



Steve Mason, EPA Region 6  
E-Mail: [mason.steve@epa.gov](mailto:mason.steve@epa.gov)

Angie Mills, Weston Solutions  
E-Mail: [angie.mills@westonsolutions.com](mailto:angie.mills@westonsolutions.com)



"Time flies when you're having fun..."  
"Where has the time gone?"  
"How we spend our days is, of course, how we spend our lives." Dillard  
"Time is neutral and does not change things. With courage and initiative, leaders change things." Jackson

Musing recently, I recognized I have worked in the Preparedness Program at EPA for 20 years (pretty good for a 30 year old), and I share that time with another special event. August is the 20<sup>th</sup> anniversary of the requirement for each community (county, parish, etc) to have an LEPC in place and functioning.



It still amazes me two simple paragraphs, embedded in one of the smallest pieces of enacted legislation, started such an innovative program of volunteerism, designed to protect communities and residents.

Through the year, as I have spoken to various LEPCs members in the Region, and other Stakeholders (State, Federal, industry reps), I have asked a simple question, "Do We Still Need LEPCs?"

Almost everyone immediately answered, "Of course we do !" Which led to the follow-up question ... "WHY?"

It is safe to say, this one stumped 'em !!! Therefore, this issue of the Region 6 LEPC Update is devoted to answering that simple, but thought-provoking, question.

So ... I decided to ask a few friends to jot down some thoughts on why we still need those "voluntary, non-funded, federally-mandated committees."

(Continued on page 2)

## Lubbock County LEPC to host Faith-Based Training for Emergency Preparedness

The Lubbock County LEPC, Judge Tom Head, Chairman, will be hosting a one-day training seminar in Lubbock on Emergency preparedness for Faith Based Communities this September during National Preparedness Month.

Date: September 20, 2007

Time: Check-in at 8:00 a.m. Seminar 8:30 a.m. to 5:00 p.m

Location: Turning Point Community Church at 114th Street and Quaker Ave. in Lubbock

Cost: Free (Pre-registration requested for the lunch count)

Our faith-based communities play an important role in long-term recovery and in meeting needs of the population many times fall through the cracks. They offer spiritual and emotional support to the survivors during the initial phases of the response.

Knowing the importance of faith communities in providing volunteers, financial assets and ministerial support, the goal of this training seminar is to provide a basic understanding on how faith communities fit into the emergency management system and create a regional team of faith-based organizations.

Many of our churches, such as Assembly of God, have organized teams to deploy where needed, but there has not been an effort, until now, to get these programs organized under one umbrella agency.

### Seminar Topics include:

1. Overview of the Response Effort & Where Faith-Based Communities can Get Involved
2. Lessons Learned from Katrina/Rita, How the Faith-Based Communities were Affected in our Region
3. The First 72 Hours; What to Expect.
4. Preparing for Emergencies
5. Helping Your Congregation Prepare: Emotional, Physiological, Spiritual Responses to Disaster
6. Pandemic
7. Disaster Team Organization and Training & CERT: How to initiate your program
8. Church/State Legal Issues and Liabilities

This is a regional effort, but LEPC's and other organizations are welcome to attend and participate.

We are currently in the process of contacting vendors and requesting donations. So if you are able to assist in this effort or need additional information, please contact Renee Witherspoon at 806-775-2519 or [rwitherspoon@mylubbock.us](mailto:rwitherspoon@mylubbock.us) or Clinton Thetford at 806-775-1480 or [cthetford@co.lubbock.tx.us](mailto:cthetford@co.lubbock.tx.us)

## Region 6 LEPC Coordinators

Arkansas	Kenny Harmon	501-683-6700	kenny.harmon@adem.arkansas.gov
Louisiana	Gene Dunegan Jodi Stevens	225-925-6113	gene.dunegan@dps.la.gov jodi.stevens@dps.la.gov
New Mexico	Ron Breland	505-476-9681	ronald.breland@state.nm.us
Oklahoma	Tom Bergman Dale Magnin	405-702-1013 405-521-2481	tom.bergman@deqmail.state.ok.us dale.magnin@dem.state.ok.us
Texas	Paula McKinney Jim Ogden	800-452-2791 512-424-5677	paula.mckinney@dshs.state.tx.us jim.ogden@txdps.state.tx.us

### LEPCs (Continued)

I am indebted to the following individuals who took the time to provide valuable insights for this piece:

**Tim Gablehouse**, who has served Colorado proudly for years as SERC Chair, advisor to LEPCs, President of NASTTPO, and overall good guy;

**Harry Beemer**, who has worked for years to ensure that the Union County LEPC is one of the most productive, successful LEPCs in the country;

**Angie Mills**, who has taught hundreds of Region 6 local response / planning personnel on CAMEO, and helps ensure the HOTZONE Conference runs smoothly each year;

**Tom Bergman**, Oklahoma DEQ, who has been one of the nation's authorities on CAMEO training and development for years; and who has consistently worked to ensure LEPCs in Oklahoma have the data needed to do their jobs.

**Roger Cadenhead**, who works with us in the Preparedness Program at EPA, and assisted numerous LEPCs in the DFW Metropolitan area get started, re-started, or stay stable; and

**Dan Roe**, who has kept the concepts of Emergency Planning and Community Right-to-Know alive for years, by working tirelessly to ensure EPA and other Federal Agencies realize the importance and value of the programs they oversee.

*By the way, Dan is retiring later this year - we all owe him gratitude for his efforts, and wish him good luck in his future endeavors.*



I hope this issue helps as you continue your efforts to establish, re-establish, maintain, or improve your LEPC and its activities. For anyone asking, "what does LEPC stand for..." we certainly have our work cut out for us.

Steve Mason

P.S. If you are asking yourself, what the heck is "HOTZONE", go to [www.hotzone.org](http://www.hotzone.org) to learn more about one of the premier, affordable, training conferences offered to local planning officials and first responders in the country.

### ***Emergency Planning and Community Right-to-Know Act of 1986 EPCRA 301 (c) Establishment of LEPCs***

*Not later than 30 days after designation of emergency planning districts or 10 months after October 17, 1986, whichever is earlier, the State emergency response commission shall appoint members of a LEPC for each emergency planning district. Each committee shall include, at a minimum, representatives from each of the following groups or organizations: elected State and local officials; law enforcement, civil defense, firefighting, first aid, health, local environmental, hospital, and transportation personnel; broadcast and print media; community groups; and owners and operators of facilities subject to the requirements of this subchapter.*

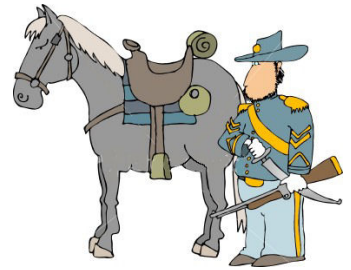
## “Where’s the Cavalry When You Need It?”

Let’s remember the adage, “When it’s all said and done, emergencies are, and will always START and END, locally. This includes even the “big ones,” such as Hurricane Katrina or 9/11.

Ask all federal agencies, and they will tell you, “We have response personnel, but we are not ‘first responders.’”

In most instances, local response is what saves lives; and if the local response is not backed by sufficient planning, training, and information sharing, people may die.

Communities will always need interested parties at the local level to stay on top of what's going on in their communities. The LEPC will always have the mandate to deal with a significant and needed/useful issue...chemicals.



## “You Want Us to Do What?”

EPCRA laid out some basic responsibilities for the LEPC, once the Committee was formed. These duties, spelled out in Sections 302 and 303 of EPCRA are:



- Notify public of committee activities,
- Conduct Public meetings to discuss emergency plan,
- Distribute emergency plan,
- Establish procedures for receiving and processing requests for gathered information,
- Designate official to serve as coordinator for information,
- Complete emergency plan by October 17, 1988, submit plan to SERC for review and recommendation, review plan annually, or more often as circumstances warrant.
- Evaluate resources necessary to develop, implement, and exercise the emergency plan,
- Recommend additional resources required, and means for providing such additional resources

Almost all LEPCs, at one time or another, have completed the above list. Most used their comprehensive emergency plan, and simply adjusted or “beefed up” the annex for hazardous materials to meet the criteria listed in the Statute.

AND SOME EVEN SAID, “THAT WAS EASY...”

OK, so the number saying that could be counted on 1 hand and still have fingers left over.

But nobody said protecting the citizens of a community would be a piece of cake. It takes effort.

For LEPCs with numerous covered facilities, major transportation routes, vulnerable areas, or special needs populations (any of this sound familiar?), a strong emergency plan starts with:

- vulnerability analysis,
- determination of available resources,
- determination of potential gaps in response assets, and
- realistic planning to ensure the best use of these resources to deal with the particular threat.



# Emergency Response Plan



At a minimum, that requires coordination of police, fire, medical, and other emergency resources.

All local agencies need to know what part they play in emergency response.

The local emergency response plan is a vehicle for determining responsibilities, marshalling resources, and creating a chain of command that can adapt as needed.

However, the best plan is of little value without training. There is an old Army saying, "You fight as you train."

Plans, orders, etc., don't produce unified action on their own accord. That requires training.

The various local agencies train to meet their own needs.

However, unless they train and exercise together, their individual training will not mesh; and even very skilled professionals may end up looking like the "Keystone Cops" if forced to work together for the first time under emergency conditions.

Working as a team requires that each element recognize a command system (e.g., ICS), and that each member is aware of what the other members expect them to do.

This is just as important as good planning and is the reason an LEPC is necessary even after planning is complete.

LEPCs give citizens the opportunity to take charge of emergency response and planning activities in their communities.

In many cases, local citizens are not interested in being thus empowered, for a wide variety of reasons.

Where residents are concerned and active regarding risks associated with catastrophic events, an LEPC can (and often does) serve as the common meeting ground for government, business, and residents.



**"What fits your busy schedule better, exercising one hour a day or being dead 24 hours a day?"**

The relationships formed through joint training are assurances the community's organizations will function as a team, even when facing unexpected emergencies.

In some instances, the LEPC may not be the only forum to coordinate such training, but a fully functioning LEPC will be much more successful in this effort than a piecemeal approach.

The exercises that LEPCs engage in keep the community healthy ... just as exercising (which we all should be doing more of) keeps individuals healthy.

The training and planning that an LEPC can coordinate keeps minds limber, and helps identify a community's limiting factors as well as strengths.

... and remember, under EPCRA, a requirement is for the LEPC to review the plan on an annual basis ... exercising a plan is the best review to undertake.

## What's It All Mean

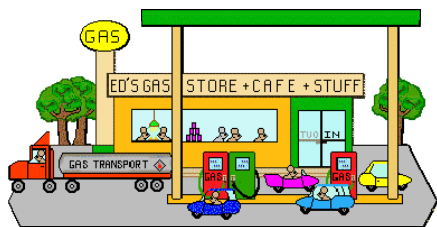
EPCRA is not a command and control program. Instead it creates the opportunity for communities, working together, to gather and use accident risk related information to improve community safety through prevention and preparedness.

EPCRA creates a transparent planning environment designed to avoid situations where emergency systems are inadequate or fail, and where first responders are put at risk from a lack of knowledge about the hazards presented.

Chemical accident prevention and preparedness begins with a good analysis of what has gone wrong in the past and how that facility/community could have cooperated and better prepared.

Prevention and community preparedness is not the responsibility of a single person or entity.

It is the shared responsibility of facilities and the communities in which the chemicals are made and/or used. Certainly every business has the obligation to operate safely. The various chemical accident tragedies make it clear that as facility complexity increases the burden of safe operation and preparedness must be take even more seriously



At the same time every community has the obligation to be prepared for the chemical accidents that may happen.

A business cannot operate safely without understanding the nature of the community around it and the skills or information that community can bring to the accident prevention process.

Likewise, a community cannot prepare without seeking out information on chemicals and processes from the businesses in the area they seek to protect.

There is a very great difference between perception and reality in this arena. The facilities experiencing chemical accidents in most communities are not large.

Normally they are chemical users rather than manufacturers and they lack detailed awareness of the risks of the chemicals they use. \

The responders in these communities are routinely volunteers and they likewise lack detailed awareness of the risks of the chemicals in their communities.

A key point for LEPCs is the concept that "one size fits all" emergency planning does not work, and is not necessary.

Emergency events will happen in every community. It is certain that "plans" for a community are best when prepared by local residents.

State and federal partners can provide much-needed assistance and resources to the local community; however, only the local citizens can effectively write and implement a plan that works for their locale.

In Oklahoma, the most effective LEPCs are those that take the "all-hazards" approach. The LEPC provides a forum where people from a variety of governmental agencies, volunteer groups, and private business come together to meet and discuss a wide range of response activities and needs. Often, the LEPC coordinates training for severe weather, HazMat, CitizenCorps, and other emergency events.



Many will argue, the LEPCs are poorly funded, if at all, and consist of people that while vitally interested in the safety of their communities, may lack detailed training and awareness of chemical hazards.

Any county judge or emergency manager can tell you that finding local funds and volunteers is a challenge, especially in a county that has little or no industrial partners to assist in funding the LEPC.

And even in the face of all these problems, LEPCs work, communities prepare and accidents are prevented.

It is a grave mistake to feel hampered by a lack of money. In fact, when it comes to smaller communities, money is indeed the root of all evil and actually detracts from preparedness.

People that would normally be preparing plans and evaluating risks instead find themselves filling out a never-ending cycle of grant applications and report forms.

But realize, if your LEPC does feel it needs funds to accomplish some of its approved goals, there are numerous methods of obtaining those funds: anything from grants through various disciplines (emergency medicine, education, etc.), State grants, fee payments by regulated industry, to line item appropriation from the county/cities.

The important thing is to determine what the LEPC wants to accomplish, how much will it cost, and how to find those funds. Do not make the mistake of trying to raise money and then figure out what to spend it on.

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The greatest risk from chemicals in most communities is the "routine" chemical accident.

Whether it is a traffic wreck or improper mixture or use of a chemical product, the local responders and planners constantly struggle with the risks presented and the appropriate response.

Their world is frequently about emergency response rather than anticipation and about dealing with the consequences of an accident rather than prevention.

EPCRA and the Risk Management Plans of §112r were created with the full memory of catastrophes like Bhopal.

The visionaries present at the creation of these programs understood that a community-based accident prevention and preparedness program was not only necessary but represented the only realistic way of protecting communities and first responders.

Quite obviously 2001 changed our perspective on many fronts. Nonetheless, the risk of a chemical accident and the need for community preparedness has not diminished.



As the Chemical Safety Board has noted in several reports, the failure of communities to have adequate awareness of the hazards present within area facilities and the resulting failure of emergency response systems has contributed to many injuries and the death of first responders.

If one speaks to the police chief of Bhopal, you discover that was precisely his situation on that terrible night in 1984.



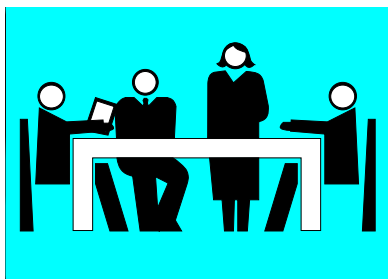
For many LEPCs, their roles have grown to meet new demands. More and more LEPCs have volunteered, been cajoled, downright directed, or threatened with the following:



- Coordinating activities with Community Emergency Response Teams (CERTs),
  - Dealing with household hazardous waste and other municipal waste issues,
  - Assisting with determination of appropriate burn bans,
  - Planning for natural, biological, and radiological disasters,
  - Establishing recycling programs for the community,
- and even in newly fostered areas,
- Assisting in distribution of medicines under the Strategic National Stockpile Program.



LEPCs deal in "people terms" and keep serious and technical business on a relatively simple/family oriented basis. After all... that's what they're all about.



Look around at some of your boards/commissions and other committees within your community. Note how they are driven by grants, funding, complicated algorithms, supplemental changes to changing programs on a routine basis.

Ever wonder when they find time to deal with the issue they were created for?

Then look at LEPCs.... they're focused on family and community business and deal with what makes and doesn't make sense for their respective planning districts.

This is the very basic truth of the role filled by LEPCs.

The networking that the LEPC provides is vital for communication between the community and the emergency manager/ responders.

Planning and preparedness is a local activity.

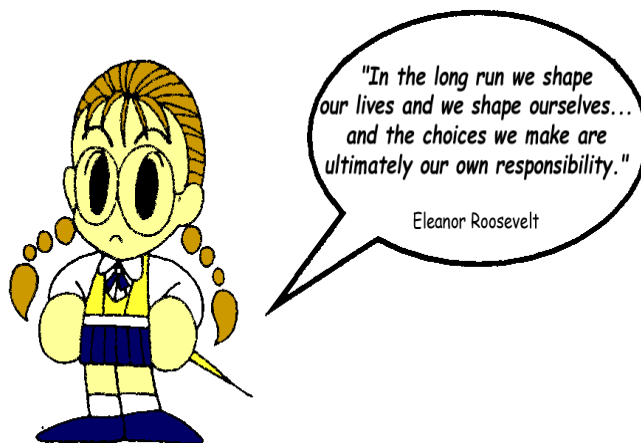
It must be done locally and its success can only be measured by the accidents and responses that occur locally.

In looking forward to the future, LEPCs are vital to their community's health and well being

Ensuring a active, functioning LEPC a responsibility that falls on each of us whether we are a private citizen, public official, media representative, industrial employee or an emergency responder.

Most importantly, LEPCs can, and often do, facilitate the local planning process. The planning process is more important than the "plan".

When members of the community meet regularly BEFORE the emergency event occurs, the effectiveness of the response operations is ALWAYS better!





And finally, before you decide if LEPCs are still needed, review the following questions. Determine, who at your local level, has the responsibility of answering these questions on behalf of the community.

Would an active, fully-functioning LEPC help ensure that the right answers are ready, for the media and residents, for each question.

- *Do facilities in our community have any chemicals that could kill us ?*
- *Why don't facilities near me reduce the inventory of chemicals ?*
- *Do the facilities have to use these chemicals ?*
- *Aren't there safer chemicals that they could use ?*



- *What are facilities really doing to prevent accidents ?*
- *Why are there so many accidents ?*
- *What have facilities done to reduce risk at the plants ?*
- *What do I do if the plant siren sounds ?*

- *How will I know if there is a release, especially at night ?*
- *How will I be notified before a release reaches my house ?*
- *Does shelter in place always work - what if houses are not air tight ?*
- *Who makes decisions to shelter-in-place or evacuate ?*
- *Who decides the best way to respond to a release ?*
- *Who decides if the decision-makers are qualified to make decisions ?*
- *Do plant personnel, or plant management, live by the plants? Why not ?*



- *Do local responders feel comfortable they can protect me if there is a release ?*
- *If not, what are they missing to feel comfortable ?*
- *Why don't we have an active LEPC in our area ?*
- *What is an active, successful LEPC expected to do ?*
- *Where do we go from here, if we determine we are not fully prepared within the community ?*

For more assistance on establishing or improving an LEPC, go to our website:

[www.epa.gov/region6/lepc](http://www.epa.gov/region6/lepc)

On the next pages is an excellent article developed for NASTTPO on local planning and preparedness activities

## Emergency Numbers for Spill Reporting in Region 6

Arkansas Dept. of Emergency Management	800-322-4012
Louisiana State Police	877-925-6595
New Mexico State Police	505-827-9126
Oklahoma Dept. of Environmental Quality	800-522-0206
Texas Environmental Hotline	800-832-8224
*****	
National Response Center	800-424-8802
EPA Region 6	877-372-7745
CHEMTREC	800-424-9300



# National Association of SARA Title III Program Officials (NASTTPO)

## **WHITE PAPER**

### **“The Practical Evaluation of Local Emergency Planning and Preparedness”**

The objective of this paper is not to simply restate the requirements of the Emergency Planning and Community Right-to-Know Act (EPCRA). Rather it is intended to make observations on the practical aspects of local emergency planning and preparedness. It is assumed that the reader has some background in the provisions of EPCRA and those will not be restated here.



Local emergency planning committees (LEPCs) are the backbone of EPCRA. They are typically a collection of volunteers made up of local government employees, first response agencies, facility representatives and members of the public.

While EPCRA does contain a list of desired membership background and representation, most LEPCs do not have members in all those categories. Rarely will an LEPC have a staff and even less often will that staff be either paid or applied to LEPC functions on a full-time basis.

The typical LEPC functions without a budget or with only a small amount of money frequently in the form of grants from the State Emergency Planning Commission (SERC). The chair and LEPC members often provide support from their own pockets or with discretionary funds from their employer's budgets.

LEPCs are frequently organized within the offices of a first response agency or local government office of emergency management.

In such cases it can be difficult to identify where the parent agency's activities end and the LEPC's begin.

The functions are obviously complementary and therefore that distinction is frequently misleading or of little importance in the day-to-day planning and preparedness of the community.



### **Planning**



A limited reading of EPCRA gives the impression that the LEPCs are suppose to develop emergency response plans for hazardous substances.

This can create a conflict if it is routine for such plans to already exist within first response agencies and local emergency management offices.

An LEPC that is housed within one of these agencies will have typically been involved in its planning activities.

More independent LEPCs will frequently be active in providing information and input to these agencies in order to help them improve the plans.

In some communities the LEPC has become a broader all-hazards emergency planning agency within the community. This happens when the cooperation and resources available within the LEPC make this the most efficient approach for that community.

While not all SERCs have adopted policies on the coordination between LEPCs and other planning agencies, most encourage whatever arrangement is most productive for the community.

Most LEPCs consider and adopt projects based upon core missions they feel are important in the community. These may involve any variety of matters, but are generally focused on a desire to protect first responders and the public through better information and awareness of risks in the community.

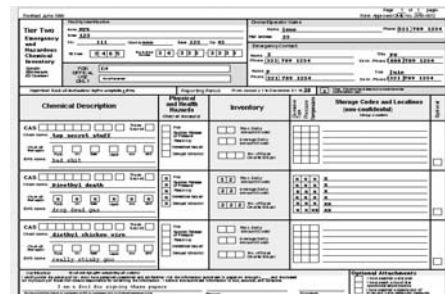
Consideration must be given to the resources available and the interests of the members. Most SERCs will support a vast range of LEPC activities as long as they have some relationship to the intent of EPCRA.

The greatest tool an LEPC has is its very substantial information gathering power.

However, most SERCs encourage LEPCs to do more than just collect boxes of paper.

Many LEPCs focus their activities on information requests that bring facilities into closer cooperation with the first responder community.

Examples are fire department approval of contingency plans, exercise organization and public awareness of expected behavior during an emergency.



LEPCs also perform a generalized role in community-wide efforts to improve public awareness of risks and preparedness for emergencies.

They will encourage the very basic things such as 72-hour emergency kits, first aid training, and household safety.

Often they will work on projects such as household hazardous waste collection, school lab chemical safety and the hazards of methamphetamine labs.

Most SERCs will encourage LEPCs to think expansively as there are a myriad of other activities that may be useful in a community.

The late Jim Makris - widely called the "father" of EPCRA - once said that its best to think of LEPCs as local "environmental" protection committees as he saw them working more broadly to improve conditions in their communities.

## Organization & Membership

LEPC membership is approved by the SERCs.

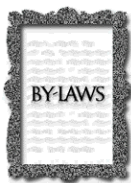
Once an LEPC is established, SERCs will have some procedure or policy by which the committees are responsible for advising the SERCs of their membership changes and seeking approval.

Whether or not an LEPC has "officers" beyond a chair is a matter of state practice and policy.

The chair typically functions as the point of contact for the SERC, the public and for regulated facilities.

Broad membership is encouraged. While there is a list of membership types in EPCRA, SERCs recognize that it is not realistic to find all of those types of people in every community.

On the other hand, membership should not be limited. Anyone with an interest, a desire to assist with projects, and good manners should be encouraged to join and participate.



By-laws are not required in most states, but they are commonly used. The function of by-laws is primarily to provide some structure to membership decisions and the election of the chair. As a practical matter LEPCs tend to function in a consensus fashion rather than using a formal vote process.

Exceptions would be the rare event when the LEPC intends to pursue legal enforcement of its information requests under EPCRA.

## Dealing with Facilities



The power of LEPCs is to obtain information relevant to emergency planning.

Both owners and operators of facilities are responsible for providing this information.

While some reports, Tier II for example, are automatic under EPCRA and state laws, the real power in LEPC information requests is the ability to focus a request on a specific facility and community involved.

LEPCs should articulate why they are asking for information beyond the routine Tier II form. There are, of course, many potential reasons.

The point is that when asking a facility for additional information it should be clear to that facility that the information is important to the community.

LEPCs will often look to provide facilities with the opportunity to demonstrate their good corporate citizenship. Many facilities try hard to reduce risks and support first responders.

Through exercises, public meetings and other activities it is important for LEPCs to recognize and reward these activities.

## Dealing with the Public

As a general rule, all EPCRA-related information in the possession of an LEPC is publically available.

Requests for information, such as Tier II data and CAA 112r Risk Management Plans, can come to an LEPC.

They should have procedures in place to notify the public that this information is available and instructions on how it can be obtained.



LEPCs should encourage the public to participate with the LEPC.

If members of the public have questions about preparedness or facility safety, it is always appropriate to ask the public to attend a meeting to discuss their concerns.

Often an LEPC will refer facility-specific inquiries directly to the facility.

While this can be effective in improving facility/public relations in many cases, it is equally true that the involvement of the LEPC will be useful in creating some context for the discussion.



Accident prevention is primarily the responsibility of facilities.

Nonetheless, LEPCs and first responder organizations are just as responsible to the public, as the facility, when it comes to community preparedness.

Assurances of accident prevention programs only address part of the overarching community planning and preparedness equation.

Effective preparedness involves the facility, community and individuals merging answers to 3 key questions:

- What are the accident risks of this facility and how are they being prevented?
- What are the plans and capabilities of the community should an accident happen?
- What do I do to protect myself and those I am responsible for during an emergency?

## The Broader Mission

One of the most difficult tasks faced by an LEPC is creating a public awareness of risks and improving community preparedness.

LEPCs should look for opportunities through the schools, civic groups, youth programs, churches and any other organization active in the community to accomplish this mission.

This means that LEPCs must embrace a broader sense of community responsibility for accident prevention and preparedness.

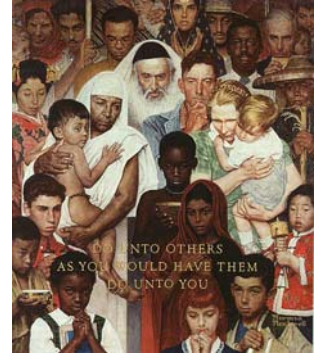
It is not appropriate to be a passive collector of information. With this in mind the following "Golden Rules" are proposed for the broader community.

Preferably it is the LEPCs that should lead the process of addressing the goals stated in the Golden Rules, but that really is not the complete point.

Whether or not an LEPC exists, leadership within a community needs to be focused on these issues.

Leadership comes from various places depending upon the community; it may be elected leadership, first response agencies or community groups.

Whether or not called an LEPC, the functions must exist or no community will be adequately involved in accident prevention or preparedness.



State and federal agencies along with facilities should have an expectation that communities will address these issues. They cannot be passive in this regard. The risk is shared and the responsibility is equally shared.

Preparedness cannot be imposed on a community nor can it be provided from outside. All stakeholders have a responsibility to find and encourage appropriate leadership within the community.

The era of passivity in accident prevention and community preparedness is gone.

Whether facility, government, first response agency or member of the public, we are all connected and we all have a role.

The best examples of local emergency planning and preparedness focused on trying to follow the Golden Rules will have the following attributes:



- A close relationship between emergency planners and first response agencies.
- A close relationship between facilities and these agencies and the public.
- Information sharing on hazards, accident prevention efforts and emergency response.
- Public involvement in developing expectations for public behavior during an emergency.
- Repeated exercises of emergency response plans including public education.
- Generalized all-hazards preparedness efforts developed with public involvement.

We are mindful that in the past the regulatory environment has tended to create an adversary relationship between communities and facilities.

From topics as diverse as land use planning and environmental permitting through emergency response, the relationship is often confrontational. LEPCs are not regulatory agencies.

They have the capacity to break through this barrier for the greater good of their communities.

## Golden Rules For Communities

- While the primary responsibilities lie with the industry, there are important responsibilities for stakeholders at the local level.



An important aspect of making the facilities safer to the community in which they exist is the communities' involvement with prevention and preparedness objectives



- Be aware of the risks in your community and know what to do in the event of an accident.

Members of communities near hazardous installations, and others that might be affected in the event of an accident, should make sure that they understand the risks they face and what to do in the event of an accident to mitigate possible adverse effects on health, the environment and property (e.g., understand the warning signals, and what actions are appropriate).

This involves reading and maintaining any information they receive, sharing this information with others, and seeking additional information as appropriate.

- Communicate and co-operate with other stakeholders on all aspects of accident prevention, preparedness, and response.

The community should not pressure the industry, but instead there should be an open policy between the community and the industry, and a shared objective of reducing the likelihood of accidents.

The potentially affected public should receive information needed to support prevention and preparedness objectives, and should participate in decision making related to hazardous installations, as appropriate.



**-SAN MATEO COUNTY-**

### DISASTER PREPAREDNESS DAY

*Is your family ready?*

**FIRE EARTHQUAKE FLOOD TERRORISM**

**SATURDAY, NOVEMBER 12**  
10AM - 2PM, SMC EXPO CENTER  
2495 S. DELAWARE ST., SAN MATEO

**FREE ADMISSION, FREE HOT DOGS & SODA**  
**FREE GIFT FOR THE FIRST 1,000 FAMILIES**

Survival DO's and DON'T's  
First-Aid, Police, Fire, SWAT, &  
Emergency Equipment Demonstrations  
Emergency Kit and Disaster Plan Instruction

For more information, contact  
Office of Emergency Services at (650) 363-4790

- Participate in decision-making relating to hazardous installations

The laws in many communities provide opportunities for members of the public to participate in decision-making related to hazardous installations, for example by commenting on proposed regulations or zoning decisions, or providing input for procedures concerning licensing or siting of specific installations.

Members of the public should take advantage of these opportunities to present the perspective of the community.

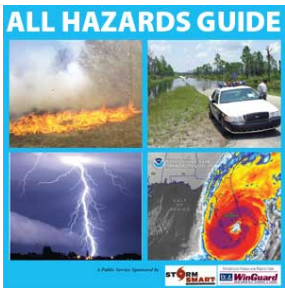
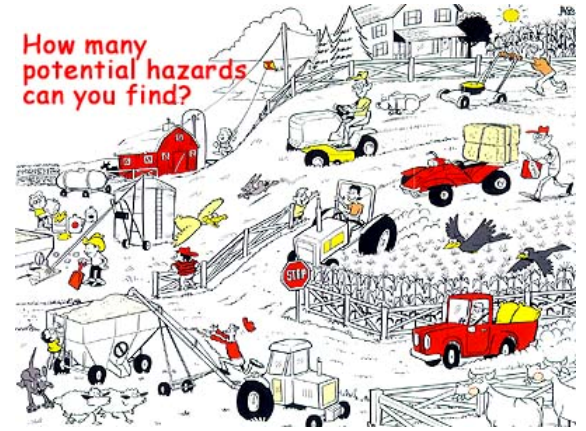
They should work towards ensuring that such opportunities exist whenever appropriate, and that the public has the information necessary for effective participation.

- Know the hazards and risks at installations in your community where there are hazardous substances.

The community should undertake, in co-operation with other stakeholders, the hazard identification and risk assessments needed for a complete understanding of the risks to the public, the environment, and property in the event of an accident.

Hazard identification and risk assessments should be undertaken from the earliest stages of design and construction, throughout operation and maintenance, and should address the possibilities of human or technological failures, as well as releases resulting from natural disasters or deliberate acts (such as terrorism, sabotage, vandalism, or theft).

Such assessments should be repeated periodically and whenever there are significant modifications to the installation.



- Prepare for any accidents that occur.

It is important to recognize that it is not possible to totally eliminate the risk of an accident.

Therefore, it is critical to have appropriate preparedness planning in order to minimize the likelihood and extent of any adverse effects on health, the environment or property.

The community should conduct, in co-operation with other stakeholders, any off-site planning including provision of information to the potentially affected public.



- Co-operate with local authorities, and industry, in emergency planning and response.

Representatives of the community should take advantage of opportunities to provide input into the emergency planning process, both with respect to on-site and off-site plans.

In addition, members of the public should co-operate with any tests or exercises of emergency plans, following directions and providing feedback, as appropriate.

- Assist other stakeholders to carry out their respective roles and responsibilities.

The community should co-operate with management and employee representatives and public authorities in order to promote communication and involvement from all stakeholders involved.

For more information on NASTTPO, and their activities, visit their website at:

[www.nasttpo.org](http://www.nasttpo.org)