

Subject:	Hazardous Materials Spill Reports	
Effective:	2/15/2017	Procedure
Updated:		
Reference:		

HISTORY

Oil refineries, building contractors, oil drilling contractors and anyone who is regulated by California OES to report any type of hazardous material spill, release of hazardous chemical(s) into the ground or waterways may not necessarily contact a public safety office or emergency dispatch center. When the Governor’s Office of Emergency Services receives a report of any such incident, they will create a Control # and send via CLETS teletype or fax a copy of the report to the Santa Barbara County Public Dispatch Center.

PURPOSE

To describe the procedure on what to do with Hazardous Materials Spill Reports received from the Governor’s Office of Emergency Service via fax or teletype.

PROCEDURE

1. When a fax or teletype via CLETS is received, the fire dispatcher must read the “Description” section right away to determine if an immediate response of resources is required.
 - a. The fire dispatcher should refer to the Hazardous Materials Matrix located on the front of the white fire manual as a guideline for response.
 - b. If there is any doubt, immediately notify the Duty Captain if he/she is not present in the dispatch center.
 - c. If the location of the incident is not within Santa Barbara County Fire’s jurisdictional response area (i.e., Santa Barbara City, Lompoc, Santa Maria, etc.), the information should be immediately relayed to the appropriate dispatch center.
 - i. If the location is in the ocean, refer the report to the Coast Guard.

2. If the Office of Emergency Services contacts the dispatch center via landline and asks for Public Health to be notified, contact the on-call HMU to notify them of the request (if they haven’t already been notified of the incident).
 - a. If the report generates a hazardous materials incident response, HMU is required to be notified also.