

ANNEX Q

HAZARDOUS MATERIALS EMERGENCY  
RESPONSE

## **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 Associate 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 executive management.

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

Approved: Signature retained on file Date: 9/2/2021

Christopher M. Meyer, Associate Vice President  
Office of Safety and Security  
Texas A&M University

**TABLE OF CONTENTS**

Promulgation Statement ..... 1

Approval and Implementation ..... 1

Table of Contents ..... 2

General..... 3

Concept of Operations..... 3

    Hazardous Materials Response Capabilities..... 5

    Hazardous Materials Emergency Response Equipment..... 5

    Response to Incidents..... 5

    Incident Levels ..... 6

    TAMU Emergency Coordinators ..... 6

    Available Outside Resources ..... 7

    Communications ..... 7

Organization and Assignment of Responsibilities..... 8

Record of Change..... 10

## 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.

### 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 an on-call response team for hazardous materials. 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, and works with CSFD to address the incident. In addition, the TAMU response team is available under mutual aid to local jurisdictions with response to off-campus incidents when requested.

### CONCEPT OF OPERATIONS

Environmental Health and Safety has identified facilities and operations that contain or transport hazardous materials which pose an elevated risk for hazardous materials related emergencies. This data is compiled and maintained 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 Emergency Planning Community Right-to-Know Act (EPCRA). The pre-incident identification of chemicals and facilities that could pose higher risk to campus populations, surrounding populations, the environment, or campus facilities are critical in 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 the three categories as follows:

- Hazardous Chemicals
  - Pre-identified risks include facilities such as chemical stockrooms, laboratories, shops, industrial processes, storage facilities, waste facilities, water purification facilities, cryogenic storage and dispensing facilities, fueling

## ANNEX Q – HAZARDOUS MATERIALS EMERGENCY RESPONSE

---

- 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 requested from CSFD by calling 911.
  - 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 as 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 requested from CSFD by calling 911.
    - 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 that occur after the normal business day may take up to 30 minutes for EHS personnel to arrive at the incident location as responders may be arriving from their homes.
    - A variety of radiation detection instruments and hazmat response equipment is 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 (BSL2) or Biosafety Level 3 (BSL3), incidents that threaten the normal operation or security of such facilities, and spills that involve human body fluids.
    - 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 requested from CSFD by calling 911.

## ANNEX Q – HAZARDOUS MATERIALS EMERGENCY RESPONSE

---

- University assistance may be summoned 24/7 by contacting the following:
  - TAMU Office of Biosafety – Facilities Services Communications Center at (979) 845-4311 and ask to speak with a biosafety officer. (This group is the 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 during non-business hours.
- Appropriate spill response equipment is available to the responders.

### Hazardous Materials Response Capabilities

All TAMU responders from Environmental Health and Safety, University Police, and Emergency Medical Services have at least a First Responder HazMat Awareness level of training. All members of the EHS on-call team 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.

### Hazardous Materials Emergency Response Equipment

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

### Response to Incidents

Small incidents that can be handled by TAMU EHS without assistance from CSFD typically still require response from 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 may shift to Unified Command. Communications will use a common channel in the Brazos Valley Wide Area Communication System's interoperable radio system.

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

- Large scale environmental releases

## ANNEX Q – HAZARDOUS MATERIALS EMERGENCY RESPONSE

---

- Potential for public exposures that cause consideration of issuing evacuation or shelter in place orders
- Responder use of self-contained breathing apparatus (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
- Other conditions as deemed appropriate by the Incident Commander or Unified Command

### 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 time for 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; 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.

### EHS Emergency Coordinators

EHS 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 EHS 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

## ANNEX Q – HAZARDOUS MATERIALS EMERGENCY RESPONSE

---

- Coordinate response until able to transfer control of the response effort to the on-scene responders (transfer of command), if appropriate.
- Ensure 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 but no later than 24 hours of discovery.

### 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 Lieutenant 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)
- 6<sup>th</sup> Civil Defense response unit (Austin)
- Texas Department of State Health Services, Radiation Control Program (Austin)
- Union Pacific Railroad (Spring)

### Communications

TAMU EHS 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.

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

At the 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.

### **ORGANIZATION AND ASSIGNMENT OF RESPONSIBILITIES**

#### Environmental Health and Safety

- Staffing, equipping, and training an on-call response team
- Organizing and maintaining a 24/7 on-duty personnel roster 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 and sustaining response readiness with training and equipment
- 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

#### Emergency Management Director and/or Emergency Management Coordinator

- Monitor weather conditions or other events that could impact response and recovery efforts
- Stand up and operate the Community Emergency Operations Center as needed
- Coordinate resource and staffing support as necessary

#### The TAMU Office of Biosafety

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

#### University Police Department

- 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

## ANNEX Q – HAZARDOUS MATERIALS EMERGENCY RESPONSE

---

- 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 decontaminated victims

### Transportation Services

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

### 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.

**RECORD OF CHANGE**

<b>CHANGE NUMBER</b>	<b>DATE OF CHANGE</b>	<b>DESCRIPTION OF CHANGE</b>	<b>CHANGE MADE BY:</b>
Throughout	3/6/2014	Minor grammatical corrections. Notification protocol added under TAMUHMERT Emergency Managers. TAMU EHS Responders changed to TAMU HMERT Responders	SASE
Throughout	December 2017	Minor Grammatical corrections. TAMU HMERT Responders changed to EHS on-call response team.	SASE
Throughout	September 2021	Minor grammatical edits throughout. Addition of ED/EM responsibilities.	SASE