

# **Hazardous Materials Annex**



**August 2023**

## Section 1 – Purpose and Scope

### 1.1 Purpose

This annex establishes the policies and procedures under which the college will operate in the event of an incident involving hazardous materials (Hazmat) by addressing planning and operational actions for all five phases of emergency management: Prevention, Mitigation, Preparedness, Response, and Recovery.

### 1.2 Scope

This annex is meant to address college planning for Hazmat and applies to the Angelina College Lufkin Campus.

## Section 2 – General Information

### 2.1 Hazard Overview

A hazardous material is any substance in a quantity or form that could pose a reasonable risk to health, environment, or property. Hazardous materials are often used and transported in the surrounding community. Due to the widespread presence of hazardous materials, many facilities are potentially at risk of a hazardous material release. An effective response to a hazardous material incident may require response assistance from the responsible party. In some situations, assistance may be needed from local, state, and federal agencies with jurisdictional responsibilities for incidents involving hazardous materials.

### 2.2 College-Specific Hazard Risk

Angelina College identifies the following hazards as a high priority. Where noted, these hazards are addressed in a separate appendix to this annex.

#### On-Campus Chemical Spill

Chemicals can be found throughout the Angelina College campus: in laboratories, prep-rooms, maintenance sheds, and numerous other areas as they are used both for maintenance purposes and in educational laboratories. While useful, chemicals can be dangerous to students and staff if managed improperly.

#### Highway Hazmat Incidents

Transportation of hazardous materials near college facilities is common along the US Highway 59 corridor. Smaller communities are likely to have Hazmat shipments travel through town because they often lack highway bypasses to divert these shipments.

#### Pipeline Incidents

When pipelines are damaged or ruptured, the release of their contents may result in a variety of hazards ranging from health hazards to fires and explosions. Because of this, it is important for any college with a campus or facility that could be affected by a pipeline rupture to have a plan in place for such an event.

#### Train Derailment

A train derailment incident involves one or more railway cars exiting the track. This could result in a material release, explosion, or physical damage along the railway car's path.

### 2.3 Hazard Preparedness and Warning

*Angelina College is committed to being prepared for high-priority hazards as identified in the Hazard Analysis and efficiently notifying the college community in the event of their occurrence.*

Angelina College acknowledges that the following campuses have been identified as at-risk of being exposed to an incident involving Hazmat based on the Hazard Analysis (e.g., railroad tracks within 1000 yards of a railroad track as measured from any point on the school's real property boundary line, crude oil pipelines, a major traffic corridor, etc.):

Facility	Address	Hazard
AC Lufkin Campus	3500 S. First St. Lufkin, TX	Pipeline, Rail & US 59 N

Angelina College will coordinate with County Emergency Management or City Fire Marshal's Office in managing incidents involving Hazmat that affect Angelina College. A staff member designated as the Manager of Environmental Health & Safety & Emergency Management attends Local Emergency Planning Committee (LEPC) meetings to assist in planning for hazardous material incidents in the region.

#### Warning the Affected Campus Community

The college has comprehensive plans for alerting the campus community and collaborating with emergency responders during an incident involving Hazmat.

Angelina College uses the following methods to disseminate emergency information about Hazmat events to the campus community:

- RAVE Alert Emergency Notification System
- Campus Phone System

### 2.4 Access and Functional Needs

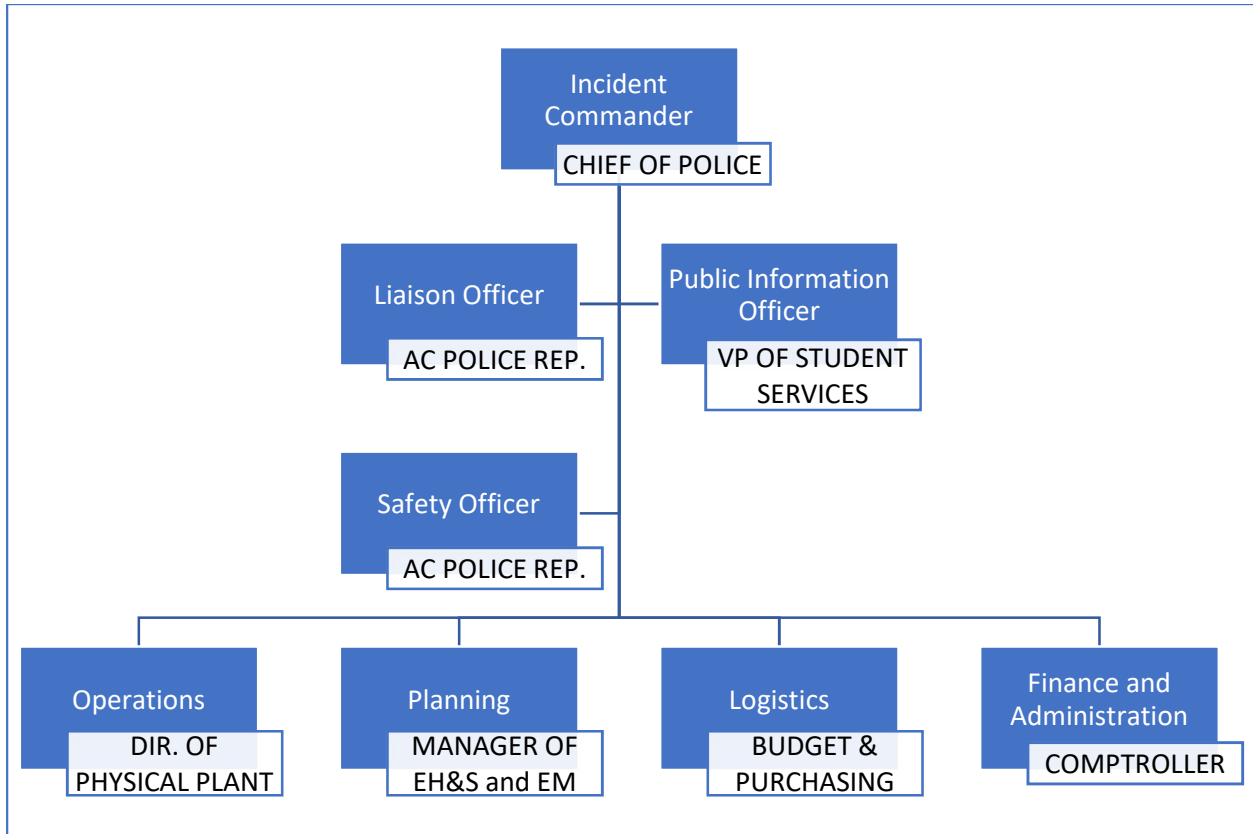
In compliance with Texas Education Code 37.108, Angelina College employs the following measures to ensure the safety and security of those with access and functional needs during an incident involving Hazmat:

- Disability Services will provide upon request accommodations for individuals with access or functional needs such as hearing or vision impairments.
- During an active threat incident, the class instructor is assigned to assist any student with access and functional needs by directing them to the best available shelter area.

## Section 3 – Annex-Specific Incident Command System (ICS)

### 3.1 Annex-Specific ICS Organizational Chart

Angelina College will designate an Incident Commander for an incident involving Hazmat. The Incident Commander will have the ability to expand or contract the ICS structure as necessary during the incident.



## Section 4 – Actions and Responsibilities

### College Actions and Responsibilities Table

<b>Prevention Phase</b>	
<b>Safeguard against consequences unique to specific incidents involving hazardous materials</b>	
<b>College Action</b>	<b>Responsible Role</b>
All local Hazmat transportation routes have been identified.	Manager of EH&S and Emergency Management
Train staff on how to turn off Heating, Ventilation, and Air-Conditioning (HVAC) systems if a shelter-in-place is ordered.	Maintenance Manager
Lufkin Fire Department and Angelina County Emergency Management have been contacted regarding Hazmat transportation in the area.	Manager of EH&S and Emergency Management
Sunoco Pipeline Company and Union Pacific Railroad have been contacted to gather hazardous materials information for our vicinity.	Manager of EH&S and Emergency Management
Chemical inventories are conducted annually for each campus building and internal environmental audits are performed every three years.	Manager of EH&S and Emergency Management
All laboratory chemicals are being stored properly. Chemical spill kits have been purchased for all labs and prep. rooms.	Manager of EH&S and Emergency Management

<b>Mitigation Phase</b>	
<b>Reduce the impact of specific incidents involving hazardous materials</b>	
<b>College Action</b>	<b>Responsible Role</b>
Develop Rapid Response Plans to shutter HVAC systems for emergency incidents.	Maintenance Coordinator
Ensure that all students faculty and staff are trained for a HazMat Shelter Incident using Standard Response Protocol	Manager of EH&S and Emergency Management
Prescript HazMat emergency notification announcements in the Rave mass notification system	Manager of EH&S and Emergency Management
Preplan your evacuation routes making sure to have alternate routes in place as a backup	Manager of EH&S and Emergency Management
Contact local fire departments regarding emergency response resources for hazmat incidents on our campuses.	Manager of EH&S and Emergency Management
Ensure chemicals and hazardous wastes are being stored and labeled properly.	Manager of EH&S and Emergency Management
Spill kits are provided in each area where hazardous materials are handled.	Manager of EH&S and Emergency Management

<b>Preparedness Phase</b> <b>Regularly review college readiness for specific incidents involving hazardous materials</b>	
<b>College Action</b>	<b>Responsible Role</b>
AC campus has access to the City of Lufkin Emergency Broadcast System and the National Weather Service Alert System	AC Chief of Police & Manager of EH&S and EM
AC Emergency Management Rep's. attend the Angelina County LEPC meetings	AC Chief of Police & Manager of EH&S and EM
City of Lufkin Police & Fire Departments are aware that that AC follows SRP as their emergency response to any critical incident.	Angelina College Chief of Police
AC is developing Standard Reunification Method (SRM) Plans for a Campus Evacuation	Manager of EH&S and Emergency Management
AC volunteers provide for all SRM roles which includes ushering students to the SRM Assembly Area.	Manager of EH&S and Emergency Management
All SRM plans are be shared with the local ISD's that bus students to and from the AC Campus	Manager of EH&S and Emergency Management
All hazmat annexes and appendices are up to date and reviewed annually.	Manager of EH&S and Emergency Management

<b>Response Phase</b> <b>College actions during specific incidents involving hazardous materials</b>	
<b>College Action</b>	<b>Responsible Role</b>
Campus Phone System and Rave Alert is used for Mass Notification of students, faculty & staff.	Public Information Officer
Procedures are in place that informs students, faculty and staff to call 911 and the AC Police Department when an incident necessitates an emergency response.	Manager of EH&S and Emergency Management
<b>A written procedure was developed to specify who has the authority to call and send out the appropriate SRP action in a hazmat incident.</b>	Manager of EH&S and Emergency Management
AC volunteers provide for all SRM roles which includes student direction, accountability and reunification to their proper destination.	Exec. Director of Institutional Effectiveness
AC will coordinate public information activities with the City of Lufkin through a Joint Information Center.	Public Information Officer
The AC Chief of Police will act as the Incident Commander and will be responsible for Logistics until he assigns a Logistics Section Chief	Angelina College Chief of Police

<b>Recovery Phase</b> <b>Return to normal college operations following specific incidents involving hazardous materials</b>	
<b>College Action</b>	<b>Responsible Role</b>
<b>AC has the college comptroller assigned to oversee all documented expenses required to address damage caused by any major hazmat incident.</b>	VP of Business Services
Angelina College is well prepared to go to 100% online learning if a hazmat incident requires.	Executive Director of Academic Affairs
AC has subcontract resources required to repair facility damage caused by any hazmat incident.	Sr. Director of Physical Plant Services
AC will contact Texas Commission on Environmental Quality (TCEQ) if a hazmat spill occurs on the AC campus.	Emergency Management Team
<b>If psychological support is required Burke Center can be called to assist with required counseling.</b>	Executive Director of Student Services
AC will conduct an After-Action Review that address what needed improvement from an Emergency Management standpoint.	Emergency Management Team

## Section 5 – Resources

### 5.1 Acronyms

LEPC      Local Emergency Planning Committee

### 5.2 Definitions

**Local Emergency Planning Committee (LEPC)** – An LEPC is a voluntary organization that is established in an Emergency Planning district designated by the State Emergency Response Commission (SERC). Most Texas counties have a single LEPC, although some counties have multiple LEPCs that serve individual cities or communities in that county.