

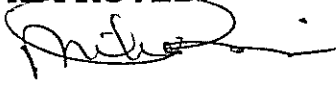
<b>SCOTTS VALLEY FIRE PROTECTION DISTRICT</b>		
<b>STANDARD OPERATING PROCEDURES</b>	<b>ARTICLE: II</b>	<b>SOP: 2501</b>
	<b>SECTION: 2500</b>	<b>MUTUAL/AUTOMATIC AID</b>
	<b>SUBJECT: MUTUAL AID HAZARDOUS MATERIALS TEAM RESPONSE</b>	

**Purpose:** To establish guidelines for staffing and responding to mutual aid requests for the hazardous materials team.

**Scope:** To be used by chief officers, company officers, and HazMat team members in the staffing, response, operations and cost recovery methods of the HazMat team at mutual aid incidents.

**Procedure:**

1. Staffing
  - A. An all-call page will be necessary to activate the hazardous materials team's response.
  - B. Requests for the team's response from outside agencies will, when possible, be staffed with on-duty team members. This may require movement of team members between stations depending on staffing and the request. The duty chief may deviate from this as may be necessary as long as three (3) HazMat team members respond.
  - C. Off-duty team members will respond to station one. The nature of the incident may require additional members if requested. Until such time the request for additional HazMat team members is received, the off-duty members will cover the station as determined by the duty chief.
  - D. Staffing that can not be completed with three on-duty personnel will be augmented with off-duty HazMat team members. The response should, if possible, include a captain who is on the HazMat team.
  - E. A staff officer may be required to respond to the command post of the responsible agency as an agency representative for the fire district and to act as the liaison between the HazMat team and the requesting agency.

<b>DATE:</b> 5/01/98	<b>APPROVED:</b> 	<b>PAGE 1 OF 3</b>
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2. Operations

The district desires that the HazMat team utilize accepted protocols in the identification, isolation and mitigation of hazardous materials releases. The team will constantly operate within the parameters of their scope and level of training.

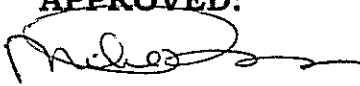
The team shall observe the following guidelines:

- Be familiar with the operations of the Watsonville HazMat team.
- Utilize protocols identified in the Hazardous Materials First Responder curriculum.
- Use the incident command system, hazardous materials module as taught in the HazMat On-Scene Commander course.
- Provide technical support to the incident.
- Furnish identification and control of the product, within their scope and level of training.
- Develop appropriate recommendations to the incident commander related to evacuation and safety of scene personnel.
- Strengthen communication through face-to-face contact between the team captain and the incident commander or his/her designee prior to commencing operations.
- The team shall *not* provide incident command.
- The team shall *not* allow the team or any member of the team to pick up or transport any released or contaminated material.
- The team shall *not* make the commitment or authorize any clean-up services.

3. Requesting Agency Responsibilities

In an effort for the team to work in an effective and efficient manner, it is realized that the requesting agency provide certain functions of command, support, and logistics to assist in the success of the operation. Requesting agencies shall assist the team by:

- A. Establishing incident command and developing an incident action plan including incident objectives and the desired outcome.
- B. Providing all logistical needs required for the operational objective to be met.

<b>DATE: 5/01/98</b>	<b>APPROVED:</b> 	<b>PAGE 2 OF 3</b>
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- C. Furnishing a minimum of one engine company staffed with a minimum of three (3) personnel trained in decontamination procedures as outlined in the Hazardous Materials First Responder.
- D. Establishing a communication plan identifying appropriate radio frequencies for command and tactical uses.
- E. Broadcasting important information to the team while enroute to the incident, including:
  - 1) Radio frequencies
  - 2) Travel route restrictions
  - 3) Critical hazard information
  - 4) Any unique circumstances.

4. Cost Recovery

A. Responsible Known

It is the intent and desire of the district, whenever possible, to collect from the responsible the costs associated with operating the team at the incident. The responsible shall be billed direct when the incident occurs within the district. A claim shall be processed through the appropriate requesting agency when the incident occurs outside the district.

B. Responsible Unknown

If a responsible is not available or unable to pay, the district shall work with the requesting agency in developing a reimbursement plan for the costs of disposable supplies, equipment and tools used, contaminated or damaged on the incident.

Cost recovery procedures shall follow as defined in SOP 1205, *Cost Recovery*.

<b>DATE: 5/01/98</b>	<b>APPROVED:</b>	<b>PAGE 3 OF 3</b>
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