

ILLINOIS STATE POLICE DIRECTIVE

OPS-057, HAZARDOUS MATERIAL INCIDENTS

RESCINDS: OPS-057, 2011-060, revised 08-24-2011.	REVISED: 12-03-2014 2014-104
RELATED DOCUMENTS: OPS-071, U.S. DOT Emergency Response Guidebook, ISP Academy Training Curriculum	RELATED CALEA STANDARDS: 46.3.4, 61.2.1, 61.2.2, 61.2.3

I. POLICY

The Illinois State Police (ISP) will cooperate with all other agencies that have assigned responsibilities relating to hazardous material incidents occurring during transportation or at fixed facilities.

II. AUTHORITY

- II.A. United States Environmental Protection Agency, 40 CFR § 311.1 – Worker Protection
- II.B. Occupational Safety and Health Administration, 29 CFR § 1910.120 – Hazardous Waste Operations and Emergency Response
- II.C. Illinois Hazardous Materials Transportation Act, 430 ILCS 30/1

III. DEFINITIONS

- III.A. CHEMTREC - Chemical Transportation Emergency Center, a public service of the Manufacturing Chemists Association with offices in Washington, D.C.
- III.B. Hazardous Material (HAZMAT) - for the purpose of this directive, any substance or material capable of posing an unreasonable risk to health, safety, or property. This definition includes hazardous substances, hazardous wastes, marine pollutants, and elevated temperature materials.
- III.C. HAZMAT Incident - the unintentional release of a material hazardous to the environment. HAZMAT incidents do not include preplanned raids or seizures involving clandestine drug laboratories and/or the public, or spills from vehicle fuel tanks.

IV. RESPONSIBILITIES

- IV.A. Initial training to the HAZMAT First Responder Awareness Level is conducted at the ISP Academy as part of the Cadet/Recruit Program.
- IV.B. Officers are required to take part in annual refresher training for the First Responder Awareness Level.
 - IV.B.1. Refresher training will be held at the District or Region or be administered via web-based training.
 - IV.B.2. Training at the District or Region will be conducted by Commercial Vehicle Enforcement Officers (CVEOs) who have received the certification to instruct in this area from the Illinois Emergency Management Agency.

NOTE: Officers trained to levels higher than First Responder Awareness will be exempted from the need for annual refresher training provided they comply with the annual recertification requirements mandated for their level of training.
 - IV.B.3. Officers who have previously taken training through the Illinois Law Enforcement Alarm System (ILEAS) Learning Management System (LMS) training website will:
 - IV.B.3.a. Access the Hazardous Materials Awareness Refresher Training course in the same manner, using the same user IDs and passwords.
 - IV.B.3.b. Once logged into the LMS, select “HAZMAT” listed under “Mandatory Training” on the “Home” tab.

IV.B.4. Officers who have not previously used the LMS must:

- IV.B.4.a. Contact the Information Services Bureau (ISB) Integrated Help Desk via e-mail at "HELPDESK" or by calling 217/782-4155 to request the necessary user ID and password to download the instructions from the following web address: <http://www.state.il.us/isp/leads/leadspub>.
- IV.B.4.b. Once logged onto the website identified in paragraph IV.B.4.a., select "Computer-Based Training Instructions." This will provide all the information necessary to access the training courses.

NOTE: Technical questions concerning LMS should be referred to the ISB Integrated Help Desk Monday through Friday 7:00 a.m. to 4:00 p.m.

IV.C. The ISP Academy will maintain training records for officers from reports by the instructors. Once completed, officers using the LMS will provide a copy of their printed HAZMAT Awareness Refresher certificate to their training coordinator, supervisor, or designee to be included in their personnel file.

IV.D. Officers will assist at incidents within their level of training using the most recent edition of the U.S. Department of Transportation (DOT) Emergency Response Guidebook for initial information and response. CVEOs trained at the First Responder Operations Level will limit their activities to providing technical assistance using the resources provided to them.

V. PROCEDURES

NOTE: For HAZMAT spills involving food product spills or spills having relation to food products, also refer to ISP directive OPS-071, "Food Shipment Incidents/Traffic Crashes."

V.A. Officers encountering a HAZMAT incident will notify their headquarters and make every attempt to provide the following:

V.A.1. Reporting Information

- V.A.1.a. Type of incident (transportation or fixed facility)
- V.A.1.b. Location of incident
- V.A.1.c. Material involved by name or ID number and quantity, if known
- V.A.1.d. Proximity of incident to residences, businesses, schools, or other facilities where the evacuation of people/animals may become necessary
- V.A.1.e. Status of incident, i.e., identifying potential or actual fire hazards, explosion, vapor, or liquid leak
- V.A.1.f. Wind direction at the scene
- V.A.1.g. Any additional information that may be helpful to emergency responders in determining the best course of action

V.A.2. Product/Vehicle Identification

V.A.2.a. Second Division Vehicles - The shipping papers (Bills of Lading, etc.) are the most reliable source of information.

- V.A.2.a.1) An alternate source may be the placards, when the shipment meets the threshold limits requiring them, on the transport vehicle.
- V.A.2.a.2) Placard confirmation should be made by the shipping papers, the shipper, or other reliable source.
- V.A.2.a.3) When contacting a carrier for information, use unit numbers to identify vehicles.

V.A.2.b. Rail Cars - The shipping papers carried by the train crew are the most reliable source of information.

- V.A.2.b.1) Placards may be an alternate source.

- V.A.2.b.2) When contacting the railroad, provide rail car numbers to help in obtaining contents information.
- V.A.2.c. Fixed Facilities - The most reliable identification of HAZMAT involved in incidents at fixed facilities can be obtained from the plant management or plant safety personnel.
- V.B. Reference material that may be carried by each CVEO
 - V.B.1. Emergency Handling of Hazardous Materials in Surface Transportation
 - V.B.2. National Institute for Occupational Safety and Health (NIOSH) Pocket Guide to Chemical Hazards
- V.C. Reference materials issued to all officers
 - V.C.1. All officers have been supplied with a booklet distributed by the U.S. DOT titled "Emergency Response Guidebook."
 - V.C.1.a. This booklet represents the latest and best information available.
 - V.C.1.b. After the HAZMAT has been identified, the booklet will be invaluable in helping to identify potential hazards and providing immediate initial action information for fires, spills, and first aid.
 - V.C.2. CHEMTREC provides information about the product for those at the scene of emergencies, then promptly contacts the shipper of the chemicals involved for more detailed assistance and appropriate follow-up.
 - V.C.2.a. CHEMTREC operates 24 hours a day, 7 days a week, to receive direct-dial toll-free calls from any point in the continental United States at 800/424-9300.
 - V.C.2.b. CHEMTREC is not intended nor equipped to function as a general source of information. CHEMTREC is restricted to assisting with information regarding chemical transportation emergencies. Do not call CHEMTREC on problems other than chemical cargo emergencies.
- V.D. Reporting
 - V.D.1. The first officer/assigned officer on the scene will submit an Incident Report, ISP 5-17B in addition to the reports, if applicable, submitted by CVEOs.
 - V.D.2. For transportation incidents involving HAZMAT, CVEOs will complete form DOT 5800.1 and, when applicable, a Commercial Driver/Vehicle Inspection Report, form ISP 5-238 (available in the ISP Document Library at <http://maphome/documentlibrary/>), or the equivalent form through the appropriate computer program.

NOTE: Locations using ICase will not complete the paper Incident Report. These locations will enter their information directly into ICase.

| Indicates new or revised items.

-End of Directive-