

Prevent the Event

Planning for Interactions With Government

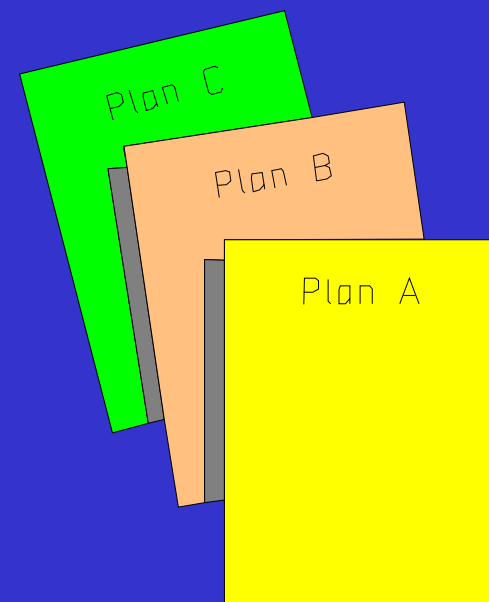
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J E N N E R & B L O C K

March 5, 2002

Planning for Government Interactions

- ▶ Planning for First Responders
- ▶ Planning for Release Reporting
- ▶ Planning for Other Concerns
- ▶ Practice, Practice, Practice



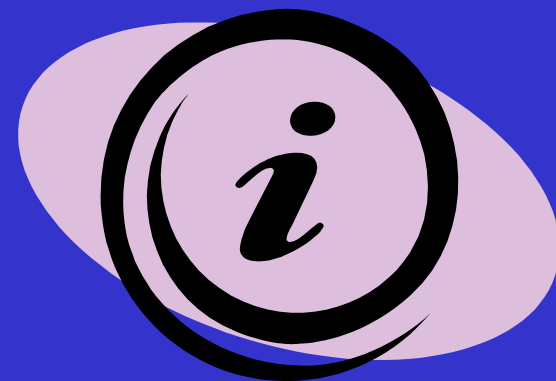
Planning for Government Interactions

- ▶ One Primary Contact Person who is Knowledgeable about Facility and its Operations
 - ✓ Not Impaired by Management or Media Communications Duties
- ▶ Multiple Copies of Disaster Management Plan, Some Electronic



Planning for First Responders

- ▶ Information about Facility
- ▶ Information about People
- ▶ Information about On-Site Materials
- ▶ Information about Off-Site Resources
- ▶ Information Management During the Disaster



Information about Your Facility

Utility shutoffs	Location of each building
Water hydrants	Floor plans
Water main valves	Alarm and enunciators
Water lines	Fire extinguishers
Gas main valves	Fire suppression systems
Gas lines	Exits
Electrical cutoffs	Stairways
Electrical substations	Designated escape routes
Storm drains	Restricted areas
Sewer lines	High-value items

Information about Your People

- ▶ List of Employees, Next of Kin, Emergency Phone Numbers, Designated Evacuation Areas
- ▶ Information on Which Employees are Off-Site
- ▶ List of Visitors, Contractors, etc.
- ▶ List of Employees with Emergency Response Duties



Information About Your On-Site Materials

- ▶ Material Safety Data Sheets
- ▶ Quantities, Locations
- ▶ Is it on any Government Hazardous or Toxic List?
- ▶ What happens When Mixed with Water or Other Chemicals You Have On-Site?
- ▶ How Much can be Released Before Notification Required?
- ▶ Supplier Technical Contact Information



Information About Off-Site Resources



- ▶ List of Consultants
- ▶ List of Emergency Equipment Vendors
- ▶ List Community Service Organizations
- ▶ Identify Temporary Storage, Office Space
- ▶ Business Resumption Plan

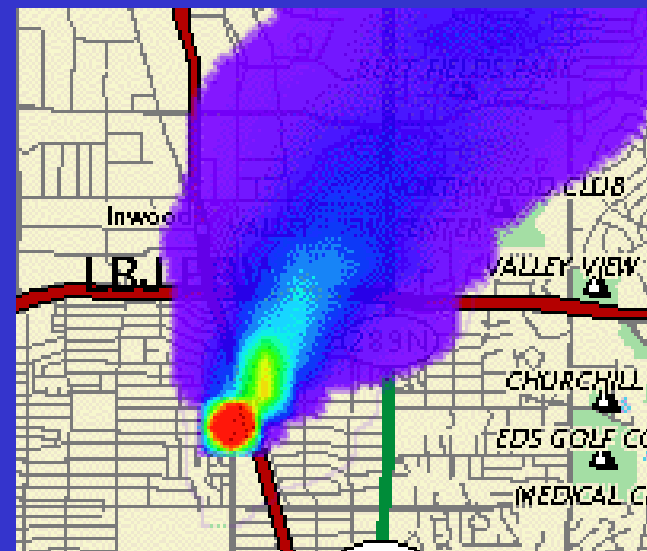
Information Management During the Disaster

- ▶ Have a Copy (No Confidential Information) of Disaster Plan for First Responders to Use
- ▶ Keep Records of
 - ✓ Who Came On-Site
 - ✓ Who Left
 - ✓ What Happened



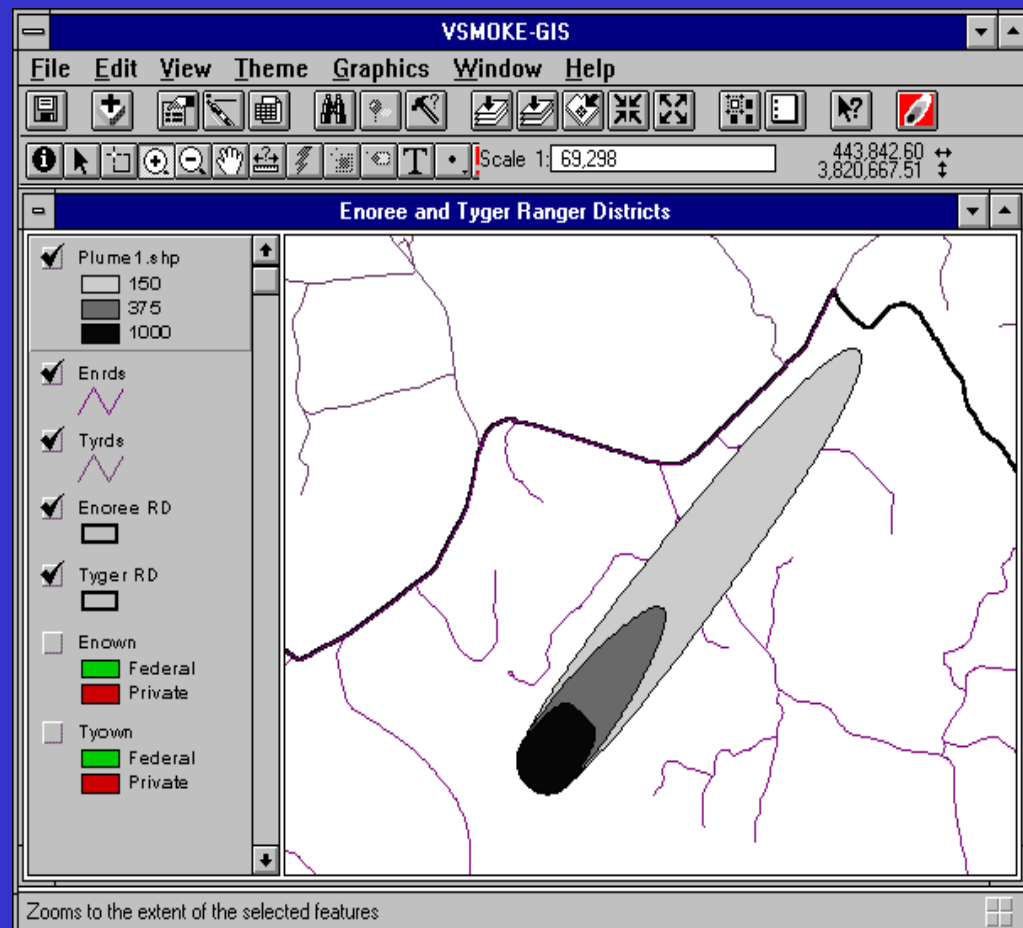
Planning for Release Reporting

- ▶ What Materials are On-Site?
- ▶ How Much Leaked?
- ▶ Where Did It Go?
- ▶ What Exposure? What Impact?
- ▶ Who Do You Need to Report It To?



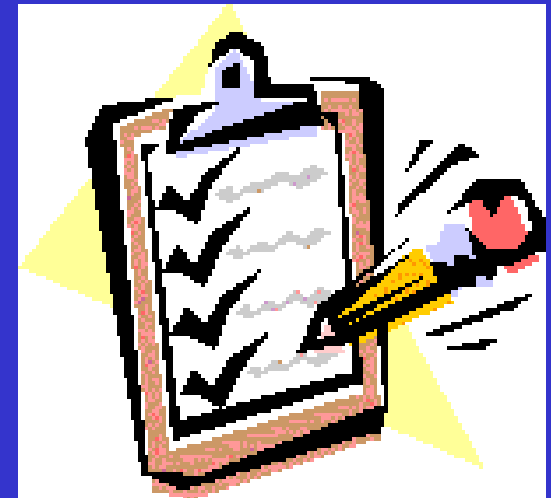
Planning for Release Reporting

- ▶ There are Many Commercial Software Packages for Calculating Exposure and Impact
- ▶ They can be Tied to GIS Information Systems



Notification to Government Agencies

- ▶ Make a List of Federal, State and Local Agencies to Notify
- ▶ Determine in Advance What Questions They Will Ask
- ▶ Prepare Forms to Use When Calling, Including Time of Call and Contact or Notification Number



Planning for Other Concerns

- ▶ Protect Your Confidential Business Information
- ▶ Do Not Provide False Information to Government
 - ✓ 18 U.S.C. §1001 imposes felony criminal liability for any knowing false statement to any department or agency of the United States.



Practice, Practice, Practice

- ▶ Finalize and Practice Your Disaster Management Plan
 - ✓ Section 112(r) of the Clean Air Act and OSHA Process Safety Management Require Certain Emergency Response Activities - You Must Implement These
 - ✓ Unless you Practice, Your Plan Will Not Work and Your Liability is Increased
 - ✓ Facilities that Prepare, Practice, and Implement Plans have Dramatically Lower Liability

SUMMARY

- ▶ Prepare a Plan for all Reasonable Contingencies
- ▶ Update the Plan on a Periodic Basis
- ▶ Practice the Plan to Identify Problems, Ensure Familiarity, and Lower Liability

