

**Adams and Jefferson County Hazardous Response Authority
FIELD OPERATING GUIDELINES**

TERMINATION

F.O.G. #: 1700

DATE: October 29, 2018

CATEGORY: Termination

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I. Purpose:

- A. To define Hazardous Materials Incident Response Termination

II. Guideline:

- A. Incident termination activities include removing the hazardous materials, all containment debris, and returning the scene to as near normal as it existed prior to the incident. Cleanup operations are NOT the responsibility of the AJCHRA. However, assuring that this cleanup takes place is the responsibility of the Incident Commander and the Designated Emergency Response Authority. The AJCHRA will provide technical assistance to the Incident Commander and/or the DERA as requested.
 - 1. ORDER NOTICE (or remediation plan) should be issued to the generator of the spill to advise them of the action that they must take to complete the cleanup operations.
 - 2. A copy of the order notice will be included with the report submitted by the Team Leader.
 - 3. If Cost Recovery is to be sought for the incident the Team Leader will work with the local jurisdictions to identify any reimbursement requested by the local agency to be included in the Cost Recovery Process.
 - 4. An important part of all hazardous materials response is an incident critique. Critiques should be conducted when appropriate and within 30 days of the incident when practical in order to assure that information is still current. Incidents where the entire AJCHRA responds, a critique should be scheduled on the same shift as the incident occurred whenever practicable.
 - a) A detailed Critique Evaluation shall be completed as soon after the critique as possible in order to document observations and possible operational changes.

B. INCIDENT NOTIFICATION RESPONSIBILITIES

- 1. Certain types of hazardous materials responses require notification of Local, State, and Federal regulatory agencies by the responsible party however the Team Leader should assist when possible.
- 2. Incidents may require the notification of:
 - a) Adams, Jefferson or Broomfield County Local Emergency Planning Committee

- b) Jefferson County or Tri-County Health Department
- c) Colorado Department of Public Health and Environment
- d) Colorado State Patrol – Technical Services Unit (HazMat)
- e) National Response Center
- f) See **APPENDIX G** for local, state, and federal reporting information.

C. **POST RESPONSE PERIOD:** When an incident is determined to be safe by the Incident Commander, and the team has been released from the scene, the Response Vehicles should be refurbished immediately and made available for service as quickly as possible.

1. **VEHICLES** – Before returning to service, and unless other arrangements are made, vehicles will be cleaned and refitted as necessary so as not to place an undue burden on the host agency personnel who were not involved in the call.
2. **EQUIPMENT** - Major tools and equipment shall be cleaned, made ready for use, and returned to the proper storage area in the trucks. Routine clean up and resupplying shall be responsibility of the AJCHRA member responsible for the vehicle during the time of the call unless other provisions are made. Replacement inventory must be requested by filling out the inventory replacement form. SEE **APPENDIX A**.
3. **PERSONNEL** - The Team Leader shall ensure all personnel are accounted for and determine if any medical follow-up deemed appropriate after consulting with the medical officer, safety officer and other staff.

III. References:

- A. **APPENDIX A**
- B. **APPENDIX G**