

## **HAZARDOUS MATERIALS EMERGENCY RESPONSE TRAINING**

**4029**

(No. 8 May 1999)

State and federal regulations require employers whose employees are engaged in emergency responses to hazardous materials incidents to establish training programs which provide predetermined levels of training with minimum competencies for each level.

(Federal OSHA: 29 CFR 1910.120, Paragraph[q] / Cal OSHA: CCR Title 8, Section 5192, Paragraph[q]).

### **EMERGENCY RESPONSE DEFINED**

**4029.1**

(No. 8 May 1999)

For the purposes of this section, emergency response will be defined as a response effort from outside the immediate release area to an occurrence which results, or is likely to result, in an uncontrolled release, which may cause high levels of exposure to toxic substances, or which poses danger to employees requiring immediate attention. Responses to incidental releases of hazardous substances where the substance can be absorbed, neutralized, or otherwise controlled at the time of release by employees in the immediate release area or by maintenance personnel are not considered to be emergency responses within the scope of this standard. Responses to releases of hazardous substances where there is no immediate safety or health hazard (i.e., fire, explosion, or chemical exposure) are not considered to be emergency responses (CCR Title 8, Section 5192, [a][3]).

### **RESPONSIBILITY FOR TRAINING**

**4029.2**

(No. 14 March 2001)

It is the unit manager's responsibility to ensure that all individuals working under his/her direction have received the required training prior to their participating in emergency response to hazardous materials incidents. Personnel roles, lines of authority, training and communication will be clearly addressed in the unit emergency response plan. (See Handbook 7700, Section 7741.2.4.)

### **LEVELS OF TRAINING**

**4029.3**

(No. 8 May 1999)

The level of training that an employee shall receive will be based on the duties and functions the employee is expected to perform. Employees will not be allowed to participate in emergency response at a level for which they are not currently trained and

competent (CCR Title 8, Section 5192, Paragraph [q][6]). There are five levels of emergency response training:

- 1) First Responder - Awareness
- 2) First Responder - Operations
- 3) Hazardous Materials Technician
- 4) Hazardous Materials Specialist
- 5) Incident Commander

Training levels and competencies in the state and federal regulations are based on the National Fire Protection Association (NFPA) 472, Standards for Professional Competence of Responders to Hazardous Materials Incidents.

## **FIRST RESPONDER AWARENESS LEVEL**

**4029.3.1**

(No. 8 May 1999)

Awareness Level training is for individuals who may witness or discover a hazardous substance release and are trained to initiate an emergency response sequence. They will take no further action to mitigate the hazard beyond notifying the appropriate authorities. They may also play a role in the employer's emergency response plan for site security and control. All uniformed personnel shall be trained, at a minimum, to the Awareness Level. Other nonuniformed personnel may also require training if the unit manager has determined that they will be expected to play a role in emergency Responses.

Employees identified at the Awareness Level shall have at least 4 hours of initial training and shall receive certification through the California Specialized Training Institute (C.S.T.I.) and/or the California Department of Forestry and Fire Protection (CAL FIRE).

## **FIRST RESPONDER OPERATIONS LEVEL**

**4029.3.2**

(No. 8 May 1999)

Operations Level training is for individuals who respond to releases or potential releases of hazardous substances as part of the initial response for the purpose of protecting the nearby persons, property or the environment from the effects of the release. They are trained to respond in a defensive fashion without actually trying to stop the release. Their function is to contain the release from a safe distance, keep it from spreading and prevent exposures. Individuals at this level must also know how to perform basic control, containment, and/or confinement operations within the capabilities of the resources, training and personal protective equipment available within their unit. Individuals identified at the Operations Level shall have at least 16 hours of initial training and shall receive certification through CAL FIRE or C.S.T.I.

## **HAZARDOUS MATERIALS TECHNICIAN**

**4029.3.3**

(No. 8 May 1999)

Technician Level training is for individuals who respond to releases or potential releases of hazardous substances for the purpose of stopping the release. They assume a more aggressive role than the Operations Level personnel in that they will approach the point of the release in order to plug, patch, or otherwise stop the release of a hazardous substance. All members of hazardous materials response teams will be trained at a minimum to the Technician Level. Individuals identified at the Technician Level shall have, at a minimum, training equal to State of California certification for Hazardous Materials Technician as approved by the California Specialized Training Institute or the California State Fire Marshal's Office.

## **HAZARDOUS MATERIALS SPECIALIST**

**4029.3.4**

(No. 8 May 1999)

Specialist Level training is for individuals who respond with and provide support to Hazardous Materials Technicians. Their duties parallel those of the Technician; however, they require a more directed or specific knowledge of the various substances they may be called upon to contain. The Hazardous Materials Specialist would also act as the site liaison with federal, state, local and other government authorities in regard to site activities. Individuals identified at the Specialist Level shall have, at a minimum, training equal to the State of California certification for Hazardous Materials Specialist as approved by the California Specialized Training Institute or the California State Fire Marshal's Office.

## **INCIDENT COMMANDER**

**4029.3.5**

(No. 14 March 2001)

Incident Commander (IC) training is for individuals who will assume command of the incident beyond the First Responder Awareness Level. This could be the first company officer to arrive on the scene or the unit may designate in their emergency response plans who this individual will be (e.g., Battalion Chief or Division Chief).

Individuals identified at the Incident Commander Level shall have at least 24 hours of training and shall receive certification through CAL FIRE or C.S.T.I.

## **ADMINISTRATION OF TRAINING PROGRAM**

**4029.4**

(No. 14 March 2001)

Regulations and standards for hazardous materials emergency response and responder training have been under constant revision and redefinition since the original inception of the Superfund Amendments and Reauthorization Act of 1986 (SARA). New revisions and amendments are expected to continue in the future. In order to stay current with hazardous materials training issues the Department must maintain a well-defined, Department-wide training program for hazardous materials emergency response training which includes:

- an organizational chart with clearly defined roles for all personnel responsible for hazardous materials response training;
- a Program Coordinator, Unit Coordinator, certified instructors and records of the qualifications and responsibilities of each;
- methods for identifying changes in standards and regulations and adjusting to those changes in a timely fashion;
- a process for approving, updating, and developing curriculum including annual refresher training; and
- instructor/student certification requirements and procedures.

## **PROGRAM COORDINATOR**

**4029.4.1**

(No. 14 March 2001)

The lead instructor for Hazardous Materials at the CAL FIRE Academy will act as the Program Coordinator for the Department's Hazardous Material Emergency Response Training Program. The Program Coordinator will maintain Instructor Certification through the California Specialized Training Institute to the Incident Commander Level. It will be the responsibility of the Program Coordinator to:

- maintain a current record of Unit Coordinators and certifying instructors;
- sponsor, as needed, Train the Trainer instruction to qualify unit instructors;
- organize and schedule meetings and workshops, as needed, to update and/or revise the Department's Hazardous Materials Emergency Response Training Program, develop guidelines for approval of curriculum and develop standards for methods used to determine competency; and
- provide necessary forms, documents and other support to the Unit Coordinators to assist them in meeting training requirements.

## **UNIT COORDINATORS**

**4029.4.2**

(No. 14 March 2001)

Each unit will establish a Unit Coordinator for the Department's Hazardous Materials Emergency Response Training Program. The Unit Coordinator will maintain instructor

certification through the California Specialized Training Institute to the Incident Commander Level. It will be the responsibility of the Unit Coordinator to:

- ensure that the unit's emergency response plan has clearly defined hazardous materials roles for individuals working under the direction of the Unit Chief and that training requirements for those individuals are being met;
- maintain a current record of emergency response personnel in the unit and their current level of certification;
- ensure that instructors who deliver hazardous materials training in the unit meet minimum instructor qualifications;
- distribute and maintain a record of student/instructor certificates;
- maintain records of methodology used to determine competency of students;
- communicate with and provide necessary documentation to the Program Coordinator; and
- provide necessary support to the hazardous materials instructor.

## **CERTIFYING INSTRUCTORS**

**4029.4.3**

(No. 8 May 1999)

The delivery of all hazardous materials emergency response training will be under the direction of a hazardous materials certifying instructor. The hazardous materials certifying instructor shall maintain instructor certification to, at a minimum, the level for which he/she is instructing. They shall also have formal instructor training and/or academic credentials and experience to demonstrate competent instructional skills for the subjects they will be teaching (CCR Title 8, Section 5192, Paragraph [q][7]). It will be the responsibility of the certifying instructor to:

- oversee delivery of hazardous materials training in the unit;
- ensure that the program quality and content meet current standards;
- ensure that any assisting instructors demonstrate competent instructional skills;
- deliver student competency examinations; and
- issue student certificates and provide necessary documentation to the unit coordinator.

## **HAZARDOUS MATERIALS CERTIFICATION**

**4029.4.4**

(No. 8 May 1999)

All hazardous materials Operational Level training delivered by the Department after June 1, 1993 will be through CAL FIRE or C.S.T.I.

All employees at the Operational Level will receive either CAL FIRE or C.S.T.I certification by January 1, 1995.

The California Specialized Training Institute and/or the California State Fire Marshal

certification for the following levels are recognized as meeting the Department's training requirements:

- Awareness - C.S.T.I. approved
- Operational - C.S.T.I. approved
- IC - C.S.T.I. approved
- Technician - C.S.T.I. or State Fire Marshal (CSFM) approved
- Specialist - C.S.T.I. or CSFM approved

## **THE INTERNATIONAL ASSOCIATION OF FIRE FIGHTERS 4029.5 (IAFF) "HAZARDOUS MATERIALS TRAINING FOR THE FIRE FIGHTERS, FIRST RESPONDER"**

(No. 8 May 1999)

The International Association of Fire Fighters (IAFF) "Hazardous Materials Training for the Fire Fighters, First Responder" program is recognized as meeting the Department's training requirements at the Operational Level. Upon successful completion of this program a CAL FIRE certificate will be issued.

The Department will recognize the training that has already been delivered by some units that have been proactive in delivering training.

To be recognized, this training must have met the training requirements of the California Code of Regulations, Title 8, Section 5192.

For the Operational Level training, the local unit manager may issue a CAL FIRE certification to those employees who can:

1. Provide documentation of a minimum of 16 hours of hazardous materials training covering the Operations Level competencies, and
2. Successfully complete a standard proficiency exam.

The proficiency exam will be developed by the CAL FIRE Academy and will be based on the California Specialized Training Institute certification program. The employee shall be provided with a study guide prior to taking the proficiency exam. The exam will consist of:

Part 1 - Written Examination

Part 2 - Department of Transportation Guidebook Exercise

Part 3 - Tabletop Exercise

## **REFRESHER TRAINING**

**4029.6**

(No. 14 March 2001)

Those employees identified in the unit emergency response plan as playing a role in emergency response to hazardous materials shall receive, in addition to the initial training, annual refresher training of sufficient content and duration to maintain the competencies for their response level. Employees may be required to pass annual proficiency examinations in order to maintain certification. The following are the minimum requirements for annual refresher training:

### **LEVEL OF CERTIFICATION HOURS**

Awareness  
Operational  
Technician  
Specialist  
IC

## **HAZARDOUS MATERIALS CURRICULUM**

**4029.7**

(No. 14 March 2001)

All curriculums used for the initial training and certification must be approved by C.S.T.I. or CAL FIRE. Units may use any C.S.T.I. or CAL FIRE approved program to meet their training needs and requirements, providing that the unit is following the guidelines of that program.

## **CALIFORNIA SPECIALIZED TRAINING INSTITUTE**

**4029.8**

(No. 8 May 1999)

CCR Title 19, Section 2500 contains the Hazardous Substances Incident Response Training and Education Program enacted by the California State Legislature. The purpose of the program is to ensure a coordinated emergency response capability throughout the state, and to eliminate duplication and inconsistent hazardous substances emergency response training and education programs.

All permanent Fire Protection employees hired by the Department after January 1, 1992, who require Basic Fire Control as a condition of their probation, shall receive C.S.T.I. certified First Responder Operations Level training as part of the Firefighter II Module in The Basic Fire Control Course. C.S.T.I. certification will be a requirement for successful completion of the Firefighter II module.