

ANNEX Q

HAZARDOUS MATERIALS

EMERGENCY RESPONSE

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PROMULGATION STATEMENT

Annex Q: Hazardous Materials Emergency Response, and contents within, is a guide to how the University conducts a response specific to a hazardous materials incident. The Annex is written in support of the Texas A&M University (TAMU) Emergency Operations Plan (EOP) and shall be considered an interactive support document to the EOP.

APPROVAL AND IMPLEMENTATION

The University's Assistant Vice President for Safety and Security shall be responsible for annex oversight and coordination with applicable stakeholders. The annex is flexible in that part of the plan, or the entire plan, may be activated based on the specific emergency and decision by University senior leadership.

This Annex and its supporting contents, are hereby approved, supersedes all previous editions, and is effective immediately upon the signing of all signature authorities noted below.

Approved: Signature on File _____ Date: 03/11/2014 _____

Christopher M. Meyer, Assistant Vice President
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ANNEX Q - HAZARDOUS MATERIALS EMERGENCY RESPONSE

This Annex outlines additional operational concepts and procedures specific to Texas A&M University as necessary to implement Annex Q: Hazardous Materials & Oil Spill Response of the Brazos County Interjurisdictional Emergency Management Plan regarding hazardous materials emergencies that occur on or adjacent to the Texas A&M campus.

SECTION I: GENERAL

Hazardous materials are stored and used in nearly all facilities and areas across campus including, but not limited to, laboratories, stockrooms, shops, custodial operations, utility plants, pipelines, tanks and automobiles. Although no major hazardous chemical truck routes have been identified near main campus, Harvey Mitchell Parkway (FM 2818) is frequently used by hazardous material transporters. In addition, a railroad bisects campus which is used routinely to transport hazardous cargo. As a result, incidents involving hazardous material may occur anywhere on or near the Texas A&M campus.

The Texas A&M Environmental Health and Safety department (EHS) staffs, equips and trains a Hazardous Materials Emergency Response Team (HMERT). This team is available to respond to hazardous material incidents on campus at any time and, in situations requiring the College Station Fire Department (CSFD) hazmat team, works with CSFD to address the incident. In addition, the TAMU response team is available under mutual aid to assist CSFD respond to off campus incidents when requested.

SECTION II: CONCEPT OF OPERATIONS

Environmental Health and Safety has identified facilities and operations that contain or transport hazardous materials that pose an elevated risk for hazardous materials related emergencies. This data is compiled and maintained current from several sources including, but not limited to, routine campus inspections, licensing/permitting activities, process knowledge, external (to TAMU) reports, and annual chemical inventories and reports as required by the Community Right to Know Act. The pre-incident identification of chemicals and facilities that could pose the higher risk to campus populations, surrounding populations, the environment or campus facilities are critical to assessing and mitigating risks, preparing for possible incidents, responding effectively and recovering in a timely fashion to any incident involving hazardous materials.

Hazardous materials and associated operations are typically divided into one of three categories:

- Hazardous Chemicals
 - Pre-identified risks include facilities such as chemical stockrooms, laboratories, shops, industrial processes, storage facilities, waste facilities,

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water purification facilities, cryogenic storage and dispensing facilities, fueling facilities, explosives storage facilities, facilities using large volumes of refrigerants, pipelines, and transportation routes (highways and the railroad).

- If emergency conditions exist, i.e., if personal safety is at risk or if environmental release is likely to occur sooner than EHS can arrive, emergency services can be summoned from CSFD by calling 911 (or 9-911 from a campus landline telephone).
- TAMU EHS is available for response 24/7 by calling (979) 862-1111.
- On-duty personnel will organize a response as deemed appropriate to the reported circumstances. Responses that occur after the normal business day may be delayed up to 30 minutes for EHS personnel to arrive at the incident location since responders may be arriving from their homes.
- Hazmat response equipment is available to EHS in a stocked response trailer that is maintained by the response team.
- Radioactive Materials
 - Pre-identified risks include laboratories that use radioactive materials, the radioactive waste storage building and certain facilities that house nuclear reactors, particle accelerators or nuclear medicine operations.
 - If emergency conditions exist, i.e., if personal safety is at risk or if environmental release is likely to occur sooner than EHS can arrive, emergency services can be summoned from CSFD by calling 911 (or 9-911 from a campus landline telephone).
 - TAMU EHS radiation safety staff is available for response 24/7 by calling (979) 862-1111.
 - On-duty personnel will organize a response as deemed appropriate with described circumstances. Responses may take up to 30 minutes for EHS personnel to arrive.
 - A variety of radiation detection instruments and hazmat response equipment are available to the responders.
- Biological/Infectious Agents
 - Pre-identified risks include facilities such as laboratories that use or store biological agents or toxins at Biosafety Level 2 or Biosafety Level 3 or incidents that threaten the normal operation or security of such facilities and spills that involve human body fluids.

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- If emergency conditions exist, i.e., if personal safety is at risk or if environmental release is likely to occur sooner than Biosafety personnel can arrive, emergency services can be summoned from CSFD by calling 911 (or 9-911 from a campus landline telephone).
- University assistance may be summoned 24/7 by contacting:
 - TAMU Office of Biosafety – Facilities Services Communications Center at (979) 845-4311 and ask to speak with a biosafety officer. (lead for incidents involving BSL2 or BSL3 laboratories)
 - TAMU EHS – (979) 862-1111 (lead for large blood spills)
 - TAMU Facilities Communication Center – (979) 845-4311
 - University Police – (979) 845-2345.
- On-duty personnel will organize a response as deemed appropriate with described circumstances. Responses may take up to 30 minutes for Office of Biosafety or EHS personnel to arrive.
- Appropriate spill response equipment is available to the responders.

A. HAZARDOUS MATERIAL RESPONSE CAPABILITIES

All TAMU responders from Environmental Health and Safety, University Police and Emergency Medical Services have at least a First Responder Awareness level of training. All members of the HMERT are at a minimum trained to Hazardous Materials Technician level.

Monitoring equipment is available to both EHS and CSFD for monitoring hazards in air and liquids and assessing radiation hazards.

Plume modeling capabilities for airborne hazards is available from CSFD.

B. HAZARDOUS MATERIALS EMERGENCY RESPONSE EQUIPMENT

Hazardous material emergency response equipment is maintained stocked and ready for deployment by the HMERT of EHS. Inventory and maintenance of the equipment is accomplished through periodic training and preparation duties of the team.

C. RESPONSE TO INCIDENTS

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Small incidents that can be handled by the TAMU HMERT without assistance from CSFD typically still require response from both EHS and UPD. Larger incidents or those received via a 911 call will typically result in an automatic response from CSFD, as well as EHS and UPD.

Upon arrival of multiple response agencies, Incident Command should shift to the Unified Command model. Communications will use a common channel in the Brazos Valley Wide Area Communication System's interoperable radio system.

An Incident Action Plan (IAP) should be developed for any significant hazardous material emergency response, particularly those that trigger one or more of the following:

- Large scale environmental releases
- Potential for public exposures that cause consideration of issuing evacuation or shelter in place orders
- Responder use of SCBA equipment in response or cleanup
- Medium or long-term closure of a facility or significant portion of a facility, i.e., more than eight hours, particularly when accompanied by a multi-agency response (e.g., CSFD and TAMU)
- Other conditions as deemed appropriate by the Incident Commander

D. INCIDENT LEVELS

Texas A&M responders will conform to the incident classification system as identified in Annex Q of the Brazos County Interjurisdictional Emergency Management Plan:

- Level III – Incident. Limited in scope and effects; limited area; evacuation of only the effected work area; University-wide warning not necessary for safety of the University Community.
- Level II – Emergency. Larger in scope and effects; may involve a large area and/or impact critical facilities; likely to impact a large number of people on campus; likely to require multi-agency response and extended (in time) response or cleanup; likely to require emergency messaging to campus.
- Level I – Disaster. Large scale emergency likely to result in significant casualties and/or large scale damage to facilities and is beyond the combined capabilities of TAMU and CSFD to handle with available resources; may require evacuation and sheltering; will require emergency messaging to the university community and ongoing communication regarding response and recovery.

E. TAMU HMERT EMERGENCY COORDINATORS

Emergency coordinators are assigned by EHS and work with a team of specialists from within EHS to respond appropriately to reported incidents. Emergency coordinators may or may not respond to the incident scene depending upon the severity of the incident and the needs of team members. Emergency coordinators will:

- Assess reports and data reported from others including HMERT responders and coordinate an appropriate response.
- Determine objectives for the incident
- Establish an appropriate organization for response and/or mobilize resources in support of the response
- Determine when to escalate response with support and secondary responders
- Coordinate response until or transfer control of the response effort to the on-scene responders (transfer of command), if appropriate.
- Ensures initial notification to the Texas Commission on Environmental Quality (TCEQ) and/or National Response Center (NRC) of reportable or potentially reportable spills as soon as possible and within 24 hours of discovery.

F. AVAILABLE OUTSIDE RESOURCES

In addition to the resources of Texas A&M University and the College Station Fire and Police Departments, numerous additional resources are available through the Community Emergency Operations Center (CEOC) and the Disaster District Committee (DDC) chaired by the Captain in the Bryan Office of the Texas Department of Public Safety. Examples of resources for hazardous materials emergencies that are available for quick response include:

- Bryan Fire and Police Departments
- Texas Engineering Extension Service and Texas Task Force 1 (local)
- 6th Civil Defense response unit (Austin)
- Texas Department of State Health Services, Radiation Control Program (Austin)
- Union Pacific Railroad (Spring)

G. COMMUNICATIONS

TAMU HMERT responders may be reached by dialing (979) 862-1111.

TAMU UPD may be reached by dialing (979) 845-2345.

TAMU Facilities Services Communication Center may be reached by dialing (979) 845-4311.

Emergency services may be summoned by dialing 911 from a cellular telephone or by dialing 9-911 if dialed from a campus landline telephone.

Emergency responders shall use available communication equipment and protocols as identified in Annex B: Communications.

At first available opportunity, emergency conditions and status should be communicated to appropriate and affected university administration.

Warnings to affected campus groups and/or to the entire campus community should be considered if an ongoing disruption or an ongoing threat persists. Refer to Annex A: Warning, for more information.

SECTION III: ORGANIZATION AND ASSIGNMENT OF RESPONSIBILITIES

Environmental Health and Safety

- Staffing, equipping and training a Hazardous Materials Emergency Response Team (HMERT)
- Organizing and maintaining 24/7 on duty personnel for response to hazardous materials emergencies
- Maintaining a working relationship with the College Station Fire Department HazMat Team through joint training and response
- Maintaining radiological safety expertise within the HMERT and sustaining response readiness with training and equipment

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- Regulatory reporting as required by the Texas Commission on Environmental Quality or the US Environmental Protection Agency or other appropriate agency for chemical or petroleum product spills

The TAMU Office of Biosafety

- Ensuring appropriate emergency plans are established and maintained by BioSafety Level 3 laboratories.
- Staffing, equipping and training an emergency response function to assist in biosafety-related incidents
- Regulatory reporting as required by the Texas Department of State Health Services, Centers for Disease Control or other appropriate agency for incidents related to biological agents or toxins

The Department of Security and University Police

- Staffing, equipping and training police personnel for hazardous materials emergency to enhance first responder capabilities and promote safety of both officers and the public
- Securing facilities or areas, as appropriate, during and after hazardous material incidents for the primary purpose of ensuring public safety
- Investigating possible criminal acts associated with hazardous material emergencies
- Launching appropriate warnings to impacted campus population as per Annex A: Warning

University Emergency Medical Services

- Responding to on-campus emergencies where medical services are needed
- Coordinating with CSFD for triage, treatment and transport of non-contaminated or de-contaminated victims

Transportation Services

- Providing evacuation assistance as directed by UPD, CSFD or the Community Emergency Operations Center

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Marketing and Communications

- Providing communications professionals to incident command or to the Community Emergency Operations Center, as needed, to support public information efforts
- Assisting with relaying appropriate additional information from the emergency response organization to the public, especially following Code Maroon messages.

College Station Fire Department

- Providing hazardous materials response and support as described in the Brazos County Interjurisdictional Emergency Management Plan.

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RECORD OF CHANGE

CHANGE NUMBER	DATE OF CHANGE	DESCRIPTION OF CHANGE	CHANGE MADE BY:
Throughout	3/6/2014	Minor grammatical corrections	SASE
Page 7	3/6/2014	Notification protocol added under TAMUHMERT Emergency Managers	SASE
Page 8	3/6/2014	TAMU EHS Responders changed to TAMU HMERT Responders	SASE