

**Course Welcome**

This course introduces you to the Hazardous Materials (HazMat) planning process. At the end of this course, you should be able to:

- Determine who should be involved in the HazMat planning process.
  - Identify and rate HazMat risks in your jurisdiction.
  - Assess response resources to determine limitations and shortfalls.
  - Explore potential sources for needed resources.
  - Develop a HazMat planning strategy.
  - Develop a strategy for training and exercising the plan.
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**Getting Ready To Take This Course**

This course is divided into six instructional lessons and a summary and final exam lesson.

A lesson list will be presented at the beginning and end of each lesson to help you keep track of your place within the course.

**Lesson 1: Why Plan for HazMat Incidents?**

Hazardous materials have become a part of everyday life. When produced, stored, transported, and used properly, hazardous materials make our lives easier. When mishandled or when accidents occur, hazardous materials can present a deadly threat to public health and safety.

Lesson 1 will introduce the benefits of and reasons for HazMat planning.

**Lesson 2: The Basis for HazMat Planning**

The basis for HazMat planning lies in Federal and State regulations and local ordinances. It is important that you understand the requirements of regulations and ordinances so that your plan meets all necessary requirements.

HazMat planning should not “start from scratch” but should be based on your jurisdiction's Emergency Operations Plan.

Lesson 2 describes the main regulatory requirements for HazMat planning and the organization of an all-hazard EOP.

**Lesson 3: Beginning the Planning Process**

Where should you begin your planning process? What types of incidents should you plan for? What hazards does your jurisdiction face, and what are the risks? Who should be involved? What resources does your jurisdiction have? What might you need?

Lesson 3 will help you work through all of these questions so that you can approach the planning process with a strategy that meets your jurisdiction's needs.

**Lesson 4: Identifying Hazards**

Before you can plan, you need to know the types of incidents to plan for. Identifying the hazards—the chemicals in and around your jurisdiction—will provide information about the types of incidents that could occur.

Lesson 4 will describe the steps required to identify the hazards and suggest sources that can help you gather the information you need.

**Lesson 5: Analyzing Vulnerabilities**

After identifying the chemicals that could pose a threat to your jurisdiction, you will need to analyze your jurisdiction's vulnerability to the hazards. In other words, how vulnerable is your jurisdiction to an incident involving one of these chemicals?

Lesson 5 will present the steps required to identify your jurisdiction's vulnerabilities.

**Lesson 6: Establishing Response Priorities**

After identifying the chemicals that could pose a threat to your jurisdiction and analyzing your jurisdiction's vulnerability, you will need to analyze the overall risk and determine which areas require the most immediate response should an incident occur.

Lesson 6 will present the steps to follow to analyze your jurisdiction's overall level of risk and establish response priorities.

**Lesson 7: Assessing Resources**

A critical part of your planning process is identifying what resources and capabilities within the jurisdiction are available to respond to a HazMat incident. With this knowledge, you can develop a HazMat Appendix with an understanding of what resources you have and where your resource gaps are.

Lesson 7 will cover the purpose and benefits of assessing resources for a HazMat response.

**Lesson 8: Developing the HazMat Appendix**

Developing the HazMat Appendix is cyclical and involves the continuous process of training, exercising, and revising.

Lesson 7 will describe the steps required to develop your jurisdiction's HazMat Appendix. The lesson will also cover the types of training that may be required and strategies for exercising the appendix.

**Lesson 9: Course Summary**

The course summary reviews the information presented and gives you an opportunity to assess what you have learned.

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## Lesson Overview

Local and State Governments develop plans for almost everything. Nearly every jurisdiction has a fiscal plan, a development plan, a transportation plan, and of course, an emergency operations plan.

Jurisdictions plan now to determine what must be done to prepare for the future. Because of the risks posed by hazardous materials—or HazMat—it only makes sense to plan for emergencies involving them. This lesson describes:

- Reasons for planning for HazMat incidents.
  - The costs of **not** planning.
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## Why Plan?

Communities need HazMat planning to:

- Respond effectively and efficiently to HazMat incidents.
- Reduce the risk of injury and loss of life.
- Prevent or minimize property damage.
- Protect the environment.

Most outcomes of a HazMat incident are bad—but some can be **very** bad if the response is not timely or well managed.

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## Planning To Manage Resources

To contain the consequences of a HazMat incident, jurisdictions must use their resources wisely and have a framework for response that helps to ensure that the resources can be directed where they are needed most.

Effective resource management is accomplished through planning.

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## Other Benefits of Planning

HazMat planning:

- Enables community leaders to think through the decisions and alternatives available should a HazMat incident occur.
- Provides awareness about consequences that the planning team may not otherwise have.
- May inspire the community to take long-term action to minimize identified risks.

For example, planning for a possible train derailment involving several tank cars with toxic materials may serve as a reminder that an elementary school is in a high-risk area.

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## The Costs of Not Planning

The consequences of not planning for a HazMat incident are grim. Citizens and responders could be killed or injured. The environment could be contaminated. Property could be damaged.

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Each of these consequences has a single bottom line—cost. Whether the cost is in rebuilding, opportunity cost, or liability, the costs of inattention to HazMat planning can be enormous.

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**Lesson Summary**

There are many benefits to HazMat planning as part of comprehensive emergency planning, and the costs for not planning are potentially high.

HazMat planning can help you to identify the threats you face, the resources you have to respond, and other resources that you may need. It can also help you ensure that those who respond to HazMat incidents do so safely.

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