



Flammable Liquids Train Derailment

Tabletop Drill

Situation Manual
May 2023

PREFACE

The Flammable Liquids Train Derailment Tabletop Drill is sponsored by the Lake County Local Emergency Planning Commission (LEPC) as part of the 2023 Transportation Related Incident Preparedness and Response (TRIPR) training. This Situation Manual (SitMan) was produced with input, advice, and assistance from the Planning Team, which followed guidance set forth by the U.S. Department of Homeland Security (DHS) Homeland Security Exercise and Evaluation Program (HSEEP).

This SitMan provides exercise participants with all the necessary tools for their roles in the exercise.

The Flammable Liquids Train Derailment Tabletop Drill is an unclassified exercise. Control of exercise information is based on public sensitivity regarding the nature of the exercise rather than actual exercise content. Some exercise material is intended for the exclusive use of exercise planners, facilitators, and evaluators, but players may view other materials that are necessary to their performance. All exercise participants may view the SitMan.

All exercise participants should use appropriate guidelines to ensure proper control of information within their areas of expertise and protect this material in accordance with current jurisdictional directives. Public release of exercise materials to third parties is at the discretion of DHS and the Planning Team.

HANDLING INSTRUCTIONS

1. The title of this document is the *Flammable Liquids Train Derailment Tabletop Drill Situation Manual (SitMan)*.
2. Information gathered in this SitMan is designated For Official Use Only (FOUO) and should be handled as sensitive information that is not to be disclosed. This document should be safeguarded, handled, transmitted, and stored in accordance with appropriate security directives. Reproduction of this document, in whole or in part, without prior approval from the Lake County LEPC is prohibited.
3. At a minimum, the attached materials will be disseminated strictly on a need-to-know basis and, when unattended, will be stored in a locked container or area that offers sufficient protection against theft, compromise, inadvertent access, and unauthorized disclosure.
4. For more information about the exercise, please consult the following Point of Contact (POC):

Exercise Director:

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EXERCISE OVERVIEW

Exercise Name	Flammable Liquids Train Derailment Tabletop Drill
Exercise Dates	May 18, 2023
Scope	This exercise is a tabletop drill, planned for May 18, 2023 during the Transportation Related Incident Preparedness & Response (TRIPR) training.
Mission Area(s)	Protection, mitigation, response and/or communication.
Core Capabilities	Access Control & Identity Verification, Critical Transportation, Operational Coordination, Public Information & Warning, Situational Assessment.
Objectives	In accordance with jurisdictional EOP: Coordinate & implement emergency response activities; gather/analyze/share/disseminate intelligence; initiate actions to protect human health through the use of evacuation/shelter in place/stay in place orders; and initiate actions to monitor/protect the environment and coordinate with assisting/cooperating agencies.
Threat or Hazard	Train derailment involving flammable liquids (petroleum).
Sponsor	Lake County LEPC.
Participating Organizations	Lake County, Porter County, LaPorte County, Newton County, Indiana Department of Environmental Management, United States Environmental Protection Agency, United States Coast Guard, NS, CSX, CN, CP, UP, Federal Railroad Administration, Pipeline & Hazardous Materials Safety Administration.
Point of Contact	John Huppert, Lake County Homeland Security & Emergency Management, 2900 W. 93rd Avenue, Crown Point, Indiana 46307, 219-680-0686 (office), jhuppert@lakecountyin.org .

GENERAL INFORMATION

Core Capabilities

Access Control & Identity Verification	Critical Transportation
Public Information and Warning	Operational Coordination
Situational Assessment	

Participant Roles & Responsibilities

The term *participant* encompasses many groups of people, not just those playing in the exercise. Groups of participants involved in the exercise, and their respective roles and responsibilities, are as follows:

- **Audience.** The audience will participate as prompted by a facilitator. The audience will also have the opportunity to interact or ask questions of the panel during the modules.
- **Panel.** Personnel who have an active role in discussing or performing their regular roles and responsibilities during the exercise. Players discuss the questions and formulate responses to the discussion questions in each module. **Any or all of the questions from the modules below may be posed by the facilitator.**
- **Facilitators / Evaluators (red vests).** Moderate discussions and provide information or answer questions. Planning Team members also may assist with facilitation as SMEs during the exercise. Observe and document certain objectives, document player discussions, including how and if those discussions conform to EOPs.

Structure

This exercise will be a facilitated tabletop drill involving a panel and audience (all are players) will participate in three modules:

- Module 1: 0 – 30 minutes
- Module 2: 30 – 60 minutes
- Module 3: 60 minutes – 24 hrs

Each module begins with a video-simulated scenario that visualizes key events occurring within that time period. Following the video segment, participants review the situation and engage in a panel discussion of appropriate protection, mitigation, response, communication issues provided for each module by the facilitator.

Guidelines

- This exercise will be held in an open, low-stress, no-fault environment. Varying viewpoints or disagreements are expected.
- Respond to the scenario using your knowledge of current EOP and capabilities and insights derived from the TRIPR training.
- Feel free to consult or ask for any information you think you may need to answer a discussion question from the facilitator.
- Decisions are not precedent setting and may not reflect your organization's final position on a given issue. This exercise is an opportunity to discuss and present multiple options and possible solutions.
- Issue identification is not as valuable as suggestions and recommended actions that could improve protection, mitigation, response and communication efforts. Problem-solving efforts should be the focus.

Assumptions and Artificialities

In any exercise, assumptions and artificialities may be necessary to complete play in the time allotted and/or account for logistical limitations. Exercise participants should accept that assumptions and artificialities are inherent in any exercise, and should not allow these considerations to negatively impact their participation. During this exercise, the following apply:

- The exercise is conducted in a no-fault learning environment wherein capabilities, plans, systems, and processes will be evaluated.
- The exercise scenario is plausible, and events occur as they are presented.
- All panelists and players receive information at the same time.

Exercise Evaluation

Evaluation of the exercise is based on the exercise objectives and aligned capabilities, capability targets, and critical tasks, which are documented in Exercise Evaluation Guides (EEGs). Evaluators have EEGs for each of their assigned areas. Additionally, players will be asked to complete participant feedback forms. These documents, coupled with facilitator observations and notes, will be used to evaluate the exercise and compile the After-Action Report (AAR).

MODULE 1: 0 – 30 MIN

Notes:

Questions:

- 1) What is the initial emergency response assignment to an incident of this nature?
- 2) How is the initial situational assessment conducted? By whom?
- 3) What notifications are being made? To whom? How?
- 4) What are the initial response priorities?
- 5) How will response priorities & actions be coordinated with the railroad?
- 6) How are incident responders (public & private) accounted for?
- 7) Who determines the public protective actions and how are they carried out (i.e., warning, notification, transport and destination for displaced residents)?
- 8) How is traffic being managed?
- 9) How is access (to site and evacuation zone) controlled?
- 10) How will the evacuation be handled from a nearby school?
- 11) How is information being provided to the press & public?
 - a. Who will be responsible for media affairs? How will it be coordinated?
 - b. Do pre-scripted media messages for this type of incident need to be modified based on the scenario?

MODULE 2: 30 – 60 MIN

Notes:

Questions:

- 1) **Has an incident command post (ICP) been established? Where?**
- 2) **What arrangements are being made to deal with potential injuries or health impacts?**
- 3) **What efforts are being made to ascertain environmental (i.e., drainage ditch leading to river, sensitive areas) and infrastructure (i.e., bridge) impacts? By whom?**
- 4) **How are actions or protective measures coordinated among response agencies & the railroad?**
- 5) **How is information provided to the public coordinated across response agencies and the railroad?**
- 6) **What additional information is needed? Who will you get it from?**
- 7) **What decisions need to be coordinated with the railroad related to transportation and infrastructure?**
- 8) **Regarding mutual aid:**
 - a. **Does the community possess the necessary capabilities and resources or would everything come through mutual aid?**
 - b. **Is your community prepared to request mutual aid resources quickly? Is your community prepared to receive and employ mutual aid arriving on scene?**

Where are mutual aid resources checking-in for deployment (staging area)?

MODULE 3: 1HR – 24 HRS

Notes:

Questions:

- 1) **Will a Unified Command structure be employed? Who will be on it?**
- 2) **Who are the critical partners & stakeholders and how will information be shared with them?**
- 3) **How will ongoing responders & response activity be supported once the fire is out and fire department leaves?**
- 4) **What is your process for coordinating development of and sharing key situational awareness products (IAP, SitRep, aerial photos, data) with response agencies?**
- 5) **How will response activities be transitioned to recovery/remediation activities? By whom?**
- 6) **How will information be shared with the press and public on an ongoing basis? By whom?**
- 7) **How will access to the incident site be controlled?**
- 8) **How & when will traffic resume around impacted area (overpass)?**
- 9) **How will it be determined that residents can return to evacuation area? By whom?**
- 10) **What are the strengths of the current EOP in this scenario?**
- 11) **Are any revisions needed to the EOP to deal with this type of scenario?**

APPENDIX A: EXERCISE SCHEDULE

Time	Activity
October 4, 2023	
1300	Opening Remarks
1315	Panelist Introductions
1330	Modules 1 - 3: Sit Reps / Discussion
1500	Hot Wash
1515	Closing Remarks

APPENDIX B: EXERCISE PARTICIPANTS

Participating Organizations	
Federal	
United States Coast Guard – Marine Safety Unit - Chicago	
United States Department of Labor – Occupational Safety & Health Administration (OSHA)	
United States Department of Transportation – Federal Railroad Administration (FRA)	
United States Department of Transportation – Pipeline & Hazardous Materials Administration	
United States Environmental Protection Agency (U.S. EPA)	
Agency for Toxic Substances & Disease Registry (ATSDR)	
State	
Indiana Department of Environmental Management (IDEM)	
Indiana Department of Homeland Security (IDHS)	
County	
Lake County HSEM	
Lake County Health Department	
Lake County Sheriff's Department	
LaPorte County EMA	
Porter County EMA	
Newton County EMA	
Local	
American Red Cross	
City of Hammond Police & Fire Departments	
Railroad	
Norfolk Southern (NS)	
CSX	
Canadian National (CN)	
Canadian Pacific Kansas City (CP KC)	
Union Pacific (UP)	

APPENDIX C: ACRONYMS

Acronym	Term
DHS	Department of Homeland Security
EMA	Emergency Management Agency
EMS	Emergency Medical Services
EOC	Emergency Operations Center
EOP	Emergency Operations Plan
ERG	Emergency Response Guide
FOUO	For Official Use Only
HSEEP	Homeland Security Exercise and Evaluation Program
HSEM	Homeland Security and Emergency Management
ICP	Incident Command Post
ICS	Incident Command System
IDEM	Indiana Department of Environmental Management
LEPC	Local Emergency Planning Commission
OSC	On Scene Coordinator
POC	Point of Contact
SitMan	Situation Manual
SME	Subject Matter Expert
US EPA	United States Environmental Protection Agency

APPENDIX D: HOTWASH / AFTER ACTION REPORT QUESTIONS