
	<b>STANDARD OPERATING GUIDELINE</b>				
	OPERATIONS				
	HAZARDOUS MATERIALS OPERATIONS				
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## 1.0 Objective

- 1.1 The purpose of this guideline is to establish safe operational procedures for the response to and handling of possible or known hazardous materials. This document also incorporates the M.A.B.A.S. Division III Hazardous Materials Response Team (HMRT) guidelines.

## 2.0 Responsibility



- 2.1 It is the responsibility of all Department personnel to understand the procedures documented in this Standard Operating Guideline.

## 3.0 Site Management Tasks

- 3.1 Site Management is the first step in the Incident Management Process. The major focus of this process will be on establishing control of the incident scene and isolating people from the problem.
- 3.2 The Incident Commander cannot begin extended operations until the hazard area has been identified and the isolation perimeter secured.
- 3.3 People standing around the haz-mat scene are potential rescues until isolation has been established and the scene cleared.
- 3.4 From a tactical perspective, Site Management will be divided into six major tasks. These include:
  - 3.4.1 Assuming Command and establishing control of the incident scene.
  - 3.4.2 Assuring a safe approach and positioning of emergency response resources at the incident scene.
  - 3.4.3 Establishing Staging as a method of controlling arriving resources.
  - 3.4.4 Establishing a security perimeter around the incident scene.
  - 3.4.5 Establishing Hazard Control Zones to assure a safe work area for emergency responders and supporting resources.
  - 3.4.6 Sizing up the need for immediate rescue and implementing initial Public Protective Actions.
- 3.5 Life safety is the highest tactical priority of any Incident Commander. There will always be situations where initial size-up warrants that Emergency Response Personnel (ERP) move directly into rescue operations (e.g., a driver who is obviously alive and trapped in the cab).
- 3.6 Even under the most extreme situations, implementing initial Site Management tasks will save lives.

## 4.0 Command Procedures



- 4.1 The Incident Command system will be utilized at all hazardous materials incidents. The Incident Commander should be trained to the level of the incident and have certification as a Hazardous Materials Incident Commander. The Incident Commander will be responsible for the following:
  - 4.1.1 Determine what hazards are involved.

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- 4.1.2 Determine if the incident can be managed by the Highland Park Fire Department or if additional assistance will be required.
- 4.1.3 Establish Level II Staging and designate a Staging Area for responding apparatus. The Staging Area should be upwind and uphill and at a safe distance from the incident. If a specific travel route is needed, advise the M.A.B.A.S. dispatchers of the route if and when a M.A.B.A.S. Box Alarm is activated.
- 4.1.4 Establish hot, warm, and cold control zones.
- 4.1.5 Have Dispatch send a working fire page through the telephone pagers. The Fire Chief (3300), the Deputy Fire Chief (3301), and the off-duty Battalion Chiefs will be notified.
- 4.1.6 Request an M.A.B.A.S. Box Alarm, if needed. Advise the M.A.B.A.S. dispatcher if this is an emergency or non-emergency response.
- 4.1.7 Determine if decontamination will be needed and have a decontamination zone in place before allowing entry into the hot zone.
- 4.1.8 Take necessary actions - secure scene, evacuate, contain material, eliminate ignition sources, etc.
- 4.1.9 Request additional agencies and resources as necessary - M.A.B.A.S. Division III H.M.R.T., Illinois E.P.A., Chemtrec, State Police, North Shore Sanitary District, clean-up contractor, etc.
- 4.1.10 Provide support as needed for outside agencies. Provide a minimum of one advanced life support ambulance on the scene for HMRT personnel.
- 4.1.11 Notify Highland Park Hospital and Lake Forest Hospital if a release of a dangerous substance is suspected or has already occurred and whatever research information is available to give them about the product. This will give them advanced notice should we transport a team member, firefighter, or if a citizen exposed to the product should arrive at their facility.

## 5.0 Approach and Positioning

- 5.1 First Arriving Companies:
  - 5.1.1 Attempt to approach any actual or suspected hazardous materials incident upwind and uphill. While enroute, obtain wind direction and speed from dispatch. Maintain a safe distance until the hazard can be determined. Establish Control Zones as early as possible. The zones may be reduced or enlarged as more information becomes available or conditions at the scene change.
  - 5.1.2 Secure the scene and evacuate the immediate area. If a rescue of a person(s) in direct contact with the product or in a contaminated atmosphere is necessary, determine the extent of the hazard before committing personnel. Unnecessary risks should be avoided. Most readily saved victims should be removed first. Some victims may need to be protected in place if their evacuation will expose them to greater danger.

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5.1.3 Identify the product and what hazards may exist. This may be accomplished by information received from various sources i.e., occupancy, placards, container markings, plant or crew personnel, shipping papers, etc. Visual and/or physical reconnaissance may be conducted to determine the product.

5.1.3.1 Visual Reconnaissance - A visual reconnaissance will be conducted from a distance utilizing binoculars. The container or structure should be observed for any signs of failure or product release. Signs to look for would be:

5.1.3.1.1 Vapor or gas clouds.

5.1.3.1.2 Spills.

5.1.3.1.3 Deformity of the container(s).

5.1.3.1.4 Cracks, holes, or punctures.

5.1.3.1.5 Injured or unconscious victims in the immediate vicinity.

5.1.3.1.6 Placards, product names, U.N. and S.T.C.C. identification numbers can be used if visible. Company names and vehicle identification numbers will also be useful.



5.1.3.1.7 Attempt to confirm any information obtained from multiple sources. It is possible that the vehicle may be improperly marked.

5.1.3.1.8 If the hazard of the product involved is determined to be beyond the capabilities of structural firefighting gear and S.C.B.A. by the information gathered or visual observations made, or a large amount of the product has been released, the area will be secured and no Highland Park Fire personnel will make entry. A rescue situation would be the only reason to enter the Hot Zone under these conditions if it is determined by the Incident Commander that the objective can be accomplished without excessive risk.

5.1.3.2 Physical Reconnaissance - If further information is necessary or a closer examination is desired, physical reconnaissance may be considered. Careful consideration must be given before committing crews to the hazard area. There must be a specific reason for entering a Hot Zone. Once the assigned task is completed, the companies should exit the area immediately and be decontaminated.

5.1.3.2.1 Reconnaissance personnel will operate in teams of two with two available for back-up. The crew will wear full protective clothing with S.C.B.A. Monitoring equipment should be utilized where applicable and, if available, use back-up monitoring equipment. The crew should take a fire extinguisher with them. Any contact with the product must be avoided. This includes spills and gas or vapor clouds.

5.1.3.2.2 The Safety Officer, Entry Team, and all response personnel must be prepared in case conditions deteriorate. An emergency escape route should be discussed in advance. A manned, charged hose line to protect entry personnel should be utilized.



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5.1.3.2.3 Reconnaissance personnel should look for signs of product release or container damage. Any visible labels, placards, I.D. numbers, manufacturer's names, or shipping or receiving invoices should be noted. Shipping papers, if available, should be retrieved if this can be done without excessive risk. Only the amount of time required to obtain the necessary information should be spent. Reconnaissance members will be decontaminated if necessary. Always obtain the correct spelling of the product.

- 5.2 Refer to available reference materials. Always use more than one source of information and attempt to confirm all data. If needed, CHEMTREC can be reached at 1-800-424-9300.
- 5.3 Make a determination if the incident can be handled on a department level or if further assistance will be required. If the determination is made that it is beyond the resource capabilities of the Highland Park Fire Department, the M.A.B.A.S. Division III Hazardous Materials Response Team Coordinators or the entire response team can be notified through the activation of a M.A.B.A.S. Hazardous Materials Box Alarm. The Haz-Mat Team will work within the Incident Command System.
- 5.4 Determine what can be done to control or reduce the impact of the incident. This includes:
  - 5.4.1 Stopping the leak
  - 5.4.2 Containing the material
  - 5.4.3 Absorbing the material
  - 5.4.4 Eliminating ignition sources
  - 5.4.5 Suppressing vapors
  - 5.4.6 Evacuation
- 5.5 As a first responder, remember to evaluate what the consequences would be if nothing were done and outside help requested. Also, evaluate what would happen if an aggressive approach is taken.
- 5.6 If outside help is requested, be prepared to assist with support operations such as water supply, medical support, decontamination, etc.
- 5.7 Make the necessary notifications. Federal agencies can be contacted through the N.R.C. at 1-800-424-8802. Other notifications may include I.E.P.A., North Shore Sanitary District, I.D.O.T., or State Police.

## 6.0 Staging

- 6.1 Staging becomes a Unit within the Operations Section. The Staging Unit Leader accounts for all incoming emergency units, dispatches resources to the emergency scene at the request of the Incident Commander, and requests additional resources as necessary.
- 6.2 The ideal Staging Area is close enough to the perimeter to significantly reduce response time, yet far enough away to allow units to remain highly mobile, ready for assignment.
- 6.3 Staging is effective when the Incident Commander anticipates that additional resources may be required.

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- 6.4 If the incident turns into a large campaign-style event which requires extensive resources, primary and secondary Staging Areas should be considered.
- 6.5 Level I Staging - Primary staging used for initial responding emergency response units.
- 6.6 Level II Staging - Secondary Staging used for larger or more complex haz-mat operations. Companies report to the Staging Unit Leader. See Standard Operating Guideline O-309 for further staging information.

**7.0 Establishing an Isolation Perimeter**

- 7.1 Isolating an area and establishing an Isolation Perimeter can be accomplished by stretching banner tape across roads or other landmarks approaching an incident. This should be one of the first tactical considerations.
- 7.2 The first objective of the isolation procedure, after rescue, is to immediately limit the number of civilians and public service personnel exposed to the haz-mat. When you confront an incident inside a structure, the points of entry can be utilized.
- 7.3 Once the doorways or other access points are secured and unauthorized personnel are denied entrance, crews will begin to isolate the hazard. Proper protective clothing and equipment must be worn.
- 7.4 The same concept applies for outdoor scenarios. First, secure the entry points and establish an isolation perimeter around the hazard. Begin by controlling intersections, on / off ramps, service roads, or other access to the scene.
- 7.5 Utilize Police personnel in accomplishing the perimeter isolation assignments. Police are best utilized where traffic and crowd control will involve large numbers on public property.
- 7.6 This isolation perimeter is where the Recon crew can begin a size-up.
- 7.7 Injured civilians are still a top priority, but highways and access points can quickly choke up and totally restrict any type of access to the scene. If need be, keep vehicles moving out of the isolation area and response routes of emergency equipment to allow better scene control and operations.

**8.0 Defining Hazard Control Zones**

- 8.1 Now that the isolation perimeter has been secured, the Incident Commander can begin to work on the second isolation objective by establishing Hazard Control Zones.
- 8.2 The Incident Commander or Operations Chief will divide the incident into three distinct zones, beginning at the hazardous material and working outward toward the perimeter. Hazard Control Zones are designated from most to least dangerous by Hot, Warm, and Cold Zones.
- 8.3 The primary purpose of establishing three different Hazard Control Zones within the isolation perimeter is to provide the highest level of control and personnel accountability for emergency personnel. Defined zones help ensure that workers do not inadvertently cross into a contaminated area. The Hazard Control Zones will work as follows:
  - 8.3.1 Hot Zone - This is the area immediately surrounding the hazardous materials incident, extending far enough to prevent adverse effects from the hazard to those outside of this zone.
    - 8.3.1.1 This is a restricted area. Only properly protected entry personnel are permitted. There will be only one access point, which is through the decontamination area. A log will be maintained of the entry and exit times of entry personnel.

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8.3.2 Warm Zone - This is the point of access between the Hot and Cold Zones. Support of the Hot Zone, as well as the back-up team, will operate from this zone.

8.3.2.1 Entry to and exit from the Hot Zone will be through the decontamination corridor which is located in the Warm Zone. This is a restricted area. Only necessary personnel will be allowed in this area.

8.3.3 Cold Zone - Incident Command, medical personnel, and other support functions are performed in the Cold Zone. This is considered a clean area and personnel may wear normal work clothing. The Cold Zone should be located upwind and uphill of the incident and as far away as practical.

## 9.0 Identifying Hazard Control Zones

9.1 Hazard Control Zones should be marked physically and posted on the tactical worksheet in the Command Post. In outdoor situations, the Hazard Control Zones can be designated by key geographical reference points such as streets, fences, and other landmarks.

9.2 When the hazard is confined to a building, these zones can be designated by their location within the building. For example, a spill in room 321 may dictate that rooms 320 and 323 would be a Hot Zone, the rest of the building the Warm Zone, and outside of the building the Cold Zone.

9.3 While it is acceptable to estimate the size of the Hazard Control Zones early in the incident based on visual clues, the Incident Commander should move towards more definitive assessment using monitoring equipment.

9.3.1 Initial monitoring efforts should concentrate on determining if Immediately Dangerous to Life and Health (IDLH) concentrations are present. Decisions regarding the size of the Hazard Control Zones should be based on the following:

9.3.1.1 Flammability - If dealing with a confined space or indoor release, the IDLH action level is 10% of the lower explosive limit (LEL). If dealing with an open-air release, the initial action level is 20% of the LEL. Any areas falling within these parameters are clearly inside the Hot Zone.

9.3.1.2 Oxygen - An IDLH oxygen-deficient atmosphere is 19.5% oxygen or lower, while an oxygen-enriched atmosphere contains 23.5% oxygen or higher. When evaluating an oxygen-deficient atmosphere, consider that the level of oxygen may be influenced by contaminants that are present. Areas, which are either oxygen-deficient or oxygen-enriched, should be designated as the Hot Zone.



9.3.1.3 Toxicity - Unless a published action level or similar guideline is available, the Short Term Exposure Limits (STEL) or IDLH values should be initially used. If there is no published IDLH value, ERP may consider using an estimated IDLH of ten times the Threshold Limit Value / Time Weighted Average (TLV / TWA). Hazard Control Zones can be established for toxic materials using the following guidelines:

9.3.1.3.1 Hot Zone - Monitor readings above IDLH exposure values.

9.3.1.3.2 Warm Zone - Monitor readings equal to or greater than TLV / TWA or Permissible Exposure Limit (PEL) exposure values.

9.3.1.3.3 Cold Zone - Monitor readings less than TLV / TWA or PEL exposure values.



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9.3.1.4 Radioactivity - Any positive reading above background level would confirm the existence of a radiation hazard and should be used as the basis for establishing the Hot Zone.

9.4 Hazard Control Zones should change with time by expanding or contracting depending on the size of the incident and the hazards and risks. As the incident winds down, zones should reduce accordingly. Retaining large Hazard Control Zones without good technical reasons will create problems with property owners and outside agencies.

## 10.0 Response Levels

10.1 Level I Incidents - Level I incidents are those within the manpower and equipment capabilities of the Highland Park Fire Department. Examples are a small petroleum spill, minor chlorine gas release, or an outside leak from a 55 gallon drum of a known substance. Incidents at this level do not require mutual aid or evacuation.

10.2 Level II Incidents - Level II incidents are those requiring additional resources i.e., technical assistance, equipment, or manpower. The M.A.B.A.S. Division III Hazardous Materials Response Team (H.M.R.T.) should be notified for this level of response. Examples of Level II incidents are leaks, spills, or fires involving dangerous or unknown chemicals i.e., corrosives, oxidizers, poisons, etc. Assistance from other outside agencies or limited evacuation may be required. Activation of the City's Emergency Operations Plan may be necessary.

10.3 Level III Incidents - Level III incidents are considered disasters. Included are large scale evacuations and those with severe environmental impact potential. Many outside agencies will be involved. Activation of the City's Emergency Operations Plan would be necessary.

## 11.0 Initiating Public Protective Actions

11.1 Public Protective Actions (PPA) is the strategy used by the Incident Commander to protect the general population from the hazardous material by protecting-in-place or evacuation. This strategy is usually implemented after the Incident Commander has established an Isolation Perimeter and defined the Hazard Control Zones.

11.2 The selection between protect-in-place or evacuation is not an either-or choice; at some incidents, it may be most effective to evacuate one portion of a threatened facility or area of the City while instructing others to protect-in-place.

11.3 Protective Action decisions are very incident-specific and require the use of the Incident Commander's judgment and experience. If a release occurs over an extended period of time, evacuation is typically the preferred option for non-essential personnel.

11.4 The Incident Commander's decision to either evacuate or seek protection-in-place should be based upon an initial evaluation of the following factors:



11.4.1 Hazardous material(s) involved, including their characteristics and properties.

11.4.2 The population at risk, including both facility personnel and the general public.

11.4.3 The time factors involved in the release.

11.4.4 The effects of both the present and projected weather conditions upon the control and movement of the hazardous material release.

11.4.5 The capability to communicate with the population at risk.

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11.4.6 The capabilities of the HMRT and other personnel to implement, control, monitor, and terminate the protective action.

## 12.0 Safety Officer Responsibilities

12.1 The Fire Department can assign a department member to the Safety Officer position when manpower allows. When the haz-mat team begins operations, the team will assign a Safety Officer(s) to monitor team operations and work with the department Safety Officer towards overall scene safety. The Safety Officers will be responsible for the following:

- 12.1.1 Assist the Incident Commander in the establishment of control zones if they haven't been established by the first-in companies.
- 12.1.2 Maintain security of the zones, monitoring entry and exit between various control zones.
- 12.1.3 Make the final decision on entry/no entry, personal protective equipment, monitoring methods, and when personnel should be withdrawn or evacuated.
- 12.1.4 Have the final authority to immediately stop any unsafe act or operation. The Incident Commander will be advised of any such action.
- 12.1.5 Ensure that proper decontamination procedures are in place before entry is made into the Hot Zone and that decontamination personnel are adequately protected.
- 12.1.6 Make sure a back-up entry team is properly equipped and ready during the operation.
- 12.1.7 Have E.M.S. personnel with transport capabilities available.
- 12.1.8 Maintain an incident log recording job assignments and personnel involved, entry and exit times of personnel operating in the Hot Zone, and any type of product exposure.



## 13.0 Decontamination

13.1 Decontamination will be conducted any time actual or possible contact with a hazardous material has occurred. The purpose is to limit the spread of a contaminant outside of the Hot Zone. As first responders, every effort should be made to avoid contact with hazardous materials.

13.2 Basic decontamination set up:

- 13.2.1 Locate decon in the Warm Zone as specified by the Incident Commander or his/her designee.
- 13.2.2 Personnel operating in decon will be in full protective clothing and S.C.B.A.
- 13.2.3 A pre-connected hose line will be used for the wash.
- 13.2.4 Attempt to contain runoff if product or conditions warrant.
- 13.2.5 Wash protective clothing first. This may be a simple rinse, or depending on the product and extent of contamination, complete removal of the protective clothing. The S.C.B.A. face piece will remain in-place throughout this procedure and be the last item removed.
- 13.2.6 Depending on the material, any clothing or equipment contaminated may be placed in plastic bags, or in the case of tools, left in the Hot Zone for later decontamination or disposal.



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13.2.7 Paramedics should monitor the vital signs of entry team personnel after they have been decontaminated and determine if any medical treatment may be necessary. Care must be taken not to contaminate E.M.S. personnel. If a firefighter is to be transported, the receiving hospital must be notified of the material involved and the associated hazards so they can take the necessary precautions.

13.2.8 Decon personnel will decontaminate each other before exiting the Warm Zone.

### 13.3 Emergency Decontamination

13.3.1 At times it may be necessary to remove a victim or a firefighter rapidly due to the need for medical attention. If the time needed to set up or perform a more thorough decontamination would adversely affect the outcome of the patient(s), emergency decontamination will have to be conducted. The nature of the product involved and/or the extent of the contamination will determine what the decontamination steps will be. The emergency decon procedures may include:

13.3.1.1 Remove the patient's clothing.

13.3.1.2 Rinse the contaminant off the patient, containing the runoff if possible.

13.3.1.3 Notify the receiving hospital of the nature of the material involved.

13.3.1.4 Prepare for transport.

13.3.1.5 Depending on the nature of the product, some of the following should be considered:

13.3.1.5.1 Avoid invasive medical procedures. Medical Control must be contacted and advised of the situation. The Emergency Room Physician will make the final determination on what treatment will be performed in the field.

13.3.1.5.2 Place the patient in a disposable body bag open at the face to prevent the spread of any remaining contaminants.



13.3.1.5.3 Remove unnecessary equipment from the ambulance and line the inside with plastic to aid in decontamination of the vehicle. Plastic is available from Squad Co. #33.

13.3.1.5.4 Personnel in the Ambulance should be wearing protective clothing and S.C.B.A.

## 14.0 Handling of Contaminated Patients

14.1 Rescued and evacuated people should be removed to a specified area for treatment and evaluation by medical personnel. In the case of victims in need of immediate medical treatment, emergency decontamination procedures will be used. All potentially exposed people should be evaluated to determine if medical attention is needed.

14.2 A record should be kept of all people treated, transported, or examined. This should include name, address, phone number, and any possible product exposure. An M.I.C.U. report will be used for any transported person. A release form should be completed for any injured or exposed victims who refuse treatment.

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## 15.0 Terminating the Incident

15.1 Termination activities should concentrate on funneling accurate information to the people who need it the most.

15.2 The termination process will be divided into three phases: Debriefing, Post Incident Analysis, and Critique.

### 15.2.1 Debriefing

15.2.1.1 Debriefing will be the process of passing on information after the incident is over. The debriefing process will be completed in conjunction with the Division III Team for a complete review of all activities. An effective debriefing should:

15.2.1.1.1 Inform responders exactly what haz-mats they were (potentially) exposed to and their signs and symptoms.

15.2.1.1.2 Identify damaged equipment requiring service, replacement, or repair.

15.2.1.1.3 Identify equipment or expended supplies that will require specialized decontamination or disposal.

15.2.1.1.4 Identify unsafe site conditions which will impact the clean-up and recovery phase. Owners and contractors should be formally briefed on these problems before responsibility for the site is turned over to them.

15.2.1.1.5 Assign information gathering responsibilities for a post-incident analysis and critique.

15.2.1.1.6 Assess the need for a Critical Incident Stress Debriefing.

15.2.1.2 Debriefings should begin as soon as the emergency phase of the operation is completed.

15.2.1.3 The debriefing should also cover certain subjects. They are:

15.2.1.3.1 Health information. This includes exposures, signs and symptoms of oncoming illness and any needed follow-up evaluations.

15.2.1.3.2 Equipment and apparatus exposure review.



15.2.1.3.3 Provide a follow-up contact person. This will be an information point for any additional questions.

15.2.1.3.4 Identify problems requiring immediate action.

### 15.2.2 Post-Incident Analysis

15.2.2.1 Post-Incident Analysis is used as it relates to improving emergency response. Post-Incident Analysis is the reconstruction of the incident to establish a clear picture of the events that took place during the emergency. It is conducted to:

15.2.2.1.1 Assure the incident has been properly documented and reported.

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- 15.2.2.1.2 Determine the level of financial responsibility (who pays?).
- 15.2.2.1.3 Establish a clear picture of the emergency response for further study.
- 15.2.2.1.4 Provide a foundation for the development of formal investigations which are usually conducted to establish probable cause of the accident for administrative, civil, or criminal proceedings. If needed, the Highland Park Fire Investigation Team can be utilized to assist in this process.

15.2.2.2 The Post-Incident Analysis will focus on six key topics:

- 15.2.2.2.1 Command and Control. Was the Incident Management System established and organized?
- 15.2.2.2.2 Tactical Operations.
- 15.2.2.2.3 Resources. Were resources adequate to conduct the response effort?
- 15.2.2.2.4 Support Services. Were they adequate and provided in a timely fashion?
- 15.2.2.2.5 Plans and Procedures. Were the Emergency Response Plan and associated Tactical Procedures current?
- 15.2.2.2.6 Training. Did the event highlight the need for additional basic or advanced training?

15.2.3 Critique



15.2.3.1 The Critique's purpose is to develop recommendations for improving the emergency response system rather than to find fault with the performance of individuals. A good critique promotes:

- 15.2.3.1.1 System-dependent operations rather than people-dependent operations.
- 15.2.3.1.2 A willingness to cooperate through teamwork.
- 15.2.3.1.3 Improvement of safe operating procedures.
- 15.2.3.1.4 Sharing information among emergency response organizations. This may involve asking all participating agencies to be involved in the critique at a scheduled date.

## 16.0 Response of the M.A.B.A.S. Division III Hazardous Materials Response Team

16.1 All responding M.A.B.A.S. Division III Hazardous Materials Response Team ( HMRT ) personnel shall respond to an incident with:

- 16.1.1 Full turn out gear including bunker coat, bunker pants with boots, hood, gloves, and helmet with faceshield.
- 16.1.2 Self-Contained Breathing Apparatus (S.C.B.A.).
- 16.1.3 Portable radio with the M.A.B.A.S. and fireground frequencies.

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16.1.4 Identification card.

- 16.2 HMRT personnel are to report directly to the established staging area. The first HMRT member to arrive in Staging is to report directly to the Incident Commander and establish team/incident strategy.
- 16.3 If Staging has not been established, the Staging Area for HMRT personnel will be Haz-Mat III when it arrives on the scene. No other personnel are to report to the Incident Commander or the Command Post unless specifically requested by Command.
- 16.4 The Hazardous Materials Response Team will operate as a Group or Branch, as assigned under the Incident Command System. The Team will designate a Director or Supervisor who will organize the Haz-Mat Team roles and responsibilities. The Director or Supervisor will work with and keep the host community Incident Commander apprised of incident activities and progress.
  - 16.4.1 It is the goal of the MABAS Division III HMRT to have a representative from the host agency act as the Director or Supervisor, i.e., if the incident is in Highland Park, one of the Highland Park Fire Department Hazardous Materials Team members will function as the Director or Supervisor

**17.0 Reference**

- 17.1 Highland Park Fire Department

Approved:  Fire Chief