PINELLAS COUNTY HAZARDOUS MATERIALS RESPONSE TEAM
STANDARD OPERATING PROCEDURES MANUAL

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PINELLAS COUNTY HAZARDOUS MATERIALS RESPONSE TEAM
100 SERIES STANDARD OPERATING PROCEDURE
No. 100-1

SUBJECT: TEAM MISSION STATEMENT

Pinellas County Hazardous Materials Response Team (PCHMRT) is an all-hazards response unit. This program is designed to address the technological, natural or criminal responses, including; chemical, biological, radiological, nuclear and explosive (CBRNE) threats to our community.

Housed at Five strategically placed Fire Departments throughout Pinellas County, the PCHMRT is ready to respond to any incident requiring specialized services throughout Pinellas County. The team is comprised of over 130 trained technician level hazardous materials operators from fire stations in Largo, Palm Harbor, Pinellas Park, Seminole and St. Petersburg. Along with, members from the Pinellas County Sheriff's Department.

The PCHMRT is equipped with specialized protective clothing, state of the art chemical detection equipment, advanced sampling devices, containment tools, computer and chemical based materials identification systems, advanced encrypted communications systems, independent meteorological equipment, and specialized medication & antidotes, for use in the event of a large scale domestic TIC-CWA release.

As we are at the forefront of response & mitigation, we routinely train and prepare for any potential chemical release or Weapon of Mass Destruction that may cause harm to the citizens of Pinellas County. It is our duty with this response program to save lives, preserve property, and mitigate all hazards we respond to in Pinellas County and the State of Florida.

PINELLAS COUNTY HAZARDOUS MATERIALS RESPONSE TEAM
200 SERIES STANDARD OPERATING PROCEDURE No. 200-1

SUBJECT: ORGANIZATION

1.0 The Pinellas County Hazardous Materials Response Team (PCHMRT) is the coordinated function of several agencies, to provide the rescue of victims, hazard mitigation, technical guidance, and advanced medical support. The PCHMRT operates under the sanction of Pinellas County through the County's Department of Public Safety Services.

1.1 Command of the PCHMRT is under a Team Commander designated by the Pinellas County Fire Chief's Association. Participating departments shall designate a Staff Hazardous Materials Officer, who will, along with the Team Commander, serve as the Team Command Staff. This Staff Officer shall also serve as that department's Hazmat Coordinator. All Hazmat Team functions shall be performed through this person. Additional Staff Officers may be assigned to the team, with approval of the Team Commander, from other County agencies. The Commander shall designate an Assistant Team Commander.

1.2 The Team Command Staff is charged with daily management of the Team. This management system is accomplished by utilizing a five-year methodology for assessment and satisfaction of short and long-range goals and objectives. The Command Staff meets monthly to improve service delivery and manage overall team functions. Additionally, it has been a policy of this management team to re-examine the Team's overall status and operations, at a minimum of every five- (5) years. The Standard Operating Procedures are then updated, as required, to accomplish procedural modifications, which the Staff has identified, through a quality improvement process utilizing input and feedback received from the team membership.

1.3 Specially designated Hazardous Materials Team units are assigned to fire stations # 5, 29, 33, 38, and 66, and will be staffed and respond on an "as needed" basis by PCHMRT members assigned there as per agreements between the county and the departments.
Participating fire departments are Seminole, Pinellas Park, Largo, Palm Harbor and St. Petersburg, and additionally the Pinellas County Sheriff's Office, and Pinellas County Public Safety Services.

1.4 Budgeting and purchasing efforts are handled by the Pinellas County Department of Public Safety Services. Policy and planning are managed by a steering committee consisting of Fire Chiefs of the participating fire departments, the Director of Pinellas County Public Safety Services, and the Team Commander.

200 SERIES STANDARD OPERATING PROCEDURE No. 200-2

SUBJECT: NOTIFICATION

2.0 **THE HAZMAT RESPONSE TEAM** is designed to support ongoing operations already in progress at a hazardous materials incident. Request for response of PCHMRT will originate from the Incident Commander of the local jurisdiction. The incident commander will request the response through the Emergency Communications Dispatch Center.

2.1 INITIAL DISPATCH PROCEDURE:

2.1.1 Assistance/guidance for hazardous materials incidents identified & requested by Incident Command

2.1.2 Response Options:

2.1.2a HAZMAT CONSULTATION- Unknown/small incident: Incident Command requesting assistance through Emergency Communications Dispatch Center. No initial dispatch required

2.1.2b SINGLE HAZMAT UNIT RESPONSE- Small incident, requiring minimal response of Hazmat Technicians to advise or mitigate situation

2.1.2c FULL HAZMAT RESPONSE- Large incident requiring full PCHMRT response, involving, but not limited to; large leaks, unknown chemicals, injuries, small spills causing, or with the potential to cause, environmental damage, or materials generating plume clouds.

2.1.4 Response Areas:

First Alarm

North of Ulmerton Road:

Hazmat 29	(2 personnel - minimum staffing)
Hazmat 33	(2 personnel - minimum staffing)
Hazmat 38	(2 personnel - minimum staffing)
Hazmat 66	(2 personnel - minimum staffing)
Command Staff	

South of Ulmerton Road:

Hazmat 5/HMU 5	(4 personnel - minimum staffing)
Hazmat 29	(2 personnel - minimum staffing)
Hazmat 33	(2 personnel - minimum staffing)
Hazmat 38	(2 personnel - minimum staffing)
Command Staff	

Second Alarm

PINELLAS COUNTY HAZARDOUS MATERIALS RESPONSE TEAM

PCHMRT units not already dispatched.

Notification of DC5, DC29, DC35, DC38, DC41 and DC65 requesting the remainder of on-duty Hazmat personnel.

Third Alarm

Tampa Fire Department HMRT

Fourth Alarm

Hillsborough County HMRT

Call back of all off-duty PCHMRT personnel.

2.2 MUTUAL AID RESPONSE

2.2.1 PCHMRT participates as one of the Regional Response Teams for the State of Florida.

2.2.2 Prior to response the "**On Call"** Haz Mat Staff Officer shall be notified to verify the request and ensure appropriate response according to SOP 8.1.2.3.

2.2.3 The team will be divided into two response groups in order to respond with appropriate equipment and personnel while maintaining capabilities within Pinellas County. Those personnel certified at the 160 hour technician level or equivalent shall be the priority personnel to respond. The following outlines response groups depending on unit and personnel availability:

2.2.3.1 Initial immediate response shall consist of the following apparatus and personnel which is to include at least 1 Haz Mat Medic

H5	(minimum of 5 personnel)
H66	(minimum of 3 personnel)
HM Officer on call	(minimum of 1 personnel)
Additional Personnel	(minimum of 7 personnel within 1 hour)

OR

2.2.3.2 Remaining response units for Pinellas County:

H29	(minimum of 3 personnel)
H33	(minimum of 3 personnel)
H38	(minimum of 2 personnel)

Next HM Officer (minimum of 1 personnel)
Additional Personnel (minimum of 7 personnel within 1 hour)

2.2.4 See Attachment B for departmental and personal needs for a deployment.

PINELLAS COUNTY HAZARDOUS MATERIALS RESPONSE TEAM 300 SERIES STANDARD OPERATING PROCEDURE No. 200-3

SUBJECT: REPORTING AND RECORDS RETENTION

3.0 Reporting is an important part of the operation of the Pinellas County Hazardous Materials Response Team.

3.1 Reporting requirements for the hazardous materials team is listed here.

3.1.1 All incidents warrant use of the computerized Hazmat reporting form:

3.1.1.1 All incidents of consultation or actual field operations shall be reported.

3.1.1.2 This report shall be executed as described in Attachment F (not yet complete).

3.1.1.3 This report shall be executed in its entirety, utilizing each section and/or page as is needed. While the team member may deem some parts of the report as unnecessary, the member should realize that this form meets reporting needs required by other agencies or laws and shall be executed as accurately as possible. Responsibility for the completion of this report shall fall to the senior team member or command officer assigned to or responding to the request for assistance.

3.1.1.4 Responsibility for the completeness and accuracy of the report shall fall to the Hazmat Group commander or consulting officer. Any supporting documentation and photographs shall be conveyed to Pinellas County Public Safety Services within 15 calendar days. Digital photographs taken at Hazmat scenes may be transmitted via appropriate media. Pinellas County Public Safety Services will maintain a file, by incident number, for all additional information submitted.

3.1.1.5 All incidents of actual or potential exposure of a team member shall be reported to the person-in-charge at Pinellas County Public Safety Services immediately.

3.2 Records shall be retained in a manner consistent with the Pinellas County's Records Retention Policy and under the guidance of Pinellas County's Department of Records Management.

PINELLAS COUNTY HAZARDOUS MATERIALS RESPONSE TEAM 300 SERIES STANDARD OPERATING PROCEDURE No. 300-1

SUBJECT: TRAINING REQUIREMENTS FOR HAZMAT TECHNICIAN

1.0 Training requirements for hazardous materials technicians shall comply with the Latest Revision of *Florida State Emergency Response Commission 'Florida Guidelines for Hazardous Materials Training'*, as amended (Attachment A).

1.1 Requirements for donning a fully encapsulated suit and entering a hazardous atmosphere include:

1.1.1 Certification at the technician level as prescribed for in 300-1, 1.0
1.1.2 Satisfactory completion of the required physical examination and corresponding approval by the physician every year.
1.1.3 Verbal and/or written approval by the employee's department coordinator.

1.2 The Command Staff requires each team member to complete twenty-four (24) hours of approved training at the technician level each calendar year to maintain proficiency and technician-level certification.

1.2.1 Members that do not achieve a satisfactory degree of continuing education are subject to removal from active Hazmat duty.
1.2.2 Attend advanced training sessions as assigned or determined by your department Hazmat coordinator and/or the Hazmat Team Command Staff.

1.3 The Hazardous Materials Team has become a specialized portion of the fire department. So that the level of knowledge and skill of the Hazmat Team are maintained at a high level, the following minimum standards shall be met.

1.3.1 Fire Department personnel that aspire to join the PCHMRT are required to complete a State of Florida approved 160 hour Haz Mat Technician Course and successfully pass the State Test.

PINELLAS COUNTY HAZARDOUS MATERIALS RESPONSE TEAM 300 SERIES STANDARD OPERATING PROCEDURE No. 300-2

SUBJECT: QUALIFICATIONS FOR HAZMAT INSTRUCTOR

2.0 Training requirements for hazardous materials trainers shall comply with the *Florida State Emergency Response Commission Florida Guidelines for Hazardous Materials Training*, as published in July 1994, and subsequent updates, as amended (Attachment A).

2.1 HAZMAT INSTRUCTORS:

2.1.1 *PCHMRT Adjunct Instructor*- Shall can be recommended by a Lead Instructor or Command Staff Officer. In order to teach as an Adjunct Instructor, they must have:

2.1.1a *Job Knowledge*- subject matter expertise in the content to be taught; knowledge of the information, techniques and principles to performing the job; understanding the difficulties and problems that arise on the job; and specific training or education in the subject matter to be taught

2.1.1b *PCHMRT Instructor Orientation*- must have observed or assisted in the specific subject matter, by an approved PCHMRT Lead Instructor

2.1.1c *Continued Education*- adjunct instructors must be in pursuit of their Fire Instructor I certification

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2.1.2 *PCHMRT Lead Instructor*- shall have a minimum certification of Fire Instructor I as recognized by the State of Florida: Bureau of Fire Standards and Training
Additionally, they must have the following professional qualifications:

2.1.2a *Job Knowledge*- subject matter expertise in the content to be taught; knowledge of the information, techniques and principles to performing the job; understanding the difficulties and problems that arise on the job; and specific training or education in the subject matter to be taught

2.1.2b *Job Experience*- actual work experience directly related to the subject matter and experience in hazardous materials response

2.1.2c *Education & Certification*- should have a level of education higher than those they are going to instruct. Lead instructors should have, or be in pursuit of, an Associate Degree from an accredited school or be a certified subject matter expertise in the topic they wish to instruct

2.1.3 *PCHMRT Training Coordinator*- designated by the HM Command Staff, will be responsible for the planning, development & execution of all Hazmat County Training events. They must meet the minimum standards of a PCHMRT Lead Instructor and will be responsible for the direction & coordination of all instructors, logistics and events related to county training.

PINELLAS COUNTY HAZARDOUS MATERIALS RESPONSE TEAM 300 SERIES STANDARD OPERATING PROCEDURE No. 300-3

SUBJECT: GUIDELINES FOR HAZMAT OFFICER

3.0 Training requirements for hazardous materials incident commander shall comply with the Latest Revision of the *Florida State Emergency Response Commission Florida Guidelines for Hazardous Materials Training*, , as amended (Attachment A).

PINELLAS COUNTY HAZARDOUS MATERIALS RESPONSE TEAM 300 SERIES STANDARD OPERATING PROCEDURE No. 300-4

SUBJECT: GUIDELINES FOR HAZMAT INCIDENT COMMANDER

4.0 Training requirements for hazardous materials incident commander shall comply with the Latest Revision of the *Florida State Emergency Response Commission Florida Guidelines for Hazardous Materials Training*.

PINELLAS COUNTY HAZARDOUS MATERIALS RESPONSE TEAM 300 SERIES STANDARD OPERATING PROCEDURE No. 300-5

SUBJECT: REQUIREMENTS FOR DRIVER/OPERATOR(S) OF COUNTY HAZ MAT APPARATUS

5.0 Training requirements for hazardous materials team Driver/Operators (or potential D/O's) as a minimum shall consist of the following:

5.0.1 Annual review of all members Motor Vehicle Records (MVR's) to be conducted by Pinellas County Risk Management.

5.0.2 All Driver/Operators (or potential D/O's) shall have a current Emergency Vehicle Operator Certification (EVOC).

5.0.3 All Driver/Operators (or potential D/O's) of the Tractor Trailer Apparatus shall have completed an eight (8) hour class specific to this type of apparatus.

5.0.3.1 All Driver/Operators (or potential D/O's) of the Tractor Trailer Apparatus shall complete four (4) hours of refresher training annually after initial certification.

5.1 All emergency units shall operate within Florida Statutes, Chapter 316.072 for response safety regulations.

5.2 Nothing within this policy shall preclude each participating department from implementing or enforcing policy that is more stringent or restrictive.

PINELLAS COUNTY HAZARDOUS MATERIALS RESPONSE TEAM 400 SERIES STANDARD OPERATING PROCEDURE No. 400-1

SUBJECT: ENFORCEMENT OF ORDINANCES AND STATUTES

1.0 Law enforcement members of the Pinellas County Hazardous Materials Team will review and evaluate all incidents and complaints forwarded to law enforcement. Complaints received from the Pinellas County Hazardous Materials Response Team will be evaluated by use of radio communications or telephone to determine if law enforcement should respond, and if a criminal investigation should be initiated. Those complaints or incidents that warrant further investigation will be assigned to one of the law enforcement units - HM401, HM402, HM403, and/or HM404 for follow-up.

1.1 Law enforcement will respond to the scene of a hazardous materials spill or environmental crime when requested by:

1.1.1 Pinellas County Hazardous Materials Response Team

1.1.2 Other local law enforcement agencies or fire departments only after the Pinellas County Hazardous Materials Response Team has determined the need for assistance or at the request of the incident commander**.**

1.1.3 When responding to the scene of a hazardous materials incident or environmental crime, law enforcement may make an emergency response (lights and siren) per department protocol. 1.1.4

1.2 Upon arrival at a hazardous materials scene, law enforcement will:

1.2.1 Assist with crowd control

1.2.2 Assist in evacuation and/or sheltering-in-place

1.2.3 Coordinate the activities of the hazardous materials team with law enforcement and/or other local police agencies on scene

1.2.4 Interview all witnesses present at the scene and conduct the necessary criminal investigation, to include but not limited to:

1.2.4.1 The issuance of a county ordinance violation

1.2.4.2 Issuance of a notice to appear for a misdemeanor violation

1.2.4.3 Referral to the State's Attorney Office for the prosecution of a felony violation.

1.2.5 Assist the Pinellas County Hazardous Materials Response Team if needed in the capacity of a team member at the technician level and/or the incident command level.

1.2.6 Pinellas County Sheriff's Office law enforcement personnel will not conduct the collection of samples and evidence unless properly trained and equipped for the collection and preservation of samples for prosecution. If such is needed, the assistance of the proper agency or authority will be requested to assist with collection, preservation, and analysis of samples for prosecution. The Florida State Department of Environmental Protection (DEP), the United States Environmental Protection Agency (EPA), and/or any other said authority may be contacted for such assistance.

PINELLAS COUNTY HAZARDOUS MATERIALS RESPONSE TEAM
600 SERIES STANDARD OPERATING PROCEDURE

No. 500-1

SUBJECT: PATIENT CARE/EMS PROTOCOLS

1.0 In order to maintain effective and coordinated operations throughout Pinellas County, the Pinellas County Hazardous Materials Response Team acknowledges the need to work within the existing operational practices of the Pinellas County Medical Director's Office Medical Operations Manual. In order to facilitate that relationship, we hereby adopt the Medical Operations Manual (MOMs Manual) for the Pinellas County Emergency Medical Service.

1.1 Paramedics that have been trained and certified for use of the Hazmat protocols or Level III Paramedics shall take direction from the MOMs Manual, Chemical Treatment Protocols – Haz-medic**.**

PINELLAS COUNTY HAZARDOUS MATERIALS RESPONSE TEAM
600 SERIES STANDARD OPERATING PROCEDURE
No. 600-1

SUBJECT: INCIDENT COMMAND

1. PCHMRT will operate in accordance with the National Incident Management System identified in the Florida Incident Field Operations Guide (FOG) along with the Fire Department 600 Series Standard Operating Procedures. ***Also see Pinellas County 600 Series SOP 600-01.***

   1.1 The senior emergency response official responding to an emergency shall become the individual in charge of the site-specific Incident Management System (IMS). (1910.120 q 3)

   1.2 The Incident Commander (IC) at an emergency will call for the PCHMRT when the situation warrants. The Hazardous Materials Team shall work within the framework of the ICS as a Group, with the Incident Commander retaining overall command of the incident.

   1.3 The Hazmat Group Officer shall assign and utilize the following divisions of labor:

      1.3.1 Research: responsible for the information gathering about the product(s) involved
      1.3.2 Entry: responsible for the actual entry and mitigation of the incident.
      1.3.3 Decon: responsible for the decontamination of the personnel, tools and equipment used.
      1.3.4 Medical: responsible for the medical checks and rehab of entry personnel, and the coordination of the transfer of exposed and/or rescued civilians to EMS.
      1.3.5 Safety: responsible for watching the overall operations to assure safe practices are being observed.
      1.3.6 Liaison: responsible for coordinating activities between agencies (i.e.: FD, PCSO, EPA, etc.).

PINELLAS COUNTY HAZARDOUS MATERIALS RESPONSE TEAM 600 SERIES STANDARD OPERATING PROCEDURE No. 600-2

SUBJECT: RESPONSE AND PLACEMENT

2. This section provides guidance for units as they respond and position for operation at emergency scenes. (ALSO SEE 600.13 – SINGLE UNIT RESPONSE)

   2.1 Response: Units shall respond in "emergency status" (red lights and sirens functioning) to all dispatches unless advised to do otherwise or as established by SOP. If Hazmat units are to respond non-emergency, then the traffic preemption device shall be operating and apparatus shall follow the route affording them the quickest total travel time but shall not exceed safe speed considering conditions and posted speed limit when emergency status. All personnel shall remain seated and wear provided restraints. Drivers must use the utmost care and pay extra attention to safety when moving. All emergency units shall conform to Florida Statutes, Chapter 316.072 for response safety regulations. Responding units shall maintain radio contact on the appropriate channel with Dispatch and advise when on-scene.

2.2 All Hazardous Materials Response Team Units dispatched to an incident must be kept intact as one unit to fulfill team responsibilities. It is the responsibility of the Hazmat Group officer and the PCHMRT Officers to insure that this requirement is being met during all phases of a "working" Hazardous Materials Incident

2.3 Standard Company Placement/Functions:

2.3.1 The first arriving PCHMRT unit will select a staging location for all other Hazmat units. The first unit will be required to select a staging locating that will account for the following criteria.

2.3.1.1 Stage upwind, uphill.
2.3.1.2 Announce staged location.
2.3.1.3 A safe location (based upon the potential for toxic vapors or explosion).
2.3.1.4 Have adequate access to the scene.
2.3.1.5 Be out of the way of other units that are operating in the area.
2.3.1.6 Position vehicles facing away from the scene for immediate/emergency departure.

2.3.2 If a Staging Area has been established prior to PCHMRT arrival, all Hazmat units should respond to this area. **The first arriving Hazmat unit should evaluate the staging area to ensure that it meets the team's criteria.** Upon arrival, inform the Staging Officer that PCHMRT engines and/or other supporting units (i.e.: E5, S38) are not available as companies for non-hazardous materials functions.

2.3.3 If the PCHMRT Staging location becomes untenable (dangerous) upon arrival or during the course of the incident, it shall be moved and Command advised of the relocation effort.

2.3.4 The first arriving Hazmat unit shall meet with Command to receive a situation status and begin to formulate a plan.

2.3.5 The second arriving Hazmat unit, with assistance from remaining personnel from the first unit on scene, shall begin to set up a dressing area for an entry and/or recon team. Shall also begin to set up a decon area.

2.3.5.1 Consider an emergency decon area for possible firefighter or civilian rapid decon.
2.3.5.2 Work with the first due unit to identify product/problem as quickly as possible.

2.3.5.3 Once product is identified, announce such to all on scene and responding Hazmat units and specifically H38 and the Hazmat Group Officer.

2.3.6 Remaining responding/arriving Hazmat units shall report to the Hazmat Group Officer for assignment and support of already operating Hazmat companies.

PINELLAS COUNTY HAZARDOUS MATERIALS RESPONSE TEAM
600 SERIES STANDARD OPERATING PROCEDURE
No. 600-3

SUBJECT: SAFETY

3. This SOP sets forth the minimum requirements for operations at emergency incidents as related to the safety and health of responding personnel.

3.1 ORGANIZATION

3.1.1 Emergency operations and other situations that present similar hazards, including training exercises, shall be conducted in a manner so as to recognize hazards and prevent accidents and injuries.
3.1.2 The Incident Commander shall be responsible for the overall safety of all personnel and all activities occurring at the scene.
3.1.3 The Hazmat Group Officer shall be responsible for assigning a Hazmat trained Safety Officer to be responsible for monitoring the safety needs of the PCHMRT.

3.2 GENERAL INCIDENT SAFETY REQUIREMENTS

3.2.1 The Hazmat Group Officer shall insure an adequate number of responding personnel to safely conduct incident operations. Operations shall be limited to those that can be safely performed by personnel available at the scene.
3.2.2 Whenever personnel are operating in positions or performing functions that include special hazards or that would subject them to immediate danger of injury in the event of equipment failure or other sudden event, back-up personnel shall be standing by with equipment to provide assistance and/or rescue.
3.2.3 When inexperienced personnel are working at an incident, more experienced officers or personnel shall provide direct supervision.
3.2.4 When personnel are operating in positions or performing functions that involve an immediate risk of injury, qualified ALS personnel shall be placed in a standby position with medical equipment and transport capability as soon as possible.

3.3 SPECIFIC INCIDENT SAFETY REQUIREMENTS

3.3.1 When personnel are operating in an area that places them in potential conflict with motor vehicle traffic:

3.3.1.1 Apparatus should be positioned to protect personnel from traffic while directing exhaust emissions away from the incident area.
3.3.1.2 Vehicle warning lights shall remain activated until leaving the scene.
3.3.1.3 Reflective markers or cones should be placed to re-direct traffic flow or close roadways.

3.3.1.4 Personnel shall wear a garment with fluorescent retro-reflective materials.

3.3.2 Drivers shall utilize at least one spotter positioned at the rear of the apparatus anytime the vehicle is backing.

3.3.3 De-energizing electrical hazards shall be limited to the operation of breakers or removal of fuses. Hazmat Team personnel shall not remove electric meters, either residential or commercial.

3.3.4 Areas or zones identified as hazardous to either civilian or emergency response personnel should be conspicuously marked in the following manner:

3.3.4.1 **FIRE LINE - DO NOT CROSS** 3" wide **yellow** tape with black letters. Used to identify non-accessible areas to civilians. Procedure: Place around incident perimeter as directed by Command. Command's approval needed to remove the tape.

3.3.4.2 **DANGER - DO NOT ENTER** 3" Wide **red** tape with black letters. Used to identify areas deemed **unsafe for entry** by on scene officer's i.e.: weak floor or road, falling glass, etc. NO PERSONNEL TO CROSS BARRIER TAPE WITHOUT APPROVAL FROM INCIDENT SAFETY OFFICER. Procedure: Place across doorways, windows or other highly visible areas. Safety Officer to approve removal.

3.3.4.3 **HAZARDOUS MATERIALS - DO NOT ENTER:** 3" wide **red** tape with black letters used by PCHMRT to identify limited access areas at hazardous materials incidents. ACCESS LIMITED TO PCHMRT AND THOSE AUTHORIZED BY THE Hazmat GROUP OFFICER. Removal to be authorized by the Hazmat Group Officer.

3.4 EMERGENCY RETREAT PROCEDURE

3.4.1 Purpose: The **Emergency Retreat Procedure** is a county-wide procedure to enable personnel to be quickly withdrawn in the event of a potentially dangerous or rapidly deteriorating situation. Building collapse, cave-in, explosion, plume cloud shift, BLEVE's and hostile actions are a few examples, which may require this procedure.

3.4.2 Procedure: Any Command Officer, Group/Division Officer, Company Officer, or Fire Rescue personnel who notice a life-threatening situation may initiate the retreat by use of the following radio transmission:

"Emergency retreat" == "All Personnel Retreat" == "All Personnel Retreat."

3.4.2.1 Following this transmission, the person who initiated the retreat will report to Command over the radio, the situation which he deems life threatening; then, as soon as possible, face to face with the Commander.

3.4.2.2 Dispatch, upon hearing the Emergency Retreat transmission, will activate the Emergency Retreat Tone, a high pitched tone of fifteen (15) seconds duration on the tactical channel.

3.4.2.3 Apparatus operators, upon hearing the Emergency Retreat transmission will sound their air horns for fifteen (15) seconds.

3.4.2.4 Upon hearing the Emergency Retreat transmission, alert tone, or air horn signal, all personnel at the scene of an emergency will, **without delay**, return to their apparatus for a roll call. All Command Officers will return to the Command Post. Immediately following the procedure Command will have control over the tactical channel to confirm roll calls of units. All units will refrain from radio traffic.

3.4.2.5 The role call may be delayed in situations where it is necessary to move vehicles to a new, safer location. In such situations, roll call shall be conducted as soon as all personnel have fallen back to the retreat position/s, and it is practical to do so.

3.5 **SUMMARY**: The three-step retreat procedure notifies all personnel as follows:

1 - Radio transmission of "Emergency Retreat"
2 - 15 second alert tone by Dispatch
3 - 15 second air horn blast

The Emergency Retreat can be halted or reinitiated **only** by Command.

3.6 ***Also see Attachment A – General Safety and Health for Hazardous Materials Response***.

PINELLAS COUNTY HAZARDOUS MATERIALS RESPONSE TEAM 600 SERIES STANDARD OPERATING PROCEDURE No. 600-4

SUBJECT: PERSONAL PROTECTIVE EQUIPMENT

4. Personal protective equipment (PPE) shall be selected and used in the proscribed manner which will protect employees from the hazards and potential hazards they are likely to encounter as identified during the site characterization and analysis. (1910.120 g 3)

4.1 SUIT TYPE AND MANUFACTURER

The PCHMRT currently uses a limited use entry suit. The criteria for suit material shall be established and monitored by PCHMRT Command Staff.

4.2 SELECTION AND USE

4.2.1 Suit level selection shall be made, based on known product information. If there is no positive identification made, or multiple products may be present, the highest level of suit shall be utilized. The following suit nomenclature shall be utilized:

4.2.1.1 Level A - To be selected when the greatest level of skin, respiratory, and eye protection is required.

4.2.1.1.1 Positive pressure, full face-piece self-contained breathing (SCBA), or positive pressure supplied air respirator with escape SCBA, approved by the National Institute for Occupational Safety and Health (NIOSH).
4.2.1.1.2 Totally encapsulating chemical-protective suit.
4.2.1.1.3 Coveralls, optional, as applicable.
4.2.1.1.4 Long underwear, optional, as applicable.
4.2.1.1.5 Gloves, outer, chemical-resistant.
4.2.1.1.6 Gloves, inner, chemical-resistant.
4.2.1.1.7 Boots, chemical-resistant, steel toe and shank.
4.2.1.1.8 Hard hat (under suit), optional, as applicable.
4.2.1.1.9 Disposable protective suit, gloves and boots (depending on suit construction, may be worn over totally encapsulating suit.) ***note*: it is permissible to wear firefighting bunker gear under Level A garments to serve as protection when dealing with a flammable substance.

4.2.1.2 Level B - To be selected when the highest level or respiratory protection is necessary but a lesser level of skin protection is needed.

4.2.1.2.1 Positive pressure, full face-piece self-contained breathing (SCBA) or positive pressure supplied air respirator with escape SCBA, approved by the National Institute for Occupational Safety and Health (NIOSH).
4.2.1.2.2 Hooded chemical-resistant clothing (overalls and long-sleeved jacket; coveralls; one or two-piece chemical-splash suit; disposable chemical-resistant overalls).
4.2.1.2.3 Coveralls, optional, as applicable.
4.2.1.2.4 Gloves, outer, chemical-resistant.
4.2.1.2.5 Gloves, inner, chemical-resistant.
4.2.1.2.6 Boots, outer, chemical-resistant, steel toes and shank.
4.2.1.2.7 Boot-covers, outer, chemical-resistant (disposable), optional, as applicable.
4.2.1.2.8 Hard hat, optional, as applicable.
4.2.1.2.9 Face shield, optional, as applicable.

4.2.1.3 Level C - To be selected when the concentration(s) and type(s) of airborne substance(s) is known and the criteria for using air purifying respirators are met.
4.2.1.3.1 Full-face or half-mask, air purifying respirators (NIOSH approved).
4.2.1.3.2 Hooded chemical-resistant clothing (overalls; two-piece chemical-splash suit; disposable chemical-resistant overalls).
4.2.1.3.3 Coveralls, optional, as applicable.
4.2.1.3.4 Gloves, outer, chemical-resistant.
4.2.1.3.5 Gloves, inner, chemical-resistant.
4.2.1.3.6 Boots, outer, chemical-resistant, steel toe and shank.
4.2.1.3.7 Boot-covers, outer, chemical-resistant (disposable), optional, as applicable.
4.2.1.3.8 Hard hat, optional, as applicable.
4.2.1.3.9 Escape mask, optional, as applicable.
4.2.1.3.10 Face shield, optional, as applicable.

4.2.1.4 Level D - A work uniform affording minimal protection, used for nuisance contamination only.

4.2.1.4.1 Coveralls.
4.2.1.4.2 Gloves, optional, as applicable.
4.2.1.4.3 Boots/shoes, chemical-resistant steel toe and shank.
4.2.1.4.4 Boots, outer, chemical-resistant (disposable), optional, as applicable.
4.2.1.4.5 Safety glasses or chemical splash goggles
4.2.1.4.6 Hard hat, optional, as applicable.
4.2.1.4.7 Escape mask, optional, as applicable.

4.2.1.4.8 Face shield, optional, as applicable.

4.3 TRAINING AND PROPER FIT

All personnel shall be trained and become familiar with the particulars of the currently provided suits. Multiple sizes are available in most cases.

4.4 DONNING AND DOFFING

Suits shall be donned by manufacturer guidelines. The entry team leader shall coordinate assisting entry team members into their suits, as needed. Use of a minimum of 2 support personnel per entry team member is recommended.

4.5 INSPECTION

4.5.1 All suits shall be stored in a protective bag or similar cover. When a suit is prepared for use, it shall be inspected for the following items:

4.5.1.1 Physical damage
4.5.1.2 Test log with date tested
4.5.1.3 The entry team leader and his support personnel shall inspect the donned suit using a checklist prior to leaving the dressing area.

4.6 IN-USE MONITORING

The entry team leader shall ascertain and track air-monitoring levels, for the purpose of assuring the integrity of the suits during use.

4.7 EQUIPMENT LIMITATIONS

Entry suits are only as effective as their weakest part, which is the window. Do not overlook any part of the suit.

4.8 DECONTAMINATION AND DISPOSAL

4.8.1 Suits that enter the hot zone, and come in contact with a known or unknown product shall be deemed unusable and shall be disposed of through accepted methods.
4.8.2 Suits that are donned, but do not enter the hot zone, or come in contact with a product in any manner, shall be tested utilizing the manufacturer's testing procedure and upon meeting those requirements, may be placed back in service.
4.8.3 A log of the testing dates shall be maintained on the suit and/or suit packaging for reference. The manufacturer permanently attaches the log sheets to each suit container. Responsibility for testing a suit shall fall to the member placing the suit back in service.

4.8.4 Upon disposal of a suit, the log shall be returned to the Pinellas County Department of Public Safety Services.

4.9 MAINTENANCE AND STORAGE

4.9.1 Each suit shall be maintained in accordance with the manufacturer's instructions as relates to the following:

4.9.1.1 Cleaning
4.9.1.2 Testing
4.9.1.3 Repair
4.9.1.4 Replacement
4.9.1.5 Storage
4.9.1.6 Record keeping/log sheet
4.9.1.7 Age
4.9.1.8 Chemical contamination/breakthrough 4.9.1.9 Decontamination

4.10 ***Also see Attachment A – Selection and Use of Specialized Chemical Protective Ensembles.***

PINELLAS COUNTY HAZARDOUS MATERIALS RESPONSE TEAM 600 SERIES STANDARD OPERATING PROCEDURE No. 600-5

SUBJECT: ADVERSE WEATHER CONDITIONS

5. The Pinellas County Hazardous Materials Response Team shall operate in compliance with the Pinellas County 600 standard operating procedures as they relate to adverse weather. ***Also see Pinellas County 600 Series 600-05.***

5.1 General information: Report severe weather conditions immediately to dispatch and the District Chief. The safety of personnel and the public shall be the first priority of officers commanding units in the field. Attention to debris, downed power lines, drainage collection, and blocked access is required. Damage to equipment and apparatus due to weather must be documented.

5.2 Specific Weather Situations:

5.2.1 **Heavy Rain**: Heavy rain shall not affect hazardous materials operations unless the material being cleaned up is sensitive to water contact. Action must be taken to keep the material from running off into sewers, canals, or retention ponds.

5.2.2 **Lightning**: Unless the spilled material must be dealt with immediately, crews shall not place themselves in jeopardy while conducting operations during severe lightning storms.

5.2.3 **Wind**: Personnel operating in winds of 30 miles per hour (m.p.h.) or higher shall wear protective clothing and helmets. Only critical hazardous materials operations are to be performed when wind speed exceeds 45 m.p.h. If surface wind velocity reaches 55 M.P.H., all hazardous materials team operations shall cease and all units shall return to quarters.

5.2.4 **Hail**: There will be no hazardous materials operations conducted during hailstorms.

5.2.5 **Tornadoes**: When observing a tornado or funnel cloud in the field, companies shall move away in right angles to the direction of the storm's travel, if at all possible. If proximity to the tornado prevents escape, the apparatus shall be abandoned and personnel shall seek shelter and stay together.

5.2.6 F**looding**: There will be no hazardous materials team activity in areas that are currently being affected by a flood, until such time as the water recedes, and/or the Hazmat command staff determines that Hazmat Team operations can be conducted safely.

5.3 Hurricane Weather Situations: All hazardous materials team units will remain in their respective stations during severe tropical storm or hurricane weather conditions. The hazardous materials command staff shall communicate briefly on sub-channels, before severe weather makes landfall, to formulate alternative response plans. Command staff will remain with their respective departments and will not be assigned to the county EOC.

PINELLAS COUNTY HAZARDOUS MATERIALS RESPONSE TEAM 600 SERIES STANDARD OPERATING PROCEDURE No. 600-6

SUBJECT: HAZARD ASSESSMENT

6.0 RESPONSE: During response, hazardous materials team units shall attempt to obtain as much information as possible regarding the nature of the incident. Such information may be provided by dispatch or by agencies already on the scene and may include:

6.0.1 Name of materials involved - have spelling confirmed

6.0.2 Type of facility or location
6.0.3 Exposures and life safety considerations
6.0.4 Type of container/s
6.0.5 Size and/or rate of the spill or leak
6.0.6 Activity of the spilled material - fuming, reacting, etc.
6.0.7 Topography of the area
6.0.8 Current and expected weather conditions
6.0.9 Interventions already instituted by on-scene agency, if any

6.1 RESEARCH: All relevant information shall be relayed to units capable of providing adequate research. This shall be accomplished, as soon, as is possible since prioritizing further actions to be taken will rely heavily on the outcome of research efforts.

6.1.1 Reference materials used to perform research will be dictated by incident-specific circumstances. A minimum of two (2) separate resources should be consulted, when possible. Further specific guidelines regarding research are found in section 600-20.
6.1.2 While en route, the research team may forward information regarding isolation distances, medical treatments, or any other pertinent information to the incident commander.

6.2 SITE CONTROL: As soon as the type of material involved and their chemical properties are known, work areas shall be established. The nomenclature of these areas shall be:

6.2.1 Hot Zone Geographical location of potential Exposure
6.2.2 Warm Zone Physical limits of an area used for the reduction of contamination
6.2.3 Cold Zone A region where there is no potential for exposure to a hostile substance or to any product directly resulting from its release or loss of control.
6.2.4 The intent of this SOP is to initially establish hot and warm zones in a location that is free from potential chemical exposure. Criteria used to establish these zones and their shape and dimensions will vary depending upon chemical properties, terrain, weather conditions, and a number of other factors. In general, the following factors should be considered when establishing work zones:

6.2.4.1 Explosion potential
6.2.4.2 Flammability
6.2.4.3 Toxicity
6.2.4.4 Radioactivity levels
6.2.4.5 Potential for escalation of the size of the leak or release such as catastrophic failure of a tank or control device
6.2.4.6 Limitations imposed by physical characteristics of the location
6.2.4.7 Exposure potential due to current or future weather conditions
6.2.4.8 Exposure related to the terrain or topography of the leak or release

6.2.5 In incidents where the hazardous material is unknown or when there are no measurable levels, work zone dimensions and locations must be established based upon information available to the Hazmat team.

6.3 ZONE DEFINITIONS

6.3.1 HOT ZONE (exclusion zone) - this is the area where contamination does or could occur. The following guidelines will be used to determine the outer perimeter of the exclusion zone:

6.3.1.1 Detonation/deflagration hazard - the minimum recommended exclusion distance with these materials is 3000 feet.
6.3.1.2 Flammability hazards - perimeter is established where measured concentration meets or exceeds 10% of LEL concentration.
6.3.1.3 Toxicity - perimeter is established at a point where the lower limit of the STEL, TWA, LC50, IDLH, or TLVC is measured.
6.3.1.4 Oxygen (O_2) level - perimeter is established at a point where the oxygen (O_2) level is less than 19.5% or greater than 23.5%.
6.3.1.5 Radioactivity - establish perimeters where radiation levels of 1 mR/hr are detected.

6.3.2 WARM ZONE (contamination reduction corridor) - this is the transition area between the hot zone and the cold zone. The contamination reduction corridor is within this zone. The following guidelines are used to establish the outer perimeters of this zone:

6.3.2.1 Flammable hazard - perimeter to be established at a point where measured LEL is less than 10%.
6.3.2.2 Toxicity - perimeter is set at a point where levels are within the limits of PEL (permissible exposure limit), TWA (time weighted average over 8 hours), REL (recommended exposure level), or TVLC (threshold limit value ceiling).
6.3.2.3 Oxygen (O_2) levels within this zone must be between 19.5% - 23.5%.
6.3.2.4 Radioactivity - no detectable levels, above background, shall be present.

6.3.3 COLD ZONE (support zone) - ideally, this area will not contain measurable levels of any potential contaminants.
6.3.4 All zone perimeters should be clearly marked by using line tape, cones, or any other indicators that will provide visual delineation of the hazard control zones.

PINELLAS COUNTY HAZARDOUS MATERIALS RESPONSE TEAM 600 SERIES STANDARD OPERATING PROCEDURE No. 600-7

SUBJECT: COMMUNICATIONS & DISPATCH

7.0 In order to maintain effective dispatch and radio communications, the Pinellas County Hazardous Materials Response Team acknowledges the need to work within the existing operational practices of the Pinellas County Emergency Communications Center system. In order to facilitate that relationship, we adopt the Standard Operating Procedures of the 911/Fire-EMS Dispatch Center, specifically, Phase IV, "Fire Department Operations SOP: Training Manual", as the Communications SOP of the Pinellas County Hazardous Materials Response Team. ***Also see Pinellas County 600 Series 600-07.***

PINELLAS COUNTY HAZARDOUS MATERIALS RESPONSE TEAM 600 SERIES STANDARD OPERATING PROCEDURE
No. 600-8

SUBJECT: MUTUAL AID RESPONSE

8.0 The Pinellas County Hazardous Materials Response Team was created and exists to serve the citizens and visitors of Pinellas County. With the foregoing understood, every request for mutual aid, which may involve potential life safety for any person, shall be honored and handled without delay.

8.1 The Fire Chiefs of the participating departments have established Mutual Aid Response Policies. The Pinellas County Hazardous Materials Response Team will respond to requests for assistance from public safety agencies outside of Pinellas County. Requests for assistance may come directly to the Emergency Communications Center (ECC), individual fire departments, or to command staff individuals.

8.1.1 Prior to the dispatching of any hazardous materials units, the following must be verified:

8.1.1.1 Location of the incident
8.1.1.2 Type of assistance requested
8.1.1.3 Call back number, unit or person in command.

8.1.2 Once the above information has been confirmed, the following will apply:

8.1.2.1 Dispatch and respond the closest hazardous materials unit(s) and page the on-call hazmat officer and the hazardous materials team commander. All pertinent information will be relayed to responding unit(s).
8.1.2.2 Depending on the assistance needed, additional Hazmat units will be sent, or specific units special-called to the incident.
8.1.2.3 The Director of Pinellas County Department of Public Safety Services shall be notified by the Dispatch Center when a Pinellas County Hazardous Materials Response Team unit is dispatched to a location outside of the borders of Pinellas County.
8.1.2.4 The on-call hazmat officer or hazardous materials commander will make contact with Public Safety Services to provide a briefing.

8.1.3 Hazmat units will have to operate on the mutual aid channel when leaving the county. Units at a scene shall utilize the talk around frequency for inter-unit traffic.

Because of the possible loss of radio communications upon leaving Pinellas County, phone contact may have to be established between local staff and the Hazmat units on the mutual aid call.

8.1.4 Responses to jurisdictions outside of Pinellas County may require the Hazardous Materials Response Team personnel and units to support ongoing functions. This may require operating outside of standards or guidelines. If this is the case, the operations may continue as long as the operations or functions are safely performed.

8.1.5 If at any time the team personnel feel that additional equipment or personnel is needed, they may request it through the Hazmat team command staff and the incident commander.

8.1.6 When a Pinellas County Hazardous Materials Response Team unit responds outside of the county, the requesting agency shall replenish expendable supplies used. Additionally, the receiving agency shall be responsible for payment and provision of incident-specific supplies that a Pinellas County Hazmat Team unit may require to analyze and/or mitigate a particular situation for that agency. The requesting agency shall be responsible for payment of any invoices that arise as a result of a requested response. The requesting agency shall reimburse the Pinellas County Department of Public Safety Services, upon receipt of an official invoice.

PINELLAS COUNTY HAZARDOUS MATERIALS RESPONSE TEAM 600 SERIES STANDARD OPERATING PROCEDURE

No. 600-9

SUBJECT: COLOR CODED COMMAND VESTS

9.0 Vests shall be utilized when assigned as a group leader.

9.1 The following color standards will be observed:

9.1.1 Hazmat Group	Orange
9.1.2 Safety	Dark Green or Orange
9.1.3 Liaison	Orange
9.1.4 Research	Not applicable
9.1.5 Entry	Orange
9.1.6 Decon	Orange
9.1.7 Medical	Blue
9.1.8 Hazmat Team Member	Lime Green
9.1.9 Hazmat Drone Pilot	(*TO BE DETERMINED-12/11/2021)*

PINELLAS COUNTY HAZARDOUS MATERIALS RESPONSE TEAM 600 SERIES STANDARD OPERATING PROCEDURE
No. 600-10

SUBJECT: FLORIDA SERC HAZARDOUS MATERIALS GUIDELINES

10.1 The PCHMRT has adopted the Standard Operating Procedures developed by the Florida SERC Hazardous Materials Training Task Force. ***These policies are located within Attachment A***.

No. 600-11

SUBJECT: PINELLAS COUNTY ACCOUNTABILITY SYSTEM

11.0 PURPOSE: To enhance the safety of personnel operating on incidents by providing the Incident Commander with a system for tracking the number of units/personnel on the scene and their locations. Personal, company and incident scene accountability is of critical importance at every incident.

The accountability system shall in no way reduce the company officers primary responsibility to closely supervise crewmembers, provide for their safety and maintain communications with command.

11.1 SCOPE: The Pinellas County Accountability System is utilized by Fire and/or Emergency Medical Units on all emergency scenes in Pinellas County.

11.2 SYSTEM COMPONENTS:

11.2.1 **Individual Nametags** - a 2" x ½" hard plastic tag with Velcro backing. Each nametag will have the employee first initial and last name. A two -letter jurisdiction identifier will be on the far right edge.

- 11.2.1.1 Each employee will be issued a minimum of 3 (three) tags
- 11.2.1.2 White for Officers
- 11.2.1.3 Orange for Firefighters and Firefighter/EMTs
- 11.2.1.4 Blue for Paramedics
- 11.2.1.5 Spare tags not positioned on passports will be carried under the brim of the helmet on a piece of Velcro.

11.2.2 **Primary/Soft Passport** – The primary passport is constructed of flexible Velcro (2" x 4") with a permanently affixed unit designator at the top. A second removable unit designator tag (2" x ½") will be affixed at the bottom of the soft passport.

11.2.3 **Unit Roster/Hard Passport** – The unit roster is a hard backed piece of Velcro (2" x 4"). A permanently affixed unit designator will be at the top, a removable unit identifier (2" x ½") will be at the bottom.

11.2.4 **Apparatus Passport Drop-off Board** – The drivers door of each Engine, Truck and Squad will have a hard plastic board (8.5" x 11"). The front of the board will have Velcro attached so to receive at least six soft passports. The top of the board will be labeled with the agency name and apparatus identifier.

11.2.5 **Helmet Identifier** – If applicable to agency, each riding member will have an approximately (3"x2") unit identifier attached to the frontshield of their helmet. This helmet identifier must be in place anytime personnel are assigned or are riding a specific piece of apparatus.

11.2.6 **Unit Command Board** – The unit command board is a hard plastic board designed to hold passports and assist company officers in organizing and documenting an incident if the company officer assumes command. The unit command board will have Velcro attached to

PINELLAS COUNTY HAZARDOUS MATERIALS RESPONSE TEAM 600 SERIES STANDARD OPERATING PROCEDURE

it to provide for the placement of soft passports and removable unit identifiers. Each suppression unit will have one in their inventory if supplied by the agency. These boards can be used when company or command officers are assigned to a division/group or branch.

11.2.7 **Chief Officers Command Board** – The chief officer's command board is a large plastic board that has Velcro or magnetic attachments and large writing areas to track units and assignments for an entire incident. These boards will normally be carried in command vehicles for use by the incident commanders.

11.3 PROCEDURE:

11.3.1 At shift change or any time the riding assignments for a piece of apparatus changes, the soft/primary and the hard/unit passports shall reflect the current personnel riding that particular piece of apparatus of vehicle.

11.3.2 The soft/primary passport will be carried by the unit officer on their person. Each agency can determine the location for carrying of the soft/primary passport on the officer.

11.3.3 The hard/unit passport will be affixed to the officer's door /passenger door of the unit.

11.3.4 Staff and command personnel should have their hard/unit passport attached to their driver door.

11.3.5 The unit officer's nametag shall be placed on each passport under the permanently affixed unit identifier.

11.3.6 The driver's nametag will then be placed under the officers. If the driver is remaining outside the IDLH they will have their name placed upside down.

11.3.7 All other assigned personnel will then have their nametags attached below the driver.

11.3.8 It is the ultimate responsibility of the officer to ensure that the soft/primary passport and the hard/unit roster are accurate and up to date. Personnel assigned to the apparatus are to make sure that they are accurately accounted for on both passports.

11.4 IMPLEMENTATION AT INCIDENT: Upon arrival at any multi company incident, Haz Mat Officers shall announce to HazMat Group/Incident Command the arriving PAR for their unit.
EXAMPLE: "HM 66 to Command: On-scene PAR of 4 Technicians."

11.4.1 Implementation of the passport accountability system will occur at every incident.

11.4.2 On single company incidents, passports are to remain on the apparatus and the officer or the designated person.

11.4.3 On multi company incidents, the first arriving Haz Mat Unit will by default become the initial accountability location for the incident. The first arriving officer will place their primary/soft passport from their person onto the apparatus passport drop-off board before going to work or into the hazard/IDLH atmosphere or zone.

11.4.4 All subsequent arriving units will place their primary/soft passports at this location until Haz Mat area is established.

11.4.5 At no time should the primary/soft passport be taken into a hazard or IDLH atmosphere or zone.

11.5 HAZMAT GROUP LEADER RESPONSIBILITIES

11.5.1 The leader will maintain accountability of all on-scene Haz Mat Team Members and must coordinate accountability of Haz Mat members with Command.

11.5.2 Once the Haz Mat Group area has been established all passports should be collected and brought to this area.

11.5.3 The passports should be arranged in an organized manner to assist in completing PAR

checks, assignments or accounting for lost or trapped personnel/ companies.

11.5.4 Strong consideration should be given to have a Haz Mat Group Leader aide to assist in tracking personnel/companies and ensure accountability. This will allow the Haz Mat Group Leader to focus on the incident and the incident objectives.

11.6 CREW ACCOUNTABILITY

11.6.1 Accountability will work only with a strong personal commitment to the safety system.

11.6.2 Officers shall maintain an accurate tracking and awareness of crews assigned to them. This requires the Officer to be in his/her assigned area and maintain **close** supervision of assigned crews.

11.6.3 Crews arriving on the scene should remain intact when possible. A minimum crew size will be considered two or more members; and a radio is required for each crew.

11.6.4 All crews will enter together, stay together, and come out together. Under certain conditions, crews may be split, provided that: (1) doing so does not reduce the level of safety for any crew members, (2) no personnel are operating in the hazard zone alone, (3) each of the spilt crews has a portable radio and appropriate PPE, (4) the accountability officer is updated to permit accurate tracking of personnel, and (5) the Haz Mat Group Leader authorizes the change.

11.7 PERSONNEL ACCOUNTABILITY REPORT – PAR

11.7.1 The Haz Mat Group Leader or designee shall be responsible for conducting a PAR check at a minimum of every 20 minute intervals. It is important when conducting PAR checks that the units/personnel in the IDLH atmosphere occur first; then, the balance of the units assigned to the incident.

11.7.1.1 Group/Division officers shall account for all personnel under their command and be prepared to report this when called by the Haz Mat Group.

11.7.1.2 Unit officers shall report the total number of personnel assigned to their unit and indicate the number of people operating outside of the hazard zone.

11.7.1.3 At completion of a PAR check, the time shall be noted on the appropriate worksheet that all personnel were accounted for or which personnel were not accounted for.

11.7.1.4 If any personnel cannot be accounted for, the Haz Mat Group Leader shall report the status of missing personnel as "unknown" and give the Incident Commander their last known location and NAME.
Group/division officers shall then initiate search procedures within their own area. All other groups/divisions operating on that incident shall maintain their current positions and assignments unless otherwise directed by the Incident Commander. There will be an activation of the RIT/Backup Team.

11.7.1.5 A PAR check may be initiated at anytime, but some situations that occur will require that it be completed are, but not limited to:

11.7.1.5.1 Report of a member or crew missing or trapped.

11.7.1.5.2 When a unit/crew cannot be contacted in the Hazard Zone after three consecutive attempts at radio contact and there is no visual contact.

11.7.1.5.3 Sudden hazardous change on the incident scene such as vapor release, collapse, etc.

11.7.1.5.4 Incident conditions deteriorate to a point that evacuation is ordered.

11.7.1.5.5 When the incident is declared under control.

11.8 ACCOUNTABILITY OFFICERS May be assigned by the Haz Mat Group Leader to assist with personnel tracking. This officer will be responsible for the accountability of all members of the Haz Mat Group. It is recommended that this officer be at the same location as the Haz Mat Group Leader and have access to all passports assignments.

11.9 TERMINATING THE PASSPORT SYSTEM: Passport accountability will be maintained until formal Command is terminated. Upon release from the incident, Company Officers and crew members will retrieve their passports from the Haz Mat Group Leader or the Accountability Officer.

11.10 ***Also see Pinellas County 600 Series 600-11.***

No. 600-12

SUBJECT: REHABILITATION

12.0 DEFINITION: The rehabilitation site is an area outside of the immediate incident where crews can go for rest, nourishment, comfort, and medical evaluation

12.1 PURPOSE: This is an important function especially during periods of hot or cold weather and during incidents of long duration. One member, a paramedic when possible, should be designated as the Rehab Group, and will report directly to the Safety Officer.

12.2 REHAB PROCESS: The Safety Officer must assure that personnel go to the rehab area, which is away - uphill and upwind - from the hazards of the incident. KEEP CREWS TOGETHER AS MUCH AS POSSIBLE

12.2.1 Rehab shall be mandatory after:

12.2.1.1 The depletion of one (1) SCBA air bottle while in a chemical protective suit.

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12.2.1.2 Depletion of two- (2) SCBA air bottles while not in a chemical protective suit.

12.2.1.3 The Safety Officer must monitor the working conditions and order crews to rehab based on climactic as well as conditions of activity.

12.3 REHAB PROCEDURES:

12.3.1 The Rehab area should provide an atmosphere-controlled area relative to outside or work area conditions, utilizing mechanical devices, if necessary, to hasten the recovery of team members.

12.3.2 Prior to arrival at Rehab, personnel shall remove SCBA and protective gear. Removal of protective garments shall be done so as to facilitate maximum recovery for the worker.

12.3.3 All personnel will check into the rehab area and their names and unit designation will be recorded on the Rehab Group Worksheet Company Check In/Check Out Form, Form HM007. Rehab worksheets will become part of the incident record upon conclusion of the incident.

12.3.4 An ambulance should be provided near the rehab site to assist in screening personnel and to provide a climate controlled area as necessary.

12.3.5 A list of units assigned to the incident should be provided to the Rehab Group as soon as possible. If needed, Rehab should contact dispatch via an alternate channel to obtain the list of units and their arrival times.

12.3.6 Personnel in rehab will be encouraged to drink ample amounts of fluids - water, Gatorade®, Ten-K®, or some other brand of electrolytic replacement product.

12.3.7 The Rehabilitation Group Medical Worksheet, Form HM007a will be used to record Time-in to the rehab, blood pressure, pulse readings, and body temperature.

12.3.8 Qualified personnel may perform initial medical evaluation of blood pressure and pulse. Out of range vital signs shall be referred to a paramedic or the Safety Officer.

12.3.9 All personnel shall have 2 (two) sets of vital signs taken prior to release from rehab. These should be done at fifteen (15) minute intervals. Personnel will be held in REHAB if:

12.3.9.1 Pulse rate exceeds 120 beats per minute

12.3.9.2 Blood pressure is less than 90 mm/hg., systolic

12.3.10 During Rehab, support personnel can change out air bottles and service SCBA's.

12.3.11 After Rehab, personnel by unit, group, or task function, should be returned to a designated area (Command, Staging, or Group/Division) for re-assignment.

12.4 ***Also see Pinellas County 600 Series 600-12.***

No. 600-13

SUBJECT: SINGLE HAZMAT UNIT RESPONSE/CONSULTATION

13. This section provides guidance for single units as they provide consultation to on-scene units and/or respond and position for operation at a scene.

13.1 Consultation: Any Haz Mat unit may be requested by any fire/rescue unit to provide an off-site consultation for incidents that relatively minor in nature (ie: non-leaking abandoned drums; unknown substances; suspicious powders). Consultations are conducted via phone or radio to better provide direction to field units for proper control, handling, and/or disposal of products.

13.2 Response: Units shall respond in "non-emergency status" to all single unit dispatches unless advised to do otherwise or as established by SOP. Traffic preemption device shall be operating and apparatus shall follow the route affording them the quickest total travel time. All personnel shall remain seated and wear provided restraints. Drivers must use the utmost care and pay extra attention to safety when moving. All emergency units shall conform to Florida Statutes, Chapter 316.072 for response safety regulations. Responding units shall maintain radio contact on the appropriate channel with Dispatch and advise when on-scene.

13.3 Standard Company Placement/Functions:

13.3.1 Select a proper staging location that will account for the following criteria.

13.3.1.1 Stage upwind, uphill.
13.3.1.2 Announce staged location.
13.3.1.3 A safe location (based upon the potential for toxic vapors or explosion).
13.3.1.4 Have adequate access to the scene.
13.3.1.5 Be out of the way of other units that are operating in the area.
13.3.1.6 Position vehicles facing away from the scene for immediate/emergency departure.

PINELLAS COUNTY HAZARDOUS MATERIALS RESPONSE TEAM 600 SERIES STANDARD OPERATING PROCEDURE

13.3.2 If a Staging Area has been established prior to PCHMRT arrival, all Hazmat units should respond to this area. **The first arriving Hazmat unit should evaluate the staging area to ensure that it meets the team's criteria.**

13.3.3 If the PCHMRT Staging location becomes untenable (dangerous) upon arrival or during the course of the incident, it shall be moved and Command advised of the relocation effort.

13.3.4 Unit Officer shall meet with Command to receive a situation status and begin to formulate a plan.

13.3.4.1 Should the response of other Hazmat Units be required the additional unit(s) shall report to the Hazmat Group Officer for assignment and support of already operating Hazmat companies.

No. 600-14

SUBJECT: RESPIRATORY PROTECTION

14.0 This respiratory program follows OSHA standard 1910.134. This protocol is intended for the use of positive pressure self-contained breathing apparatus (SCBA), cartridge-type respirators, and HEPA filter masks.

14.1 Every technician shall be medically certified and fit tested annually for the appropriate respirator available to be used.

14.2 Read and heed all instruction provided by the manufacturer on use, maintenance, cleaning and care, and warnings regarding the respirators limitations.

14.3 NIOSH, the National Institute for Occupational Safety and Health of the U.S. Department of Health and Human Services, certifies respirators. A label or statement of certification should appear on the respirator packaging. It will tell you what the respirator is designed for and how much it will protect the wearer.

14.4 For quick reference, this information can be located in the NIOSH Pocket Guide to Chemical Hazards, under Recommendations for Respirators, and Table4.

14.5 Self contained breathing apparatus (SCBA) shall be utilized as follows:

14.5.1 Any time a "level A" suit entry is chosen.

14.5.2 Any atmosphere known to be oxygen deficient, or could become oxygen deficient.

14.5.3 Any atmosphere toxic, radiological, or incompatible with cartridge respirators.

14.5.4 Any atmosphere of elevated temperature, risk of flashover or backdraft.

14.5.5 Any atmosphere of unknown quality.

14.6 Cartridge respirators and HEPA filter masks shall be utilized as follows:

14.6.1 All areas being monitored for immediately dangerous to life and health (IDLH) values in parts–per-million (ppm).

14.6.2 All appropriate locations where extended operations are in effect and respirator use will allow the user a longer and/or safer working period.

14.6.3 In the Decontamination Area, as research permits. An air-purifying respirator (APR), when appropriate can facilitate greater ease of movement and longer duration of work time.

14.6.4 The Pinellas County Hazardous Materials Response Team exclusively uses the Scott full-face mask cartridge adapter.

14.6.5 The Pinellas County Hazardous Materials Response Team carries two types of cartridge, the SCOTT Air Purifying Cartridge # 045123 and the SCOTT HE/P100 Cartridge. Refer to chemical index that is packed with each cartridge to determine compatibility and length of protection using an air-purifying respirator.

PINELLAS COUNTY HAZARDOUS MATERIALS RESPONSE TEAM 600 SERIES STANDARD OPERATING PROCEDURE

14.6.6 Keep track or your respirator so that you do not mistakenly use someone else's respirator. Discard at termination of your shift.

14.7 Respirators shall not be used in the following situations:

14.7.1 Do not wear your respirator into atmospheres containing contaminants for which your respirator is not designed to protect against. For example, a respirator designed to filter dust particles will not protect you against gases, vapors, or very small solid particles of fumes or smoke.

14.7.2 Do not wear your respirator into known oxygen-deficient atmospheres.

14.7.3 Do not wear your respirator any potentially or suspected oxygen-deficient environments.

PINELLAS COUNTY HAZARDOUS MATERIALS RESPONSE TEAM
600 SERIES STANDARD OPERATING PROCEDURE
No. 600-15

SUBJECT: RESPONSE TO SUSPICIOUS POWDERS or PRODUCTS

15.0 Specimen Collection and Shipment Guidelines

The following guidelines should be observed when responding to a potential Bioterrorism event. These steps have been designed for the purpose of providing the maximum protection for the first responders, transport personnel, laboratory personnel, and the public while preserving the analytical and legal integrity of the suspect item. The initial steps within this outline are best performed by trained law enforcement and PCHMRT personnel. The procedures involved with containment, sampling, transportation, and laboratory acceptance should be adhered to as close as absolutely possible. Exceptions to procedure should be noted on the appropriate form.

15.1 Personal Protective Equipment (PPE) Guideline

SEE FLORIDA SERC HAZMAT FOG 2011, PAGE 23

15.2 Identification and Evaluation of Suspect Item:

A. Evaluation of the suspect item should be performed by the appropriate law enforcement agency as to the credibility or risk level of the item and its potential danger to the immediate area. If the item is sealed, as in a package or letter, and cannot be ruled out as a potential explosive device, then the bomb squad must screen the item prior to it being transported to the laboratory.

B. All samples should be screened for alpha, beta, and gamma radiological contamination using an appropriately calibrated detection unit.

(*) Consideration should be given to the possibility that the white powder in question may contain a product of an explosive nature. Prior to any testing by PCHMRT, consideration should be given to screening for peroxides with peroxide paper (peroxide is found in Triacetone Triperoxide TATP) and potassium with potassium paper (potassium is found in many explosives.) Both of these are commonly found as a white crystalline powder.

To accomplish this, a small amount of the material should be placed on the paper with a wooden spatula or small piece of paper. Follow the appropriate test directions. If either the peroxide or the potassium tests produce a positive response, cease any further contact with the substance, evacuate the area, and contact the appropriate bomb squad team for further consult.

C. Sample collection method for on-scene initial testing.

To occur in the Hot (Exclusion) Zone

PRIOR TO ENTRY & COLLECTION OF ANY SAMPLE; CONSIDERATION MUST BE GIVEN TO APPROPRIATE DIGITAL DOCUMENTATION OF THE SCENE. DIGITAL STILL FRAME PICTURES WILL BE USED TO DOCUMENT THE SCENE PRIOR TO, DURING AND AFTER ANY SAMPLE COLLECTION IS TO OCCUR.

1. Member 1 must ensure procedure 15.2.A and 15.2.B are completed
2. Member 2 shall carefully, with minimal agitation, collect a minimum of 2 small product samples, by isolating an area less than ¼ the size of entire sample area, using DRY and STERILE Copan swab kit and place each sample swab back inside the protective tube *(SEE SAMPLING TECHNIQUE SECTION BELOW)*.
   a. Leave remaining product untouched until initial sample testing and threat evaluation can be completed.
3. Member 1 sets up a minimum of 2 different Powder Screening Test Kits
   a. BIO 20/20 Test Kit (or similar)
   b. BTA Raid 10 Test Kit (or similar)
4. Member 2 conducts the screening test kit procedures and reports results to Entry Group Leader
5. If necessary conduct additional screening utilizing RAMAN, FTiR, GCMS, (or similar) and report results to Entry Group Leader
6. If further testing or confirmation is required by outside agencies, samples shall be packaged to be sent out for analysis. See containment & transportation section of this SOP.

To occur in the Warm (Contamination Reduction) Zone

15.3 Containment and Transport of Suspect Item:

A. If the item is small enough to fit inside a one-gallon evidence container, it shall be packaged in the following manner:

To occur in the Hot (Exclusion) Zone

1. Carefully, with minimal agitation, place the item into a sealable, plastic bag. Assure bag is properly sealed.
2. Using a hand held spray bottle containing a fresh 10 percent solution of household bleach, (9 parts water for every 1 part household bleach) spray the entire sealed bag with the bleach solution.
3. Place the decontaminated sealed bag into a second plastic bag. Assure bag is properly sealed and again saturate the second bag with the bleach solution.
4. Place the sealed bags into clean, labeled, one-gallon evidence container and seal the top securely.
5. Completely spray the entire evidence container with the bleach solution.

To occur in the Warm (Contamination Reduction) Zone

1. Once again, completely spray the entire evidence container with the bleach solution. Allow container to completely air dry (10 to 15 minutes).

To occur in the Cold (Support) Zone:

1. Complete the *Domestic Security Environmental Sample Submission Form* and submit the form and evidence container/sample to the Law Enforcement Agency having jurisdiction for transport to the State Laboratory.

B. If the item is to be sent for Lab Testing and is too large to fit within a one-gallon evidence container, then additional swab samples must be taken and packaged. Please note that steps 1-5, below, can be performed prior to entering the Hot (Exclusion) Zone), since these steps are easier to perform without wearing heavy gloves and other PPE.

To occur in the Hot (Exclusion) Zone:

1. Member 1 must ensure procedure 15.1.A and 15.1.B are completed
2. Member 2 shall carefully, with minimal agitation, collect a minimum of 2 small product samples using a DRY and STERILE Copan swab kit and place each sample swab back inside the protective tube *(SEE SAMPLING TECHNIQUE SECTION BELOW)*.

   a. Remove the swab from the tubule and swab the suspect area, covering a nine (9) square inch area while rotating the swab.
   b. Place the swab back into the tubule and then place into a sealable plastic bag and ensure bag is securely sealed.
   c. Using a hand held spray bottle containing a fresh 10 percent solution of household bleach, spray the entire, sealed bag with the bleach solution.
   d. Place the decontaminated sealed bag into a second bag. Again ensure bag is securely sealed.
   e. Again saturate the second sealed bag with the bleach solution.
   f. Place the bags into clean, labeled, one-gallon evidence container and seal the top securely.
   g. Completely spray the entire evidence container with the bleach solution.

To occur in the Warm (Contamination Reduction) Zone:

1. Once again, completely spray the entire evidence can with the bleach solution. Allow can to completely air dry (10 to 15 minutes).

To occur in the Cold (Support) Zone:

1. Complete the *Domestic Security Environmental Sample Submission Form(s)* and submit the form and evidence container/sample to the Law enforcement agency having jurisdiction for transport to the State Laboratory.

FLORIDA DEPARTMENT OF HEALTH

Rick Scott
Governor

H. Frank Farmer, Jr., M.D., Ph.D.
State Surgeon General

DOMESTIC SECURITY ENVIRONMENTAL SAMPLE SUBMISSION FORM – BIOLOGICAL

Sample Information:

Case/Alarm Number: _____
County: _____
Collection Date/Time: _____
Incident address: _____
Targeted individual's name (if any) _____
Sample description: ◻ Bulk powder ◻ Letter/envelope ◻ Swab ◻ Other: _____
Letter/package opened (if applicable) ◻ no ◻ yes ◻ n/a

For Laboratory Use Only

Lab Sample ID Number: _____
DASH Number: _____
Other ID Number: _____

POC for agency collecting sample:
(agency)_____(name)_____(phone)_____
POC for agency transporting sample:
(agency)_____(name)_____(phone)_____

ALL SAMPLES MUST BE SCREENED BEFORE SUBMISSION TO THE LABORATORY

Field Hazard Screens performed by: _____

*Explosives/Energetics	◻ negative	Test(s) used: _____
*Chemical Hazard	◻ negative	Test(s) used: _____
*Radiological Hazard	◻ negative	Test(s) used: _____

***Laboratory will only accept samples screened negative for the above hazards.**

Credible Threat Assessment Criteria:

Stated or implied threat	◻ no	◻ yes	describe _____
Visible substance	◻ no	◻ yes	describe _____
Uncertain or suspicious origin	◻ no	◻ yes	describe _____
Person or persons exposed	◻ no	◻ yes	approximate number _____

Collection Site Information:

Building evacuated	◻ no	◻ yes
Building closed	◻ no	◻ yes

NOTIFICATIONS:

Notification made to BT Coordinator at LRN Reference Lab (see page 3 for contact information)
By whom? _____
Date/Time _____
Notification made to County/City Warning Point
By whom? _____
Date/Time _____

NOTIFICATION OF RESULTS:

In order to ensure timely notification, please provide contact information for someone with 24/7 availability, who will be responsible for disseminating results to other local agencies.

NAME: _____ **WORK NUMBER:** _____
24/7 TELEPHONE NUMBER: _____ **FAX NUMBER:** _____
AGENCY: _____
AGENCY ADDRESS: _____

Signature: _____ Date: _____ Time: _____ AM PM

NOTE: SAMPLE WILL BE DISCARDED 30 DAYS AFTER TESTING UNLESS OTHERWISE INSTRUCTED

Responder Incident Report attached: ◻ no ◻ yes

FLORIDA DEPARTMENT OF HEALTH

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State Surgeon General

DOMESTIC SECURITY ENVIRONMENTAL SAMPLE SUBMISSION FORM – BIOLOGICAL

Instructions for Submitting Samples for Biological Agent Testing

FOR SAMPLING AND DECONTAMINATION PROCEDURES, PLEASE VISIT WWW.BT.USF.EDU/SAMPLECOLLECTION.HTM

Environmental Samples:

1. Will be accepted by the state laboratory only after law enforcement and HazMat have performed their assessment to screen for radiological, explosive and chemical hazards.
2. Only suspected samples such as swabs, powder, contaminated paper, letters or liquid should be submitted for testing. Samples should be double-bagged and put in a container no larger than a one-gallon paint can (preferred container). Sample submission form must be completed and accompany the sample.
3. Extraneous materials such as gloves, towels, and clothing **must not** be included with the samples. Extraneous materials should be placed in a biohazard bag and disposed of locally according to state and federal guidelines.

Instructions for Completing This Form

Targeted Individual: The person to whom the letter/package was addressed.

Sample description: Please check the word which best describes the sample, i.e. Bulk powder, Letter/Envelope, Swab, Other (please describe).

POC for agency collecting sample: Print the name of the agency, the point of contact for that agency, and cell number.

POC for agency transporting sample: Print the name of the agency, the point of contact for that agency, and cell number.

Field Hazard Screens: **All samples must be screened before submission to the laboratory. At a minimum, this includes:**

- **Explosives – X-ray required for unopened packages** Colorimetric test
- **Chemicals –** Screen for corrosives, oxidizing agents, and volatile organic compounds (VOCs).
- **Radiological –** Direct alpha and beta survey

Notification of Results: **Print name and contact information for the individual who should receive notification of results as soon as laboratory testing is completed (24/7). This person should accept responsibility for disseminating results to other agencies involved in the incident.**

Signature / Date / Time: Signature of individual delivering sample.

Responder Incident Report Attached: Has the Responding Agency attached an incident report to the sample submission form?

FLORIDA DEPARTMENT OF HEALTH

Rick Scott
Governor

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State Surgeon General

DOMESTIC SECURITY ENVIRONMENTAL SAMPLE SUBMISSION FORM – BIOLOGICAL

LRN Reference Laboratory Contact Information

The following Department of Health laboratories can accept environmental samples for biological testing. After hours telephone: 1-866-FLA-LABS (1-866-352-5227)

Department of Health
Bureau of Laboratories – Jacksonville
1217 Pearl Street
Jacksonville, FL 32202
Telephone: (904) 791-1500
Deliveries can be accepted at any time (24/7) by the **BT COORDINATOR.**
Call 904-945-4415 or 904-637-9260.

Department of Health
Bureau of Laboratories – Tampa
3602 Spectrum Boulevard
Tampa, FL 33612
Telephone: (813) 974-8000
Deliveries can be accepted at any time (24/7) by the **BT COORDINATOR.**
Page (813) 883-5929.

Department of Health
Bureau of Laboratories – Miami
1325 NW 14th Avenue
Miami, FL 33125
Telephone: (305) 324-2432
Deliveries can be accepted at any time (24/7) by the **BT COORDINATOR.**
Call (305) 409-9925 or (305) 409-9924.

Department of Health
Bureau of Laboratories – Pensacola
50 West Maxwell Street
Pensacola, FL 32501
Telephone: (850) 595-8895
Deliveries can be accepted at any time (24/7) by the **BT COORDINATOR.**
Page (888) 210-3285.

GENERAL RESPONSE GUIDELINES PROVIDED TO ALL PINELLAS COUNTY FIRE/RESCUE DEPARTMENTS

In response to suspicious envelope calls for service, the following general procedure has been developed to assist in the proper handling of these incidents.

1. The Pinellas County Emergency Communications Center (911) will be notified of all suspicious envelopes and will dispatch units according to protocol. Call takers will attempt to screen calls to determine if there is a credible threat or not. Only if there is a credible threat (open flat letters with a substance) will an FD unit be dispatched. All non-credible threats (unopened flat letters with no substance present) will be forwarded to local law enforcement for handling. The caller will be advised not to disrupt or open the envelope and recommend that they dispose of it in an outside trash container. If the caller insists on receiving assistance or there are other suspicious elements that should be investigated the call will be transferred to local law enforcement.

    - If there is an envelope or package with a substance present and *no* medical complaint, 911 will code this as a Haz Mat Investigation, which will be a single engine response unless otherwise requested by department.
    - If there is a medical complaint, 911 will again code the call as a Haz Mat Investigation and ensure an ALS unit is dispatched. An ambulance transport unit will be sent if deemed necessary by EMS protocol or at the request of the unit on scene.
    - If there is an envelope or package with no substance present and the caller insists on getting assistance, the caller will be transferred to the appropriate law enforcement agency. Fire units will be dispatched to assist with these calls only when requested by law enforcement.

2. Upon arrival of first response units:

    - Envelope *unopened:* DO NOT TOUCH it. Simply isolate the envelope from further contact and request a single HAZMAT unit to respond. Unopened envelopes do not present a significant exposure problem. If it is absolutely necessary to handle the envelope before Haz Mat arrival, use of medical gloves, Tyvek (privacy suits), and SCBA should be utilized. There is no need for any decontamination of individuals who have not had direct contact with the letter that contains an unknown substance. Complete a medical report on each person contacting the envelope, with refusal on back.
    - Envelope *open:* There is a potential for exposure. DO NOT TOUCH the envelope. Isolate the envelope and secure the area from further contact and request a single HAZMAT unit to respond. Hand, exposed skin, and face washing may be all that is necessary. Post exposure decontamination should be limited to those with actual material on them and based on the credibility of the threat. Consideration for additional decontamination can be made to those who

wish to be decontaminated for their own peace of mind. Instructions should be given to "victims" for showering at home and laundry.

- Probable contamination: DO NOT TOUCH the envelope. Isolate the envelope and secure the area from further contact and request a single HAZMAT unit to respond. Persons who have had more extensive contact with the unknown substance should be advised to disrobe, placing their clothing in a plastic bag (seal the bag after clothing is placed inside), and shower with soap and copious amounts of water indoors. Provide privacy. They should then be advised to be aware of potential symptoms. If any occur, they should seek immediate medical attention. If possible, do not touch the patient prior to showering. Wear appropriate PPE for Bloodborne pathogens when treating/transporting patient. Medical report with refusals must still be taken but only after the patient has showered.
- If you *suspect a biological*, you can expect to encounter any form of powdery substance (any color). The powder is simply the carrier. You cannot see the spores. Exposure may be from skin contact, ingestion or inhalation. According to the CDC, there is no evidence of person-to-person transmission. Spores can only be destroyed by steam or burning. Disinfectants may be used for surface decontamination. A typical disinfectant is a 0.05% solution of bleach (1 tbsp. of household bleach per gallon of water).

3. As per normal Hazmat protocol, response will be at the request of the local fire agency.

4. Suspicious packages (larger than an envelope) should be treated under bomb threat protocols until such a device has been ruled out. Normal size envelopes can also present the potential for an explosive device according to TPD.

5. Upon arrival, Haz Mat personnel will assess the situation and determine the level of PPE (as per Haz Mat Command Staff) necessary for entry and handling of material.

6. Suspected envelope should be double bagged in zip lock bags and placed in a protective evidence container. Specific Haz Mat handling and packaging protocol are found in Attachment A of this document. Hazmat personnel should only open suspected envelopes if there is no credible threat (i.e. no powder or threatening language) to rule out the possibility of a hidden credible threat inside the envelop.

7. Envelopes *without* any substance will be offered back to the owner or placed in a trash receptacle (not credible). Envelopes *with* a substance will be sealed according to Attachment A of this document (credible).

8. The local Fire/EMS agency will obtain, at a minimum, individual EMS reports with refusals from all individuals (multiple refusal sheets are not to be used) that may have had contact with the substance. Otherwise a fire report is sufficient.

9. For fire reports the TSF code to be used is 66 (ignition factor should be '00" if required). For EMS reports the TSF code is 305.

10. The now sealed container is to be turned over to Law Enforcement by PCHMRT (continuity of the chain of evidence). Container is to be handled by local Law Enforcement in accordance with their protocols. The container will be tracked by law enforcement case number.

11. HM Command staff assigned to the call will ensure FBI has been notified and consulted regarding suspected envelope and what is to be done with the container. Initial notification of the incident will be done by the 911 center.

12. State Watch Point to be notified and advise of the situation by Pinellas County Emergency Communications 911 Center (State assistance needed / not needed will be determined by the assigned HM Command staff)

13. The local Department of Health (DOH) office is to be notified of each incident through Pinellas County Emergency Communications 911 Center and advised of the disposition of the container by the assigned HM Command Staff.

14. The State DOH Lab in Tampa (Florida Department of Health, Bureau of LaboratoriesTampa, Building, 3602 Spectrum Blvd., Tampa, Florida, Emergency Beeper 813-883-5929) is to be contacted by the local DOH office and arrangements made for the container to be transported to the State facility for evaluation. Open letters with a powder will be transported to the lab at the direction of DOH. Containers are to be tracked by local Law Enforcement case numbers. Upon arrival at the lab, lab officials will assign a lab tracking number to the sample. The Law Enforcement agency will be given that lab tracking number.

15. *Law Enforcement is to transport the container*, following their guidelines, to the State DOH Lab in Tampa located at University of South Florida (maintain the chain of evidence).

16. *The State DOH Lab will run appropriate tests* on the substance and will report the results of the test to the local DOH office and the Law Enforcement Agency transporting the sample.

17. The local Law Enforcement Agency is responsible for notification of the citizen complainant of the results of the testing. The Law Enforcement Agency will advise the public of the telephone numbers to call with questions regarding their sample(s).

18. The local DOH office is responsible to notify all individuals affected of the results of the lab's testing of positive results to include, HM staff officer, law enforcement agency, and the effected citizen. The local DOH will advise all affected individuals of appropriate medical follow-up.

19. After testing, Law Enforcement is responsible for the retrieval of the evidence for further investigation purposes.

PINELLAS COUNTY HAZARDOUS MATERIALS RESPONSE TEAM
600 SERIES STANDARD OPERATING PROCEDURE No. 600-16

SUBJECT: RESPONSE TO ACTS OF TERRORISM

16.0 In order to maintain effective and coordinated operations throughout Pinellas County, the Pinellas County Hazardous Materials Response Team acknowledges the need to work within the existing operational practices of the Pinellas County Fire Department Operations SOP. In order to facilitate that relationship, we hereby adopt the Standard Operating Procedures of the ***Pinellas County Fire Department Operations SOP, specifically, Section 600-16, "Response to Terrorism."***

PINELLAS COUNTY HAZARDOUS MATERIALS RESPONSE TEAM 600 SERIES STANDARD OPERATING PROCEDURE

No. 600-17

SUBJECT: UNUSUAL RESPONSE

This section not yet completed.

PINELLAS COUNTY HAZARDOUS MATERIALS RESPONSE TEAM 600 SERIES STANDARD OPERATING PROCEDURE

No. 600-18

SUBJECT: HAZMAT GROUP LEADER

18.0 The following procedure is to be used as a guideline to members of the Hazmat Team who are assigned Hazmat Group Leader:

18.1 Organize and coordinate an initial meeting of on-scene Fire Department officers for a briefing.

18.2 As Hazmat units arrive, or as soon as possible, organize, and coordinate a team briefing.

18.3 At the point of the team briefing, assign personnel as specific Group Leaders:

18.3.1 Decon
18.3.2 Entry
18.3.3 Medical
18.3.4 Research
18.3.5 Safety
18.3.6 Liaison, if needed
18.3.7 Equipment, if needed

18.4 Assigned leaders shall acquire the appropriate vest and clipboard from H29. The Hazmat Group Worksheet, Form HM003 shall be utilized.

18.5 Coordinate with all Group Leaders as necessary.

18.6 Plan and lead the post-incident critique.

18.7 Compile and forward all necessary and pertinent paperwork to Pinellas County Public Safety Services.

PINELLAS COUNTY HAZARDOUS MATERIALS RESPONSE TEAM 600 SERIES STANDARD OPERATING PROCEDURE
No. 600-19

SUBJECT: SAFETY GROUP

19.0 The following procedure is to be used as a guideline to members of the Hazmat Team who are assigned Safety Group:

19.1 Attend information briefing and/or determine assignments of Group leaders. Upon assignment of Safety Group Leader, acquire vest and clipboard from H29.

19.2 The Safety Officer Worksheet, Form HM005 should be utilized to guide duties.

19.3 Throughout the incident, be prepared to overview every operation and plan. Remain mobile and work within the accepted guidelines of the Incident Management System (IMS) to overview and assure safe working conditions for all involved.

19.4 Upon completion of the incident, assure par levels and coordinate and/or assist with demobilization efforts. Monitor procedures throughout entire demobilization including clean-up efforts.

No. 600-20

PINELLAS COUNTY HAZARDOUS MATERIALS RESPONSE TEAM 600 SERIES STANDARD OPERATING PROCEDURE

SUBJECT: RESEARCH

20.0 The following procedure is to be used as a guideline to members of the Hazmat Team who are assigned Research Group Leader:

20.1 Attend information briefing and/or determine assignments of Group leaders. During the research process

20.2.1 Use the research form (HM001) to document information found.

20.2.2 Reference at least three (3) separate sources of information, if available, to assure complete information

20.2.3 Use the following to assist in the research process:

20.2.3.1 Books from the vehicle library

20.2.3.2 Computer Data Banks

20.2.3.3 Technical Information Sources

20.2.3.3.1 CHEMTREC

20.2.3.3.2 Facility personnel

20.2.3.3.3 Product manufacturers

20.3 Throughout entry proceedings, continually monitor radio communications. Relay/update other Group leaders to best co-ordinate efforts.

20.4 Upon completion of the entry, coordinate subsequent entries or assist with demobilization efforts.

No. 600-21

SUBJECT: ENTRY

21 The following procedure is to be used as a guideline to members of the Hazmat Team who are assigned Entry Group Leader:

21.2 Attend information briefing and/or determine assignments of Group leaders. Upon assignment of Entry Group Leader, acquire vest and clipboard from H29. The Entry Team Worksheet (HM 004) shall be used.

21.3 Plan, reviews, and understands the entry plan and assesses personnel requirements.

21.4 Assign personnel to specific tasks:

21.4.1 Two (2) to Recon Team, if applicable

21.4.2 Two (2) to Primary Entry Team

PINELLAS COUNTY HAZARDOUS MATERIALS RESPONSE TEAM 600 SERIES STANDARD OPERATING PROCEDURE

21.4.3 Two (2) to Back-up Entry Team

21.5Acquire all necessary equipment needed to accomplish the entry.

21.6Perform a pre-entry briefing with the entry team. Include any instructions on the use of specialty equipment to be employed.

21.7Throughout entry operations, continually perform and monitor radio communications from the entry team and relay/update other Group leaders as necessary to maintain coordination of work.

21.8Upon completion of the entry, coordinate subsequent entries or assist with demobilization efforts.

No. 600-22

SUBJECT: DECONTAMINATION

22 Job Description and Responsibilities

22.2The Decon Team Leader shall:

22.2.1 Coordinate with the research team to determine appropriate level of decontamination and appropriate solution to be used.
22.2.2 Coordinate with entry team to determine suit and equipment being used.
22.2.3 Discuss the decontamination procedures to be utilized with his team.
22.2.4 Establish a contamination reduction corridor. Visually identify the corridor using barrier tape or other means.
22.2.5 Prepare a diagram of the decon line to brief the entry team and safety officer.
22.2.6 Oversee the setup of the decon line.
22.2.7 Assure the decon team is prepared to function.
22.2.8 Conduct a communications check with the entry team.
22.2.9 Assure that the decon team is in the proper level of protection to avoid contamination.

PINELLAS COUNTY HAZARDOUS MATERIALS RESPONSE TEAM 600 SERIES STANDARD OPERATING PROCEDURE

22.2.10 Review emergency procedures in case of injured personnel needing decontamination.

22.2.11 The Decon Team Leader shall acquire the Decon vest and clipboard from H29 and utilize the Decontamination Group Worksheet, Form HM006.

22.3 Emergency Decon

22.3.1 Used when immediate decontamination is required for victims.

22.3.1.1 Station 1: Wash and Rinse

22.3.1.1.1 Remove clothes quickly wash and rinse

22.3.1.1.2 Equipment:

22.3.1.1.2.1 Decon shower, pool or viscuine rolled at the edges.

22.3.1.1.2.2 Hose Line 22.3.1.1.2.3 Soft brush

22.3.1.2 Station 2: Wrap patients for transport.

22.4Standard Decon

22.4.1 Used during normal operations

22.4.1.1 Station 1: Tool drop
22.4.1.2 Station 2: Disposable garment drop and shower
22.4.1.3 Station 3: Remove boots and suit
22.4.1.4 Station 4: Remove radio and SCBA
22.4.1.5 Station 5: Wash inner gloves and remove SCBA face-piece
22.4.1.6 Station 6: Inner clothing removal if necessary
22.4.1.7 Station 7: Medical check/rehab

22.5High Hazard Decon

22.5.1 Used for unknowns and known Level A entry situations

22.5.1.1 Station 1: Equipment drop
22.5.1.2 Station 2: Disposable drop
22.5.1.3 Station 3: Glove and boot wash
22.5.1.4 Station 4: Suit wash
22.5.1.5 Station 5: Boot and glove removal
22.5.1.6 Station 6: Chemical suit removal
22.5.1.7 Station 7: SCBA and radio removal
22.5.1.8 Station 8: Inner glove wash and removal; SCBA face-piece removal
22.5.1.9 Station 9: Inner clothing removal; field-wash and re-dress 22.5.1.10
Station 10: Medical check and rehabilitation

PINELLAS COUNTY HAZARDOUS MATERIALS RESPONSE TEAM 600 SERIES STANDARD OPERATING PROCEDURE
No. 600-23

SUBJECT: MEDICAL GROUP OPERATIONS

23 Medical Group

23.2 The Medical Group is responsible for the pre-entry/post-entry medical screening and treatment of PCHMRT personnel. In addition to medical screening, it is the responsibility of the medical Group to provide for the rehabilitation of personnel. This may require coordination with the overall incident Rehab Group Officer and/or the Incident Commander so that fluids, cooling and other required rehab measures are anticipated and in place for members who have been subjected to physical exertion.

23.3 The Medical Group team must contain at least one (1) paramedic certified by the Pinellas County Medical Director's Office to administer Level I and Level II treatment protocols as prescribed in the Pinellas County Medical Operations Manual (MOMs). During incidents where exposure to unusual agents may require administration of specific antidotes, i.e.: cyanide exposure, then the Medical Group team must contain at least one (1) Hazmat paramedic certified to administer Level III treatment protocols as prescribed in the MOMs manual. The Medical Group Team Leader shall utilize the appropriate vest and the Entry Team Medical Worksheet, Form HM004a.

23.4 The Medical Group leader will also coordinate with research in order to obtain information regarding signs, symptoms, and treatment as they pertain to each agent involved, should an exposure occur. Medical supplies and equipment must be readily available to treat personnel in the event of an exposure.

23.5 Medical Screening

23.5.1 Medical screening shall be performed both prior to entry and after entry. Medical screening may be deferred only under circumstances of emergency rescue. The following are the minimum requirements prior to donning any personal protective equipment (PPE) or other suit for work at an incident:

23.5.1.1 Vital signs shall be taken and recorded

23.5.1.1.1 Blood pressure
23.5.1.1.2 Pulse
23.5.1.1.3 Respiratory rate
23.5.1.1.4 Assessment of general appearance

23.5.1.2 Member's name, vital signs, times and any general remarks shall be documented on the Entry Team Medical Worksheet, Form HM009.

23.5.1.2.1 This form shall be considered a legal document and shall be attached to the original Hazmat incident report and forwarded to be filed.

23.5.2 Personnel shall not be permitted to don PPE for any purpose under the following circumstances:

23.5.2.1 Systolic blood pressure greater than 150 mm/hg or less than 90 mm/hg.
23.5.2.2 Diastolic blood pressure greater than 90 mm/hg.
23.5.2.3 Heart rate greater than 100 beats per minute or an irregular pulse.
23.5.2.4 Presence of any signs of pre-existing fatigue, such as profuse sweating, pallor, etc., that may indicate to the medical Group paramedic that the member may be unfit for entry or work at the scene.

23.5.3 The Medical Group is also responsible for coordinating medical treatment in a mass casualty event. The medical Group's role in this situation is to assure proper decontamination is being done, medical signs and symptoms are relayed to research, and the proper treatment (i.e. antidotes) is being performed. The Medical Group may use Medical Control to assist in this function.

PINELLAS COUNTY HAZARDOUS MATERIALS RESPONSE TEAM 600 SERIES STANDARD OPERATING PROCEDURE

No. 600-24

SUBJECT: PIPE SQUEEZE-OFF (POLYETHYLENE PIPE)

24.0 PURPOSE - This procedure is designed as a guide to insure timely recognition and intervention of a gas leak and the application of the 'Huskie' Gas Clamp.

24.1 SCOPE - This procedure shall act as a guide for Pinellas County Hazardous Materials Response Team when responding to all gas leaks. The 'Squeeze-Off' is a technique used to control the flow of a gas or liquid in polyethylene pipe by compressing the pipe between parallel bars until the inside surfaces make contact to better control or completely stop a leak.

24.3 CONSIDERATIONS PRIOR TO APPLICATION OF 'SQUEEZE-OFF'

24.3.1 Perform a Risk/Benefit Analysis
24.3.2 Develop Action Plan
24.3.3 Do not use on PVC pipe over one (1) inch in diameter. This clamp should be used on residential distribution systems only
24.3.4 For PVC pipes completely severed, both ends might need to be clamped

Physical/Chemical properties of Natural Gas	**Physical/Chemical properties of Propane Gas**
• Flammable high pressure gas	• Liquefied petroleum gas is heavier than air
• May form explosive mixture in air	• May form explosive mixture in air
• Natural Gas is nontoxic but poses an asphyxiation risk	• Propane is nontoxic but poses an asphyxiation risk
• Routes of entry are inhalation and eye contact	• Routes of entry are inhalation, skin and/or eye and a contact hazard (frostbite)
• Ignition Temp: 842° F	• Ignition Temp: 920° F – 1020° F
• LEL-UEL: 5% - 15%	• LEL – UEL: 2.1% - 9.5%
• Flashpoint: -306° F	• Flashpoint: -156° F
• Vapor Pressure: > 1000 mm Hg	• Vapor Pressure: > 1 atm
• Vapor Density: 0.615 (air is 1) (rises rapidly)	• Vapor Density: 1.6 (air is 1) (sinks)

24.3.5	• Product will dissipate in air if ignition does not occur	• Product will dissipate in air if ignition does not occur

24.4 PROCEDURE

24.4.1 Eliminate ALL possible ignition sources.

24.4.2 Determine LEL 360°'s around the leak to determine Hazard/Hot Zone using appropriate reference materials, meters and weather.

24.4.3 Remove all civilians and any personnel not wearing appropriate PPE from the hazard zone.

24.4.4 Bunker gear and SCBA shall be worn at all times within the Hazard/Hot Zone.

24.4.5 A minimum of one (1) pre-connected hose line shall be in place, charged and staffed with a minimum of two firefighters in proper PPE. Connection to a water supply is preferred.

24.4.6 Determine location of leak and amount of damage to piping.

24.4.6.1 If necessary to expose the leaking pipe, soil may be removed using non sparking tools.

24.4.6.2 Determine the direction of gas flow.

24.4.6.3 For gas flow from a single direction, apply the gas clamp to the side of the pipe from which the gas flow comes from.

24.4.6.4 For gas flow from two directions, a clamp must be applied to both ends of a completely cut pipe or on either side of a split pipe. Pipe could be fed from both directions, or contain a large volume of gas due to the length of pipe.

24.4.7 **Always ground from the leaking pipe to the grounding rod.** With the bonding cable attached **only** to the clamp; engage the leaking pipe with the clamp making sure to place the clamp at least 12 inches from any fusion joint, mechanical connection or additional clamps.

PINELLAS COUNTY HAZARDOUS MATERIALS RESPONSE TEAM 600 SERIES STANDARD OPERATING PROCEDURE

24.4.9 Drive/Place grounding rod using non-sparking tools into suitable soil away from the point of the leak. Wetting the soil may assist in dispersing static energy.

24.4.10 Turn the clamp(s) into the HOLD or CLOSED position.

24.4.11 Compress the pipe at a slow rate until leak has been controlled. Do not over tighten clamp.

24.4.12 Monitor and Ventilate as appropriate.

24.4.13 If the pipe is completely cut, and once the atmosphere has been cleared, fold both ends of the pipe back on itself and apply the electrical tape to keep it folded. Remove clamp.

24.5 DISCUSSION

It is the teams' intention to use our gas clamp(s) to mitigate a situation and then be able to fold the pipe back onto itself and tape it. We can then remove our clamp and stand by for the gas company to arrive if the person in command deems it is appropriate task to perform. Consider risk vs. benefit.

24.6 REFERENCES

Clearwater Gas, Polyethylene Pipe Squeeze-Off Instructions, July 2010, Clearwater, FL 33756

Mustang Manufacturing, Huskie PS-62B Squeeze Tool Operations Manual, June 2010, Carson City, NV 89706

No. 600-25

SUBJECT: HAZARDOUS SUBSTANCE MITIGATION

25.0 The PCHMRT shall only engage in such mitigation actions as determined to save lives or protect the property and environment of our citizens.

25.1 Upon control and /or containment of the incident the PCHMRT in conjunction with the Incident Commander shall determine the following:

25.1.1 The responsible party for cleanup and appropriate selection of a contractor.

25.1.2 If no responsible party identified, assist command with consultation with Risk Management or FDEP for contractor selection.

25.2 The Hazmat Group officer shall be responsible for the documentation of all materials utilized, for appropriate reimbursement.

25.3 Under special circumstances (i.e. reduction of economic impact to the community), PCHMRT under staff guidance may engage in operations that will assist in restoration of infrastructure and normal services of the county.

No. 600-30

SUBJECT: INSTRUMENTATION

30.0 This section includes all equipment used in the detection and monitoring of dangerous levels of hazardous chemicals. Battery, solar, or electrical current may power detection equipment. This policy includes equipment that is hand-held or permanently mounted in Hazmat vehicles. Support equipment, i.e.: cables, calibration gases, charging units, should also be part of periodic inspection and testing.

30.1 Purpose:

30.1.1 To establish daily, weekly, monthly, and/or annual testing and maintenance procedures.
30.1.2 To keep personnel aware of equipment improvements, variations, and capabilities.
30.1.3 To build confidence in equipment use and increase individual's ability to perform tasks at hand.
30.1.4 To insure readings taken during incidents are as precise and timely as possible.
30.1.5 To assure continuity within findings from various persons/units.
30.1.6 Attempt to detect unforeseen problems.

30.2 Testing

There is a prescribed warm up and testing procedure for each detection unit. This policy is intended to implement a consistent and regularly scheduled testing program. Each member assigned to the Hazmat team shall be competent in testing and using any of the team's instruments.

30.3 Responsibility

Company officers in charge of Hazmat units will ultimately be responsible for their personnel's ability to test and operate instrumentation.

30.4 Record keeping and Documentation:

30.4.1 Each instrument shall have a journal, located in the fire station office, detailing the following:

30.4.1.1 Daily, weekly, monthly equipment testing that specifies sample readings, etc.
30.4.1.2 Unit condition and status
30.4.1.3 Service record
30.4.1.4 Sensor and certification expiration dates
30.4.1.5 Other data as deemed necessary by device's manufacturer

PINELLAS COUNTY HAZARDOUS MATERIALS RESPONSE TEAM 600 SERIES STANDARD OPERATING PROCEDURE

30.4.2 Documentation of training

30.4.2.1 Training and testing shall be logged in the unit's journal.

30.4.2.2 Training shall also be logged into the team member's fire dept. training record

30.4.3 Manufacturer's documentation

30.4.3.1 The manufacturer's manual that is provided with each device shall be kept in good condition and readily available for reference.

30.4.3.2 The manufacturer's manual shall be referenced for any question as to repair, maintenance, testing and/or usage. If the manual fails to address the problem, the manufacturer should then be contacted.

30.4.3.3 Each device shall be operated within the limits and restrictions set forth by the manufacturer.

No. 600-31

SUBJECT: ABSORBANT PROCEDURES

31.0 Overview of Clean-up Activities: In general, the role of the PCHMRT focuses on emergency response and public safety. Clean-up activities are the responsibility of the responsible party (RP) and are to be done by a certified clean-up contractor. In all cases, oversight and supervision shall be retained by the PCHMRT to assure public safety and compliance with existing ordinances and codes. However, whenever possible and when it is deemed in the best interest of the County and its citizens limited clean-up activities can be done.

31.1 Diking - dike or collect escaping product as soon as possible

31.1.1 Research compatibility of product if known.
31.1.2 Use surrounding dirt for immediate need if available.
31.1.3 If product necessitates a particular material for compatibility reasons, contact Hazmat Group or the Incident Commander as soon as possible.
31.1.4 Immediately dike any run-off to limit continued exposure.
31.1.5 Direct product to a safe location. Keep in already contaminated vicinity if possible.
31.1.6 Use (any) other necessary means to dike and direct product(s) to include, but not limited to: sand, gravel, and clay.

31.2 Absorbing - If limited clean-up is to be done, absorption can be accomplished by the following means:

31.2.1 If product is compatible, use accepted cellulose, sphagnum or other equivalent organic material for absorption.
31.2.2 Other compatible products can be used if approved by Pinellas County Solid Waste.
31.2.3 Water absorption must be considered when choosing an absorbing material.

31.3 Storage/Collection - On scene units must be prepared to receive and dispose of any collected product(s).

31.4 The local Fire Department having jurisdiction should be capable of receiving and processing small amounts of hydrocarbons.

31.5 Larger amounts and/or containers of known products must be cleared through Pinellas County Solid Waste or Risk Management prior to receiving.

PINELLAS COUNTY HAZARDOUS MATERIALS RESPONSE TEAM 600 SERIES STANDARD OPERATING PROCEDURE
No. 600-32

SUBJECT: HAZCAT PROCEDURES

32.0 Use of the HazCat® Unknown Chemical Identification System shall be accomplished in accordance with the HazCat Chemical Identification System User's Manual, published by Sensidyne® Haztech Systems, Inc.™, revised 1994.

PINELLAS COUNTY HAZARDOUS MATERIALS RESPONSE TEAM 600 SERIES STANDARD OPERATING PROCEDURE

No. 700-1

SUBJECT: LIAISON OFFICER

This section not yet completed.

PINELLAS COUNTY HAZARDOUS MATERIALS RESPONSE TEAM 600 SERIES STANDARD OPERATING PROCEDURE

No. 800-1

SUBJECT: PUBLIC INFORMATION

1.0 The Pinellas County Hazardous Materials Response Team's lead agency for public information is the Pinellas County Department of Public Affairs, supported by municipal/agency Public Information Offices of the emergency agency having jurisdiction over the incident.

1.1 Pinellas County Department of Public Affairs shall be responsible for:

1.1.1 Gathering information about the incident
1.1.2 Verifying the accuracy of information prior to release to the media/public

1.1.2.1 The Hazmat Command Staff Officers, the Hazmat Group Officer, and Emergency Management employees shall have final authority over the accuracy of any media information concerning the Pinellas County Hazardous Materials Response Team.
1.1.2.2 Municipal/agency PIO's operating at an emergency incident scene shall clear all information through one of the above-specified organizations, prior to any release to the media. The reasoning for this is to ensure accuracy of all releases as relates to hazardous materials.

1.1.3 Setting up a physical location for the PIO, away from cold zone emergency operations.
1.1.4 Coordination of media coverage/releases with all media agencies present and/or requesting information
1.1.5 At major incidents, "pool" coverage shall be coordinated with all media organizations at the scene.
1.1.6 Periodically update information as the situation evolves
1.1.7 Take and preserve photographs, videotape, and/or sound recordings when requested by the Hazmat Group Officer or his designee.

1.2 The Hazmat Group Officer or his designee shall establish a Public Information Officer as soon, as is practical at an incident.

1.2.1 The jurisdictional authority's Incident Commander may already establish the initial PIO and there may be no need to expand upon the size or scope.
1.2.2 Should conditions warrant that the PIO Group be enlarged, the Hazmat Group Officer or his designee should make every effort to coordinate these operations with the Incident Commander.

PINELLAS COUNTY HAZARDOUS MATERIALS RESPONSE TEAM 600 SERIES STANDARD OPERATING PROCEDURE

1.2.3 Pinellas County Department of Public Affairs may be notified through the County Warning Point and/or notification of the person in charge at Emergency Management.

1.2.4 The PIO can be a valuable tool for use in evacuations or shelter-in-place situations and should be utilized aggressively in such situations.

PINELLAS COUNTY HAZARDOUS MATERIALS RESPONSE TEAM 900 SERIES STANDARD OPERATING PROCEDURE
No. 900-1

SUBJECT: VEHICLE MAINTENANCE AND REPAIR

1.0 Pinellas County Fleet Management is the repair and maintenance department for all county vehicles. All maintenance and repairs shall be conducted through Fleet Management. No other entity is authorized to perform work on these vehicles, without prior authorization from Fleet and Public Safety Services.

1.1 Vehicle Maintenance

1.1.1 Fleet Management shall perform all maintenance on county vehicles in accordance with the vehicle manufacturer's specifications.
1.1.2 Fleet schedules vehicles for maintenance as required.
1.1.3 Each vehicle has the maintenance date and mileage posted on the vehicle.
1.1.4 Fleet Management shall be called at 582-3025 and an appointment shall be made to have the required maintenance performed as expediently as possible.
1.1.5 A secondary point of contact shall be the Public Safety Services Liaison, who can be contacted at 519-5991, if there is a unique problem.

1.2 When a vehicle is to be out of service, the Hazmat member shall notify:

1.2.1 Dispatch
1.2.2 The Hazmat Command Staff via pager. (Select: 1 - *EQUIP STATUS CHANGE/ALL CALL under HT in the CAD dialer file. Provide unit number and estimated time/date unit will return to service.
1.2.3 All team members via the memo account sent to "HAZ".

1.3 When the vehicle returns to service, all of the above shall again be notified.

1.4 Vehicle Repair

1.4.1 Fleet Management shall perform all repairs as required.
1.4.2 Fleet Management shall be contacted at 582-3025 to arrange an appointment for repairs between 07:00 and 16:00 weekdays.
1.4.3 A secondary point of contact shall be the Public Safety Services Liaison, who can be contacted at 519-5991, if there is a unique problem.
1.4.4 For an emergency during off-hours, Fleet shall be contacted at 420-9125
1.4.5 A secondary point of contact shall be the liaison Public Safety Services, who can be contacted through Dispatch at 298-5282, if there is a unique problem.

1.5 Vehicle Replacement

1.5.1 Permanent vehicle replacements shall be authorized through Pinellas County Public Safety Services and Fleet Management in accordance with Fleet's established system for vehicle replacement.

1.5.2 Vehicle replacements shall be provided according to Fleet Management's established procedure.

1.5.3 The Public Safety Services Liaison will coordinate vehicle type and design through Fleet's` Vehicle Acquisition Specialist, the Public Safety Services Director, and the Hazmat Team Command Staff.

1.5.4 In compliance with the Fleet Internal Service Fund requirements, used vehicles shall be transferred to the Fleet Management Department for disposal as surplus property.

No. 900-2

PINELLAS COUNTY HAZARDOUS MATERIALS RESPONSE TEAM 900 SERIES STANDARD OPERATING PROCEDURE
SUBJECT: EQUIPMENT MAINTENANCE AND REPAIR

2.0 Equipment Maintenance and Repair:

2.1 All equipment maintenance and repair shall be authorized through the Public Safety Services Liaison.

2.1.1 Notification of required maintenance or repair shall be made to the Hazmat Coordinator of your fire department, through any procedure deemed satisfactory by each coordinator.

2.1.2 The fire department coordinator shall then contact the Public Safety Services Liaison to report the problem and make arrangements for necessary corrective actions.

2.1.3 In the event that the coordinator cannot be contacted, the on-call Hazmat officer shall be notified through the Dispatch Center.

2.1.4 Sufficient duplicity is built into the Hazmat Team that seldom will an equipment failure be construed as an emergency situation. Rely on other Hazmat units to fill any void that occurs.

2.1.5 All repairs shall be authorized through the Public Safety Services Liaison. Repairs shall be authorized prior to any repair work being performed.

2.2 Equipment Replacement and/or Upgrades

2.2.1 Equipment replacements and/or upgrades shall be conducted on a case-by-case basis through mutual concurrence of the Public Safety Services Liaison, the Hazmat Team Commander, and the Command Staff.

2.2.2 All requests for replacement and/or upgrade shall be forwarded to the fire department coordinator for processing through the Command Staff. The Director of Public Safety Services shall have final authority on all expenditures. The Command Staff maintains the right to appeal all final decisions through Pinellas County Administration as outlined in the Personnel Manual.

2.2.3 Any equipment that is no longer serviceable, worn out, and/or outmoded and no longer useful should be given to the Public Safety Services Liaison for disposal.

PINELLAS COUNTY HAZARDOUS MATERIALS RESPONSE TEAM 900 SERIES STANDARD OPERATING PROCEDURE
No. 900-3

SUBJECT: RE-SUPPLY PROCEDURE

This section not yet completed.

PINELLAS COUNTY HAZARDOUS MATERIALS RESPONSE TEAM 900 SERIES STANDARD OPERATING PROCEDURE

No. 900-4

SUBJECT: VEHICLE IDENTIFICATION AND INVENTORIES

4.0 Hazmat Team vehicles include the following:

4.1 H5 - located at St. Petersburg's Master Fire Station, Hazmat 5 is a tractor/trailer unit, which can function as a stand-alone "mini-team" when necessary. This vehicle maintains an inventory of nearly all of the basic hazardous materials response gear. It also has 2 cellular phones, a fax, a modem, and computer system identical to Haz Mat 38's. This duplicity not only serves as a back-up but also gives the team the capability of simultaneously handling multiple incidents. (H5's vehicle is the property of the City of St. Petersburg.)

4.2 H29 - housed at Seminole Sta. 29, this vehicle is a custom-built tractor/trailer that carries large amounts of several types of absorbents and containment equipment. H29 is loaded with entry suits, air packs, radio equipment, gloves, boots, and other hazardous chemical atmosphere entry garments and equipment. It also carries a limited amount of absorbents and clean-up containers, 110 gallons of firefighting foam, a full compliment of hand tools, and some chemical analysis gear. This vehicle is equipped with an on-board generator, air conditioner, and a power hydraulic lift gate.

4.3 H33 - responding from Pinellas Park's Sta. 33 is a 1997 custom-built tractor/trailer that carries large amounts of several types of absorbents and containment equipment. The Hazmat Team's decontamination equipment is also carried on this truck along with chemical analysis and sampling equipment. This vehicle also has a 110-gallon water tank and a 180-gallon firefighting foam tank. This vehicle is equipped with an on-board generator and 2 – 100-foot electric cord reels.

4.4 H38 (Haz Mat 38) - stationed at Largo's Sta. 38 is a 1999 mobile office vehicle equipped with air monitoring equipment, a remote weather station which is interfaced into its computer, two multi-channel 800 MHz. radios, 3 cellular phones, a fax, a modem, a scanner, and two computers. This unit carries an extensive library of chemical research publications and also utilizes online chemical database software. Additionally, H38 has an on-board restroom, refrigerator, air conditioner, and a generator.

4.5 H66 - which responds from Palm Harbor's Sta. 66, is a custom-built tractor/trailer that carries large amounts of several types of absorbents and containment equipment. This unit carries decontamination equipment is along with chemical analysis and sampling equipment. This vehicle also has a 110-gallon water tank and a 180-gallon firefighting foam tank. This vehicle is equipped with an on-board generator and 2 – 100-foot electric cord reels.

PINELLAS COUNTY HAZARDOUS MATERIALS RESPONSE TEAM

4.6 Hazmat Vehicle Inventories**:** Please see Attachment C.

STANDARD OPERATING PROCEDURES MANUAL

ATTACHMENTS

PINELLAS COUNTY HAZARDOUS MATERIALS RESPONSE TEAM STANDARD OPERATING PROCEDURES MANUAL

ATTACHMENT A

FLORIDA STATE EMERGENCY RESPONSE COMMISSION HAZMAT GUIDELINES

PINELLAS COUNTY HAZARDOUS MATERIALS RESPONSE TEAM STANDARD OPERATING PROCEDURES MANUAL

ATTACHMENT B

DEPLOYMENT CHECKLIST

Deployment Checklist

Deployment Date: Return Date: Location of Deployment:

	PERSONAL SUPPLIES/EQUIPMENT		DEPT/TEAM SUPPLIES/EQUIPMENT
	Appropriate amount of Clothing		Dept/County Cell Phone w/charger
	Hygiene Kit (soap/toothpaste/etc)		Dept/County Fuel Card
	Sanitary Napkins		Dept/County Credit Card
	Toilet Paper		Dept/County Phone Contact List
	Q-Tips		Forestry Radio(s) w/spare batteries
	Medication (Prescription)		Portable Radio(s) w/spare batteries
	Sun Screen		Florida Field Ops Guide (FOG Manual)
	Lip Balm		Daily Apparatus Check Sheet(s)
	entertainment (books, chess, etc)		Dept Appropriate Injury Packet
	Sunglasses		Business Cards
	Insect Repellant		Portable GPS Unit
	Sleeping Bag/Ground Mattress		Pens/Pencils/Notepads
	Small Tent		Uniform(s) to include Hat and Rain Gear
	Garbage Bag (3)		Dept PPE (Structural Gear, PFD, Safety Vest)
	Dirty Laundry Bag (s)		SCBA Facepiece w/accessories
	Laundry Soap		Eye and Hearing Protection
	Bath Towel(s)		Work Gloves
	Ziploc Bag(s)		Dust/Filter Masks (ex: N-95)
	Flashlight W/Extra Batteries		Drinking Water
	Fire Starter (lighter, matches/candle)		Cans of Fix-A-Flat (or similar)
	Pocket Knife		State Mutual Aid Deployment Forms (SERP)
	Compact Folding Chair		-FFCA Form 214 (Unit Log) -FFCA Form 2 (Team Personnel List) -FFCA Form 3 (Personnel Emergency Contact List) -FFCA Form 4 (Expense Report Form)
	Food/Water for 72 hours		
	Cell Phone and Charger		
	$50.00 - $75.00 personal cash		
	Casual Clothing		ALS Equipment for Team Use (if available)
	Water Purifying Filter (tablets)		Basic BLS Kit to include the following:
	Personal first aid kit (Tylenol, ibuprofen, antacids, anti-diarrhea, cold medicine, etc)		-Antibacterial Solution -Hand Sanitizer -Assortment of Bandages -Assortment of Elastic Bandages -Cling
	Identification		

			-Triangular Bandages
LIST **UPDATED SEPTEMBER 2011**			-Hot/Cold Packs -Assorted Rolls of Medical Tape -Assorted Sizes of Medical Gloves

PINELLAS COUNTY HAZARDOUS MATERIALS RESPONSE TEAM STANDARD OPERATING PROCEDURES MANUAL

ATTACHMENT C

UNIT INVENTORY LIST

PINELLAS COUNTY HAZARDOUS MATERIALS RESPONSE TEAM STANDARD OPERATING PROCEDURES MANUAL

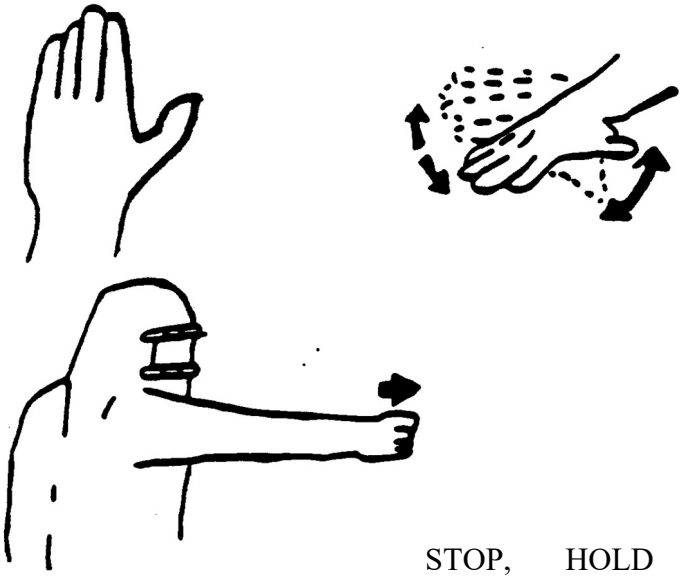
ATTACHMENT D

TEAM FORMS

PINELLAS COUNTY HAZARDOUS MATERIALS RESPONSE TEAM STANDARD OPERATING PROCEDURES MANUAL

ATTACHMENT E

STANDARDIZED HAND SIGNALS

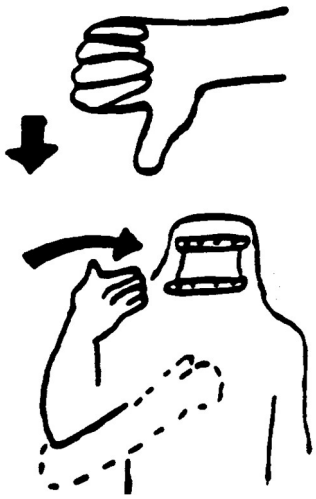


SOMETHING IS WRONG

STOP, HOLD IT, STAY THERE

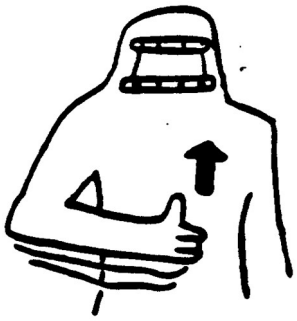
DANGER

GO





WHICH



DOWN, GETTING DOWN

GO UP



COME HERE



OUT OF AIR

OK





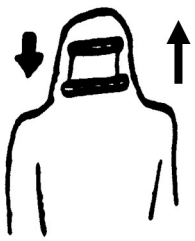


**TAKE IT EASY,
SLOW DOWN**

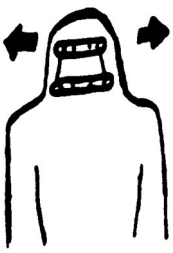
ME, OR WATCH ME

**HANDS RAISED OVER HEAD N
CIRCULAR MOTION**





YES



NO





**YOU LEAD,
I'LL FOLLOW I NEED HELP,**

**I'M IN TROUBLE.
MAYDAY**

**UNDER, OVER,
AROUND**