

PALM BEACH GARDENS POLICE DEPARTMENT		
HAZARDOUS MATERIALS		
POLICY AND PROCEDURE 4.2.5		
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PURPOSE: To establish guidelines for responding to a situation that involves or has the potential to expose members or citizens to hazardous or harmful materials.

SCOPE: This policy and procedure applies to all members.

REVIEW RESPONSIBILITY: Operations Bureau Supervisors

POLICY: It shall be the policy of this department to respond to a hazardous material incident or potential incident within the agency's jurisdiction. This department will use any or all available resources to control or help eliminate health and exposure hazards to the community and responders as well as property damage.

1. PROCEDURE

- a. For the purpose of this department, the following operational procedure shall be utilized when any hazardous materials incident is reported.
 - i. When the Communications Center is notified of a hazardous or potentially hazardous material incident, Emergency Communications Officer (ECO) shall immediately dispatch police units and notify the fire department. The ECO will attempt to obtain from the caller or complainant the following information:
 1. Type of problem (leak, spill, fire, illegal disposal, etc.).
 2. Specific location of incident (rear, north east corner, by a certain landmark, etc.).
 3. Material name and/or type and amount. If this is not available obtain a description of what is happening (smoke, bubbling liquid, sick people, dead plant or animals, etc.).
 4. Try to keep complainant or caller on the line to gather any further information developments.
 5. Advise complainant or caller not to return to the incident site and to isolate themselves from others and limit their movement in case they have been contaminated. The purpose of this is to limit the spread of a potential contaminant.
 - ii. Officers and supervisors responding to the incident shall first protect the scene. The supervisor in charge shall determine the severity of the incident and make notification to the Chief of Police via chain of command, if circumstances dictate.
 - iii. At no time let vehicle(s) or pedestrian traffic near the scene. If necessary CLOSE ROADWAY and U-Turn traffic. DO NOT use flares/fuses. Use manual traffic devices and caution with any 2-way radio transmission.
 - iv. Be cautious of any unique smells or odors. Check vehicle(s) for placards or any visible signs of chemicals or materials being transported. If none, treat incident as hazardous until otherwise notified. Check for any leaks outside, on or in the vehicle(s) without getting too close or touching any chemicals or material(s). Then observe the following:

1. If the driver is not injured request his travel manifest (bill of lading).
2. If the driver is injured leave him or her where he/she is unless conditions/circumstances are too hazardous and movement is evident. If available utilize the proper equipment to enter a contaminated area.
3. Check Department of Transportation (DOT) Emergency Response Guidebook for the number appearing on the placard and manifest.
4. Radio this information to communications for repeat to the Fire Department.
5. S. In case of driver being injured federal law requires hazardous material manifests to be the top papers within arm's reach of the driver. You may find them in a pouch on the inside of the driver's door of the cab if you can get near the vehicle.
6. If containers (i.e., barrels, drums, etc.) are involved, obtain information on size and number of containers, and any markings information since it is unknown what responders will be exposed to. If DOT numbers are given, refer to the DOT Emergency Response Guidebook for further information if available.
7. Emergency action taken as a result of potential hazards should be handled in accordance with DOT Emergency Response Guidebook.
8. Investigate whether dangerous properties of the material are present (check placard type and attempt to determine if materials are flammable, acid, poison, etc.)
9. Any other special circumstance (direct vapor cloud, if one exists, sick or injured person, etc.).
- v. If appropriate, ECOs will notify DOT and EPA and inform them of the occurring events happening. They will also notify the trucking company and the Police Public Information Officer.
 1. If appropriate, a radio channel will be held open for emergency traffic. The supervisor in charge at the scene shall control the scene for all involved. The supervisor in charge will monitor all aspects of the incident and remain until the scene is cleared and complete.
- vi. If circumstances dictate, public works shall be notified for assistance which may include but not be limited to sand, other absorbent materials, etc.
 1. At no time should there be a question of who should or should not supply materials and manpower. Remember the public safety is first.

2. GLOSSARY

Hazardous Materials -Any explosive, flammable, oxidizer (i.e., acids) poisons, bio-hazardous (i.e., medical waste or disease causing agent), corrosive, pesticide, radioactive substance or other substance in a quantity or form that may pose an unreasonable risk to health, safety or property.

Hazardous Materials Incident (HMI) -Encompasses a wide variety of potential situations. Each particular incident is different and must be handled according to the situations present. These incidents include, but are not limited to, fires, explosions, leaks, spills, chemical reactions, bio-hazardous, a transportation accident, leaking storage container, some illegal waste disposal and any similar incident in which hazards may include toxicity, flammability, radioactivity, corrosive qualities or hazards to health or the environment.

Bio-hazardous Materials -Primarily medical waste but may include disease causing agents that are not medical waste. Medical waste is often referred to as "red bag waste" due to the fact that it is packed in lined cardboard boxes both types of containers are clearly marked "bio-hazardous" and should display the identity of the generator of the waste.

Pesticide -Means any substance (i.e. poison) or mixture intended to prevent, destroy, repel or control insects, rodents, worms, fungus, weeds, or other forms of plant life, or some viruses (not in humans or animals). These include, but are not limited to insecticides, herbicides, algicides and fungicides.

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APPROVED:



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