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**CSU FULLERTON POLICE DEPARTMENT**  
**GENERAL ORDER NUMBER 8-10** [CALEA 46.2.1a, 46.3.4]

**HAZARDOUS MATERIAL INCIDENTS**

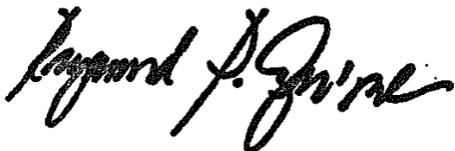
- SUBJECT:** Hazardous Material Incidents – Emergency Response by the Police Department.
- PURPOSE:** To outline actions to be taken in response to a hazardous material (Haz Mat) incident on campus.
- POLICY:** It is the policy of this Department to provide a strategic first response, contact CSUF Environmental Health and Safety (EH&S) in the event of a hazardous material incident. When confronted with an incident involving hazardous material, safety shall always be the primary consideration.
- PROCEDURE** Upon receiving notice of a hazardous material spill or release, the University Police Department will contact EH&S as listed on the EH&S Contact List, available in the Communications Center (Dispatch). In the event that EH&S or responsible faculty member is not at the scene of the incident, the Police Officer will relay as much of the following information as possible -- the specific type, name, volume and location of the hazardous material -- through the Dispatcher to EH&S personnel. Upon receipt of the information, EH&S personnel will respond to the scene.
- I. First Responder Actions**
- A.** Keep a safe distance from the hazardous material. If outside, consider the wind direction and move to an up-wind position; and establish a perimeter accordingly.
  - B.** If possible and safe to do so, identify the material using personnel information, labels or instrumentation. The hazards associated with a material can be found on its Material Data Safety Sheet or (MSDS) which can be obtained at: <https://ehs.fullerton.edu>
  - C.**
    - 1. Deny access to everyone but trained personnel.
    - 2. Check the site for injuries and extent of the spill.
    - 3. Check the site for potential problems, such as heat sources, gas cylinders nearby, electrical cords in the spill, etc.
    - 4. Relay the above findings to responding personnel.
    - 5. Use caution to prevent injury or contamination.

- D. Call EH&S personnel. Typically, the EH&S Department will contact Fullerton Fire who can mobilize the Orange County (OC) HazMat Team, if necessary. EH&S may also mobilize the CSUF Hazardous Waste Contractor.
  - E. If no EH&S personnel can be reached, contact Fullerton Fire, who can decide if the OC Haz Mat Team should be mobilized.
  - F. In the event of a fire or persons down, immediately contact Fullerton Fire.
  - G. Alert EH&S personnel if the incident also could or does involve biological or radioactive materials.
  - H. Personnel may enter the site only if properly trained and fitted for the proper personal protective equipment.
- II. The University Police Department
- A. Notify:
    - 1. EH&S
    - 2. If in the event that EH&S personnel cannot be reached, the Manager, Director or Chair of the area in which the incident occurred, will be notified by University Police.
  - B. Remove all unauthorized personnel from the area and provide at a minimum, a 50 foot. safety zone around the incident.
  - C. In the event of a fire, an injured person, or in the judgment and advice of the responding member of the EH&S, or faculty member responsible for the area:
    - 1. Notify Fullerton Fire Department (METRO NET) or OCFA for the Irvine Center. Request HazMat Team to respond, if necessary. Metro Net will notify Orange County Communications (Control 1) who will then notify the Emergency Management Agency (EMA).
    - 2. To request further assistance in addition to County HazMat Team, contact Control 1 Watch Commander (714)628-7000 via Police Dispatcher.
  - D. If a hazardous material spill has occurred that creates potentially toxic or irritating fumes in or near a building, notify Central Plant, Ext. 2432, for ventilation control of the area.
  - E. Notify Facilities Operations if electrical, plumbing, or custodial assistance is needed.
  - F. If spill involves an outside vendor, obtain company name and insurance carrier.
- III. Barricading Guidelines:
- A. Discretion and common sense should determine the extent to which barricades are needed to protect the public.

- B. Minimally hazardous locations can be barricaded with “Caution” tape.
  - C. Barricades must totally enclose the hazardous location. Combinations of self-standing and tape barricades can be used to enclose large areas.
  - D. High hazard locations such as trenches, open manholes and construction sites must be barricaded with lighted barricades to protect the public at night.
- IV. Notifications--EH&S has the primary responsibility for notification of the following:
- A. The Manager, Director or Chair of the area in which the incident occurred.
  - B. The Radiologic Health Branch for all incidents involving radiation or radioactive materials.
  - C. Federal, State, and Local authorities as necessary, for chemical spills
- V. Clean Up
- A. EH&S personnel will coordinate the necessary clean up for all hazardous material spills.
    - 1. Hazardous material spill clean-up is conducted or supervised by EH&S.
    - 2. A contracted towing company will clean up motor vehicle fluid spills that are greater than 55 gallons.
    - 3. Areas that are contaminated with human blood are the responsibility of EH&S and Facilities Operations. See the EH&S Contact List in the Communications (Dispatch) Center.

REVIEWED BY:  
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APPROVED:



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