

**CENTRAL FLORIDA REGION  
LOCAL EMERGENCY PLANNING COMMITTEE**  
*DeSoto, Hardee, Highlands, Okeechobee, and Polk Counties*



**Quarterly Meeting Agenda**  
**May 14, 2020 | 9:30 A.M.**

Virtual via GoToMeeting

Please join the meeting from your computer, tablet or smartphone.

<https://www.gotomeet.me/CF-LEPC/cf-lepc-quarterly-meeting>

Join the conference call: 1-866-453-0405 and the Passcode is 4275032#

1. Call to Order
  - a. Virtual Attendance
  - b. Announcements
2. Draft February 20, 2020 Central Florida LEPC Meeting Minutes (*no action at this time*)
3. Old Business
  - a. HAZMAT 160 Hybrid Training Class (Highlands, Polk, Sebring)
  - b. Polk Live Fire Training Completion Recap
4. Subcommittee Reports
  - a. Membership
    - i. Requests to add/remove members
  - b. State Emergency Response Commission (SERC) for Hazardous Materials
    - i. April SERC Meeting was cancelled due to COVID-19 State Response
  - c. Training
    - i. Training Discussion
5. New Business
  - a. CF-LEPC Hazardous Materials Plan Update
  - b. Incident Reports
  - c. LEPC Contract Modification
  - d. Chemical Facility Anti-Terrorism Standards (CFATS) Overview - Matt Currie, DHS/CISA
6. Comments from Members – Please introduce yourself before you speak
7. Comments from Public – Please introduce yourself before you speak
8. 2020 CF-LEPC Meeting Schedule
  - a. August 20, 2020 – Highlands County
  - b. November 19, 2020 – Okeechobee County
9. State Emergency Response Commission (SERC) for Hazardous Materials Meetings
  - a. Meeting announcements have not been released at this time
10. Adjourn

# CENTRAL FLORIDA REGION LOCAL EMERGENCY PLANNING COMMITTEE

*DeSoto, Hardee, Highlands, Okeechobee, and Polk Counties*



CHAIRMAN: Dep Chief Mike Linkins  
VICE-CHAIR: Chris Kaelin

## Quarterly Meeting Minutes February 20, 2020 | 9:30 a.m.

Polk State College Center for Public Safety, Classroom 113  
1251 Jim Keen Blvd., Winter Haven, FL

### 1. Call to Order

- A. Chairman Mike Linkins called the meeting to order followed by the Pledge of Allegiance.
- B. All in attendance were asked to introduce themselves and to sign in on the attendance roster. Those in attendance included:

#### Broadcast and Print Media

- None

#### Community Groups

- Mary Hartney, FL Fertilizer and Agrichemical Association
- Marshall Frasier, FL Fertilizer and Agrichemical Association
- Rudy Bluhm, CERT Ministry

#### Emergency Management

- Tom Moran, DeSoto County EM
- Jill Newman, Hardee County EM
- Audrey Cain, City of Lakeland EM

#### Facility Owners and Operators

- James Villarreal, Gulfstream Natural Gas
- Danny Sobeki, Publix Super Markets, Inc.

#### Firefighting

- Michael Linkins, Polk County Fire Rescue
- Todd Tanner, Polk County Fire Rescue

#### Health

- None

#### Hospital

- None

#### Interested Citizen

- Tim Bennett, RISC

#### Law Enforcement

- None

#### Local Environmental

- None

#### Local Option

- Matt Currie, Department of Homeland Security - CSI

#### Transportation

- None

#### Elected State and Local Officials

- None

#### First Aid

- None

# CENTRAL FLORIDA REGION LOCAL EMERGENCY PLANNING COMMITTEE

## Non-Elected Local Official

- None

## Water Management District

- None

## Education

- Danial Bartle, Florida Polytechnic University

## Staff

- Curtis Knowles, LEPC Staff
- Kathy Hall, LEPC Staff

## General Public

- Billy Abernathy, Polk County EM

- Ben Skidmore, Halls Environmental
- Chuck Carter, Retired
- Garrett Parnell, Polk County Fire Rescue
- Shane McLure, Polk County Fire Rescue
- Doug Cabe, Florikan ESA, LLC
- Brittany Bravo, ArrMaz/Arkema Corp.
- Hillary Holley, FL Department of Financial Services – West Central Region
- Tim Francis, Halls Environmental
- Tony Weston, Halls Environmental
- Calvin Bates, Vandolah Power
- Ben Cassista, Polk County Fire Rescue

## C. Announcements:

- Chair Linkins thanked Polk State College for allowing the LEPC to meet at their Center for Public Safety Campus. Former LEPC Coordinator, Chuck Carter was recognized as being in attendance. Mr. Carter retired in October, 2019.
- Chair Mike Linkins announced that he will be retiring on February 28, 2020 from Polk County Fire Rescue after 33 years of service. He stated that he has enjoyed serving on the LEPC and hopes to stay involved.

## 2. Approval of the November 14, 2019 Central Florida LEPC Meeting Minutes

Curtis Knowles asked if there were any changes to the November 14, 2019 Central Florida LEPC Meeting Minutes.

### **MOTION**

There being none, Tom Moran moved to approve the November 14, 2019 LEPC Meeting Minutes as presented. James Villarreal seconded.

Motion carried unanimously.

## 3. Old Business

### A. Recap 2020 Hazmat Symposium – held January 21 – 24, 2020

Curtis reported on the Hazmat Symposium was held in Daytona Beach. The Symposium is for emergency responders from fire rescue, law enforcement and emergency management. The

Symposium covers a variety of subjects related to hazardous materials response. He reported 627 individuals from across the country registered for the symposium and said it is becoming one of the largest Hazmat Symposiums in the country with dozens of instructors and vendors. The symposium also has national and international participation.

Chair Linkins added none of the instructors are paid and all of them volunteer their time. Some of the events and competitions were held outdoors in inclement weather but were still worthwhile as the training provided was extremely beneficial.

Curtis stated the LEPC sponsored eight individuals, covering their hotel and registration fees. The LEPC plans to continue sponsoring as many as funding allows.

#### B. HAZMAT 160 Hybrid Training Class (Highlands, Polk, Sebring)

Curtis reported three agencies have responded saying they plan to send individuals to this training, for a total of 24 people.

Todd Tanner, Polk County Fire Rescue, stated that the HAZMAT 160 Hybrid Training Class is schedule to begin on March 2, 2020. After March 2<sup>nd</sup>, it will be conducted online until June 1, 2020. Then there will be seven week-days of hands-on practical skills.

Curtis stated the LEPC is hoping to have more funds to sponsor more people for this training next year.

### **4. Subcommittee Reports**

#### A. Membership

Curtis asked those in attendance who are not members and would like to be, to fill out the form provided and give to him, and he will submit it to the State Emergency Response Commission (SERC) for approval. The same process goes for alternate members. He asked current members to review their contact information on the roster, which was provided, and make corrections as necessary. New members will be added to the roster once they are approved. Everyone else in attendance was asked to sign in on the sign-in sheet provided.

#### B. State Emergency Response Commission (SERC) for Hazardous Materials

Curtis stated the January 2020 SERC Meeting was held in conjunction with the HAZMAT Symposium. Dominic LetoBarone, Training Task Force Chair, was not able to attend this LEPC meeting, but provided notes, which Curtis reviewed with members. He reported the SERC sent a Request for Proposals (RFP) for emergency response educators and consultants, to conduct the update to their HAZMAT Operations Student Competency Check of task booklets for the State Fire College. 2006 was the last update. Revisions are being made to the Awareness and Operations Level Training Guides. EREC would also like to develop a checklist for Instructors. The 15<sup>th</sup> edition of the Special Operations Medical Command

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Hazardous Materials Paramedic Protocol was released at the SERC meeting and is available for purchase from SERC. Also, the State Hurricane Exercise will now be called the State Exercise. For the next two years they will be conducting exercises that are not weather related but will focus on other issues.

Tom Moran stated Region 6, which is part of this LEPC, are being assigned an agricultural disaster, affecting many agency levels and departments within the county and state. No specifics had been revealed at that time.

Chair Linkins stated the Emergency Response Guidebooks are expected in April or May 2020. He stated Polk County has offered their warehouse space to receive the shipment. From there the guidebooks can be distributed to various agencies. He added the Guidebooks are available through an app if responders would like to have it electronically. Once this is available Curtis will share the information.

Curtis provided a copy of a memo from the General Counsel for the Division of Emergency Management regarding the continued discussion on Conflict of Interest, and stated LEPC and Training Task Force members do not have to file a Form 1. Those with secondary employment may have to request a letter from the Ethics Commission to obtain an individual determination. This ruling is expected to be given at the April 2020 SERC Meeting.

Curtis stated the Thomas Yatabe Award was presented to Mitch Smeykal Emergency Management Director for Okeechobee County Emergency Management, and the Certificate of Appreciation was presented to James Villarreal.

Curtis stated Dwayne L. Mundy, LEPC Coordinator from North Central Florida Regional Planning Council, received a Lifetime Achievement Award from the SERC for his substantial contribution of time and expertise to the emergency planning field. This recognition is awarded only to those few deserving individuals based on many criteria, which he outlined.

### C. Training

Curtis reported our LEPC was notified they will be receiving an additional \$20,000 from the Pipeline and Hazardous Materials Safety Administration (PHMSA) through the Florida Division of Emergency Management. The funds are for training and must be used by June 1, 2020. At the time of the meeting they recalculated and determined the funds are not available after all. FDEM have asked the LEPC Coordinators to submit training projects to them anyway in case there are extra unused funds available. Curtis asked members to let him know if there is a specific type of qualifiable training they need and he will add it to the list.

## 5. New Business

### A. Incident Reports

Todd Tanner mentioned a plane crashed near Bartow Airbase, but no fuel was spilled.

**B. Other Hazardous Materials Types of Meetings/Training in Region**

Garrett Parnell, Captain, Polk County Fire Rescue, reported they have started their annual LEPC training exercise which is funded by the LEPC's HMEP grant, and attend by agencies from several cities in the area. He stated they are encouraging and providing training on how to use the Emergency Response Guidebooks electronically through the app since the books sometimes gets lost, left behind, or destroyed. The app is extremely beneficial to have and is downloaded on all county-issued cell phones that each responder carries. The HMEP training is for Operations Level such as setting up mass-decontamination and establishing water supply.

Chair Linkins stated this is important training and is extremely cost effective.

**C. Appoint Chair for a Two-Year Term**

Chair Mike Linkins explained what is involved in being Chairman of the LEPC. He assists in coordinating the LEPC meetings, answers questions, nurture the partnership between the public and private sector, and represent the LEPC at the SERC meetings four times a year, which the LEPC provides, and are held in rotating locations throughout the State. He added being LEPC Chairman is a tremendous networking and learning opportunity.

**MOTION**

Chair Linkins nominated Captain Todd Tanner as Chair of the LEPC for the next two-year term. James Villarreal seconded.

Motion carried unanimously.

**MOTION**

Chair Mike Linkins nominated Dan Bartle as Vice Chair of the LEPC for the next two-year term. Todd Tanner seconded.

Motion carried Unanimously.

**6. Reports from Agencies/Companies**

Everyone in attendance introduced themselves, shared information or reported on recent events within their communities/agencies.

Todd Tanner stated the HAZMAT 160 training class is schedule to start on March 2, 2020 and continue into June 2020. Polk County Fire Rescue is training drone pilots to operate their drone.

# CENTRAL FLORIDA REGION LOCAL EMERGENCY PLANNING COMMITTEE

Chair Linkins stated a very expensive drone was recently donated to Polk County Fire Rescue, about a \$40,000 package, and they have been training pilots to fly it. The drone is powerful enough to carry HAZMAT instruments downrange so HAZMAT personnel aren't put in harm's way when evaluating an incident. The drone is equipped with digital and infrared or thermal imaging cameras. Two pilots have been trained so far.

Discussion followed.

Dan Bartle, Florida Polytechnic University, stated he was recently promoted to Fire Inspector and Emergency Management Officer. Also, the new Applied Research Center building is currently being constructed at the University.

Mary Hartney, Florida Fertilizer and Agri-Chemicals Association, reported she recently participated in an Agricultural Retailer's Association fly-in to Washington D.C. One of the things the association lobbied for was the reauthorization of the chemical facilities' antiterrorism standards for another six years. In addition, they also lobbied to maintain the rulemaking for any process for any changes to appendix A for chemicals of interest.

Jill Newman, Hardee County Emergency Manager, reported Hardee County has a new County Manager, Lawrence McNaul. He is from Iowa and is retired military and law enforcement. Hardee County Emergency Management has an emergency management coordinator position open, and encouraged anyone interested to apply. She reported Hardee County had an airplane crash at the Hardee County Municipal Airport with no casualties. Hardee County also had a bomb threat at the hospital that turned out not to be a bomb. However, when the incident took place, there were no top-level officials in the entire county. All seconds-in-command were called to handle the event until the senior officials could get on scene. She stated it was a good live exercise for emergency responders as well as Hardee County officials.

Matt Currie, Florida Department of Homeland Security, wanted to make sure everyone knew when they file their E-Plan for the state, they are not filing for a program. He explained a lot of the chemicals are the same as those regulated. He invited members to call him with any questions.

Curtis asked Mr. Currie to send him the information and he would email it to the LEPC member list.

Rudy Bluhm, CERT Ministry, stated his organization provides free emergency preparedness training for hurricanes and other emergency situations. His website is [www.certministry.com](http://www.certministry.com).

Audrey Cain, City of Lakeland Emergency Manager, stated her position is newly created, and she just started in this position a few weeks earlier. She added she was excited to be in attendance.

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Danny Sobecki, Publix Senior Refrigeration Manager, stated Publix recently completed their annual emergency refresher training. He thanked Polk County responders and hazmat teams for their participation.

Chair Linkins thanked Mr. Sebecki and Publix for being proactive in conducting the training.

James Villarreal, Gulf Stream Natural Gas, announced they will be running their PIG equipment through about 108 miles of gas line starting in June 2020. The PIG device will be inserted into the pipeline somewhere around the Polk/Hardee Countyline and run through the pipeline to Martin County FP&L Power Plant. They will start it in the morning and it should take several hours to complete the cleaning. James thanked the LEPC for recognizing him with the Certificate of Appreciation from the SERC meeting in January 2020.

## **7. Comments from Members**

Curtis stated he receives emails on a regular basis regarding training events, federal or state statutes, grant funds etc. He stated he will forward the emails to the LEPC membership email group as he receives them.

Curtis reviewed the emails he recently received. He reviewed an email from the Florida Department of Environmental Protection regarding standardized labeling sizes and several other issues, which he will forward. Pipeline and Hazardous Materials Safety Administration (PHMSA) has issued final rulings on underground natural gas storage facilities. PHMSA also has \$12 million in hazardous materials and pipeline safety efforts and grants for awareness for training, research and response capabilities, and what the qualifications are. He reviewed an email from the National Fire Academy regarding different types of free training and online training. TRANSCAER sent an email offering training and webinars on rail industry related training on ethanol safety, CSX, etc. If members are interested, he stated he would coordinate a training event. He stated the Department of Homeland Security (DHS) offers training on cyber security related issues if members are interested. Curtis stated there is an app for emergency responders that will provide information about what is contained in the rail cars that are going through communities. The app is AskRail and it must be requested to gain access. To get more information visit <http://askrail.us>.

Matt Curry, DHS, suggested if the LEPC would like to schedule cyber security related training to do so soon as there is only one person from their office that teaches the class and he covers many states.

Jill Newman, Hardee County EM, stated she recently learned, while taking a FEPA course, the National Transportation Safety Board is the investigative agency, not the enforcement agency, in a transportation incident. They make recommendations as to whether they feel an event is accidental or criminal. If the event is suspicious, it gets turned over to the FBI, who then pursues the criminal aspect.



# CENTRAL FLORIDA REGION LOCAL EMERGENCY PLANNING COMMITTEE

Curtis announced a couple of events in the area. Ready Night with the Lakeland Flying Tigers is a baseball game for emergency responders and they are looking for vendors to set up at the event. The theme is emergency preparedness. The game is scheduled for Wednesday May 6, 2020 at 5:30 p.m., and is all-you-can-eat.

Also, Volunteer Florida's emergency management team is holding their annual conference to discuss volunteers assisting before, during and after a disaster. It is scheduled for March 3 and 4, 2020 in Orlando.

Curtis announced a training provided by Highlands County on Medical Preparedness and Response for Bombing Incidents on April 28 and 29, 2020. This training is available to LEPC members.

## 8. Comments from Public

No comments from the public were made.

## 9. 2020 CF-LEPC Meeting Schedule

### A. Request to Change the May 14, 2020 LEPC Meeting

After discussion, the next LEPC Meeting was rescheduled for May 13, 2020 at 9:30 a.m. in Highlands County.

## 10. State Emergency Response Commission (SERC) for Hazardous Materials Meetings

Curtis stated the SERC meeting is scheduled for April 16 and 17, 2020 at the DoubleTree in St. Augustine. The SERC Training Task Force meeting is on the 16<sup>th</sup> at 9:30 a.m. and the LEPC Chairpersons/Coordinators Meeting is on the 16<sup>th</sup> at 1:30 p.m. The SERC meeting is on April 17<sup>th</sup> at 10:30 a.m.

## 11. There being no further business the meeting adjourned.

Respectfully submitted,

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Todd Tanner, LEPC Chairman

This meeting was duly advertised in the February 10, 2020 issue of the FLORIDA ADMINISTRATIVE REGISTER, Issue: 46/27.



Chemicals are vital to our economy. They are used to develop medicines that maintain our health, provide refrigeration for our food supply, manufacture fuel for our vehicles and build the microchip that runs our smartphones. But in the hands of a terrorist, chemicals could potentially be used to cause a significant number of deaths and injuries. The U.S. Department of Homeland Security, through the Infrastructure Security Compliance Division (ISCD), administers the CFATS program by working with facilities to ensure they have security measures in place to reduce the risks associated with certain hazardous chemicals, and prevent them from being exploited in an attack.

### What is CFATS?

CFATS is a regulatory program (6 CFR Part 27) established in 2007 that addresses chemical security by identifying and regulating high-risk facilities that possess certain chemicals of interest (COI) at specific concentrations and quantities. In 2014, Congress reauthorized and amended the program through the Protecting and Securing Chemical Facilities from Terrorist Attacks Act of 2014 (6 U.S.C. § 621, et seq).

The CFATS regulation applies to facilities across many industries, including:

- Chemical manufacturing, storage, and distribution
- Energy and utilities
- Agriculture and food
- Explosives
- Mining
- Electronics
- Plastics
- Universities and laboratories
- Paint and coatings
- Healthcare and pharmaceuticals

### Appendix A and Chemicals of Interest

Appendix A of the CFATS regulation (6 CFR Part 27) lists more than 300 COI and their respective screening threshold quantities (STQ). These COI are categorized into three main security issues.

- Release: Toxic, flammable, or explosive chemicals or materials that can be released at a facility.
- Theft or Diversion: Chemicals or materials that, if stolen or diverted, can be converted into weapons using simple chemistry, equipment, or techniques.
- Sabotage: Chemicals or materials that can be mixed with readily available materials.

Any facility that meets or exceeds the STQ for any COI listed in Appendix A is required to report possession of those chemicals to DHS via an online questionnaire called a Top-Screen.



Pipes at an industrial facility. (Source: DHS)

## The CFATS Process

1. If not statutorily excluded from CFATS<sup>1</sup>, read Appendix A ([www.dhs.gov/publication/appendix-final-rule](http://www.dhs.gov/publication/appendix-final-rule)) to determine if your facility manufactures, stores, or distributes any of the COI at or above the STQ. If your facility possesses COI at or above STQ, complete a Top-Screen ([www.dhs.gov/csats-top-screen](http://www.dhs.gov/csats-top-screen)) about your chemical holdings via the Chemical Security Assessment Tool (CSAT).
2. ISCD reviews Top-Screens using a risk-based methodology. Facilities are notified if they are:
  - Determined to be a high-risk facility and ranked into Tiers 1, 2, 3, and 4, with Tier 1 being the highest risk.
  - Determined to not be a high-risk facility and not regulated under CFATS.
3. If your facility is tiered, your facility must submit a Security Vulnerability Assessment (SVA) and a Site Security Plan (SSP)—or an Alternative Security Program (ASP)—that meets the risk-based performance standards (RBPS) ([www.dhs.gov/cfats-risk-based-performance-standards](http://www.dhs.gov/cfats-risk-based-performance-standards)) specified in the CFATS regulation.
  - The 18 RBPS address security issues such as perimeter security, access control, personnel security, cyber security, etc.
  - Your facility's security plan is tailored to its tier level, risk, and circumstances.
4. ISCD Inspectors perform an authorization inspection at your facility prior to approving the security plan.
  - Once the plan is approved, inspectors conduct regular compliance inspections to verify your facility implements the agreed-upon security measures.

## CFATS Enforcement Actions

ISCD is committed to helping facility personnel understand and comply with CFATS by providing technical assistance or onsite consultation. However, ISCD is authorized to pursue civil enforcement action against any facility found in violation of CFATS, which could result in the imposition of a civil fine and/or the issuance of an order to cease operations. Violations vary from a facility refusing to report its COI holdings, failing to develop and/or implement certain security measures, or knowingly providing false information. ISCD will specify the nature of violation(s) and steps that must be taken to correct the noncompliance before fines are assessed. The maximum civil penalty is \$33,333 for each day a violation continues.

## Tools and Resources

- Request a CFATS Presentation to learn about any part of the CFATS regulation from submitting a Top-Screen to editing a security plan: [www.dhs.gov/request-cfats-presentation](http://www.dhs.gov/request-cfats-presentation).
- Request a Compliance Assistance Visit to learn what to expect from a CFATS Authorization or Compliance Inspection: [www.dhs.gov/cfats-request-compliance-assistance-visit](http://www.dhs.gov/cfats-request-compliance-assistance-visit).
- The Chemical Security Assessment Tool Help Desk provides timely support to chemical facility owners and operators. Call 1-866-323-2957 or email [csat@hq.dhs.gov](mailto:csat@hq.dhs.gov).
- The CFATS Knowledge Center is an online repository of Frequently Asked Questions, articles, and documents relating to CFATS. Visit the CFATS Knowledge Center at [csat-help.dhs.gov/](http://csat-help.dhs.gov/).

## Contact Information

For any questions, comments, or concerns, please contact [CFATS@hq.dhs.gov](mailto:CFATS@hq.dhs.gov) or visit [www.dhs.gov/chemicalsecurity](http://www.dhs.gov/chemicalsecurity).

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<sup>1</sup> Section 2101 of the CFATS Act of 2014 defined excluded facility as: a facility regulated under the Maritime Transportation Security Act of 2002; a public water systems as defined in the Safe Drinking Water Act; a Treatment Works as defined in the Federal Water Pollution Control Act; a facility owned or operated by the Department of Defense or the Department of Energy; and a facility subject to regulation by the Nuclear Regulatory Commission.



Chemicals are vital to our economy. They are used to develop medicines that maintain our health, provide refrigeration for our food supply, manufacture fuel for our vehicles and build the microchip that runs our smartphones. However, in the hands of a terrorist, chemicals could potentially be used to cause a significant number of deaths or injuries. The U.S. Department of Homeland Security (DHS) administers the Chemical Facility Anti-Terrorism Standards (CFATS) program by working with high-risk chemical facilities to ensure they have security measures in place to reduce the security risks of certain hazardous chemicals of interest (COI), and prevent them from being exploited in an attack.

Under CFATS, a chemical facility is any establishment, from a large facility to an individual person, which possesses or plans to possess at any point in time, certain COI at or above a specified quantity or concentration. If you or your facility possess any COI at or above the Screening Threshold Quantity (STQ), you will need to complete the following steps to determine if you have to comply with the CFATS program.

### □ Check Your Chemicals of Interest (COI)

If a facility has any chemicals in their possession, the first step is to check Appendix A of the CFATS regulation, which lists all of the COI and their STQ and minimum concentration for each security issue.

- View or download Appendix A at [www.dhs.gov/publication/appendix-final-rule](http://www.dhs.gov/publication/appendix-final-rule)
- Locate any COI that is or will be present at your facility
- Review the STQ and concentrations for each COI

If a facility possesses COI in quantities that meet or exceed the STQ, you have 60 days from the time you come into possession to report your holdings to DHS via an online survey called a Top-Screen. A facility must file a Top-Screen to report all COI holdings at or above the STQ regardless of how long the facility is in possession of the COI, unless an extension or exclusion applies to them.

### Exclusions and Extensions

Certain facilities are excluded from the CFATS regulation by statute if they are:

- Regulated by the Maritime Transportation Security Act of 2002
- A public water system, as defined in section 1401 of the Safe Drinking Water Act (42 U.S.C. § 300f)
- A treatment works, as defined in section 212 of the Federal Water Pollution Control Act (33 U.S.C. § 1292)
- Owned or operated by the Department of Defense or Department of Energy
- Subject to regulation by the Nuclear Regulatory Commission

A facility may also not have to report if it is an agricultural production facility that solely uses the COI on crops, feed, land, livestock or poultry. Read more about this extension at [www.dhs.gov/publication/cfats-agricultural-production-facilities](http://www.dhs.gov/publication/cfats-agricultural-production-facilities).



Round bottom flasks and test tubes.  
(Source: DHS)

## □ Complete Chemical-terrorism Vulnerability (CVI) Information Training

In order to begin the process of reporting your chemical holdings to DHS, you need to complete CVI Authorized User Training and submit a CVI Authorized User application.

- Visit <https://cvi.dhs.gov> and complete the training and application
- DHS will notify you with an email providing a unique CVI Authorized User number and certificate to confirm your status

## □ Register Your Facility

The Chemical Security Assessment Tool (CSAT) is a secure, web-based system accessible to CVI-certified individuals where you can access the Top-Screen survey. If you are required to complete a Top-Screen, you must first register your facility to access CSAT.

- Review the CSAT User Guide, available at [www.dhs.gov/chemical-security-assessment-tool](http://www.dhs.gov/chemical-security-assessment-tool)
- Register your facility for a user identification and password
  - DHS will validate the facility's registration and notify you on how to access CSAT

## □ Submit a Top-Screen

After receiving access to CSAT, your facility will have access to the Top-Screen survey. DHS uses the information a facility submits in the Top-Screen to determine if the facility is considered high-risk and must develop a security plan.

- CSAT Top-Screen instructions can be found at [www.dhs.gov/publication/csat-ts-instructions](http://www.dhs.gov/publication/csat-ts-instructions)
- Log-in to CSAT to submit a Top-Screen survey at [https://csat.dhs.gov/dana-na/auth/url\\_62/welcome.cgi](https://csat.dhs.gov/dana-na/auth/url_62/welcome.cgi)

## Tools and Resources

- Request a CFATS Presentation at your facility: [www.dhs.gov/request-cfats-presentation](http://www.dhs.gov/request-cfats-presentation)
- Request a Compliance Assistance Visit to learn about CFATS-related Authorization or Compliance Inspection: [www.dhs.gov/cfats-request-compliance-assistance-visit](http://www.dhs.gov/cfats-request-compliance-assistance-visit)
- Visit the CFATS Knowledge Center for an online repository of FAQs, articles, and more at [csat-help.dhs.gov/](http://csat-help.dhs.gov/)
- The Chemical Security Assessment Tool Help Desk provides timely support to chemical facility owners and operators. Call 1-866-323-2957 or email [csat@hq.dhs.gov](mailto:csat@hq.dhs.gov)

## Contact Information

For any questions, please contact [CFATS@hq.dhs.gov](mailto:CFATS@hq.dhs.gov) or visit [www.dhs.gov/chemicalsecurity](http://www.dhs.gov/chemicalsecurity).



Chemicals are vital to our Nation's economy, and protecting chemicals from being used or exploited in a terrorist attack is a shared commitment between the Federal government, the private sector, and members of the community, including law enforcement, hazmat, and emergency responders.

The Chemical Facility Anti-Terrorism Standards (CFATS) program identifies and regulates high-risk chemical facilities to ensure they have security measures in place to reduce the risks associated with their chemicals. Under CFATS, facilities that DHS has identified as high-risk are required to develop and implement security plans that meet the risk-based performance standards (RBPS). DHS and high-risk chemical facilities work in unison with State and local emergency responders and law enforcement to ensure that appropriate emergency response measures are in place in the event of an incident.



### The CFATS Program at a Glance

DHS identified 322 chemicals of interest (COI) that facilities must report if possessed in certain quantities. These chemicals could be used by a terrorist to cause harm if deliberately released or stolen and misused as weapons. More than 60,000 facilities—ranging from oil refineries and microchip manufacturers, to fisheries and universities—have reported possessing chemicals to DHS. The Department uses the information facilities report to identify which facilities are high-risk and, therefore, covered by the CFATS program. More than 150 Chemical Security Inspectors are located in communities nationwide. These inspectors assist high-risk facilities identify security measures that are appropriate to their chemicals and conduct inspections to ensure agreed-upon security measures remain in place.

### The Vital Role of the Emergency Responder

Security plans for CFATS-covered facilities must address not only cyber and physical security measures, but also training, standard operating procedures, and response capabilities. Including first responders when developing an emergency plan and conducting exercises establishes relationships, improves the responders' understanding of the facility's layout, and enables both the facility and local law enforcement to take quick and decisive action in the case of an event.

### How can Emergency Responders Assist DHS?

- **Meet your Region's Chemical Security Inspectors.** Inspectors can assist emergency responders and law enforcement with identifying CFATS-covered facilities, identifying the chemicals those facilities possess, and understanding the possible dangers associated with those chemicals. For information on contacting an inspector, contact 1-866-323-2957 or [CSAT@hq.dhs.gov](mailto:CSAT@hq.dhs.gov).
- **Participate in Facility Drills and Exercises.** Emergency responders and law enforcement are often invited to participate in drills and exercises in their areas of responsibility. Take advantage of these opportunities; they can assist in understanding the layout and potential hazards at the facility. Additionally, these drills help alert participants to resources that may be needed in an event of a chemical incident.
- **Seek Out Training Opportunities.** Find out if there are local training opportunities available. For instance, the Emergency Management Institute offers virtual tabletop exercises on a monthly basis. A complete listing of Federal Emergency Management Agency's (FEMA) exercise scenarios can be found at [www.training.fema.gov/Programs/emiVTTX.aspx](http://www.training.fema.gov/Programs/emiVTTX.aspx).

- **Report a Security Concern or CFATS Violation.** There are several ways to report a security concern: call the CFATS Tip Line at 1-877-FYI-4-DHS (1-877-394-4347) or send an email to [CFATSTips@hq.dhs.gov](mailto:CFATSTips@hq.dhs.gov). For additional information, please visit [www.dhs.gov/report-cfats-violation](http://www.dhs.gov/report-cfats-violation).

## Chemical-Terrorism Vulnerable Information (CVI) and Emergency Responders

Information about the security operations of CFATS-covered facilities is categorized as “Chemical-terrorism Vulnerability Information” (CVI) and requires certain protections from public disclosure or misuse. DHS provides each CVI Authorized User with a unique identification number. Except in exigent or emergency circumstances, CVI may only be disclosed to CVI Authorized Users with a need-to-know.

DHS encourages facilities to include law enforcement and emergency responders in the development and exercising of an emergency plan. While the majority of information needed by emergency responders is not CVI, certain situations may arise where CFATS-covered facilities would need to share some CVI with emergency responders. In these instances, the emergency responder should complete CVI training. DHS will then make a determination on their need-to-know. More information on CVI training can be accessed at [www.dhs.gov/cvi-authorized-user-training](http://www.dhs.gov/cvi-authorized-user-training).

## Tools and Resources for Emergency Responders

- **Chemical Security Inspectors and other DHS subject matter experts** are available to provide guidance to facilities through outreach meetings, calls, and other engagements. To request a visit or meeting with a Chemical Security Inspector or to request a CFATS presentation, please contact [cfats@hq.dhs.gov](mailto:cfats@hq.dhs.gov).
- The **Infrastructure Protection (IP) Gateway** serves as the single interface through which Federal, State, local, tribal, territorial, and private sector partners can identify, analyze, and manage risk to protect the nation. Visit [www.dhs.gov/ipgateway](http://www.dhs.gov/ipgateway) or contact [IPgateway@hq.dhs.gov](mailto:IPgateway@hq.dhs.gov) for more information.
- The **CFATS Knowledge Center** is an online repository of Frequently Asked Questions, articles, and documents relating to CFATS that can be found by visiting [csat-help.dhs.gov](http://csat-help.dhs.gov).
- The **CSAT Help Desk** provides timely support to chemical facility owners and operators and can be reached at 1-866-323-2957 or [csat@hq.dhs.gov](mailto:csat@hq.dhs.gov).
- **Emergency Management and Response—Information Sharing and Analysis Center** promotes critical infrastructure protection (CIP) by sharing CIP and emerging threats with Emergency Services Sector (ESS) departments and agencies nationwide. It provides access to ESS hazard information as well as current situation reports, public health bulletins, terrorism updates, and critical “For Official Use Only” information. For more information, visit [www.usfa.fema.gov/emr-isac](http://www.usfa.fema.gov/emr-isac).
- The **Emergency Service Sector-Specific Agency** and the **Emergency Services Sector Coordinating Council** represents a collaborative effort among the private sector; State, local, tribal, and territorial governments; nongovernmental organizations; and Federal departments working toward achieving shared goals and to address the unique operating conditions and risk landscape of the Emergency Services Sector. For more information, visit [www.dhs.gov/emergency-services-sector](http://www.dhs.gov/emergency-services-sector).





### PREVENT TERRORISTS FROM USING YOUR CHEMICALS

DHS requires facilities to report if they have certain amounts of **322 chemicals**

Find out more: [www.dhs.gov/appendix-a-chemicals-interest-list](http://www.dhs.gov/appendix-a-chemicals-interest-list)

**All types** of facilities must report, including plants, storage, shippers, users

DHS assesses **security risk** based on factors like chemical type, facility location, facility vulnerability, and potential lives lost

If DHS finds a facility presents a high level of security risk, it must create and implement a **security plan**

# REPORT A VIOLATION

To report a violation, call or email the Department of Homeland Security's CFATS Chemical Security Tipline

The Department is committed to protecting whistleblower confidentiality

For more information, go to [www.dhs.gov/report-cfats-violation](http://www.dhs.gov/report-cfats-violation)

**CALL**  
**877.FYI.4DHS**  
**877.394.4347**  
CALLS ARE ANONYMOUS

**EMAIL**  
**CFATSTIPS@**  
**HQ.DHS.GOV**

### VIOLATIONS INCLUDE:

Failure to report chemicals to DHS

Knowing submission of false information

Failure to implement a Site Security Plan

Failure to maintain records





Homeland  
Security

# Protective Security Advisor Program

The Department of Homeland Security, National Protection and Programs Directorate's Office of Infrastructure Protection (IP) operates the Protective Security Advisor (PSA) Program. Protective Security Advisors are security subject matter experts who engage with State, local, tribal, and territorial (SLTT) government mission partners and members of the private sector stakeholder community to protect the Nation's critical infrastructure. The PSA Program maintains a robust operational field capability, with Regional Directors (RDs) and PSAs serving in 73 districts in 50 States and Puerto Rico. The RDs and PSAs serve as the link to Department of Homeland Security (DHS) infrastructure protection resources; coordinate vulnerability assessments, training, and other DHS products and services; provide a vital link for information sharing in steady-state and incident response; and assist facility owners and operators with obtaining security clearances.

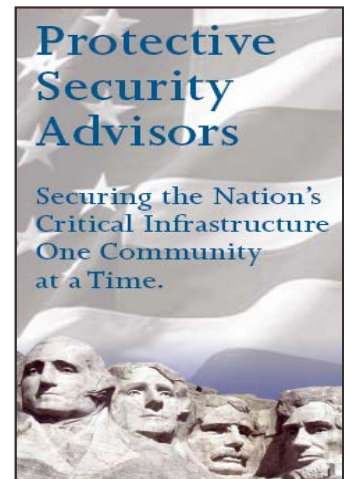
## PSA Program

The PSA Program's primary mission is to proactively engage with Federal, State, local, tribal and territorial government mission partners and members of the private sector stakeholder community to protect critical infrastructure. Regional Directors oversee and manage the Department's PSA program in their respective region, while PSAs facilitate local field activities in coordination with other DHS offices. The PSAs have five mission areas that directly support the protection of critical infrastructure:

- **Plan, coordinate, and conduct security surveys and assessments** – PSAs conduct voluntary, non-regulatory security surveys and assessments on critical infrastructure assets and facilities within their respective regions.
- **Plan and conduct outreach activities** – PSAs conduct outreach activities with critical infrastructure owners and operators, community groups, and faith-based organizations in support of IP priorities.
- **Support National Special Security Events (NSSEs) and Special Event Activity Rating (SEAR) events** – PSAs support Federal, State, and local officials responsible for planning, leading, and coordinating NSSE and SEAR events.
- **Respond to incidents** – PSAs plan for and, when directed, deploy to Unified Area Command Groups, Joint Operations Centers, Federal Emergency Management Agency Regional Response Coordination Centers, and/or State and local Emergency Operations Centers in response to natural or man-made incidents.
- **Coordinate and support improvised explosive device awareness and risk mitigation training** – PSAs work in conjunction with IP's Office for Bombing Prevention by coordinating training and materials to SLTT partners to assist them in deterring, detecting, preventing, protecting against, and responding to improvised explosive device threats.

## Contact Information

For more information or to contact your local PSA, please contact [PSCDOperations@hq.dhs.gov](mailto:PSCDOperations@hq.dhs.gov).



Courtesy of DHS



Enhancing security and resilience across the chemical sector requires a collaborative effort by the private industry, public sector, and law enforcement. The Environmental Protection Agency (EPA) and the Department of Homeland Security (DHS) provide law enforcement and first responder personnel, who have a need-to-know, access to information about chemical facilities and resources to help them plan, prepare and respond to chemical emergencies in their areas.



## **EPA’s EPCRA — Protecting Public Health and the Environment in Communities**

The Emergency Planning and Community Right-to-Know Act (EPCRA) was established in 1986 to help communities plan for emergencies involving hazardous substances. EPCRA ensures that local communities and first responders have needed information on hazardous chemicals stored in their area, how they’re transported, and the consequences in case of a potential release into the environment. This information is used to develop emergency response plans that community officials can use for chemical emergencies that may occur.

Facilities handling or storing any hazardous chemicals that require a Safety Data Sheet (SDS) under the Occupational Safety and Health Administration’s Hazard Communication Standard must submit an Emergency and Hazardous Chemical Inventory Form, called a “Tier II Report.” This report must be submitted annually to that facility’s State Emergency Response Commission (SERC), Local Emergency Planning Committee (LEPC), and local fire department to help them plan for and respond to chemical emergencies.

## **EPA’s RMP — Mitigating Chemical Accidents in Communities**

The Risk Management Program (RMP) was established in 1996 as a means of preventing and mitigating the consequences of chemical accidents. Owners and operators of facilities that manufacture, use, store, or handle any of the RMP’s list of flammable and toxic substances above the threshold quantity are required to submit information to EPA that includes the facility’s hazard assessment, accident prevention mechanisms, and emergency response measures. Facilities must update the plan every five years (or sooner if major changes occur). This plan provides local fire, police, and emergency response personnel with valuable information to prepare for and respond to chemical emergencies in their community.

## **DHS CFATS — Regulating Security at Nation’s Highest Risk Chemical Facilities**

The Chemical Facility Anti-Terrorism Standards (CFATS) regulation was established in 2007 to address chemical security at high-risk chemical facilities that possess certain chemicals of interest (COI) at specific

quantities and concentrations. These COI give rise to three main security issues: release of toxic, flammable, or explosive chemicals; theft or diversion of chemicals; and sabotage of chemicals. Facilities that possess COI at the specific quantities and concentrations listed in Appendix A of the CFATS regulation must report their holdings via a Top-Screen survey. DHS uses this information to determine facilities that are high-risk and assign those facilities to a tier. Tiered facilities are required to implement security measures that reduce the risks associated with their COI being exploited in an attack.

## DHS IP Gateway — Sharing CFATS Data for Preparedness and Response

The Infrastructure Protection (IP) Gateway is a centrally-managed repository of data DHS uses to share critical infrastructure information, including assessments, analytical products, and reports with first responders and law enforcement to help with planning, incident preparedness, and response efforts.

DHS shares certain CFATS data elements with authorized Federal, State, local, tribal, and territorial (SLTT) agencies on a geospatial map to help these stakeholders identify and prioritize potential risks and develop a contingency plan to address those risks. IP Gateway uses three layers of information protection to ensure data stakeholders share is not exposed. This permission-based system allows DHS to share CFATS information while appropriately balancing safety and security risks. Level of authorized access is assessed on a case-by-case basis.

CFATS data is available in a For Official Use Only (FOUO) layer and a Chemical-terrorism Vulnerability Information (CVI) layer with an established “need-to-know”. FOUO access allows users to view information on any chemical facility that has filed a Top-Screen (such as name and geospatial information) within their respective jurisdictions, whereas CVI access includes additional information, such as a facility’s risk-based tier.

## EPA Resources

- EPCRA program: [www.epa.gov/epcra](http://www.epa.gov/epcra)
- Risk Management Plan and RMP program: [www.epa.gov/rmp](http://www.epa.gov/rmp)
- Tier II Reporting Requirements: [www2.epa.gov/epcra/state-tier-ii-reporting-requirements-and-procedures](http://www2.epa.gov/epcra/state-tier-ii-reporting-requirements-and-procedures)
- Contact the RMP Reporting Center by emailing [RMPRC@epacdx.net](mailto:RMPRC@epacdx.net)
- Contacting your SERC or LEPC: [www2.epa.gov/epcra/state-emergency-response-commissions-contacts](http://www2.epa.gov/epcra/state-emergency-response-commissions-contacts) or [www2.epa.gov/epcra/local-emergency-planning-committees](http://www2.epa.gov/epcra/local-emergency-planning-committees)

## DHS Resources

- CFATS program: [www.dhs.gov/chemical-facility-anti-terroism-standards](http://www.dhs.gov/chemical-facility-anti-terroism-standards)
- CFATS CVI Training: [www.dhs.gov/cvi-authorized-user-training](http://www.dhs.gov/cvi-authorized-user-training)
- IP Gateway: [www.dhs.gov/ipgateway](http://www.dhs.gov/ipgateway)
- The CFATS Knowledge Center is a repository of CFATS FAQs, articles, and more: [csat-help.dhs.gov/](http://csat-help.dhs.gov/)
- Request a CFATS presentation or connect with your Regional Director by emailing [cfats@hq.dhs.gov](mailto:cfats@hq.dhs.gov)
- The CSAT Help Desk provides timely support for chemical facility owners and operators. Call 1-866-323-2957 or email [csat@dhs.gov](mailto:csat@dhs.gov)
- Contact the CFATS Tip Line to report a possible CFATS violation. Call 877-394-4347 (877-FYI 4 DHS)