The Police Commission

CITY AND COUNTY OF SAN FRANCISCO

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March 13, 2017

Chief William Scott
Chief of Police

Dear Chief Scott:

At the meeting of the Police Commission on Wednesday, March 1, 2017, the following resolution was adopted:

RESOLUTION 17-13

ADOPTION OF REVISED DEPARTMENT GENERAL ORDER 8.07, "HAZARDOUS MATERIALS"

RESOLVED, that the Police Commission hereby approves to adopt revised Department General Order 8.07, "Hazardous Materials," which states:

HAZARDOUS MATERIAL INCIDENTS

This order establishes policies and procedures for officers and supervisors to follow when a hazardous material incident poses a safety threat to citizens. The order explains the levels of responsibility, including those of police and fire department personnel.

I. DEFINITIONS

A. HAZARDOUS MATERIAL. Any substance, in any amount, that when released outside of its normal containment poses a threat to human health and safety or the environment or any substance designated as hazardous under state and/or federal regulations or city ordinances.

B. HAZARDOUS WASTE. Hazardous waste is any waste that because of its quantity, concentration, or physical, chemical, or infectious characteristics, poses a present or potential hazard to human health and safety, or a potential hazard to the environment, e.g., used motor oil, acids that have passed their expiration date, etc.

C. HAZARDOUS MATERIAL INCIDENT. A hazardous material incident is a condition caused by the release of any hazardous material or hazardous waste that poses a threat to the health and safety of the public or the environment.

II. POLICY

A. RESPONSIBILITIES

1. HANDLING. It is the policy of the City and County of San Francisco that the primary authority and responsibility for all non-criminal hazardous material incidents within the city rests with the San Francisco Fire Department (SFFD). The San Francisco Police Department (SFPD) will supply technical and resource support and joint Incident Command, pursuant to the Incident Command System (ICS). The Office of Emergency Services (OES) will assist in major incidents. The California Highway Patrol (CHP) will manage hazardous material incidents on state freeways that lie within the City and County of San Francisco. The following guidelines specify the responsibility for handling specific types of hazardous material:

a. The SFFD is responsible for the handling of all incidents involving hazardous materials with no criminal intent at all locations under the jurisdiction of the City and County of San Francisco. If the incident is a result of a criminal act or attempted criminal act, the SFPD Special Investigations Division (SID), with the assistance of certified bomb technicians of the SFPD Explosive Ordnance Disposal (EOD) Unit, shall have the primary responsibility for the investigation.

b. Investigation of suspected terrorist and/or Weapons of Mass Destruction Incidents shall rest with the Federal Bureau of Investigation, with assistance from the SFPD SID and certified bomb technicians of the SFPD EOD Unit.

c. Pursuant to 2454(b) CVC, SFPD and SFFD share responsibilities for hazardous material releases that result from incidents on local streets or roads.

d. Incidents involving the disposal of crystallized picric acid, crystallized ether, or other unstable and potentially explosive agents shall be handled by certified bomb technicians of the SFPD EOD Unit.

III. PROCEDURES

A. HAZARDOUS MATERIAL INCIDENT. When confronted with a potential or actual hazardous material incident, members shall follow these procedures:

1. SAFETY. When possible, members should approach a hazardous material incident upwind and/or upgrade. When possible, members should avoid positioning themselves in a place where they cannot conduct a safe assessment of the scene. When possible, members should avoid making contact with the suspect material. All substances should be presumed dangerous until the SFFD Hazardous Materials Unit (HazMat), SFPD EOD Unit certified bomb technicians or the Department of Public Health (DPH) has analyzed the substance and identified it is harmless.

2. ISOLATE AND DENY ENTRY. Members shall establish a sufficient perimeter, taking into consideration all known atmospheric conditions and possible changes in wind direction. Members shall treat the incident as a Critical Incident and deny entry of all non-essential personnel into the perimeter. Members shall follow the guidelines listed in the Department of Transportation (DOT) Emergency Response Guidebook and/or the recommendations of the SFFD HazMat Unit, SFPD EOD Unit or the DPH.

3. NOTIFICATION. Upon arrival to a hazardous material incident, members shall notify Dispatch and request to have the SFFD HazMat Unit respond to the scene. Members shall identify a safe avenue of approach to the incident and have Dispatch broadcast this information to all responding units. Members shall also notify a district supervisor and request that he/she respond to the scene. The

district supervisor shall contact the Officer-In-Charge (OIC) of the district and SFPD Department Operations Center (DOC) as soon as practical. The DOC is responsible for notifying the SFPD EOD Unit of the incident.

. IDENTIFY AND ASSESS THE HAZARD. Members should attempt to visually identify that hazardous material (inspection of shipping papers, material safety data sheet (MSDS), posed NFPD placards, etc.) without exposing themselves to the hazard.

5. RESCUE. Rescue of persons from a contaminated area shall not be attempted unless the member has the appropriate Department-issued personal protective equipment (PPE), including respiratory protection. Per CALOSHA requirement 5144, members must have undergone Department approved training in the use of that equipment prior to its use, including Fit Testing.

6. INCIDENT REPORT. The first SFPD member on the scene of a hazardous material incident involving a criminal or attempted criminal act is responsible for writing the incident report, unless relieved of this duty by a supervisor. If the criminal or attempted criminal act causes injury, the incident report shall be assigned to SID for investigation and a copy shall be sent to the SFPD EOD Unit. If the criminal or attempted criminal act causes death to a human being, the incident report shall be assigned to Homicide for investigation and a copy shall be sent to the SFPD EOD Unit and SID.

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B. OFFICER-IN-CHARGE RESPONSIBILITIES. When notified of a hazardous material incident, the OIC of the district shall respond to the scene and follow these procedures:

1. PERIMETER. Upon arrival at the scene, the OIC shall establish a perimeter, taking into consideration all known atmospheric conditions and possible changes in wind direction. The OIC shall treat the incident as a Critical Incident and deny entry of all non-essential personnel into the perimeter. The OIC shall follow the guidelines listed in the DOT Emergency Response Guidebook and/or the recommendations of the SFFD HazMat Unit, SFPD EOD Unit or the DPH.

2. COMMAND POST. Upon arrival at the scene, the OIC shall establish a command post at a safe distance outside the perimeter. The command post should be upwind and/or uphill from the incident and should be situated after considering the possibility of changing atmospheric conditions (wind direction, temperature, etc.). The OIC shall report the location of the command post to Dispatch and specify a safe avenue of approach (refer to DGO 8.01, Critical Incident Evaluation and Notification).

3. VACUATION/SHELTER IN PLACE NOTIFICATIONS. The OIC, in consultation with the on-scene SFPD HazMat Unit and the SFPD EOD Unit, shall facilitate all mandatory evacuations and/or shelter in place notifications.

C. UNLAWFUL DISPOSAL OF HAZARDOUS WASTES

1. NOTIFICATION. Members who encounter incidents involving illegal hazardous waste disposal shall request Dispatch to contact the SFFD HazMat Unit.

2. IINCIDENT REPORT. The first SFPD member on the scene of an illegal hazardous waste disposal is responsible for writing the incident report unless relieved of this duty by a supervisor. If the

hazardous waste disposal incident causes injury, the incident report shall be assigned to SID for investigation and a copy shall be sent to the SFPD EOD Unit. If the hazardous waste disposal incident caused death to a human being, the incident report shall be assigned to Homicide for investigation and a copy shall be sent to the SFPD EOD Unit and SID. All other incidents shall be assigned to the district Station Investigation Teams (SIT) for any follow-up investigation.

D. CHEMICAL DISPOSAL. If a citizen requests information regarding chemical disposal in a non emergency situation, members shall inform the citizen to contact a commercial handler listed in the telephone directory or contact the Department of Public Health's Hazardous Material Program.

E. CONTAMINATION/DECONTAMINATION. If a member has been contaminated or suspects he/she may have been contaminated, the member shall immediately contact the SFFD HazMat Unit to request decontamination. The member shall immediately report to San Francisco General Hospital, if deemed necessary by the SFFD HazMat Unit or any other emergency medical services personnel at the scene.

All suspected contaminations resulting from a criminal act or attempted criminal act shall be reported to SID for investigation and direction on evidence related issues.

The contaminated member's supervisor shall contact the SFPD EOD Unit and provide the circumstances involved in the (suspected) contamination. The supervisor shall ensure that a description of decontamination efforts of the member are documented in an incident report. The supervisor shall complete all required work-related illness/injury forms for the member. The member shall submit a memorandum to his/her commanding officer indicating the specifics of the (suspected) contamination as soon as practical.

References

Event Management Manual, SFPD
D.O.T. Emergency Response Guidebook.
San Francisco Department of Public Health, Bureau of Toxins, Health and Safety Services

AYES: Commissioners Turman, Mazzucco, Marshall, DeJesus, Melara, Hing

Very truly yours,

Rachael Kilshaw

Sergeant Rachael Kilshaw
Secretary
San Francisco Police Commission

cc: Sergeant G. Buckner/Written Directives