

## INCIDENT INFORMATION

Location: \_\_\_\_\_

Date: \_\_\_\_\_ Time: \_\_\_\_\_

Hazardous Material: \_\_\_\_\_

Quantity Discharged: \_\_\_\_\_

### SPILL RESPONSE CHECKLIST

- Spill Control Measures Initiated \_\_\_\_\_
- Local Public Safety Agcy Notified \_\_\_\_\_  
(Dial 9-1-1 for Police, Fire & Rescue)
- Local Fire Marshal Notified \_\_\_\_\_
- Your company safety office notified \_\_\_\_\_
- National Response Center Notified \_\_\_\_\_
- VA Dept of Emerg Mgmt Notified \_\_\_\_\_
- Cleanup Contractor Called \_\_\_\_\_
- VA Dept of Env Qual Notified \_\_\_\_\_

### IMPORTANT!

- Do not leave the incident site until released by the public safety incident commander.
- Retain all documents related to this incident.
- You are responsible for the containment, cleanup and proper disposal of the hazardous materials in your charge.

# YOU MUST REPORT ...

... all spills, discharge or release of hazardous materials. Some common products that require reporting are:

- Gasoline
- Diesel Fuel
- Oil
- Aviation Fuels
- LPG
- Waste Chemicals & Oils
- Chlorine
- Solvents
- Acids & Corrosives
- Poisons & Pesticides
- Explosives
- Organic Peroxides

This is only a partial listing of substances that may require reporting. Reporting requirements may vary by quantity of material released. Failure to report a discharge when required can result in administrative, civil or criminal penalties. You must know the code!

# HAZARDOUS MATERIALS

## DISCHARGE INFORMATION AND NOTIFICATION PROCEDURES



## FAIRFAX JOINT LOCAL EMERGENCY PLANNING COMMITTEE

[www.lepcfairfax.org](http://www.lepcfairfax.org)

August 2020

**HAZARDOUS MATERIALS  
DISCHARGE INFORMATION &  
NOTIFICATION PROCEDURES**

A discharge of hazardous materials has occurred. This information is provided to assist you in following the proper reporting and cleanup procedures.

You are required to report this discharge to the following local agencies:

**Local Agencies Requiring Notification**

Local Fire.....	Police .....911	and
Non-emergency number....1-703-691-2131		

**AND**

Fairfax County Fire Marshal's Office (includes Towns of Clifton, Herndon and Vienna) Hazardous Materials Services ...1-703-246-4386
<b>OR</b>
Fairfax City Fire Marshal's Office Office of Code Enforcement .....1-703-385-7830 24-Hour Telephone Number .....1-703-385-7924

In addition, you may be required to provide notification to the following federal and state agencies:

**24-Hour Federal & State Reporting**

- U.S. EPA (Region III).....1-215-814-9016
- U.S. National Response Center &  
Terrorist Hot line .....1-800-424-8802
- Virginia Dept of Emerg Mgmt.....1-800-468-8892
- Virginia Dept of Env Quality.....1-703-583-3800

Failure to report a discharge or properly clean up a spill, when required, can result in administrative, civil, or criminal sanctions.
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The Fairfax Joint Local Emergency Planning Committee (FJLEPC) does not endorse or recommend any private vendor, firm, or cleanup technique. Firms providing cleanup and remediation services can be obtained from regular advertising media. However, to assist you in initiating appropriate cleanup measures, the following list of hazardous materials cleanup contractors that are known to serve this area is provided. You are not limited to only these contractors, but you must ensure that the contractor chosen is capable, competent, and trained to handle your particular problem.

**CLEANUP CONTRACTORS:**

- Apex Environmental  
Manassas, VA .....1-888-960-7964
- ATLAS Environmental Services, LLC  
Lorton, VA.....1-703-339-9770
- Clean Harbors Environmental Services, Inc.  
Laurel MD ..... 1-800.645.8265
- Environmental Service and Technology Corp.  
Culpeper, VA.....1-540-825-9083
- GEC Environmental  
Contracting Corp. ....1-866-432-7745
- HEPACO/IMS  
Baltimore .....1-800-888-7689

**ENVIRONMENTAL CONSULTANTS:**

- ECC Inc.....1-800-322-3477
- HP Environmental.....1-703-471-4200
- Old Dominion Environmental....1-571-215-2400

The public safety agency having jurisdiction where the discharge has occurred will take whatever actions are necessary to protect public health and safety and the environment. The public safety agency may bill the responsible

party for the expenses incurred to protect the public and the environment.

Based on the nature of the hazard presented by this discharge, public safety personnel may be obligated to standby until the hazard is controlled. In addition, public safety personnel may use materials to control a spill, protect the environment, and mitigate the hazard. These material and personnel costs may be charged to the responsible party.

If you require further information or assistance at this time, speak to the public safety incident commander. Should you require additional information or reports regarding any Fire and Rescue Department actions, please contact the following office during normal business hours (Monday - Friday; 8:00 am to 4:30 pm):

Fairfax County Fire & Rescue Department  
Fire Prevention Division  
Office of the Fire Marshal  
12099 Government Center Parkway  
Fairfax, Virginia 22035

1-703-246-4386  
TTY 711

This information is provided by the Fairfax Joint Local Emergency Planning Committee and its member jurisdictions:

City of Fairfax  
County of Fairfax  
Town of Herndon  
Town of Vienna

For more about the FJLEPC, please see our website:

[www.lepcfairfax.org](http://www.lepcfairfax.org)