



USAGH Hohenfels - JMRC Hohenfels Environmental Management System

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1 BACKGROUND AND ISO 14001 REQUIREMENTS

According to the ISO 14001 standard, the USAGH-JMRC shall:

- Establish, implement and maintain a procedure(s) to identify potential emergency situations and potential accidents that can have an impact(s) on the environment and how it will respond to them.
- Respond to actual emergency situations and accidents, and prevent or mitigate associated adverse environmental impacts.
- Periodically review and, where necessary, revise its emergency preparedness and response procedures, in particular, after the occurrence of accidents or emergency situations.
- Periodically test such procedures where practicable.

The USAGH-JMRC has already established an emergency preparedness and response plan to deal with fires and spill prevention known as the Spill Prevention Control and Countermeasures Plan (SPRP). The USAGH-JMRC Environmental Division manages the SPCC. Other emergency preparedness and response plans beyond the traditional environmental emergencies such as oil spills and other chemical releases to the environment must be included under the EMS, to include safety and security plans such as natural disasters, force protection, and water vulnerability.

2 PURPOSE

The purpose of this procedure is to provide a standardized approach to:

- Identify the potential for accidents and emergency situations;
- Respond to accidents and emergency situations;
- Prevent and mitigate the environmental impacts that may be associated with accidents and emergency situations; prepare Emergency Contingency Plans
- Review and revise emergency preparedness and response procedures where necessary, especially after the occurrence of an accident or emergency situation;



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- Conduct drills and tests of emergency preparedness and response procedures.

3 APPLICABILITY

This procedure applies to all installations, facilities, units, activities, and organizations and involved personnel within the USAGH-JMRC Hohenfels, which perform operations that are related to one or several significant environmental aspects whether these activities are on or off the USAGH-JMRC installations. Off-post activities include any operations outside the USAGH-JMRC installation boundaries or on property not under U.S. control, such as off-post training activities and maneuvers. In addition, this procedure is applicable to the activities of other organizations or units outside the USAGH-JMRC Hohenfels that use training areas on, or otherwise operate within the USAGH-JMRC Hohenfels area of responsibility.

4 DEFINITIONS

A comprehensive list of terms and definitions used in and related to the EMS Hohenfels provides the Glossary of EMS Terms and Definitions (EMS410_002_Glossary.doc) being a part of the EMS Manual.

Potential accidents and emergency situations – These incidents include accidental emission to the atmosphere, accidental discharges to water and land, specific environmental and ecosystem effects from accidental release and fire, and emergency situation resulting from terrorist or intentional acts that might impact the environment.

Safety board – Includes various stakeholders and spill or emergency responders such as Emergency Response Team (ERT), Department of Emergency Services (DES) including the Fire Department and Provost Marshall Office (PMO), Safety Office, Department of Public Works (infrastructure and utility systems), Spill Coordinator, Local Radiation Protection Officer (LRPO), as well as Host Nation law enforcement agencies, German police and fire departments, preventive medicine and environmental health (CHPPM Europe) dealing with human health risk issues, medical services, safety organizations (e.g. private security firms), EMS Management Representative (EMSR), Public Affairs Office, off-post responders (local hospitals, and hazardous materials (HAZMAT) units), and counter-terrorism specialists.

Standard Operating Procedure (SOP) (German: Standardarbeitsanweisung) - Detailed, written instruction describing a process or workflow by clearly defining responsibilities for each task in order to achieve uniformity of the performance of a specific function (see Operating Instruction).

Operating Instruction (German: Betriebsanweisung) – is a work-place specific instruction that provides information on handling hazardous substances, or describes activities, which could pose a health risk to people and/or have a significant impact onto the environment.

5 RESPONSIBILITIES

The responsibilities and measures for spill prevention; spill control and response, spill notification and reporting, recordkeeping and training are established and described in the Spill Prevention Control and Countermeasures Plan (SPRP).

USAGH-JMRC is responsible to address all potential emergency situations that could arise from incidents such as fire, terrorist attacks, natural disasters (flooding, ground collapse) and



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other accidents. USAGH-JMRC is responsible to establish procedures and measures in order to avoid such emergency situations through appropriate channels.

6 SUPPORTING DOCUMENTS

Document ID	Title
AR 200-1	Environmental Protection and Enhancement
ISO 14001: 2004	Environmental Management Systems – Specification with Guidance for Use
ISO 14004: 2004	Environmental Management Systems – General Guidelines on Principles, Systems and Support Techniques
Implementers Guide	US Army Environmental Management System Implementers Guide, Version 3.0, January 2006
EMS420_000_Policy.doc	United States Army Garrison Hohenfels (USAGH) and Joint Multinational Readiness Center (JMRC) Hohenfels Joint Environmental Policy, September 2005
EMS410_001_ImplemPlan.doc	EMS Implementation Plan, US Army Garrison Hohenfels (USAGH) and Joint Multinational Readiness Center (JMRC) Hohenfels, Germany, Oct 2005
18.04.01.01_070202_SPCC_Hohenfels_Env_SOP_dft_k_JD.doc	USAG Hohenfels Standard Operating Procedure draft (SPCC)
Available at EOC 466-2819	Evacuation Plan (applicable for individuals subject to hazards during spill events and emergencies)
Available at EOC 466-2819	Inventory of Emergency Preparedness and Response Plans
See EMS445 A08 Controlled Documents.xlsx	Inventory of existing Operating Instructions / SOPs (see Procedure for Operational Controls)

7 PROCESS

Responsible	No.	Action
Commander	1	Appoints a safety board.
	2	Chairs periodic safety board meetings.
	3	Approve and sign the documented emergency preparedness and response measures.
Director of Emergency Services	1	Disseminate approved documented emergency preparedness and response measures to appropriate personnel or units/shops/groups.



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Responsible	No.	Action
	2	Implement emergency preparedness and response measures.
	3	Report implementation status and/or issues at the EMS Management Reviews to discuss potential revision of emergency preparedness and response measures.
Safety Board	1	Identify emergency preparedness and response measures required according to US Army guidelines and Host Nation regulations.
	2	<p>Prepare and maintain documented emergency preparedness and response measures. If appropriate, measures should include:</p> <ul style="list-style-type: none"> ▪ A list of key personnel and aid agencies, including contact details (e.g. fire department, clinics); ▪ The nature of site hazards (e.g. flammable liquids, storage tanks and compressed gases inventories, measures to be taken in the event of spills and leakages, vulnerability of drinking water supply system); ▪ The most appropriate method(s) for responding to an accident emergency situation; ▪ Mitigation and response action(s) to be taken for different types of accident emergency situations; ▪ The actions required to minimize environmental impacts; ▪ The most likely type and scale of an emergency situation or accident (including terrorist attacks); ▪ Internal and external communication plans; ▪ The need for process(es) for post-accident evaluation to establish and implement corrective and preventive actions; ▪ Periodic testing of emergency response procedure(s); ▪ Training of emergency response personnel; ▪ Evacuation routes and assembly points; ▪ The potential for an emergency situation(s) or accident(s) at a nearby facility (e.g. plant, road, railway line); ▪ The possibility of mutual assistance from neighboring organizations.
	3	Review and update emergency preparedness and response procedures, measures and plans at least annually.
	4	Coordinate regular drills and/or exercises to test the appropriateness and adequacy of emergency preparedness and response measures.



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Responsible	No.	Action
	5	Create and maintain an Inventory of Inventory of Emergency Preparedness and Response Plans, including Safety, Security and Evacuation Plans (e. g. fire, force protection, terrorist attack, natural disasters (flooding, water vulnerability), medical emergencies, or other).
All military personnel and civilian employees	1	Report any incident involving an accident, spill or an emergency situation or a potential emergency situation to the relevant authority (e.g. military police, fire department, medical service etc.).
		<i>End of Activity</i>

8 DOCUMENT REVISION SUMMARY

Revision Number	Date of Revision	Revision Summary
1.0	28 Nov 2007	- Revised filename/document ID IAW new EMS Manual format/concept; - updated hyperlinks - updated Supporting Documents table.
2.0	18 Feb 2009	No changes
3.0	25 Aug 2009	Update list of supporting documents