

	LANE COUNTY SHERIFF'S OFFICE POLICY	Number: G.O. 7.11
		Issue Date: March 21, 2005
		Revision Date: November 2, 2005; June 8, 2015
CHAPTER: Patrol		Related Policy: G.O. 1.07 (Search and Seizure), G.O. 2.01 (Agency Jurisdiction and Mutual Aid), G.O. 6.27 (Health Services; Job Related Illness/Injury Reporting), G.O. 7.37 (Notifying Other Agency of Hazards and Repair Needs), G.O. 11.03 (Public Records), 11.04 (Property/Evidence)
SUBJECT: Drug Lab Handling Procedure		Related Laws: OSHA, EPA

POLICY: Lane County Sheriff's Office personnel may happen upon a drug lab or other hazmat scene during the scope of their duties. When this encounter happens, personnel will take proper safety precautions.

DEFINITIONS:

1. Cold Zone – that area not considered contaminated with hazardous chemicals or materials.
2. Contaminated - any article, clothing, or person having been in a clandestine drug lab or tainted by lab precursors or products.
3. Decontamination - to remove hazardous chemicals or materials from a person or object by washing, or other means.
4. Drug Lab - any site, whether stationary or mobile, containing chemicals normally found in clandestine labs or containing evidence of the manufacture of controlled substances.
5. Hazardous Material - any substance considered dangerous to health by exposure.
6. Hot Zone - any area or building that contains a clandestine drug lab. The wearing of protective gear prior to admittance is required.
7. Over-Packaged - the placing of chemicals or contaminated equipment in five (5) gallon plastic buckets with sealable lid and containing vermiculite as an absorbent and filler.
8. Packaged Lab - A lab that is not in operation and is boxed. One that is capable of being transported.

9. Warm Zone - any area immediately surrounding a "Hot Zone" where workers, suspects, and the evidence are held and decontamination is conducted.

RULE: Safety must be uppermost in the minds of all members involved in and around a drug lab. Actions shall be in accordance with state and local laws and Sheriff's Office policy, rules, procedure, and other directives and shall always be conducted in a safe and prudent manner as dictated by the circumstances.

PROCEDURE:

I. Protocols:

- A. When a drug lab is located within Lane County jurisdiction, the LCSO Shift Supervisor shall be notified.
- B. The Shift Supervisor will authorize the request of OSP or other outside resources to respond to the site and make an initial assessment.
- C. In general:
 - 1. Insure all personnel are removed to safety (outside the contaminated area). For active labs, 300 feet is generally considered adequate.
 - 2. Consider evacuating neighboring buildings, as required.
 - 3. Establish and secure a perimeter; deny access to unauthorized personnel.
 - 4. If the lab is active, consider a standby fire unit.
 - 5. Do not change the condition of anything at the lab site, i.e., light switches, burners, and other devices or settings.
 - 6. Hazardous Materials Exposure Report shall be completed by any employee who was the subject of an exposure or their supervisor.
- D. Suspects
 - 1. Any suspect considered contaminated will be required to remove all clothing (including shoes) while being afforded as much privacy as possible. All items of clothing and personal effects will be treated as hazardous materials.
 - 2. The suspect will be furnished a disposable suit. The suspect will be provided with a shower upon arrival at the Corrections Facility.

II. Areas of Responsibility:

A. First Responder

1. The first uniformed Officer determining that a scene (to include vehicles) is the site of a drug lab shall remove all persons to an area of safety, contact the shift supervisor, and keep the scene secure.
2. Any suspect taken into custody will be flex-cuffed, whenever possible, to avoid contamination of handcuffs.
3. Individuals, objects contaminated with controlled substances, or suspected hazardous materials will not be placed within County vehicles until decontaminated or appropriately packaged.
4. Contaminated suspects taken into custody will be required to undress and dress in a disposable suit before being transported in a County vehicle.
5. At no time will any chemicals or equipment from a drug lab be placed in a County vehicle without first being over-packaged in proper containers.

B. Supervisor

1. When notified of a lab site, the supervisor will coordinate with OSP or other outside resources to respond to the scene for a determination.
2. The supervisor will be responsible to see that no Sheriff's Office personnel are allowed into a hot zone or warm zone without the proper protective clothing, equipment, and training. The supervisor will also be responsible to see that no contaminated items are placed in the Property Room at the Courthouse, or the bike rack at the County Shops.
3. Supervisors will further be responsible to see that any employee who has been within a hot zone will not leave the zone without first washing their shoes, lower legs, and equipment. If extensive decontamination is necessary, all clothing and personal effects will be removed and bagged separately. The employee will be provided with a disposable suit and transported to a facility where they will shower. The Deputy's clothing and personal effects will be decontaminated before being returned.
4. The supervisor will ensure that the contaminated employee fills out a Hazardous Materials Exposure Report. If the employee is not able to fill out the report, the supervisor will fill out the report for them. This report will be filed in the Deputy's personnel file located in the Payroll Section.

III. Illegally Dumped Drug Lab Chemicals

- A. Private Property owners or governmental agencies requesting assistance with the clean-up or pick-up of illegally dumped drug lab chemicals will be directed to the State of Oregon, Department of Environmental Quality, Hazardous Waste Section, for information on how to properly dispose of the chemicals.
- B. This Sheriff's Office will limit its activities to preparing a Crime Report for illegal dumping.
- C. Under no circumstances are members of this Sheriff's Office authorized to clean-up, pick-up, or otherwise take custody of chemicals dumped on private or public property without the express permission of the Sheriff or his designee.

IV. Protocols:

- A. When a drug lab is located within Lane County jurisdiction, the LCSO ~~on-call~~ Shift Supervisor shall be notified.
- B. The Shift Supervisor will authorize the request of OSP or other outside resources to respond to the site and make an initial assessment.
- C. In general:
 - 1. Insure all personnel are removed to safety (outside the contaminated area). For active labs, 300 feet is generally considered adequate.
 - 2. Consider evacuating neighboring buildings, as required.
 - 3. Establish and secure a perimeter; deny access to unauthorized personnel.
 - 4. If the lab is active, consider a standby fire unit.
 - 5. Do not change the condition of anything at the lab site, i.e., light switches, burners, and other devices or settings.
 - 6. Hazardous Materials Exposure Report shall be completed, as required.

V. Areas of Responsibility:

- A. First Responder
 - 1. The first uniformed Officer determining that a scene (to include vehicles) is the site of a drug lab shall remove all persons to an area of safety, contact the shift supervisor, and keep the scene secure.

2. Any suspect taken into custody will be flex-cuffed, whenever possible, to avoid contamination of handcuffs.
3. Individuals, objects contaminated with controlled substances, or suspected hazardous materials will not be placed within County vehicles until decontaminated or appropriately packaged.
4. Suspects taken into custody will be required to undress and dress in a disposable suit before being transported in a County vehicle.
5. At no time will any chemicals or equipment from a drug lab be placed in a County vehicle without first being over-packaged in proper containers.

B. Supervisor

1. When notified of a lab site, the supervisor will coordinate with OSP or other outside resources to respond to the scene for a determination.
2. The supervisor will be responsible to see that no Sheriff's Office personnel are allowed into a hot zone or warm zone without the proper protective clothing, equipment, and training. The supervisor will also be responsible to see that no contaminated items are placed in the Property Room at the Courthouse, or the bike rack at the County Shops.
3. Supervisors will further be responsible to see that any employee who has been within a hot zone will not leave the zone without first washing their shoes, lower legs, and equipment. If extensive decontamination is necessary, all clothing and personal effects will be removed and bagged separately. The employee will be provided with a disposable suit and transported to a facility where they will shower. The Deputy's clothing and personal effects will be decontaminated before being returned.
4. The contaminated employee will fill out a Hazardous Materials Exposure Report. This report will be filed in the Deputy's personnel file located in the Payroll Section.

C. Suspects

1. Any suspect considered contaminated will be required to remove all clothing (including shoes) while being afforded as much privacy as possible. All items of clothing and personal effects will be treated as hazardous materials.
2. The suspect will be furnished a disposable suit. The suspect will be provided with a shower upon arrival at the Corrections Facility.

VI. Illegally Dumped Drug Lab Chemicals

- A. Private property owners or governmental agencies-requesting assistance with the clean-up or pick-up of illegally dumped drug lab chemicals will be directed to the State of Oregon, Department of Environmental Quality, Hazardous Waste Section, for information on how to properly dispose of the chemicals.
- B. This Sheriff's Office will limit its activities to preparing a Crime Report for illegal dumping.
- C. Under no circumstances are members of this Sheriff's Office authorized to clean-up, pick-up, or otherwise take custody of chemicals dumped on private or public property without the express permission of the Sheriff or his designee.

ATTACHMENT A, HAZARDOUS MATERIALS EXPOSURE REPORT

LANE COUNTY SHERIFF'S OFFICE

HAZARDOUS MATERIALS EXPOSURE REPORT

Case Number: _____

1. Date of Exposure: _____
2. Location of Exposure: _____
3. List Materials Exposure To: _____
4. Personnel Exposed:

5. Reported Physical Reactions to Materials:

6. Were Hazardous Materials Personnel at Scene? Yes: ____ No: ____
 - a. If yes, Supervisor's Name/Agency:

 - b. Brief Description of Action Taken by HAZ-MAT Team:

7. Medical Action Taken:

8. Brief Description of Action Leading to Exposure:

Comments: