



POLICY AND PROCEDURE MANUAL CENTRAL VALLEY HEALTH DISTRICT

SECTION: ENVIRONMENTAL HEALTH

POLICY #: 505 HAZARDOUS MATERIAL INCIDENTS

POLICY: In an effort to protect the environment from adverse effects of hazardous materials, we will expediently respond to all notices of spills, and/or releases of hazardous materials. This is a multi-agency coordinated effort.

PROCEDURE:

1. Upon notification of a hazardous material incident ensure the proper authorities have been alerted.
2. Follow ICS procedures and protocols when responding to an incident.
3. When arriving on the scene, coordinate with the lead agency and gather as much of the following information as is available:
 - a. Type of material involved.
 - b. Names and contact information for responsible parties.
 - c. Who is responsible for clean-up (insurance company information).
 - d. Surrounding environmental risk factors (i.e. nearby water sources).
4. Ensure the North Dakota Department of Health at 701-328-5236 has been contacted.
5. If Hazardous Materials identification is needed the following resources are available – use extreme caution:
 - a. Use Material Safety Data Sheet (MSDS) [the company involved should have this].
 - b. Use 800 numbers on containers or MSDS if available.
 - c. Check for chemical ID number and use Emergency Response Guidebook for unknown products. The response team may also use HazMat CAMEO computer program.
 - d. Call CHEMTREC at 1-800-424-9300.
6. If no information is available, check the explosion and flammability potential, especially in enclosed areas. Also check acidity or alkalinity. If in doubt, assume the worst and handle the material accordingly.
7. Coordinate with all agencies if any risks exist, and/or any precautions that should be taken for clean-up.