Chicago Local Emergency Planning Committee

Chemical Emergency Response Plan

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Primary Agencies:	Chicago Fire Department (CFD) Chicago Department of Public Health (CDPH)
Coordinating Agency:	Chicago Office of Emergency Management and Communications (OEMC)
Support Agencies:	Chicago Police Department (CPD) Chicago Office of the Mayor Chicago Department of Streets and Sanitation (DSS) Chicago Department of Transportation (CDOT) Metropolitan Water Reclamation District (MWRD) Mutual Aid Box Alarm System (MABAS) Illinois Emergency Management Agency (IEMA) Illinois Environmental Protection Agency (IEPA) U.S. Environmental Protection Agency (USEPA)

I. PURPOSE

The Chicago Chemical Emergency Response Plan (CERP) has been prepared to meet federal and state statutory requirements and to develop a high degree of community preparedness for emergency incidents involving hazardous materials. This plan:

- Provides guidelines for an effective and efficient response to a chemical emergency incident at a facility which uses, stores, or produces hazardous materials that have the potential to injure or harm the population or the environment.

- Defines the roles and responsibilities of various agencies in the response to and recovery from a hazardous materials incident. Responding departments and agencies, as well as all hazardous substance facilities within the City of Chicago, should establish and maintain operational plans and procedures that are compatible and consistent with this plan and all applicable laws and regulations.

- This plan is not intended to be all-encompassing in regard to listing all resources or procedures of all potentially responding agencies or entities.

II. AUTHORITY

This plan has been developed to comply with the community planning requirements and regulations of both the federal Emergency Planning and Community Right-to-Know Act (EPCRA) 42 USC § 11003 and the Illinois Emergency Planning and Community Right-to-Know Act (IEPCRA) 430 ILCS 100; as well as to comply with emergency planning requirements in 29 Illinois Administrative Code, part 620.

Both EPCRA and IEPCRA provide guidance for emergency response to hazardous materials (HazMat) releases in general and specifically those involving Extremely Hazardous Substances (EHS) as identified by the U.S. Environmental Protection Agency (EPA).

Community Planning Requirements: In 1986, Congress passed EPCRA as Title III of the Superfund Amendments and Reauthorization Act (SARA). Congress enacted this law to help local communities protect public health and safety and the environment from chemical hazards.

The Chicago Local Emergency Planning Committee (LEPC) is the focal point for Title III activities within the city. According to State law, each LEPC must develop an emergency plan, collect and store information provided by hazardous materials facilities, and make certain information available to the public. The City of Chicago Office of Emergency Management and Communications (OEMC) is the City's liaison to the LEPC and, on its behalf, collects hazardous materials facility data.

Facility Planning Requirements: EPCRA establishes requirements for federal, state, local governments, and industry regarding emergency planning and reporting for hazardous materials. EPCRA requirements are designed to expand public awareness regarding the quantities and types of hazardous materials at individual facilities, their uses, and releases into the environment. If used appropriately, this information will improve hazardous materials safety and help protect public health and the environment.

In Illinois, Tier II facilities have specific reporting requirements to both state and local governments. Tier II facilities are defined as facilities, including manufacturers, oil and gas terminals, cold storage, utilities, municipalities, commercial sites, industrial sites and gas stations, which store reportable quantities under the Illinois Chemical Safety Act.

The City of Chicago maintains a database of Tier II facilities. The database is maintained to assist in facilitating an appropriate rapid response to address specific hazards, protect citizens, first responders, and property.

III. SITUATIONS

There are approximately 700 Tier II reporting facilities in Chicago, of which over 400 store or utilize EHS. Because of the high number and wide geographic distribution of these facilities throughout Chicago, a hazardous materials incident can occur anywhere within the city, and can involve many types of hazardous materials. While each facility that handles or stores hazardous materials must perform site-specific emergency planning, the LEPC and the City of Chicago encourage citywide planning for hazardous materials.

IV. ASSUMPTIONS

- The presence of hazardous materials both in facilities and in transport throughout the City creates the potential for a release of those materials anywhere in Chicago.
- The speed with which such an incident is assessed will have a profound effect on the protective actions available to and recommended by the Incident Commander.
- Wind speed, wind direction, and the ambient variable temperature at the time of the incident will be some of the primary factors in determining whether an evacuation is necessary, and if so, which evacuation routes are most appropriate.
- In the event of a serious or widespread hazardous materials incident, many residents in the risk area will evacuate spontaneously, without orders or recommendations from public officials.
- If an evacuation is recommended, some of the at-risk population will relocate to private homes or hotel/motel facilities on their own. For other evacuees, shelters have been identified throughout the city by the Chicago Department of Human Services and the American Red Cross of Greater Chicago (ARCGC).
- Because the release of a hazardous material may affect the immediate vicinity very quickly, shelter in place instructions may be issued to the public through a variety of public information tools available to the City, including the Emergency Telephone Notification System (ETNS) and the Emergency Alert System (EAS). Activation of these tools will be done through OEMC.
- Hazardous materials may enter and contaminate water supplies, irrigation systems, or sewage systems, necessitating extensive testing or closure of such systems until decontamination can be performed.
- Public information about chemical hazards in the community must be issued carefully and uniformly. Chemicals on the EHS list may have dangerous characteristics, but may not always pose an airborne hazard to the area or its population.

V. CONCEPT OF OPERATIONS

The LEPC, the City of Chicago, and the Tier II facilities all play specific roles in preparing for, responding to and recovering from a chemical emergency.

A. PREPAREDNESS

Effective planning and preparedness for a chemical emergency must include
(1) Hazard analysis (City & LEPC)
(2) Facility planning
(3) Training
(4) Exercises

1. Hazard Analysis

The City's emergency planners and responders perform hazard analysis, which may include (a) a review of the Tier II Reports and EHS Facilities submitted to the City, (b) a request for additional information from EHS facilities, and (c) mapping the data in Computer-aided Management of Emergency Operations (CAMEO) or similar programs.

Hazard Identification
Chicago is an industrialized city with hundreds of fixed facilities that use, store, and produce a wide variety of hazardous materials. An incident could occur virtually anywhere in the Chicago area:

1. At a facility that may or may not be subject to the planning requirements of SARA Title III
2. In a neighboring community
3. During the transportation of hazardous materials

As a major transportation hub, hazardous materials move into and through the City on a daily basis primarily by truck and rail. Additional modes of transportation include waterways and airways. The routes used include all U.S. interstate highways; state and county highways; and arterial streets throughout the City. This plan provides a description of the categories of hazardous materials transportation routes in the area.

Roads and Highways	There are several major highways in the Chicago area. Critical ground transportation routes include Illinois and U.S. Route 41, Lake Shore Drive, and Interstates I-55, I-57, I-90, I-94, I-190, I-290, and I-294. These roadway systems carry virtually all truck and passenger vehicular traffic passing through Chicago between Indiana and Wisconsin. If an event occurs on the City's highway system, emergency response may include, in addition to the City's first responders, activating the Mutual Aid Box Alarm System (MABAS), and coordinating highway closures with the Illinois State Police (ISP) and Illinois Department of Transportation (IDOT). Other Routes: Streets throughout the city are used for EHS transport. Typical accidents include ruptured fuel tanks, low overhead clearance accidents, low-speed collisions, and loading and unloading accidents.
Railroads	Chicago is the largest railroad hub in the United States. The city handles both passenger and freight services. Passenger service is provided by various agencies such as METRA, Amtrak and Chicago Transit Authority (CTA). Freight service is provided by Union Pacific, Canadian National and Burlington Northern as well as others. There are railroad underpasses and overpasses, as well as grade crossings throughout the City.
Waterways	Hazardous materials may also be transported by barge. The following navigable waterways have been identified in Chicago: (1) Lake Michigan (2) Chicago River (3) North Shore Channel (4) Calumet River (5) Chicago Sanitary & Ship Canal Typical waterway incidents include fuel spills, collisions, loading and unloading incidents. In addition to the Chicago Fire Department, the U.S. Coast Guard, EPA, and IEPA may respond to spills.
Airways	Air transit in Chicago goes through O'Hare International Airport and Midway International Airport. Airplanes may carry hazardous materials, which the Federal Aviation Administration classifies as "Dangerous Goods." The size, quantity, and packaging of dangerous goods are strictly controlled by federal authorities.

Risk Analysis

Risk Analysis ranks hazards by comparing the probability of a release with the severity of consequences of that release. The City has experienced a broad range of minor and moderate hazardous materials incidents, both at fixed facilities and on transportation systems. The LEPC and the City of Chicago base their current emergency planning on incidents occurring at historically similar rates, but also take into account more recent concerns regarding international and domestic terrorist threats to chemical facilities and shipments.

Vulnerability Zone

Because of the large number of Tier II and EHS facilities and their widespread distribution throughout Chicago, any part of the City may be exposed to hazardous materials during or after a release.

2. Facility Planning

a. EPCRA recommends the following best practices for Non-regulated Facilities
    1. Maintain a list of 24-hour contact person(s) and submit it to the LEPC, Chicago Fire Department, and State Emergency Response Commission (SERC).
    2. Establish internal procedures for evacuation in the event of a hazardous materials incident. Through its public information efforts, the LEPC will encourage all non-regulated facilities to perform these functions.

b. Facilities regulated by SARA Title III must meet the following requirements:

    1. Prepare both a Facility Hazard Analysis, and Facility Response Procedures for those hazards. Copies must be submitted to the LEPC and the SERC.
    2. Comply with the applicable SARA reporting requirements and OSHA regulations.
    3. Participate in training programs as identified in the "Training and Exercising" section.
    4. Designate an official (available on 24-hour call that is capable of participating in a Command Post as a facility representative. This person must be able to
        (a) Identify the location, type and quantity of hazardous materials
        (b) Provide Safety Data Sheet (SDS) information and technical data on properties of the chemicals or materials present

(c) Implement the Emergency Action Plan for the facility ("Facility Emergency Contingency Plan"), as appropriate.

5. Development of a Risk Management Plan (RMP) no later than the latest of the following dates:
    - June 21, 1999
    - Three years after the date on which a regulated substance is listed under §68.130 or
    - The date on which a regulated substance is first present above a threshold quantity in a process.

6. Submission of a single Risk Management Plan to EPA as provided in §68.150 to 68.185. The RMP shall include a registration that reflects all regulated processes.

3. Training

The LEPC supports a comprehensive training program for agency personnel and emergency staff to ensure a safe and effective response to hazardous materials incidents. Training requirements are established and monitored by state and federal regulatory agencies for emergency response and medical personnel.

Title III, Section 303(c)(8) requires training for those responsible for implementing chemical emergency plans. LEPC members may take courses sponsored by the federal and state governments and private organizations to fulfill this requirement. Emergency responders, medical personnel, and facility management will also schedule courses to address the unique concerns and needs of the local hazardous materials preparedness program. All emergency responder agencies maintain individual training records.

Local Tier II facilities and organizations should provide internal training for their personnel to satisfy operational needs, to maintain appropriate certification standards and to comply with applicable regulatory standards.

The LEPC works in conjunction with the SERC to evaluate the hazardous materials training needs of local emergency response personnel. The LEPC will monitor and/or coordinate local training initiatives to ensure consistency with this plan and will take advantage of training resources available from all levels of government and the private sector.

4. Exercises

Exercise programs generally utilize five categories: Orientation, Drill, Tabletop, Functional and Full-Scale, each varying in activities and resources. These exercise types build upon one another, with each one becoming more complex and comprehensive. Each type of exercise provides unique benefits, and

therefore, all five are utilized in the development of an exercise program that will satisfy the needs of our communities and facilities. Corrective action or operational changes will be based upon the lessons learned through these exercises.

The LEPC supports a comprehensive exercise program to effectively drill and evaluate the CERP.

Requirements:

- Title III, Section 11003(c)(9) requires local jurisdictions to establish methods and schedules for exercising the emergency plan.

- The Illinois Emergency Management Act requires an annual exercise of this Chemical Emergency Response Plan.

Each facility should conduct at least one annual test of their emergency plan. The Chicago Fire Department should be notified of these tests. Facilities should conduct an exercise debriefing, and within 30 days prepare an after-action report noting corrective action and lessons learned.

B. RESPONSE

This section outlines hazardous materials response and procedures on the part of
(1) Facility owners
(2) Local responding agencies
(3) Local hospitals

1. Facility Owners

a. Response Planning Procedures
The U.S. Department of Labor's Occupational Health and Safety Administration (OSHA) regulates EHS facilities within the City, and requires a plan for chemical emergency response under OHSA's Hazard Communication (HazCom) standard (CFR 1910.1200) for facilities handling or storing hazardous materials. The HazCom standard also requires that facility workers be trained in the safe handling of hazardous substances, and that facilities have adequate response procedures in the event of a release, including, but not limited to:

- In-house response and clean up
- Identification of the number and type of personnel trained on and assigned to response procedures
- Notification procedures (e.g. to 911, contractors, etc.)
- Reporting procedures (refer to page 11)

b. Required Facility Reporting Procedures

A facility must immediately report the release of a reportable quantity of a hazardous substance or extremely hazardous substance into the environment: (EPCRA §304, 42-USC 9601 et seq., or 430 ILCS 100/10 §10b). The report is to be made by calling both 911, to notify the Office of Emergency Management and Communication (OEMC) and the SERC at (800) 782-7860.

Notification shall include the following information, to the extent known at the time:

- The chemical name or identity of any substance involved in the release
- An estimate of the quantity that was released into the environment
- The time and duration of the release
- The medium or media into which the release occurred
- Known or anticipated acute or chronic health risks associated with the emergency

Local Reporting Guideline

In order to protect safety and to support the primary emergency responders, the LEPC requests that facilities immediately report “perceptible exposure" releases by calling 911. A “perceptible exposure" means any release of a hazardous substance which is visible, produces a detectable odor, a distinctive taste, impacts a human or the environment. Perceptible exposures may also include environmental receptors that have physical affects, such as causing eye irritation, itchy skin, damaged vegetation, chronic injury, etc.

Follow-up Notice

As soon as practicable, a written follow-up emergency notice shall be submitted to both of the addresses below:

LEPC Coordinator
c/o Office of Emergency Management and Communications
1411 W. Madison Street
Chicago, IL 60607

SERC Coordinator
c/o Illinois Emergency Management Agency
9511 West Harrison
Des Plaines, IL 60016

Note: This section is intended to facilitate emergency response and does not guarantee individual facility compliance with reporting requirements under any other environmental or health and safety law. There may be additional applicable reporting requirements depending on the circumstances of the release.

2. Local Responding Agencies

The lead hazardous materials response agency for the City of Chicago is the Chicago Fire Department. The primary responsibility of first responders is to determine the potential hazards to life, health, property and the environment resulting from the Incident. If the incident presents a potentially hazardous situation, first responders should promptly communicate with 911 dispatcher.

Both the Chicago Fire Department and the Illinois Mutual Aid Box Alarm System (MABAS) have created Standard Operating Guidelines (SOG) for first responders that include hazardous material incident response. They both operate based on the following event levels

Hazmat Level	Product Impact	Area of Impact	Capacity to Control
Level 1	Threat	Within Immediate Area of Release	City hazardous materials Responders and special equipment as requested by the IC
Level 2	Threat	Beyond Immediate Area of Release: Multiple Agency Response	Additional City resources and special teams as requested by the IC
Level 3	Threat	Beyond Immediate Area of Release: Multi-jurisdictional: Large geographic area	Broad-based resources required to supplement City resources

In addition, the Chicago Police Department, the Chicago Department of Public Health and several critical infrastructure departments and agencies respond to certain hazardous materials incidents and operate based on the levels defined above.

a. Dispatch and Notification

Level 1: Upon declaration of a Level 1 hazardous materials incident. OEMC shall make emergency notifications as appropriate.

Level 2: Upon declaration of a Level 2 hazardous materials incident, OEMC shall make emergency notifications to all Level 1 agencies plus other agencies, as appropriate.

Activation of the Emergency Operations Center (EOC) will be based on event intelligence and the incident commander's evaluation.

Level 3: Upon declaration a Level 3 hazardous materials incident, OEMC shall make appropriate emergency notifications to all Level 2 agencies plus additional local, state and/or federal agencies, as appropriate.

Level 3 hazardous materials events will activate the CPD Critical Incident Response Program, through which officers trained and equipped to provide police services in contaminated environments will be dispatched.

Activation of the EOC will be based on event intelligence and the incident commander's evaluation.

b. Operations

Actions taken by emergency responders shall be based upon the need to protect life, health, property, and the environment. Operations shall comply with current CFD Standard Operating Procedures and OSHA regulations, including:

- 29 CFR 1910.120 - Hazardous Waste Operations and Emergency Response (HAZWOPER)
- 29 CFR 1910.134 - Respiratory Standard
- 29 CFR 1910.156 - Fire Brigade Standard; and
- Standard Operating Procedures, as specified by individual agencies.

Chicago Fire Department Standard Operations Guidelines

Approach to the Scene	• Approach the scene of a hazardous materials Incident from upwind and uphill, if possible. Emergency responders should not pass through a vapor cloud or a spill.
Arrival on the Scene	• Gather available information from a facility representative • Establish a perimeter to isolate the hazard area and deny entry. Address immediate life-threatening situations. This may include immediate decontamination and triage.
Material Identification	• Identify hazardous materials before exposing personnel or taking remedial action. • Locate and identify placards, license plates, vehicle identification information, and containers for Information about product(s) involved. • Obtain shipping papers and/or Safety Data Sheets (SDS).
Hazard and Handling Information	The physical and chemical properties of a product, as well as its hazards and handling information, may be obtained from sources including: • Safety Data Sheets (SDS) • Chemical reference books • CHEMTREC • Illinois Poison Control Center • Chemical database, e.g. CAMEO • Plume dispersion models (e.g., ALOHA) mapped on GIS (Geographical Information System)

Hazard and Handling Information (cont.)	On-scene measurements may be taken with direct-reading instruments including: • Radiological survey instruments • Four-gas monitor to include but not limited to O_2, CO, H_2S, and combustible gases or vapors • Colorimetric indicator tubes • Leak detector • Oxygen Meter • pH papers • Biological test/detection equipment • Chemical test/detection equipment The National Weather Service can supply Information regarding wind speed and direction, temperature, relative humidity, precipitation, stability of the lower atmosphere, and weather forecast.
Site Control	• The Incident Commander shall establish safe zones for emergency responders and the public. • CPD provides perimeter security and traffic control for hazardous materials incidents.
DECON	• The Incident Commander must determine if decontamination is needed, and ensure that it is accomplished properly at the scene before any patient is turned over to EMS. • A decontamination area will be established for victims and equipment to minimize the spread of contamination. If a person(s) is contaminated with hazardous material: move the victim(s) to fresh air, remove contaminated clothing and flush the victim(s) with water before performing emergency medical treatment or transporting to a hospital. • Prior to departing an incident scene, all contaminated personnel and equipment shall be decontaminated. Equipment marked for further decontamination must be completely decontaminated before returning to service. • Once EMS is on scene, EMS personnel determine patient care in consultation with Hazardous Materials command/operations.
Occupational Safety and Health	The Incident Commander shall designate an on-scene Safety Officer who shall ensure that emergency responders use personal protective equipment and follow procedures that comply with OSHA regulations.
Incident Mitigation	The Incident Commander, in conjunction with facility personnel and other technical specialists, shall develop a plan of action to mitigate the release and its effects and carry out that plan to avoid unnecessary exposure.

Containment and Control	• Qualified emergency responders may perform containment and control tasks to mitigate the incident and to minimize adverse environmental impacts. • Containment and control may include: closing valves, plugging or patching holes, transferring material from one container to another, damming, diking, booming, absorbing, neutralizing, diluting, suppressing vapors, extinguishing, and using water spray to keep containers cool. • If flammable vapors and gases are present, combustible gas indicators may be used to determine the potential ignition area. All ignition sources in that area should be eliminated. • Some materials are water reactive. Water used to extinguish a fire may create further danger when it becomes contaminated run-off. If hazardous materials are involved in a fire, responders may let the fire bum. • In cases where environmental contamination has occurred, the CDPH will respond to evaluate the situation and take appropriate action. • In cases where contamination of a water supply system has occurred, the Chicago Department of Water Management and other appropriate agencies will respond to evaluate the situation and take appropriate action. • In cases where contamination of the sewer system has occurred, the Chicago Department of Water Management, the Chicago Department of Public Health, the Metropolitan Water Reclamation District, and other appropriate agencies, will respond to evaluate the situation and take appropriate action.

c. <u>Communications</u>

Communications primarily occur by radio, between the Incident site and 911/OEMC, to ensure effective and efficient:

- Dispatch and information exchange among base stations, mobiles, and portables
- Command of personnel and resources
- Coordination among agencies

In situations involving mutual aid, or similar multi-agency or multi-jurisdictional response, integration of the various communications systems can be achieved by coordinating information at 911 OEMC, the Command Post, and/or through the Emergency Operations Center.

d. <u>Protective Actions</u>

Evacuation, shelter-in-place, or a combination of these actions will be considered when defining protective actions to reduce or eliminate public exposure to hazardous materials. Specific roles and responsibilities regarding evacuation are defined in the City of Chicago Emergency Operations Plan.

e. Public Notifications

When a hazardous materials release requires notice to the surrounding area or when the decision has been made to evacuate or shelter-in-place, the CFD Incident Commander may take steps to alert the public through the department's Public Information Officer. Public notifications must provide timely and reliable emergency information about the event and what actions citizens should take. Because a hazardous materials incident is often a rapidly developing situation, prompt notification by emergency response personnel is a critical aspect of public safety.

The Incident Commander will designate an on-site staging area for media representatives. Public information will be coordinated by the Public Information Officers at the scene. The City's Emergency operations Center (EOC) may be activated for incidents requiring the coordination of multiple departments, agencies, or jurisdictions. City EOC activities are coordinated by the OEMC. If the EOC is activated, continued public Information and notification efforts will be coordinated through the Joint Information Center (JIC) at the OEMC.

Methods of Public Notification

News Release	A news release may be relayed through media representatives or directly to on-scene media representatives.
Route Alerting	Emergency vehicles, equipped with a siren, a public address system, and appropriate personal protective equipment may drive through the affected area and announce the emergency.
Variable Message Board (VMB)	VMB's from the Chicago Department of Transportation and the Illinois Department of Transportation, as well as the Chicago Transit Authority may be utilized to provide information to drivers and commuters.
Door-to-Door Alerting	Emergency personnel, equipped with appropriate personal protective equipment, may walk through the affected area and announce the emergency on a door-to-door basis.
Emergency Alert System (EAS)	Only pre-designated City officials or the National Weather Service Bureau can activate EAS, which interrupts television and radio programming to deliver emergency messages.
Emergency Telephone Notification System (ETNS)	Only pre-designated City officials can activate ETNS, which utilizes the City's 911 system to call local phone numbers to notify certain areas, via a recorded telephone message, of an emergency.

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Public information should include:

- Affected Area
- Health Hazard/Medical Treatment Needs
- Protective Actions
- Evacuation Routes
- Location of Shelters or Assembly Areas
- Contact information for disabled or mobility-impaired residents to call for assistance

3. Local Hospitals

Hospitals within Chicago have adopted emergency response procedures from the Joint Commission on Accreditation of Healthcare Organizations (JCAHO), as well as additional requirements from the Metropolitan Chicago Health Care operations guidelines. JCAHO requires all accredited hospitals to be able to perform decontamination for contaminated patients. In addition, hospitals are also required to handle small industrial spills within their facility. Hospitals can either perform the cleanup themselves, or contract with the private sector.

The Illinois Poison Control Center provides POISINDEX chemical inventory data to any hospital in the state via their Poison Control hotline.

When a chemical release or exposure is initially suspected or diagnosed at the hospital level through the admission of symptomatic patient(s), the attending physician(s) on site is required to notify City emergency authorities (via 911) immediately. 911 operators will then notify the Operations Center, the Chicago Fire Department, the Chicago Department of Public Health (CDPH), and other agencies as necessary.

C. RECOVERY

Recovery involves the actions taken to return the community or affected area to normal conditions. Recovery after a hazardous materials emergency or disaster may include

- Requesting a local, state, or federal major emergency or disaster declaration
- Performing damage assessments
- Providing emergency social services (shelter, clothing, food, etc.)
- Investigating the incident
- Demobilizing emergency personnel and resources, which may include crisis counseling
- Adjusting site perimeters and maintaining security in restricted areas
- Continuing public information - general purpose and health-related
- Continuity planning for business and industry (economic preservation)

The most critical recovery activities are:

(1) Clean Up and Disposal
(2) Relocation and Re-entry

1. **Clean Up and Disposal:**

   The lead City of Chicago agency for recovery from a hazardous materials release is the Chicago Department of Public Health (CDPH). CDPH will work with IEPA, USEPA and various contractors for clean up and disposal of hazardous waste.

   Event recovery activities will comply with applicable local, state and federal regulations. The responsible party for the incident is legally and financially responsible for the clean up and disposal of hazardous wastes. If emergency responders initiate a contract with a commercial clean-up company, they may be held responsible for the costs incurred. If the responsible party for the incident is unknown, unwilling, or unable to accomplish cleanup and disposal, the Chicago Department of Public Health may hire a commercial clean-up company.

2. **Relocation and Re-entry**

   In cases where contamination of the environment has occurred and long-term relocation of residents is necessary, OEMC will coordinate with the Chicago Department of Human Services, the American Red Cross of Greater Chicago, and the Illinois Emergency Management Agency to arrange relocation and financial assistance.

   Re-entry to an area that has been evacuated shall not be allowed until authorized by the Incident Commander. The Incident Commander shall confer with CFD, CDPH, IEPA, USEPA, and other appropriate officials, to establish re-entry procedures that will include:

   - A time to return
   - Safety and Health precautions
   - Decontamination
   - Symptoms of illness as a result of exposure

   The lead agency's Public Information Officer (PIO) or the Joint Information Center (JIC) shall coordinate public information regarding the relocation and re-entry procedures.

VI. ROLES AND RESPONSIBILITIES

Depending on the severity of the incident, several agencies may respond and provide a variety of primary services (i.e., EMS, Fire, Public Health, Police, and Emergency Management), or support services (i.e., Streets and Sanitation and Public Health). The City's Emergency Operations Plan shall plan for the provision of these services. Additionally, various State and federal agencies, private agencies, and/or organizations may become involved in response and recovery operations.

Local Emergency Planning Committee: The Chicago LEPC is responsible for updating the CERP annually. It is also responsible for working with local agencies and industry to maintain a state of readiness to respond to and recover from a hazardous materials release.

Community Emergency Coordinator: The LEPC is required to appoint a community emergency coordinator who is responsible for implementing the emergency response plan. The Executive Director of the Office of Emergency Management and Communications acts as the community emergency coordinator.

Facility Emergency Coordinators: Every Tier II facility is required by EPCRA to designate at least two emergency contacts. In addition, the LEPC has asked each EHS facility to designate a facility emergency coordinator. The Facility Emergency Coordinator is responsible for coordinating planning activities between the facility and the emergency responders. The emergency coordinators for each facility can be found in **Appendix A**. Emergency contact information (including phone numbers) for every emergency contact and facility emergency coordinator is also maintained in the CAMEO Program.

ORGANIZATIONAL ROLES & RESPONSIBILITIES

The following is a list of City Departments, as well as regional, state, and federal organizations that play a critical role in responding to and recovering from a hazardous materials release, and the general functions of each during an event.

Department/ Agency	Responsibilities
Office of the Mayor	Serves as primary spokesperson before the media, or delegates that function to the Executive Director of the OEMC or other lead Department/Agency Gives final approval of information and instructions released, or delegates that function to the Mayor's Press Office or the Executive Director of the OEMC Declares a local emergency when any occurrence is likely to extend beyond the capacity of normal services, personnel, equipment and facilities of City Departments and agencies.
Chicago Fire Department	Lead agency for response to a Hazardous Materials release, whether intentional or accidental Coordinate with MABAS resources as necessary

Chicago Department of Public Health	Lead agency for recovery (testing, clean-up and disposal) from a hazardous materials release, whether intentional or accidental Coordinate with IEPA and US EPA, as necessary Coordinate with local hospital regarding care and potential evacuation of patient population in hospitals, nursing homes, and other health care facilities Ensure continued medical care is provided for patients who cannot be moved when hospitals, nursing homes, and other health care facilities are evacuated
Chicago Office of Emergency Management and Communications	Coordinating the Plan with appropriate city, local, state, federal, and private agencies and organizations. Advise the Mayor, as necessary Respond to the scene of a Level 2 or above to provide on-scene coordination Provide interagency coordination and logistical support throughout the event Activate and operate the Emergency Operations Center, as necessary Activate and operate the EAS and ETNS, as necessary Dispatch MABAS resources, as necessary Coordinate with state and federal agencies regarding resources and personnel assistance
Chicago Police Department	Provide perimeter control and area security for restricted areas Assist with public notification, as necessary Assist with evacuations, as necessary Assist with traffic control and maintaining closures

	If the release is intentional, coordinate the incident investigation
Chicago Department of Streets and Sanitation	Provide for maintenance and repair of streets, street lighting, and the removal of waste and debris Provide personnel and equipment required to close off roadways, streets, and tow vehicles as necessary Provide personnel and equipment required to perform diking operations as necessary
Chicago Department of Transportation	Institute and control street closures and re-routes Assist with clearance of emergency travel or evacuation routes, as necessary
Mutual Aid Box Alarm System	May be requested and deployed for hazardous materials-specific response and assistance
Metropolitan Water Reclamation District	Coordinates with the City regarding hazardous materials waste and potential contamination of combined sewer systems Monitors and performs testing on sewer systems and waterways Adjusts system operations accordingly
Illinois Emergency Management Agency	Assist the Office of Emergency Management and Communications with the request and procurement of state and federal resources and/or financial assistance
Illinois Environmental Protection Agency	Provide response and recovery assistance as necessary Administers Tier II Program
US Environmental Protection Agency	Provide response and recovery assistance as necessary Ensures Responsible Party compliance with applicable federal laws and regulations
Chicago Transit Authority	Provide warming/cooling buses as requested by OEMC Provide evacuation resources as requested by OEMC

APPENDICES

Appendix A: Reporting Facility List and Emergency Contact Information (CONFIDENTIAL, MAINTAINED BY THE CITY OF CHICAGO OFFICE OF EMERGENCY MANAGEMENT AND COMMUNICATIONS)

Appendix B: Glossary of Terms and Acronyms

ALOHA: Areal Locations of Hazardous Atmospheres

ARCGC: American Red Cross of Greater Chicago

CAMEO: Computer - Aided Management of Emergency Operations
CAMEO and related software (CAMEO Chemicals, ALOHA, and MARPLOT) are a suite of database-driven chemical behavior modeling software developed for use by responders to a chemical release incident.

CDOT: Chicago Department of Transportation

CDPH: Chicago Department of Public Health

CERP: Chemical Emergency Response Plan

CFD: Chicago Fire Department

CPD: Chicago Police Department

CTA: Chicago Transit Authority

DSS: Department of Streets and Sanitation

EAS: Emergency Alert System

EHS: Extremely Hazardous Substance: Any one of several hundred chemicals listed and regulated by the US EPA due to their extremely toxic properties

EMS: Emergency Medical Services

EOC Emergency Operations Center

EPCRA: Emergency Planning and Community Right-To-Know Act

ETNS: Emergency Telephone Notification System

IDOT: Illinois Department of Transportation

IEMA: Illinois Emergency Management Agency

IEPA: Illinois Environment Protection Agency

IEPCRA: Illinois Emergency Planning and Community Right-To-Know Act

ISP: Illinois State Police

JCAHO: Joint Commission on Accreditation of Healthcare Organizations

JIC: Joint Information Center

MABAS: Mutual Aid Box Alarm System
A mutual-aid organization consisting of 550+ member fire departments and emergency response organizations

MWRD: Metropolitan Water Reclamation District

Non-regulated Facility: A facility that may have chemicals on hand but of types and/or in amounts not subject to EPCRA Tier II reporting requirements.

OEMC: Chicago Office of Emergency Management and Communications

OSHA: Occupational Health and Safety Administration

POISINDEX: A software system that identifies ingredients for hundreds of thousands of commercial, biological, and pharmaceutical products. The system includes detailed toxicological data and healthcare treatment protocols.

RMP: Risk Management Plan

RQ: Reportable Quantity: The threshold amount of a chemical kept on hand at a facility at or above which a Tier II report is required under the provisions of EPCRA.

or…

A threshold amount of a regulated chemical substance at or above which a release must be reported to the National Response Center

SARA: Superfund Amendments and Reauthorization Act

SDS: Safety Data Sheet

SERC: State Emergency Response Center

SOG: Standard Operating Guidelines

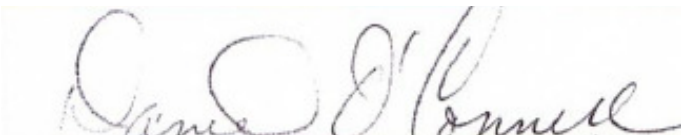
Tier II Facility: A facility that has hazardous chemicals on hand in quantities equal to or greater than specified threshold amounts.

Tier II Report: A report required by Title III of the Superfund Amendments and Reauthorization Act of 1986, Section 312, Public Law 99-499, codified at 42 U.S.C. Section 11022. The purpose of the Tier II report is to provide State and local officials and the public with specific information on hazardous chemicals present at a regulated facility during the past year. Tier II facilities must file these reports by March 1 of each year. The report must include chemical inventory lists and facility diagrams detailing the location of reported substances.

U.S. EPA: United States Environment Protection Agency

SIGNATURE PAGE

This plan and its provisions shall become official when it has been signed and dated below by the concurring officials.

STAFF	SIGNATURE
CHAIR **Daniel O'Connell**	
CO- CHAIR **William Schatz**