

SECTION VII

HAZARDOUS MATERIALS INCIDENT EVACUATION PLAN

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HAZARDOUS MATERIALS INCIDENT EVACUATION PLAN

I. SITUATION AND ASSUMPTIONS

A. Situation.

1. College buildings are located within a half mile of main traffic routes and railroad tracks.
2. Various cargos are transported that are or can become hazardous to persons in the area in case of accidents or derailment.
3. Small amounts of hazardous materials are onsite. Situations such as air disasters, gas line leaks, and environmental emergencies may pose onsite dangers to persons near storage areas.

B. Assumptions.

1. The calculated possibility of a derailment, leak, or fire of hazardous materials is considered slight; however, the possibility does increase as more materials are moved into and through the area.
2. It is not possible to predict all of the specific situations that might warrant evacuation of college property; however, personnel should be prepared in case of such an occurrence to take actions to maximize the preservation of life and property.
3. Most hazardous material accidents of a magnitude sufficient to warrant evacuation of an area require evacuation of an area with a radius of a half mile or more.
4. During such an emergency, St. Peter police, fire, and ambulance personnel would likely be involved in citizen evacuation, security, and fire fighting and may be unavailable to assist college personnel in campus evacuations.

II. MISSION

To maximize survival of the largest number of persons possible in the event of a hazardous materials accident in the proximity of our facility.

III. EXECUTION

A. Concept of Operations.

1. Upon notification by telephone or by an emergency service representative (St. Peter police, fire, and ambulance personnel) that an evacuation of college property is necessary, the Director of Campus Safety or designee will notify all personnel on campus by activating the campus-wide voicemail, e-mail, text message, and emergency telephone call lists using The RAVE system.. Audiohailers may be used to alert persons in open areas.
2. Affected personnel will be notified to stand by to evacuate or be given the order to evacuate.

B. Warning.

Notice to stand by to evacuate campus property or the order to evacuate will be issued to the campus by the Director of Campus Safety or designee.

C. Movement of College Personnel.

1. If an alert comes from outside the college, immediately upon receipt of a standby alert or an evacuation message, the Director of Campus Safety or designee shall be notified.
2. Students and staff should be directed to proceed by automobile to areas designated by emergency service representatives. Students and staff should be encouraged to share transportation to facilitate evacuation. Make sure all persons are evacuated. Campus vehicles will be used to facilitate evacuation if necessary.
3. Emergency services personnel shall determine the evacuation route to follow.
4. If an evacuation or a standby alert is announced prior to evacuation, the Director of Campus Safety (or designee) will arrange to notify instructors and personnel via the layered communication system.

D. Medical.

In the event the incident results in mass or serious injuries or fire prior to evacuation, Campus Safety personnel will immediately notify **9-911**.

Necessary emergency personnel will be dispatched to the scene and area hospitals notified by Rivers Edge Hospital.

IV. EMERGENCY EVACUATION RESPONSIBILITIES

A. The President of the College or designee:

1. Shall report to the command center location.
2. Shall in consultation with local emergency services authorities, determine when campus is safe for resumption of classes.

B. The President of the College or designee:

1. Will assume overall direction of the evacuation procedures.
2. Will determine in consultation with local emergency service personnel the evacuation route to the designated reception area.
3. Will direct Campus Safety personnel to evacuate the campus via the evacuation routes designated by the Saint Peter Police Department, if evacuation is ordered.

V. **REPORTING OF ONSITE RELEASES**

1. If a significant release is discovered onsite, notify Campus Safety at extension 8888 and the Manager of Environmental Health and Safety at extension 7494.
2. State your name and as much detail (location, estimated amount, what the material is, etc.) as you can.
3. Upon arrival, the Manager of Environmental Health and Safety (or designee) will determine the appropriate clean-up measures and whether or not the release is reportable to regulatory agencies.