P.O. 1302 Hazardous Material Incidents			
Effective From:	7-20-2026	Effective To:	Current

P.O. 1302 – Hazardous Material Incidents

1. PURPOSE
   i) The purpose of this order is to establish the authority, responsibilities, and standardized procedures governing the Louisiana State Police response to hazardous materials incidents.
2. POLICY
   i) It shall be the policy of the Louisiana State Police to respond to hazardous materials incidents in a manner that protects life, property, and the environment, and that limits the exposure of the public and Department personnel to any substance or material capable of posing an unreasonable risk to health, safety, and property.
3. DEFINITIONS
   i) First Responder – Any commissioned officer or other department employee who, in the ordinary course of assigned duties, is likely to be the first to receive a report of, arrive at, or witness a hazardous materials incident or release.
   ii) Hazardous Material – Any substance or material that is capable of posing an unreasonable risk to health, safety, and property when released or otherwise present at an incident.
4. STATE POLICE AUTHORITY AND RESPONSIBILITY
   i) The Department of Public Safety and Corrections is responsible for coordinating a statewide transportation and fixed-site emergency response system for hazardous material incidents. The Department also has the statutory responsibility for investigating hazardous material incidents, determining cause, and enforcing the Louisiana Hazardous Material Regulations.
   ii) Transportation Emergencies
      a) The initial responding agency shall be determined by the location of the emergency.
      b) A State Police trooper shall be dispatched to incidents occurring in unincorporated areas to manage the scene until State Police Emergency Services Technicians arrive on scene.
      c) Each parish, through its Local Emergency Planning Committee (LEPC), shall have a primary responding agency designated for emergencies occurring in that area. In the absence of a clearly defined local response agency, the Louisiana State Police shall contact the law enforcement agency with primary jurisdiction in the area where the incident occurs.
      d) The State Police Emergency Services Unit shall be the coordinating agency for all transportation and fixed site incidents. All Department personnel shall be responsible for participation in the Incident Command System (ICS) established for the emergency.
   iii) Fixed Site Emergencies
      a) Incidents at fixed facilities (manufacturing and storage complexes, etc.) will require immediate communication between the State Police and facility officials in order to evaluate potential environmental impact.
      b) A responding commissioned officer should establish communications with a facility representative who has authority to provide incident information as to the circumstances and identification of the hazardous material involved. A recommendation from the facility representative should be solicited to determine an Off-Site Protective Action.
      c) When entry is deemed necessary, the officer shall:
         1) State the purpose for entry into the facility.
         2) Request to be taken to the facility's emergency operations center (EOC) to gather necessary information.
         3) Relay all information to the Command Post as soon as possible.

4) Ensure that entry is limited to no more than two commissioned officers.

d) Only State Police Emergency Services Technicians have unrestricted access to any facility during a hazardous material emergency.

5. INDIVIDUAL EMERGENCY PRIORITIES/RESPONSIBILITIES

i) Desk Sergeant

a) Obtain information relevant to the incident such as:

1) Exact location.
2) Identification of the hazardous material involved.
3) Precise nature of the accident or incident.
4) Extent of injuries and/or fatalities.
5) "Off-Site Protective Action", i.e., evacuation, "Shelter-in-Place," road blockage or road closure.
6) Other incident information.

b) Notification of response personnel

1) Dispatch the closest State Police unit to the scene.
2) Dispatch the shift lieutenant to the scene or, in their absence, a field sergeant. Should circumstances dictate, the desk sergeant may call out off-duty supervisors.
3) Immediately notify the Hazardous Materials Hotline at (225) 925-6595.
4) Notify the Troop Commander.
5) Notify the Troop Public Information Officer.
6) Notify the appropriate local police and fire officials.
7) Provide all available information to the Emergency Services Unit.

c) Follow-up and monitor progress

1) Continue to monitor the emergency.
2) Coordinate support response activities with the Command Post.
3) Provide periodic updates to the Command Duty Officer Journal.

ii) Initial Officer Upon Scene

a) Self-Protection

1) Approach the incident scene from upwind.
2) Park the patrol vehicle safely away from obvious hazards.
3) Avoid spilled substances and/or escaping vapors.
4) Maintain a safe distance.

b) Confirm the Location

1) Refer to highway mile markers, street addresses, cross streets, known structures, or landmarks as a reference.
2) Locate and identify possible key evacuation facilities such as schools, hospitals, nursing homes, or other similar structures.

c) Act as a mobile Command Post/Communication Center

1) Attempt to maintain uninterrupted contact with the Troop, whether directly or through a relay station.
2) Advise of weather conditions, i.e., (rain, wind, etc.).

d) Hazardous Material Identification

1) Transportation Incidents

(i) Identify placards and markings but do not accept them as conclusive product identification.
(ii) Use container shape, valve configuration, shipping papers, and responsible parties to confirm the material.
(iii) Identify the type of vehicle and the carrier's name.
(iv) Relay the above information to the Troop.

2) Fixed Site Incidents

(i) Immediately consult a facility official and identify the hazardous material(s) involved.

(ii) Relay this information to the Troop.

e) Containment and Civilian Protection
   1) Secure the scene and contain the incident, and if necessary, request additional resources.
   2) Evacuate the area when an immediate and obvious threat is present. Identify the potential for incident escalation.
   3) Remove injured persons from immediate danger. Identify those potentially contaminated by any hazardous materials and arrange for their removal from the scene.
   4) Administer first aid.

f) Preservation of Evidence
   1) Troopers should secure the scene as much as is practical to prevent the destruction or alteration of evidence necessary for an investigation.
   2) Measures to mitigate an emergency should never be delayed pending the arrival of investigators.

iii) Shift Lieutenant
   a) The shift lieutenant shall immediately proceed to the scene, assume command, and remain in charge until the arrival of a State Police Emergency Services Technician.
   b) Ensure that a Command Post is properly established:
      1) When applicable, utilize a predetermined location.
      2) In other cases, select a suitable site based on existing circumstances.
   c) Determine radio traffic restriction requirements.
   d) Determine if the Federal Aviation Administration (FAA) should be notified to restrict airspace.
   e) Perform an overall evaluation of the situation:
      1) Immediate danger.
      2) Potential for incident escalation.
      3) Environmental contamination.
      4) Residual threats to life, property, or the environment.
   f) Provide the State Police Emergency Services Technician with the necessary support to implement the Incident Command System (ICS) and any mitigation procedures.

iv) Emergency Services Technicians shall:
   a) Serve as the On-Scene Coordinator and ensure that the ICS is established
   b) Provide the following information:
      1) Product hazards.
      2) Containment procedures.
      3) Protective action recommendations.
      4) Identification of available resources.
      5) Mitigation procedures.
   c) Conduct a post-incident investigation to determine the cause and enforce applicable sections of Louisiana's Hazardous Materials Regulations.

6. PUBLIC RELATIONS

i) Media coordination shall be the responsibility of the Public Information Unit Supervisor or their designee.

ii) The Public Information Unit Supervisor or their designee shall be responsible for the collection and dissemination of information suitable for media release, whether such release is made directly or through other approved channels.

iii) The Public Information Unit Supervisor or their designee shall, at the direction of the State Police Emergency Services Technician, request the assistance and cooperation of the media in civilian evacuation. Criteria for this request shall be based upon immediate need.

iv) In the event an evacuation becomes necessary, certain measures must be taken to prevent confusion and to ensure the safe, orderly movement of a large number of citizens. In any

evacuation order, the following elements should be included:

a) Clear identification of the hazard(s).
b) A specific deadline to exit the area.
c) Inform evacuees of the available facilities.
d) Indicate the routes and direction to exit.
e) Inform evacuees of plans to protect their property.
f) Include the telephone numbers of responding agencies.
g) Inform evacuees they will be notified when it is safe to return and indicate an approximate timetable.
h) Commissioned officers must be aware that mandatory evacuation can only be enforced if individuals are actually interfering with law enforcement or if the governing authority so orders.

7. COMMAND POST OPERATIONS

i) Location

a) It will be determined by the initial responder based on the situation at hand; the location shall be communicated precisely to the Troop dispatcher.
b) In the event the command post is relocated for safety concerns, the Troop dispatcher should be notified immediately.

ii) Command and Control

a) The Incident Commander shall be in charge of the operation, and that person's name and position should be made known to all assisting agencies.
b) The Incident Commander shall direct, coordinate, and control all agency activities from the Command Post through the senior official of each responding agency.
c) The On-Scene Coordinator shall direct, coordinate, and control the activities of those agencies involved in incident management through each agency's ranking official. The On-Scene Coordinator is responsible to the Incident Commander.
d) The Incident Commander shall be responsible for having a record made of all incident activities.

8. TRAINING

i) All Department personnel designated as a first responder under this order shall complete initial hazardous materials awareness-level training prior to assuming first-responder duties.
ii) First responder personnel shall complete refresher training on hazardous materials awareness annually.