

EXECUTIVE ORDER 13650



SHARING CHEMICAL SAFETY AND SECURITY BEST PRACTICES

This guide describes the process for submitting a Best Practice document in support of chemical facility safety and security

On August 1, 2013, the President issued [Executive Order 13650 - Improving Chemical Facility Safety and Security](#) (EO). The EO directs the Department of Homeland Security (DHS), the Environmental Protection Agency (EPA), the Department of Labor (DOL), the Department of Justice (DoJ), the Department of Agriculture (USDA), and the Department of Transportation (DOT) to establish a Working Group to improve chemical facility safety and security in coordination with State regulators; State, local, and tribal emergency responders; chemical facility owners and operators; and local and tribal communities.

The EO requires the Working Group to identify “best practices” for the purpose of coordinating improvements to the safety and security of chemical facilities. To support implementation of EO 13650, the Working Group is collecting and sharing chemical safety and security best practices using the DHS/FEMA Lessons Learned Information System (LLIS).

What are Best Practices?

A best practice is a method or technique for addressing a problem or issue that has consistently shown results superior to those achieved with other means. Best practices are the accumulation of lessons learned, and are subject to continuous improvement as new information and experience is gained. Because each problem situation is unique, best practices are most effective when they are tailored to the specific circumstances of the problem or issue being addressed.

Best practices are:

- **Voluntary** -- complementary to existing requirements;
- **Documented** – the purpose, objectives, processes, and performance metrics are clear and understandable;
- **Measurable** -- goals are clear, and progress toward those goals can be measured;
- **Repeatable** – the practice is structured clearly enough so that it can be replicated; and
- **Subject to evaluation** - by the implementing party and others.

Best Practices can be described along a continuum based on documented evidence of success, repeatability, and rigor of evaluation.



Innovative Practice

Promising Practice

Proven Practice

	Innovative Practice	Promising Practice	Proven Practice
Success	Early evidence of success	Demonstrates success	Success in a number of organizations
Repeatability	Shows potential for being repeatable	Limited repeatability	Broad repeatability
Rigor of Evaluation	Limited or no evaluation data	Some internal and external evaluation data	Independent research conducted

The Working Group is seeking Best Practices to share with stakeholders involved in improving the safety and security of chemical facilities. Desired Best Practices include innovative, promising and proven practices in the areas of **Technology, Training, Safer Alternatives, Process Safety, Administration, and Other**.

- **Technology** may include recommendations for software packages that contain data processes to track chemical quantities contained within chemical facilities, enhance information sharing by distributing information across stakeholder communities, and increase coordination efforts in the event of an incident.
- **Training** may include in-person courses or software programs that promote the proper storage and safe handling of hazardous chemicals, effective techniques for reporting an error, and safely responding to incidents to mitigate both short-term and long-term risk.
- **Safer Alternatives** may include practicable risk reduction measures that specifically mitigate threats to the public, worker, health, environment, and facility during the production, transport, and use of chemicals.
- **Process Safety** may include best practices identifying tools, techniques, programs, required to manage chemical safety processes to prevent catastrophic accidents, particularly explosions, fires, and toxic releases.
- **Administrative** may include non-operational recommendations for implementing policies, guidelines, and standard operating procedures within facilities or across stakeholder communities.
- **Other** may include best practices that do not fall under the previous categories listed.

The Working Group is open to accepting Best Practices on a variety of topics. Below is a sample list of potential topics for which Best Practices are being sought.

Stakeholder	Potential Topics for Best Practices
First Responder	<ul style="list-style-type: none"> • Information availability and awareness • Training opportunities • Information on equipment • Coordination with local communities • Managing information in remote areas
Industry	<ul style="list-style-type: none"> • Coordinating preparedness and response activities with local communities • Coordinating and planning with First Responders • Improving facility safety and security operations • Improving safety and security throughout the supply chain
Environmental-Community-Labor	<ul style="list-style-type: none"> • Improving facility safety and security • Coordinating preparedness and response activities with local communities • Sharing risk information
Federal-State-Local-Tribal (LEPC, SERC, TERC, TEPC)	<ul style="list-style-type: none"> • Obtaining and interpreting risk information • Planning for large scale emergencies • Balancing the importance of community safety

Best Practice Submission Process

The Lessons Learned Information System (LLIS), a document collection and information sharing portal designed for use by DHS/Federal Emergency Management Agency (FEMA), is the site for submission and collection of Best Practices under the EO. Stakeholders interested in submitting practices for consideration should complete the Chemical Safety and Security Best Practice Submission Form, which can be found [here](#). Be sure to complete all requested fields. Completed forms should be submitted electronically to feedback@llis.dhs.gov. Include *Chemical Safety and Security Best Practice Submission* in the subject line of the message. A Working Group representative may follow up if additional information is needed. All submissions will be reviewed by the Working Group prior to inclusion in LLIS.

For Further Information on EO 13650, please visit <https://www.osha.gov/chemicalexecutiveorder/index.html>, or email EO.Chemical@hq.dhs.gov.

Disclaimer

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