

Emergency Response - Incident Command

A clear command structure ensures an effective emergency response. It starts with a knowledgeable Incident Commander who coordinates the response. If you are the first person on the scene, you are the Incident Commander until relieved by the designated Commander for your facility or workplace.

Depending on the size of your emergency response team and the complexity of the incident, several people may fulfill one role or one person may be responsible for several roles. The most important thing is that the roles are assigned and each person involved in the incident is aware of their role and fulfills it. Clear roles and responsibilities will ensure a smooth response.



These essential roles must be filled:

- Planning
- Record Keeping
- Logistics
- Environmental, health & safety
- Research
- Public Information Officer
- Evacuation
- Operations
- Financial

Strive
FOR Wise

The Incident Commander assigns these essential roles to the emergency response team:

- **Planning** is an ongoing role. A plan has to be revised as factors change and as further information is received.
- Ensuring **environmental, health & safety** requirements are met during the emergency is very important. That means understanding the hazards involved and ensuring all responders take steps to protect themselves and the environment.
- Coordinating an orderly **evacuation** and verifying everyone is removed from the hazardous area is an essential safeguard in an emergency.
- **Keeping records** of the decisions made and the actions taken will help deal with questions that arise after the incident.
- **Research** to understand the factors involved in the incident is important in formulating an effective plan.
- **Operations** execute the plan by constructing containment systems, vacuuming up spilled materials or administering first aid.
- **Logistics** are responsible to obtain and deliver the tools and equipment needed by operations to respond. It is also important to provide food and drink to keep the emergency response team going.
- The **Public Information Officer** is responsible for notifying government agencies and responding to questions from the media or the public about the incident.
- Someone needs to be responsible for managing the **finances** of the emergency response.

KEEPING THE COMMAND STRUCTURE INFORMED:

INCIDENT
COMMANDER



OPERATIONS
MANAGER



SENIOR
MANAGEMENT



We are the environment!
commit ■ create ■ participate

All your questions and discussion topics
are on the reverse side - get talking!

Emergency Response - Incident Command

Company _____ Date _____ Delivered by _____

Other topics discussed _____

Name	Signature	Date	Name	Signature	Date

QUESTIONS/DISCUSSIONS

RECORD RESPONSES SPECIFIC TO YOUR SITE

1. Who is the Incident Commander for your facility or job site? _____

2. What records should be kept during an emergency response? _____

3. Why is it important to keep your management informed of your progress in handling an emergency response? _____

Our Environmental Champions for November are the employees at Walker Emulsions Portland

Since 2013, Walker Emulsions Portland has been supporting the efforts of the Johnson Creek Watershed Council by helping remove garbage and clean up the creek on an annual basis. The Johnson Creek Watershed Council was formed in 1995 to protect the creek and its watershed.

The employees are a fun group to work with and they are finding that there is less garbage to clean up each year on their adopted route. In 2017, the crew picked up 980 lbs. of garbage versus the 7,880 lbs. picked up in 2016! The crew also recycles as many items found as possible.

Employees that have participated each year:
Tina Hagel, Larry Sinnige, Jacob Hufford, Scott Pittman.

Employees that have joined at least once:
Patty Capps, Steve Brown, Camron Moore, Scott Berg, Pam Barton, Becky Oehler, Jay Collier.

What a great way to give back and build strong relationships with our communities while also reducing impacts on the environment.

Keep up the great work WE-Portland!



We are the environment!
commit ■ create ■ participate

Clearly no group can, as an entity, create ideas. Only individuals can do this. A group of individuals may, however, stimulate one another in the creation of ideas. Estill I. Green

YOU ARE WONDERFUL!! CONGRATULATIONS!