



# INCIDENT COMMAND SYSTEM

Hazardous Materials

LESSON PLAN 7  
HAZARDOUS MATERIALS  
ASSISTANT SAFETY  
OFFICER- HAZARDOUS  
MATERIALS

**TOPIC:** ASSISTANT SAFETY OFFICER – HAZARDOUS MATERIALS

**TIME FRAME:** 30 Minutes

**LEVEL OF INSTRUCTION:** Level I

**BEHAVIORAL OBJECTIVE:**

*Condition:* A written test.

*Behavior:* The student will answer all questions.

*Standard:* With 80% accuracy according to the information in the Incident Command System Hazardous Materials Module Assistant Safety Officer - Hazardous Materials Position Manual (ICS-HM-222-5), pages 1 - 6.

**MATERIALS NEEDED:** Chalkboard, chalk, and eraser, view graph 07-01-I-HM-120-1-VG, overhead projector and screen

**REFERENCES:** ICS-HM-222-5, Incident Command System Hazardous Materials Module Assistant Safety Officer - Hazardous Materials Position Manual.

**PREPARATION:** The Assistant Safety Officer - Hazardous Materials is responsible for having a thorough working knowledge of the duties and responsibilities of the position as listed in the Assistant Safety Officer - Hazardous Materials Position Manual (ICS-HM-222-5). When filling the position of Assistant Safety Officer - Hazardous Materials you will report directly to the Incident Safety Officer but generally work with the Hazardous Materials Group Supervisor or Hazardous Materials Branch Director (if activated). In this position you will not act as the overall Incident Safety Officer. Therefore, it is necessary that an ASO-HM be appointed at all hazardous material incidents.

You will be given a written quiz at the end of this lesson. The performance standard for this quiz will be 80% correct.



# INCIDENT COMMAND SYSTEM

Hazardous Materials

PRESENTATION	APPLICATION
<p>I. ORGANIZATION</p> <p>A. ASO - HM assigned to</p> <ol style="list-style-type: none"> <li>1. HM Group or HM Branch Director (if activated)</li> </ol> <p>B. Reports to</p> <ol style="list-style-type: none"> <li>1. The incident Safety Officer</li> </ol> <p>C. Responsible for</p> <ol style="list-style-type: none"> <li>1. Safety of HM Group personnel</li> <li>2. Coordination of HM Group or Branch activities               <ol style="list-style-type: none"> <li>a. With the HM Group Supervisor or HM Branch Director (if activated)</li> </ol> </li> </ol> <p>D. Does not act as the overall incident Safety Officer</p> <p>II. PERSONNEL</p> <p>A. General objectives of this position</p> <ol style="list-style-type: none"> <li>1. Advise HM Group or HM Branch               <ol style="list-style-type: none"> <li>a. Health and safety issues</li> </ol> </li> <li>2. Will prevent/stop unsafe acts               <ol style="list-style-type: none"> <li>a. In IDLH condition</li> <li>b. Imminent danger situation</li> </ol> </li> </ol> <p>B. ASO - HM requirements</p> <ol style="list-style-type: none"> <li>1. ICS Safety Officer qualified</li> </ol>	<p>Show 07-01-I-HM-120-1-VG</p> <p>Where in the ICS organization is the ASO - HM assigned?</p> <p>The ASO - HM reports to whom?</p> <p>Describe the requirements of the ASO - HM?</p>



# INCIDENT COMMAND SYSTEM

Hazardous Materials

LESSON PLAN 7  
 HAZARDOUS MATERIALS  
 ASSISTANT SAFETY  
 OFFICER- HAZARDOUS  
 MATERIALS

PRESENTATION	APPLICATION
<ul style="list-style-type: none"> <li>2. High degree of knowledge of               <ul style="list-style-type: none"> <li>a. Mitigation operations</li> </ul> </li> <li>3. Minimum equivalent to               <ul style="list-style-type: none"> <li>a. Federal, state, and local laws</li> </ul> </li> </ul>	
<p>III. MAJOR RESPONSIBILITIES AND PROCEDURES</p> <ul style="list-style-type: none"> <li>A. Check-in and obtain briefing           <ul style="list-style-type: none"> <li>1. Complete Check-in list               <ul style="list-style-type: none"> <li>a. ICS Form 211</li> </ul> </li> <li>2. If reporting directly to assignment               <ul style="list-style-type: none"> <li>a. Check-in via radio</li> </ul> </li> <li>3. Request briefing which includes               <ul style="list-style-type: none"> <li>a. Incident Briefing (ICS Form 201)</li> <li>b. Or the information verbally</li> <li>c. Request instructions concerning work activities</li> </ul> </li> <li>4. Obtain IAP when available</li> <li>5. Start Unit/Activity Log               <ul style="list-style-type: none"> <li>a. ICS Form 214</li> </ul> </li> </ul> </li> <li>B. Briefing with HM Group Supervisor or HM Branch Director (if activated)           <ul style="list-style-type: none"> <li>1. HM Group or HM Branch (if activated) operational objectives</li> <li>2. Names and contact information               <ul style="list-style-type: none"> <li>a. Locations</li> <li>b. Radio frequencies</li> </ul> </li> </ul> </li> </ul>	<p>What does the ASO - HM need to complete the check-in process?</p> <p>After reporting to the incident Safety Officer what is the ASO - HM next step?</p>



# INCIDENT COMMAND SYSTEM

Hazardous Materials

LESSON PLAN 7  
 HAZARDOUS MATERIALS  
 ASSISTANT SAFETY  
 OFFICER- HAZARDOUS  
 MATERIALS

PRESENTATION	APPLICATION
<p>C. Participate in the development of a written Site Safety and Control Plan (ICS Form 208 HM).</p> <ol style="list-style-type: none"> <li>1. Survey site and review documentation               <ol style="list-style-type: none"> <li>a. Maps</li> <li>b. Aerial photographs</li> <li>c. Building plans</li> <li>d. Business Emergency Plans</li> </ol> </li> </ol>	
<ol style="list-style-type: none"> <li>2. Review evacuation plans               <ol style="list-style-type: none"> <li>a. Base and ICP</li> <li>b. Hazard site</li> </ol> </li> <li>3. Review Medical Plan</li> <li>3. Review weather data               <ol style="list-style-type: none"> <li>a. Current weather</li> <li>b. Future predictions</li> </ol> </li> <li>4. Make recommendations to Safety Officer               <ol style="list-style-type: none"> <li>a. Incident Action Plan</li> <li>b. Site Safety and Control Plan (ICS Form 208 HM)</li> </ol> </li> <li>5. Attend briefings and Planning meetings</li> </ol>	
<p>D. Advise HM Group Supervisor or HM Branch Director (if activated)</p> <ol style="list-style-type: none"> <li>1. Maintain good communications</li> <li>2. Deviations from the Site Safety and Control Plan (ICS Form 208 HM)               <ol style="list-style-type: none"> <li>a. Due to weather changes, a fire, an injury, confined space conditions</li> </ol> </li> <li>3. Dangerous situations in IDLH</li> </ol>	<p>The ASO - HM report deviations from the Site Safety and Control Plan (ICS Form 208 HM) to whom?</p> <p>How does the ASO - HM assure that the HM Group is in compliance with the Site Safety and Control Plan (ICS Form 208 HM)?</p>



# INCIDENT COMMAND SYSTEM

Hazardous Materials

LESSON PLAN 7  
HAZARDOUS MATERIALS  
ASSISTANT SAFETY  
OFFICER- HAZARDOUS  
MATERIALS

PRESENTATION	APPLICATION
<ul style="list-style-type: none"> <li>4. Foreseeable problems               <ul style="list-style-type: none"> <li>a. Possible solutions</li> </ul> </li> <li>5. Conduct visual inspections               <ul style="list-style-type: none"> <li>a. Frequently and regularly</li> <li>b. Note compliance with Site Safety and Control Plan (ICS Form 208 HM)</li> </ul> </li> <li>6. Monitor radio traffic within HM Group</li> </ul>	
<ul style="list-style-type: none"> <li>E. ASO - HM has authority to               <ul style="list-style-type: none"> <li>1. Alter, suspend, or terminate unsafe acts                   <ul style="list-style-type: none"> <li>a. In an IDLH condition</li> <li>b. Imminent danger situations</li> </ul> </li> <li>2. Notify HM Group Supervisor</li> <li>3. Notify the incident Safety Officer</li> <li>4. Document the use of this authority                   <ul style="list-style-type: none"> <li>a. ICS Form 214</li> <li>b. Diagrams, photos, and witnesses</li> </ul> </li> </ul> </li> <li>F. Protection of HM Group or HM Branch (if activated) personnel from               <ul style="list-style-type: none"> <li>1. Physical hazards</li> <li>2. Chemical exposures</li> <li>3. Environmental threats</li> <li>4. Review and approve                   <ul style="list-style-type: none"> <li>a. PPE</li> <li>b. Handling procedures</li> </ul> </li> </ul> </li> </ul>	<p>Who will be notified when the ASO - HM exercises the full authority to stop unsafe acts?</p>



# INCIDENT COMMAND SYSTEM

Hazardous Materials

LESSON PLAN 7  
HAZARDOUS MATERIALS  
ASSISTANT SAFETY  
OFFICER- HAZARDOUS  
MATERIALS

PRESENTATION	APPLICATION
<ul style="list-style-type: none"><li>5. Observe HM Group operations<ul style="list-style-type: none"><li>a. Personally</li><li>b. Conduct interviews</li></ul></li><li>G. EMS provision for HM Group<ul style="list-style-type: none"><li>1. Medical Unit Leader<ul style="list-style-type: none"><li>a. Review Site Safety and Control Plan (ICS Form 208 HM)</li><li>b. Review Emergency Medical Management Protocols</li><li>c. Review rescue procedures</li><li>d. Standby EMS</li><li>e. Field decon procedures</li></ul></li></ul></li><li>H. Ensure that HM Group or HM Branch (if activated) medical records are maintained<ul style="list-style-type: none"><li>1. Complete exposure records<ul style="list-style-type: none"><li>a. Documentation Unit</li><li>b. Individual</li></ul></li></ul></li><li>I. Maintain Unit/Activity Log<ul style="list-style-type: none"><li>1. ICS Form 214</li><li>2. Significant events</li><li>3. Submit to HM Group Supervisor<ul style="list-style-type: none"><li>a. Each operational period</li></ul></li></ul></li></ul>	<p>Who gets the completed exposure records?</p> <p>The Unit/Activity Log is submitted to whom?</p>



# INCIDENT COMMAND SYSTEM

Hazardous Materials

LESSON PLAN 7  
HAZARDOUS MATERIALS  
ASSISTANT SAFETY  
OFFICER- HAZARDOUS  
MATERIALS

---

## **SUMMARY:**

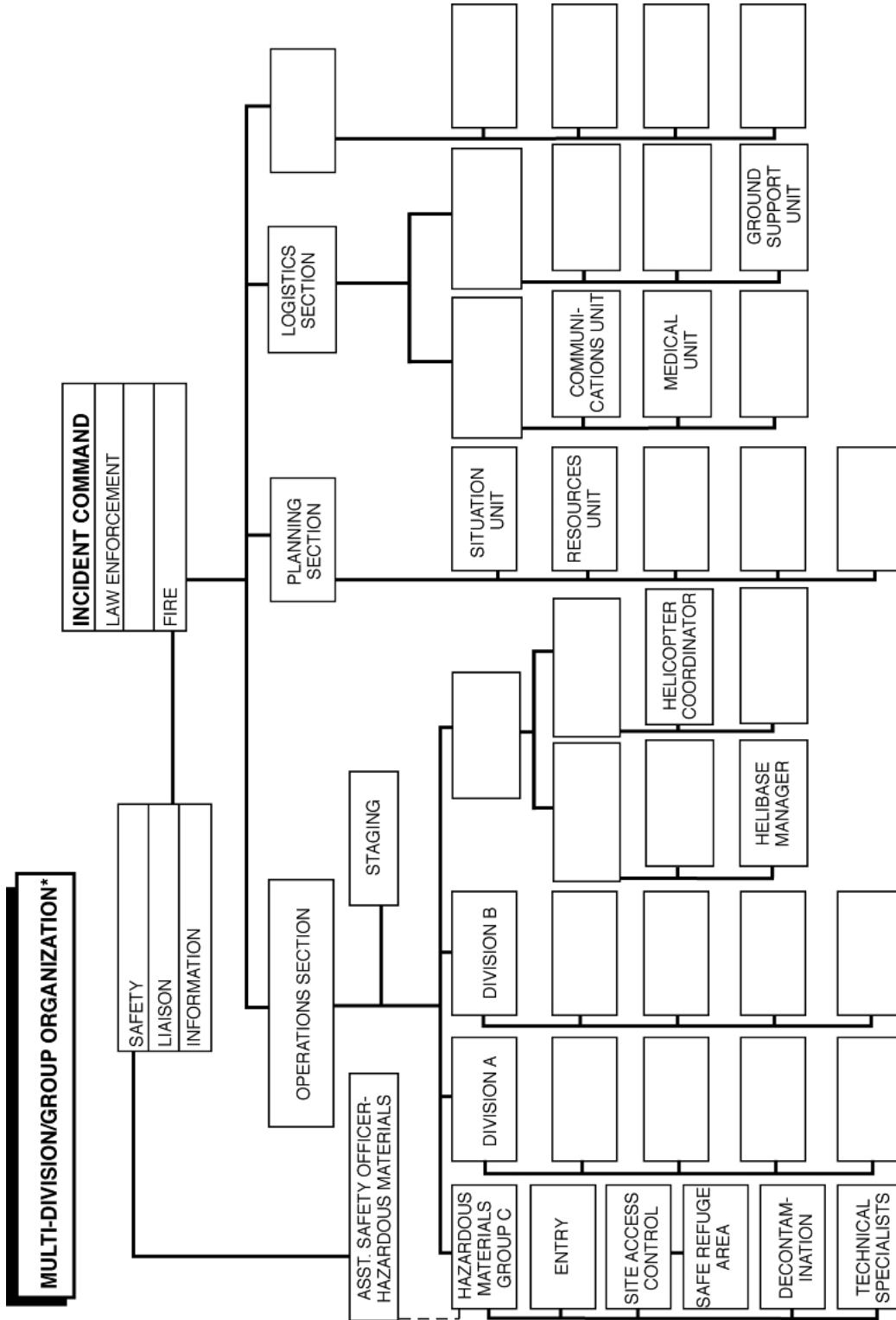
We have taken a detailed look at the duties of the Assistant Safety Officer - Hazardous Materials. When filling this position you should be completely familiar with the duties of the position. The safety of the HM Group is dependent upon you performing in this position in a competent manner. Stay alert, and stay in touch with other members of the group. From monitoring the activities of the HM Group or HM Branch (if activated), to assisting in the selection of personal protective equipment, your active participation can make the difference between an injury-free incident and calamity.

## **EVALUATION:**

Give student quiz I-HM-222-5

## **ASSIGNMENT:**

Read pages 1 - 6 of Assistant Safety Officer - Hazardous Materials Position Manual (ICS-HM-222-5)



\* MULTI-DIVISION/GROUP ORGANIZATION (EXAMPLE)  
The Incident Commanders have activated most Command and General Staff positions and have established a combination of divisions and groups.



Incident Command System Hazardous Materials Module  
**I-HM-222-5 Quiz**

NAME: \_\_\_\_\_ DATE: \_\_\_\_\_

**Assistant Safety Officer - Hazardous Materials**

**INSTRUCTIONS:** This is a multiple-choice and true-false quiz. For each of the following questions or statements, mark the letter preceding the one best answer.

**EXAMPLE:** Methods and operating procedures which reduce fire, water, and smoke damage during and after a fire are called:

- A. Overhaul
- B. Ventilation
- C. Extinguishment
- D. Salvage**

1. The Assistant Safety Officer- Hazardous Materials (ASO - HM) reports directly to:
  - A. The Incident Commander
  - B. The Incident Safety Officer
  - C. The Hazardous Materials Group Supervisor
  - D. The Entry Leader
  
2. The ASO - HM has coordinating activities with:
  - A. The Entry Leader
  - B. The Medical Group
  - C. The Logistics Section Chief
  - D. The Haz Mat Group Supervisor
  
3. Due to the responsibilities of ASO - HM position, it is imperative that the individual be:
  - A. ICS Safety Officer qualified
  - B. Possess a high degree of knowledge in operations and procedures being implemented
  - C. Incident Commander qualified
  - D. Both A and B
  
4. In an incident involving multiple emergency activities the ASO - HM will also act as the overall Incident Safety Officer:
  - A. True
  - B. False

5. The ASO - HM should participate in the development and implementation of a written:
  - A. Site Safety and Control Plan (ICS Form 208 HM)
  - B. Incident Action Plan (IAP)
  - C. Compensation for injury log (ICS Form 226)
  - D. Medical Plan (ICS Form 206)
  
6. Deviations of the Site Safety and Control Plan (ICS Form 208 HM) should be reported to the:
  - A. Incident Safety Officer
  - B. Hazardous Materials Entry Leader
  - C. HM Group Supervisor
  - D. None of the above
  
7. How does the ASO - HM assure compliance with the Site Safety and Control Plan (ICS Form 208 HM)?
  - A. Frequent and regular meetings with the Incident Commander
  - B. Monitor the radio traffic of the Command Staff
  - C. Conduct frequent and regular visual inspections of the HM Group operations
  - D. Advise the Communications Officer to monitor all HM Group radio traffic
  
8. To ensure that the Hazardous Materials Group is safe the ASO - HM will monitor:
  - A. Physical hazards
  - B. Chemical hazards
  - C. Environmental threats
  - D. All the above
  
9. The ASO - HM should communicate Emergency Medical Management Protocols, emergency field decon procedures, and rescue procedures to:
  - A. The Evacuation Group Supervisor
  - B. The Medical Unit Leader
  - C. The Incident Commander
  - D. The Health and Safety Officer
  
10. The ASO - HM should document which of the following items on Unit/Activity Log (ICS Form 214)?
  - A. Alterations, suspensions, or termination of unsafe acts
  - B. Injuries to personnel within the Haz Mat Group
  - C. Any significant events
  - D. All of the above

Incident Command System Hazardous Materials Module  
**I-HM-222-5 Keyed Quiz**

NAME: \_\_\_\_\_ DATE: \_\_\_\_\_

**Assistant Safety Officer - Hazardous Materials**

INSTRUCTIONS: This is a multiple-choice quiz. For each of the following questions or statements, mark the letter preceding the one best answer.

EXAMPLE: Methods and operating procedures which reduce fire, water, and smoke damage during and after a fire are called:

- A. Overhaul
- B. Ventilation
- C. Extinguishment
- D. Salvage**

1. The Assistant Safety Officer- Hazardous Materials (ASO - HM) reports directly to:
  - A. The Incident Commander
  - B. The Incident Safety Officer**
  - C. The Hazardous Materials Group Supervisor
  - D. The Entry Leader
  
2. The ASO - HM has coordinating activities with:
  - A. The Entry Leader
  - B. The Medical Group
  - C. The Logistics Section Chief
  - D. The Haz Mat Group Supervisor**
  
3. It is imperative that the individual filling the ASO - HM position be:
  - A. ICS Safety Officer qualified
  - B. Possess knowledge in the operations and procedures being implemented
  - C. ICS Incident Commander qualified
  - D. Both A and B**
  
4. In an incident involving multiple emergency activities the ASO - HM will also act as the overall Incident Safety Officer:
  - A. True
  - B. False**

5. The ASO - HM should participate in the development and implementation of a written:
- A. Site Safety and Control Plan (ICS Form 208 HM)**
  - B. Incident Action Plan (IAP)
  - C. Compensation for injury log (ICS Form 226)
  - D. Medical Plan (ICS Form 206)
6. Deviations of the Site Safety and Control Plan (ICS Form 208 HM) should be reported to the:
- A. Incident Safety Officer
  - B. Hazardous Materials Entry Leader
  - C. HM Group Supervisor**
  - D. None of the above
7. An ASO - HM will be appointed at all hazardous materials incidents.
- A. True**
  - B. False
8. To ensure that the Hazardous Materials Group is safe the ASO - HM will monitor:
- A. Physical hazards
  - B. Chemical hazards
  - C. Environmental threats
  - D. All the above**
9. The ASO - HM should communicate Emergency Medical Management Protocols, emergency field decon procedures, and rescue procedures to:
- A. The Evacuation Group Supervisor
  - B. The Medical Unit Leader**
  - C. The Incident Commander
  - D. The Health and Safety Officer
10. The ASO - HM should document which of the following items on Unit/Activity Log (ICS Form 214)?
- A. Alterations, suspensions, or termination of unsafe acts
  - B. Injuries to personnel within the Haz Mat Group
  - C. Any significant events
  - D. All of the above**