



# INCIDENT COMMAND SYSTEM

Hazardous Materials

LESSON ICS-361-5  
Hazardous Materials Site  
Access Control Leader

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**TOPIC:** HAZARDOUS MATERIALS SITE ACCESS CONTROL LEADER

**TIME FRAME:** 20 Minutes

**LEVEL OF INSTRUCTION:** Level I

**BEHAVIORAL OBJECTIVE:**

- *Condition:* Given a written examination
- *Behavior:* The student will recognize the roles and responsibilities of the Hazardous Materials Site Access Control Leader
- *Standard:* With a minimum 80% accuracy according to the information in the Incident Command System Hazardous Materials Module

**MATERIALS NEEDED:** Hazardous Materials Group Organization Chart, Control Zone Layout Chart, Lesson Plan ICS-361-5, Dry erase board and pens  
Written quiz

**REFERENCES:** Field Operations Guide (FOG), ICS-1105 Position Description, ICS-361-5 Lesson Plan

**PREPARATION:** The Hazardous Materials Site Access Control Leader is responsible for having a thorough working knowledge of the duties and responsibilities of the position as listed in the Hazardous Materials Site Access Control Leader Position Manual (ICS-361-5). The Site Access Control Leader is one of the functional management positions of the Hazardous Materials Module. The Site Access Control Leader reports directly to the Hazardous Materials Group Supervisor. In filling this position you will supervise all movement of personnel and equipment within the control zones during all operations within the hazard site.

You will be given a written quiz at the end of this session. The performance standard is 80%



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PRESENTATION	APPLICATION
<p>I. ORGANIZATION</p> <p>A. Site Access Control Leader assigned to</p> <ol style="list-style-type: none"> <li>1. HM Group</li> </ol> <p>B. Reports to</p> <ol style="list-style-type: none"> <li>1. HM Group supervisor</li> </ol> <p>C. Responsible for</p> <ol style="list-style-type: none"> <li>1. Control of movement               <ol style="list-style-type: none"> <li>a) Within control zones</li> </ol> </li> <li>2. Proper use of access routes</li> </ol> <p>II. PERSONNEL</p> <p>A. General objectives of this position</p> <ol style="list-style-type: none"> <li>1. Control movement of all personnel               <ol style="list-style-type: none"> <li>a) Within the zones</li> </ol> </li> <li>2. Use of access control points and routes</li> </ol> <p>B. HM Site Access Control Leader requirements</p> <ol style="list-style-type: none"> <li>1. Minimum equivalent to               <ol style="list-style-type: none"> <li>a) Federal, state, and local laws</li> </ol> </li> </ol> <p>III. MAJOR RESPONSIBILITIES AND PROCEDURES</p> <p>A. Review Common Responsibilities, FOG (Page 1-2)</p> <p>B. Check-in and obtain briefing</p> <ol style="list-style-type: none"> <li>1. Complete Check-in list               <ol style="list-style-type: none"> <li>a) ICS Form 211</li> </ol> </li> <li>2. If reporting directly to assignment               <ol style="list-style-type: none"> <li>a) Check-in via radio</li> </ol> </li> <li>3. Request briefing which includes               <ol style="list-style-type: none"> <li>a) Incident Briefing (ICS Form 201)</li> <li>b) Or the information verbally</li> <li>c) Request instructions concerning work activities</li> </ol> </li> <li>4. Obtain Incident Action Plan (IAP)</li> </ol>	<p>Whom does the Site Access Control Leader report to?</p> <p>What are the general objectives of the Hazardous Materials Site Access Control Leader?</p> <p>What requirements of the position of Site Access Control Leader?</p> <p>What are the check-in and control procedures?</p> <p>What form will the HM Site Access Control Leader use</p>



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<p>5. Start Unit/Activity Log</p> <p>a) ICS Form 214</p> <p>C. Organize and supervise personnel to control access to the hazard site</p> <p>1. Compile a site diagram (site map)</p> <p>a) IAP attachment</p> <p>2. Develop and execute site security measures</p> <p>a) Site Safety and Control Plan (1) (ICS Form 208 HM)</p> <p>b) IAP attachment</p> <p>3. Use well defined physical barriers</p> <p>4. Brief your assigned personnel</p> <p>a) Objectives</p> <p>b) Location of control lines</p> <p>c) Access Control Points</p> <p>D. Oversee the placement of Exclusion and Contamination Control Lines</p> <p>1. Request recommendations from</p> <p>a) Tech Specialist HM Reference</p> <p>b) Entry Leader</p> <p>c) Decontamination Leader</p> <p>2. Use well defined physical barriers</p> <p>E. Prevent contamination from spreading</p> <p>1. Order enough personnel to control and account for</p> <p>a) Personnel entering or exiting control zones</p> <p>2. Direct contaminated people to the Refuge Area</p> <p>a) Within the CRZ</p> <p>F. Establish Refuge Area to hold victims suspected of contamination</p>	<p>to keep track of unit activities?</p> <p>What are the planning requirements of the HM Site Access Control Leader?</p> <p>What is the primary responsibility of the HM Site Access Control Leader?</p> <p>If established who is required to be in charge of a Safe Refuge Area?</p>
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<ul style="list-style-type: none"><li>1. Appoint a Refuge Area Manager<ul style="list-style-type: none"><li>a) Within the Exclusion Zone</li></ul></li><li>2. Coordinate victims into the CRZ for Decontamination</li><li>3. Coordinate non-contaminated persons to the Safe Refuge Area</li><li>G. Establish the Safe Refuge Area within the Contamination Reduction Zone<ul style="list-style-type: none"><li>1. Appoint Safe Refuge Area Manager</li><li>2. To hold non-contaminated people<ul style="list-style-type: none"><li>(1) Until verified clean</li></ul></li><li>3. Brief Safe Refuge Area Manager<ul style="list-style-type: none"><li>a) Number of victims</li><li>b) Victim evaluation parameters</li></ul></li></ul></li><li>H. Care of injured or exposed persons<ul style="list-style-type: none"><li>1. Decontamination prior to transport</li></ul></li><li>I. Track persons for long term observations<ul style="list-style-type: none"><li>1. Medical Unit and Medical Group<ul style="list-style-type: none"><li>a) Medial Unit for incident personnel</li><li>b) Medical Group for all others</li></ul></li><li>2. Obtain names to track people<ul style="list-style-type: none"><li>a) Destinations</li><li>b) Contact numbers</li><li>c) Other tracking information<ul style="list-style-type: none"><li>(1) Use ICS Form 214</li><li>(2) Medical monitoring</li><li>(3) Health Care destination</li></ul></li></ul></li></ul></li><li>J. Coordinate with the Medical Group<ul style="list-style-type: none"><li>1. Separate and track contaminated individuals</li><li>2. Maintain records of exposed incident response personnel</li></ul></li></ul>	<p>What are the factors that must be considered when coordinating with the Medical Group?</p>
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<ul style="list-style-type: none"> <li> <ul style="list-style-type: none"> <li>a) Names</li> <li>b) Destinations</li> <li>c) Medical conditions</li> </ul> </li> <li>3. Document transportation destinations</li> <li>K. Observe climatic changes and conditions external to the hazard site           <ul style="list-style-type: none"> <li>1. Observe personally or use assistants</li> <li>2. Recommend needed adjustments in control lines</li> </ul> </li> <li>L. Coordinate with Entry Leader           <ul style="list-style-type: none"> <li>1. Number of entry personnel</li> <li>2. Estimated time of exit from Exclusion Zone</li> </ul> </li> <li>M. Coordinate with the Decontamination Leader</li> <li>N. Maintain and communicate with Law Enforcement</li> <li>O. Participate in preparing the           <ul style="list-style-type: none"> <li>1. Site Safety and Control Plan (ICS Form 208)</li> </ul> </li> <li>P. Maintain Unit/Activity Log           <ul style="list-style-type: none"> <li>1. ICS Form 214</li> <li>2. Significant events</li> <li>3. Submit to HM Group Supervisor               <ul style="list-style-type: none"> <li>a) At the end of each operational period</li> </ul> </li> </ul> </li> </ul>	<p>When coordinating with the Entry Leader what are the common concerns?</p> <p>The Unit/Activity Log is submitted to whom?</p>
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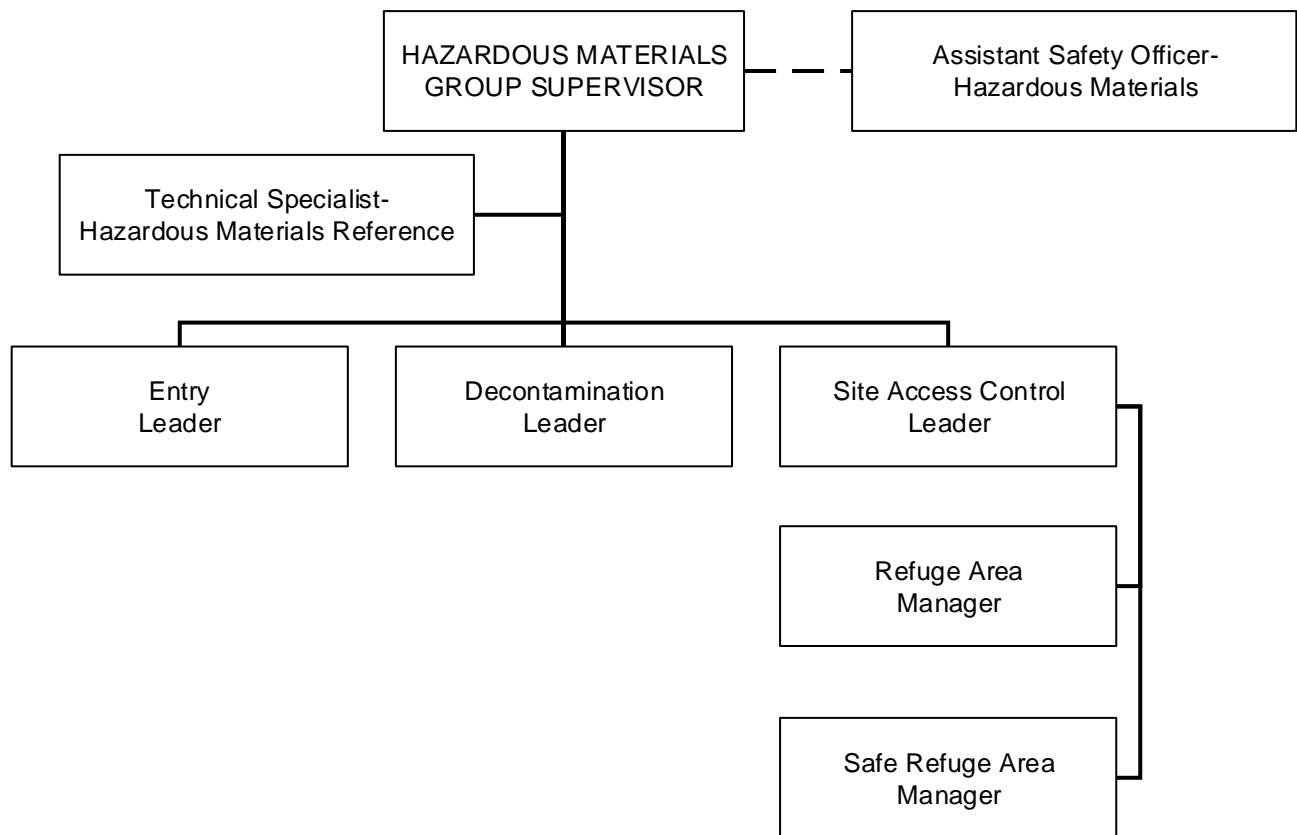


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## Hazardous Materials Group Organization



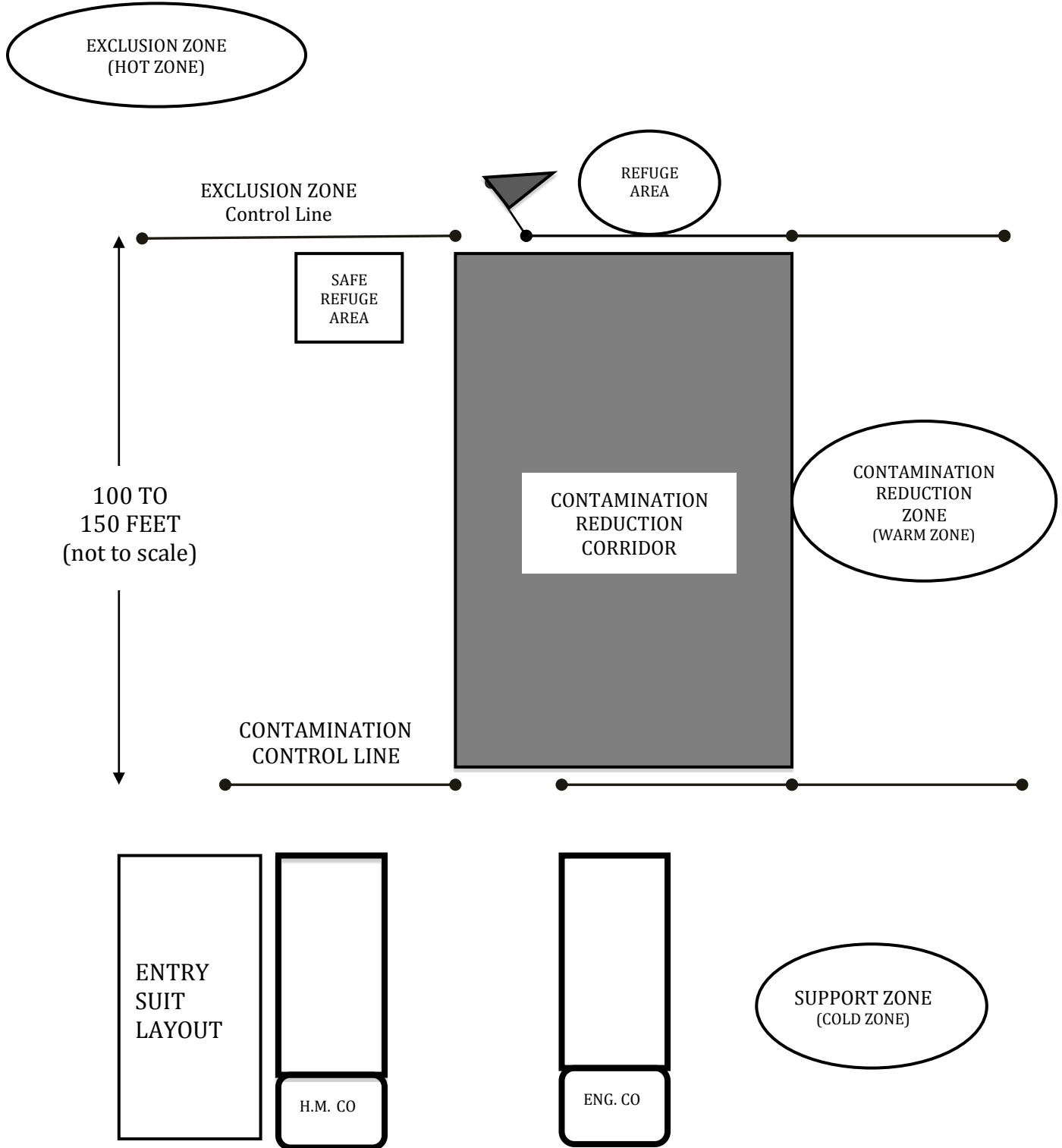


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## CONTROL ZONE LAYOUT





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## **SUMMARY:**

The lesson plan takes a detailed look at the duties of the Hazardous Materials Site Access Control Leader. When filling this position, you are responsible for the control and movement of all personnel and equipment through appropriate access routes into and from the control zones. The reason for controlling movement is to ensure that the spread of contaminants is controlled. The Site Access Control Leader position is very important and requires close coordination and communication with many other aspects of the Hazardous Materials Group. Stay alert and stay in touch with other members of the group. In addition, be aware of the surroundings or any elements which may require alteration of control zones.

## *EVALUATION:*

Give a quiz based on the information covered in the Hazardous Materials Site Access Control Leader Position Manual (ICS 1105)

## *ASSIGNMENT:*

Read pages 1 – 6 of Hazardous Materials Site Access Control Leader Position Manual (ICS 1105)





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## Incident Command System Hazardous Materials Module ICS-361-5 Quiz

Name: \_\_\_\_\_  
\_\_\_\_\_

Date: \_\_\_\_\_

### Hazardous Materials Site Access Control Leader

Instructions: This is a multiple choice quiz. For each of the following questions or statements, mark the letter preceding the one best answer.

Example: Methods and operating procedures which reduce fire, water and smoke damage during and after fire are called:

- A. Overhaul
- B. Ventilation
- C. Extinguishment
- D. **Salvage**

1. The Hazardous Materials Site Access Control Leader reports to the:
  - A. Incident Commander
  - B. Operations Section Plans Section
  - C. Plans Section
  - D. Haz Mat Group Supervisor
2. Which of the duties listed below is the major responsibility of the Site Access Control Leader?
  - A. All Activities in the Exclusion Zone
  - B. The control of the movement of all people and equipment through access routes in the hazard zone(s)
  - C. Developing a flow plan of personnel through the CRC
  - D. Overall scene safety
3. During the incident, when should the Site Access Control leader be assigned?
  - A. Late in the incident
  - B. Early in the incident
  - C. As entry into the Exclusion Zone is being made
  - D. During the demobilization phase
4. From whom does the Site Access Control Leader obtain recommendations on the control line placement?
  - A. ASO-HM, Tech Spec – HM Reference, and Entry Leader
  - B. Decontamination Leader, Entry Leader, and ASO – HM
  - C. Entry Leader, Decontamination Leader, and Tech Spec –HM Reference
  - D. HM Group Supervisor, Entry Leader, and Decontamination Leader



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5. With whom does the Site Access Control Leader track incident personnel that have passed through the contamination control lines?
    - A. Medical Group Supervisor
    - B. Medical Unit Leader
    - C. USAR Task Force Leader
    - D. ASO – HM
  
  6. Who is in charge of the Safe Refuge Area?
    - A. Medical Group Supervisor
    - B. Logistics Section Chief
    - C. Safe Refuge Area Manager
    - D. None of the above
  
  7. Factors to consider when coordinating with the Medical Group include:
    - A. Tracking incident personnel
    - B. Who reports to the medical Group Leader
    - C. Keeping contaminated individuals separated from non-contaminated
    - D. A and C
  
  8. Where is the Safe Refuge Area established?
    - A. The Exclusion Zone
    - B. The Contamination Reduction Zone
    - C. The Support Zone
    - D. The Incident Command Post
  
  9. Maintaining observations of climatic conditions is a responsibility of the Site Access Control Leader. The main reason for this requirement is:
    - A. To plan for long term cleanup of the hazard site
    - B. To prepare for transfer of the hazard site to the property owner
    - C. To prepare for needed adjustments in the location of control lines
    - D. All of the above
  
  10. The ICS Form 214 should include significant events and be submitted at the end of each operation period to the:
    - A. Incident Commander
    - B. HM Group Supervisor
    - C. Entry Leader
    - D. Safe Refuge Area Manager
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## Incident Command System Hazardous Materials Module ICS-361-5 Keyed Quiz

Name: \_\_\_\_\_  
\_\_\_\_\_

Date: \_\_\_\_\_

### Hazardous Materials Site Access Control Leader

Instructions: This is a multiple choice quiz. For each of the following questions or statements, mark the letter preceding the one best answer.

Example: Methods and operating procedures which reduce fire, water and smoke damage during and after fire are called:

- E. Overhaul
- F. Ventilation
- G. Extinguishment
- H. Salvage**

1. The Hazardous Materials Site Access Control Leader reports to the:
    - A. Incident Commander
    - B. Operations Section Plans Section
    - C. Plans Section
    - D. Haz Mat Group Supervisor**
  
  2. Which of the duties listed below is the major responsibility of the Site Access Control Leader?
    - A. All Activities in the Exclusion Zone
    - B. The control of the movement of all people and equipment through access routes in the hazard zone(s)**
    - C. Developing a flow plan of personnel through the CRC
    - D. Overall scene safety
  
  3. During the incident, when should the Site Access Control leader be assigned?
    - A. Late in the incident
    - B. Early in the incident**
    - C. As entry into the Exclusion Zone is being made
    - D. During the demobilization phase
  
  4. From whom does the Site Access Control Leader obtain recommendations on the control line placement?
    - A. ASO-HM, Tech Spec – HM Reference, and Entry Leader
    - B. Decontamination Leader, Entry Leader, and ASO – HM
    - C. Entry Leader, Decontamination Leader, and Tech Spec –HM Reference**
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- D. HM Group Supervisor, Entry Leader, and Decontamination Leader
5. With whom does the Site Access Control Leader track incident personnel that have passed through the contamination control lines?
- A. Medical Group Supervisor
  - B. Medical Unit Leader**
  - C. USAR Task Force Leader
  - D. ASO – HM
6. Who is in charge of the Safe Refuge Area?
- A. Medical Group Supervisor
  - B. Logistics Section Chief
  - C. Safe Refuge Area Manager**
  - D. None of the above
7. Factors to consider when coordinating with the Medical Group include:
- A. Tracking incident personnel
  - B. Who reports to the medical Group Leader
  - C. Keeping contaminated individuals separated from non-contaminated**
  - D. A and C
8. Where is the Safe Refuge Area established?
- A. The Exclusion Zone
  - B. The Contamination Reduction Zone**
  - C. The Support Zone
  - D. The Incident Command Post
9. Maintaining observations of climatic conditions is a responsibility of the Site Access Control Leader. The main reason for this requirement is:
- A. To plan for long term cleanup of the hazard site
  - B. To prepare for transfer of the hazard site to the property owner
  - C. To prepare for needed adjustments in the location of control lines**
  - D. All of the above
10. The ICS Form 214 should include significant events and be submitted at the end of each operation period to the:
- A. Incident Commander
  - B. HM Group Supervisor**
  - C. Entry Leader
  - D. Safe Refuge Area Manager
-