



**Division of State Patrol
Policy and Procedure**

Number
6-2

Subject CRASHES INVOLVING HAZARDOUS OR RADIOACTIVE MATERIALS	
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I. POLICY

It is the policy of Division of State Patrol (DSP) personnel to provide protection and care to the public and themselves in the event of a hazardous materials transportation crash or incident.

II. BACKGROUND

The Wisconsin Department of Military Affairs, Division of Emergency Management, has ultimate responsibility for the safe and timely conclusion of any hazardous material transportation incident. DSP responsibility at the scene of a hazardous materials crash/incident is to protect life, assist the agency or agencies that are in control of the scene, and investigate traffic crashes involved.

Decisive actions in the early minutes of a crash/incident are crucial to the successful neutralization of an incident. This publication is designed to establish a safe and uniform response by the DSP. Circumstances, geography, and population density vary; therefore, this directive will be general in nature.

III. OBJECTIVE

All uniformed personnel shall be trained and remain proficient in the recognition of hazardous materials (HAZMAT) and securing crash scenes and incidents involving hazardous materials.

IV. GENERAL PROVISIONS

All Division personnel should be generally aware of transportation routes of dangerous cargoes in their area including non-highway routes such as railroads, rivers, airports, etc. All Division personnel should also be generally aware of industries or agricultural facilities in their area that store large concentrations of hazardous materials.

All Division personnel should have available to them a copy of the current Emergency Response Guidebook. This book shall be utilized as the “Incident Action Plan” for all Division of State Patrol personnel in accordance with the directives from the Division of Emergency Management.

V. PROCEDURE

A. Law Enforcement Dispatcher (LED)

1. Notification

- a. Upon being notified of a traffic crash involving hazardous materials, the LED on duty shall follow the guidelines contained in DSP Policy and Procedure 6-1, Crash Investigation.
- b. In addition, the LED shall be responsible for gathering and recording the information to complete the “Hazardous Material Crash/Incident Report” (Attachment 2). This information is required by the Wisconsin Division of Emergency Management.
- c. The LED shall then immediately notify the following:
 - 1) Duty Supervisor
 - 2) Division of Emergency Management State Duty Officer
 - 3) Local and other emergency agencies having jurisdiction in the affected area (notification would be by need):

Local law enforcement
Local fire department and HAZMAT team
Local ambulance service
Division of Emergency Management
Department of Natural Resources
Others as applicable

- d. Call CHEMTREC (1-800-424-9300), if requested.

2. The LED shall relay the directives from the Division of Emergency Management to the agencies responding to the scene.

B. Trooper/Inspector

In addition to following Policy and Procedure 6-1, it is imperative that the initial troopers/inspectors arriving at the scene of the crash/incident clearly understand their duties in order to accomplish their mission safely and successfully.

1. Self-Protection
 - a. Establish an approach route and location that enables the trooper/inspector to assess the situation safely.
 - b. Avoid spilled substances and/or escaping vapors - check wind direction before arrival.
 - c. Maintain a safe distance.
2. Identify the hazardous materials.
 - a. Identify the placard and identification number, when is present; however, do not accept it as absolute proof of identification. This information should be used when referring to the Emergency Response Guidebook.
 - b. Confirm the probable material by container shape, valve configuration, shipping papers, drivers, or other personnel involved.
 - c. Determine if it is a potentially escalating incident; i.e., toxic chemical release or an oxidizer in contact with a flammable substance.
 - d. Identify the type of vehicle, carrier's name, and destination.
 - e. Identify the shipping company's name and shipping point.
 - f. Confirm the exact location and advise of possible environmental areas that may be affected; i.e., rivers, creeks, lakes, etc.
 - g. Confirm weather conditions; i.e., rain, wind, etc.
 - h. Advise the communications center of these items of information for documentation and relay to other responding units.
 - i. Advise the communications center to contact CHEMTREC, if necessary.
3. Containment and protection for others from immediate and potential danger.
 - a. Utilize available resources to secure/contain the scene or incident.
 - b. Evacuate the area when an immediate or potential threat is present.
 - c. Debrief contaminated or involved people as to extent of contamination.
 - d. Arrange for decontamination.

- e. Remove injured victims from immediate danger and arrange for their removal from the scene.
 - f. Administer first aid.
 - g. Request necessary equipment for containment.
4. Act as a mobile command post/communication center in accordance with Incident Command System (ICS) principles until properly relieved of command.
- a. Remain in a safe location.
 - b. Maintain contact with region/post communications center.
 - c. Relinquish control of the spill, when and as appropriate, to one or all of the following having jurisdiction:
 - 1) Fire department chief
 - 2) Local law enforcement agency
 - 3) Local emergency management coordinator
 - 4) State emergency management official
 - d. Assist agency or agencies in charge of scene.
5. Investigate highway-related crashes.
- a. Investigate traffic crashes as described in Policy and Procedure 6-1.
 - b. Contact an inspector trained in the Motor Carrier Safety Assistance Program (MCSAP) - hazardous material transportation.
- C. MCSAP Inspector
- 1. Respond to the crash scene as requested.
 - 2. Take precautions to conduct a safe inspection.
 - 3. Perform an inspection of the units(s) to determine the following, but not limited to:
 - a. Contents of the shipment
 - b. Compliance with proper placarding
 - c. Compliance with proper packaging

- d. Compliance with proper shipping papers
- e. Proper safety equipment
- f. Proper driver qualifications and hours-of-service
- 4. Complete an ASPEN Report.
- D. Duty Supervisor or Designee
 - Upon notification of a hazardous material crash/incident, go immediately to the scene, assume command and remain in charge until properly relieved.
 - 1. Evaluate the emergency in its entirety.
 - a. Immediate danger
 - b. Potential of the incident escalating
 - c. Environmental contamination
 - d. Residual threats to health, life, property, or environment
 - 2. Ensure that all precautionary measures have been taken to minimize immediate or potential dangers.
 - a. Protection of response groups
 - b. Protection of civilian population
 - c. Containment of incident
 - 3. Coordinate the Division's assistance with the agencies in charge and the interagency response activities and fulfill personnel and equipment requests.
 - 4. Be responsible for disseminating information to:
 - a. Region/Post communications center
 - b. Region/Post Executive Officer and/or Region Commander
 - 5. Complete an after-action report of the crash/incident when directed and submit this report to the Post Executive Officer.
- E. Region Commander/Post Executive Officer
 - 1. Respond to the scene if necessary.
 - 2. Advise State Headquarters via chain-of-command of the situation in progress and of the actions being taken.

3. Review the after-action report.
4. Submit the after-action report to the Director of the Bureau of Field Operations or designee.

VI. REFERENCES

Division of Emergency Management's Response Plan Guide
DSP Policy and Procedure 6-1, Crash Investigation
Emergency Response Guide Book (DOT P 5800.3)
Traffic and Criminal Software (TraCS)
Wis. Stats. Chapter 110.07 - Trooper/Inspector Authority
Wis. Stats. Chapter 110.07(2), 110.07 (2M), and 110.07(3)
WISDOT Emergency Transportation Operations (ETO) Plan
WISDOT Traffic Incident Management Enhancement (TIME) Emergency Traffic Control
and Scene Management Guidelines

VII. INFORMATIONAL DOCUMENTS

Hazardous Materials Crash/Spill Response Checklist (Attachment 1)
Hazardous Material Crash/Incident Information Worksheet (Attachment 2)

HAZARDOUS MATERIALS CRASH/SPILL RESPONSE

CHECKLIST

- ❑ Establish and restrict radio communications.
- ❑ Identify material from a safe distance.
- ❑ Refer to Emergency Response Guidebook for emergency action.
- ❑ Request Fire Department and HAZMAT team and other resources as needed.
- ❑ Identify kill zone and prohibit entry into the zone.
- ❑ Establish inner perimeter.
- ❑ Establish outer perimeter.
- ❑ Establish detour route, if needed.
- ❑ Designate command post and coordinate with other agencies.
- ❑ Identify staging area for resources (Fire Dept., EMS, etc.)
- ❑ Identify media staging area.
- ❑ Turn over incident command when appropriate and notify all involved agencies.
- ❑ Conduct crash investigation when practical and safe.

**HAZARDOUS MATERIAL CRASH/INCIDENT
INFORMATION WORKSHEET**

NAME: WIS. DIVISION OF STATE PATROL LED: _____

DATE: _____ TIME: _____

TYPE OF EMERGENCY: _____

LOCATION OF CRASH/INCIDENT: _____

DATE: _____ TIME: _____

CARGO * CHEMICALS INVOLVED: (Give exact shipping name and ID number, if possible.)

* TYPE AND CONDITION OF THE CONTAINERS: _____

* SHIPPER AND SHIPPING POINT: _____

* CARRIER AND DESTINATION: _____

DAMAGE * THE NATURE AND EXTENT OF INJURIES: _____

* THE NATURE AND EXTENT OF PROPERTY DAMAGE: _____

LOCAL DESCRIPTION * COMPOSITION OF THE SURROUNDING AREA (Type of Environment):

* WEATHER CONDITIONS: _____ TEMP: _____ WIND: _____

* DIRECTIONS TO INCIDENT SCENE: _____

_____ NEAR AIRPORT: _____

MISC. INFORMATION * HOW AND WHERE TELEPHONE CONTACT CAN BE REESTABLISHED:

* CONTACT RADIO FREQUENCIES: _____

* OUR PERSONNEL INVOLVEMENT: _____

* OTHER INFORMATION: _____