



COMMUNITY CAPABILITY ASSESSMENT  
**PHASE 2 QUESTIONNAIRE**

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**Date of Review:**

**Facilitator:**

**Phone Number:**

**Mailing Address:**

**E-mail Address:**

**FAX Number:**

**SUBMITTER INFORMATION**

Contact Name & Title:

Phone Number:

Organization Name:

Mailing Address:

Questionnaire Completed by:

**PUBLIC UTILITIES**

*Note: This part is to be completed by organizations providing utility services that would likely be impacted in the event of a hazardous materials incident in the community.*

1. Does the agency have a hazmat contingency plan? (2, 3) Y N NA

a. If yes, is it contained within a single document? Title:

b. If not contained within a single document, list all separate titles:

c. Is there a process in place for plan review and updating? Y N NA

If so, how often?  Annually  Semiannually  As needed  Other:

d. What is the latest revision date?

e. Has the person(s) with the authority to implement the plan been identified? Y N NA

If yes, title:

Documented where?

Discussion Notes:

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2. Does the agency have a hazmat training program? (2, 6, 8) Y N NA

a. If yes, to what level of training?

HAZWOPER  Awareness  Operations  Technician  Specialist

Incident Command System Other (specify):

Documented where?

Discussion Notes:

3. Does the agency have a plan for assisting the first responders in the event of a hazmat incident in this community? (2, 3, 4) Y N NA

Documented where?

4. Has the agency identified facilities receiving your services that have processes that could be negatively impacted by the loss of those services? (1, 5) Y N NA

Documented where?

5. Has the agency identified any of their own facilities that could be impacted by a hazmat incident in this community? (1, 5) Y N NA

Documented where?

Discussion Notes:

6. Has the agency provided first response agencies and facility operators with a list of contact names and numbers for 24/7 support? (2) Y N NA

Documented where?

7. Have any members of the agency been familiarized with hazmat Incident Command System protocols? (8) Y N NA

Documented where?

8. Has the agency established emergency response communications protocols with first response agencies in this community? (2) Y N NA

Documented where?

9. Has the agency established protocols and procedures with emergency response personnel for the shutting down of services in areas affected by a hazmat incident? (1, 2, 4, 5) Y N NA

Documented where?

Discussion Notes:

PHASE 2 INTERFACE QUESTIONNAIRE

10. Has the agency provided the first responders and facility operators with specific information about the location of services, shut off protocols and other emergency information? (1, 2, 4) Y N NA

Documented where?

11. Has the agency done any pre-planning activities with facility operators related to a potential hazmat incident? (1, 2, 4, 5, 8) Y N NA

Documented where?

12. Has the agency done any pre-planning activities with first responders related to a potential hazmat incident? (2) Y N NA

Documented where?

Discussion Notes:

13. Does the agency have specialized hazmat vehicles? (6) Y N NA  
Specify:

14. Does the agency have specialized hazmat equipment? (6) Y N NA  
Specify:

Discussion Notes:

15. If personnel are required to be on-scene, has appropriate personal protective equipment been identified? (6, 8) Y N NA
- a. Is this equipment readily available? Y N NA
  - b. Have your personnel been trained on the use of personal protective equipment? Y N NA
  - c. Is there a process in place for refresher training? Y N NA

Documented where?

Discussion Notes:

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16. In the event personnel or equipment is contaminated, are there established decontamination procedures? (2, 8) Y N NA

Documented where?

a. If so, do the procedures include who will perform decontamination? Y N NA

Specify:

b. Have the procedures been developed in conjunction with the decontamination organization? Y N NA

c. Are personnel trained on these procedures? Y N NA

Documented where?

Discussion Notes:

17. Is there any additional specific information about your services that response agencies should be aware of in the event of a hazmat incident? Y N NA

Discussion Notes: