

CHAPTER 12
HAZARDOUS MATERIALS EMERGENCY RESPONSE TRAINING
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CHAPTER 12

HAZARDOUS MATERIALS EMERGENCY RESPONSE TRAINING

1. GENERAL.

a. Purpose. Hazardous materials (HM) emergency response operations are for releases of, or substantial threats of releases of, HM or substances which cause, or are likely to cause, increased levels of exposure from the release, or which pose a danger to the health and safety of the public and departmental personnel. To maintain compliance with federal and state regulations, and in keeping with the Department's mission to ensure the highest level of public Safety, Service, and Security, a viable and progressive HM emergency response operations training program has been established.

b. Definitions.

(1) Instructor. A departmental employee who has fulfilled the certification requirements to instruct a course covered in this chapter.

(2) Instructor Candidate. A departmental employee, selected by their Division to teach a given class, who has not fulfilled the certification requirements to instruct a course covered in this chapter.

(3) Course Manager. An instructor who is teaching a course in conjunction with two or more instructors, and is responsible for the overall content, coordination, and documentation associated with a training course.

(4) Division Coordinator. An individual designated by a Division Special Services commander to coordinate Divisionwide course instruction for training contained within this chapter, to assist Areas as needed, and to verify all required training has been provided.

(5) Radiation Safety Officer. The Department's Radiation Safety Officer (DRSO) draws from varying scientific disciplines to develop principles, procedures, and techniques for the protection of personnel, the public, and the environment from the effects of radiation. The DRSO is trained and knowledgeable in radioactive materials (RAM) regulations, properties, required regulatory procedures, biological impacts, emergency response and medical procedures, and safety considerations.

(6) Outreach Instructor. A departmental employee who has been certified by the California Specialized Training Institute (CSTI) and approved to teach

CSTI-certified classes listed under Title 19, Public Safety, of the California Code of Regulations (CCR), Section 2520, Student Certification Curriculum.

c. Scope. Training requirements are based on an employee's job classification or duties. Nothing in this section shall be construed to limit the training of personnel if such training is deemed necessary for safety or beneficial to the Department. For guidance related to the Commercial Vehicle Safety Alliance North American Standard (NAS) program courses, including NAS Level I Commercial Enforcement Training, General HM Inspection, Cargo Tank Inspection, Other Bulk Package Inspection, NAS Level VI Enhanced RAM Inspection, and Passenger Vehicle Inspection/Motorcoach courses, refer to Highway Patrol Manual (HPM) 82.6, Commercial Enforcement Manual, Chapter 16, Commercial Enforcement Program Training.

(1) Initial Hazardous Materials Emergency Response Training. The initial HM emergency response training requirements are as follows:

(a) First Responder Awareness. Nonuniformed personnel who are likely to encounter HM during the course of their regular duties (e.g., Automotive Technicians, Motor Carrier Specialists, Commercial Vehicle Inspection Specialists) shall be trained to the level of First Responder Awareness (FRA). This training provides students with a basic understanding of HM identification and assessment techniques, an applied knowledge of the use of the United States Department of Transportation Emergency Response Guidebook, and the purpose and necessity of making notifications to initiate the Incident Command System.

(b) First Responder Operations. All uniformed personnel shall at a minimum be trained to the level of First Responder Operations (FRO). Personnel trained at the FRO level are able to respond in a defensive fashion to releases or potential releases of hazardous substances as part of the initial response to the site for the purpose of protecting nearby persons, property, and/or the environment from the effects of the release. The prerequisite for attending FRO training is FRA certification.

(c) Hazardous Materials Incident Command. Sergeants, lieutenants, and captains shall be trained to the level of Hazardous Materials Incident Command (HMIC). Officers may complete the HMIC course. The incident commander is responsible for the overall management of an incident. The prerequisite for attending HMIC training is FRO certification.

NOTE: For specific details regarding HMIC, operations, and reporting, refer to Chapter 2, Hazardous Materials Incident Command and Reporting, of this manual.

(d) Hazardous Materials Technician and/or Specialist. Hazardous Materials Technician and/or Specialist training may be attended by any uniformed member of the Department at the discretion of their Division.

1 An HM Technician responds to releases or potential releases of hazardous substances for the purpose of stopping the release. The HM Technician assumes a more aggressive role than a first responder at the operations level, and would also act as the safety officer. The prerequisite for attending HM Technician training is FRO certification.

2 An HM Specialist responds with and provides support to HM Technicians. The duties of an HM Specialist parallel those of the HM Technician; however, HM Technician duties require a more directed or specific knowledge of the various substances they may encounter. The HM Specialist would also act as the site liaison with federal, state, local, and other government authorities in regard to site activities. The prerequisite for attending HM Specialist training is HM Technician certification.

NOTE: Completion of HM Technician and/or Specialist training does not exempt a sergeant from attending initial HMIC training.

(e) Hazardous Materials Instructor Certification. This training is provided by CSTI and provides personnel with standardized training to certify them as FRA, FRO, and/or HMIC outreach instructors. Outreach instructors must successfully complete and pass the training course for which they will instruct.

(2) Radioactive Materials Training.

(a) Radioactive Materials Awareness. Sergeants shall be trained to the level of RAM Awareness unless they have attended Radioactive Materials Response and Enforcement (RMRE). Radioactive Materials Awareness training provides an introduction to RAM emergency response. The training will furnish a basic understanding of RAM and radiation, including natural occurrences in the environment, functional uses to humanity, biological impacts, and emergency response.

(b) Radioactive Materials Response and Enforcement. Officers and sergeants assigned to the commercial enforcement program are required to attend RMRE. The RMRE training expands on RAM Awareness training, and provides an understanding of RAM regulations related to transportation and enforcement. This training provides personnel with the tools necessary to locate, adjudicate, and take enforcement action related to radiation detection events.

(c) Radioactive Materials Instructor. Radioactive Materials Instructor training is hosted annually by Commercial Vehicle Section (CVS), and provides students with RMRE initial training and materials to provide RAM Awareness, RMRE initial, and RMRE refresher instruction to the field. This training also provides instruction for the NAS Level VI Enhanced RAM Inspection refresher, enabling students to teach this course to the field.

(3) Refresher Training. Course refresher training requirements are as follows:

(a) Hazardous Materials Emergency Response. Each employee shall complete annual refresher training corresponding to the highest level of training completed or the level for which they are required to maintain. Refresher training shall consist of either a certified course conducted by an HM outreach instructor or a departmentally approved online training, when available.

1 When an officer attends HMIC refresher training, the requirement to attend annual refresher training for FRO is satisfied.

2 When an employee has completed HM Technician and/or Specialist initial/refresher training, the requirement to attend annual refresher training for any other training level is satisfied for that year.

3 When an HM outreach instructor has instructed a course for a level equal to or greater than what they are required to maintain, the requirement to attend annual refresher training for FRO or HMIC is satisfied.

(b) Radioactive Materials. Officers and sergeants assigned to the commercial enforcement program are required to annually attend RMRE refresher training. Refresher training shall consist of either a course conducted by a RAM instructor or a departmentally approved online training, when available.

1 When a RAM instructor has attended the annual RAM instructor course or instructed an RMRE course, the annual refresher training for the RMRE course is satisfied.

2. POLICY AND PROCEDURES.

a. Regulations. Hazardous materials emergency response training is regulated by Title 19, CCR, Subchapter 2, Hazardous Substances Emergency Response Training, Sections 2510 through 2560, and Title 8, Industrial Relations, CCR, Section 5192, Hazardous Waste Operations and Emergency Response.

b. Course Compliance. Instructors certified to teach CSTI curriculum shall comply with the regulations outlined in Title 19, CCR, Sections 2510 through 2560.

c. Course Requirements. Courses identified in this chapter have specific requirements related to prerequisites, hours of attendance, testing, and refresher training. Prior to applying for or attending any course outlined in this chapter, students shall:

(1) Obtain approval through channels.

(2) Successfully complete all prerequisite training requirements.

(3) Familiarize themselves with the contents of this chapter applicable to the training they plan to attend.

d. Instructor Responsibilities. Personnel shall not teach any class covered by this chapter unless they complete and maintain the required instructor certification. Instructors and instructor candidates shall familiarize themselves with the contents of this chapter prior to instructing or participating in any course.

(1) Instructors. The following items shall be adhered to by all instructors:

(a) Outreach instructors shall complete the HM Instructor Certification course provided by CSTI. Instructor certification must be maintained in accordance with CSTI policy and Title 8, CCR.

(b) Instructors and instructor candidates shall meet the requirements outlined in HPM 82.6, Chapter 16.

e. Course Manager. Course managers are responsible for the overall administration of a course and shall ensure the course adheres to the requirements of this chapter.

- (1) Course Notification. Six weeks prior to conducting any HM response course, CSTI shall be notified and a course number shall be obtained.
 - (2) Course Completion. The course manager shall provide CVS with a copy of the course roster within six weeks of course completion, via e-mail, at CVSTraining@chp.ca.gov. The subject line of the e-mail shall contain the entry "HM Roster" to ensure proper routing.
 - (3) Student Records. In accordance with Title 19, CCR, Section 2540, course managers shall maintain a copy of all applicable course documentation and the original student answer sheets for a minimum of five years from the date of course completion.
- f. Required Course Materials and Training Aids.
- (1) Instructors are required to use approved course materials.
 - (2) Prior to their use in any course, an instructor who seeks to substitute or add course materials shall submit a copy of the material(s) to CVS for review and approval.
- g. Professional Conduct. All instructors teaching, coordinating, or monitoring a course shall:
- (1) Provide an honest and accurate representation of the instructor's educational background and work experience to students as it relates to the course of instruction.
 - (2) Demonstrate professional conduct and provide an atmosphere conducive to learning.
 - (3) Utilize class time for enhancing the learning of students and not for personal motives.
 - (4) Teach only subjects in which the instructor is qualified based on training, experience, and certification.
- h. Safety Policy. Refer to HPM 82.6, Chapter 16, paragraph 2.m.(7), for classroom safety procedures.
- (1) Student Responsibility. Refer to HPM 82.6, Chapter 16, paragraph 4.e., for student/personnel responsibilities.
- i. Quality Control/Review Process. Refer to HPM 82.6, Chapter 16, paragraph 3., for course review procedures.

j. Instructor Decertification. If the CVS commander determines the deficiencies cannot be corrected through remedial training, the instructor shall be decertified. The decertification of instructors will be coordinated between CVS and the affected Division. Instructors will be notified of the conditions, duration, and courses to which decertification will apply. The following items may result in instructor decertification:

- (1) Failure to adhere to the policies, procedures, or administrative requirements for delivering, documenting, or certifying a course as set forth in this chapter.
- (2) Failure to correct all deficiencies identified in a review.
- (3) Failure to teach the minimum number of hours.
- (4) Unsafe or unprofessional conduct, regardless of the area of instruction in which the conduct occurred.

k. Instructor Recertification.

- (1) An instructor who was decertified for unsafe or unprofessional conduct is not eligible for recertification in any course covered by this chapter.
- (2) An HM emergency response instructor who was decertified for any other reason may, with concurrence of their Division and the CVS commander, be recertified by successfully completing the CSTI instructor certification course.
- (3) A RAM instructor may recertify by attending the annual RAM instructor course offered by the Department.

3. RESPONSIBILITY.

a. Field Divisions. Field Divisions shall ensure that appropriate management controls are maintained through the Division coordinator for the training programs.

- (1) Field Divisions shall coordinate with CVS and the Areas within their Division to ensure there is an adequate instructor pool to meet operational needs.
- (2) Commercial Vehicle Section shall be contacted to coordinate the certification of additional instructors.

(3) Field Divisions shall e-mail CVS, at CVSTraining@chp.ca.gov, with a current certified-instructor list for all courses described in this chapter at the end of each calendar year.

b. Division Coordinators.

(1) Division coordinators shall:

(a) Ensure required HM emergency response initial and refresher training courses are provided for personnel to maintain current certification.

(b) Ensure sufficient HM emergency response instructors are maintained throughout the Division and additional personnel are sent to instructor training, as needed.

(c) Act as liaison between CVS and the field for training requests, questions, or clarification regarding policy contained in this chapter.

c. Commercial Vehicle Section. Commercial Vehicle Section shall maintain, at a minimum, one Radiation Safety Officer (RSO) and one HM Specialist. The RSO and HM Specialist shall maintain expertise in their respective programs covered by this chapter. Commercial Vehicle Section shall review training materials, maintain records, and provide support to course instructors.