
ATTACHMENT 8 B

On-Scene Checklist

- IF THERE IS A HAZARDOUS MATERIAL EMERGENCY, THIS CHECKLIST CAN BE USED AS A GENERAL **GUIDELINE** FOR ON-SCENE RESPONSE ACTIONS.
- THE FOLLOWING TASKS ARE INCIDENT-SPECIFIC AND THE ORDER OF COMPLETION SHOULD BE BASED ON THE PRIORITIES OF PROTECTING PUBLIC HEALTH, THE ENVIRONMENT, AND PROPERTY:

DISCOVERY AND NOTIFICATION

- Insure safety of life and health.**
 - If necessary, rescue victims - **ONLY** if rescue can be done safely.
 - Provide emergency medical care, including decontamination of exposed persons.
 - Determine need for protective actions (e.g., evacuation or sheltering in place).
- Isolate the area and deny entry.**
- Stay upwind and upgrade.**
- Eliminate any ignition sources, and avoid contact with the spilled substance.**
- Identify the spilled substance(s), and the potential hazards.**
- Notify the appropriate agencies.**
 - *(without impeding immediate control of the release or medical measures)* ◀
- Request appropriate response resources and assistance (contractors, agencies).**
- Activate Incident Command System (ICS).**
- Assign ICS roles and responsibilities.**
- Establish Incident Command Post.**
- Prepare Site Safety Plan.**
- Initiate Investigation.**
- Liaison with government agencies (local, state, federal) that have jurisdiction.**

PRELIMINARY ASSESSMENT AND INITIAL ACTION

- Control the source (stop the discharge).
- Minimize the spread.
- Assess the situation.
 - Determine extent of spill;
 - Determine objectives and strategies;
 - Establish immediate priorities; and
 - Prepare Incident Action Plan (IAP).
- Implement IAP.
- Protect sensitive habitats and species.
- Initiate Natural Resources Damage Assessment (NRDA).

CONTAINMENT, RECOVERY, CLEANUP, & WASTE MANAGEMENT

- Contain the spread.
- Recover spilled product.
- Mitigate impacted areas.
- Collect and share pertinent information.
- Continually reassess situation; adjust IAP as needed.
- Manage and coordinate response actions and operations.
- Ensure proper disposition of recovered product and contaminated materials.
- Demobilize response equipment and personnel.

Documentation, Cost Recovery, and Closure

- Compile response documentation.
- Recover response costs.
- Develop plan for site rehabilitation and/or restoration.
- Rehabilitate and/or restore natural resources and property; monitor recovery.
- Recover damages to natural resources and property.
- Close incident; release Responsible Party from further cleanup action.