

Rocky Mountain Interagency Cache Policy Hazardous Material Haul Back 2010

Introduction

Stringent laws, rules and regulations define every phase of handling hazardous materials during their lifecycle. The fundamental focus of those instructions is to absolutely minimize the risk to health, safety and property. This policy will identify responsibilities, documentation requirements and procedures for transporting approved hazardous material. The policy is by no means comprehensive; however, it is fundamentally based on Title 49 of the Code of Federal Regulations, which the incident (shipper) has the ultimate responsibility to know and apply. This policy adheres to 49 CFR for reasons of simplicity and consistency regardless of the transportation method. The restrictions for aircraft are as explicitly stated in 49 CFR 172.101. The restrictions for ground transport are set at 80% of the maximum allowable non-bulk quantity, unless 49 CFR requires "consumer commodity": This provides a significant margin of error to avoid placard and special license requirements. This policy is one of several sources of information for the subject. Others can be found in Appendix A. Another guidance tool is the Hazmat Guide found on the tab between pages 46 and 47 of the National Fire Equipment System (NFES) Catalog.

A. EXPLANATION

The Rocky Mountain Cache will not accept the shipment of material classified as hazardous unless specifically exempted in this policy or approved by the Asst Cache Manager in a signed statement. The cache has neither the facilities nor the resources to handle hazardous materials beyond what it currently stocks.

The Rocky Mountain Cache is not a hazardous materials disposal facility.

The minimal amount of hazardous material disposal incidental to cache operations is processed through an external disposal site.

The Rocky Mountain Cache is not a hazardous waste facility. Hazardous waste is absolutely unacceptable, as is bio-hazardous material.

The Cache, likewise, is not a waste disposal facility. Landfill-destined waste should be disposed directly by the customer. It is the responsibility of the incident to properly dispose hazardous material, including unused and waste fuel, as prescribed by applicable laws, rules and regulations.

B. SHIPPER RESPONSIBILITIES

The incident becomes the shipper with the decision to transport resources to the Cache. Regardless of the Officer-in-charge, the shipper retains full responsibility and liability for loading hazardous

materials, offering it for transport, and providing appropriate shipping documentation (49 CFR, Parts 171.2, 172.200+ and 173.22).

The shipper **shall**:

1. Class and describe the hazardous material in accordance with 49 CFR Parts 171 through 173.
2. Determine that the packaging or container is an authorized packaging, including 49 CFR Part 173 requirements.
3. Not use exempted packaging unless the shipper holds, or is party to, the exemption. ***** The Forest Service does not hold an exemption to packaging rules. *****
4. Clearly mark each package, freight container and transport vehicle containing the hazardous material as required by 49 CFR, Part 172, Subpart D. Generally, apply rules for non-bulk packaging:
 - a. Proper shipping name, hazard class/division, UN/NA number and packing group.
 - b. Technical name in parenthesis.
5. Include one of the following signed statements (49 CFR, Part 172.204):

a. Statement 1:

This is to certify that the above-named materials are properly classified, described, packaged, marked and labeled, and are in proper condition for transportation according to the applicable regulations of the Department of Transportation.

The phrase "herein-named" may replace "above-named".

b. Statement 2:

I hereby declare that the contents of this consignment are fully and accurately described above by the proper shipping name, and are classified, packaged, marked and labeled/placarded, and are in all respects in proper condition for transport according to applicable international and national governmental regulations.

6. Have emergency response information available at all times (49 CFR Part 172.600) including:
 - a. The basic description and technical name of the material.

- b. Immediate hazards to health.
 - c. Risks of fire or explosion.
 - d. Immediate precautions to be taken in the event of an accident or incident.
 - e. Immediate method for handling fires.
 - f. Initial method for handling spills or leaks in the absence of fire.
 - g. Preliminary first-aid measures.
 - h. The emergency response telephone number
7. Provide a 24-hour emergency response telephone number which is:
- a. Monitored full time while the material is in transport.
 - b. The number is of a person knowledgeable about the material and has comprehensive emergency/mitigation information for the material.
 - c. Visibly and clearly marked on shipping papers.
8. Provide the driver/operator with a copy of the correct Material Safety Data Sheet (MSDS) for each and every type of material being shipped which has an associated MSDS. The driver/operator will hand-deliver the MSDS to the receiver at the Cache. Lack of knowledge or possession of the MSDS is no excuse for non-provision.

C. OPERATOR RESPONSIBILITIES AND AUTHORITIES

The individual assigned to transport supplies and equipment from the incident to the cache has the responsibility to ensure safe transportation. They have the authority to refuse transportation if the shipment is deemed improperly prepared for transport, or if they determine that prohibited material is loaded.

The driver will:

1. Be present during the loading process.

2. Inspect all hazardous material shipment before loading and contact the Cache for instruction if suspicious material is offered for shipment.
3. Observe and verify the contents loaded.
4. Refuse shipment if:
 - a. Hazardous material packaging is not marked or labeled.
 - b. Any container is leaking or has detectable vapor.
 - c. Any hazardous material container is damaged or has questionable appearance.
5. Secure the vehicle (with a lock or seal) when absent or the loading is complete.
6. Obtain shipping papers and Material Safety Data Sheets.
7. Obtain the signed certification that the shipment is in compliance with 49 CFR and/or Cache policy. The certification will be signed by the Cache Operation Section, Agency Official, or equivalent designee.
8. Hand-deliver the Material Safety Data Sheets (MSDS) from the shipper to the receiver at the Cache.

D. ABSOLUTE PROHIBITION FOR HAUL-BACK

1. Any and all material classified as hazardous waste, bio-hazardous waste or waste appropriate for landfill disposal.
2. Any and all fuel, except propane and lantern fuel as prescribed.
3. Class 1 (Explosive), Divisions 1.1, 1.2 and 1.3.
4. Class 6 (Poisonous or Infectious).
5. Class 7 (Radioactive).
6. Class 8 (Corrosive).

E. ALLOWABLE HAUL-BACK

1. All non-hazardous material, supplies and equipment received from a cache or through a procurement process.
2. All material securely sealed in the original packaging, which has not been punctured, damaged, wetted by any fluid, vapor or moisture, contaminated or otherwise altered.
3. Hazardous material originally received from a cache if compliant with 49 CFR for transport.
4. As allowed in subsections described below.

F. HAZARDOUS MATERIAL NOT OTHERWISE PRESCRIBED

Any hazardous material not specifically prescribed or prohibited in this policy MIGHT BE permissible for return to the Cache with the following prescription:

1. The material is currently stocked and dispatched by the receiving cache; or
2. Contact receiving cache and verify acceptability. Note date, time and name of person contacted; and
3. Packaged in the original packaging or in packaging prescribed in 49 CFR, Part 173; and
4. Prepared for transport as specified by 49 CFR; and
5. Quantity limited to:
 - a. 80% of reportable quantity (49 CFR 172.101 Appendix A); or
 - b. "Consumer commodity" weight of 30 kilograms (66 pounds) if reportable quantity is unknown.

NOTE: Do not assume anything. Consult Cache management if there is any question regarding hazardous material transport. As the shipper, your only security is in knowledge and compliance.

G. Common Transport Rules to Remember

1. Only packaging prescribed in 49 CFR is used.
2. Material within packaging is secure from movement.
3. Packaging is secured to the vehicle to prevent relative movement between packages.
4. No sharp projections within cargo hold of transport vehicle.
5. No risk for puncture, damage, wetting, exposure to ignition, dropping, or commingling with other hazardous material.
6. No hazardous material loaded/shipped on pole trailers (49 CFR 177.834(b)).
7. Multiple classes may or may not be shipped together. If permitted, load such material away from or physically separated from others.
8. Load hazardous material to be located toward rear of vehicle.
9. Total weight/volume of all hazardous material in transport vehicle cannot exceed the maximum allowable for any one type.

H. How To Use This Document

The following sections will provide the prescriptions for preparation, loading and transporting hazardous materials or equipment using such. Each section will list, in order (if applicable):

1. NFES number and description.
2. DOT shipping name, class, identification number and packing group.
3. Label requirement.
4. Transportation limitation.
5. Transportation prohibition.
6. Packaging recommendation. Alternatives may be found in 49 CFR 201-230.
7. Loading and shipping requirements.

I. FUEL (Gasoline, Gasohol, Kerosene, Diesel, Avgas)

- 1. NO FUEL IS TO BE TRANSPORTED TO THE CACHE IN ANY FORM, other than lantern fuel and propane as prescribed.**
- 2. All fuel containers must be emptied and purged before shipping.**
- 3. Containers with punctures or ineffective seals are not to be returned to the cache.**

J. INTERNAL COMBUSTION POWERED ENGINE EQUIPMENT

- 1. All internal combustion engines, fuel lines and fuel containers must be emptied and purged before shipping.**
 - a. Drain fuel tank or container into appropriate container for customer use or disposal.**
 - b. Operate engine until starved of fuel.**
 - c. Spray purging fluid in tank or container.**
 - d. Vent until dry.**
 - e. Reseal.**
 - f. Note: Purging fluid (e.g., Purge) is available by local purchase or from the Cache in 16-ounce spray (NFES 0700).**
- 2. When transporting an item with an internal combustion engine equipped with a battery, the battery cables must be disconnected and secured.**
- 3. Containers with punctures or ineffective seals are not to be returned to the cache.**

K. GAS LANTERNS

- 1. NFES 0125 Lantern, Gas.**
- 2. No specific classification, packaging, labeling or transportation restrictions for quantity.**
- 3. Recommend packaging in fiberboard boxes with inner wrapping to prevent breakage.**

4. Preparation for transport:

- a. Empty tank into appropriate container for customer use or disposal.
- b. Open fuel line.
- c. Ignite and burn until out.
- d. Close line.
- e. Vent tank until dry.
- f. Reseal tank.

1. NFES 1361 Fuel, Lantern, White Gas, 1GL (3.8L).

2. Classified as: Gasoline, 3, UN1203, Packing Group II.

L. LANTERN FUEL (WHITE GAS)

Label(s): FLAMMABLE LIQUID 3, "THIS SIDE UP" or UP Arrow.

3. Transportation quantity:

- a. Passenger Aircraft: 5 liters (1.32 gallons).
- b. Cargo-only Aircraft: 60 liters (15.8 gallons).
- c. Ground Transport: 435 liters (115 gallons).

Note: Because aircraft policy varies, verify before shipping.

4. Transport is prohibited in same shipment of material in Classes 1, 2.3, 5.1 or 6.1.

5. Acceptable only if returned in original, unopened containers.

6. Transport Preparation:

- a. Packaged to prevent contact between containers.
- b. Enclosed with appropriate absorbent material to contain the full amount of fuel shipped in case of rupture.

- c. Loaded upright and braced to the vehicle to prevent any potential movement.
- d. Sealed and free of punctures, damage or leaks.
- e. No sharp projections within cargo hold of transport vehicle.
- f. No risk for puncture, damage, exposure to ignition, dropping, or commingling with other hazardous material.
- g. Physically separated or away from other permissible hazardous material.
- h. Locate toward rear of vehicle (last to be loaded).
- i. Total weight/volume of all hazardous material in transport vehicle cannot exceed the maximum allowable for any one type.

M. PROPANE

- 1. NFES 0491 Tank, Propane, Fuel, LPG, 20# Tank (5GL).
- 2. Classified as: Propane, 2.1, UN1978, No packing group.

Label(s): FLAMMABLE GAS.

Note: Identification UN1075 is acceptable for domestic transport if consistent with package markings, shipping papers and emergency response information.

- 3. Transportation quantity:
 - a. Passenger Aircraft: Forbidden.
 - b. Cargo-only Aircraft: 150 kilograms (330 pounds) net.
 - c. Ground Transport: 362 kilograms (800 pounds) net.

Note: Because aircraft policy varies, verify before shipping.

- 4. Transport is prohibited in same shipment of material in Classes 2.3, 6.1 or 7.
- 5. Original cylinder as received from the Cache is acceptable for return unless it has been damaged. Propane cylinders may be returned to the cache with or without fuel. To avoid health and safety risks

on the incident, do not deliberately empty propane cylinders in the field.

6. Transport Preparation:

a. Load in an orderly fashion, not helter-skelter. Prevent or eliminate the potential for:

- 1) Relative motion between cylinders;**
- 2) Damage to valves;**
- 3) Puncture of container;**
- 4) Commingling with other hazardous material.**

b. Cylinders must be:

- 1) Free of leaks or damage;**
- 2) On a flat surface;**
- 3) In the upright position;**
- 4) Securely lashed to the vehicle, and remain so during transport.**

c. Do not stack cylinders unless:

- 1) There is rigid, puncture-proof material (such as corrugated cardboard or plywood) between layers; and**
- 2) Every layer is secured to the vehicle preventing any motion.**

d. Load the cylinders separated from, or away from, any other hazard class material.

e. Locate toward rear of vehicle (last to be loaded).

f. Total weight/volume of all hazardous material in transport vehicle cannot exceed the maximum allowable for any one type.

N. FUSEE (One of two possible classifications)

1. NFES 0105 Fusee, Signal Device, Hand.
2. Classified as: Signal Device, Hand, 1.4G, UN0191, Packing Group II.

Label(s): EXPLOSIVE 1.4G.

3. Transportation Quantity:
 - a. Passenger Aircraft: Forbidden.
 - b. Cargo-only Aircraft: 75 kilograms (165 pounds).
 - c. Ground Transport: 363 kilograms (800 pounds).

Note: Because aircraft policy varies, verify before shipping.

4. Transport is prohibited in the same transport of material in Class 1 (except 1.4G or compatibility group S with detonators), 2.1, 2.3, 3, 4.2, 6.1, 8.

5. Containers

- a. Original containers may be used, provided containers are securely closed and in good condition.
- b. Fiberboard Box 4G with inner packaging of Fiberboard Box 4G or kraft paper, or as other packaging as described in 49 CFR 173.62.

6. Transport Preparation:

- a. Material within packaging is secure from movement.
- b. Packaging is secured to the vehicle to prevent relative movement between packages.
- c. No sharp projections within cargo hold of transport vehicle.
- d. No risk for puncture, damage, wetting, exposure to ignition, dropping, or commingling with other hazardous material.
- e. Not loaded/shipped on pole trailers (49 CFR 177.834 (b)).

- f. Physically separated or away from other hazardous material.
- g. Locate toward rear of vehicle (last to be loaded).
- h. Total weight/volume of all hazardous material in transport vehicle cannot exceed the maximum allowable for any one type.

7. Note: May also be classified as "Flammable Solid Organic NOS, 4.1, NA1325, Packing Group II". If so, refer to Section N "FUSEE".

O. FUSEE (One of two possible classifications)

- 1. NFES 0105 Fusee, Signal Device, Hand.
- 2. Classified as: Fusee, 4.1, NA1325, Packing Group II.

Label(s): FLAMMABLE SOLID.

- 3. Transportation Quantity:
 - a. Passenger Aircraft: 15 kilograms (33 pounds).
 - b. Cargo-only Aircraft: 50 kilograms (110 pounds).
 - c. Ground Transport: 363 kilograms (800 pounds).

Note: Because aircraft policy varies, verify before shipping.

- 4. Transport is prohibited in the same transport of material in Class 1.1, 1.2, 1.5, 2.3, 6.1, or 8.

5. Containers

- a. Original containers may be used, provided containers are securely closed and in good condition.
- b. Fiberboard Box 4G with inner packaging of Fiberboard Box 4G or kraft paper, or as other packaging as described in 49 CFR 173.62.

6. Transport Preparation:

- a. Material within packaging is secure from movement.

- b. Packaging is secured to the vehicle to prevent relative movement between packages.
- c. No sharp projections within cargo hold of transport vehicle.
- d. No risk for puncture, damage, wetting, exposure to ignition, dropping, or commingling with other hazardous material.
- e. Not loaded/shipped on pole trailers (49 CFR 177.834 (b)).
- f. Physically separated or away from other hazardous material.
- g. Locate toward rear of vehicle (last to be loaded).
- h. Total weight/volume of all hazardous material in transport vehicle cannot exceed the maximum allowable for any one type.

7. Note: May also be classified as "Signal Device, Hand, 1.4G, UN0191 Packing Group II". If so, refer to Section M "FUSEE"

P. FIRE FLARE (also known as Fire Quick Flare)

- 1. NFES 0371 Flare, Fire, 3/4" x 3 1/2", w/cartridges.
- 2. Classified as: Flammable Solid Organic NOS, 4.1, UN1325, Packing Group III.

Label(s): FLAMMABLE SOLID

Note: The manufacturer verified this classification despite the conflict with the MSDS provided (as of 23-May-97).

- 3. Transportation Quantity:
 - a. Passenger Aircraft: 25 kilograms (55 pounds).
 - b. Cargo-only Aircraft: 100 kilograms (220 pounds).
 - c. Ground Transport: 362 kilograms (800 pounds).

Note: Because aircraft policy varies, verify before shipping.

- 4. Transport is prohibited in same shipment of material in Classes 1.1, 1.2, 1.5, 2.3, 6.1 or 8.

Note: Caches are generally shipping the companion cartridges (NFES 0372) separately.

5. Containers

- a. Original containers may be used, provided containers are securely closed and in good condition.**
- b. Fiberboard Box 4G with inner plastic receptacles, or as other packaging as described in 49 CFR 173.213.**
- c. Note: Single packaging not permitted on aircraft.**

6. Transport Preparation:

- a. Material within packaging is secure from movement.**
- b. Packaging is secured to the vehicle to prevent relative movement between packages.**
- c. No sharp projections within cargo hold of transport vehicle.**
- d. No risk for puncture, damage, wetting, exposure to ignition, dropping, or commingling with other hazardous material.**
- e. Not loaded/shipped on pole trailers (49 CFR 177.834 (b)).**
- f. Physically separated or away from other hazardous material.**
- g. Locate toward rear of vehicle (last to be loaded).**
- h. Total weight/volume of all hazardous material in transport vehicle cannot exceed the maximum allowable for any one type.**

7. Note: The Northern Rockies Cache does not carry this item or its companion items.

Q. 22 Caliber Blank Cartridge

- 1. NFES 0372 Cartridge, Blank, 22 caliber, Small Arms.**
- 2. Classified as: Cartridge, Small Arms, ORM-D, no ID, no packing group.**

Label(s): None

3. Transportation Quantity:

- a. Passenger Aircraft: Restricted.**
- b. Cargo-only Aircraft: Restricted.**
- c. Ground Transport: 30 kilograms (66 pounds) gross.**

Note: Because aircraft policy varies, verify before shipping.

4. Caches are generally shipping the cartridges and fire flares separately.

5. Containers

- a. Original containers may be used, provided containers are securely closed and in good condition.**
- b. Packed in inside boxes that fit snugly in outer packaging.**
- c. Packaged loose in strong outer packaging.**

6. Transport Preparation:

- a. Material within packaging is secure from movement.**
- b. Packaging is secured to the vehicle to prevent relative movement between packages.**
- c. No sharp projections within cargo hold of transport vehicle.**
- d. No risk for puncture, damage, wetting, exposure to ignition, dropping, or commingling with other hazardous material.**
- e. Not loaded/shipped on pole trailers (49 CFR 177.834 (b)).**
- f. Physically separated or away from other hazardous material.**
- g. Locate toward rear of vehicle (last to be loaded).**
- h. Total weight/volume of all hazardous material in transport vehicle cannot exceed the maximum allowable for any one type.**

7. **Note:** The Rocky Mountain Cache does not carry this item or its companion items.

R. FLARE CARTRIDGE

1. NFES 0388 Flare Cartridge, Signal, Hand-fired
2. Classified as: Cartridge, Signal, 1.4G, UN0312, Packing Group II.

Label(s): EXPLOSIVE 1.4G.

3. Transportation Quantity:

- a. Passenger Aircraft: 25 kilograms (55 pounds).
- b. Cargo-only Aircraft: 100 kilograms (220 pounds).
- c. Ground Transport: 362 kilograms (800 pounds).

Note: Because aircraft policy varies, verify before shipping.

4. Transport is prohibited in the same transport of material in Class 1 (except 1.4G or compatibility group S with detonators), 2.1, 2.3, 3, 4.2, 6.1, or 8.

5. Containers

- a. Original containers may be used, provided containers are securely closed and in good condition.
- b. Fiberboard Box 4G with inner plastic or kraft paper receptacles, or as other packaging as described in 49 CFR 173.62.

6. Transport Preparation:

- a. Material within packaging is secure from movement.
- b. Packaging is secured to the vehicle to prevent relative movement between packages.
- c. No sharp projections within cargo hold of transport vehicle.
- d. No risk for puncture, damage, wetting, exposure to ignition, dropping, or commingling with other hazardous material.
- e. Not loaded/shipped on pole trailers (49 CFR 177.834 (b)).

f. Physically separated or away from other hazardous material.

g. Locate toward rear of vehicle (last to be loaded).

h. Total weight/volume of all hazardous material in transport vehicle cannot exceed the maximum allowable for any one type.

7. Note: The NFES Caches no longer carry this item. Do not return to the Cache.

S. AERIAL IGNITION DEVICE (also known as Ping-Pong Ball)

1. NFES 3411 Aerial Ignition Device, Ping-pong Ball

2. Classified as: Potassium Permanganate, 5.1, UN1490, Packing Group II.

Label(s): OXIDIZER 5.1

3. Transportation Quantity:

a. Passenger Aircraft: 5 kilograms (11 pounds).

b. Cargo-only Aircraft: 25 kilograms (55 pounds).

c. Ground Transport: 362 kilograms (800 pounds).

Note: Because aircraft policy varies, verify before shipping.

4. Transport is prohibited in same shipment of material in Classes 1.1, 1.2, 1.3, 1.5, 2.3, 3, 6.1, or 8.

5. Containers

a. Original containers may be used, provided containers are securely closed and in good condition.

b. Fiberboard Box 4G with inner plastic receptacles, or as other packaging as described in 49 CFR 173.212.

c. Note: Single packaging not permitted on aircraft.

6. Transport Preparation:

- a. Material within packaging is secure from movement.
- b. Packaging is secured to the vehicle to prevent relative movement between packages.
- c. No sharp projections within cargo hold of transport vehicle.
- d. No risk for puncture, damage, wetting, exposure to ignition, dropping, or commingling with other hazardous material.
- e. Not loaded/shipped on pole trailers (49 CFR 177.834 (b)).
- f. Physically separated or away from other hazardous material.
- g. Locate toward rear of vehicle (last to be loaded).
- h. Total weight/volume of all hazardous material in transport vehicle cannot exceed the maximum allowable for any one type.

T. OXYGEN, COMPRESSED

- 1. No NFES number: A component of 1835 Kit, First Aid Station, Field, 500+ Person.
- 2. Classified as: Oxygen, Compressed, 2.2, UN1072, no packing group.

Label(s): NON-FLAMMABLE GAS, OXIDIZER 5.1
Or Label(s): NON-FLAMMABLE GAS, OXYGEN 2

- 3. Transportation Quantity:
 - a. Passenger Aircraft: 75 kilograms (165 pounds).
 - b. Cargo-only Aircraft: 150 kilograms (330 pounds).
 - c. Ground Transport: 150 kilograms (330 pounds).

NOTE: Currently, most airlines are refusing transport of oxygen cylinders. Verify with aircraft or airline personnel since policies will vary.

- 4. Transport is prohibited in same shipment of material in Classes 1.1, 1.2, or 1.5.
- 5. Original container as received from the Cache is acceptable for return, unless it has been damaged.

6. Transport Preparation:

- a. Load in an orderly fashion, not helter-skelter. Prevent or eliminate the potential for:**
 - 1) Relative motion between cylinders;**
 - 2) Damage to valves;**
 - 3) Puncture of container;**
 - 4) Commingling with other hazardous material.**

- b. Cylinders must be:**
 - 1) Free of leaks or damage;**
 - 2) On a flat surface;**
 - 3) In the upright position;**
 - 4) Securely lashed to the vehicle, and remain so during transport.**

- c. Do not stack cylinders unless:**
 - 1) There is rigid, puncture-proof material (such as corrugated cardboard or plywood) between layers; and**
 - 2) Every layer is secured to the vehicle preventing any motion.**

- d. Load the cylinders separated from, or away from, any other hazard class material.**

- e. Locate toward rear of vehicle (last to be loaded).**

- f. Total weight/volume of all hazardous material in transport vehicle cannot exceed the maximum allowable for any one type.**

U. FIRE EXTINGUISHER

- 1. NFES 0307 Extinguisher, Fire, 120 BC**
- 2. Classified as: Fire Extinguisher, 2.2, UN1044, no packing group.**

Label(s): NON-FLAMMABLE GAS

3. Transportation Quantity:

- a. **Passenger Aircraft: 75 kilograms (165 pounds).**
- b. **Cargo-only Aircraft: 150 kilograms (330 pounds).**
- c. **Ground Transport: 150 kilograms (330 pounds).**

4. Transport is prohibited in same shipment of material in Classes 1.1, 1.2, or 1.5.

5. Original container as received from the Cache is acceptable for return, unless it has been damaged.

6. Transport Preparation:

a. **Load in an orderly fashion, not helter-skelter. Prevent or eliminate the potential for:**

- 1) **Relative motion between cylinders;**
- 2) **Damage to valves;**
- 3) **Puncture of container;**
- 4) **Commingling with other hazardous material.**

b. **Cylinders must be:**

- 1) **Free of leaks or damage;**
- 2) **On a flat surface;**
- 3) **In the upright position;**
- 4) **Securely lashed to the vehicle, and remain so during transport.**

c. **Do not stack cylinders unless:**

- 1) **There is rigid, puncture-proof material (such as corrugated cardboard or plywood) between layers; and**

2) Every layer is secured to the vehicle preventing any motion.

- d. Load the cylinders separated from, or away from, any other hazard class material.**
- e. Locate toward rear of vehicle (last to be loaded).**
- f. Total weight/volume of all hazardous material in transport vehicle cannot exceed the maximum allowable for any one type.**

POLICY VIOLATION CONSEQUENCE

The Cache Manager (or its designee) will cite any violation of this policy or 49 CFR hazardous material transportation rules, in a report to the customer and its parent office routed through the Director of Fire, Aviation and Air. The citation will not carry the force of law, as the Cache does not possess authority to enforce 49 CFR compliance. It will, however, be a performance record.

A letter of caution will be written if the policy's prescribed ground transport quantity is exceeded, but less than placard requirements.

If a shipment is received, which contains a hazardous material spill, a hazmat response team will be called. The associated costs will be charged to the customer or its parent agency.

If the Cache receives any hazardous material requiring disposal, the Cache will arrange such disposal in accordance to applicable laws, rules and regulations. The full cost of this disposal, including labor, transportation and disposal, will be charged directly to the responsible customer.

Any hazardous material received by the Cache, which the Cache neither carries nor dispatches, will be shipped to the originating cache. If no cache originated the material, it will be disposed as described in the last paragraph. The full cost of either option will be charged directly to the responsible customer.

SUMMARY NOTES:

This policy is established to prescribe a legal, safe and healthy environment for transporting hazardous material. These prescriptions enable caches and incidents to effectively deliver material, within existing regulations and without need for special licensing, equipment or placards. The fundamental source of this policy is 49 CFR 170-177 and the 1996 North American Emergency Response Guidebook. The bibliography and sources for both are found in Appendix A. I strongly recommend acquisition of these to assist your responsibility as shippers.

Bear in mind, this policy is not comprehensive: Only the most commonly dispatched material is described. The responsibility for safe, legal transport lays with the shipper, to correctly describe, package, label, load and transport material. As further assistance, the cache is always accessible for to provide advice.

Appendix A Recommended References

1. Code Of Federal Regulations, Title 49, Parts 100 To 177; U.S. Government Printing Office; Washington, DC; 1995.

Government Printing Supply

Room 194, Federal Building

915 Second Avenue

Seattle, WA 98124 Phone: (206) 553-4270 Fax: (206) 553-6717

Cost: \$45.00

2. Pocket Guide To Hazardous Materials: Compliance Information For The Driver; J. J. Keller & Associates Inc.; Neenah, WI; 1994.

J. J. Keller & Associates, Inc.

3003 West Breezeway Lane

P. O. Box 368

Neenah, WI 54957-0368 Phone: (800) 558-5011

Cost: \$2.60

3. Federal Motor Carrier Safety Regulations; J. J. Keller & Associates Inc; Neenah, WI; 1996.

J. J. Keller & Associates, Inc.

3003 West Breezeway Lane

P. O. Box 368

Neenah, WI 54957-0368 Phone: (800) 558-5011

Cost: \$2.75

4. 1996 North American Emergency Response Guidebook; J. J. Keller & Associates Inc.; Neenah, WI; 1996.

J. J. Keller & Associates, Inc.

3003 West Breezeway Lane

P. O. Box 368

Neenah, WI 54957-0368 Phone: (800) 558-5011

Cost: \$3.45

Note: For guidebooks 2 through 4, volume discounts on price are available.

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Appendix B-1 Cache Haul-back Hazardous Materials Statement

This is to certify that the above-named materials are properly classified, described, packaged, marked and labeled, and are in proper condition for transportation according to the applicable regulations of the Department of Transportation.

Signature: Date: _____

Name as printed: _____

Incident/Project Name: _____

This is to certify that the herein named materials are properly classified, described, packaged, marked and labeled, and are in proper condition for transportation according to the applicable regulations of the Department of Transportation.

Signature: Date: _____

Name as printed: _____

Incident/Project Name: _____

Appendix B-3 Cache Haul-back Hazardous Materials Statement

I hereby declare that the contents of this consignment are fully and accurately described above by the proper shipping name, and are classified, packaged, marked and labeled/ placarded, and are in all respects in proper condition for transport according to applicable international and national governmental regulations.

Signature: Date: _____

Name as printed: _____

Incident/Project Name: _____

Appendix C Certification for Inclusion of Material Safety Data Sheet(s)

By my signature below, I certify that I provided the appropriate Material Safety Data Sheet(s), as required, directly to the driver/operator to be delivered by hand to the receiver.

Shipper: _____ Date:

Name as printed: _____