

**XIII.B. EMERGENCY RESPONSE PLAN**  
**Nevada Division of Environmental Protection**  
**Chemical Accident Prevention Program**  
**Data Form**

Revision 0a, 03/20/09



<b>Facility:</b>	<b>Process(es) Covered:</b>	<b>Date:</b>
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## Emergency Response Documentation

<b>Note Current Version of the Emergency Action &amp; Response Plans (title, date, revision number):</b> (These may be combined into one document)
<b>IF there is a separate Emergency Response Implementation Plan per NAC 459.95341, note the title, date, and revision number:</b>

## Emergency Response Coordination

*While the role of outside emergency responders may vary widely at specific facilities and in certain locations, the degree to which the responders are involved must be defined in the plan. Most importantly, the responder must be fully aware of the facility's expectations of the responder and concur with their role in the facility's plan. The facility must initiate coordination with the responders. While regulation does not specifically dictate coordination with all of the organizations below, the failure to identify and discuss the potential emergency scenarios with these organizations could result in inadequate response or responder preparedness and result in serious personnel injury. The following table should be used to identify the appropriate contacts through which coordination activities are conducted.*

Organization	Contact/Organization Name/Address/Phone	Have facility & responder met?	Has OCA been reviewed & does responder concur with plan?	Have facility & responder drilled?	Has NDEP-CAPP verified coordination with agency or Responder?
1st Responder					
HAZMAT Unit					
Medical Facility					
Law Enforcement					
LEPC					



## Personnel Trained to HAZWOPER Criteria

List the number of personnel trained to each level on the following table

*Classifications as defined in 29CFR1910.120(q)(6)*

*Refer to Appendix 1 of this data form for classification descriptions*

<b>HAZWOPER Classification</b>	<b>No. Personnel Trained</b>	<b>Positions Trained to this Level</b>
<b>First Responder, Awareness</b>		
<b>First Responder, Operations</b>		
<b>HAZMAT Technician</b>		
<b>HAZMAT Specialist</b>		
<b>Incident Commander</b>		
<b>Specialist</b>		
<b>HAZWOPER Trainer</b>		





## All Plant Alarm Systems

*It is imperative to ensure that the plant **alarm systems** that are used to initiate activity under the emergency response plan provide **unambiguous and reliable indication of the emergency**. In order to ensure that the emergency alarms cannot be confused with non-emergency alarms, all alarm systems (emergency and operational) must be listed below for comparison. Listing the purpose of the alarm, the type of indication and the source of alarm activation will enable determination of the unique nature of the emergency alarms. Under this program element, an alarm cannot have both emergency and non-emergency functions. Alarms signaling action under the emergency response plan must be unique and distinctive for that purpose.*

*Regulation also requires that emergency alarm systems operate reliably. Completing the table columns to indicate if the alarm circuit is supervised, if the power supply is backed up and how the system is tested and calibrated will provide information to assess reliability of the alarm systems.*

Description		How is Alarm Activated?	Does this Alarm Require Action in EAP?	Supervised Circuit?	Type of Power Supply Backup	Testing & Maintenance (of alarm & activation device)
Purpose of Alarm	Type of Alarm (Audible/Visual indication)					
Example: Indicates 10% LEL in plan	Example: External blue strobe on Control Building and siren	Example: Gas detectors with 10% LEL	Yes	Yes	Fire Panel battery backup	Calibrate sensors quarterly. Activate strobe and siren weekly
Example: Indicates process upset alarm	Example: DCS Control Panel buzzer and flashing screen indicator	Process instrumentation	No	Yes	UPS	Sensors on plant PM Schedule



Description		How is Alarm Activated?	Does this Alarm Require Action in EAP?	Supervised Circuit?	Type of Power Supply Backup	Testing & Maintenance (of alarm & activation device)
Purpose of Alarm	Type of Alarm (Audible/Visual indication)					
Comments Regarding Plant Alarm Systems:						



## ERP TRAINING PROGRAM TOPICS

**Position:** \_\_\_\_\_

*Personnel must receive training in the emergency response plan that is commensurate with their role in the emergency response. The following table is intended to assist the facility with determining the level of emergency response training required as a function of position (reproduce this table for multiple positions). The topics listed below highlight potential training topics. The topics can be renamed or rearranged as necessary to reflect the actual facility training that is conducted. This table can also be used to organize emergency response training and testing materials. Those training materials must also be developed and in use to satisfy the requirements of the emergency response program element. The training materials must include training topic lesson plans and accompanying materials. For HAZWOPER and Medical training, NDEP-CAPP will accept certification from accredited training sources as evidence of training in lieu of training lesson plans and competency tests.*

Training Topic	References <i>(List the source document(s) that require this training topic. For example: NAC 459.9544, 29CFR1910 or Company Policy #08-123)</i>	Lesson Plans or Training Materials <i>(For example: Lesson Plan #123 or Document #456)</i>	Duration	Venue		Type of Training		Refresher Frequency	Competency Test Pass-Fail Criteria		
				Field	Classroom	Initial	Refresher		Written Test	Oral Test	Performance
Emergency Action Plan											
Emergency Response Plan											
Hazard Communication or HAZCOM											
Local Emergency Response Plan											
State Emergency Response Plan											
<b>HAZWOPER TRAINING:</b>											
1 <sup>st</sup> Responder Awareness											
1 <sup>st</sup> Responder Operations											



Training Topic	References <i>(List the source document(s) that require this training topic. For example: NAC 459.9544, 29CFR1910 or Company Policy #08-123)</i>	Lesson Plans or Training Materials <i>(For example: Lesson Plan #123 or Document #456)</i>	Duration	Venue		Type of Training		Refresher Frequency	Competency Test Pass-Fail Criteria		
				Field	Classroom	Initial	Refresher		Written Test	Oral Test	Performance
HAZMAT Technician											
HAZMAT Specialist											
Incident Commander											
Specialist											
HAZWOPER Trainer											
<b>MEDICAL TRAINING:</b>											
First Aid											
CPR											
EMT											
<b>PPE CERTIFICATION:</b>											
Fit Testing											
SCBA											

**Notes to Table:**

1.



## Appendix 1

### HAZWOPER TRAINING DESCRIPTION

*Classifications as defined in 29CFR1910.120(q)(6)*

Responder Designation	Description of Required Training
<p><b>First Responder Awareness</b></p>	<p>First responders at the awareness level are individuals who are likely to witness or discover a hazardous substance release and who have been trained to initiate an emergency response sequence by notifying the proper authorities of the release. They would take no further action beyond notifying the authorities of the release. First responders at the awareness level <b>shall have sufficient training or have had sufficient experience to objectively demonstrate competency in the following areas:</b></p> <ul style="list-style-type: none"> <li>(A) An understanding of what hazardous substances are, and the risks associated with them in an incident.</li> <li>(B) An understanding of the potential outcomes associated with an emergency created when hazardous substances are present.</li> <li>(C) The ability to recognize the presence of hazardous substances in an emergency.</li> <li>(D) The ability to identify the hazardous substances, if possible.</li> <li>(E) An understanding of the role of the first responder awareness individual in the employer's emergency response plan including site security and control and the U.S. Department of Transportation's Emergency Response Guidebook.</li> <li>(F) The ability to realize the need for additional resources, and to make appropriate notifications to the communication center.</li> </ul>
<p><b>First Responder Operations</b></p>	<p>First responders at the operations level are individuals who respond to releases or potential releases of hazardous substances as part of the initial response to the site for the purpose of protecting nearby persons, property, or the environment from the effects of the release. They are trained to respond in a defensive fashion without actually trying to stop the release. Their function is to contain the release from a safe distance, keep it from spreading, and prevent exposures. First responders at the operational level <b>shall have received at least eight hours of training</b> or have had sufficient experience to objectively demonstrate competency in the following areas in addition to those listed for the awareness level and the employer shall so certify:</p> <ul style="list-style-type: none"> <li>(A) Knowledge of the basic hazard and risk assessment techniques.</li> <li>(B) Know how to select and use proper personal protective equipment provided to the first responder operational level.</li> <li>(C) An understanding of basic hazardous materials terms.</li> <li>(D) Know how to perform basic control, containment and/or confinement operations within the capabilities of the resources and personal protective equipment available with their unit.</li> <li>(E) Know how to implement basic decontamination procedures.</li> <li>(F) An understanding of the relevant standard operating procedures and termination procedures.</li> </ul>

Responder Designation	Description of Required Training
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<p><b>HAZMAT Specialist</b></p>	<p>Hazardous materials specialists are individuals who respond with and provide support to hazardous materials technicians. Their duties parallel those of the hazardous materials technician, however, those duties require a more directed or specific knowledge of the various substances they may be called upon to contain. The hazardous materials specialist would also act as the site liaison with Federal, state, local and other government authorities in regards to site activities. Hazardous materials specialists <b>shall have received at least 24 hours of training equal to the technician level</b> and in addition have competency in the following areas and the employer shall so certify:</p> <ul style="list-style-type: none"> <li>(A) Know how to implement the local emergency response plan.</li> <li>(B) Understand classification, identification and verification of known and unknown materials by using advanced survey instruments and equipment.</li> <li>(C) Know of the state emergency response plan.</li> <li>(D) Be able to select and use proper specialized chemical personal protective equipment provided to the hazardous materials specialist.</li> <li>(E) Understand in-depth hazard and risk techniques.</li> <li>(F) Be able to perform specialized control, containment, and/or confinement operations within the capabilities of the resources and personal protective equipment available.</li> <li>(G) Be able to determine and implement decontamination procedures.</li> <li>(H) Have the ability to develop a site safety and control plan.</li> <li>(I) Understand chemical, radiological and toxicological terminology and behavior.</li> </ul>
<p><b>HAZMAT Technician</b></p>	<p>Hazardous materials technicians are individuals who respond to releases or potential releases for the purpose of stopping the release. They assume a more aggressive role than a first responder at the operations level in that they will approach the point of release in order to plug, patch or otherwise stop the release of a hazardous substance. Hazardous materials technicians <b>shall have received at least 24 hours of training equal to the first responder operations level</b> and in addition have competency in the following areas and the employer shall so certify:</p> <ul style="list-style-type: none"> <li>(A) Know how to implement the employer's emergency response plan.</li> <li>(B) Know the classification, identification and verification of known and unknown materials by using field survey instruments and equipment.</li> <li>(C) Be able to function within an assigned role in the Incident Command System.</li> <li>(D) Know how to select and use proper specialized chemical personal protective equipment provided to the hazardous materials technician.</li> <li>(E) Understand hazard and risk assessment techniques.</li> <li>(F) Be able to perform advance control, containment, and/or confinement operations within the capabilities of the resources and personal protective equipment available with the unit.</li> <li>(G) Understand and implement decontamination procedures.</li> <li>(H) Understand termination procedures.</li> <li>(I) Understand basic chemical and toxicological terminology and behavior.</li> </ul>

<b>Responder Designation</b>	<b>Description of Required Training</b>
<b>Incident Commander</b>	Incident commanders, who will assume control of the incident scene beyond the first responder awareness level, <b>shall receive at least 24 hours of training equal to the first</b>



	<p><b>responder operations level</b> and in addition have competency in the following areas and the employer shall so certify:</p> <ul style="list-style-type: none"> <li>(A) Know and be able to implement the employer’s incident command system.</li> <li>(B) Know how to implement the employer’s emergency response plan.</li> <li>(C) Know and understand the hazards and risks associated with employees working in chemical protective clothing.</li> <li>(D) Know how to implement the local emergency response plan.</li> <li>(E) Know of the state emergency response plan and of the Federal Regional Response Team.</li> <li>(F) Know and understand the importance of decontamination procedures.</li> </ul>
<p><b>Specialists</b></p>	<p>Employees who, in the course of their regular job duties, work with and are trained in the hazards of specific hazardous substances, and who will be called upon to provide technical advice or assistance at a hazardous substance release incident to the individual in charge, <b>shall receive training or demonstrate competency in the area of their specialization</b> annually</p>
<p><b>HAZWOPER Trainers</b></p>	<p>Trainers who teach any of the above training subjects <b>shall have satisfactorily completed a training course for teaching the subjects they are expected to teach</b>, such as the courses offered by the U.S. National Fire Academy, or they shall have the training and/or academic credentials and instructional experience necessary to demonstrate competent instructional skills and a good command of the subject matter of the courses they are to teach.</p>