

# TRANSPORTATION OF HAZARDOUS MATERIALS



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## 1. PURPOSE

- a) The purpose of a **hazardous materials transportation program** is to provide guidelines, training, and procedures necessary to **protect employees and the public from risk as H2 Enterprises transports hazardous materials on the road and to protect employees and others while on the jobsite or right-of-way.**
- b) This transportation of hazardous materials program is predicated upon compliance with applicable PHMSA and FMCSA safety regulations regarding the transportation of hazardous materials. Compliance with these regulations is an essential component of a safe program designed to protect employees and the public.
- c) This program describes prevention, containment, and response planning requirements of H2 Enterprises applicable to the transportation of hazardous materials.
- d) In accordance with OSHA standard 1926.20, all work on jobsites must be free from unsanitary, hazardous, working conditions. To prevent accidents, work areas must not be dangerous to health or safety of employees

## 2. PROCEDURE

### a. Accidental Release Notifications-

If during the transportation of a hazardous materials an accidental release of the hazardous material occurs the following notifications must be made:

- i. A designated emergency response authority must be called immediately by dialing 911 if any of the following conditions are met:
  - a. In the event of a spill or release of a hazardous substance in excess of the reportable quantity (40 CFR Part 302.6), or
  - b. that cause injury or death or
  - c. cause estimated property damage exceeding \$50,000, or
  - d. that cause an evacuation of the general public lasting one or more hours.

H2 Enterprises will also report the above releases as soon as practical but no later than 12 hours to the National Response Center (NRC) at 1-800-424-8802. Those that close or shut down one or more major transportation arteries or facilities or result in fire, breakage, spillage, or suspected contamination from radioactive or infectious substances must immediately be reported to the National Response Center.

H2 Enterprises employees will refer to the EPA SARA Title III List of Lists for those substances that have reportable quantities.

Written notification of any transportation accident involving a release of hazardous materials will also be provided to the U.S. Department of Transportation within 30 days (49 CFR Part 171.16)

Since hazardous waste is a subset of hazardous materials, if a discharge of hazardous waste occurs H2 Enterprises Employees will notify the NRC and provide a written report to the US Department of Transportation as noted in the above reporting requirements.

A release of any chemical, oil, petroleum product, sewage, etc., which may enter water including surface water, ground water and dry gullies or storm sewers leading to surface water must be immediately reported to the designated local emergency response authority by calling 911 and the NRC. Any accidental discharge to the sanitary sewer system will be reported immediately to the local sewer authority and the affected wastewater treatment plant.

b. Pre-Transportation Functions

- i. Prior to transporting a hazardous material H2 Enterprises will at a minimum:
  - a. Determine the hazard class of a hazardous material consistent with 49 CFR 172.101.
  - b. Select a hazardous materials package that follows the specifications contained in 49 CFR 178.
  - c. Properly mark, label and placard each container and vehicle in accordance with 49 CFR 172.300 (Marking), 49 CFR 172.400 (Labeling) and 49 CFR 172.500 (Placarding).
  - d. Prepare or otherwise fill, load and secure the hazardous materials package, and secure and load the package including a bulk package on a vehicle in accordance with 49 CFR 178.834 and 49 CFR 173.
  - e. Prepare and secure hazardous materials in a means of containment that is designed and constructed, filled, closed, secured and maintained so that under normal conditions of transport including handling so that there will be no accidental release of hazardous materials that could endanger public safety and in accordance with 49 CFR 177.834.
  - f. Prepare a shipping paper document in accordance with 49 CFR 172.201. Provide on the shipping paper working emergency response information in compliance with 49 CFR 172.201(d). H2 Enterprises will provide the shipping paper to the carrier if it is not the carrier. H2 Enterprises will retain the shipping paper in accordance with 172.201(e) for two years or three years for hazardous waste manifests. The shipping papers will also be available to authorized officials upon request.
- c. All job sites, materials and equipment must be inspected frequently and regularly including a daily job safety analysis.
- d. Inspections must be performed by competent personnel on the job site.
- e. All machinery, tools, and equipment must be in good working order and used in the manner in which they are designed according to the manufacturer's guidelines.
- f. Only qualified employees shall operate equipment or machinery.
- g. Proper protective equipment must be worn at all times while onsite and during inspections.

### **3. ROLES AND RESPONSIBILITIES**

Requirements of this policy and the hazardous materials regulations apply to every employee who offers a hazardous material for transportation in commerce, causes a hazardous material to be transported in commerce, or transports a hazardous material in commerce and who performs or is responsible for performing a pre-transportation function, including each person performing pre-transportation functions.

#### **a. Supervisors**

1. Supervisors will be trained in TRANSPORTATION OF HAZARDOUS MATERIAL to eliminate hazards, to recognize unsafe conditions and to prevent accidents and illness on job sites.
2. Supervisors will be able to identify hazards and mitigate to provide a safe, clean, and healthy working environment.
3. Supervisors will hold Safety Meetings to reinforce the importance of safe working conditions.

#### **b. Employees**

1. It is the responsibility of all hazardous materials employees to report any spill or release in accordance with the above procedure described above.
2. H2 Enterprises hazardous materials employees responsible for the transportation of the released hazardous material shall take reasonable emergency measures to prevent, reduce or eliminate any danger to public safety. This does not include actions that exceed the scope of the employees training or personal; protective equipment. In the event of a release of hazardous materials employees are required to make the proper notifications and remember the importance of communicating valuable information to emergency responders so they can most effectively mitigate any release.
3. Employees will also follow all procedures identified in the Spill Prevention Policy.
4. All employees will review this program and become aware of the general provision for health and safety on the job site including hazard recognition and unsafe acts and behaviors.
5. Employees will be responsible for safety on the job and notifying supervisors of any condition that may jeopardize health and safety of themselves or others on site.
6. Follow all instructions of supervisors as outlined by the daily Job Safety Analysis

### **4. TRAINING AND DOCUMENTATION**

- a. In accordance with 49 CFR 177.800 H2 Enterprises as a hazardous materials employer (49 CFR 171.8) will ensure that all hazmat employees (49 CFR 171.8) involved in the transportation of hazardous materials are trained in all applicable requirements of Part 177 and Subpart H of 49 CFR 172. This includes but is not limited to the following training:
  - a. Applicable Federal motor carrier safety regulations including driver qualifications(49 CFR 391), driving of commercial motor vehicles(49 CFR 392), parts and accessories

necessary for safe operations(49 CFR 393), hours of service of drivers (49 CFR 395), inspection, maintenance and repair of vehicles (49 CFR 396) and transportation of hazardous materials; driving and parking rules 49 CFR 397).

- b. Hazardous materials employee training shall include (49 CFR 172.704):
  - i. General awareness/familiarization
  - ii. Function specific training-training specific to the job tasks or functions the employee will provide
  - iii. Safety training including emergency response information, measures to protect the employee from the hazards associated with hazardous materials, methods and procedures for avoiding accidents and incidents.
  - iv. Security awareness training
  - v. In-depth security training
  - vi. Required OSHA and EPA training including but not limited to 29 CFR 191.120 or 1910.1200 and 40 CFR 311.1.
- c. Driver training shall include (49 CFR 177.816):
  - i. Pre-trip safety inspections
  - ii. Use of vehicle controls and equipment
  - iii. Safe operations of the vehicle including procedures for maneuvering tunnels, bridges and railroad crossings
  - iv. Requirements for attendance of vehicles
  - v. Requirements for safe loading and unloading of vehicles including cargo securement, compatibility and segregation and package handling.
  - vi. Specialized training for cargo tanks with a capacity of 1000 gallons or more will also be provided.
- d. All required training will be provided within 90 days of employment and at least once every three years.
- e. Training records will be created and retained consistent with the requirements listed in 49 CFR 172.704(d).