials to see what plans are in place to evacuate people who cannot or do not drive.

## **What you should bring to the emergency shelter**

Emergency shelters will have most of the supplies that people need. You should bring any medicines that you are taking and a change of clothes. Emergency coordinators will tell you any other supplies you should bring with you.

## **What you should do with your pets**

If you are concerned about your pets, you should make plans before an emergency for taking them with you. Most emergency shelters will not accept pets (only service animals, such as dogs used by visually impaired people). You should contact friends or relatives in other areas to see if you may bring your pets to their homes in the case of an emergency. See the fact sheet “Pets and Disasters” (<http://www.fema.gov/library/petsf.shtm>) from the Federal Emergency Management Agency for more information on what to do with pets during and emergency.

## IP-4.09 Sheltering During a Radiation Emergency

---

The terrorist events of 2001 made many people wonder about the possibility of a terrorist attack involving radioactive materials. People who live near but not in the immediate area of the attack may be asked to stay home and take shelter rather than try to evacuate. This action is called “sheltering in place.” Because many radioactive materials rapidly decay and dissipate, staying in your home for a short time may protect you from exposure to radiation. The walls of your home may block much of the harmful radiation. Taking a few simple precautions can help you reduce your exposure to radiation. The Centers for Disease Control and Prevention has prepared this fact sheet to help you protect yourself and your family and to help you prepare a safe and well-stocked shelter.

### Preparing a Shelter in Your Home

The safest place in your home during an emergency involving radioactive materials is a centrally located room or basement. This area should have as few windows as possible. The further your shelter is from windows, the safer you will be.

Preparation is the key. Store emergency supplies in this area. An emergency could happen at any time, so it is best to stock supplies in advance and have everything that you need stored in the shelter.

Every 6 months, check the supplies in your shelter. Replace any expired medications, food, or batteries. Also, replace the water in your shelter every 6 months to keep it fresh.

Make sure that all family members know where the shelter is and what it is for. Caution them not to take any items from that area. If someone “borrows” items from your shelter, you may find that important items are missing when they are most needed.

If you have pets, prepare a place for them to relieve themselves in the shelter. Pets should not go outside during a radiation emergency because they may track radioactive materials from fallout into the shelter. Preparing a place for pets will keep the radioactive materials from getting inside the shelter.

### Preparing Emergency Supplies

Stock up on supplies, just as you would in case of severe weather conditions or other emergencies. Following is a list of things to consider when preparing your emergency kit.

- **Food with a long shelf life**—Examples of this include canned, dried, and packaged food products. Store enough food for each member of the household for at least 3 days.
- **Water**—In preparation for an emergency, purchase and store bottled water or simply store water from the tap. Each person in the household will need about 1 gallon per day; plan on storing enough water for at least 3 days.
- **A change of clothes and shoes**—Check clothing every 6 months and remove clothes that no longer fit or are unsuitable for seasonal weather. Remember to include underwear, socks, sturdy shoes or work boots, and winter or summer clothes as needed.
- **Paper plates, paper towels, and plastic utensils**—Store disposable dishware and utensils because you will not have enough water to wash dishes and because community water

sources may be contaminated.

- **Plastic bags**—Because you may not be able to leave your shelter for several days, you will need to collect your waste in plastic bags until it can be removed.
- **Bedding**—Store sheets, blankets, towels, and cots for use during the time that you cannot leave your shelter.
- **Battery-operated radio and batteries**—Electrical power may not be on for several days. A battery-operated radio will allow you to listen to emergency messages.
- **Medicines**—Have 2-3 days dose of your current prescription medicines in a childproof bottle for your shelter medical kit; label with the name and expiration date of the medicine. (Discuss with your doctor the best way to obtain this small amount of extra medicine.) Be sure to check medicines in your kit every 6 months to make sure they are not past the expiration date.
- **Toiletries**—Keep a supply of soap, hand sanitizer, toilet paper, deodorant, disinfectants, etc.
- **Flashlight and batteries**—Electrical power may be out for several days. A flashlight will help you see in your shelter.
- **A telephone or cell phone**—Although cell phone or ground phone service may be interrupted, there is still a chance that you will be able to use a phone to call outside for information and advice from emergency services.
- **Extra eyeglasses or contact lenses and cleaning supplies.**
- **Duct tape and heavy plastic sheeting**—You can use these items to seal the door to your shelter and to seal any vents that open into your shelter for a short period of time if a radiation plume is passing over.
- **Pet food, baby formula, diapers, etc.**—Don't forget the other members of your family. If you have an infant, store extra formula and diapers. If you have pets keep a 3-day supply of pet food.
- **First aid kit**—You can purchase a first-aid kit or prepare one yourself. Be sure to include the following items:
  - Sterile adhesive bandages
  - Sterile gauze pads in 2 inch and 4 inch sizes
  - Adhesive tape
  - Sterile rolled bandages
  - Scissors
  - Tweezers
  - Needle
  - Thermometer
  - Moistened towelettes
  - Antiseptic ointment
  - Tube of petroleum jelly or other lubricant
  - Soap or hand sanitizer
  - Latex or vinyl gloves
  - Safety pins
  - Aspirin or aspirin free pain reliever
  - Antidiarrhea medication
  - Laxatives
  - Antacids for stomach upset
  - Syrup of ipecac to cause vomiting if advised by the Poison Control Center
  - Activated charcoal to stop vomiting if advised by the Poison Control Center
- **Games, books, and other entertainment**—Because you may be in your shelter for several days, keep items on hand to occupy your family during that time. Children are likely to get

bored if they have to stay in one place for long periods. Think of activities that they will enjoy doing while in the shelter – finger painting, coloring, playing games, etc.

### **Tips Before Entering a Shelter**

If you are outside when the alert is given, try to remove clothing and shoes and place them in a plastic bag before entering the house. During severe weather, such as extreme cold, remove at least the outer layer of clothes before entering the home to avoid bringing radioactive material into your shelter. Leave clothing and shoes outside. Shower and wash your body with soap and water. Removing clothing can eliminate up to 90% of radioactive contamination (see [www.bt.cdc.gov/radiation/contamination.asp](http://www.bt.cdc.gov/radiation/contamination.asp) ). By taking this simple step, you will reduce the time that you are exposed and also your risk of injury from the radiation.

Before entering the shelter, turn off fans, air conditioners, and forced-air heating units that bring air in from the outside. Close and lock all windows and doors, and close fireplace dampers.

When you move to your shelter, use duct tape and plastic sheeting to seal any doors, windows, or vents for a short period of time in case a radiation plume is passing over (listen to your radio for instructions). Within a few hours, you should remove the plastic and duct tape and ventilate the room. Suffocation could occur if you keep the shelter tightly sealed for more than a few hours.

Keep your radio tuned to an emergency response network at all times for updates on the situation. The announcers will provide information about when you may leave your shelter and whether you need to take other emergency measures.

## IP-4.10 Pets and Disasters

---

Make arrangements for your pets as part of your household disaster planning. If you must evacuate your home, always take your pets with you. But remember pets will not be allowed in public emergency shelters.

### **BEFORE**

Contact your local animal shelter, humane society, veterinarian or emergency management office for information on caring for pets in an emergency. Find out if there will be any shelters set-up to take pets in an emergency. Also, see if your veterinarian will accept your pet in an emergency.

Decide on safe locations in your house where you could leave your pet in an emergency.

You will need a pet carrier that allows your pet to stand up and turn around inside. Put familiar items such as the pet's normal bedding and favorite toys inside. Train your pet to become comfortable with the carrier. Use a variety of training methods such as feeding it in the carrier or placing a favorite toy or blanket inside.

If your pet is on medication or a special diet, find out from your veterinarian what you should do in case you have to leave it alone for several days. Try and get an extra supply of medications.

Make sure your pet has a properly fitted collar that includes current license and rabies tags.

- Including an identification tag that has your name, address, and phone number.
- If your dog normally wears a chain link "choker" collar, have a leather or nylon collar available if you have to leave him alone for several days.

Keep your pet's shots current and know where the records are.

Most kennels require proof of current rabies and distemper vaccinations before accepting a pet.

Contact motels and hotels in communities outside of your area and find out if they will accept pets in an emergency.

When assembling emergency supplies for the household, include items for pets.

- Extra food (The food should be dry and relatively unappealing to prevent overeating. Store the food in sturdy containers.)
- Kitty litter
- Large capacity self-feeder and water dispenser
- Extra medications

### Trained Guide Dogs

In most states, trained guide dogs for the blind, hearing impaired or handicapped will be allowed to stay in emergency shelters with their owners. Check with local emergency management officials for more information.

## **DURING**

Bring your pets inside immediately.

Animals have instincts about severe weather changes and will often isolate themselves if they are afraid. Bringing them inside early can stop them from running away. Never leave a pet outside or tied up during a storm.

Separate dogs and cats.

Even if your dogs and cats normally get along, the anxiety of an emergency situation can cause pets to act irrationally.

Keep small pets away from cats and dogs.

If you evacuate and plan to take your pets, remember to bring your pet's medical records and medicines with your emergency supplies.

### **Birds**

Birds must eat daily to survive. In an emergency, you may have to take your birds with you. Talk with your veterinarian or local pet store about special food dispensers that regulate the amount of food a bird is given. Make sure that the bird is caged and the cage is covered by a thin cloth or sheet to provide security and filtered light.

## **AFTER**

If after a disaster you have to leave town, take your pets with you. Pets are unlikely to survive on their own.

In the first few days after the disaster, leash your pets when they go outside. Always maintain close contact. Familiar scents and landmarks may be altered and your pet may become confused and lost. Also, snakes and other dangerous animals may be brought into the area with floods. Downed power lines are a hazard.

The behavior of your pets may change after an emergency. Normally quiet and friendly pets may become aggressive or defensive. Watch animals closely. Leash dogs and place them in a fenced yard with access to shelter and water.

## IP-4.11 EHS and Proximity Facilities List

EHS Facility	Proximity Facilities
360networks Boise Amplification Facility 1501 Federal Way Boise ID 83706 USA	Boise State University, 1910 University Dr., Boise Garfield Elementary School, 1914 Broadway, Boise Hawthorne Elementary School, 2401 Targee, Boise South Junior High School, 3101 Cassia, Boise
Albertsons Distribution Center #8710 3649 E. Commercial Court Meridian ID 83642 USA	Boise Valley Adventist School, 925 N. Cloverdale, Boise Eliza Spalding Elementary School, 12311 W. Braddock, Boise Lewis and Clark Middle School, 4141 E. Pine, Meridian Meridian Academy, 2311 E. Lanark, Meridian
Applied Materials, Inc. 255 Steelhead Way Boise ID 83704 USA	Boise City Hall West , 333 N. Sailfish, Boise Boise Towne Square, 350 N. Milwaukee, Boise Horizon Elementary School, 730 N. Mitchell, Boise Public Safety Building, 7200 Barrister, Boise
AT&T - Id0300 619 W Bannock St Boise ID 83702-5919 USA	Boise High School, 1010 W. Washington, Boise Boise State University, 1910 University, Boise Elks Rehabilitation Hospital, 600 N. Robbins, Boise Longfellow Elementary School, 1511 N. 9 <sup>th</sup> , Boise North Junior High School, 1105 N. 13 <sup>th</sup> , Boise Roosevelt Elementary School, 908 E. Jefferson, Boise St. Luke's RMC, 190 E. Bannock, Boise VA Medical Center, 500 W. Fort, Boise Washington Elementary School, 1607 N. 15 <sup>th</sup> , Boise
AT&T - Id4110 Orchard Ft 1s Bois Orchard ID 83709 USA	
AT&T - Id4220 10 Miles North Of Meridian Meridian ID 83642 USA	

<b>EHS Facility</b>	<b>Proximity Facilities</b>
Boi Msc Switch & Cell Site- Verizon Wireless-Network 12877 W McMillan Rd. Boise ID 83713 USA	Cecil D. Andrus Elementary School, 6100 Park Meadow, Boise Centennial High School, 12400 W. McMillan, Boise Frontier Elementary School, 11851 Musket, Boise Joplin Elementary School, 12081 W. Demeyer, Boise Lowell Scott Middle School, 13600 W. McMillan, Boise Pioneer Elementary School, 13255 W. McMillan, Boise
Boise Central Office (340010) 619 W Bannock St Boise ID 83702 USA	See AT&T - Id0300, above.
Boise DC-Rolling Frito-Lay Sales, LP 2860 S Vala Hala Ave Boise ID 8379 USA	Dehyrl Dennis Technical Education School, 8201 W. Victory, Boise Maple Grove Elementary, 2800 S. Maple Grove, Boise West Junior High School, 8731 W. Salt Creek, Boise
Boise Northwest Central Office (340033) 7170 Bunch Ct Boise ID 83714-2306 USA	Capital High School, 8055 Goddard, Boise Pierce Park Elementary School, 5015 Pierce Park, Boise Riverglen Junior High School, 6801 N. Gary, Boise Shadow Hills Elementary, 8301 W. Sloan, Boise
Boise Point Of Presence (Boisid98) 4978 South Holcomb Road Boise ID 83716 USA	Liberty Elementary School, 1740 Bergeson, Boise Trail Wind Elementary School, 3701 E. Lake Forest, Boise
Boise Project Board Of Control-Kuna Division 129 N. School Kuna ID 83634 USA	Fremont Teed Elementary, 441 Porter, Kuna Hubbard Elementary School, 311 Porter, Kuna Indian Creek Elementary School, 911 W. 4 <sup>th</sup> , Kuna Kuna City Hall, 763 W. Avalon, Kuna Kuna Middle School, 1360 Boise, Kuna
Boise Southwest Central Office (340011) 6514 S Maple Grove Rd Boise ID 83709 USA	Desert Sage Elementary School, 9325 W. Mossywood, Boise
Boise West Central Office (340016) 1630 N Maple Grove Rd Boise ID 83704 USA	Boise City Hall West, 333 N. Sailfish, Boise Collister Elementary School, 4426 Catalpa, Boise Horizon Elementary, 730 N. Mitchell, Boise Morley Nelson School, 7701 W. Northwood, Boise

<b>EHS Facility</b>	<b>Proximity Facilities</b>
Costco Wholesale (761) 2051 S. Cole Rd Boise ID 83709 USA	Dehyrl Dennis Technical Education School, 8201 W. Victory, Boise Frank Church Junior High School, 8051 W. Salt Creek, Boise Grace Jordan Elementary School, 6411 Fairfield, Boise Maple Grove Elementary School, 2800 S. Maple Grove, Boise West Junior High School, 8731 W. Salt Creek, Boise
Cricket Communications 10215 West Emerald St. Building C Suite 110 Boise ID 83704 USA	Boise City Hall West, 333 N. Sailfish, Boise Horizon Elementary School, 730 N. Mitchell, Boise
Crown Lift Trucks - Boise 11605 West Executive Drive Boise ID 83713 USA	Boise Valley Adventist School, 925 N. Cloverdale, Boise Eliza Spalding Elementary School, 12311 W. Braddock, Boise Lewis and Clark Middle School, 4141 E. Pine, Meridian Maranatha Christian School, 12000 W Fairview, Boise
Darigold, Inc. (Formerly known as Westfarm Foods-Fluid Milk) 618 Allumbaugh Street Boise ID 83704-9213 USA	Bishop Kelley High School, 7009 W. Franklin, Boise Boise Towne Square, 350 N. Milwaukee, Boise Koelsch Elementary School, 2015 N. Curtis, Boise Public Safety Building, 7200 Barrister, Boise
Eagle Central Office (340062) 62 N Eagle Rd Eagle ID 83616 USA	Eagle Academy, 100 S. Academy, Eagle Eagle City Hall, 660 E. Civic, Eagle Eagle Elementary School, 475 N. Eagle, Eagle Eagle Fire Department, 966 E. Iron Eagle, Eagle Eagle Hills Elementary School, 650 Ranch, Eagle Eagle Middle School, 1000 W. Floating Feather, Eagle
Food Services Of America-Boise 1495 N. Hickory Meridian ID 83642 USA	Meridian Academy, 2311 E. Lanark, Meridian River Valley Elementary School, 2900 E. River Valley, Meridian
Fresca Mexican Foods, Inc 11193 W. Emerald St. Boise ID 83713-8932 USA	Boise City Hall West, 333 N. Sailfish, Boise Boise Valley Adventist School, 925 N. Cloverdale, Boise Horizon Elementary School, 730 N. Mitchell, Boise Lewis and Clark Middle School, 4141 E. Pine, Meridian Maranatha Christian School, 12000 W Fairview, Boise
Hewlett-Packard Company – Boise, ID, EHS Department 11311 Chinden Blvd. Ms-208 Boise ID 83714 USA	Cecil D. Andrus Elementary School, 6100 Park Meadow, Boise Centennial High School, 12400 W. McMillan, Boise ITT Tech, 12302 Explorer, Boise Joplin Elementary School, 12081 W. Demeyer, Boise McMillan Elementary School, 10901 McMillan, Boise

<b>EHS Facility</b>	<b>Proximity Facilities</b>
Horizon Air-Gowen Field 3201 Airport Way Boise ID 83705 USA	Boise Airport Hawthorne Elementary School, 2401 Targee, Boise Owyhee Elementary School, 3434 Pasadena, Boise
Idaho Air National Guard (Gowen Field) 4447 S. Byrd Street Boise ID 83705-8092 USA	Boise Airport
Idaho Power Co-BOC/M&E Complex 10790/10792 Franklin Rd. Boise ID 83706 USA	Boise City Hall West , 333 N. Sailfish, Boise Eliza Spalding Elementary School, 12311 W. Braddock, Boise Horizon Elementary School, 730 N. Mitchell, Boise
Idaho Power Co-Boise Bench Substation 2001 E. Amity Rd. Boise ID 83710 USA	Liberty Elementary, 1740 Bergeson, Boise
Idaho Sand & Gravel Co. 1700 E. Yamhill Boise ID 83716 USA	
Kuna Community Dial Office (330130) 467 West 4th Street Kuna ID 83634-2052 USA	Hubbard Elementary School, 311 Porter, Kuna Fremont Teed Elementary, 441 Porter, Kuna Indian Creek Elementary School, 911 W. 4 <sup>th</sup> , Kuna Kuna City Hall, 763 W. Avalon, Kuna Kuna High School, 637 Deer Flat, Kuna Kuna Middle School, 1360 Boise, Kuna Ross Elementary School, 610 N. School, Kuna
Level 3 Communications - Boise 1a 435 West McGregor Boise ID 83706 USA	Timberline High School, 701 E. Boise, Boise White Pine Elementary School, 401 E. Linden, Boise
Level 3 Communications - Boisid1t -1a 4696 S. Holcomb Road Boise ID 83706 USA	Liberty Elementary School, 1740 Bergeson, Boise Trail Wind Elementary School, 3701 E. Lake Forest, Boise

<b>EHS Facility</b>	<b>Proximity Facilities</b>
<p>Level 3 Communications - Boisid1w -1a  1103 Miller Street  Boise ID 83702 USA</p>	<p>Boise High School, 1010 W. Washington, Boise  Boise State University, 1910 University, Boise  Elks Rehab Hospital, 600 N. Robbins, Boise  Madison Pre-School, 2215 Madison, Boise  North Junior High School, 1105 N. 13<sup>th</sup>, Boise  Washington Elementary School, 1607 N. 15<sup>th</sup>, Boise  St. Luke's RMC, 190 E. Bannock, Boise  VA Medical Center, 500 W. Fort, Boise</p>
<p>MCI - Biseid  1020 Main Street, Suite 10  Boise ID 83702 USA</p>	<p>Boise High School, 1010 W. Washington, Boise  Boise State University, 1910 University, Boise  Elks Rehabilitation Hospital, 600 N. Robbins, Boise  Longfellow Elementary School, 1511 N. 9<sup>th</sup>, Boise  Madison Pre-School, 2215 Madison, Boise  North Junior High School, 1105 N. 13<sup>th</sup>, Boise  St. Luke's RMC, 190 E. Bannock, Boise  VA Medical Center, 500 W. Fort, Boise  Washington Elementary School, 1607 N. 15<sup>th</sup>, Boise</p>
<p>MCI - Plvyid  19376 Pleasant Valley Road  Kuna ID 83634 USA</p>	
<p>Meadow Gold Dairies  1301 West Bannock Street  Boise ID 83702 USA</p>	<p>Boise High School, 1010 W. Washington, Boise  Elks Rehab Hospital, 600 N. Robbins, Boise  Longfellow Elementary School, 1511 N. 9<sup>th</sup>, Boise  Madison Pre-School, 2215 Madison, Boise  North Junior High School, 1105 N. 13<sup>th</sup>, Boise  St. Luke's RMC, 190 E. Bannock, Boise  VA Medical Center, 500 W. Fort, Boise  Washington Elementary School, 1607 N. 15<sup>th</sup>, Boise  Whittier Elementary School, 301 N. 29<sup>th</sup>, Boise</p>
<p>Meridian Community Dial Office (340170)  816 N Meridian Rd  Meridian ID 83642-2650 USA</p>	<p>Meridian City Hall, 33 E. Broadway, Meridian  Meridian Elementary School, 1035 NW 1<sup>st</sup>, Meridian  Meridian Middle School, 1507 W. 8<sup>th</sup>, Meridian</p>

<b>EHS Facility</b>	<b>Proximity Facilities</b>
<p>Micron Technology, Inc. 3475 E Commercial Court Meridian ID 83642 USA</p>	<p>Boise Valley Adventist School, 925 N. Cloverdale, Boise Crossroads Middle School, 650 N. Nola, Meridian Eliza Spalding Elementary School, 12311 W. Braddock, Boise Lewis and Clark Middle School, 4141 E. Pine, Meridian Meridian Academy, 2311 E. Lanark, Meridian</p>
<p>Micron Technology, Inc. 3000 S Denver Way, 3176 S Denver Way Boise ID 83705 USA</p>	<p>Garfield Elementary School, 1914 Broadway, Boise Hawthorne Elementary School, 2401 Targee, Boise Timberline High School, 701 E. Boise, Boise White Pine Elementary School, 401 E. Linden, Boise</p>
<p>Micron Technology, Inc. 8000 S. Federal Way Boise ID 83716 USA</p>	
<p>Norco, Inc-Fuel Gas Plant 850 W. Gowen Rd Boise ID 83705 USA</p>	
<p>NxEdge Inc. Of Boise 7500 W. Mossy Cup Street Boise ID 83709 USA</p>	<p>Dehyrl Dennis Technical Education School, 8201 W. Victory, Boise Frank Church Junior High School, 8051 W. Salt Creek, Boise Maple Grove Elementary School, 2800 S. Maple Grove, Boise West Junior High School, 8731 W. Salt Creek, Boise</p>
<p>Oxarc, Inc 7615 W. Lemhi Boise ID 83709 USA</p>	<p>Dehyrl Dennis Technical Education School, 8201 W. Victory, Boise Frank Church Junior High School, 8051 W. Salt Creek, Boise Grace Jordan Elementary School, 6411 Fairfield, Boise Maple Grove Elementary School, 2800 S. Maple Grove, Boise West Junior High School, 8731 W. Salt Creek, Boise</p>
<p>Photronics, Inc.-Nanofab 10136 S. Federal Way Boise ID 83716 USA</p>	
<p>Saint Alphonsus Regional Medical Center 1055 N. Curtis Road Boise ID 83706 USA</p>	<p>Public Safety Building, 7200 Barrister, Boise Koelsch Elementary School, 2015 N. Curtis, Boise</p>
<p>Star Community Dial Office (340291) 11258 W 1st St Star ID 83669-5566 USA</p>	<p>Star Elementary School, 700 N. Star, Star Star City Hall, 10769 W. State, Star</p>

<b>EHS Facility</b>	<b>Proximity Facilities</b>
T-Mobile USA, Inc. Boise MCS 9288 Emerald Street, Ste 101 Boise ID 83704 USA	Boise City Hall West , 333 N. Sailfish, Boise Boise Towne Square, 350 N. Milwaukee, Boise Horizon Elementary School, 730 N. Mitchell, Boise
T-Mobile USA, Inc. Boise Call Center 3625 E. Goldstone Drive Meridian ID 83642 USA	Mountain View High School, 2000 S. Millennium, Meridian Siena K8 Magnet School, 2870 E. Rome, Meridian Saint Alphonsus Meridian Health Plaza, 3025 W. Cherry, Meridian
The Home Depot Store # 1806 3639 E. Federal Way Boise ID 83705 USA	Timberline High School, 701 E. Boise, Boise White Pine Elementary School, 401 E. Linden, Boise
The Home Depot Store #1801 1200 Milwaukee Street Boise ID 83704 Us	Boise City Hall West , 333 N. Sailfish, Boise Fairmont Junior High School, 2121 N. Cole, Boise Horizon Elementary School, 730 N. Mitchell, Boise Mountain View Elementary School, 3500 Cabarton, Boise Morley Nelson Elementary School, 7701 W. Northview, Boise Public Safety Building, 7200 Barrister, Boise Valley View Elementary School, 3555 N. Milwaukee, Boise
The Home Depot Store #1804 1100 S. Progress Meridian ID 83642 USA	
The Home Depot Store #1809 2808 E. State Street Eagle ID 83616 USA	St. Luke's, Eagle, 3101 E. State, Eagle
Trugreen-Operations 2393 East Commercial Street Meridian ID 83642 USA	Crossroads Middle School, 650 N. Nola, Meridian Meridian Academy, 2311 E. Lanark, Meridian Saint Alphonsus Meridian Health Plaza, 3025 W. Cherry, Meridian
U.S. Autoforce - Boise, ID 1051 West Boeing Street Boise ID 83705-5420 USA	
Ubiquitel Switch (Sprint Nextel) 1256 Exchange Street , Suite 8a Boise ID 83716 USA	

<b>EHS Facility</b>	<b>Proximity Facilities</b>
VA Medical Center- Facility Management Service 500 W. Fort Street Boise ID 83702 USA	Boise High School, 1010 W. Washington, Boise Elks Rehab Hospital, 600 N. Robbins, Boise Longfellow Elementary School, 1511 N. 9 <sup>th</sup> , Boise North Junior High School, 1105 N. 13 <sup>th</sup> , Boise Roosevelt Elementary School, 908 E. Jefferson, Boise St. Luke's RMC, 190 E. Bannock, Boise Washington Elementary School, 1607 N. 15 <sup>th</sup> , Boise