

Missouri Emergency Response Commission

Hazardous Materials Emergency Plan

County Local Emergency Planning Committee

Or

Local Emergency Planning District

2022/2023

A record of changes to the plan will be noted on the Record of Amendments, which will contain the following:

- .A complete list of plan users will be maintained in a central location specified by the

[illegible]

LIST OF PERSONS/ORGANIZATIONS WITH A COPY OF THIS PLAN

[illegible]

PREFACE

This Hazardous Materials Emergency Plan (HMEP) was prepared in accordance with the provisions of Section 303, The Emergency Planning and Community Right-to-Know Act and Missouri General Law.

The Missouri Emergency Response Commission (MERC) and the Local Emergency Planning Committee (LEPC)/Local Emergency Planning District (LEPD) will adopt this plan to provide for the protection of the public located within COUNTY/COUNTIES, Missouri in the event of a hazardous chemical emergency.

LEPC/D Chairman Printed Name

LEPC/D Chairman Signature

Date

TABLE OF CONTENTS

*****TBD

HAZARD ANALYSIS

**The following lists reflect the status of reporting as of (Date).

A. EXTREMELY HAZARDOUS SUBSTANCE FACILITIES

Facility Name	Facility Address	Emergency Contact Name	Emergency Contact Phone No.	Emergency Contact Email	Substance(s)

B. HIGHWAYS

History	Material	Hazard Class	No. of Trucks

The following hazardous materials are transported through (County) on the Railroad:

C. RAILROADS

UN Number	Chemical	Cars Per Month

The following hazardous materials are transported to _____ (County) from _____ (Location) on the _____ Railroad:

UN Number	Chemical	Cars Per Month

The following hazardous materials are transported from _____ County to _____ (Location) on the _____ Railroad:

UN Number	Chemical	Cars Per Month

D. WATERWAYS

E. PIPELINES

F. ACCESS AND FUNCTIONAL NEEDS FACILITIES (Alphabetical Order)

Facility Name	Address	Contact	Phone No.	Email Address	Population

G. ACCESS AND FUNCTIONAL NEEDS AREAS/LOCATIONS

Area/Location	Access/Functional Need	Estimated Population	Emergency Contact (If Applicable)	Emergency Contact Phone (If Applicable)

HAZARD ANALYSIS MAP

**Extremely Hazardous Substance Facilities, Transportation Access and Functional Needs
Facilities, Access and Functional Needs Areas/Locations**

ANNEX _____
Notification and Alerting

Participating Agencies

Primary Local Points of Contact (ex. 911 Dispatch Center)

County/City	Point of Contact	24-Hour Phone Number

Alternate Local Points of Contact (ex. Police or Fire Dispatch)

County/City	Point of Contact	24-Hour Phone Number

Additional Points of Contact

Federal/ State Call Center	24- Hour Phone Number
Missouri Department of Natural Resources	573-634-2436
National Response Center	800-424-8802

State Response Procedures

1. Upon notification of a hazardous material emergency, SEMA shall record all emergency notification information.
2. DNR shall receive and act upon requests for state assistance.
3. DNR shall notify the appropriate state agencies of the hazardous materials emergency.
4. State agencies will provide assistance as described in the Missouri Hazardous Materials Incident Response Plan.

Emergency Assistance Contacts

Federal Agency	Telephone Number	Location
Department of Transportation		
Environmental Protection Agency Region VII		
Federal Emergency Management Agency		
National Response Center		
Occupational Safety and Health Administration		

U.S. Coast Guard		
Agency for Toxic Substances and Disease Control		
Center for Disease Control		
U.S. Army Operations Center		
Defense Logistics Agency		
Department of Energy		
U. S. Bureau of Explosives		
Federal Bureau of Investigations		
National Weather Service		
Poison Control		
CHEMTREC/CHLOREP		

State Agency	Telephone Number	Location
Missouri Department of Natural Resources (DNR)		
Missouri Radiological Emergency Team (MoRET)		
Missouri Department of Transportation		
Department of Agriculture		
Missouri State Emergency Management Agency		
Missouri Division of Fire Safety		
Department of Health and Senior Services		
Missouri National Guard		
Red Cross		
Developmental Disability Services of XXXX County		
DeafLEAD		
Missouri Assistive Technology		
Missouri Developmental Disability Council		

National Organization	Telephone Number	Location
American Association of Railroads (AAR)		
National Agricultural Chemical Association		

Local Agency	Telephone Number	Location
**Hospital		
**Utilities		
**Law Enforcement		
**Fire Department		
**Ambulance		
**Media		
**Catholic Charities		

Transportation	Telephone	Location
**Pipeline		
**Railroad		

Bordering Jurisdiction	Emergency Contact	Phone Number
North		
South		
West		
East		

Mutual Aid Agreement	Emergency Contact	Telephone Number

Hazardous Material Facility	Facility Emergency Coordinator	Telephone Number

HAZARDOUS MATERIALS RELEASE FORM

Locally Dial 911 – NRC Dial 1-800-424-8802
Missouri Department of Natural Resources 1-573-634-2436

1. Caller Name: _____ Call Date: _____
2. Affiliation: _____ Time: _____
3. Telephone: _____ Ref #: _____ Yes / No
4. Material Released: _____ EHS: _____ DOT# / CAS #: _____
5. Amount Released: _____ Gals/Lbs: _____
6. Date of Release: _____ Time: _____ Duration: _____ Hrs _____ Min
7. Release Medium: _____ Air _____ Water _____ Land _____
(include height and direction of plume) (-----describe terrain-----)
8. Weather Conditions: _____
(Direction, MPH, Temperature, etc.)
9. Location of Release: _____
(address – street, building #, City, County, etc)
10. Facility Name: _____
Address: _____
11. Facility Emergency Contact: _____
(Name) (Address)
12. Incident Description: _____
(Color, odor, solid, liquid, gas)
13. Nearby Populations: _____
14. Other Hazardous Materials Nearby: _____
15. Additional Notifications Made:
Local Fire Department Yes / No Time: _____
Community Emergency Coordinator Yes / No Time: _____
MO DEPT OF NATURAL RESOURCES Yes / No Time: _____
Federal National Response Center Yes / No Time: _____
16. Number of Dead / Injured: _____ 17. Dead / Injured taken to: _____
18. Action Taken: _____

19. Form Completed by: _____
(Print Name and Title) (Signature)

ANNEX _____
Direction and Control

Community Direction and Control

Position	Name/Agency/Department	Telephone

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18. Action Taken: _____

19. Form Completed by: _____
(Print Name and Title) (Signature)

HAZARDOUS MATERIALS INFORMATION SHEET

Name of Material: _____

DOT Hazard Class: _____ UN/NA#: _____

CAS Number: _____ Chemical Formula: _____

Physical Description: _____

SPECIFIC HEALTH PROPERTIES:

Health: _____

Flammability: _____

Reactivity: _____

PHYSICAL PROPERTIES:

IDLH: _____ ppm PEL: _____ ppm Odor Threshold: _____ ppm

Flash Point: _____ ° F (degrees) Specific Gravity: _____

Ignition Temperature: _____ ° F (degrees) Boiling Point: _____

Flammable Limits: _____ % to _____ % Water Solubility: _____

Vapor Density: _____ Other: _____

Reactive with: _____

Possible Extinguishing Agents: _____

Protective Equipment Required: _____

First Aid: _____

Evacuation Distances: _____

Reference: Cameo Chemicals and Niosh Pocket Guide

ANNEX
Public Warning and Emergency Information

Response Procedure Checklist

	The Public Information Officer should monitor the situation and be prepared to respond to public and media requests for information. Only the PIO should be allowed to give any information regarding the incident.
	Incident Commander, based on the protective action decision, activates local warning system, if necessary, which may include sirens, route alerting and residential door to door alerting.
	Incident Commander advises Local Emergency Manager if there is a need to activate EAS.
	The Local Emergency Manager may advise the Public Information Officer to activate EAS directly by a request through the State Coordinating Agency (SEMA) or to the local EAS station. Note: SEMA should be advised of any EAS request by requestor
	EAS messages are prepared by the Public Information Officer and approved by the Incident Commander (See Sample Messages, Attachment 1)
	Public Information Officer is responsible to media requests for information of the situation
	The Incident Commander, based on protective action decisions, shall insure that appropriate actions are taken to warn the affected public.
	City/Town Police Department advises the Incident Commander and the Missouri Highway Patrol if there is a need for Highway Patrol assistance in public warning.
	The Incident Commander will advise the Emergency Manager if there is a need for state assistance with public warning.
	Missouri Emergency Management Agency implements the Comprehensive Emergency Management Plan and if necessary, notifies the Missouri Highway Patrol to provide assistance in public warning.
	Local Emergency Manager or Incident Commander advises Public Information Officer to activate EAS.
	EAS messages are prepared by the Public Information Officer and are approved by the Incident Commander. (See Sample Message, Attachment 1)
	The Public Information Officer and/or Emergency Manager activates EAS and prepares and submits messages for broadcast to the media. The Public Information Officer establishes a joint news center/area where all media can obtain information on the emergency.

Emergency Alert System Message Samples-Public Warning & Emergency Information

Message 1- Residential Shelter in Place

“A hazardous material release has occurred at (**site of emergency**). The Fire Department is requesting all persons in the area(s) of (**identify danger areas**) to immediately take shelter indoors. Officials are requesting this protective action until such time that the incident is over.

Once indoors, residents should:

Close and lock all exterior doors and windows.

Turn off all air conditioning/heating systems/fans.

Turn off clothes dryer and any venting fans from the kitchen, bathroom, etc.

Insure that family pets are indoors and/or livestock are inside their barns with the doors and openings closed

Stay inside until advised otherwise by emergency responders.

Please make sure your neighbors are aware of this bulletin.

Stay tuned to this TV, radio station or alert system for further information and instructions”.

Message 2- Residential Evacuation

“A hazardous material release has occurred at {**site of emergency**}. The City/Town Fire Department is requesting all persons in the area of {**identify danger areas**} to immediately evacuate the area. Fire officials are requesting residents to evacuate as soon as possible. Residents should leave via the following routes(s): {**identify street/roads to use**}. Shelters have been opened at {**identify shelters name/location**}. Residents needing emergency transportation should call {**identify emergency transportation number**}. Please make sure your neighbors, home-bounds, latchkey kids and mobility impaired neighbors you know, are aware of this bulletin, and assist them if possible. Public safety officials are requesting residents to follow their instructions immediately and to drive safely. Tune to radio station {**identify radio station**} for information while driving.”

Message 3- Emergency Transportation Request

“The City/Town Fire Department is requesting any person needing emergency transportation to call the following number: {**identify emergency transportation number**}. Transportation is available to transport residents without transportation to shelters that have been opened. This number is for emergency transportation requests only. Public safety officials are requesting residents to use the telephone for emergency calls only. Residents should stay tuned to this station for information and instructions.”

Message 4- Shelter in Place(School Population)

“The City/Town school system is advising parents that students in the {**name school(s)**} are safely protected in their schools. Students will remain there until the emergency is over and it is safe for them to leave. City/Town school representatives will advise via this station, instructions for parents and guardians as soon as it is safe. Emergency Responders are requesting parents not to call the school and not to attempt to drive to the school. Emergency Responders request residents to follow their instructions. More information will be provided by the school(s) and fire personnel as soon as it becomes available.”

Message 5- Evacuation(School Population)

“The City/Town school system is advising parents that students in the {**name school(s)**} are being evacuated to {**identify host schools**} that are in a safe location. Students will remain there until the emergency is over and it is safe for them to leave. City/Town school representatives will advise via this station to provide updated instructions for parents and guardians as soon as it is

safe. The Fire Department is requesting parents not to call the school and not to attempt to drive to the school. Fire Department and public safety agencies are requesting all residents to follow their instructions. More information will be provided by school and fire personnel as soon as it becomes available.”

Message 6- Shelter in Place(Braille)

Message 7- Shelter in Place(Additional Community Languages Spoken, not English)

Message 8- Shelter in Place(Large Print)

Message 9- Shelter in Place(Sign Language Interpreter)

Message 10- Shelter in Place(Additional Needs)

Message 11- Evacuation (Braille)

Message 12- Evacuation (Additional Community Languages Spoken, not English)

Message 13- Evacuation Large Print)

Message14- Evacuation (Sign Language Interpreter)

Message 15- Evacuation (Additional Needs)

Message 16- Emergency Transportation Request (Braille)

Message 17- Emergency Transportation Request (Additional Community Languages Spoken, not English)

Message 18- Emergency Transportation Request (Large Print)

Message 19- Emergency Transportation Request (Sign Language Interpreter)

Message 20- Emergency Transportation Request (Additional Needs)

Route Alerting Message Samples

Route Alerting Message 1- Shelter in Place

"This is the **{identify response agency}**. A hazardous material emergency has occurred, please go and stay indoors. Close all of your windows and doors to keep air out of your home. Turn on your television to get more complete instructions. Shut all doors and close your windows. Turn on your television and tune to Channel **{identify channels(s)}** to get more complete instructions. Please make sure that your neighbors are alerted."

Route Alerting Message 2- Evacuation

"This is the **{identify response agency}**. . An emergency evacuation has been declared, evacuate to **{identify shelter name/location}** via **{identify streets/roads}**. For emergency transportation please call **{identify emergency transportation number}**. Please make sure your neighbors are alerted.

Route Alerting Message 3- Shelter in Place (Braille)

Route Alerting Message 4- Shelter in Place (Additional Community Languages Spoken, not English)

Route Alerting Message 5- Shelter in Place (Large Print)

Route Alerting Message 6- Shelter in Place (Sign Language Interpreter)

Route Alerting Message 7- Shelter in Place (Additional Needs)

Route Alerting Message 8- Evacuation (Braille)

Route Alerting Message 9- Evacuation (Additional Community Languages Spoken, not English)

Route Alerting Message 10- Evacuation (Large Print)

Route Alerting Message 11- Evacuation (Sign Language Interpreter)

Route Alerting Message 12- Evacuation (Additional Needs)

ANNEX
Protective Actions

Response Procedure
Population Protection Measures

Response Level- Controlled Emergency Condition

	The Incident Commander will determine if population protection measures are warranted or needed. The facility specialist and/or resources found may be used to assist in this determination.
	The senior fire service representative will assume the Incident Commander role and delegate the various ICS positions (Safety, Operations, Public Information, etc) to the extent necessary.
	Establishment of hot, warm, and cold zones. Typically, at this level, population protection measures are limited to isolation of the spill area/contamination area.
	Marking of the above zones and ensuring all workers and public safety responders are aware of zone boundaries.
	In the event of an exposure of anyone to the hazardous material involved, the person exposed will be assessed and a determination made if decontamination and/or medical treatment is needed.
	The Incident Commander shall determine if a licensed clean-up contractor is needed and if the spill is reportable under DNR and Federal Guidelines. If the spill is reportable, ensure DNR and/or National Response Center are contacted.

Response Level- Limited Emergency Condition

	The Incident Commander will determine the extent and types of population protection measures to be taken.
	The North American Emergency Response Guidebook should be consulted for determining the initial population protection zone and measures to be taken.
	The Incident Commander shall establish protective action zones including hot, warm and cold zones. The location of these zones shall be made known to all responding emergency personnel.
	Based upon the threat, a determination will be made on what population protection actions(s) will be initiated. Actions to consider for protective actions include isolation, sheltering-in-place, and evacuation.
	Once the decision is made regarding population protection measures, the Public Information Officer will be instructed to take measures to warn the affected areas.
	For implementing the population protection measures, a Unified Incident Command system will be initiated, including representatives of resources that will be used to affect the measures. Typically, the following resources will be used: Fire Department, Police Department, Emergency Medical Services, Transportation Assets (buses, chair vans, taxis, etc.), Public Works Department, American Red Cross
	The Incident Commander shall designate an individual to coordinate the resources assigned to carry out the protection measures. Special care should be taken to ensure

	that units assigned to protective measures are not sent into the hot zone or areas for which they are not adequately protected
	Request needed personal protective equipment for personnel assigned to population protection measures. The protective measures coordinator must organize the resources to ensure the area is completely isolated and that transport resources are available for those without transportation. A system will be needed to ensure that the request for transportation was routed to the transport resources in an efficient manner.
	For those situations involving multiple municipalities, the command system should include representatives from the affected cities and towns.
	Depending on the length of time residents are expected to be away from their homes, consideration should be given to opening shelters.
	The American Red Cross should be contacted to assist in the opening of shelters. Shelter locations should be determined based on the projected largest population protection zones. Hazardous material specialists should be consulted.
	For those actions that involve an emergency evacuation, an emergency number will be designated for those persons needing emergency transportation. The PIO will be advised of the number. The number chosen should have the capacity to handle large volumes of calls.
	For those situations resulting in the contamination of residents/non-emergency response personnel, steps should be taken to ensure that they have been processed through a decontamination unit.
	For those areas for which sheltering-in-place is the appropriate measure, ensure those areas are warned (see Annex E, "Public Warning and Emergency Information").
	Determine an orderly re-entry plan for allowing residents and workers back into evacuated areas when it is safe to do so.

Response Level- Full Emergency Condition

	Upon the decision to implement an evacuation as a protective action, the Incident Commander or the Local Emergency Manager will be responsible for its implementation in accordance with the local evacuation procedures. Evacuations that demand urgent and immediate action will be directed and managed by the Incident Commander. Evacuation of major scope, which includes large populations and extensive relocation and support services, will be under the authority of the Governor, coordinated by The Missouri Emergency Management Agency from the State Emergency Operations Center in Framingham.
	The Incident Commander shall ensure that adequate resources are available to cope with the situation.
	Ensure that the municipalities have made emergency declarations involved.
	Ensuring that all local and mutual aid resources have been exhausted before requesting state and if necessary federal assistance.
	Ensure that a system is created to provide the replacement of emergency workers after 12 hours of duty
	Ensure that essential services, utilities, and mass care are considered in the operations plan.
	Ensure that mitigation efforts are accomplished as fast as can be safely done.

	Insure that monitoring teams are deployed to monitor air, water and ground contamination in perimeter and affected areas, when appropriate.
	Ensure that units assigned to protective measures are not sent into the hot zone or areas for which they are not adequately protected.
	Obtain needed personal protective equipment for personnel assigned to population protection measures.
	Determine an orderly re-entry plan for allowing residents and workers back into evacuated areas, when it is safe to do so.

Shelter-In-Place Instructions

	Close all doors. Close and lock all windows. Seal gaps under doorways and windows with wet towels or thick tape.
	Set ventilation systems to 100% re-circulation. If not possible, turn off system.
	Seal any gaps around window air conditioners, bathroom exhaust fans, range vents, and dryer vents.
	Close fireplace dampers.
	Close as many internal doors as possible. If an explosion is possible, close drapes, curtains and shades over windows. Stay away from windows.

ANNEX
Emergency Resources

Trucks, Sand, and Gravel

Company	Resource	Contact	Telephone

Hazmat Response/Clean Up Contractors

Company	Contact	Telephone	Agreement on File

Authorized Hazardous Waste Transporters (In State/Out of State)

Company	Contact	Telephone	Agreement on File

Evacuation Transportation

Company	Type	Contact	Telephone

Other Resources

Resource	Company	Contact	Telephone	Location

ANNEX _____
Training

ANNEX _____
Exercises