

Element

Description/Expectation

1	<p>State Law Identification of the following: (A) Facilities subject to this chapter that are within the emergency planning district. (B) Routes likely to be used for the transportation of substances on the list of extremely hazardous substances. (C) Additional facilities contributing to or subjected to additional risk due to the proximity of the facilities to facilities subject to this chapter, including hospitals or natural gas facilities." (IC 13-25-2-5(c)(1)(A-C))</p>	
<input checked="" type="checkbox"/>	<p>Review Will Include the Following Items</p>	
*	<p>1a List the facilities subject to SARA Title III. Include facility addresses. Designate EHS or other status (i.e.. 302, 304, 311, 312, etc.) for each facility. <i>List the EHS chemicals at each facility</i> (may be presented in table format).</p>	Date Reviewed
*	<p>1b <i>Include a map showing locations of SARA Title III Facilities. Designate differences between EHS and other facilities.</i></p>	
	<p>1c Describe or list the common transportation routes for EHS materials in the county (include rail, roadway, waterway, pipeline).</p>	
	<p>1d <i>Include a map showing transportation routes for EHS materials.</i></p>	
*	<p>1e List the facilities contributing to or at greater risk due to proximity to SARA Title III facilities (schools, hospitals, nursing homes, areas of large group gathering- i.e.. arenas, concert halls, shopping malls, churches, convention centers, etc.)</p>	
*	<p>1f <i>Include a map showing locations of facilities contributing to or at greater risk due to SARA Title III facilities.(Schools, hospitals, nursing homes, areas of large group gathering-i.e., arenas, concert halls, shopping malls, churches, convention centers, etc.)</i></p>	
	<p>1g Include a vulnerability zone map for each facility. Use either CAMEO Screening and Scenario, or use the North American Emergency Response Guidebook (NA ERGB) evacuation distance for the EHS or CERCLA hazardous chemical with the greatest vulnerability zone at the facility.</p>	

Other items meeting element description. (describe)

Deficiencies. Describe the deficiency and what is needed to be in compliance for the required item.

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Other items of note. Document any other notes regarding this planning element.

Plan requires labeling for identification of the locations of the planning elements

Signature of Reviewer Conducting Plan Evaluation	Ian Ewusi <small>Reviewer</small>	Date
Signature of LEPC Representative present at Evaluation Review	position	Date

* Denotes an item that must be updated annually
 Italicized items are IERC recommended
 All referenced documents (such as SOPs/SOGs, facility emergency plans, etc.) shall be made available to the plan reviewer.

Element	Description/Expectation	
2	State Law "Methods and procedures to be followed by facility owners and operators and local emergency and medical personnel to respond to any release of substances." (IC 13-25-2-5(c)(2))	
✓	Review Will Include the Following Items	
	2a Summarize the facility emergency response procedures or reference the location of the Facility Emergency Procedures. <i>Describe the facility's expectations of responding outside emergency response personnel.</i> (This may be presented in table format).	Date Reviewed
	2b Include a flow diagram or a description of the notification process to the Community Emergency Coordinator (CEC).	
	2c Include or reference the location of general SOPs/SOGs to address determination and establishment of safety zones, decontamination procedures, listing of guidance documents, personal protective actions, roles of responders, etc. (Every job being done must have an SOP/SOG)	
	2d Include or reference the location of SOPs /SOGs for EMS, medical and hospital personnel to address decontamination procedures, guidance documents, personal protective actions, roles, etc. (Every job being done must have an SOP/SOG.)	

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Element	Description/Expectation
3	State Law "Designation of a community emergency coordinator and facility emergency coordinators who shall make determinations necessary to implement the local emergency plan." (IC 13-25-2-5(c)(3))
✓	<i>Review Will Include the Following Items</i> Date Reviewed
*	3a List the CEC and how to contact this person. (This may be a specific person or a position within an agency, such as a 24-hour emergency dispatcher).
*	3b List the Facility Emergency Coordinator (FEC) for each EHS facility and how to contact this person. Also list back-up contact person.

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4	State Law "Procedures providing reliable, effective, and timely notification by the facility emergency coordinators and the community emergency coordinator to: (A) persons designated in the local emergency plan; and (B) to the public; that a release has occurred consistent with the emergency notification requirements of section 7 of this chapter." (IC 13-25-2-5(c)(4)(A-B))	
<input checked="" type="checkbox"/>	Review Will Include the Following Items	
		Date Reviewed
	4a Describe how a facility notifies emergency response agencies, the CEC, and the appropriate state agencies.	
	4b Describe how release notification shall take place and to whom that notification must be provided. This may be presented as a flow diagram. <u>Note:</u> Indiana state law requires immediate notification.	
	4c Describe or present in a diagram whom the CEC notifies and how that notification shall take place.	
	4d Describe public notification procedures. (How will the public be notified of an emergency? Use any existing emergency notification procedure as an example. Also include door-to-door, PA announcements, etc.)	
	4e Include boilerplate/template for public address announcements regarding the release.	
*	4f List media contact persons and how to reach them (the title of the contact person may be listed instead of the name).	

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5	State Law "Methods for determining the occurrence of a release and the area or population likely to be affected by the release." (IC 13-25-2-5(c)(5))									
✓	<i>Review Will Include the Following Items</i>									
	<table border="1" style="width: 100%;"> <thead> <tr> <th data-bbox="186 262 235 367"></th> <th data-bbox="235 262 1291 367"></th> <th data-bbox="1291 262 1515 367">Date Reviewed</th> </tr> </thead> <tbody> <tr> <td data-bbox="186 367 235 478">5a</td> <td data-bbox="235 367 1291 478">Describe or identify all release detection mechanisms available at the facility or nearby (whistles, sirens, horns, mechanical, environmental, senses, etc.).</td> <td data-bbox="1291 367 1515 478"></td> </tr> <tr> <td data-bbox="186 478 235 569">5b</td> <td data-bbox="235 478 1291 569">List public areas that would be affected by releases from facilities in the community, including estimated populations (may be included in vulnerability zone maps. See item 1g.).</td> <td data-bbox="1291 478 1515 569"></td> </tr> </tbody> </table>			Date Reviewed	5a	Describe or identify all release detection mechanisms available at the facility or nearby (whistles, sirens, horns, mechanical, environmental, senses, etc.).		5b	List public areas that would be affected by releases from facilities in the community, including estimated populations (may be included in vulnerability zone maps. See item 1g.).	
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6	State Law "A description of emergency equipment and facilities in the community and at each facility in the community subject to the requirements of this chapter and an identification of the persons responsible for the equipment and facilities." (IC 13-25-2-5(c)(6))	
✓	Review Will Include the Following Items	Date Reviewed
	6a List all resource organizations and contact persons (may be in table format and should include fire departments, EMS, hospitals, facilities, contractors, etc.).	
	6b List the resources available from each resource organization (may be in table format).	
	6c List equipment/resources that the facilities have on hand. <i>Include response capability and maximum capacity available.</i>	
	6d Identify who has authority to commit resources from each organization.	
	6e Identify the number of trained emergency response personnel available at each facility, their training levels and capabilities (see item 8a).	

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8	State Law "Training programs, including schedules for training of local emergency response and medical personnel." (IC 13-25-2-5(c)(8))												
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	<table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="width: 5%;"></th> <th style="width: 85%;"></th> <th style="width: 10%; text-align: center;">Date Reviewed</th> </tr> </thead> <tbody> <tr> <td style="text-align: center;">8a</td> <td>List each response agency in the county. List their current Hazmat certification level(s) and number of personnel at each level (see item 6e).</td> <td></td> </tr> <tr> <td style="text-align: center;">*</td> <td>8b Include a calendar of LEPC sponsored training activities for the upcoming year.</td> <td></td> </tr> <tr> <td style="text-align: center;">*</td> <td>8c Include a calendar of response organizations current year Hazmat training activities (include course description, course content, level of training this applies to-i.e. awareness, ops, tech, refresher, etc.).</td> <td></td> </tr> </tbody> </table>			Date Reviewed	8a	List each response agency in the county. List their current Hazmat certification level(s) and number of personnel at each level (see item 6e).		*	8b Include a calendar of LEPC sponsored training activities for the upcoming year.		*	8c Include a calendar of response organizations current year Hazmat training activities (include course description, course content, level of training this applies to-i.e. awareness, ops, tech, refresher, etc.).	
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9	State Law "Methods and schedules for exercising the emergency plan." (IC 13-25-2-5(c)(9))
	<input checked="" type="checkbox"/> Review Will Include the Following Items Date Reviewed
*	9a Include an exercise schedule for the plan.
	9b Describe the type of exercise to be conducted (i.e. tabletop, functional, or full scale).
	9c Describe the exercise evaluation methods.

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