

Incident Action Plan and Safety Plan
30 Minute Plan & Emergency Response Cards

Time: _____ **Date:** _____

Incident Name or # _____

Overall Objective:

- Rescue** **Life Safety/Personnel Accountability** **Medical** **Reconnaissance**
- Defensive (SIMPLE)** **Offensive (SIMPLE)** **Salvage/Overhaul** **Other:** _____

Tasks: Clear short term (5 to 10 minute) tasks supported by P&ID, pictures, diagrams, SOP's, plans, etc.

1.

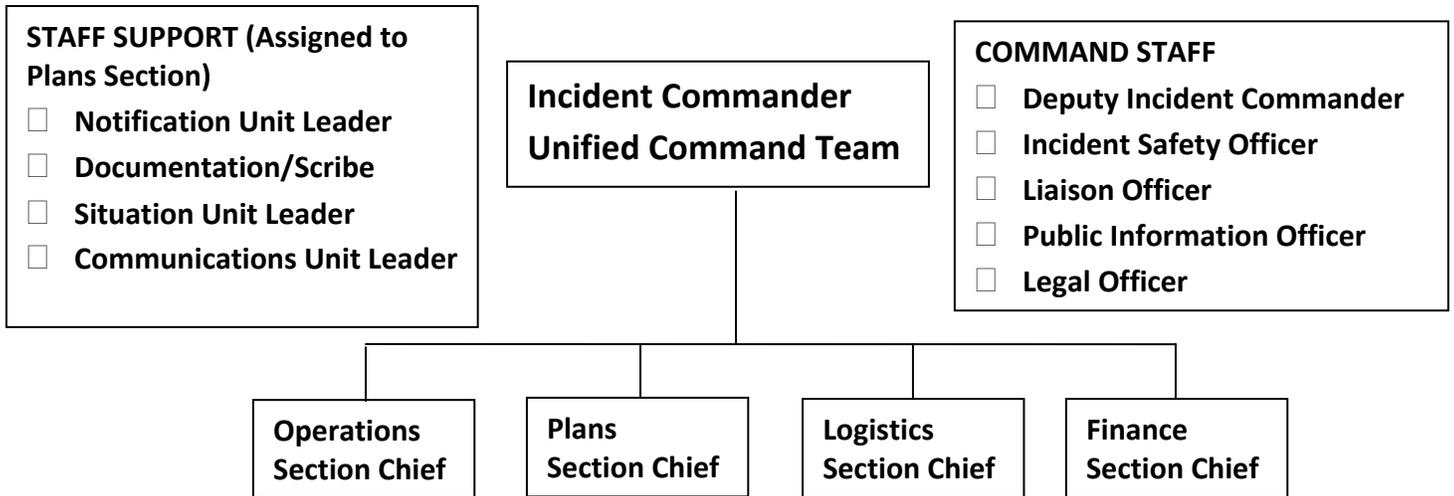
2.

3.

Safety Plan may include:

- Decon, Rehab and Emergency Medical Readiness**
- Zones and Controls (Hot, Warm, Cold Zones; 2 in 2out; IAP Task Clarity, etc.)**
- PPE Accountability and Entry Team Monitoring (time within Hot Zone and task clarity)**
- Wind & Weather Monitoring (current and forecasted) - Downwind and Downstream Monitoring**
- SOP's and Safety Policies Enforced (lock out/tag out, valve operations, system controls, etc.)**

Incident Action Plan - Discovery/Initial Response Phase



Discovery/Initial Response: Positions to consider while forming the first incident action plan

- Hot Zone Safety Officer:** Secure hot zone and protective action zone safety - PPE and SOP compliance
- System Control Group Supervisor:** Engages rescue protocol, defensive SIMPLE, and utility control as coordinated with the other Group Leaders - consider assigning a Utility Control Team Leader
- Rescue Group Supervisor:** Coordinates with other group supervisors to accomplish rescue mission
- Evacuation Group Supervisor:** In charge of evacuation, shelter-in-place, and personnel accountability
- Production Control Group Supervisor:** Production system controls and employee movement in the production area as coordinated with the emergency event
- Ventilation Group Supervisor:** Controlling ventilation/air movement from the hot zone and in the downwind, making sure that all downwind air handling equipment is properly managed
- Security Team Leader:** Secures facility perimeter, manage access, and direct lead emergency responders and regulators to the incident command post for briefing and assignment

Sustained Response Incident Action Plan and Safety Plan : 30 Minute Plan & Emergency Response Cards

- Overall Objective:** Rescue Life Safety/Personnel Accountability Medical Reconnaissance
- Defensive (SIMPLE) Offensive (SIMPLE) Salvage/Overhaul Other: _____

Tasks: Clear short term (5 to 10 minute tasks) supported by P&ID, pictures, diagrams, SOP's, plans, etc.

1.

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Safety Plan may include:

- Decon, Rehab and Emergency Medical Readiness
- Zones and Controls (Hot, Warm, Cold Zones; 2 in 2out; IAP Task Clarity, etc.)
- PPE Accountability and Entry Team Monitoring (time within Hot Zone and task clarity)
- Wind & Weather Monitoring (current and forecasted) - Downwind and Downstream Monitoring
- SOP's and Safety Policies Enforced (lock out/tag out, valve operations, system controls, etc.)

Discovery and Initial Response ICS Chart

**Incident Commander
Unified Command Team**

COMMAND STAFF

- Deputy Incident Commander
- Incident Safety Officer
- Liaison Officer
- Public Information Officer
- Legal Officer

**Operations
Section Chief**

**Plans
Section Chief**

**Logistics
Section Chief**

**Finance
Section Chief**

- Hot Zone Safety Officer
- System Control Group Supervisor
- Evacuation Group Supervisor
- Production Control Group Supervisor
- Ventilation Group Supervisor
- Security Team Leader
- Rescue Group Leader

- Notification Unit Leader
- Documentation Unit Leader
- Situation Unit Leader

- Medical Unit Leader
- Response Equipment Unit Leader
- Communications Unit Leader

- Purchasing Unit Leader