



INCIDENT COMMAND SYSTEM

Hazardous Materials

LESSON PLAN 10
SITE SAFETY AND
CONTROL PLAN
ICS FORM 209 HM

TOPIC: SITE SAFETY AND CONTROL PLAN ICS FORM 208 HM

TIME FRAME: 20 Minutes

LEVEL OF INSTRUCTION: Level I

BEHAVIORAL OBJECTIVE:

Condition: An ICS Form 208 HM and appropriate information.

Behavior: The student will demonstrate the correct completion of an ICS Form 208 HM and a written test.

Standard: With 80% accuracy according to the information in the instructions for completing the Site Safety and Control Plan (ICS Form 208 HM).

MATERIALS NEEDED: Hand outs - ICS Form 208 HM and instructions for completing ICS Form 208 HM, chalkboard, chalk and eraser, projector and screen.

REFERENCES: ICS-HM-222-8, Instructions for completing the Site Safety and Control Plan, (ICS Form 208 HM).

PREPARATION: The completion of a Site Safety and Control Plan meets the requirements of OSHA law as it relates to worker safety at hazardous materials incidents. The ICS Form 208-HM becomes a useful tool by providing the user a checklist when briefing the haz mat group prior to entry into the Exclusion Zone. The purpose of the ICS Form 208-HM is to enhance your SOP's and safeguard personnel while working in a hazardous area. This form provides information needed to define risks associated with operations in an uncontrolled hazardous materials environment. In reference to OSHA regulations, see 29 CFR 1910.120, Appendix C #7, or California Code of Regulations, Title 8, section 5192, appendix C #7 for additional information on the subject of Site Safety and Control Plans.



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PRESENTATION	APPLICATION
<p>I. PURPOSE</p> <p>A. Federal and state laws</p> <ol style="list-style-type: none">1. 29 CFR 1910.1202. California Code of Regulations, Title 8, Section 5192 <p>B. Enhance the safety of the HazMat Groups operations</p> <ol style="list-style-type: none">1. Becomes a checklist for the pre-entry safety briefing of the entry team.2. Identifies adjustments to SOP's and Safe Work Practices within the Exclusion Zone. <p>III. RESPONSIBILITY</p> <p>A. Rests with the Hazardous Materials Group Supervisor</p> <p>B. The Hazardous Materials Group Supervisor ensures that the Site Safety and Control Plan (ICS Form 208 HM) is developed and implemented.</p> <p>C. Completion of the Site Safety and Control Plan (ICS Form 208 HM) may be delegated. Example: The Hazardous Materials Group Supervisor delegates the completion of the Site Safety and Control Plan (ICS Form 208 HM) to the Assistant Safety Officer HM.</p> <p>D. "Remember", the overall responsibility for incident safety rests with the Incident Commander.</p>	<p>This form must be completed for each entry or work period.</p>



III. INSTRUCTIONS FOR COMPLETING THE ICS FORM 208 HM

A. Form Heading:

1. Item 1 "Incident Name or Number"
2. Item 2 "Date and Time"
3. Item 3 "Operational Period"

Enter date and time form is prepared.

Enter time interval for which the form applies.

B. Section I. Site Information:

1. Item 4 "Incident Location"

Enter incident location by street name, number, or map coordinates.

C. Section II. Organization:

1. Items 5-16 "Organization"

2. Items 17 and 18
"Entry Team: (Buddy System)"
"Decon Element:"

Identified in law

Enter names of ICS positions filled (note #5 and #8 required by law).

Enter names and level of PPE for each employee assigned to entry, back up and decon.

D. Section III. Hazard/Risk Analysis:

1. Item 19 "Material:"
 - a. "Container type", (drum, tank, box)
 - b. "Quantity", (gal., lbs., ft.³)
 - c. "Physical state", (gas, liq., solid)
 - d. "pH", (corrosiveness)

Identified in law

List each material along with its container type, quantity, and chemical and physical properties. List by common chemical name or UNK if unknown.



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<ul style="list-style-type: none"> e. "IDLH", (Immediately Dangerous to Life and Health) f. "F. P." (Flash Point) g. "I. T." (Ignition Temperature) h. "V. P." (Vapor Pressure) i. "V. D." (Vapor Density) j. "S. G." (Specific Gravity) k. "LEL" (Lower Explosive Limit) l. "UEL" (Upper Explosive Limit) <p>2. "Comment:"</p>	<p>Use comments section for observations on unknowns.</p>
<p>E. Section IV. Hazard Monitoring:</p> <ul style="list-style-type: none"> 1. Item 20 "LEL Instrument(s)" 2. Item 21 "O2 Instrument(s)" 3. Item 22 "Toxicity/PPM Instrument(s)" 4. Item 23 "Radiological Instrument(s)" 5. "Comment:" 	<p>Identified in law</p> <p>These are the minimum monitoring instruments required by law.</p> <p>Comment relating to any special monitoring needs.</p>
<p>F. Section V. Decontamination Procedures:</p> <ul style="list-style-type: none"> 1. Item 24 "Standard Decontamination Procedures:" "Yes:" or "No:" 2. "Comment:" 	<p>Identified in law</p> <p>If "No" is checked, explain in the comments section.</p>
<p>G. Section VI. Site Communications:</p> <ul style="list-style-type: none"> 1. Item 25 "Command Frequency" 2. Item 26 "Tactical frequency" 3. Item 27 "Entry Frequency" 4. "Comment:" 	<p>Identified in law</p>



H.	Section VII. Medical Assistance:	Identified in law
1.	Item 28 "Medical Monitoring:" "Yes:" or "No:"	If "No" is checked explain in the Comment section.
2.	Item 29 "Medical Treatment and Transport In-place:" "Yes:" or "No:"	EMS on-site to support entry operations.
3.	"Comment:"	
I.	Section VIII. Site Map:	Identified in law
1.	Item 30 "Site map:"	Indicate map orientation directly under arrow.
a.	"Arrow" (upper right corner)	
b.	"Weather"	
c.	"Command Post"	You may use an existing map from local source as long as the items "a" through "g" are identified.
d.	"Zones"	
e.	"Assembly Areas"	
f.	"Escape Routes"	
g.	"Other"	
J.	Section IX. Entry Objectives:	State the purpose of the entry and list the tasks to be accomplished to the personnel that will be making the entry.
1.	Item 31 "Entry Objectives:"	
K.	Section X. SOP's and Safe Work Practices:	Identified in law
1.	Item 32 "Modifications to Documented SOP's or Work Practices:" "Yes:" "No:"	If "Yes" explain in Comment section.
2.	"Comment:"	



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- L. Section XI. Emergency Procedures:
 - 1. Item 33 "Emergency Procedures:"

Identify means of alerting, rescue and evacuation of hazard site.

Key to ensuring expedient rescue if conditions change or an emergency occurs.



SUMMARY:

The value of the Site Safety and Control Plan, (ICS Form 208 HM) cannot be understated. It is important to organize, plan and communicate to all personnel involved, a standard plan of operational safety for each specific entry. The ICS Form 208-HM is one tool that offers a framework to accomplish the goal of providing A SAFE WORKING ENVIRONMENT for all concerned. This not only meets the requirements of the law, but also is an enhancement to your existing SOP's and safe work practices.


EVALUATION:

Give student quiz I-HM-222 -8.

ASSIGNMENT:

Read instructions for completing the Site safety and Control Plan (ICS Form 208 HM).

SITE SAFETY AND CONTROL PLAN ICS 208-HM 3/98 Page 1 of 3		1. Incident Name:		2. Date Prepared:			3. Operational Period: Time:						
Section I. Site Information													
4. Incident Location:													
Section II. Organization													
5. Incident Commander:			6. HM Group Supervisor:				7. Tech. Specialist - HM Reference:						
8. Safety Officer:			9. Entry Leader:				10. Site Access Control Leader:						
11. Asst. Safety Officer - HM:			12. Decontamination Leader:				13. Safe Refuge Area Mgr:						
14. Environmental Health:			15.				16.						
17. Entry Team: (Buddy System)						18. Decontamination Element:							
Name:			PPE Level			Name:			PPE Level				
Entry 1						Decon 1							
Entry 2						Decon 2							
Entry 3						Decon 3							
Entry 4						Decon 4							
Section III. Hazard/Risk Analysis													
19. Material:		Container Type	Qty.	Phys. State	pH	IDLH	F.P.	I.T.	V.P.	V.D.	S.G.	LEL	UEL
Comment:													
Section IV. Hazard Monitoring													
20. LEL Instrument(s):						21. O ₂ Instrument(s):							
22. Toxicity/PPM Instrument(s):						23. Radiological Instrument(s):							
Comment:													
Section V. Decontamination Procedures													
24. Standard Decontamination Procedures:									YES:		NO:		
Comment:													
Section VI. Site Communications													
25. Command Frequency:				26. Tactical Frequency:				27. Entry Frequency:					
Section VII. Medical Assistance													
28. Medical Monitoring:		YES:		NO:		29. Medical Treatment and Transport In-place:			YES:		NO:		
Comment:													

ICS 208-HM 3/98 Page 2 of 3		Section VIII. Site Map	
30. Site Map:			
			
Weather	Command Post	Zones	Assembly Areas
Escape Routes	Other		
Section IX. Entry Objectives			
31. Entry Objectives:			
Section X. SOP'S and Safe Work Practices			
32. Modifications to Documented SOP's or Work Practices:		YES:	NO:
Comment:			
Section XI. Emergency Procedures			
33. Emergency Procedures:			
Section XII. Safety Briefing			
34. Asst. Safety Officer - HM Signature:		Safety Briefing Completed (Time):	
35. HM Group Supervisor Signature:		36. Incident Commander Signature:	

INSTRUCTIONS FOR COMPLETING THE SITE SAFETY AND CONTROL PLAN
ICS 208-HM 3/98 PAGE 3 OF 3

A Site Safety and Control Plan must be completed by the Hazardous Materials Group Supervisor and reviewed by all within the Hazardous Materials Group prior to operations commencing within the Exclusion Zone.

Item No.	Item Title	Instructions
1.	Incident Name/ Number	Print name and/or incident number.
2.	Date and Time	Enter date and time prepared.
3.	Operational Period	Enter the time interval for which the form applies.
4.	Incident Location	Enter the address and or map coordinates of the incident.
5 - 16.	Organization	Enter names of all individuals assigned to ICS positions. (Entries 5 & 8 mandatory). Use Boxes 15 and 16 for other functions: i.e. Medical Monitoring.
17 - 18.	Entry Team/Decon Element	Enter names and level of PPE of Entry & Decon personnel. (Entries 1 - 4 mandatory buddy system and backup.)
19.	Material	Enter names and pertinent information of all known chemical products. Enter "UNK" if material is not known. Include any that apply to chemical properties. (Definitions: ph = Potential for Hydrogen (Corrosiveness), IDLH = Immediately Dangerous to Life and Health, F.P. = Flash Point, I.T. = Ignition Temperature, V.P. = Vapor Pressure, V.D. = Vapor Density, S.G. = Specific Gravity, LEL = Lower Explosive Limit, UEL = Upper Explosive Limit)
20 - 23.	Hazard Monitoring	List the instruments that will be used to monitor for chemical.
24.	Decontamination Procedures	Check "NO" if modifications are made to standard decontamination procedures and make appropriate Comments including type of solutions.
25 - 27.	Site Communications	Enter the radio frequency (ies) that applies.
28 - 29.	Medical Assistance	Enter comments if "NO" is checked.
30.	Site Map	Sketch or attach a site map that defines all locations and layouts of operational zones. (Check boxes are mandatory to be identified.)
31.	Entry Objectives	List all objectives to be performed by the Entry Team in the Exclusion Zone and any parameters that will alter or stop entry operations.
32 - 33.	SOP's, Safe Work Practices, and Emergency Procedures	List in Comments if any modifications to SOP's and any emergency procedures that will be affected if an emergency occurs while personnel are within the Exclusion Zone.
34 - 36.	Safety Briefing	Have the appropriate individual place their signature in the box once the Site Safety and Control Plan is reviewed. Note the time in box 34 when the safety briefing has been completed.

Incident Command System Hazardous Materials Module
I-HM-222-8 Quiz

NAME: _____ DATE: _____

Site Safety and Control Plan ICS Form 208 HM

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 a fire are called:

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

1. The purpose of the Site Safety and Control Plan ICS Form 208 HM is to:
 - A. Record HM Group actions at an incident for legal documentation purposes.
 - B. Have on hand to present to OSHA officials during an incident.
 - C. Brief "all incident personnel to ensure safe operations at a hazardous materials incident.
 - D. Enhance the safety of the Haz Mat Group and use as a checklist for the pre-entry briefing of the entry team.

2. The Site Safety and Control Plan ICS Form 208 HM must be completed?
 - A. For each hazardous materials incident
 - B. At the end of each operational period
 - C. For each entry or work period
 - D. At the discretion of the Assistant Safety Officer HM

3. When entering names of personnel that are filling ICS positions in Section II Organization, on the Site Safety and Control Plan ICS Form 208 HM, which 2 positions are required by law?
 - A. Incident Commander and HM Group Supervisor
 - B. Incident Commander and Technical Specialist HM Reference
 - C. Incident Commander and Assistant Safety Officer HM
 - D. Incident Commander and Safety Officer

4. The completion of a Site Safety and Control Plan ICS Form 208 HM meets the requirements of what State and Federal laws?
 - A. CCR Title 8, Section 5192 and 49 CFR
 - B. CCR Title 19, Section 2520 and 29 CFR 1910.120
 - C. CCR Title 8, Section 5192 and 29 CFR 1910.120
 - D. None of the above

5. Elements of a Site Safety and Control Plan that are identified in law include all of the following except:
 - A. Hazard/Risk Analysis
 - B. Medical Monitoring
 - C. SOP's and Safe Work Practices
 - D. Entry Objectives

6. When completing Section VIII Site Map, you may use an existing map from a local source as long as the items "a" through "g" are identified?
 - A. True
 - B. False

7. Your Hazardous Materials Company uses a 3 pool standard decontamination procedure. You are at a hazardous materials incident and your company opts to use a 1 pool set-up on this particular incident. This change in procedure could be noted in Section(s)?
 - A. I. Site Information
 - B. V. Decontamination Procedures
 - C. X. SOP's and Safe Work Practice
 - D. Both B and C

8. The Site Safety and Control Plan ICS Form 208 HM, is one tool that offers a framework to accomplish the goal of a safe working environment for all concerned:
 - A. True
 - B. False

9. Responsibility for the development and implementation of the Site Safety and Control Plan ICS Form 208 HM rests with?
 - A. Incident Commander
 - B. Assistant Safety Officer HM
 - C. Hazardous Materials Group Supervisor
 - D. Entry Leader

10. Completion of the Site Safety and Control Plan ICS Form 208 HM, may be delegated?
 - A. True
 - B. False

Incident Command System Hazardous Materials Module
I-HM-222-8 Keyed Quiz

NAME: _____ DATE: _____

Site Safety and Control Plan ICS Form 208 HM

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

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- D. Enhance the safety of the Haz Mat Group and use as a checklist for the pre-entry briefing of the entry team.**

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- C. For each entry or work period**
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- B. Incident Commander and Technical Specialist HM Reference
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- D. Incident Commander and Safety Officer**

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 - B. Assistant Safety Officer HM
 - C. Hazardous Materials Group Supervisor**
 - D. Entry Leader
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- A. True**
 - B. False