

GUERNSEY COUNTY
HAZARDOUS MATERIALS
RESPONSE AND PREPAREDNESS PLAN

TAB 6-A

SHELTER/EVACUATION NOTIFICATION PROCEDURE

INSTRUCTIONS: Divide the involved area into sectors. Personnel assigned to specific sectors should begin near the incident and move outward. To notify the public by vehicle, to shelter-in-place or evacuate, follow these steps:

1. Drive slowly along the streets and roads of your assigned route with the High-Low siren engaged.
2. Stop frequently, turn off siren, and use public address system to make the appropriate announcement (sheltering-in-place or evacuation).

A. SHELTERING-IN-PLACE ONLY

“Attention! Immediate sheltering of this area is recommended due to a hazardous chemical emergency. Go in your house or business. Close or shut off anything that might bring air in from the outside such as all windows, doors, vents, and heating or air conditioning units. Tune your radio to the Emergency Alert System station for further information.”

B. EVACUATION ONLY

“Attention! Immediate evacuation of this area is recommended due to a hazardous chemical emergency. Leave the area immediately. You should take the following items with you: special medication or dietary needs, personal items, change of clothes, and infant needs. Lock your home or business. Go to a friend or relative’s home or:

(SHELTER LOCATION)

If you need help or transportation please come outside, or call 911. Tune your radio to the Emergency Alert System station for further information”

Instruct evacuees to use the designated evacuation routes.

(DESIGNATED ROUTES)

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TAB 6-B

SHELTER-IN-PLACE ANNOUNCEMENT

INSTRUCTIONS: Instructions to the preparer are capitalized and in parentheses. These instructions should not be read over the air. Fill out the message completely before activating EAS.

“ _____ (TITLE/NAME) has announced that a hazardous materials accident has occurred at _____ (LOCATION) and recommends that sheltering of everyone with an approximate _____ (DISTANCE) radius of this location. This advisory affects persons living in the following areas:

(LIST AREAS ONE TIME, THEN CONTINUE THE MESSAGE)

We are advising people to take the following protective actions:

1. Go indoors and stay there until further notice.
2. Bring pets inside.
3. Close and lock all outside doors and windows.
4. Turn off heating systems.
5. Close or shut off any opening that might bring air in from the outside, such as any air conditioner, range fans, bathroom vent, clothes dryer, or fireplace damper.
6. Use tape and paper, or aluminum foil, to seal any openings to the outside.
7. Building superintendents should set all ventilation systems to 100 percent recirculation. If this is not possible, ventilation systems should be turned off.
8. If you are in a vehicle in this/these area(s), close your windows, vents, and turn off your heater or air conditioner. Continue to your destination in an orderly fashion.
9. Please do not telephone or go to the school your children are attending. They are in a protected environment and will be released when it is safe to do so.
10. Do not telephone government officials directly involved. They will keep you informed of the situation through this station. Do not use the telephone except for medical emergencies.

“The preceding has been an announcement by the _____ (AGENCY). It calls for persons with a _____ (DISTANCE) radius of

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_____ (LOCATION) to take shelter. For further information, stay
tuned to this station.”

NOTE: This message should be repeated until the station is instructed to end the
transmission.

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TAB 6-C

EVACUATION ANNOUNCEMENT

INSTRUCTIONS: Instructions to the preparer are capitalized and in parentheses. These instructions should not be read over the air. Fill out the message completely before contacting the EAS radio station. List shelter locations.

“ _____ (TITLE/NAME) has announced that a hazardous materials accident has occurred at _____ (LOCATION) and recommends evacuation of everyone within an approximate _____ (DISTANCE) radius of this location. This advisory affects persons living in the following areas:

(LIST AREAS ONE TIME, THEN CONTINUE THE MESSAGE)

“We are advising people to take the following protective actions:

1. Leave as soon as possible.
2. Take the following items with you: special medications or dietary needs, personal items, infant needs.
3. If possible, use your own transportation. Help your neighbors, if you have room, take them with you.
4. If you have house bound persons or invalids in your home and need help moving them, or if you need transportation help, call 911.
5. Keep your car windows and vents closed while traveling. Turn off your heater or air conditioner. Drive slowly and carefully obeying traffic laws and officials directing traffic.
6. If you will need a place to stay, report to the designated Shelter.

(READ LIST OF SHELTER LOCATIONS)

7. Before leaving your home or business:
 - a. Turn off all lights and electrical appliances.
 - b. Turn down heating systems (or turn off air conditioners).
 - c. Secure your home or business.

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“The preceding has been an announcement by the _____
(AGENCY). It calls for persons within a _____(DISTANCE) radius of
_____ (LOCATION) to evacuate. For further
information, stay tuned to this station.”

(THIS MESSAGE SHOULD BE REPEATED UNTIL THE STATION IS
INSTRUCTED TO END THE TRANSMISSION).

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TAB 6-D

SCHOOL EVACUATION ANNOUNCEMENT

INSTRUCTIONS: Instructions to the preparer are capitalized and in parentheses. These instructions should not be read over the air. Fill out the message completely before activating EAS.

“The following message has been released by the _____ (AGENCY). These are additional instructions given to the public concerning the evacuation announcement for an approximate _____(DISTANCE) radius of _____(LOCATION).”

“Parents with children attending school within a _____(DISTANCE) radius of _____(LOCATION) are advised that their children are subject to a separate evacuation plan while school is in session. Children will be bused directly to schools outside the risk area. Parents are to meet their children at designated host schools located outside the emergency zone. I repeat, children will be bused directly to schools outside the risk area where parents are to meet their children. Parent are not to report to their children’s school.”

“Children attending schools within the risk area will be bused to the following schools where they can be picked up:”

(LIST SCHOOLS ONE TIME AND CONTINUE MESSAGE)

“Parents are urged not to telephone or to go to the school that their children are attending. This will only create confusion. Parents are to meet their children at the assigned host schools. I repeat, parents are urged not to telephone or to go to the school that their children are attending, but to meet their children at assigned host schools.”

“For more information, please refer to the school information and public information previously provided to you.”

“The preceding has been an announcement by the _____(AGENCY), giving parents instructions on where to meet their children who are attending school within an approximate _____(DISTANCE) radius of _____(LOCATION).”

(REPEAT THIS MESSAGE ONE TIME, THEN END TRANSMISSION)

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