Santa Cruz County
Local Emergency Planning Committee
Hazardous Materials Emergency Response and Recovery Plan

Version 2014

January 9, 2014

Amended and approved February 19, 2015

FOR OFFICIAL USE ONLY (FOUO)

Santa Cruz County Local Emergency Planning Committee
Hazardous Materials Emergency Response and Recovery Plan

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Santa Cruz County Local Emergency Planning Committee

Hazardous Materials Emergency Response and Recovery Plan

Promulgation Document

This Plan is in compliance with Public Law 99-499, Title III (hereafter referred to as SARA Title III), the Arizona Revised Statues Emergency Planning and Community Right to Know Act (Title 26, Chapter 2, Article 3 §341-353), the 2010 Comprehensive Planning Guide 101 and the 2001 Hazardous Materials Emergency Planning Guide. It is a stand- alone plan but can be referenced or function as an appendix to Emergency Support Function #10 (Hazardous Materials Response) found in the Santa Cruz County Emergency Response and Recovery Plan, dated June 2002.

Approved by the Santa Cruz County Local Emergency Planning Committee;

_____ _____

Les Caid, Santa Cruz County LEPC Chair Date

Approved by the Santa Cruz County Office of Emergency Management

_____ _____

Ray Sayre, Director Date

Santa Cruz County Office of Emergency Management

Approved and Adopted by the Santa Cruz County Board of Supervisors;

_____ _____

Manny Ruiz, Chairman Date

Attest: _____ _____

George Silva, Date
County Attorney

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Approval and Implementation Page

This plan provides guidance for preparedness, protection, response, and recovery from hazardous materials emergencies that occur in or near the County of Santa Cruz.
This plan was developed to meet the requirements of the National Response Framework (NRF), the National Incident Management System (NIMS), and the Arizona Division of Emergency Management (ADEM), as well as of authorities and guidance from the Community, the State of Arizona and the United States Federal Government.

This plan is to be treated as **For Official Use Only (FOUO)** because it contains telephone numbers and data of a sensitive nature and is not to be casually used or dispersed. This Plan is the property of the Santa Cruz County Office of Emergency Management.

Users of this plan are encouraged and requested to advise this office of areas where the plan can be corrected and improved. This plan is to be considered a “Living Document” in that the contents are to be continually reviewed, and the plan itself will be updated as conditions, techniques, and understanding progress.

Authority to update and modify this plan is given to Santa Cruz County Office of Emergency Management and replacement pages or CD’s will be forwarded to all involved agencies. Modifications may be made by the Office of Emergency Management without the senior official’s approval. This document will be brought before the Board of Supervisors annually for approval.

Specific facility information or their chemical inventories are not found in the plan due to security concerns. This data is available electronically to public safety agencies. The public must make a written request to the Santa Cruz County Office of Emergency Management, and will be provided upon approval received from Arizona Emergency Response Commission (AZSERC.)

This plan supersedes all prior Santa Cruz County Hazardous Materials Incident Response and Recovery Plans, including those in the Santa Cruz County Emergency Operations Plan.

Approved by the Santa Cruz County Local Emergency Planning Committee;

_____ _____

Les Caid, Santa Cruz County LEPC Chair Date

Approved by the Santa Cruz County Office of Emergency Management

_____ _____

Ray Sayre, Director Date

Santa Cruz County Office of Emergency Management

Approved and Adopted by the Santa Cruz County Board of Supervisors;

_____ _____

Manuel Ruiz, Chairman Date

Attest: _____ _____

George Silva, Date
County Attorney

Record of Changes

CHANGE NUMBER	DATE OF CHANGE	DATE ENTERED	CHANGE MADE BY
ix	1/9/2015	1/9/2015	R Sayre (update table)
Pg. #3	1/9/2015	1/9/2015	R Sayre (Top three transported chemicals within 2003 commodity flow study)
Pg. #10	1/9/2015	1/9/2015	R Sayre (Description of Haz Mat Spill Report link)
Pg. #17-18	1/9/2015	1/9/2015	R Sayre (Function Update: Medical, Fire, LE, Human Services, Public works)
Pg. #20	1/9/2015	1/9/2015	R Sayre (Training program plan)
Pg. #21	1/9/2015	1/9/2015	R Sayre Chemical and Lab testing)
Tab B	1/9/2015	1/9/2015	R Sayre (Update Haz Mat Spill Report Link)
Tab S	1/9/2015	1/9/2015	R Sayre (update on training- partial list)

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Santa Cruz County Local Emergency Planning Committee

Hazardous Materials Emergency Response and Recovery Plan

Record of Distribution

Hard Copy	CD	AGENCY/ORGANIZATION	DATE DISTRIBUTED
		A.D.E.Q.	
		All LEPC member agencies	
		American Red Cross-Southern Arizona Chapter	
		Arizona Department of Public Safety	
		Arizona State Emergency Response Commission	
		Arizona State Forestry - Tucson	
		Bureau of Land Management	
		Carondelet Holy Cross Hospital	
		City of Nogales Council	
		City of Nogales Fire Department	
		City of Nogales Police Department	
		Cochise County LEPC	
		Cochise County Office of Emergency Management	
		Customs and Border Protection	
		EPA Region IX	
		Green Valley Fire District	
		International Boundary Wastewater Commission	
		Nogales Suburban Fire District	
		Pima County LEPC	
		Pima County Office of Emergency Management	
		Rio Rico Fire District	
		Santa Cruz County Administrator	
		Santa Cruz County Board of Supervisors	
		Santa Cruz County Emergency Operations Center	
		Santa Cruz County Health Services	
		Santa Cruz County Office of Emergency Management	
		Santa Cruz County Risk Management	
		Santa Cruz County Sheriff's Department	
		Santa Cruz County Superintendent of Schools	
		Sonoita/Elgin Fire District	
		Southern Region Rapid Response Team	
		Town of Patagonia Council	
		Town of Patagonia Volunteer Fire Department	
		Town of Patagonia Marshall's Office	
		Tubac Fire District	

		Union Pacific Railroad	

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Santa Cruz County Local Emergency Planning Committee

Hazardous Materials Emergency Response and Recovery Plan

Purpose

To coordinate the public and private responses that may be required/requested to minimize the impact of hazardous materials (HAZMAT) accidents/incidents on health, safety, property and the environment; and to minimize the exposure of the populace to the effects of an accidental release of HAZMAT through the establishment of effective warning, evacuation, sheltering, decontamination and recovery procedures.

Relationship to other plans

Santa Cruz County Emergency Operations Plan is the umbrella plan for protecting the health, safety and property of the public in all areas of the County from all non-nuclear hazards, and serves as a guide for emergency planning in each incorporated jurisdiction. It identifies mitigation, preparedness, response and recovery activities relevant to all hazards.

Local Jurisdictions Emergency Operations Plan: The City of Nogales and Town of Patagonia have separate plans dealing with Nuclear Attack and with Natural or Man-made emergencies. Within these plans are annexes, which deal with local response to hazardous materials incidents. It is the recommendation of the Santa Cruz County LEPC that these plans and annexes should be revised to reflect information contained in this plan.

Extremely Hazardous Substances Fixed Facility Contingency Plans: Each fixed facility having extremely hazardous substances is required to develop an on-site contingency plan that specifies notification, emergency response organization and responsibilities and coordination procedures for interfacing with off-site authorities and response organizations.

State of Arizona Hazardous Materials Response and Recovery Plan provides an emergency management state response to hazardous materials incidents.

The National Contingency Plan provides for a coordinated Federal response to a large-scale hazardous materials incident.

A request for activation of this plan is made by local jurisdictions to the Santa Cruz County Office of Emergency Management. The County Emergency Management Director, in consultation with the County Manager, will request activation of the plan to the Arizona Division of Emergency Management (ADEM), which will coordinate the request to the National Response Center (NRC). Likewise, this plan will cease upon request of the Incident Commander to the Emergency Management Director upon consultation with the County Manager.

Scope

This plan has been developed to comply with the Superfund Amendments and Reauthorization Act (SARA) Title III legislation and to provide guidance to local municipalities and the unincorporated areas in response to an incident/accident involving hazardous materials in general, and specifically those extremely hazardous substances as defined by the U.S. Environmental Protection Agency (USEPA), and then provide guidance to local municipalities in developing or revising their own plans. This annex meets the suggested planning guidelines and all the requirements outlined in the Hazard Materials Emergency Planning Guide issued by FEMA in 2001. All required components of Public Law 99-499 Title III Section 303 [42 U.S.C. 11003] commonly referred to as SARA III, are addressed in this Annex.

This plan will activate when the Incident Commander advises the Office of Emergency Management that the capability to respond to the incident exceeds the local agencies' resources and or ability.

The plan will demobilize when the Incident Commander advises the Office of Emergency Management that the situation is no longer a threat to the community and the required documentation is completed within the allotted time-frame.

Situation Overview

With the enactment of SARA of 1986, Emergency Planning and Community Right-to-Know (PL 99-499), local government has the authority to gather information concerning chemical hazards in the community and to plan for response to incidents involving those chemicals. This Act also provides a means for the general public to obtain information concerning hazardous materials in their communities.

Hazard Analysis Summary

Hazardous materials are transported, produced, stored and used countywide on a daily basis. The increasing use of hazardous materials in our technological society and the subsequent production of hazardous waste will continue to increase the potential for incidents which pose a significant threat to public health and safety.

Hazardous materials are transported, produced, stored and used statewide on a daily basis. Annually, two million tons of hazardous materials enter Arizona, while 54,000 tons of hazardous waste is produced. Fifty one percent of industrial employment in Arizona is devoted to high-tech industry that typically uses hazardous materials and generates hazardous waste.

Several hazards were identified by the commodities flow study conducted in 2003 such as gasoline, liquefied propane gas, methyl bromide, anhydrous ammonia, phosphoric acid, and chlorine. Many of the chemicals transported through Santa Cruz County are

in transit to Mexico. The study also details the rail transport of approximately 500 cars of sulfuric acid per month. The top three hazards identified by tonnage in this 2003 study were: Sulfuric Acid, Coke & semi-coke fuel, and Unleaded Gasoline. Pima County has commissioned a commodity flow study during 2014 that will depict transportation of hazardous material along I-19 to the Santa Cruz County border. By inference, when this study is published, we can assume a similar commodity flow into Santa Cruz County along this corridor.

The Tier II chemical inventory reports a high volume of sulfuric acid, chlorine and electrical insulating oil that is used or stored in Santa Cruz County. Facilities particularly storing extremely hazardous substances (EHS) in quantities that are in excess of threshold planning quantities (TPQ) may also be most probable locations of an HAZMAT incident in Santa Cruz County.

Incidents involving these materials can occur without warning at fixed facilities or along transportation routes as identified by those facilities subject to reporting/planning requirements by SARA Title III and Title 26, Chapter 2, Arizona Revised Statutes and may result in dangerous conditions requiring immediate corrective action by emergency response personnel to protect citizens and property.

Tier II Chemicals

Reporting under Section 312 of the Community Right-to-Know Act, also known, as SARA Title III or EPCRA, requires owners or operators of a facility to submit an emergency and hazardous chemical inventory to the State Emergency Response Commission, the Local Emergency Planning Committee, and the local fire agency with jurisdiction over the facility. This inventory is submitted as a Tier Two report that must be filed by March 1st of each year. State and local agencies have the authority to modify reporting requirements as long as the minimum federal guidelines are being addressed. It is important that the owner or operator be familiar with the "Right-to-Know" laws and that the reporting procedure he decides to use satisfies state reporting requirements.

Hazardous chemicals covered by Section 312 are those for which facilities are required to prepare or have available material safety data sheets (MSDS) under Occupational Safety and Health Administration (OSHA) regulations and that were present at the facility at any time during the calendar year above specified thresholds. Federal rules require reporting these hazardous chemicals if the inventory exceeds 10,000 pounds at any one time, and for extremely hazardous chemicals when the inventory exceeds 500 pounds or the Threshold Planning Quantity (TPQ). See Tab D for the number of Hazmat Facilities in Santa Cruz County.

Vulnerability Analysis

Facility Emergency Response Plans (FERPs) identify what populations in the community are located in close proximity to the facility and which ones may be susceptible to damage should an extremely hazardous substance release occur on site. The use of CAMEO (Computer Aided Management of Emergency Operations), WISER

(Wireless Information System for First Responders), CATS (Catastrophic Assessment Tool Set) and ALOHA (Aerial Locations of Hazardous Atmospheres) software can further assist in identifying which vulnerable populations will be impacted by a release at a fixed Hazmat facility. Vulnerable populations such as schools, hospitals, nursing homes, urgent care facilities, and long-term care facilities are subject to additional risk if they are located in close proximity to a facility storing hazardous materials. See Tab L for a listing of vulnerable populations located within Santa Cruz County.

Capability Assessment

The Santa Cruz County Local Emergency Planning Committee has identified the capabilities and resources available to the county. There are four (4) fire agencies in Santa Cruz County with hazardous materials technician capability with the City of Nogales possessing the strongest capability to respond to a hazardous materials incident with 34 hazardous materials technicians. The Tubac Fire District has 15 HazMat technicians, followed by Rio Rico Fire District 10, and Nogales Suburban Fire District 5. All 4 agencies can provide first responder operations support. The Santa Cruz County Resource with Information Database (Tab M) contains detailed information regarding available resources in Santa Cruz County. The Santa Cruz County Planner attends all Pima County Regional HazMat meetings and Pima County has opened up all HazMat Training classes to Santa Cruz County Firefighters.

Mitigation Overview

On May 16, 2012, the Santa Cruz County Multi-Jurisdictional Hazard Mitigation Plan 2011 was officially adopted by Santa Cruz County. The Santa Cruz County Multi-jurisdictional Multi-hazard Mitigation plan was completed by a consensus of community stakeholders to include City of Nogales, and the Town of Patagonia. This document has received approval from FEMA (final approval pending adoption by local jurisdictions). This document will be incorporated by reference as Tab N.

Planning Assumptions

The existence of hazardous materials in facilities and in transport throughout Santa Cruz County creates the potential for a catastrophic toxic release hazard to the population located in the risk areas of these facilities. In addition, the amount of time available to determine the scope and magnitude of the incident will have a definite effect on the protective actions recommended. The wind speed and direction at the time of the incident will be factors in determining which evacuation routes/areas can be used. As well, changes in wind speed or direction may result in varying protection action decisions. Temperature inversions will increase downwind travel and lateral dispersion of toxic plumes. In the event of a serious or widespread hazardous materials incident, many residents in the risk area(s) will choose to evacuate spontaneously without official order or recommendations. In the event of an evacuation, some of the population at risk will relocate to private homes or hotel/motel facilities on their own. However, for

planning purposes, mass care resources will be identified for the entire at-risk population. Any addition to the Interstate Freeway system, Union Pacific Railway and other local road networks increases the possibility of a hazardous materials transportation incident that may require protection and/or evacuation of citizens at any location within Santa Cruz County.

Hazardous materials may enter and contaminate water supplies, food supplies, irrigation, and sewage systems necessitating the shutdown of such facilities until decontamination procedures can be implemented. Some hazardous materials facilities are located within the County's floodplain making them subject to flooding. This could result in contamination of the Santa Cruz River and its tributaries.

Concept of Operations

Agencies responding to hazardous materials incidents will use the National Incident Management System (NIMS). All local agencies in Santa Cruz County, including all multi-disciplines are trained in the many phases of incident management up to and including the multi-agency multi-disciplinary team (MAC) approach. The most recent edition of the Emergency Response Guidebook will be used for determination of potential impact areas and evacuations. Other planning tools such as CAMEO, ALOHA, WISER, CATS, RMP Comp ™, and trade industry guidance documents may also be used.

Not all local agency first responders, to include fire, law enforcement, and essential health personnel have available or sufficient PPE (personal protective equipment) for use during such events to include gloves, respirators, etc. The designated Safety Officer of any given event will ensure that all EOC and incident management personnel in the field and their IAP activities are conducted in as safe a manner as possible under the circumstances and will adhere to OSHA, NIOSH and all federally mandated regulations.

Assess and Control Hazards

Protective actions will vary on the amount of time available to assess the scope and magnitude of the release. A hazardous material incident is primarily the responsibility of the jurisdiction in which it occurs. This remains true regardless of what other jurisdictions become involved in the response, containment, or recovery operations, unless it is determined that it is a criminal act, terrorist act, or involves WMD or bio-terrorism, in which case state and/or federal authorities will be contacted as appropriate.

All operations will be conducted utilizing the Incident Command System as promulgated by the National Incident Management System as adopted by the Santa Cruz County Board of Supervisors on January 25, 2006.

Initial Notification

Any person observing a HAZMAT incident shall report it immediately using the 9-1-1 emergency telephone number or any other appropriate means at hand. Facility owners, operators, employees, etc. will respond in accordance with their Facility Emergency Response Plans (Title 26, ARS) and will make emergency notification of reportable releases in accordance with SARA Title III; Title 26, ARS. See Tab H for the Owner/Operator Hazardous Materials Incident Report Form.

Incident Assessment

The emergency responders (fire or law enforcement) will take command once on scene and facility owners and operators will coordinate with emergency responders. The emergency responders must make an immediate assessment and activate the incident-appropriate coordinated notification system immediately, particularly when large inventories of dangerous chemicals have been released.

Select and Implement Protective Action

The Incident Commander, based on the information gathered in the immediate incident assessment, must determine the protective actions for response personnel, the facility, and surrounding community in response to the hazardous materials incident. Response personnel will wear the proper personal protective equipment in accordance with emergency response references such as material safety data sheets, current Emergency Response Guidebook-, and departmental standard operating procedures and policies.

Municipal governments are responsible for worker health and safety pursuant to state and local statutes, and in some cases 40 CFR 311, (Worker Protection.) This responsibility includes allocating sufficient resources for safety and health programs, training staff, purchasing protective clothing and equipment as needed, and correcting unsafe or unsanitary conditions.

Several State and Federal agencies have oversight authority for responders and response operations. While these agencies retain their authorities, they are expected to work with local, state, federal and private sector responders prior to and during response operations to ensure the adequate protection of all workers.

Private sector employers are responsible for the safety and health of their own employees.

Unique Prevention and CI/KR Protection Resources

The Arizona State Homeland Security Strategic Plan has goals and objectives that pertain to protecting critical infrastructure and key resources (CIKR) owned and operated by the public and private sectors. Teams work with both the private and public sectors to evaluate potential terrorist targets, determine their risk and vulnerabilities and make recommendations on what additional security measures might be needed. The Santa Cruz County Office of Emergency Management encourages private sector organizations to develop and coordinate protective actions with Santa Cruz County government.

Specialized assistance (equipment, personnel, etc.) may be requested through the Santa Cruz County Office of Emergency Management.

The State of Arizona has established the following specialized HAZMAT response units, which are available to assist local governments. Requests for their assistance should be submitted to the Santa Cruz County Emergency Management Director or the Santa Cruz County Emergency Operations Center (EOC) if activated. State HAZMAT response unit leaders will act as State On-Scene Coordinators (SOSC) during response activities.

- Arizona Department of Public Safety, Hazardous Materials Unit, is designated as the SOSC for HAZMAT highway and rail transportation incidents.
- Arizona Department of Environmental Quality, Emergency Response Unit, will act as SOSC for fixed facility and non-transportation incidents.
- Arizona Radiation Regulatory Agency will assume the role of SOSC for all incidents where radioactive materials are of primary concern.
- Arizona Corporation Commission is designated as SOSC for all hazardous liquid pipeline incidents and for railroad incidents after a hazard is no longer present and cleanup determinations have been made.

Radiological Incident Emergency Response Procedures are consistent with those pertaining to any other HAZMAT incident. If it is suspected, or known, that radiological material is involved in an incident, the Arizona Radiation Regulatory Agency (ARRA) and the Santa Cruz County LEPC must be notified immediately. See Tab C for phone numbers.

Protection of Citizens

The two options available for protecting citizens in risk areas around HAZMAT facilities are sheltering in-place and evacuation. The method chosen will depend on the time and means available to implement and evacuate, weather, time of day, the type and amount of hazardous materials involved, population density, and proximity of vulnerable populations (e.g. hospitals, schools, and nursing homes).

The Incident Commander will recommend the type of protection the public should take, but if time permits, the Mayor or the Chairman of the Board of Supervisors will have the responsibility for making the decision as to which mode to employ.

To ensure an orderly traffic flow in the event of an evacuation, control points must be established at major intersections and along main evacuation routes. Access control points will be established where and when required to restrict traffic from entering a risk zone. Law enforcement agencies are responsible for establishing traffic and access control points. At this time there is no public transportation authority to assist in evacuation.

While it is anticipated that some of the population at risk may relocate voluntarily, shelter resources must be identified for the entire at risk population, including special needs populations. The American Red Cross will establish and maintain shelters for persons who have been evacuated from the affected area. The American Red Cross independently provides mass care to all disaster victims as part of a broad program of disaster relief, as outlined in charter provisions enacted by the United States Congress Act of January 5, 1905, and the Disaster Relief Act of 1974 (P.L. 93-288 as amended by the Stafford Act of 1988, and subsequent amendment of April 2013). The Red Cross maintains a continuously updated list of shelter locations with their specific usages, and will make this list available to the County's Emergency Management Director or to the County's EOC upon request. Several schools listed in Tab L may be considered as shelter sites.

Conduct Public Warning

The Emergency Alert System (EAS) may be used to alert affected citizens of a HAZMAT incident depending on the situation and the time available. Warning systems in Santa Cruz County are somewhat limited. During a release, it may be necessary to provide the public with reliable, effective and timely notification of a hazardous materials incident by the facility emergency coordinator, the County Emergency Management Director or the Incident Commander. There are several other modes of notification that could occur:

- Site sirens if available
- Public address speakers by local law enforcement and fire personnel
- NIXLE public notification system
- Arizona Department of Emergency Management Communicator NXT cascade notification system for vetted key personnel and government officials.
- There are no local television stations to broadcast the emergency alert system as utilized through the National Weather Service, only Radio Maxima. This is part of the Local Emergency Communication Plan currently under revision but incorporated by reference as Tab O.
- Social networking via the use of NIXLE, Twitter and Facebook as well as posting on several sites such as the Santa Cruz County Office of Emergency Management website at http://www.co.santa-cruz.az.us/es/index.html as well as the Santa Cruz County Sheriff's website at http://santacruzsheriff.org/.

It is the intent of the Santa Cruz County Office of Emergency Management to utilize the National Weather Service emergency alert system to notify county residents of important information.

The implementation of a warning system could be requested by a facility representative as verified by the on-scene incident commander, to the Santa Cruz County Emergency Management Director. It is understood however, that local agencies handling incidents that do not exceed their capabilities could handle their own notification to the public, with the Santa Cruz County Emergency Management Director being immediately notified as well.

Annex A (Communications Annex) in the Santa Cruz County Emergency Operations Plan, which is currently under review, ensures that sufficient local assets are deployed to the field during incidents requiring a coordinated Federal response to provide accurate, coordinated, timely and accessible information to affected audiences, including governments, media, the private sector, the local populace and to special needs populations.

Implement Short-term Stabilization & Incident Scene Operations

All required public and private resources will be used to respond to a hazardous materials incident. The responsibility/liability for cleanup lies with the spiller (see 40 CFR, Part 300); however, contamination should be minimized and cleanup expedited by emergency responders to the extent practicable.

Containment:

HAZMAT responders should make every effort to minimize the spread of spilled materials by:

- Preventing the material from entering any bodies of water such as lakes, rivers, or canals.
- Preventing the spread of the material over land into residential areas and its entry into storm sewers and other drainage systems.
- Preventing it from becoming airborne.

Implement Recovery

Cleanup:

Cleanup operations should be initiated using the following guidelines:

- When the spiller and/or the property-owner accepts responsibility;
    - Local and State officials will monitor cleanup to ensure environmental standards are met. DPS and ADOT will monitor spill cleanup along major highways, and SCCOEM, ADEQ, or incorporated city officials may monitor spill cleanup in other areas, depending on the situation and location.

- When the spiller is unknown or refuses to accept responsibility and local funds are not available;
    - If there is an immediate threat to public health and safety, the Incident Commander should request State assistance through the Arizona Department of Public Safety-Duty Officer via the Santa Cruz County Emergency Management Director.
    - Arizona Department of Environmental Quality can be requested to oversee cleanup and seek funding support from state or federal sources. For spills along major state/federal highways, DPS and ADOT will jointly oversee cleanup operations.

Recovery assistance specific to Hazardous Materials response is also available through EPA under the Local Government Reimbursement Program and the Arizona State Emergency Response Commission under the Governor's Emergency Fund. Instructions and forms can be obtained by visiting the Commission's website at www.azserc.org.

Records and Reports

The Incident Commander will complete the Arizona Hazardous Materials Incident Form and National Response Center online report in accordance with established reporting procedures. (See Tab B for the Report Form example and link.) A Supplemental Radiological Incident Report shall be completed when an incident involves radioactive materials. (See Tab B for Report Form).

The facility owner/operator/emergency coordinator shall, in accordance with SARA Title III, and ARS 26-348, immediately notify the agencies below when a reportable release of an extremely hazardous substance or a hazardous substance as designated by the Environmental Protection Agency occurs at a facility. (The Owner/Operator Hazmat Incident Report is located in Tab H.)

- The emergency response agency (i.e., the local fire agency) through 9-1-1 or other appropriate number if emergency response is required.
- The Santa Cruz County Local Emergency Planning Committee through the Santa Cruz County Office of Emergency Management at 520-375-8000 or contact the Emergency Management Director via Santa Cruz County Sheriff's Office Dispatch at 520-761-7869 if there is a potential for off-site release.
- The Arizona State Emergency Response Commission through the Arizona Department of Environmental Quality Emergency Response Unit, 1-602-771-2330 or 800-234-5677 (24 hour number).
- The National Response Center at 1-800-424-8802 (24 hour number).

- C4 in Sonora will be advised 011-52-631-311-2200 if the incident is within 100 kilometers of the border, as well as the Nogales, Sonora Fire Department 011-52 -631-314-6320.

The owner or operator shall provide the following information immediately as stated above:

- The specific location of the release.
- The chemical name or identify of the substance(s) released and description of the container or vessel from which the release occurred
- Indication if the substance is on the list of extremely hazardous substances.
- An estimate of the quantity of substances which were released into the environment.
- The time and duration of the release.
- The medium or media into which the release occurred.
- Any known or anticipated acute or chronic health risks associated with the release and, if within the informant's knowledge, advice regarding medical attention necessary for exposed individuals.
- Proper precautions to take as a result of the release, including evacuation and other proposed response actions.
- The name and telephone number of the person or persons to be contacted for further information.

If all the information is not known at the time of the initial report, the owner or operator shall provide and update the initial notice in writing within **seven calendar days** following discovery or development of the information to the above noted agencies.

A written follow-up report of the incident shall be submitted to the Arizona State Emergency Response Commission, and the Local Emergency Planning Committee via the office of the Santa Cruz County Office of Emergency Management within thirty-days. (Office of Emergency Management, 2150 N. Congress Drive, Nogales, AZ 85621, Phone 520-375-8000) after the reportable release to include the following information:

- Actions taken to respond to and contain the release.
- Any known or anticipated acute or chronic health risks associated with the release.
- If appropriate, advice regarding medical attention for exposed individuals.
- Measures that have been taken, or will be taken, at the facility to avoid a recurrence of similar releases.

- Update of the notice in writing within seven calendar days following discovery or development of additional information.
- The emergency response agency responding to a hazardous materials incident shall complete the Arizona Hazardous Materials Incident Report (form found in Tab B) in accordance with established reporting procedures.

Organization and Assignment of Responsibilities

In accordance with the National Incident Management System, the Command Position can be a single Incident Commander or Unified Commander. The Incident Commander (IC) will determine evacuation routes based on prevailing condition at the time of the incident, incorporate that decision into the incident action plan (IAP), and ensure that evacuation instructions are conveyed to the affected population. In accordance with the County EOP guidance, ICS will be established at the onset of a HAZMAT response. The first arriving fire agency officer at the incident assumes the position of "Incident Commander" responsible for implementing the Incident Command System and determining the incident level for initial size up. The Incident Commander will assign crew members to positions according to the level of the incident and the objectives required for control of the emergency until relieved by a higher ranking officer (normally a Chief Officer). Command Staff consists of the Public Information Officer, Safety Officer, and the Liaison Officer. The designated Safety Officer of any given event will ensure that all EOC and incident management personnel in the field and their IAP activities are conducted in as safe a manner as possible under the circumstances and will adhere to OSHA, NIOSH and all federally mandated regulations. (Organizational Charts are found in Tab A).

EOC Designation

The Santa Cruz County Emergency Operations Center (EOC) is located at, 2150 N. Congress Dr., Suite 109, Nogales, AZ 85621. 520-375-8000

The Santa Cruz County Office of Emergency Management is located at the County Complex, Suite 110, at 2150 N. Congress Dr., Nogales, AZ 85621. 520-375-8000

This plan acknowledges that the City of Nogales and Town of Patagonia within Santa Cruz County have developed and utilize an emergency operations center (EOC) until such time as their capabilities and resources have been expended. The City of Nogales has an existing MOU that allows the use of the county EOC as needed. A secondary or alternate County EOC could be located at any unaffected local agency DOC (department's operating center). The Department of Homeland Security is currently constructing an EOC at their Mariposa facility which may be available to SCC OEM,

Roles and Responsibilities

See Tab A for a matrix which identifies primary and secondary roles and functions specific to a hazardous materials response as identified by the HMEOP Planning guidance. Emergency Support Function roles for All Hazards are found in the Santa Cruz County EOP. (Tab P also identifies Roles and Responsibilities.)

Local Entities

Fire Agencies:

a. Complete the Arizona Hazardous Materials Incident Form in accordance with established procedures.

b. Comply with the training requirements for hazardous materials response as determined by the State of Arizona and OSHA Final Rule 29 CFR 1910.120, paragraph q.

Santa Cruz County Local Emergency Planning Committee (LEPC)

a. Develop and distribute the County HAZMAT Emergency Response and Recovery Plan as outlined in SARA, Title III and in coordination with AZSERC.

b. Review and/or update the Santa Cruz County HAZMAT Emergency Response and Recovery Plan annually.

c. To develop procedures for public access to the emergency plan, Material Safety Data Sheets (MSDS), chemical lists, facility lists, inventory reports and emergency notification reports in accordance with Title III requirements.

d. To publish annually a notice via the Santa Cruz County Website (www.co.santa-cruz.az.us) that the emergency response plans, MSDS, inventory forms and written notification have been submitted and are available as stated in (b) above.

e. Evaluate local resources to support this plan and recommend additional resources.

f. Maintain a current HAZMAT facility listing as provided by the AZSERC.

g. Review and maintain files of all reports from HAZMAT facilities, which come under the purview of SARA Title III.

h. Receive, file, and forward reports of releases of toxic chemicals for subsequent action as may be appropriate.

Santa Cruz County Office of Emergency Management

a. Maintain a resource directory listing emergency equipment available for supporting hazardous materials incidents.

b. Coordinate hazardous materials response training for HAZMAT response teams.

c. Coordinate HAZMAT incident scenarios into local municipality training exercises.

d. Provide advice and assistance in the preparation of plans and SOP for responding to and controlling hazardous materials incidents.

e. Activate the EOC when requested by the Incident Commander in consultation with the County Administrator and/or the Sheriff.

f. Provide support to response agencies when requested.

g. Provide each emergency response vehicle within Santa Cruz County a current copy of the Emergency Response Guidebook. Distribution will be one guidebook for each emergency response vehicle.

h. Maintain a copy of disaster plans for each medical facility in Santa Cruz County providing services to persons contaminated by hazardous materials.

i. Maintain County resource manual listing emergency equipment available for supporting hazardous materials incidents. Maintain a copy of the State of Arizona's Annual Training Calendar. Coordinate hazardous materials training for HAZMAT response teams.

j. Maintain copies of facility emergency response plans required by Arizona Revised Statutes Title 26, Chapter 2, Article 3, and Paragraph 26-347.

k. Coordinate HAZMAT incident scenarios into local municipality training exercises.

State of Arizona

Arizona Division of Emergency Management

a. Coordinate statewide preparedness and response to all natural and technological disasters, to include HAZMAT releases.

b. Maintain the State Hazardous Materials Plan and administer the Governor's Emergency Fund for Hazardous Materials Response. Note: This fund may be employed when a HAZMAT incident poses an immediate threat to public health, safety, and the environment and there is no party to accept responsibility for cleanup or the local jurisdiction does not have the financial resources or other capabilities to accomplish the cleanup.

Arizona State Emergency Response Commission:

a. Designate emergency planning districts.

b. Approve appointment of members to LEPCs.

c. Administer SARA Title III and applicable portions of the Arizona Revised Statues.

d. Receive and file information submitted by HAZMAT facilities statewide, as required by SARA Title III.

Arizona Department of Public Safety (DPS)

Provide the "State On Scene Coordinator" (SOSC) for transportation incidents.

Arizona Department of Environmental Quality

Provide the "State On Scene Coordinator" (SOSC) for non-transportation incidents.

Arizona Corporation Commission

Provide the "State On Scene Coordinator" (SOSC) for pipeline incidents.

Arizona Radiation Regulatory Agency (ARRA)

The Arizona Radiation Regulatory Agency has the primary responsibility for incidents involving radioactive materials to include the control and disposition of these materials. If an accident/incident occurs within the County, a trained Radiological Defense Officer (RDO) will direct radiological control measures at the scene until ARRA personnel arrive. ARRA will be SOSC for incidents involving radioactive materials.

Federal Entities

Federal On-Scene Coordinators

The federal government has established federal on-scene coordinators (FOSC) to assist local jurisdictions in controlling and recovering from HAZMAT incidents. The FOSC has authority to use Federal Hazardous Substances Response Trust Funds in order to mitigate immediate threats to life and the environment.

Other Stakeholders

Facility Owners/Managers/Operators

Comply with all reporting and planning requirements in SARA, Title III, and Arizona Revised Statutes, Title 26, Chapter 2, Article 3. See Records and Reports paragraph.

Support

Support available from government and private sector entities are listed in the Santa Cruz County Emergency Resource Directory.

All fire departments in the County have entered Fire Mutual Aid Agreements. The County of Santa Cruz is a signatory to the Arizona Mutual Aid Compact of 2008, which provides processes and a mechanism for compensation of expended resources.

Superintendents of school districts/principals of schools will develop evacuation procedures for each school to include provisions for mass transportation and rapid evacuation to an area at least one mile upwind/uphill of the affected facility. Plans should also prohibit students from using their own vehicles to evacuate in order to keep classes together and maintain accountability of the student population.

As of August 2013, The Santa Cruz County Superintendent of Schools is in the process of updating information within the Readiness Emergency Management System for Schools (REMS) web based system. This systems allows emergency responders to access site plans, and critical system visuals for every school in the County. Many schools are linking their Emergency Response Plans (EOP) into the REMS matrix.

Communication Among Responders

Communication among responders has been accomplished through the Santa Cruz Sheriff's Department who provides interoperability to all public safety agencies and other support agencies within Santa Cruz County. The local first responders adhere to an operating document that provides step-by-step operation for use of the interoperable communication devices – including portables, mobiles and consoles. An accurate and up-to-date phone contact list of agencies can be found in Tab C.

Alternative communication methods exist via Tubac Fire District who has ACU 1000's (Augmented Communications Unit) and also STACS (Smart Tactical Advanced Communications Systems) units and a COML (Communication Unit Leader) who is familiar with setting up radio communications and Wireless internet. Also the use of amateur radio frequencies by deploying FCC-licensed operators who are members of the Santa Cruz County Emergency Communications Group, a group known as RACES. This group works closely with the Office of Emergency Management. (See Tab Q – Santa Cruz County Emergency Radio Service Group.)

This information is further outlined in the Tactical Interoperability Communications Plan (TICP) which was adopted by the Santa Cruz County LEPC in August, 2013.(See Tab O.)

Public Information

Communication with the Public is crucial. It helps educate citizens about safety procedures during an incident, and provides a single vehicle of communication for providing accurate information to the public in order to prevent panic. The PIO or person designated by the Emergency Management Director will establish contact with the Board of Supervisors as necessary. If the designated PIO is not available the

Emergency Management Director or designee will notify the Board of Supervisors, the County Manager, and other key staff as necessary by phone or e-mail.

The Public Information Officer is responsible for communicating information to the public during an emergency. Their communication – both written and spoken – will be the official and only information provided by the Policy Group. Annex E of the Santa Cruz County Emergency Response and Recovery Plan provides guidance regarding emergency public information.

The use of various means of social media is also employed to include e-mail, Twitter, Facebook, or other emerging social media opportunities.

Most law enforcement and fire agencies in this county have bilingual staff capable of providing public information sheets in Spanish. Additional resources such as Google Translator may be employed if bi-lingual personnel are not readily available.

Administration

The Director of the Santa Cruz County Office of Emergency Management is designated as the Community Emergency Coordinator, ensuring that the provisions of SARA, Title III and this Plan are implemented in Santa Cruz County. The Santa Cruz County Office of Emergency Management was designated by the Board of Supervisors to be the lead county agency assisting the Santa Cruz County LEPC in discharging its responsibilities.

Finance

The Finance and Administration Section at the County EOC is responsible for financial tracking and cost analysis related to the disaster or the emergency. This section will maintain financial records, track and record staff hours and determine financial impact on the jurisdiction. The EOC Manager, usually the County Emergency Management Director, is the next higher reporting level. This section will coordinate tracking of any procurement or expenditures related to the event with the EOC staff. Currently, replenishment of supplies and other consumables as well as operating costs are borne by the local first responders as part of their regular operating budget. All appropriate ICS forms are available in the Santa Cruz County Emergency Operations Center (SCCEOC). It is anticipated that for all threshold events, WebEOC will be the primary tool used to document emergency activity. Currently the Arizona Division of Emergency Management requires that resource requests during emergency activities be routed to the ADEM Order Desk via WebEOC. NIMS ICS forms are available electronically within the WebEOC platform.

Mutual aid documentation is prevalent within all fire and law enforcement agencies in Santa Cruz County. Effective October 9, 2009, Santa Cruz County is a signatory to the Arizona Mutual Aid Compact of 2008, which provides processes and a mechanism for compensation of expended resources; incorporated herein by reference as Tab R.

Resource Management

The Santa Cruz County Office of Emergency Management has a “Resource with Information” database as a separate document. A copy is available for viewing at the Santa Cruz Office of Emergency Management upon request to the LEPC; incorporated herein by reference as Tab M.

Each municipality/fire department/fire district/law enforcement agency is responsible for determining what level of resources is necessary for hazardous materials operations within its jurisdiction.

Health and Medical: Emergency medical response may be summoned via the 911 system. Three Fire Districts/ Departments within Santa Cruz County (Nogales, Rio Rico, Tubac) collectively come together to form the Santa Cruz County Regional Hazardous Materials Team. This team trains and drills with patient and responder decontamination technology for chemical releases, utilizes START Triage, and would communicate with local hospitals via a Med Com Communicator position within the ICS structure if there were a release and contaminated patients. The Santa Cruz County Health Department routinely participates in drills, exercises and LEPC meetings. Local hospitals participate in the LEPC meetings, attend drills and participate in the CDC Chempack program for chemical antidotes.

Fire and Rescue: Firefighting resources within the County are organized within Fire Departments (Nogales) and Fire Districts (Tubac, Rio Rico, etc.) All firefighters within the County are trained to the First Responder Awareness level. The majority of firefighters are trained to the First Responder Operations level. Specific firefighters employed by Nogales Fire Department, Tubac Fire District, and Rio Rico Fire District are trained to the Haz Mat Technician level. All Departments and Districts have mutual aid agreements. Spill remediation supplies are distributed to all fire apparatus. A back stock of spill remediation supplies, over pack drums, microblaze, absorbents, and PPE is warehoused and available for incident support.

Law Enforcement: Several law enforcement agencies are within the County. These include: The Nogales Police Department, the Santa Cruz County Sheriff’s Office, The Patagonia Town Marshal, the Arizona Department of Public Safety, the US Customs and Border Protection, and the US Border Patrol. Incident response tasks and responsibilities for these organizations are specific to policies within the organization. Overall, many law enforcement agencies have attended Traffic Incident Management Training, organizationally tailored hazardous materials training, Wireless Information System for Emergency Responders (WISER) training, and basic radiation training. Additionally law enforcement attends the quarterly LEPC meeting where a class or drill is presented with each meeting.

Human Services: One of the leading groups to support this plan is a VOAD representing the Faith Based Community within the County. CERT teams also play a role in community preparedness. Additionally the American Red Cross regional chapter attends most LEPC meetings.

Public Works: There are three public works entities within the County (Nogales, Santa Cruz County and the Town of Patagonia.) These entities may support a hazardous materials response, mitigation and recovery if special called. All equipment within these organizations has been identified, photographed, NIMS typed, and put into a resource database.

Logistics

The Logistics Section at the County EOC is responsible for providing facilities, services, personnel, equipment and materials in support of the incident. The EOC Manager, usually the County Emergency Management Director, is the next higher reporting level. Logistics Section will coordinate supplies and equipment as well as personnel needs with the Operations Officer to support the Incident commander in the field. Santa Cruz County is signatory to the AZMAC and will continue to pursue intergovernmental agreements and MOUs with other agencies in the future. All appropriate ICS forms are available at the Santa Cruz County EOC, or available within the WebEOC database. Official resource requests must to the Arizona Division of Emergency Management (ADEM) must be made to the ADEM Order Desk via WebEOC.

Plan Development and Maintenance

This Plan is monitored, evaluated and updated annually in October. The Emergency Management Director is responsible for plan development and maintenance. All users of this Plan are encouraged to regularly review and submit to the Office of Emergency Management any changes. Recommended changes to the plan should be forwarded in writing to the LEPC. As revisions are made changes will be provided to all individuals and agencies listed as holding copies. It is the responsibility of the copyholder to keep their individual copies current. Each change should be recorded in the Record of Change Sheet in the master plan. This Plan shall be an action agenda item annually on the LEPC meeting agenda. At a minimum, the Plan shall be reviewed once a year or more frequently as circumstances change within the Santa Cruz community or as any facility may require. An updated copy shall be forwarded to the AZSERC for review.

Exercises/Test the Plan

This Plan will be exercised at least every two years for a HAZMAT incident at a different facility each time if possible. At least thirty (30) day notice of these exercises will be given to the AZSERC. Each municipality is encouraged to develop and conduct an annual HAZMAT exercise to test local procedures. When possible, an effort will be made to follow the Homeland Security Exercise and Evaluation Program (HSEEP) guidelines. After an exercise, drill or actual emergency, the Santa Cruz County LEPC will coordinate the inclusion of any After Action Reviews into the plan. Any exercises, drills or actual emergencies whereby the Plan was tested will be recorded on the plan's

official “SCC Post Training Report for LEPC to AZERC” form which is available electronically at the Santa Cruz Office of Emergency Management.

Training Programs

In 1986, the Arizona Legislature mandated the Arizona Division of Emergency Management (ADEM) to develop standardized training courses of hazardous materials response personnel and provide certification of students successfully completing the training.

Emergency response personnel will comply with the training requirements for hazardous materials response as determined by the State of Arizona and OSHA Final Rule 29 CFR 1910.120.

Sources of HAZMAT Training Opportunities

1. Arizona Division of Emergency Management – 1-602-231-6225.
2. Arizona State Fire Marshall’s Office – 1-602-255-4964
3. Federal Emergency Management Agency – 1-301-447-1372
4. National Fire Academy – 1-301-447-1127

Training for first responder awareness, operations and technician levels is discussed at the quarterly Hazardous Materials Committee Meeting, the quarterly Emergency Providers Meeting, the quarterly Southeast Arizona Emergency Medical Council Meeting, and the quarterly LEPC meeting. The Santa Cruz County Office of Emergency Management employs a Planner to assist in identifying training programs and to request, organize and coordinate attendance at these programs. Participants invited to attend training programs are most often all disciplines of emergency responders, hospital and EMS affiliated staff, Federal partners such as the US. Border Patrol, and US Customs as well as private business and transportation providers.

HAZMAT Training Request Procedures

Requests for Hazardous Materials responder training which is funded through the Arizona Division of Emergency Management and the Arizona Emergency Response Commission, and for which a State of Arizona Division of Emergency Management Certificate of Completion is awarded, must be coordinated through the respective County Emergency Manager and/or LEPC Chair. See Tab I for HAZMAT Training Request Procedures.

Authorities

Title III of the Superfund Amendments and Reauthorization Act (SARA) of 1986, Emergency Planning and Community Right-to-Know (Public Law 99-499) was enacted to provide local government the authority to gather information concerning chemical hazards in the community, to plan for response to incidents involving those chemicals, and to provide a means for the general public to obtain information concerning

hazardous materials in their communities.

The Thirty-Eighth Arizona Legislature passed legislation in 1987 to establish the Arizona State Emergency Response Commission (AZSERC) to deal with issues and initiatives that include: technical support and training for local emergency planning committees, development of appropriate legislation, review of local hazardous materials plans, and to establish community right-to-know information systems. The Director, Arizona Division of Emergency Management, serves as Chairman of the Commission. Other Commission members include representatives from the Arizona Department of Environmental Quality, the Arizona Department of Health Management, the Arizona Department of Public Safety, and the Arizona Department of Transportation. An advisory committee for the Commission, composed of representatives from seven other state agencies and four private sector representatives from business and industry, also was created.

The Arizona State Emergency Response Commission designated each Arizona County as an emergency planning district and appointed county nominees to serve on the Local Emergency Planning Committee (LEPC) in each district. Each LEPC was required by law to elect a committee chairperson, establish committee rules, and develop or revise a hazardous chemical response plan by October 17, 1988.

The Santa Cruz County Office of Emergency Management was designated by the Board of Supervisors to be the lead agency in implementing the provisions of SARA, Title III in Santa Cruz County and provides administrative support for the LEPC. On August 5, 1987 the Santa Cruz County Board of Supervisors approved the appointments of the committee members.

For identification of local releases of hazardous materials, Santa Cruz County uses the Santa Cruz County Regional Hazardous Materials Team. This team has hazardous materials classification ability such as: WISER unknown chemical, 8-Step classification process, Haz Cat classification, Area Ray monitoring, multi-gas detection, radiation survey meters, drager chemical reactive testing tubes, a portable mass spectrometer, and a Chem-Pro chemical classification meter. If laboratory analysis were to be needed for legal forensic identification, the Santa Cruz County's Attorney's Office would need to explore regional testing laboratories for this function. At this time, Santa Cruz County does not have a testing laboratory for chemical releases identified and would rely on the Arizona Emergency Response Commission for guidance if this were to be needed.

References

The following are samples of references and sources that may be utilized in a hazardous materials response: NIOSH Pocket Guide to Chemical Hazards, U.S.DOT Emergency Response Guidebook, CAMEO, ALOHA, Material Safety Data Sheets, and Facility Emergency Response Plan.

Abbreviations and Definitions

The following are abbreviations and definitions related to or included in this Annex only.

ACC	Arizona Corporation Commission
ADEM	Arizona Division of Emergency Management
ALOHA	Aerial Location of Hazardous Atmospheres
ARC	American Red Cross
ARRA	Arizona Radiation Regulatory Agency
ARS	Arizona Revised Statutes
AZMAC	Arizona Mutual Aid Compact
AZSERC	Arizona State Emergency Response Commission
AZVOAD	Arizona Voluntary Organizations Active in Disasters
CAMEO	Computer Aided Management of Emergency Operations
CATS	Catastrophic Assessment Tool Sets
CPG	Comprehensive Planning Guide
DEQ	Department of Environmental Quality
DOC	Department's Operating Center (vice County EOC)
DPS	Department of Public Safety
EHS	Extremely Hazardous Substance
EOC/ EOP	Emergency Operations Center/ Emergency Operations Plan
EPA	Environmental Protection Agency
EPCRA	Emergency Planning and Community Right-to-know Act
ERP	Emergency Response Plan
ESF	Emergency Support Function
FBI	Federal Bureau of Investigation
FCO	Federal Coordinating Officer
HAZMAT	Hazardous Materials
IC	Incident Commander
ICS	Incident Command System
LECC	Local Emergency Communications Committee
LEPC	Local Emergency Planning Committee
MAC	Multi Agency Coordination
NIMS	National Incident Management System
NCP	National Contingency Plan
NRC	National Response Center
OEM	Office of Emergency Management
OSHA	Occupational and Safety Health Administration
PIO	Public Information Officer
RACES	Radio Amateur Civil Emergency Services
REMS	Readiness Emergency Management Systems
SARA	Superfund Amendments and Reauthorization Act
SOP	Standard Operating Procedures
WISER	Wireless Information System for Emergency Responders
WebEOC	Web based Emergency Operations Center
WMD	Weapons of Mass Destruction
SCCOEM	Santa Cruz County Office of Emergency Management

Arizona State Emergency Response Commission: State of Arizona Commission established by the Thirty-eighth Arizona Legislature pursuant to requirements of SARA, Title III. It includes representation from the Arizona Departments of Environmental Quality, Health Services, Public Safety and Transportation, and is chaired by the Director of the Arizona Division of Emergency Management. The Commission deals with issues that include: technical support and training, development of appropriate legislation, review of local plans, and establishment of community right-to-know information systems.

Arizona Division of Emergency Management: This state office coordinates statewide preparedness and response to all natural and technological disasters, to include HAZMAT releases.

Comprehensive Environmental Response, Compensation and Liability Act of 1980,PL 96-510: Provides federal authority to respond to releases or threatened releases of hazardous substances and pollutants or contaminants that may endanger public health, welfare or the environment (commonly known as the "Superfund").

Chemical Transportation Emergency Center: A facility of the Chemical Manufacturer's Association (CMA) based in Washington, D.C., which provides information and assistance in dealing with transportation accidents, 24-hours a day.

Emergency and Hazardous Chemical Inventory (Tier Two) Reports: Chemical specific reports required to be submitted under Section 312 of SARA, Title III. Reports are due by March 1st each year for the previous calendar year. All facilities with EHS and hazardous chemicals above established thresholds must submit these reports.

Emergency Operations Center: A central facility from which key officials can gather information, make decisions, and direct and coordinate response and recovery efforts.

Emergency Operations Plan: Multi-hazard, functional plan that treats emergency management activities generally, with the unique aspects of individual disasters contained in hazard-specific annexes. It describes the emergency organization and the means of coordination with other entities. It assigns functional responsibilities and details tasks to be carried out as accurately as permitted by the situation.

Evacuation: Government recommended or ordered movement of persons and property from a hazard area to an area of safety.

Exclusion Area: That area within a hazard area, which, as determined by the Incident Commander or the Director, has or may have a high degree of danger or which must be heavily controlled for other reasons.

Extremely Hazardous Substance: A substance on the list described in Section 302(a)(2) of SARA, Title III and published in 40 CFR Part 355, Appendices A & B. This list currently contains more than 300 chemicals. Because of their extremely toxic properties, these chemicals were chosen to provide an initial focus for chemical emergency planning. If these chemicals are released in certain amounts, they may be of

immediate concern to the community. Releases must be reported immediately.

Facility: All buildings, structures and other stationary items which are located on a single site, or contiguous or adjacent sites, and which are owned or operated by the same person. For purpose of emergency planning, the term also includes motor vehicles, rolling stock and aircraft.

Facility Emergency Coordinator: A designated representative from each facility with an EHS in a quantity exceeding its Threshold Planning Quantity who participates in the emergency planning process.

Hazard Analysis: The procedure used for identifying potential sources of a HAZMAT release, determining the vulnerability of an area to such a release and comparing hazards to determine the overall risk to a community.

Hazard Identification: Provides information as to which facilities have extremely hazardous substances (EHS), what they are, how much there is and how it is stored at each facility. Mandatory facility reporting under SARA, Title III provides most of the information needed.

Hazardous Chemicals: These chemicals are not on a list, but defined by Occupational Safety and Health Administration (OSHA) regulations as chemicals that represent a physical or health hazard. Under this definition many thousands of chemicals can be subject to reporting requirements. Inventories of these chemicals and material safety data sheets for each of them must be submitted if they are present in the facility in certain amounts.

Hazardous Materials: Substances or materials, which, because of their chemical, physical, or biological nature, pose a potential risk of life, health, or property if they are released. Explosive substances, flammable or combustible substances, poisons and radioactive materials are all classified as hazardous materials.

Hazardous Material: Any substance as determined by the US Department of Transportation under Title 49 CFR to be capable of posing an unreasonable risk to health, safety and property if transported in commerce.

Hazardous Substances: Substances listed under previous Superfund hazardous waste cleanup regulations (Section 103(a) of the Comprehensive Environmental Resources and Conservation Liability Act -- Superfund). Releases of these chemicals above certain amounts must be reported immediately because they may represent an immediate hazard to the community.

Incident Commander: The individual who is responsible for management of tactical field operations of all involved departments and supporting agencies/organizations at or near the scene of an emergency. Functions from the Command Post reports directly to the EOC staff.

Incident Command System: A nationally recognized system of managing small to large-scale events through the systematic development of a complete, functional organization. The system uses common terminology; is modular in nature; and has a unified command structure, manageable span of control, consolidated action plans, comprehensive resource management and integrated communications.

Joint Information Center: A facility organized to coordinate all incident-related public information activities. It is the central point of contact for all news media at the scene of the incident. Public information officials from all participating agencies should collocate at the JIC.

Joint Information System: Is a process where all responding agencies, political jurisdictions, and elected officials collaborate on the messaging to be shared with the public. Joint press releases will be issued through this system and when necessary, the JIS will be the mechanism used to deliver joint press conferences.

Local Emergency: The existence of conditions of disaster or of extreme peril to the safety of persons or property which are beyond the capability of the town to handle and will require the assistance of other political entities.

Local Emergency Planning Committee: A committee formed under provisions of Section 301, SARA, Title III to implement local government compliance with the act. The Santa Cruz County LEPC (SCCLEPC) is responsible for the development and maintenance of this annex and providing community right-to-know information.

Material Safety Data Sheets: Technical information required under the OSHA Hazard Communications Standard describing toxicity, physical hazards and method of safe handling for hazardous chemicals.

National Response Center: A communications center for activities related to response actions. It is located at Coast Guard headquarters in Washington, D.C., and receives and disseminates notices of discharges and/or releases to the appropriate On-Scene Coordinator (OSC); disseminates OSC and Regional Response Team (RRT) reports to the National Response Team (NRT) when appropriate, and provides facilities for the NRT to use in coordinating national response efforts. The toll-free number, 1-800-424-8802, can be reached 24 hours a day for reporting actual or potential pollution accidents .

Occupational Safety and Health Administration: Federal agency that regulates occupational exposure to hazardous chemicals.

OSHA Hazard Communications Standard: The OSHA (q.v.) standard cited is 29 CFR 1910.1200, which requires communication of risks from hazardous substances to workers in regulated facilities.

Person: Any individual, trust, form, joint stock company, corporation, partnership, association, State, municipality, commission, political subdivision of a State, or interstate body.

Plume: Effluent cloud resulting from a continuous source release.

Radioactive Material: Material which emits radiation (subatomic particles or pure energy) in the process of stabilization.

Release: Any spilling, leaking, pumping, pouring, emitting, emptying, discharging, injecting, escaping, leaching, dumping, or disposing into the environment (including the abandonment or discarding of barrels, containers and other receptacles) of any hazardous chemical.

Reportable Quantity: The quantity of a hazardous substance that triggers reporting under CERCLA or the Emergency Planning and Community Right-to-Know Act (EPCRA). If a substance is released in a quantity equal to or exceeding its RQ, the release must be immediately reported in accordance with EPCRA Section 304, ARS Section 26-348 and CERCLA Section 103(a).

Response: The efforts to minimize the risks created in an emergency by protecting the people, the environment, and property, and the efforts to return the scene to normal pre-emergency conditions.

Standard Industrial Classification Code (SIC): A system of classifying similar businesses and industries into general categories or divisions which are further broken down into more specific categories and to which each is assigned a four-digit identification number.

Standard Operating Procedure: A checklist or set of instructions, having the force of a directive, which spells out in detail the steps that need to be taken to accomplish a task.

Standard Operating Guideline: A set of instructions which details the steps needed to accomplish a task, but allows variance to achieve the task objective.

Superfund: The trust fund established under CERCLA and extended under SARA to provide money for cleanup operations.

Superfund Amendments and Reauthorization Act of 1986 (SARA), Title III, Emergency Planning and Community Right-to-Know: An act of the US Congress that requires the development of local plans for hazardous materials response.

Threshold Planning Quantity (TPQ): A quantity designated for each chemical on the EHS list. Any facility having EHS on hand at or in excess of the TPQ is required to notify the AZSERC, the SCCLEPC and the fire department/district having jurisdiction over the area in which the facility is located that such facility is subject to the emergency planning requirements of SARA, Title III and ARS, Title 26, Chapter 2, Article 3.

Toxic Release Inventory Report (Form R): Submitted by certain facilities as required by Section 313 of SARA, Title III. Reports are due by July 1st of each year for the previous calendar year and list routine toxic chemical emissions.

Toxicity: The ability of a substance to cause damage to living tissue, impairment of the central nervous system, severe illness or death when ingested, inhaled or absorbed through the skin.

Vulnerable Zone: An area over which the airborne concentration of a chemical involved in an accidental release could reach the level of concern (LOC).

Vulnerability Analysis: Assessment of elements in the community that is subject to damage should a HAZMAT release occur. The analysis includes gathering information about the extent of the vulnerable zone, conditions that influence the zone, size and type of the population within the zone, private and public property that might be damaged, and the environment that might be affected.

WMD: Weapons of Mass Destruction are characterized in five major areas, which include chemical, biological, radiological, nuclear, and explosive weapons (CBRNE).

WMD is defined as any weapon or device that is intended, or has the capability, to cause death or serious bodily injury to a significant number of people through the release, dissemination, or impact of – (A) toxic or poisonous chemicals or their precursors; (B) a disease organism; or (C) radiation or radioactivity.

Santa Cruz County Local Emergency Planning District: The political subdivision of the state which includes all of Santa Cruz County and its incorporated cities and towns, so designated as the planning district to facilitate preparation and implementation of HAZMAT emergency plans.

Tab Index

The following documents are included as tabs to this Annex and provide further reference and insight into the planning process. Many of these tabs may also be useful to other elements of the Santa Cruz County Emergency Response and Recovery Plan.

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Unified Command
Area Command
Incident Command System
Incident Command System – Operations – Hazmat Incident
Responsibilities vs. Function Matrix

Tab B: Responder Hazardous Materials Incident Report Forms
Arizona Hazardous Materials Incident Report Form
Supplemental Radiological Incident Report Form

Tab C: Phone Contact List (Supplement) [Public Safety Sensetive]

Tab D: Summary Report of Santa Cruz County Tier II Facilities

Tab E: EPCRA Facility Emergency Response Plan Questionnaire

Tab F: Transportation Routes

Tab G: Community Right-to-Know Requests Procedures

Tab H: Owner/Operator Hazardous Materials Incident Report Form

Tab I: Hazardous Materials Training Request Form and Procedures

Tab J: Medical Facility Decontamination Procedures

Tab K: Standard Operating Procedures for Decontamination

Tab L: Vulnerable Populations

Tab M: LEPC Resource Directory (incorporated by reference)

Tab N: Santa Cruz County Multi-jurisdictional multi-hazard mitigation plan dated 09-22-2011 (incorporated by reference)

Tab O: Santa Cruz County Tactical Interoperable Communications Plan (incorporated by reference.)

Tab P: Roles and Responsibilities Matrix (incorporated by reference)

Tab Q: Santa Cruz County Emergency Radio Service Group (incorporated by reference)

Tab R: Arizona Mutual Aid Compact, also known as AZMAC (incorporated by reference.)

Tab S: Exercises, Training, and Drills Logs

Tab A: Organizational Charts

Unified Command

Area Command

Incident Command System

Incident Command System – Operations – Hazmat Incident

Responsibilities vs. Function Matrix

Unified Command

Unified Command

(Representatives from Local Jurisdictions)

Operations

Planning

Logistics

Finance

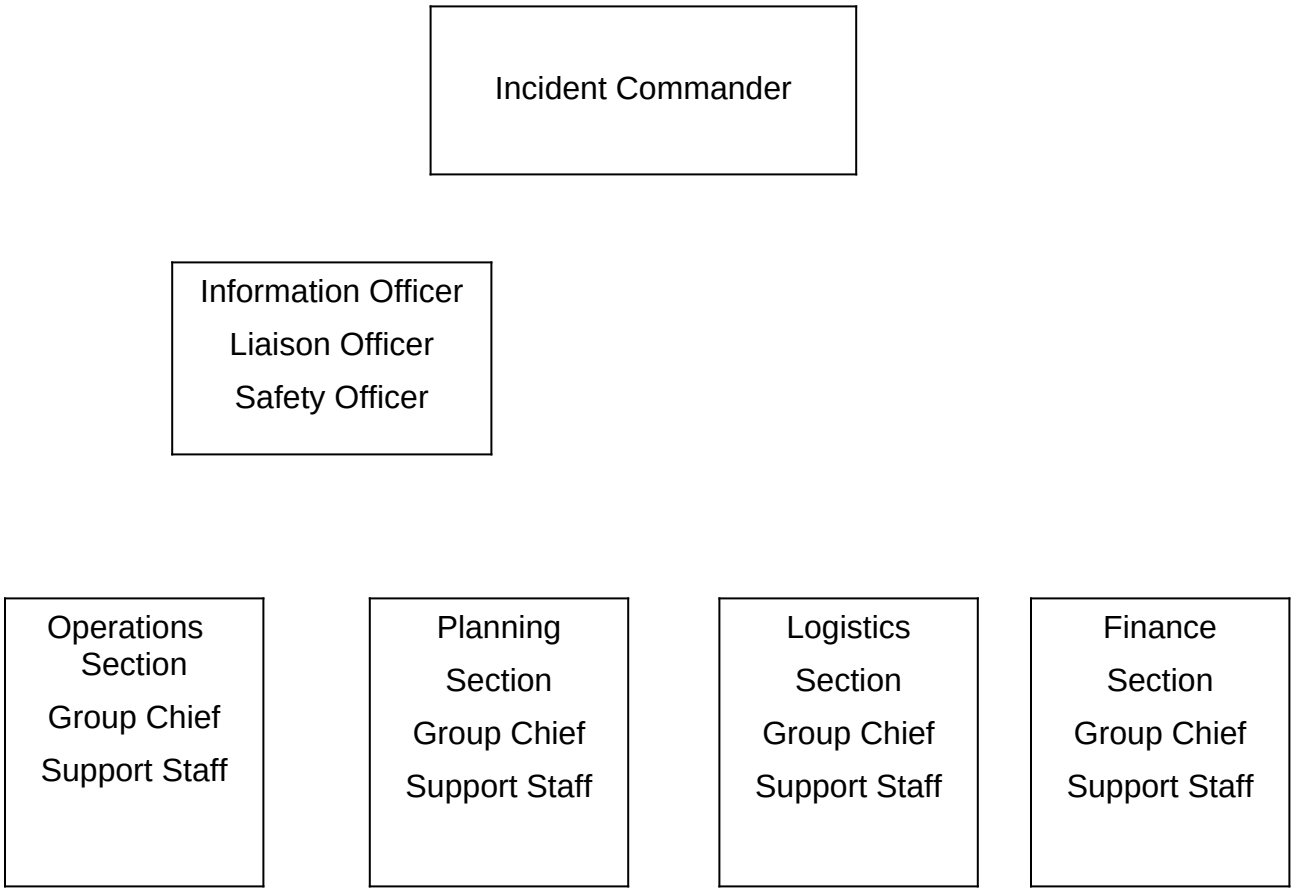
Area Command

ICP 1

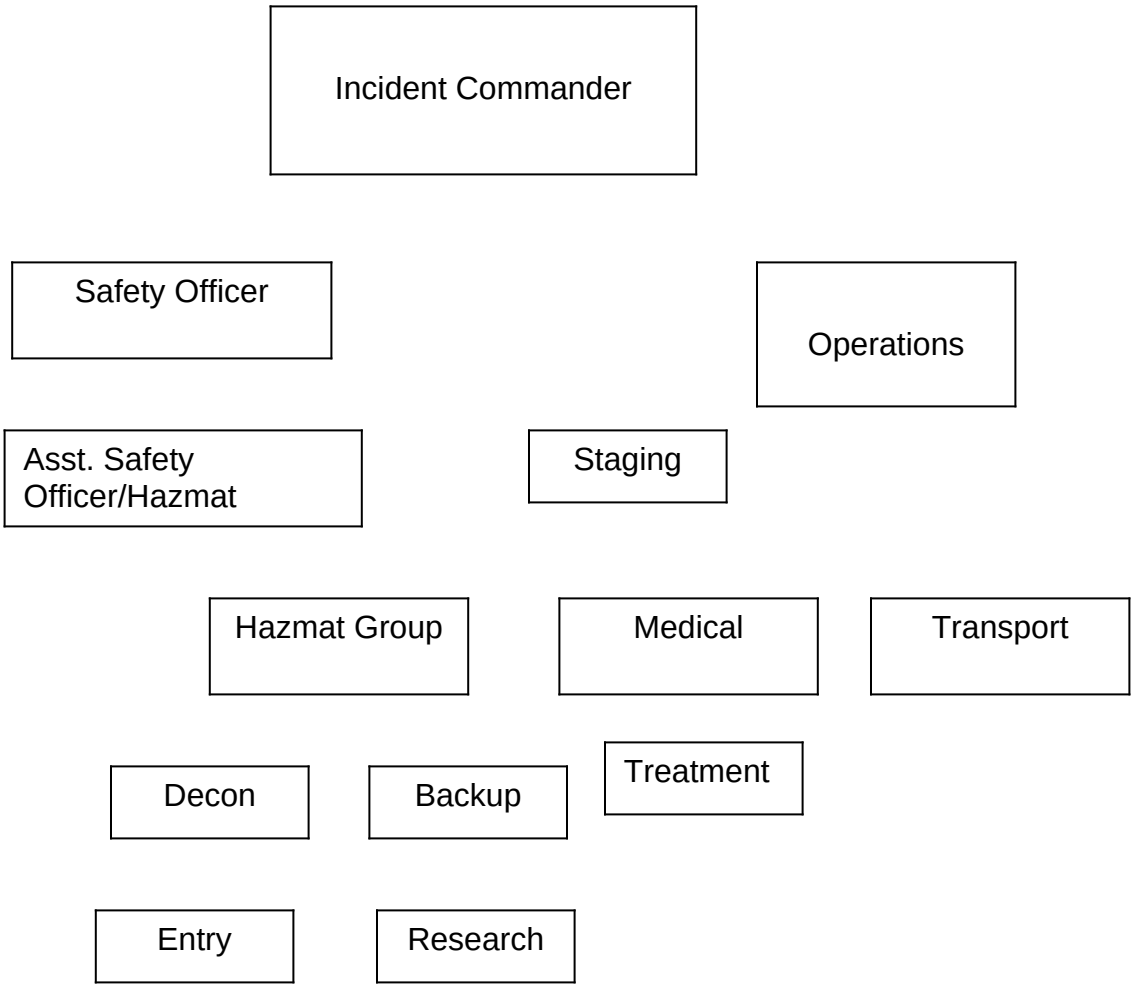
ICP 2

ICP 3

Incident Command System



Incident Command System – Operations – Hazmat Incident



Matrix of Responsibilities

Departments/Divisions P = Primary Agency S = Support Agency	Initial Notification of Response Agencies	Direction and Control	Communications among Responders	Warning Systems Emergency Public Information	Public Information and Community Relations	Resource Management	Health and Medical	Response Personnel Safety	Personal Protection of Citizens	Fire and Rescue	Law Enforcement	Ongoing Incident Assessment	Human Services	Public Works
Facility Owners/Operators	P													
Fire Agencies		P	P		S	S	S	P		P		P		
Hospitals/Clinics							P							
Public Health							P							
Public Works														P
Environmental Services								S	P					
Risk Management/Safety								S	P					
Law Enforcement				P				S			P			
School Districts									S					
Utility Companies												S		
Military										S	S			
Poison Control Center	S			P	P		S	S	S			S	S	
EMS/Ambulance Service							S							
Local EOC's	S	S	S	S	S	S	S	S	S	S	S	S	S	S
LEPC		S		S								S		
Local Emergency Management		S		S	S							S		
SERC		S										S		
State Emergency Management		S										S		
EPA												S		
Federal OSC												S		

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Tab B: Responder Hazardous Materials Incident Report Forms

- Arizona Hazardous Materials Incident Report Form

http://www.co.santa-cruz.az.us/FormCenter/Emergency-Management-12/Arizona-Hazardous-Materials-Incident-Rep-77

- Supplemental Radiological Incident Report Form.

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Arizona Hazardous Materials Incident Report Form

en by:	NRC#	Agency Report #	*AZSERC Mission #
gency:	Business Address:	Business Phone No:	Date & Time Call Received:

formation:

e:	Title:	Organization:
ldress:	Phone No:	Date and time of Incident:

Information:

e Location Description/Directions:				
ess:		City:	County:	State:
	Latitude:	Longitude:	Milepost:	

l Responsible Party Information:

n Name:		Business/Street Address:		
	County:	State:	Zip Code:	Office No:
	Email:		Other:	

Description Information:

pe/Description:
urce/Cause:
edium, Extent, Name Body of Water, Etc. (air, water, soil)

s Involved:

emical Name/C.A.S. No:	Amount Released:

Description:

	Deaths:	Other Damages:
Actions and Response Dates:		

tion by Caller:

alth Risks, and Environmental Hazards:
autions, Medical Advise or Evacuation:
d:

(OVER)

***PAGE 602-215-5718 FOR AZSERC CONTROL NO.**

Agencies noti Party:

ADDITIONAL

FORM COMPLETED
NATIONAL RES
CONTACT THE
OBTAIN AN AZ CALL 1-800-41
FOR TRANSPO
SEND COMPL
Mark Howard, Ex Arizona Emergen 5636 East McDo Phoenix, AZ 850
FAX: 602-392-75

Supplemental Radiological Report Form

TIME OF EVENT		DATE	
PERSON CALLING			
ORGANIZATION		PHONE	
DESCRIPTION OF INCIDENT			
NUMBER OF INJURED		INJURED EVACUATED TO	

RADIOACTIVE MATERIALS INVOLVED:

	1		2		3	
NAME/ISOTOPE						
GAS, LIQUID OR SOLID						
SEALED OR UNSEALED						
ACTIVITY (CURIES)						
SERIAL NUMBER						

OTHER HAZARDOUS MATERIALS INVOLVED:

NAME/ISOTOPE						
GAS, LIQUID OR SOLID						
SEALED OR UNSEALED						
ACTIVITY (CURIES)						
SERIAL NUMBER INVOLVED						

ITEM DESCRIPTION, MAKE, MODEL, SERIAL #, ETC.	
VEHICLE DESCRIPTION	
ON-SCENE CONTROLLER: NAME	
AGENCY	
PHONE OR RADIO FREQ	
RESPONSE AGENCIES ON-SCENE	

FOLLOW UP REPORT

TIME		
REPORT		

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Tab C: Phone Contact List (Supplement) [Public Safety Sensitive-redacted version for website posting]

1. **Release Reporting**

Emergency	Fire, Police, Ambulance	**9-1-1**
National Response Center		1-800-424-8802
AZ Dept. of Environmental Quality		1-800-234-5677
Santa Cruz County Local Emergency Planning Committee		
	Office telephone	1-520-375-8000
	Cell Phone (Emergency ONLY)	1-520-604-1786

Tab D: Summary Report of Santa Cruz County Tier II Facilities

In accordance to Section 303 of Title III SARA/EPCRA, the plan must identify facilities that are subject to EPCRA. This information will not be included in this Plan because it is treated as security sensitive information but is available to public safety personnel. This information can be accessed by public safety agencies through the AZSERC online database system. Or agencies that have an electronic agreement with AZSERC can download the data onto the CAMEO software for planning purposes.

Under EPCRA, concerned citizens and the general public may request chemical information with respect to a specific facility. See Tab G for procedures. The table below provides a summary of the number of facilities that use or store an extremely hazardous substance at or above the threshold planning quantity established by EPA. The numbers are based on chemical inventory reports submitted for 2012 in Santa Cruz County.

City/Town	Number of Facilities	Commonly Reported Materials
Unincorporated	14	Sulfuric Acid, Chlorine, Electrical Insulating Oil
Nogales	11	
Patagonia	3	
Elgin/Sonoita	2	
Rio Rico	5	
Tubac	5	

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Tab E: EPCRA Facility Emergency Response Plan Questionnaire

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EPCRA FACILITY EMERGENCY RESPONSE PLAN QUESTIONNAIRE

This document, when properly completed, meets the requirements of Arizona Revised Statutes 26-347. It will be reviewed annually by the facility coordinator. The capability to execute the plan on the request of the Arizona Emergency Response Commission or the Local Emergency Planning Committee can be demonstrated. In preparing this plan, the coordinator has consulted with the local emergency planning committee and other emergency and health professionals to assure maximum coordination with those whose cooperation or services may be required in the event of a reportable release.

Facility/Site **Name**

_____

STATEMENT OF CERTIFICATION

I certify that the information provided herein is accurate and complete as possible

Name Facility Representative (Print)

_____

Title Facility Representative (Print)

_____

Facility Representative's Signature

_____

Date Signed

_____

UPON COMPLETION OF THIS QUESTIONNAIRE, SEND A COPY TO THE FOLLOWING AGENCIES:

1. Arizona Emergency Response Commission
2. Local Emergency Planning Committee
3. Fire Department/District with Jurisdiction

EPCRA EMERGENCY RESPONSE PLAN QUESTIONNAIRE

NOTE: Changes in this revision are **bolded** and *italicized*. See Questions 11, 12, 13, 19 and 20.

1. Facility Information:

Name: _____

Street Address: _____

City:_____ State: _____ Zip Code: _____

Note: If street address is not available enter physical location, e.g., 1/4 mile south of Smith Highway on Jones Road.

2. Facility is is not on Indian land.

Name and Address of Indian Nation, if applicable:

_____

_____

3. Facility Emergency Coordinator:

Name: _____

Title/Position: _____

Telephone: Business_____ 24 Hour_____

4. Alternate Facility Emergency Coordinator:

Name:_____

Title/Position: _____

Telephone: Business _____ 24 Hour_____

5. Fire Department/District having jurisdiction (**Note:** Please confirm before entering).

_____

6. Provide a brief description of the product(s) or service(s) provided at this facility. Include how extremely hazardous substances are used (e.g., Jones Gear, Inc. is a fabricator of precise machined metal components for the aerospace industry. Extremely hazardous substances stored on-site are used to treat the surface of metal as it is turned into a final product.)

_____

_____

_____

_____

7. Days of the week in operation (e.g. Monday through Friday).

_____

8. Hours of operation (e.g. 8:00 a.m. to 5:00 p.m.).

_____

9. Number of personnel for (include office staff and other support personnel during each shift).

Day Shift
_____

Swing Shift
_____

Night Shift
_____

10. Hazardous materials clean up and disposal assistance (check one and complete specified information when applicable).

No pre-arrangements made

Pre-arrangements made with

Company Name:_____

Telephone Number_____

Address_____

_____

11. Briefly specify the in-house emergency response procedures to be used in the event of an imminent or accidental reportable release of an extremely hazardous substance (EHS), to safeguard the public health, safety, welfare and the environment to the maximum extent practicable.

Include:

A. On-site response capabilities and levels of training commensurate with 29 CFR 1910.120, as applicable, to include personnel involved and actions to be taken.

B. Identification of emergency units on or in close proximity to the facility to include fire, emergency medical and law enforcement.

C. Planned notification procedures: on-site personnel and response agencies and off site-site response and regulatory agencies. Address both on-site/off-site alarms, sirens/horns etc., for personnel notification, ***and procedures for providing reliable, effective, and timely notification by the facility emergency coordinator to the public that a release has occurred.***

D. Evacuation plans to include routes, assembly areas and personnel accounting procedures.

12. Briefly describe methods the facility will use to determine ***1) the occurrence of a release,*** and 2) the area likely to be affected during a release of an EHS (e.g., computer modeling, chemical detection equipment, emergency personnel surveillance, etc.). Include methods used both on/off-site, as applicable.

13. Identify ***general*** transportation routes and methods to transport extremely hazardous substances to/from the facility, if known. This information will assist in the overall hazard analysis program. Identification of routes on the site map requested in question #20 would be helpful, ***along with alternative emergency traffic routes to be used in the event of an evacuation or for emergency response access.***

14. Describe technical expertise (e.g., chemist, engineer, industrial hygienist, etc.) you would make available to public agencies in the event of an EHS release from your facility.

List titles and the type of expertise (names/ phone numbers are not required).

_____

_____

_____

_____

If not applicable, check here.

Note: This information will assist local emergency agencies. Contact, if required, will be through the Facility Emergency Coordinator.

15. Indicate all internal electronic communications systems to be used by facility personnel in an emergency situation.

Phone:_____ Intercom:_____

Two-way Radio:_____

Frequencies: Primary _____ Alternate _____

Other: (Specify) _____

_____

_____

16. Please specify the general property use of sites contiguous to your facility.

For purposes of this questionnaire, the term "contiguous" means "directly adjacent to and within approximately one-quarter mile of the property line in the indicated direction." It is likely that along one property line there may be multiple uses of the land. Please list all major uses of the land within the definition (i.e., mixed residential/commercial or residential/light industry or apartments/residential or vacant land/residential, etc.).

North _____

South _____

East_____

West_____

17. Indicate the type of operations involving EHS(s). **Check all applicable categories**.

Hydraulic Equipment	Dust Collectors	Drying Rooms
Pickling or Garnetting	Electro Plating	Flow Coaters
Magnesium Processing	Spray Painting	Dip Tanks
Molten Salt Baths	Ovens, Process	Baler or Shredder
Fiberglass Operations	Welding/Cutting	Dry Cleaning
Above Ground Tanks	Under Ground Tanks	Cryogenic Gas
Compressed Gas	Liquified Gas	Laboratory Chemical
Combustible Metal Processing		

Other _____

_____

18. List fixed and/or portable chemical detection equipment (if any) available for monitoring releases of extremely hazardous substances e.g., combustible gas analyzers, oxygen meters and fixed monitoring systems.

ITEM	GENERAL USE	FIXED OR PORTABLE

19. List facility emergency equipment and supplies for use in the event of an unplanned release of EHS, ***and an identification of persons responsible for such equipment and facilities***. Use the format shown below:

Note: Include spill kits, self-contained breathing apparatus (SCBA), absorbent pillows, fire fighting equipment, foam, etc.

ITEM	GENERAL USE	TYPICAL QUANTITY ON HAND
e.g. absorbent pillows	solvent spills	5-20 lb bags; 1 case

20. Provide a legible site map (8-1/2" X 11") of your facility showing locations of building, general area of storage, EHS storage locations***, general description of routes used for deliveries of EHS to/from the facility,*** and roadway entrances to include street names. Large facilities on multiple sites or multiple areas may choose to use more than one map to show all applicable information requested.

HAZARD ANALYSIS WORKSHEET

Instructions: Complete a hazard analysis worksheet for each Extremely Hazardous Substance on-site at any one time at or above the threshold planning quantity.

1. Chemical Name _____

2. Chemical Abstract Service (CAS) Number
   _____

3. Anticipated chemical physical property during:

   Normal Use: Solid Liquid Gas

   Unplanned Release: Solid Liquid Gas

4. If the extremely hazardous substance is a component in the mixture enter the weight percentage or the range of weight percentages for multiple mixtures of the EHS (e.g., 10% arsenic or 2-98% sulfuric acid)

   Mixture Percentage (if applicable) ____ % _____

5. Is the temperature of the liquid above ambient temperature Yes No or near boiling temperature Yes No, if the extremely hazardous substance is stored as a liquid?

   In general what is the temperature of the EHS? _____

6. Is there a dike under the container of liquid or molten solid? Yes No

   If so, what is the area, in square feet, of the diked area? _____

7. List the largest amount of EHS in a single container or vessel or group of interconnected vessels.

   _____Pounds

   Note: List only the actual weight of the extremely hazardous substance in the single largest container or interconnected group of containers at your facility. Keep in mind that for mixtures or solutions use only the weight of the actual EHS. If the EHS is a liquid or gas, conversion data to pounds may be found on the material safety data sheet (MSDS) for the EHS or by contacting the vendor.

8. Identify additional engineering controls, safeguards and/or actions taken by the facility which could decrease the risk associated with the worst case scenario involving this EHS (e.g., written procedures alarm systems, building/fire code compliance, etc.).

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Tab F: Transportation Routes

Hazardous materials move in and through Santa Cruz County by truck and rail. Any of the roadways in the County may be considered a potential HAZMAT route. Any street in the vicinity of the facilities identified in this plan is subject to use by HAZMAT transporters. There are no areas restricted from hazardous cargo transportation. One major railroad line crosses the County. Routes used to transport hazardous materials to and from facilities that use, produce or store extremely hazardous substances at or above the planning threshold quantity are identified in each respective facility emergency response plan. If the routes are not present in the facility emergency response plan the LEPC can request the information to be included.

Interstate 19 is a major north-south highway that connects Mexico at the DeConcini Port of Entry to Interstate 10 in Tucson. SR Highway 82 transverses from the southeast corner of Santa Cruz County to the Junction at Grand Avenue in Nogales. SR Highway 83 is the primary highway that transverses north from Interstate 10 to SR 82 in Sonoita.

Mariposa Road is the roadway that directly connects Mexico and Interstate 19. The roadway is a major facilitator in international commercial trade and provides direct, un-congested access to Interstate 19 for truck traffic.

The Union Pacific Railroad crosses Santa Cruz County from the north paralleling I-19 through the City of Nogales to the International Border. Union Pacific the railway has one (1) yard that houses five tracks in between Mariposa road and Rio Rico drive in Rio Rico.

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Tab G: Community Right-To-Know Requests

A request for community right to know records may be filed with the Arizona Emergency Response Commission (AZSERC) or with the Local Emergency Planning Committee (LEPC) in which the facility is located.

The following community right to know records may be requested from the Arizona Emergency Response Commission (AZSERC) or LEPC:

Emergency Response Plan

Material Safety Data Information or list of MSDS chemicals

Follow up emergency notification

Hazardous chemical inventory report form (Tier II Report)

Toxic chemical release forms are only available through the AZ SERC

A request must be in writing and must reasonably describe the records sought in a way that will permit their identification and location but otherwise need not be in any particular form. The request for information must be sent directly to the AZSERC or LEPC if followed by a written request.

Requests directed to the AZSERC should be mailed to:

Mark Howard, Executive Director
Arizona Emergency Response Commission
5636 East McDowell Road
Phoenix, AZ 85008
Office (602) 464-6345
Fax (602) 464-6519

Requests directed to the Santa Cruz County LEPC should be mailed to:

Ray Sayre
Emergency Management Director
Santa Cruz County Office of Emergency Management
2150 N. Congress Dr.
Nogales, AZ 85621
Office (520) 375-8000
Fax (520) 761-7843

The AZSERC or the LEPC must respond in writing to the requestor within 14 days of the receipt of the request. The response must result in one of the following actions:

- Advice the requestor of the time and place at which he/she may inspect and copy the information and of any fees imposed for locating and/or copying such material .
- Inform the requestor that more specific information is needed to process the request.

Advice the requestor that while the record is not in the possession of the AZ SERC or the LEPC, the record can be obtained from the facility upon the facility's receipt of a written request from the AZ SERC or the LPEC.

Deny the request stating in writing the reason for such denial.

If you need to make a request to an LEPC outside ofSanta Cruz County, contact the AZSERC by phone or visit their website for the LEPC contact information. www.azserc.org.

Denials of requests may be made only in the following circumstances:

The requested record is not known to exist;
The record is not in the AZ SERC's or LEPC's possession and the AZ SERC or the LEPC is not required under Title III to obtain the record from the owner or operator of the covered facility;
The record is exempt from disclosure under Title III.

The following information will be withheld:

Trade Secrets: The specific chemical identity (including the chemical name and other specific identification) may be withheld by the owner or operator of a covered facility from the information required to be submitted to the AZ SERC or the LEPC if such information is determined by the U.S. Environmental Protection Agency to be a trade secret as defined in Title III.

Location of a Specific Chemical: Upon the request of an owner or operator of a covered facility, the AZ SERC and the LEPC must withhold from disclosure the location of any specific chemical required by Title III to be contained in an inventory form as Tier II information.

COSTS INVOLVED WITH A REQUEST FOR INFORMATION:

Fees may be charged for the time spent searching for and/or reproducing the requested records. Contact the AZ SERC for the specific fees associated with locating and reproducing the requested information. Fee to be charged by the LEPC may vary.

Copying costs are generally found to be approximately 50 cents per page.

The charge for copying materials that must be reproduced by outside facilities shall be the actual cost of such copying.

Payment shall be by cash only at the time such copies are given to the requestor. A receipt shall be provided.

Any requestor who cannot afford to pay the fee(s) established by the LEPC under this section may file an affidavit with the LEPC stating that the requestor is financially unable to pay such fee(s). Upon the filing of any such affidavit, the LEPC shall process the request in accordance with these guidelines and as if the fee(s) had been paid.

Tab H: Owner/Operator Hazardous Materials Incident Report Form

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HAZMAT ACCIDENT/INCIDENT REPORT FORM	
Date:	Time of Report:
Report taken by:	
CALLER INFORMATION	
Name/Title	
Organization	
Call Back Number	
SUSPECTED RESPONSIBLE PARTY	
Name	
Organization	
Address	
Phone	
INCIDENT LOCATION	
Address	
Building Number	
RELEASE MATERIAL(S)	
Chemical	
Quantity Released	
Time and Duration of the Release	
Medium or Media Into Which The Release occurred	
Off Facility Site Release?	
SOURCE/CAUSE OF INCIDENT	
KNOWN OR ANTICIPATED HEALTH RISKS	
Delayed (Chronic)/Immediate (Acute)	
Injuries/Deaths	
Evacuation	
TRANSPORTATION RELEASE	
Carrier	
Truck/Trailer Number	Railroad Car Number
Origin/Shipper	
Destination	
Bill-Lading/Waybill Number	

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Tab I: Hazardous Materials Training Request Form

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ARIZONA DEPARTMENT OF EMERGENCY AND MILITARY AFFAIRS

Arizona Division of Emergency Management

5636 East McDowell Road, Building M5101, Phoenix, Arizona 85008-3495

(602) 464-6225 FAX: (602) 464-6206

JANICE K. BREWER
GOVERNOR

MG HUGO E. SALAZAR
THE ADJUTANT GENERAL

Preparedness Section - Training and Exercise

Training Event Request

Fax to County Emergency Management Office

(See page 3 for instructions)

**** EVENT REQUESTS MUST BE RECEIVED BY ADEM AT LEAST <u>60 DAYS PRIOR</u> TO THE EVENT DATE ****

**** Refer to Instructions on Pg 3, Complete Sections 1 through 7 Below and Forward to County/LEPC ****

1. ☐ **ADEM Funded** ☐ **Federally Funded** ☐ **Request Certificates Only** (requester supplies instructors/materials) ☐ **Other**

FEMA COURSE #/TITLE:

Proposed Event Date(s):	**ADEM Use - Funding Source (PCA):**	**ADEM Use - ERMA Event #:**
Class Times (**if other than 0800 - 1700**):		Estimated # of Participants:
Primary Audience:		

FOR "CERTIFICATE ONLY" COURSES, indicate the authorized *ADEM Adjunct Instructors* teaching the class: **,**

,

2. REQUESTER CONTACT INFORMATION *(be sure to include your EIN from www.erma.az.gov)*

Requester Name:		Date of Request:	**ERMA EIN**:
Agency:			
Address:		City:	Zip:
Phone:	Fax:	Cell:	Email:
Alternate Contact Name:			
Phone:	Cell:	Email:	

3. TRAINING SITE *(physical location where training will be held)*

Facility:		Room:
Physical Address:	City:	Zip:

4. TRAINING SITE RESOURCES *(check all that are provided/available at the training site)*

Main Classroom Capacity - ☐ Auditorium ☐ Tables ☐	☐ Projector ☐ Screen (clear wall)
☐ Chairs	

☐ Laptop/Desktop Computer with the following:	☐ PowerPoint	☐ Internet	☐ Printer Access
Instructor access to the room: ☐ day prior Time: *and/or* ☐ morning of Time:			
Additional Comments (special room access times, number of available breakout rooms and resources, special parking, etc):			

5. SHIPPING ADDRESS FOR COURSE MATERIALS *(if other than the training site)*		
Building/Facility:		In Care Of:
Shipping Address:		Shipping POC Phone #:
City:	Zip:	Email:
Special Shipping Instructions:		

6. REGISTRATION INFORMATION
Our agency will use the **Event Registration Management Application (ERMA)** to track enrollment and provide certificates of completion for this course. The Requester, along with the County POC will be listed as "viewers" in the ERMA system to track enrollment. ***The Requester has the primary responsibility of tracking enrollment for the course.***
We can also set up registration as **"Open Enrollment"** (anyone can enroll and receive a confirmation), or **"Requires Agency Approval"** (everyone enrolling will be waitlisted, pending verification of eligibility). *If the Agency Approval option is selected, the requester will need to contact ADEM periodically to approve enrollments.*
Enrollment Option: ☐ Open Enrollment ☐ Requires Agency Approval (specify Eligibility Criteria below)
Eligibility Criteria (ex. must be law enforcement, member of regional hazmat team, enroll through college, etc.)

7. REQUESTER AGREEMENT – PRINT, SIGN AND FORWARD TO COUNTY FOR COORDINATION/APPROVAL		
☐ The location provides adequate space for a successful training environment for both students and instructors; ☐ All requested resources will be available per the instructors' and/or training provider's needs; ☐ I will advertise and track registration regularly to ensure minimum enrollment as indicated by ADEM/training provider; ☐ I understand and will comply with ADEM's training policy and procedures, and that I am requesting training at the indicated location on the specified dates. I have the full support of my agency to host this training event.		
Name:	Signature:	Date:

Fax Request to County Emergency Management Office in the county where the training will be held (fax numbers):

Santa Cruz County: Ray Sayre, Attention: Sandra Eriksen– 520-375-8001

8. COUNTY/LEPC COORDINATION		
The signatory below represents and warrants that the signor has the indicated agency's full authority to execute the Event Request on the agency's behalf (check the appropriate position). *Fax to ADEM when signed.*		
☐ County Emergency Management Director/Coordinator ☐ LEPC Chairperson		
Name:	Signature:	Date:

9. ADEM APPROVAL (ADEM use)		
Name:	Signature:	Date:

John Dirickson

Director, Training and Exercise

602-464-6262 / 800-411-2336, x6262

john.dirickson@azdema.gov

Ron Kopcik

Training Coordinator

Hazardous Materials and Homeland Security Programs

602-464-6210 / 800-411-2336, x6210

ron.kopcik@azdema.gov

Becky Scott

Training Coordinator

FEMA, EMI, CERT, Emergency Planning for Schools and Incident Management Team (IMT) Programs

602-464-66398 / 800-411-2336, x6398

becky.scott@azdema.gov

Kathy Walker

Training Coordinator

Hazardous Materials and Homeland Security Programs

602-464-6264 / 800-411-2336, x6264

kathy.walker@azdema.gov

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Instructions (do not include this sheet when faxing request)

Type or Print all Information Clearly

1. **Course Information and Funding Options.** Include the Course #, Title, your Primary Audience and Estimated Number of Participants. Be sure to select one of the following funding options as described below:

    a. **ADEM Funded –** Select this option if you are requesting county/state funding for approved FEMA training programs. *Our office needs **60 days' notice** to coordinate these events.*

    b. **Federally Funded –** Select this option if the program you're requesting is funded through the US Dept. of Homeland Security's National Training and Education Division. *Since these depend on the schedule of our federal training partners, our office prefers **60 days' notice** to coordinate these events. Some events may be available sooner; some may not be available until a much later date. We will advise you of your options.*

    c. **Certificates Only –** Select this option if your agency is funding this program (including instructor fees, student manuals, etc.). ADEM will provide Certificates of Completion through the Event Registration Management Application (ERMA) online system. *Our office prefers **30 days notice** to coordinate these events. Although there is no funding or contracting on our end, 30 days will give you enough time to advertise, and it will also give your audience sufficient time to enroll.*

        i. **For Certificate Only Courses, you will also need to include the names of the authorized ADEM Adjunct Instructors you will be using for the course.**

    d. **Other –** Select this option if you are unsure of funding. We will contact you to discuss options. OR, use this if you are only submitting the request to ADEM for *notification* and *coordination* purposes (such as *All-Hazards Incident Management Team* training).

2. **Requester Contact Information.** Please complete the entire section, including your ERMA ID# (EIN). If you do not have an ERMA ID#, or forgot it, you can log on to www.erma.az.gov and create/lookup your ID. We will need this in order to add you as a "viewer" on the course roster.

3. **Training Site.** Enter the physical address where the training will be held (no PO Boxes).

4. **Training Site Resources.** Check all resources available at the training site. Include any additional comments such as parking or other restrictions, breakout rooms available and other site resources.

5. **Shipping Address for Course Materials.** Many courses may require anywhere from one to several boxes of course materials. If they cannot be shipped to the training site, specify an alternate.

6. **Registration Information.** Because of the exclusive nature of some of our training programs, please specify if want "Open Enrollment" or "Requires Agency Approval". Some examples of when to use "Requires Agency Approval" option (not required, but suggested):

    a. For "Certificate Only classes", if you want to restrict who attends due to your agency's funding;

    b. For classes requiring technical skills (HazMat Technician, Active Shooter, etc.);

    c. For classes restricted to a particular discipline (Sworn Officers only, Hospital Staff only);

    d. For classes with enforced prerequisites (many prerequisites are recommended, not enforced);

e. For classes requiring additional registration steps (additional form, college registration, etc.).

If using "Requires Agency Approval", you will need to check the roster periodically and notify our office who is to be enrolled/denied.

7. **Requester Agreement.** Complete each check box and sign indicating that you agree to the conditions of hosting this training.

   Fax the request to the County Emergency Management Office training point of contact in the county where the training will be held. You will receive an Event Confirmation once your class has been routed through the County for coordination/approval. Depending on when our office receives the request, you should receive a final confirmation 60 to 30 days from the start of your class.

8. **County Coordination.** *Reserved for County/Local Emergency Planning Commission coordination/approval.*

9. **ADEM Approval.** *Reserved for ADEM approval.*

Tab J: Medical Facility Decontamination

On-scene responders normally do the decontamination of individuals exposed to HAZMAT. However, in the event of a mass casualty situation, contaminated ambulatory victims may choose to self-evacuate and self-transport to the closest medical facility. In this scenario, it is suggested that medical treatment facilities consider establishing decontamination as outlined below.

- The following are factors to be considered in establishing a decontamination capability:
    - Separate entrance that provides direct access to the decontamination station without entering the hospital proper.
    - Contaminated-clothing disposal and showers. Effluent from this station must be plumbed to a separate holding tank and not connected to existing sewer lines.
    - Separate, filtered ventilation system for the station.
    - Ease of access to emergency equipment.
    - HAZMAT reference library immediately available.
- Written SOP on casualty decontamination treatment procedures.
    - Emergency staff members must be familiar with the following:
        - Medical treatment for HAZMAT casualties.
        - Appropriate tests for medical evaluation and analysis.
        - Protective measure to prevent spread of contamination to other staff and facilities.
        - Emergency recall procedures.
        - Availability of outside help and expertise.
        - Procedures for testing for contamination and completeness of decontamination.
        - Decontamination of personnel, equipment and facilities.
- Consideration should be given to the use of a modified mobile home as a decontamination station. In this case, no modifications are necessary to existing structures, the mobile home can be sited anywhere and would not interfere with day-to-day operations.
- Medical treatment facilities should prepare emergency response plans for HAZMAT related mass casualty situations. Plans should include:
    - Procedures for isolating contaminated casualties and protection of the staff and hospital facilities from contamination;

- Procedures for testing personnel and equipment for contamination.
- Decontamination of personnel, equipment and facilities, and testing for completeness of decontamination.
- Emergency recall of personnel, especially those with specialized training in HAZMAT incidents.
- Treatment of HAZMAT peculiar injuries, such as chemical burns or the inhalation of toxic substances.
- Procedures for periodically testing the plan.

Emergency Medical Services agencies should ensure that all personnel are familiar with handling contaminated casualties; protecting equipment from contaminated casualties; protecting equipment from contamination; and decontamination of personnel equipment and vehicles. Ambulances transporting contaminated casualties must notify the receiving medical facility as quickly as possible of the number of casualties, type of contamination and any other injuries requiring treatment.

Tab K: Standard Operating Procedures for Decontamination

This guideline is intended as a tool to assist Hazardous Materials Response Team personnel in properly managing and performing decontamination on contaminated personnel, victims, and equipment. This also serves to fulfill the requirements dictated in hazardous Waste Operations and Emergency Response 29 CFR 1910.120 paragraph (k), (Decontamination) and (n) (7), (Showers and Change Rooms). This guideline addresses operations of Technical, Emergency and Mass Casualty Decontamination as well as procedure for decontamination of crews and decontamination corridor closedown.

PHASES OF DECONTAMINATION

Gross Decontamination: This is the removal or chemical alteration of the majority of the contaminant. It must be assumed that some residual contaminant will always remain on the host or permeated into the contaminated item such as protective clothing. Just because a challenge chemical has not reached its breakthrough, does not mean it has not permeated into an item. This residual contamination can produce cross-contamination.

Secondary Decontamination: This is the removal or alteration of most of the residual product contamination. It provides a more thorough decontamination than the gross effort, but some contamination may still remain attached to the host, resulting in permeation and impregnation.

Tertiary Decontamination: This method usually occurs at a medical facility and may involve such processes as debridement.

METHODS OF DECONTAMINATION

There are eight common methods of performing decontamination. Normally, more than one method is necessary to safely complete the task. An example of decontamination on a person would be, a gross rinse, followed by several wash and rinse stations using some sort of emulsificant or chemical degradant followed by a final rinse and isolation and possible disposal. The methods include both wet and dry procedures. It will depend upon what the contaminant is to allow for the proper method(s) of selection. Sometimes if a wet solution is placed on a dry contaminant it creates a paste-like substance, which, in and of itself, would be more difficult to remove. Possibly brushing off such a contaminant prior to applying a wet solution would be a better choice. The methods are as follows:

- Washing with a surfactant

- Neutralization
- Chemical degradation
- Isolation/Disposal
- Absorption
- Adsorption
- Dry decontamination
- Solidification

The Hazmat Branch Supervisor and Decontamination Group Supervisor will weigh the advantages and disadvantages to the methods of decontamination to allow for a proper decision based upon the particular incident. The Hazmat Branch Supervisor will be responsible for the conclusions arrived at for the selection of the decontamination solution(s) and method(s) chosen and will need to be prepared for justification.

SOLUTIONS FOR KNOWN MATERIALS

Decontamination Solution A – A solution containing 5% sodium carbonate (Na2CO3) and 5% trisodium phosphate (Na3PO4).

Decontamination Solution B – A solution containing 10% calcium hypchlorite (Ca (CIO2)2.

Decontamination Solution C – A solution containing 5% trisodium phosphate (Na3PO4).

Decontamination Solution D – A dilute solution of hydrochloric acid (HCL). Mix one pint of concentrated HCL **into** ten gallons of water. Stir with a wooden or plastic stirrer.

Decontamination Solution E – A concentrated solution of a liquid detergent and water.

Decontamination Solution F – A straight application of Clorox Bleach (5% Sodium Hypochlorite).

Decontamination Solution G – “Alconox” and water. Whatever solution is chosen for decontamination shall be crosschecked by an expert from the manufacturer, poison control center, or medical specialist, etc., to determine if it is the most correct.

DEGRADATION CHEMICAL SELECTION

Material	Solution(s)
Inorganic acids, metal processing wastes	A and E
Heavy metals: mercury, lead, cadmium, etc.	B and E
Pesticides, chlorinated phenols, dioxins and PCB’s	B and E
Cyanides, ammonia and other non-acidic inorganic wastes	B and E

Solvents and organic compounds such as trichloroethylene, chloroform, and toluene	C or A
PBB's and PCB's	C, A or E
Oily, greasy unspecified wastes not suspected to be contaminated with pesticides	C or E
Inorganic bases, alkali and caustic wastes	D
Radioactive materials	A and B
Etiologic materials	A and B
G or V Series nerve or H Series blister agents	F

SOLUTIONS FOR UNKNOWN MATERIALS

When dealing with unknowns, the Fire/EMS/Rescue HAZMAT Team has a choice of two solutions.

First solution – a mixture prepared from 5% sodium carbonate (Na2CO3) and 5% trisodium phosphate (Na3PO4). It consists of four pounds commercial grade Na3PO4 and four pounds of Na2CO3 in ten gallons of water.

Second solution – a mixture containing 10% calcium hypochlorite (HTH) (Ca(CI02)2). Mix eight pounds of (Ca(CIO2)2) with each ten gallons of water.

Notes:

- HTH shall be stored in clean plastic containers marked "HTH Oxidizer".
- A general-purpose rinse solution for both solutions is a 5% solution of trisodium phosphate.
- To prepare the rinse, mix four pounds of Na3PO4 with each ten gallons of water.

EFFECTIVENESS CHECK

Effectiveness of decontamination is an effort that shall take place any time that the Hazmat Team conducts decontamination on personnel, victims, or equipment. The Hazmat Branch Supervisor is ultimately responsible to see that these procedures are carried out. The following are examples of evaluation methods that can be used to determine effectiveness. Recognizing that there is no immediately reliable test of decontamination effectiveness, the Decontamination Group Supervisor shall work to his best end concerning this issue.

- **Visual Observation – (Natural or Ultraviolet Light) Wipe sampling**
- **Cleaning Solution Analysis – Analysis of the last rinse**
- **Permeation Testing**

DECONTAMINATION LOCATION

The Decontamination Corridor is the transition between the Hot Zone and the Cold Zone, where contaminants are removed. The Decontamination Corridor will be located

in the Warm Zone, up wind and uphill from the release location. When planning a location, the Decontamination Group Supervisor needs to take into considerationseveral factors:

- Consider the mobility of vapors and gases and the potential for wind shifts.
- The concentration of vapors or gases shall be below the TLV and 0% of the LEL at the interface between the Hot Zone and Warm Zone (at the Decontamination Corridor).
- The Decontamination Group Supervisor shall verify that the airborne concentration of hazardous material is below the TLV and 0% of the LEL through the use of field survey instruments (this must be coordinated with Site Access Control, Entry Group Supervisor and Hazmat Safety).
- The configuration of the Decontamination Corridor is situation-and product-specific. A Decontamination Corridor set-up will normally be 15 feet wide and as long as is necessary to safely accomplish the task at hand. The number of stations required to safely and effectively remove the contaminant is based on how hazardous the product is and/or the degree of difficulty in removing it from contaminated surfaces.
- Each of the decontamination stations in the corridor shall be separated physically to prevent cross-contamination.
- The stations in a Decontamination Corridor are set up in such a way that as a contaminated individual, vehicle, or piece of equipment moves through the corridor, contamination is reduced or contained at each station.
- A separate Decontamination Corridor shall be set up for humans from one for vehicles or equipment.
- The corridor will be set up with one side being designated as “clean” and the other as “dirty”. Contaminated protective equipment and disposable items are placed in containers on the “dirty” side. The corridor shall be set up with one way in and one way out, with entry and exit points clearly marked.

DECONTAMINATION CORRIDOR SET-UP

A Decontamination Corridor shall be set up and staffed prior to any entry into a hazard or contaminated area. The Hazmat Branch Supervisor is responsible and accountable to ensure that this policy is followed. The Decontamination Corridor will be assembled in the following sequence:

1. Three 10-foot wands will be laid out and connected to ¾ ” hose and supplied with water through the decontamination water manifold. These wands shall be supplied from the clean side of the corridor.

2. The gross drop container shall be placed on the dirty side of the entry point to the corridor, away from the entry corridor and decontamination crew working the location.

3. The corridor assembly will continue with water-resistant visquine as a base.

4. An air-inflated hose berm will be laid down around the edge of the plastic base with the plastic laid over the top and tucked under the hose.

5. Three decontamination pools will be inflated with compressed air and placed inside the corridor.

6. Optional placement of two walkers, one each in front of the Wash/Rinse I and II Stations.

7. Placement of two decontamination solution buckets, one each at Wash/Rinse Stations I and II. Each bucket will be filled with the appropriate decontamination solution(s). Each bucket will have two 24” softhead bristle brushes inside.

8. Set-up of the undressing area will continue with a tarp, chairs, tables and waste bins for contaminated items. The bins will be placed on the dirty side of the corridor.

9. *Mass casualty decontamination consideration*: Clear, resealable bags, tape, and permanent markers shall be used to secure valuables and identify owner. Large plastic bags, tape and permanent markers shall be used to collect and identify clothing of victims.

10. Set-up of the dressing area. This might include erection of one of the two tents. *Mass casualty decontamination consideration*: If a tent or other structure is not available, consider placing two apparatus side-by-side and constructing privacy areas with pike poles and tarps.

11. If available, set-up of the decontamination tent at the end of the corridor’s undressing area.

12. Set-up of a medical monitoring area. This will be staffed by on-duty paramedics.

Notes:

Use of the 10-foot wand will permit a decontamination crewmember to remain outside the wet, potentially contaminated, area.

Use of the 10-foot wand also will aid during emergency decontamination procedures until the remainder of the corridor can be assembled.

The dressing station must be separated from the undressing station to prevent cross-contamination.

A single crew shall be assigned to set up the Decontamination Corridor. However, if two crews can be assigned the process will be completed much more quickly. A crew from

any EMS Suppression Company can be used for this effort as long as one of the Hazmat Technicians acts as the Decontamination Group Supervisor. Any time that the decision is made to utilize a Decontamination Corridor, a request for an additional Hazmat Team response will be made through Dispatch.

DECONTAMINATION STATIONS

The six decontamination stations are as follows:

Station 1 – Gross/Tool Drop: The gross drop consists of a container for the temporary storage of contaminated tools and equipment.

Station 2 – Gross Rinse: The gross rinse consists of a liquid retention pool and a nozzle and wand or shower for rinsing off personal protective equipment.

Station 3 – Wash/Rinse I: Wash/Rinse I consists of decontamination solution, two brushes and a nozzle and wand for rinsing off personal protective equipment.

Station 4 – Wash/Rinse II: Wash/Rinse II also consists of a liquid retention pool, bucket containing decontamination solution, two brushes and a nozzle and wand for rinsing off personal protective equipment.

Station 5 – Undressing Area/Personal Decontamination Shower: The undressing area consists of chairs and containers for potentially contaminated items (disposable and reusable). A personal decontamination shower would be put in place if the need arose to conduct a “down to the skin decontamination” of emergency personnel or civilian victims. If the personal shower is not completed at the incident site, it must be performed as soon as possible after personnel leave the incident. If personal clothing has been contaminated (such as in the event of a suit breach), immediate removal of the clothing and a personal shower is essential. This would only be used if anyone were severely contaminated and required to be completely stripped prior to transport to a medical facility. It would provide an area of privacy.

Station 6 – Medical Monitoring: Medical monitoring is the final step in the decontamination sequence and should be performed outside of the decontamination corridor in the cold zone.

The decontamination corridor shall be set-up exactly the same each time. This procedure allows for the removal or addition of pools (Wash/Rinse Stations) to the corridor to allow for situation specificity. Runoff and pool water collected will be evaluated and referred to an environmental contractor for disposal.

HOT ZONE

WARM ZONE

Tools &
Equipment

Drop

Gross Wash

Decon Wand

Clean

Dirty

Wash/Rinse I

Bucket w/
Decon solution
and brush

Gloves & Boots

Wash/Rinse II

Bucket w/
Decon solution
and brush

Suit Removal

COLD ZONE

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Tab L: Vulnerable Populations

Public Schools

A.J. Mitchell Elementary

855 N Bautista St.
Nogales, AZ 85621
Phone: 520-287-0840
Fax: 520-287-0847

Bracker Elementary
121 Camino Diez Mandamientos
Nogales, AZ 85621
Phone; 520-377-2886
Fax: 520-377-0885

Challenger Elementary
901 Calle Mayer
Nogales, AZ 85621
Phone: 520-377-0544
Fax: 520-377-2026

Fco. Vasquez de Coronado
301 N. Al Harrison Blvd.
Nogales, AZ 85621
Phone: 520-377-2855
Fax: 520-377-0221

Lincoln Elementary
652 N. Tyler Ave.
Nogales, AZ 85621
Phone: 520-287-0870
Fax: 520-287-0875

Mary L Welty Elementary
1050 W. Cimarron
Nogales, AZ 85621
Phone: 520-287-0880
Fax: 520-287-6955

Desert Shadows Middle School
Nogales High School
1905 Apache Blvd.
Nogales, AZ 85621
Phone: 520-287-2021
Fax: 520-281-4448

Pierson Vocational High School
451 N. Arroya Blvd.
Nogales, AZ 85621
Phone: 520-287-0915
Fax: 520-287-0918

Sonoita Elementary #25
23 Elgin Road
Elgin, AZ 85611

340 Blvd. Del Rey David
Nogales, AZ 85621
Phone: 520-377-2646
Fax: 520-377-2674

Wade Carpenter Middle Academy
595 W. Kino Blvd.
Nogales, AZ 85621
Phone: 520-287-0820
Fax: 520-287-0817

Patagonia Elementary #6
200 W. Naugle Ave.
Phone: 520-394-3050
Fax: 520-394-3051

Patagonia Union High School #20
200 W. Naugle Ave.
Phone: 520-394-3050
Fax: 520-394-3051

Phone: 520-455-5514
Fax: 520-455-5516

Phone: 520-375-8300
Fax: 520-281-7973

Mountain View Elementary
1374 W. Frontage Rd.
Rio Rico, AZ 85648
Phone: 520-375-8400
Fax: 520-281-7990

1374 W. Frontage Rd.
Rio Rico, AZ 85648
Phone: 520-375-8800
Fax: 520-761-4669

Rio Rico High School
1374 W. Frontage Rd.
Rio Rico, AZ 85648
Phone: 520-375-8715
Fax: 520-377-9556

Coatimundi Middle School

Charter Schools

Pinnacle Charter High School
2055 N. Grand Ave.
Nogales, AZ 85621
Phone: 520-281-5109
Fax: 520-281-5132

Mexicayotl Charter School
338 N. Morley Ave
Nogales, AZ 85621
Phone: 520-287-6790
Fax: 520-287-0037

Patagonia Montessori School
500 N. 3rd Ave.
Patagonia, AZ 85624
Phone: 520-394-9530
Fax: 520-394-2864

Montessori de Santa Cruz
18 Calle Baca
Tubac, AZ 85646
Phone: 520-398-0536
Fax: 520-398-0776

Private Schools

Lourdes Catholic School
555 E. Patagonia Hwy
Nogales, AZ 85621
Phone: 520-287-5659
Fax: 520-287-2910

Sacred Heart of Jesus Catholic
207 W. Oak Street
Nogales, AZ 85621
Phone: 520-287-2223
Fax: 520-287-3373

Smart Kid Preschool
939 N. Perkins Ave.
Nogales, AZ 85621
Phone: 520-287-7845

St. Andrews Preschool
969 W. Country Club Dr.
Nogales, AZ 85621
Phone: 520-281-0133

Dino Bones Preschool
353 Planta Ct.
Rio Rico, AZ 85648
Phone: 520-281-0690

Sonshine Christian School
1916 N. Frank Reed Road
Nogales, AZ 85621
Phone: 520-281-1585
Fax: 520-281-5154

Academy Schools

SCRSD #99
2921 N. Grand Ave.
Nogales, AZ 85621
Phone: 520-287-2188
Fax: 520-287-2441

Ray of Light Academy
1260 N. Hohokam
Nogales, AZ 85621
Phone: 520-375-8193

Pimeria Alta Accommodation School
2935 N. Grand Ave.
Nogales, AZ 85621
Phone: 520-281-9179
Fax: 520-281-9713

NURSING HOMES

Vivian Home Care
671 Windy Ln
Rio Rico
(520) 281-8278

La Paloma Home for the Aging
2064 North Calle Trinidad
Nogales
(520) 377-2255

Living Center
2073 North Grand Avenue
Nogales
(520) 375-6524

COMMUNITY HEALTH CARE CENTER

Mariposa Community Health Care Center
1852 N. Mastick Way
Nogales, AZ 85621
Phone: 520-281-1550

HOSPITAL

Holy Cross Hospital
1171 Target Range Road
Nogales, AZ 85621
Phone: 520-285-3000

GROUP HOMES

Montessori Day Care and Preschool
162 N. Escalada Dr.
Nogales, AZ 85621
Phone: 520-287-6935

ASSISTED LIVING
Karlas Home Care
2429 N. Grand Ave.
Nogales, AZ 85621
Phone: 520-281-2323

Casa De Asistencia LLC
490 East Plaza Karina
Nogales, AZ 85621
Phone: 520-761-4044

Detention Centers

Santa Cruz County Jail
2170 N. Congress Dr.
Nogales, AZ 85621
Phone: 520-761-7869

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Tab M: Santa Cruz County Resource with Information database (incorporated by reference)

This database is available at the Santa Cruz County Office of Emergency Management in electronic format.

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Tab N: Santa Cruz County Multi-jurisdictional Multi-hazard Mitigation plan dated 09-22-2011(incorporated by reference)

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Tab O: Santa Cruz County Tactical Interoperable Communications Plan (June 2013) (Incorporated by reference)

Santa Cruz County Arizona Interoperability Radio System agreement- AZ Department of Public Safety- (August 2013) (Incorporated by reference)

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Tab P: Roles and Responsibilities Matrix (incorporated by reference)

Matrix of Responsibilities

Departments/Divisions P = Primary Agency S = Support Agency	Initial Notification of Response Agencies	Direction and Control	Communications among Responders	Warning Systems Emergency Public Information	Public Information and Community Relations	Resource Management	Health and Medical	Response Personnel Safety	Personal Protection of Citizens	Fire and Rescue	Law Enforcement	Ongoing Incident Assessment	Human Services	Public Works
Facility Owners/Operators	P													
Fire Agencies		P	P		S	S	S	P		P		P		
Hospitals/Clinics							P							
Public Health							P							
Public Works														P
Environmental Services								S	P					
Risk Management/Safety								S	P					
Law Enforcement				P				S			P			
School Districts									S					
Utility Companies												S		
Military										S	S			
Poison Control Center	S			P	P		S	S	S			S	S	
EMS/Ambulance Service							S							
Local EOC's	S	S	S	S	S	S	S	S	S	S	S	S	S	S
LEPC		S		S								S		
Local Emergency Management		S		S	S							S		
SERC		S										S		
State Emergency Management		S										S		
EPA												S		
Federal OSC												S		

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Tab Q
Santa Cruz County Emergency Radio Service Group

(forming August 2013, 501-C3 status pending)

Luis Gonzales- President

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Tab R: Arizona Mutual Aid Compact, also known as AZMAC (incorporated by reference)

AZ Mutual Aid - **Arizona** Division of Emergency Management (ADEM **...**
*www.dem.azdema.gov/logistics/spcprog/mut**aid**.html*

Mutual Aid Plan - Final - **Arizona** Fire Chiefs Association
www.azchiefs.org/Assets/.../**Mutual**%20**Aid**%20Plan%20Oct2010.pdf

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Tab S: Santa Cruz County Local Emergency Planning Committee Hazardous Materials Emergency Response and Recovery Plan Exercises, Training, and Drills Log

Event	**Participants**	**Gaps**
August 18, 2011 Plugging and Diking October 22, 2011 Haz Cat Drill	Rio Rico, Nogales, Nogales Suburban and Tubac Fire Departments Rio Rico, Nogales , Nogales Suburban, and Tubac Fire Departments	Need for more equipment Crews rotated through 3 different challenge areas
January 17, 2012 AWR 147 Rail Car Incident Response	Rio Rio Rico, Tubac, Nogales, Nogales Suburban Fire Departments, Santa Cruz Sheriffs, Nogales PD	Need for more haz mat equipment and training Need for TICP
February 16, 2012 In Service Eagle II April 18, 2012 Border Force Multiplier Haz Mat, WMD,	Rio Rico, Nogales, Nogales Surburban, and Tubac Fire Departments SCC OEM. Tubac Rio Rico, Nogales, Tucson, and Northwest Fire Departments, CBP, Faith Based, CERT, SCC Sheriff, Tucson Police, Pima County Sheriff	More classes and drills to become more familiar Communications when out of response area. Lack of radiation SOG and equipment in Santa Cruz County

Dec 12/8 to 12/12 2012 Tank Car Specialist-Pueblo CO.	Tubac Fire, Rio Rico Fire	Need for more equipment

June 2013 Bonding and Grounding over the road fuel tankers-	Rio Rico, Tubac Fire departments	Need for more equipment
August 15, 2013 Radiation Class and Drill	Holy Cross Hospital, Rio Rico Fire District, Santa Cruz County Emergency Management, Tubac Fire District, Protection Civil (Mexico), CERT, Nogales Fire Dept., Santa Cruz County Public Health	Need for PRD's for local first responders

2014 Partial List	***Event/ Training***	***Gaps or Training Focus***
12/31/2013	Hydrogen Cyanimide Spill	Response to toxic spill
1/7/2014	Air Monitoring class	Air Monitoring
1/10	"	"
1/15	Simtable demonstration	Chemical Spill
1/20	Air Monitoring class	Air Monitoring
1/22	Personal Radiation Detection	Radiation Detection
1/24	Air Monitoring class	Air Monitoring
1/27	Regional Haz Mat	Planning for training and equipment

	Planning meeting	
1/29	Pima County LEPC Seminar	LEC Seminar
2/19	LE Haz Mat class	Individualized class
2/24	“	“
2/24	Decontamination Training	Team and patent decontamination drill
2/25	LE Haz Mat class	Individualized class
3/14	Regional Haz Mat Planning meeting	Planning for training and equipment
3/17	TTX for Haz Mat spill	Table Top in conjunction with LEPC (3 stair stepped TTX over several months)
5/7	Simtable chemical release simulation	Drill at GVFD (3 one-day sessions)
5/21	Multi-national TTX	TTX- Yuma multi-national haz mat
6/5	Regional Haz Mat Planning meeting	Planning for training and equipment
6/11	Radiation Meter Calibration	Equipment maintenance
8/5	TTX Sacred Heart	Haz Mat spill TTX
8/25	Response- Haz Mat Illegal Dumping	Haz Mat Team response
10/21	TIMS Training	Train the Trainer
10/22	THIRA Workshop	THIRA
10/27	Regional Haz Mat Training	Haz Mat Team in Tucson at PSA

Tab T: Automatic Notification Actions for Hazardous Materials Events in Santa Cruz County

Automatic Notification Actions for Hazardous Materials Events in Santa Cruz County

F-I-R-E

(LEPC Approved 10/10/2013)

For hazardous materials events, responding agencies may evoke an Automatic Notification Protocol with Santa Cruz County Dispatch. The following levels of notifications will occur via Santa Cruz County dispatchers when requested by the responding agency.

F- I- R- E

F- (First Response Agency can handle) [routine response]

Definition: Actual hazardous materials release, or high probability of release for combustible material, flammable material, and other hazardous materials amounts that do not constitute a significant hazard to the community and can be handled by the assigned response agency.

Notification matrix

- Responding Fire District
- Law enforcement agency of jurisdiction
- DPS if on or near to interstate highways, or frontage roads

I- (Interagency Support Needed) [supported response]

- Definition: Actual hazardous materials release, or high probability of release for combustible material, flammable material, and other hazardous material amounts that may constitute a hazard to the community. Additional assistance to mitigate the situation will probably be required by other response agencies within the County via existing mutual aid or shared resources.

Notification matrix

- The agency initiating the alert is required to provide the radio system and channel number_____and/ or a mobile number _____at the time of the alert.
- Responding Fire District
- Law enforcement agency of jurisdiction
- DPS if on or near to interstate highways, or frontage roads
- Office of Emergency Management (EOC Alert)
- School principal(s) if near a school or near transportation route for a school

R- (Regional Support Required) [supported and extended response]

- Definition: Actual hazardous materials release, or high probability of release for combustible material, flammable material, and other hazardous material amounts that pose a significant hazard to the community. These materials include any amount of hazardous material classified as a Toxic Inhalation Hazard as detailed in the North American Emergency Guide Table 1. (Chorine, Anhydrous Ammonia, Sodium Cyanide, etc.)
  Additional assistance to mitigate the situation will be required by other response agencies outside Santa Cruz County. Implementation of Santa Cruz County Emergency Support Functions will be required. Limited evacuation or protect-in-place actions will be necessary to protect the public.

Notification matrix

- The agency initiating the alert is required to provide the radio system and channel number_____and/ or a mobile number _____at the time of the alert.
- Responding Fire District
- Law enforcement agency of jurisdiction
- DPS if on or near to interstate highways, or frontage roads
- Office of Emergency Management (Partial to Full EOC activation)
- School principal(s) if near a school or near transportation route for a school.
- Public Health Director and, or area hospitals if no contact with Director

E- (Extensive Agency Support Required) [supported, extended and coordinated response]

- Definition: Actual hazardous materials release, or high probability of release for combustible material, flammable material, and other hazardous material amounts that pose a significant hazard to the community. These materials include any amount of hazardous material classified as a Toxic Inhalation Hazard as detailed in the North American Emergency Guide Table 1. (Chorine, Anhydrous Ammonia, Sodium Cyanide, etc.)
  Additional assistance to mitigate the situation will be required by other response agencies outside Santa Cruz County, to include the State of Arizona and the Federal Government. Incident Management Teams from State or Federal Agencies will probably be required to coordinate the overall response. Implementation of Santa Cruz County Emergency Support Functions, as well as State Emergency Support Functions will be required. A declaration of Disaster may be needed and elected officials should form a policy group to coordinate with the Incident Action Plan. Joint Information Centers will probably be required. Wide area evacuation or shelter-in-place actions will be required to protect the public.

Notification matrix

- The agency initiating the alert is required to provide the radio system and channel number_____and/ or a mobile number _____at the time of the alert.
  - County wide notification of all Fire Districts/ Departments
  - County wide notification of all Law Enforcement Agencies and Border Patrol
  - Office of Emergency Management (Full EOC activation)
  - County School Superintendent if near a school or near transportation route for a school
  - Public Health Director and, or area hospitals if no contact with Director