



GENERAL ORDER

GENERAL ORDER 330.07

Recovery of Expendable Hazmat Equipment

EMERGENCY SERVICES BUREAU

Issue Date: 07/07/2004

Revision Date: 03/06/2014

1 APPLICABILITY

2 All Personnel

3 POLICY

4 Pursuant to the Annotated Code of Maryland, the Howard County Department of Fire and Rescue
5 Services (Department) shall be reimbursed by the responsible party for expendable equipment used
6 during the containment, abatement, mitigation and/or “clean up” of a hazardous materials (hazmat)
7 incident.

8 DEFINITIONS

9

10 PROCEDURES

11 Upon termination of a hazmat incident, the company officer is to make a list of all expendable items used
12 at the scene and then forward the list to the Special Operations Assistant Team Leader at Fire Station 10.
13 This list must be forwarded by the end of the shift.

14 The Special Operations Assistant Team Leader is responsible for completing the Howard County
15 Department of Fire & Rescue Services Hazardous Materials Cost Recovery Data Sheet (**Attachment A**),
16 which denotes incident specific and responsible party information, as well as equipment used.

17 Recovery of hazmat expendables will generally occur by one of the two following processes:

- 18 • In the event the Maryland Department of the Environment (MDE) replenishes expendable
19 hazmat equipment used on an incident, no further action will be required of the Department for
20 replenishment. If MDE does not respond or have the ability to replenish Department hazmat
21 expendables, then;
- 22 • Special Operations will provide the Administrative Services Bureau with the Cost Recovery Data
23 Sheet, which may be submitted to the Howard County Department of Finance, in order to submit
24 an invoice to the responsible party. The responsible party “will negotiate in good faith to
25 reimburse [DFRS] for the expense of an emergency response, containment, cleanup, and
26 abatement involving the hazardous material(s) in the release or threatened release (fixed facility),
27 or in the traffic accident (motor carrier).”
28



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29 **REFERENCES**

30 Annotated Code of Maryland, Courts and Judicial Proceedings, Title 3 *Courts of General Jurisdiction-*
31 *Jurisdiction/Special Causes of Action*, Subtitle 12 *Reimbursement Costs of Emergency Response,*
32 *Containment, Cleanup, and Abatement—Paid Fire Departments*, §1201-1207

33 **SUMMARY OF DOCUMENT CHANGES**

34 Document updated using new General Order format. Changes to reimbursement process, omission of
35 OEM role. 01/16/2014.

36 **FORMS/ATTACHMENTS**

37 Attachment A - Howard County Department of Fire & Rescue Services Hazardous Materials Cost Recovery
38 Data Sheet

39 **APPROVED**

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42

A handwritten signature in black ink that reads "John S. Butler".

43 Deputy Chief John S. Butler
44 Operations Command
45
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HOWARD COUNTY DEPARTMENT OF FIRE AND RESCUE SERVICES

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WILLIAM F. GODDARD, III, FIRE/EMS CHIEF

KEN ULMAN, COUNTY EXECUTIVE

Hazardous Material Expendables Cost Recovery Data Sheet

Incident Specifics/Information				
Incident Date:		Incident Number:		
Incident Location (Address):		Highlight One: MVC / Fixed Facility		
Type/Name of Product Released/Mitigated		Approximate Quantity		
Product 1:		Amount:		
Product 2:		Amount:		
Product 3:		Amount:		
Product 4:		Amount:		
Type of Container/Vehicle:				
Brief Description of Incident (including mitigation/clean-up efforts):				
MDE Rep Name (if on scene):				
Contact Number:				
Responsible Party Information				
Facility/Carrier Name				
Owner's Name				
Business Address				
Business Telephone				
VIN/Tag#, Container ID				
Insurance Policy #				
Insurance Name/Address				
Agent's Name				
Driver's Name/Facility Manager				
Telephone Number				
Items for Reimbursement				
Item	Vendor	Qty	Price	Total

This form to be completed by the Special Operations Assistant Team Leader.