

DEPARTMENTAL GENERAL ORDER 98-74

ST. LOUIS COUNTY POLICE DEPARTMENT
OFFICE OF THE CHIEF OF POLICE

E-6
September 2, 1998

Index as:

Clandestine Labs
Hazardous Materials Incidents
Hazmat Incidents
Illegal Hazardous Waste Sites

Cancels:

Departmental Bulletin 88-45

HAZARDOUS MATERIALS INCIDENTS

I. PURPOSE

The purpose of this General Order is to establish policy and define procedures for Department employees when confronted with a situation involving hazardous materials.

II. GENERAL

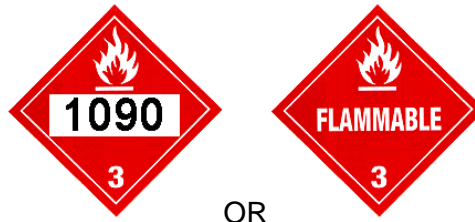
- A. The existence of hazardous materials in St. Louis County is of vital concern to emergency response personnel. The proper response to a hazardous material incident is crucial for the safety of those responding as well as the public. The actions of emergency response personnel during the first several minutes of an incident can determine the outcome of the event.
- B. Hazardous materials can be found at fixed site facilities and in commercial transportation (trucking, railroad, barge and airline). Additionally, they can be found at clandestine laboratories, illegal hazardous waste sites and in the average home.
- C. Never promise or agree to arrange for site clean-up or take possession of any chemicals encountered.

III. DEFINITIONS

- A. Bulk Packaging - is both pressurized and non-pressurized portable tanks and tank cars, above and below ground tanks, bulk-bags, and palletized non-bulk packages. Non-bulk packaging is any packaging having a capacity less than that of bulk (e.g., bags, bottles, boxes, cylinders and drums).
- B. Hazardous Materials - are known by several different names and definitions, (e.g., hazardous materials, hazmat, hazardous waste, hazardous substances, and extremely hazardous substance, or EHS). This General Order will use the term "Hazardous Materials" to define all of these interpretations.
- C. Hazardous Material Placards - help identify the hazard located inside a vehicle or railcar. Placards, when required, must be displayed on all four sides of the vehicle and mounted on point. They are found on bulk packaging and transport vehicles and must remain on the vehicle until it is emptied; for tank cars this means purged, cleaned or neutralized. Examples of a Hazardous Material Placards:



- D. Labels - are smaller than placards yet similar in design, and found on non-bulk packaging.
- E. United Nations (UN) Number - Department of Transportation (DOT) four digit United Nations (UN) number can be found on bulk packages of hazardous materials for which identification numbers are assigned. UN numbers must be displayed when hazardous materials are transported in tank cars, cargo tanks and portable tanks. They are displayed in the center of an appropriate placard or on an orange panel adjacent to the placard. Example of a UN Number Placard:



- F. Shipping Papers - provide information on the contents of a shipment. DOT regulations require shipping papers on all shipments. The presence of hazardous materials must be identified on the shipping papers along with:
1. Proper shipping name (e.g., Isopropanol).
 2. Hazard Class (e.g., Flammable Liquid).
 3. DOT Identification Number (e.g., UN 1219).
 4. Total quantity of material.
 5. Placard information.
 6. Emergency contact phone number.

Shipping papers are the responsibility of the driver of the vehicle, train conductor, captain or master of a vessel and the pilot of an aircraft. The location of shipping papers will depend on the method of shipment. For highway transport vehicles, the shipping papers are required to be within arms length of the driver when seat belted in his/her seat. This means, they could be in a driver's side door pocket, on a clipboard behind the driver or in a brief case in the cab near the driver. For railroad shipments, the "waybill" or "consist" is with the train crew in the lead engine. For water shipments, the "dangerous cargo manifest" would be in the wheelhouse or in a pipe-like container on the barge or vessel. In air shipments, the "air bill" would be located in the cockpit or attached on the outside of the packages.

- G. NFPA 704 Marking System - The National Fire Protection Association (NFPA) has developed a system to alert emergency personnel of the type and degree of hazards within an area. This system is displayed at fixed site facilities and may be found on non-bulk packaging. The system uses a diamond shaped symbol divided into four quadrants which have specific meanings:
1. Left side, Blue quadrant, indicates health hazard on a scale of 0 to 4 with 0 being the lowest.
 2. Top, Red quadrant, indicates flammability hazard on a scale of 0 to 4 with 0 being the lowest.
 3. Right side, Yellow quadrant, indicates reactivity hazard on a scale of 0 to 4 with 0 being the lowest.

4. Lower (bottom), white quadrant contains symbols indicating special hazards, such as OXY for oxidizers and W for water reactive materials. This system does not identify the hazardous material, only the degree of personal hazard in a given area. Example of a NFPA 704 symbol:



- H. Material Safety Data Sheets (MSDS) - will provide basic information on a particular chemical and its hazards. A MSDS is designed for normal workplace usage and not for emergency response activities; emergency response information may be minimal. However, they can also be found with shipping papers and attached to the outside of non-bulk containers.

IV. PROCEDURE

The following is a basic guideline which Department personnel should follow when encountered by or involved in a hazardous material incident or accident.

- A. Stop Short of the Incident Site - Approach from an upwind, uphill or upstream direction, stay out of low lying areas. If possible, position your vehicle headed away from the incident site. Look for placards, labels, or a UN number. Make note of container shapes, possible escaping product and the terrain. Avoid any chemical plume, smoke or dust emitting from the product. Maintain a safe distance from involved materials; do not try to touch, taste or smell any hazardous material.

Do not attempt to make any rescues, protect property or the environment. Do not eat, drink or smoke near the scene. Do not open any containers, attempt to clean up any spillage, or enter a vehicle's cargo area. If the driver of a vehicle is present, ask to see the shipping papers.

- B. Secure the Scene - Isolate the leak or spill area immediately for at least 150 feet in all directions (expand this if you judge it necessary) and keep unnecessary people away.
- C. Request Assistance - Immediately request the fire department, Office of Emergency Management, your supervisor and an assist unit to help secure the scene. Take charge of the scene until the arrival of fire personnel at which time the Incident Command System (I.C.S.) will be initiated. Fire agencies will establish an Incident Commander (IC) who will assume command of the scene from a hazardous materials perspective with police handling traffic/crowd control, reporting and criminal investigation. Convey to all responding assist units and agencies the following information:
 1. The directions or correct approach to the location of the incident.
 2. Name of material(s) involved if known or the hazard class (e.g., flammable liquid, corrosive or radioactive). Advise the dispatcher of any placard or UN number obtained.
 3. Container type and current conditions (e.g., leaking overturned tank, vapors on the ground).
 4. If anyone was exposed to the chemical, including yourself.

V. CLANDESTINE LABORATORIES AND ILLEGAL DUMP SITES

- A. Because of the unstable nature of hazardous materials at clandestine laboratories and illegal dump sites, and the possible existence of armed traps at clandestine labs, Department employees must exercise extreme caution. Do not attempt to turn off any clandestine lab equipment (*e.g., shutting off a Bunsen burner; if the chemical process is at the right stage, this action could cause an explosion). Do not touch, move or jostle any hazardous material containers.
- B. Once you have identified the site as a clandestine lab or illegal hazardous waste dump site, retreat to a safe distance (150 feet, this can be expanded if necessary) and establish a perimeter, detain any witnesses or suspects and secure the scene. Immediately contact the Bureau of Drug Enforcement or the Office of Emergency Management. Protect the scene until their arrival.

Adopted by Command Staff

By order of:

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Chief of Police

RAB:NG:svb

Approved at the regular Board meeting of September 2, 1998.

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Distribution
All Department Personnel

CALEA Reference
61.2.3