



Preface

City of Maricopa, in accordance with Arizona Revised Statutes (ARS), Title 26, Chapter 2, Article 1, has prepared this Emergency Response and Recovery Plan in order to save lives and protect public health and property.

This plan contains data of a confidential nature and is not to be casually used or dispersed. It is the property of the City of Maricopa Office of Emergency Management (MOEM).

Users of this plan are encouraged and requested to advise this office of areas where the plan can be corrected and improved. This plan is to be considered a 'Living Document' in that not only are the resource lists meant to be continually revised, but the plan itself will be changed as conditions, techniques and understandings progress. Periodically this plan will be updated by the MOEM and will forward updated pages or your copy will be exchanged with an updated version should the changes be extensive.

Some annexes/appendices are not found in all copies of this plan due either to bulk of the material itself or due to department regulations in information release. If this data is needed it can be found in copies of the Office of Emergency Management.



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The following references will be available at the Pinal County Emergency Operations Center.

1. Plans Agreements (Authorities & Ref. page 2 Para III-A)
2. Plans Agreements (Authorities & Ref. page 4 Para-B)
3. Plans Agreements (Authorities & Ref. 2 Para C)
5. Federal Radiological Emergency Response Plan
6. DOE's Region 4 Radiological Assistance Plan
7. CERCLA
8. Southwestern Caucus - Interstate Civil Defense and Disaster Compact.
9. Defense Civil Preparedness Agency, 1978, Radiological Defense Preparedness, CPG 2_6.1., Washington DC.
10. DCPA, 1977, Radiological Defense Manual, CPG 2_6.2., Washington, DC.
11. DCPA, 1977, Handbook for Aerial Radiological Monitors, CPG 2_6.3.
12. FEMA, 1981, Guide for the Design, and Development of a local Radiological Defense Support System, Washington, DC.
13. National Council on Radiation Protection and Measurements, 1974,
14. Radiological Factors Affecting Decision_making in a Nuclear Attack,
15. Office of Civil Defense, 63, 'Handbook for Radiological Monitors, FG_E_5.9.,
16. Federal Communications Commission Report and Order of August 4, 1981
17. Federal Radiological Emergency Response Plan
18. National Plan for Telecommunications Spt. in Non-Wartime Emergencies (Jan. 93)
19. Dept. of Defense Directive 3025.1, "Military Spt. to Civil Authorities"(1992)
20. Federal Preparedness Circular 8, "Public Affairs in Emergencies"
21. NUREG - 0654/FEMA-REP-1: Criteria for the Preparedness and Evaluation of Radiological Emergency Response Plans and Preparedness in support of Nuclear Power Plants
22. NUREG - BR0230: (RCM-96) Response Coordination Manual
23. Red Cross Disaster Services Regulations and Procedures, ARC 3003 (Jan 84)



24. American National Red Cross Mass Care Preparedness and Operation Procedures and Regulations, ARC 3031
25. American National Red Cross National Board of Governors Disaster Services Policy Statement (July 1, 1977)
26. Statement of Understanding Between the FEMA and the American National Red Cross (Jan. 22, 1982)
27. CPG 1-14, Principals of Warning and Criteria Governing Eligibility of National Warning Systems (NAWAS) Terminals
28. CPG 1-16, National Warning Systems (NAWAS) Operations Manual
29. DOD Directive 6010.17 - National Disaster Medical Service
30. CONPLAN 7300-91, Commander, Western Defense Command Integrated CONUS Regional Medical Mobilization Plan
31. Prevention and Control of Stress Among Emergency Workers, U.S. Department of Health and Human Services (ADM) 88-1496
32. Disaster Work and Mental Health: Prevention and Control of Stress Among Workers, U.S. Department of Health and Human Services, (ADM) 87-1422
33. Critical Incident Stress Debriefing: (CISD) - An Operations Manual for the Prevention of Traumatic Stress Among Emergency Services and Disaster Workers. Jeffrey T. Mitchell & George S. Everly, Jr.





INSTRUCTION FOR USE

This plan is organized into seven interrelated sections:

- The Opening Section, which contains the Preface, Table of Contents, Distribution List, Instructions for Use, Record of Changes, City Resolution and Emergency Support Function (ESF), Matrix;
- The Basic Plan, which outlines the responsibilities of the City of Maricopa in any disaster type situation;
- The Emergency Support Functions (ESFs) annexes which outline the responsibilities of the individual departments and agencies in the City of Maricopa and numerous volunteer and private organizations that have agreed to support the City in the response to and recovery from a disaster;
- The Recovery Function, which establishes the organization and assigns responsibilities required for the county, state and its political subdivision to recover from an emergency or disaster;
- The Support Annexes, which are specific to a certain area or contain supporting information to either the Basic Plan or ESFs.
- The Incident Annex which addresses the concept of operations and City, county and state roles and responsibilities for specific types of incidents, i.e., terrorist activities;
- The General Information section which contains Acronyms, Definitions, Authorities and References; and
- The Supporting Documentation Annexes section that contains documentation, plans, standard operating procedures and other documentation that supports or is supported by the City and/or City plan.

The **Basic Plan** is used to provide in-depth emergency management information, broken down by specific activities. It is designed for use prior to an emergency situation, and provides an extensive background for emergency responders and managers, specific to appropriate state, county or local agencies. The basic plan establishes the requirement for the appropriate state, county or local agency, either primary or support, to establish internal guidelines for the execution of each assigned response and/or recovery task.

The **Emergency Support Functions** (ESF), annexes, are designed to establish at least one department or agency as a Primary Agency for each ESF. In addition to the Primary Agencies, several departments, agencies, volunteer organizations or private enterprises are designated as Support Agencies. The Primary Agencies have the ultimate responsibility for accomplishment of the tasks provided in the ESF and may call upon any or all of the assigned Support Agencies for assistance. Activation of any or all of the ESFs will be at the direction of the Mayor of the City of Maricopa or the Director of the City of Maricopa Office of Emergency Management (MOEM), henceforth is the responsibility of the City Manager or his/her designee.



Both Primary and Support Agencies for each ESF, will prepare Internal Operating Procedures designed to accomplish the tasks designated by the ESF and each organization will be prepared to provide qualified representation in the City's Emergency Operation Center on an as needed basis. There are a total of 18 ESF's designated within this Emergency Response and Recovery Plan.

The **Recovery Function**, located immediately after the Emergency Support Functions, provides the City's concept of operations for recovery activities, assigns agency roles and responsibilities, and identifies how the City will work with local, county, state, federal and private organizations to recover from emergencies and disasters.

The **Support Annexes**, located near the back of the plan support either the Basic Plan or the ESFs, and include the following:

- The **Government Relations** support annex is designed to provide information to the state legislature and members of the Arizona Congressional Delegation and to receive specific requests for information from the state legislators and members of the United States Congress.
- The **Donations Management** support annex identifies state agencies and volunteer organizations involved in managing both cash and non-cash donations, and their respective roles.
- The **Financial Management** support annex provides basic financial management guidance to the Office of Emergency Management and other City departments and agencies which respond under the provision of this response and recovery plan to ensure that funds are provided expeditiously, and that financial operation are conducted in accordance with established City policies, regulations and standards.
- The **Emergency Public Information** support annex provides guidance and direction for rapidly disseminating Emergency Public Information in support of the City's governmental response to a natural or man caused disaster, or other emergency condition.

The **Incident Annex** focuses on specific types of incidents. The Terrorism Incident, Foreign Animal Disease & Pandemic Flu Annexes are in this section.

The **General Information** section, which includes:

- The **Resource lists** which list in several formats; names, numbers of identified resources in the city.
- The **Glossary of Acronyms and Definitions** that serves as a reference to special terms used throughout the plan.

Mutual Aid and Other Agreements contains those written agreements between agencies mentioned in this plan.

The **Authorities and References** provides citations to City, County, State and Federal documents which govern how the emergency management program is designed to work. Sections of this plan are designed to be used concurrently during disasters. The Primary and



Support Agencies will benefit most from this plan if the appropriate personnel are familiar with its contents, and have established Internal Operating Procedures.

The **Supporting Documentation Annexes** section, which contains additional documentation, was developed by a variety of sources that provide detailed information addressed in the plan. These include:

- Mutual Aid Agreements
- Mitigation Plans
- Selected City, County, State and Federal authorities

CORRECTIONS/ADDITIONS/UPDATES TO PLAN:

Corrections/additions/updates to this plan will be available through the MOEM.

RESOLUTION 07-33

RESOLUTION 07-33

**A RESOLUTION OF THE CITY OF MARICOPA, ARIZONA,
ADOPTING AN EMERGENCY RESPONSE AND RECOVERY
PLAN.**

WHEREAS, in accordance with A.R.S. §26-301 et. seq., the City of Maricopa understands that the City has certain responsibilities and authorities for disaster preparedness, response, recovery and mitigation; and

WHEREAS, the City of Maricopa desires to protect public health and property in the case of any emergency; and

WHEREAS, the City of Maricopa plays a vital role in emergency and disaster preparedness, response, recovery and mitigation activities; and

WHEREAS, the emergency response and recovery plan addresses the consequences of any emergency/disaster in which there is a need for City response and recovery assistance; and

WHEREAS, the City Council believes that adopting the emergency response and recovery plan will be in the City's best interests;

NOW, THEREFORE, BE IT RESOLVED that the Mayor and City Council of the City of Maricopa, Arizona hereby adopt the City of Maricopa Emergency Response and Recovery Plan.

A copy of the City of Maricopa Emergency Response and Recovery Plan shall be kept on file with the City Clerk and kept available for public use and inspection.

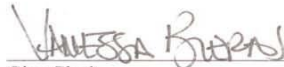
PASSED AND ADOPTED by the City Council of the City of Maricopa, Arizona, this 19th day of June, 2007.

APPROVED:



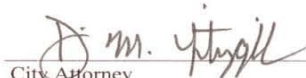
Mayor

ATTEST:



City Clerk

APPROVED AS TO FORM:



City Attorney



EMERGENCY SUPPORT FUNCTION MATRIX

P = Primary S = Support

Agency	ESF #1 Transportation	ESF #2 Communication	ESF #3 Public Works	ESF #4 Fire Service	ESF #5 Direction/Control	ESF #6 Mass Care	ESF #7 Resource Support	ESF #8 Health/Medical	ESF #9 Urban Search/Res	ESF #10 Hazardous Materi	ESF #11 Food	ESF #12 Energy	ESF #13 Law Enforcement	ESF #14 Mass Fatality	ESF #15 Evacuation	ESF #16 Search/Rescue	ESF #17 Mitigation	ESF #18 Radiological	A – Recovery	B – Government Relations	C – Donations	D – Financial Management	E – Emergency Public	F – Terrorism	G – Animal Disease	H – Pandemic Flu	
City of Maricopa																											
Mayor and City Council					P														S	P	P						
Attorney										S			S							S	S			S	S		
City Manager																			S	S							
Finance Department							P												S		P	P					
Office of Emergency Management	S	P	P	P	P	P	P	S	S	P	S	S	S	P	S	S	P	P	P	P	P		P	P	P	S	
Planning/ Building Safety			S	S																				S			
Police Department	S	P		S	S	S			S				P	S	P	P		S						P	S		
Public Works	P	S	P	S	S		S		S		S						S	S						S			
Fire Department		S		P	S	S			P	P		P		S	P	S		S						S			
Pinal County																											
Air Quality Control																										P	
Attorney										S			S														
Board of Supervisors																			S	S							
Building Safety																								S			
Contracted Mortuaries														P										S			
Disaster Prevention Council																								S			
Division of Public Health – Bio-defense						S		S		S				S										S	P	P	
Finance Department							S																				
Health and Human Services				S	S	S	S	P	S	S	P			S	S			S	S					P	P	S	
Animal Control						S		S																	S		



CITY OF MARICOPA
EMERGENCY RESPONSE AND RECOVERY

Agency	ESF #1 Transportation	ESF #2 Communication	ESF #3 Public Works	ESF #4 Fire Service	ESF #5 Direction/Control	ESF #6 Mass Care	ESF #7 Resource Support	ESF #8 Health/Medical	ESF #9 Urban Search/Res	ESF #10 Hazardous Materi	ESF #11 Food	ESF #12 Energy	ESF #13 Law Enforcement	ESF #14 Mass Fatality	ESF #15 Evacuation	ESF #16 Search/Rescue	ESF #17 Mitigation	ESF #18 Radiological	A – Recovery	B – Government Relations	C – Donations	D – Financial Management	E – Emergency Public	F – Terrorism	G – Animal Disease	H – Pandemic Flu
Behavioral Health						S		S																	S	
Medical Examiner						S		S						P											S	
Public Fiduciary						S		S						S											S	
Public Health Department						S	S	S			P			S	S									S	S	P
Hospitals						S		S						S										S		
Local Emergency Planning Committee										S																
Local Veterinarians																									P	
Manager																			S	S						
Office of Emergency Management			S	S															S					S		S
Planning and Development Services																										
Public Works	S	S																								
School Superintendent	S					S					P				S									S		
Sheriff's Department	S	S								S		S	P											P		
State of Arizona																										
91 st CST Support Team								S		S								S						S		
Attorney General										S									S							S
Chapter of American College of Em. Phys.																										
Chapter of Emergency Department Nurses						S		S																		
Corporation Commission										S																
Dental Association – Disaster Team						S		S						S				S						S		
Department of Agriculture																		S	S							
Department of Building & Fire Safety																			S					S		
Department of Commerce												S							S							
Department of Defense																										
Department of Economic Security															S											S
Department of Education																		S								
Department of Environmental Health						S		S						S				S								



CITY OF MARICOPA
EMERGENCY RESPONSE AND RECOVERY

Agency	ESF #1 Transportation	ESF #2 Communication	ESF #3 Public Works	ESF #4 Fire Service	ESF #5 Direction/Control	ESF #6 Mass Care	ESF #7 Resource Support	ESF #8 Health/Medical	ESF #9 Urban Search/Res	ESF #10 Hazardous Materi	ESF #11 Food	ESF #12 Energy	ESF #13 Law Enforcement	ESF #14 Mass Fatality	ESF #15 Evacuation	ESF #16 Search/Rescue	ESF #17 Mitigation	ESF #18 Radiological	A – Recovery	B – Government Relations	C – Donations	D – Financial Management	E – Emergency Public	F – Terrorism	G – Animal Disease	H – Pandemic Flu
Department of Environmental Quality			S		S					S								S	S				S	S		
Department of Game and Fish		S		S																						
Department of Health Services						S		S		S					S				S				S	S	P	
Department of Public Safety	S	S							S	S			S		S			S	S				P	S	S	
Department of Revenue																										
Department of Transportation		S	S		S				S	S					S				S							
Department of Water Resources		S	S								S								S							
Division of Emergency Management		S				S				S									S				S			
Emergency Response Commission										S																
Federal Directors Association																										
Fire Marshal				S						S									S							
Geological Survey					S																					
Hospital Association						S		S						S												
Industrial Commission										S																
Mine Inspector										S																
Metropolitan Medical Response System						S		S																	S	
National Guard		S							S				S		S			S					S		S	
Nurses Association						S		S																		
Osteopathic Medical Association						S		S																		
Poison Center System								S		S																
Power Authority												S														
Radiation Regulatory Agency					S					S								P					S			
Registrars of Contractors																										
State Bar Assoc. – Young Lawyer’s Section																										
State Health Laboratory						S		S						S									S			
State Fire Safety Committee				S																						
State Land Department		S		S	S					S									S							



CITY OF MARICOPA
EMERGENCY RESPONSE AND RECOVERY

Agency	ESF #1 Transportation	ESF #2 Communication	ESF #3 Public Works	ESF #4 Fire Service	ESF #5 Direction/Control	ESF #6 Mass Care	ESF #7 Resource Support	ESF #8 Health/Medical	ESF #9 Urban Search/Res	ESF #10 Hazardous Materi	ESF #11 Food	ESF #12 Energy	ESF #13 Law Enforcement	ESF #14 Mass Fatality	ESF #15 Evacuation	ESF #16 Search/Rescue	ESF #17 Mitigation	ESF #18 Radiological	A – Recovery	B – Government Relations	C – Donations	D – Financial Management	E – Emergency Public	F – Terrorism	G – Animal Disease	H – Pandemic Flu
State Mine Inspector										S								S								
State Parks				S	S														S							
State University										S																
State Veterinary																									S	
Voluntary Org. Active in Disasters						S	S								S				S					S		
Federal																										
Animal and Plant Health																									S	
Bureau of Alcohol Tobacco & Firearms (ATF)													S													
Center for Disease Control (CDC), Atlanta																									S	S
U.S. Department of Agriculture (USDA)																		S							S	
Federal Bureau of Investigations													S											P		
Federal Department of Defense													S					S						S		
Federal Emergency Management Agency																								S		
Federal Protective Service																								S		
Military Amateur Radio System		S											S											S		
National Weather Service					S					S																
U.S. Department of Energy										S	S							S								
U.S. Environmental Protection Agency										S								S								
U.S. Forest Service				S																						
Private/Volunteer Agencies																										
American Red Cross				S	S	S	S				S			S	S				S		S			S		
Maricopa Food Bank				S	S	S	S				S			S	S						S			S		
Salvation Army				S	S	S	S				S			S	S						S			S		
Untied Blood Services						S		S																		
United Dairymen of Arizona																									S	
United Way							S														S					
USDA Accredited Veterinary Practitioners																									S	



CITY OF MARICOPA
EMERGENCY RESPONSE AND RECOVERY

Agency	ESF #1 Transportation	ESF #2 Communication	ESF #3 Public Works	ESF #4 Fire Service	ESF #5 Direction/Control	ESF #6 Mass Care	ESF #7 Resource Support	ESF #8 Health/Medical	ESF #9 Urban Search/Res	ESF #10 Hazardous Materi	ESF #11 Food	ESF #12 Energy	ESF #13 Law Enforcement	ESF #14 Mass Fatality	ESF #15 Evacuation	ESF #16 Search/Rescue	ESF #17 Mitigation	ESF #18 Radiological	A – Recovery	B – Government Relations	C – Donations	D – Financial Management	E – Emergency Public	F – Terrorism	G – Animal Disease	H – Pandemic Flu
Utility Companies																										
Arizona Public Service			S	S																						
Arizona Water Company			S																							
BIA - Electric			S	S																						
Electric District #2		S	S																							
Local Cellular Companies		S	S																							
Salt River Project		S	S																							
Qwest		S	S																							



In addition to the agencies listed above, the following agencies have been identified in the plan as being able to assist in an emergency. The agencies on this page have NOT received a copy of the plan which is available on request. Some of the State and Federal agencies will be available through the Arizona Division of Emergency Management.

Arizona Chapter of the Emergency Department Nurses
Arizona Commission of Indian Affairs
Arizona Chapter of the American College of Emergency Physicians
Arizona Cattlemen's Association
Arizona Corporation Commission
Arizona Department of Agricultural
Arizona Department of Building and Fire Safety
Arizona Department of Corrections
Arizona Department of Administration
Arizona Department of Defense
Arizona Department of Commerce
Arizona Department of Economic Security
Arizona Department of Education
Arizona Department of Health Services
Arizona Department of Insurance
Arizona Department of Environmental Health
Arizona Department of Revenue
Arizona Department of Real Estate
Arizona Department of Water Resources
Arizona Bureau of Indian Affairs
Arizona Geological Survey
Arizona Hospital Association
Arizona Industrial Commission
Arizona Medical Association
Arizona National Park Service
Arizona Nurses Association
Arizona Pork Council
Arizona Poultry Industry Representative

Arizona Power Authority
Arizona Department Health Laboratory
Arizona Department Horsemen's Association
Arizona Department of Fire Safety Committee
Arizona Department University
Arizona Department Mine Inspector
Arizona Department Parks Arizona Department
Arizona Wool Producers
Arizona Emergency Response Commission
Arizona Registrar of Contractors
Arizona Governor's Office

Federal: Department of Defense – Air Force Mortuary Services
Federal: Chemical Manufacturers Association
Federal: Department of Energy



Federal: Federal Emergency Management Agency
Federal: Centers for Disease Control
Federal: Department of Justice – Federal Bureau of Investigation
Federal: Fort Huachuca
Federal: National Disaster Medical System (NDMS) – Disaster
Mortuary
Federal: National Weather Service
Federal: National Transportation and Safety Board
Federal: U.S. Department of Energy
Federal: National Funeral Directors Association
Federal: U.S. Environmental Protection Agency
Federal: U.S. Public Health Service
Federal: U.S. Water Incidents Department
Federal: Bureau of Alcohol Tobacco and Firearms
Federal: USDA, APHIS, VS Emergency Programs
Federal: USDA, Animal and Plant Health
Federal: USDA, Regional Emergency Animal Disease Eradication
Federal: USDA Accredited Veterinary Practitioners
Federal: USDA National Veterinary Services Laboratory
Federal: United States Coast Guard
Federal: U.S. Immigration and Naturalization Service
Federal: U.S. Customs Services
Federal: U.S. Air Force Rescue Coordination Center
Federal: USDA Foreign Animal Disease Diagnostic Laboratory

Private: Organization (USDA-READEO) for the Western Region
Private: Organization Regional Team
Private: Critical Incident Stress Debriefing Network – Arizona Chapter
Private: Military Amateur Radio Systems
Private: Arizona Funeral Directors Association
Private: Livestock Slaughter Establishments
Private: Local cellular companies
Private: Arizona Veterinary Medical Association
Private: Livestock Markets
Private: University of Arizona Veterinary Diagnostic Laboratory
Private: Structural Pest Control Commission
Private: Medical Response System
Private: United Dairymen of Arizona
Private: Associated General Contractors of Arizona
Private: City Bus System
Private: Arizona State Bar Association – Young Lawyers’ Section
Private: Local Veterinarians
Private: Civil Air Patrol
Private: Inspection Service, Veterinary Services
Private: Arizona Dental Association – Disaster Team
Private: American College of Surgeons
Private:



BASIC PLAN

INTRODUCTION

The City of Maricopa Emergency Response and Recovery Plan (this plan) addresses the consequences of any emergency/disaster in which there is a need for City response and recovery assistance. It is applicable to natural disasters such as earthquakes and floods, technological emergencies involving hazardous material releases, and other incidents requiring City assistance.

This plan describes the methods the City will use to mobilize resources and conduct response and recovery activities. It uses a functional approach to group the types of assistance under eighteen (18) Emergency Support Functions (ESF's) also known as Essential Support Functions. These terms are equal. Each ESF is headed by one or more primary agencies, which have been selected based on their authorities, resources, and capabilities. Other agencies have been designated as support agencies for one or more ESF(s) based on their resources and capabilities to support the functional areas. The ESFs serve as the primary mechanism through which City response and recovery assistance will be provided. City, and if needed county/state, assistance will be provided under the coordination of the City of Maricopa Office of Emergency Management (MOEM). This plan serves as the foundation for the development of detailed City agency plans and procedures to implement response activities in a timely and efficient manner.

Purpose

The City of Maricopa Emergency Response and Recovery Plan (MERRP) predetermines, to the extent possible, operational policies and responsibilities of City departments and cooperating government, private and volunteer agencies for responding to and recovering from major natural or manmade emergencies.

Scope

This plan applies to major emergencies which may occur within the incorporated areas of Maricopa. It may be used in conjunction with Emergency Response Plans of other jurisdictions.

- Development of plans and command authority for emergencies occurring outside the boundaries of the incorporated area of Maricopa are the responsibilities of the respected jurisdictions, and are not superseded by this plan.
- Development of plans and command authority for emergencies occurring on State or Federal lands within the City of Maricopa may be the sole responsibility of the managing agency, may be a joint responsibility with the City, or may be a sole City responsibility.
- The City of Maricopa may elect to provide emergency aid to other political subdivisions including other incorporated cities and towns or the county.
 - This plan will be used by the City as the basis for mutual aid and the mobilization of resources operating within other jurisdictions during declared emergencies.
 - Local plans will remain in effect within each political jurisdiction.



- An emergency/disaster may result in a situation which affects the national security of the United States. For those instances, appropriate security authorities and procedures will be utilized to address national security requirements.

Organization



Mayor and City Council

- Provide authority for policy changes required by component organizations responding to the emergency.
- Receives status updates on the emergency from the Chair of the Executive Policy Group

Executive/Policy Group

- Purpose
 - Analyze all available information about the emergency.
 - Develop, refine, and carry out a joint response and recovery policy.
 - Plan the deployment of appropriate resources to ensure response agencies adequate support for management of the emergency.
 - Ensure that the operating forces of the various response and support agencies work together in a mutually supporting effort.
 - Communicate with field forces and keep a record of their status.
- Depending upon the situation, the Policy Section should consist of:
 - The Mayor, or Chief Elected Official present;
 - Members of the Council, or other governing bodies;
 - The City Manager or his/her designee;
 - The City Attorney or other legal council;
 - The Fire Chief, or his/her designee,



- The Police Chief or his/her designee;
 - The Director of Public Works or his/her designee;
 - The Director of Emergency Management;
 - The Director of the Pinal County Health and Human Services;
 - The Director of Public Information; and
 - Other department officials as determined by the City manager.
 - See the City of Maricopa Emergency Operations Center (MEOC) Standard Operating Procedures (SOP) for duties of each member.
- Coordination Staff
- Responsibilities
 - Maintain the EOC for immediate activation.
 - Analyze the data from emergency response units.
 - Develop and carry out an integrated response and recovery strategy.
 - Members
 - Emergency Manager/Coordinators, MOEM;
 - Police Department agency representatives;
 - Fire Department representatives;
 - Medical response agency representatives;
 - City/County Department representatives;
 - Private sector agency representatives; and
 - Other organization or jurisdiction representatives as required.
 - See MEOC - SOP for duties of each member.
- Component Organizations
- Component organizations include all City departments that may provide response and/or resources to an emergency through an intergovernmental agreement, a contract, or volunteer efforts.



- Component organizations may include county, state and federal agencies that have been requested to assist in the emergency response and/or recovery process such as:
 - Damage Assessment Teams (DAT)
 - Disaster Assistance Centers (DAC)
 - Disaster Assistance Response Teams (DART)

Succession of Command

- The line of succession of the City of Maricopa Council is from the Mayor to the Vice-Mayor.
- The line of succession of the City Manager is to the Assistant/Deputy City Manager.
- The line of succession of each department head is according to operating procedures established within each department.

Emergency Operations Center

- The MEOC shall remain immediately available for activation.
- Coordination of emergency response and recovery activities may be performed at the MEOC.
- The MOEM will develop an SOP for the MEOC (see Annex N)

CITY OF MARICOPA INCIDENT/UNIFIED COMMAND-NIMS

The National Incident Management Systems (NIMS) utilized the Incident Command System (ICS) as a standard incident management organization for the management of all major incidents. These functional areas include command, operations, planning, logistics and finance/administration. Additional, the principle of unified command has been incorporated into NIMS to ensure further coordination for incidents involving multiple jurisdictions or agencies. The unified command component not only coordinates the efforts of many jurisdictions, but also provides for and assures joint decision on objectives, strategies, plans, priorities and public communications.

Under NIMS, preparedness is based on national standards for qualification and certification of emergency response personnel. Managed by the NIMS Integration Center (NIC), standards will help ensure that the participation agencies' and organization field personnel possess the minimum knowledge, skills and experience necessary to perform the activities safely and effectively.

The standards will include training, experience, credentialing, currency and physical and medical fitness. Personnel who are certified to support interstate incidents will be required to meet national qualification and certification standards.



Maricopa Incident Command System

Command procedures are designed to offer a practical framework for field operations and to effectively integrate the efforts of all members, officers, and companies. The time involved in performing the functions listed below at the beginning of a tactical operation should produce on-going timesaving in the form of a more effective operations outcome. An arriving unit or officer assuming command can quickly and efficiently perform the standard procedures if they are well known. This will facilitate an organized and orderly tactical operation and a more effective effort. This is particularly important in more complex situations and when Command must be transferred to ranking and/or senior officers.

The Incident Commander is responsible for the overall command and coordination of the scene. As the identity of the Incident Commander changes through transfers of command, this responsibility shifts with the title. The term "Command" in this procedure refers to both the person and the function.

Establishing Command

The first unit or officer to arrive at the scene of multiple unit responses shall assume command and remain in command until relieved by a higher ranking and/or senior officer, or until the incident is terminated. The incident Commander will be from the agency that has the greatest jurisdictional involvement depending on the type of incident.

That person shall transmit a brief initial radio report including:

- Unit identification on the scene and confirming assumption of Command.
- Incident description.
- Obvious hazards.
- Action taken (brief description)

Radio Designation

The radio designation "Command" will be used with a brief description of the incident location (i.e. "Acid Spill Command", "Anderson Road Command"). This designation will not change through the duration of the incident.

Command Responsibilities

The Incident Commander of a multiple unit/agency response is responsible for the following tasks as required by the circumstances of the situation within Command's judgment. Each department is responsible for the supervision and direction of their own personnel.

- Assume an effective command position.
- Transmit a brief initial radio report
- Rapidly evaluate situation.



- Establish a Staging Area.
- Record the following on a Tactical Control Worksheet
 - Location of incident
 - Proper radio frequency
 - Responding units
 - Assignments/Designators
- Assign units as required.
- Provide continuing overall command until relieved by a ranking officer.
- Assign geographical and functional responsibilities.
- Review, evaluate, and revise plan as needed.
- Request and assign additional units as necessary.
- Maintain a continuing progress report.
- Return units to service as the incident de-escalates.

The first six tasks are initial command responsibilities. The continuing responsibilities stay with the incident command position whether the initial officer remains in command or command is transferred to subsequent arriving officers.

Command Options

An initial arriving unit or officer must decide on an appropriate commitment for personnel and equipment. This will usually fall into one of three general modes as listed below:

- “Nothing Showing” Mode: These situations generally require investigation by the first arriving unit, while holding staged units at a distance
- "Fast Attack" Mode: situations that require immediate action to stabilize the situation. This requires the officer to quickly decide how to commit the resources. This mode is temporary and will end with one of the following:
 - Situation resolves.
 - Sufficient resources arrive to control the situation.
 - Situation is not stabilized and the officer must move to a normal command mode.



- "Command Mode": Situations that require an Incident Command System by virtue of the size of the incident, the complexity/potential, extent of the occupancy or the possibility of extension, require strong, direct, and overall command from the outset. In such cases, the officer will initially assume a command position and maintain that position until relieved by an officer or until termination of the incident

Transfer Of Command

The first unit or officer to arrive on the scene will assume and retain command until relieved by a ranking officer within the following guidelines:

The person being relieved will brief the officer assuming command indicating the following:

- General situation status.
 - Incident location, extent, conditions.
 - Effectiveness of control efforts.
- Deployment and assignments of operating units.
- Review the Tactical Worksheet with the officer assuming command in complex situations in a timely fashion.
- Appraisal of needs for additional resources at the time.

Command officers should eliminate all unnecessary radio traffic while responding unless such communications are required to ensure that command functions are initiated and completed.

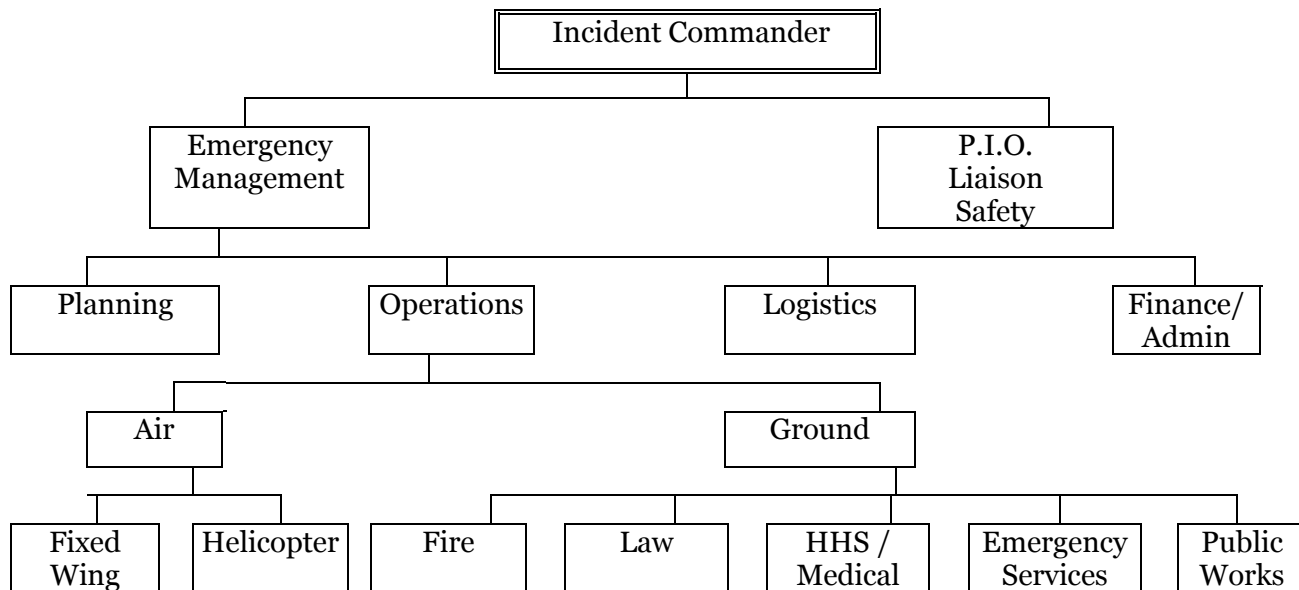
The arrival (in itself) of a ranking and/or senior Officer on the incident does not mean command has been transferred to that officer. Command is transferred only when the outlined transfer procedures have been completed.

The arrival of a ranking and/or senior officer does not necessarily mean that person must assume command of the incident. If the ranking and/or senior officer feels the junior officer is effectively handling the tactical situation and is knowledgeable of the general status of the operation, it may be desirable for the ranking officer to allow that person to continue as the Incident Commander and for the ranking officer to assume a supportive role.

Command Structures

It will be the responsibility of the Incident Commander to develop an organizational structure as soon as possible after the implementation of initial tactical control measures.

The ideal structure of a complex incident should include the following diagram. This is only an example; more functions (Divisions) may be added as needed, depending on the circumstances of the incident.



Definitions and Roles

- CITY OF MARICOPA EMERGENCY OPERATIONS CENTER (MEOC) may be activated depending on the size and complexity of an incident. The MEOC is situated at a location separate from the incident scene. When in existence, the MEOC may change the priorities and/or the objectives of the incident, depending on the coordinated assessment of the incident as it evolves by the Director of the MEOC and the Incident Commander. This center is designed to ensure complete incident coordination for Command, Operations, Planning, Logistical, and Financial matters.

The activation of the MEOC may be directed by any senior law enforcement (command level) officer who makes his decision based upon the seriousness and the gravity of the developing situation. Any senior elected and/or appointed official or department head of the City or by senior fire district official, may request and authorize the activation of the MEOC, but will direct the request through the Director of the MOEM.

- DIRECTOR OF THE MEOC: The individual at the MEOC responsible for the management of all incident operations.
- EMERGENCY OPERATIONS CENTER COMMAND STAFF: Command staff positions are established to assume responsibility for key activities that are not a part of line organization.
 - PUBLIC INFORMATION OFFICER: The information officer's function is to develop accurate and complete information regarding incident cause, size, current situation, resources committed, and other matters of general interest. The information officer will normally be the point of contact for the media and other agencies that desire information specifically about the incident.
 - LEGAL ADVISOR: The legal advisor's function is to provide legal support to the Emergency Operations Commander and staff.



- **LIAISON OFFICER:** The liaison officer's function is to be a point of contact for representatives from other agencies. In a single command structure, the representatives from assisting agencies would coordinate through the liaison officer.

Under a unified command structure, representatives from agencies not involved in the unified command would coordinate through the liaison officer. Agency representatives assigned to an incident should have authority to speak on all matters for their agency.

MEOC Section Commanders

- **PLANS AND DOCUMENTATION:** The planning section is responsible for the collection, evaluation, and dissemination of tactical information about the incident. The section maintains information on the current and forecasted situation, and on the status of resources assigned to the incident. The documentation section is responsible for maintaining accurate and complete incident files; providing duplication services to incident personnel; and for filing, maintaining, and storing incident files for legal, analytical, and historical purposes.
- **OPERATIONS:** The Operations Section Commander is responsible for the direct management of all incident tactical activities. The Commander assists in the formulation of the action plan. The Operations Commander may have officers assigned to his section. The use of officers from other agencies is encouraged in multi-jurisdictional situations.
- **LOGISTICS:** The logistical section is responsible for providing all support needs for the incident. The logistical section would order all resources from off-incident locations. The Logistics Commander would also provide facilities, transportation, food, supplies, and equipment maintenance and fueling.
- **FINANCE:** The finance section is established in incidents where the agencies involved have a specific need for financial services. In the Incident Command System, not all agencies will require the establishment of a separate finance section. In some cases where only one specific function is required, such as cost analysis, a position could be established as a technical specialist in the plans and documentation section. The Finance Section Commander will determine, based upon present and future requirements, the need for establishing specific units to address issues such as time, procurement, compensation, claims, and cost units.

POLICIES

Response by City, county, and state agencies to lifesaving and life protecting requirements under this plan has precedence over other City, county and state response activities, except where national security implications are determined to be of a higher priority. Support from agencies will be provided to the extent that it does not conflict with other emergency missions that an agency is required to perform.



SITUATION AND ASSUMPTIONS

Disaster Conditions

- City of Maricopa is vulnerable to natural and manmade emergencies that may result in loss of life, property damage, and/or disruption of normal activities. Continued growth and industrial development will increase this vulnerability.
- Government has the primary responsibility for emergency management activities.
- It is the intent of City government to protect life and property from the effects of emergencies.
- Disaster response may require the use of all available public and private resources to reduce suffering and hardship resulting from an emergency. The Mayor, or his/her designee, may request support from other political subdivisions (e.g., county, state, or federal government, or any private sector entity) to assist in the City emergency response or recovery function.

Planning Assumptions

- An emergency/disaster may occur with little or no warning and produce maximum casualties and widespread damage. This plan assumes that the response capability of the affected local government will be quickly overwhelmed.
- The large number of casualties and/or the significant damage to buildings, structures and the basic infrastructure will necessitate City and possibly county government assistance in conducting lifesaving and life-support efforts.
- As the result of persons being injured and others being trapped in damaged or destroyed structures, the likelihood of a significant number of deaths will require the immediate response of City, county, state and federal search and rescue personnel, medical personnel, and supplies and equipment to minimize deaths and injuries.
- City agencies may need to respond on short notice to provide effective and timely assistance. This plan designates pre-assigned missions for City agencies to expedite the provision of response assistance to save lives, alleviate suffering and protect property.
- The City of Maricopa Incident Command System, including the Unified Command Function if appropriate, will be used by all agencies in responding to, or participating in, emergency activities.

Disaster Declaration Process

The provisions of this plan are applicable to all emergencies/disasters that require a proclamation of a State of Emergency by the Governor or in his/her absence, the State Emergency Council. State and local emergency/disaster activities and requests for disaster assistance will be made in accordance with the following procedures:



- City Government
 - Emergency response agencies from the City will respond to an emergency/disaster within their corporate limits, coordinate activities in accordance with their standard operating procedures (SOP), emergency operations plan, and mutual aid agreements.
 - When an emergency/disaster situation is, or is likely to be, beyond the scope of control of the City and the combined efforts of the City, county and possibly the state are considered essential for an effective response/recovery, the mayor, or City Council, of the City may proclaim a Local Emergency. The Local Emergency proclamation should be forwarded to the county emergency management director, where the emergency/disaster is located, in an expedient manner, (i.e., voice followed by hard copy).
 - When a Local Emergency has been proclaimed, the mayor will govern by proclamation and has the authority to impose all necessary regulations to preserve the peace and order of the City, including but not limited to:
 - Imposing curfews in all or portions of the City;
 - Ordering the closure of any business;
 - Closing to public access any public building, street or other public area;
 - Calling upon regular and/or auxiliary law enforcement agencies and organizations;
 - Providing/requesting mutual aid to/from other political subdivisions; and
 - Obtaining commitments of local resources in accordance with emergency plans.
- County Government
 - Upon receipt of the proclamation of a Local Emergency from the City of Maricopa, the county's chairman of the Board of Supervisors or the Board of Supervisors will:
 - Provide available assistance requested to contain the incident (i.e., sheriff, public works, health, etc.);
 - Notify the Arizona Division of Emergency Management (ADEM) that a situation exists which may require the proclamation of a county Local Emergency.
 - In the event a situation exists in the unincorporated portions of the county that may affect lives and property, the county will take necessary measures to bring the situation under control utilizing all county government resources.
 - If the situation in either incorporated or unincorporated portions of the county are beyond the capability and resources of the county to control, the chairman of the Board of Supervisors or the Board of Supervisors may proclaim a Local Emergency to exist in accordance with ARS 26-311.



- The Local Emergency resolution and an Application for Assistance will be forwarded to the Director, ADEM.
- State Government
 - A State of Emergency may be proclaimed by the Governor when disaster conditions exist and appear likely to overwhelm local governments (ARS 26-301, Paragraph 11).
 - The officials of the affected political subdivision should forward a Local Emergency resolution and an Application for Assistance to the Director, ADEM.
 - The Director, ADEM, will advise the Governor of the situation and the Governor may proclaim a State of Emergency and execute all or portions of the State Emergency Response and Recovery Plan (See Annex Z).
 - The Governor may declare an Emergency in the absence of a county/local request.
 - Specific liabilities and expenses may be incurred and recovered to meet contingencies and emergencies arising from incidents relating to hazardous materials and search and rescue operations without the proclamation of a State of Emergency by the Governor.
 - Request for assistance from the National Guard will be forwarded to the Director, ADEM. The Director will evaluate the request and make appropriate recommendations to the Governor, or if the National Guard has been activated, relay the request to the Military Affairs Division.

CONCEPT OF OPERATIONS

General

- The Mayor has overall authority for emergency management within the City of Maricopa.
- The Mayor declares the emergency, and has broad control over operations through basic guidance on policy issues for response and recovery.
- The City Manager chairs the Executive/Policy Group
- Department officials and appointed department heads shall continue to perform the duties of their offices.
- Agencies have been grouped together under the Emergency Support Functions (ESFs) to facilitate the provision of response assistance. If county and/or state response assistance is required under this plan, it will be provided using some or all of the ESFs as necessary.
- Each ESF has been assigned a number of missions. The designated primary agencies are responsible for managing the activities of the ESF and ensuring that missions are accomplished. Primary agencies have the authority to execute response operations.



- Agency missions, organizational structures, response actions, and primary and support agency responsibilities are described in the ESFs.
- Primary agencies will coordinate directly with their functional counterpart at the local level. Requests for assistance will be channeled from City/local agencies to the MEOC.
- Primary agencies will work with their support agencies to provide assistance. Primary agencies will use the ESF Annexes of the plan as a basis for developing SOPs, Internal Operating Procedures (IOPs), Protocols, and Standard Operating Guidelines (SOGs).
- Support agencies will assist the primary agencies in preparing and maintaining SOPs, IOPs, SOGs, and Protocols and will provide support for ESF operations. Each support agency will:
 - Designate two agency staff members responsible for coordination with the primary agency for all actions related to this plan;
 - Participate in the process of exercising, reviewing, maintaining and implementing this plan; and
 - Provide representatives to the MEOC operational locations as required.
- The Director of the MOEM shall have the responsibility for ensuring that emergency response functions are effectively performed during a major emergency within city. He/she will coordinate public information, legislative liaison, community liaison, and outreach and donation activities.
- The Director of the MOEM directs the MEOC response and supports field operations.
- Response under this plan will be based on situational needs to provide response and recovery utilizing ESFs.
- When the first arriving agency is outside its own jurisdiction, that agency shall assume command, make the appropriate notifications, and maintain control until the jurisdiction with responsibility arrives. Command may then be transferred (See Annex Q – City of Maricopa Incident Command System).
- When the incident occurs within a multi jurisdictional area, the first arriving agency shall assume on-scene command responsibility, and notify other component organizations. Command may then be transferred (See Annex Q - City of Maricopa Incident Command System).
- In the event of multiple major incidents occurring simultaneously within the city the MEOC will become the point where policy, command and control, and support functions to the Incident Commander(s) originate.

Organization

The organization to implement procedures under this plan is composed of local/county/state/federal government and private agencies. The response structure is designed to be flexible to



accommodate the response and recovery requirements. County agencies provide support to the local agencies, which implement on-scene response operations.

- The State Response Structure is composed of the following agencies:
 - Department of Administration
 - Department of Agriculture
 - Attorney General's Office
 - Department of Banking
 - Department of Building and Fire Safety
 - Department of Commerce
 - Registrar of Contractors
 - Corporation Commission
 - Department of Corrections
 - Department of Economic Security
 - Department of Education
 - Emergency Council
 - Division of Emergency Management
 - Emergency Response Commission
 - Department of Environmental Quality
 - State Fire Marshal
 - Board of Funeral Directors and Embalmers
 - Game and Fish Department
 - Geological Survey
 - Office of Governor
 - National Guard
 - Department of Health Services
 - Commission of Indian Affairs
 - Industrial Commission
 - Department of Insurance
 - State Land Department
 - State Mine Inspector
 - State Parks
 - Port Authority
 - Department of Public Safety
 - Radiation Regulatory Agency
 - Department of Real Estate
 - Department of Revenue
 - Structural Pest Control Commission
 - Department of Transportation
 - Department of Water Resources

- The County response structure is ordinarily composed of the following organizations:
 - Board of Supervisors
 - County Manager
 - Office of Emergency Management
 - Sheriff
 - County Attorney
 - Building Safety



- Health Department
- Engineering/Public Works
- Finance
- Information Technology/Geographical Information Systems
- Planning & Development (Zoning) Department

- Incorporated Community Response Structure

Each incorporated city/town located in Arizona will produce an Emergency Response and Recovery Plan (ERRP) in support of the county ERRP. They will be the initial responders to any incident located within their corporate limits. The response structure of each community will be outlined in its EOP within the capabilities of the community's resources. Ordinarily, an incorporated community response structure will contain the following:

- Mayor or City/Town Council
- City Manager
- Office of Emergency Management
- City/Town Attorney
- Fire Department
- Police Department
- Public Works
- Emergency Medical
- Transportation
- Schools
- Parks/Recreation
- Planning & Zoning Department

- Volunteer/Private Organization Response Structure

Arizona, the county and the City have a number of volunteer organizations that respond to emergencies/ disasters. The American Red Cross (ARC) and the Salvation Army take the lead in most volunteer efforts. A large number of volunteer organizations including the ARC and Salvation Army have aligned themselves with the Voluntary Organizations Active in Disaster (VOAD Group). The Arizona VOAD Group is identified as AzVOAD. Although each volunteer organization is a stand-alone group, they readily communicate with each other, exchange ideas, supplies, equipment, and volunteers. AzVOAD is not a controlling group and membership is completely voluntary by the organizations.

ORGANIZATIONAL ROLES AND RESPONSIBILITIES

City Agencies

- City Manager
 - Chairs the Executive/Policy Group.
 - Maintains communications with the Mayor and City Council concerning emergency operations.
 - Requests legal actions and declarations necessary to carry out emergency functions.



- Authorizes commitment of City funds, personnel and other resources.
- Director, MOEM
 - Maintains the MEOC and staff for immediate activation
 - Coordinates and directs incident response and community restoration as directed by the Executive/Policy Group.
 - Coordinates the deployment of resources necessary to mitigate the emergency.
 - May request legal actions and declarations necessary to perform emergency functions.
 - Coordinates requests for technical support from emergency response agencies.
 - Coordinates requests for the acquisition of resources from other political jurisdictions, State and Federal agencies, and non-government entities.
 - Coordinates resources for the care and sheltering of displaced persons.
 - Provides secondary communication networks and coordination with the Radio Amateur Civil Emergency Services (R.A.C.E.S.), and other volunteer groups as necessary.
 - Provides for emergency warning and information to areas affected, or that may be affected, by the emergency.
 - Provides coordination and administrative assistance for damage verification and financial recovery from Federal and State reimbursement programs.
- Police Department
 - Coordinates and conducts emergency law enforcement operations within area of jurisdiction.
 - Maintains law and order.
 - Provides control of, and access to, restricted areas, and traffic control.
 - Coordinates evacuation of hazardous and non-hazardous areas.
 - Provides personnel for assignment to the EOC coordination staff.
- City Attorney
 - Provides legal advice and interpretation(s) to Executive/Policy Group.
 - Provides legal declarations as required.



- Coordinates with legal representatives of other government and private entities as required.
- Pinal County Department of Health and Human Services
 - Determines the impact of hazardous conditions on the environment and public health.
 - Coordinates actions to protect public health.
 - Provides expanded public health services as required.
 - Acquires critical public health resources through Federal, State, and Local health service agencies.
 - Provides personnel for assignment to the EOC coordination staff as requested.
- Public Works and Flood Control District
 - Initiates responses to protect and maintain all public facilities under its jurisdiction.
 - Maintain highways and roads to allow emergency response to and evacuation from affected areas.
 - Provides personnel and resources as requested.
 - Establishes and manages Damage Assessment Teams.
 - Provides technical interpretation of Flood Warning System data to the EOC coordination staff.
 - Provides personnel for assignment to the EOC coordination staff as requested.
 - Provide qualified personnel for assignment to Damage Assessment Teams (DAT) and to the Disaster Assistance Center (DAC) as requested.
 - Provide expeditious purchase and procurement of emergency supplies and equipment required to accomplish emergency operations.
 - Establishes and maintains financial documentation of the emergency.
- City Yards
 - Initiates emergency procedures to ensure availability, and rapid replenishment of, automotive fuel and supplies.
 - Provides for continual service and maintenance operations at the levels required by the incident.
 - Provides additional vehicles and supplies as needed.



- Finance
 - Briefs and updates the Director of the MEOC.
 - Supervises all financial aspects of the incident.
 - Prepares claims for state and federal assistance.
 - Coordinates mass care/shelter requirements with the American Red Cross and various City departments.
 - Coordinates interaction with outside resources and support and recovery agencies.
 - Interface with Plans and Operations Sections and provide input for financial costs and analysis.
 - Make cost savings recommendations to the Policy/Advisory Section.
 - Prepare and complete all financial obligations documents.
 - Review and expedite invoices, claims, and applications for relief from vendors, victims and mutual aid partners.
 - Provide cost analysis for the entire operation to the Director of MOEM.
- Information Technology Department
 - Provide assistance in developing computer databases for the MOEM.
 - Provide assistance with the Geographical Information systems.
 - Provide assistance with MEOC communication networks
- Component Organizations
 - Work to accomplish the response objectives developed by the Executive/Policy Group.
 - Provide liaison officers, empowered with the authority and responsibility to act as its coordinator, to the EOC and/or the Incident Command Post when requested.
 - Develop and maintain Emergency Standard Operating Procedures (ESOPs).
- Maricopa Fire Department
 - Provide fire fighting, emergency medical and rescue operations within their areas.
 - Provide mutual aid to other agencies when possible.
 - When requested, provides personnel for assignment to the EOC coordination staff.



ADMINISTRATION

The MOEM will, in coordination with other City agencies, review this plan annually and revise/update it as needed. Each City agency and local government will review and update their SOP's/IOP's.

City agencies will submit daily Situation Reports (SITREPs) to the MOEM. SITREPs should contain pertinent information regarding response/recovery operations. SITREPs will be addressed to the Director, MOEM through the Plans Group, MEOC. SITREPs may be sent via facsimile, electronic mail (email) or by hand carrier to the MEOC Plans Group to arrive by 1200 hours for the previous day.

Following the conclusion of a City State of Emergency proclamation by the Governor, City and local agencies will submit an after-action report to the Director, MOEM. This report will be used to evaluate and improve existing plans and procedures.

ANNEXES

The Director of the Office of Emergency Management shall coordinate the development and maintenance of all Emergency Support Functions (ESFs) and annexes to this plan. An ESF/annex is a written extension of the basic plan that focuses on the emergency response and/or operations in a specified functional area.

AUTHORITY

See Annex M



Appendix - Sample Declaration

RESOLUTION _____

**RESOLUTION OF THE
CITY OF MARICOPA
DECLARING A HAZARDOUS MATERIAL EMERGENCY**

WHEREAS, a railroad derailment in the City of Maricopa, Section 21, Township 4 South, Range 3 East, of the Gila and Salt River Base and Meridian, Pinal County, Arizona on or about June 17, 2006, and

WHEREAS, toxic fumes and smoke from the derailment have resulted in a condition of peril to health and safety of the citizens of the City of Maricopa, and

WHEREAS, both the cost and resources required to combat the fire and monitoring of the toxic fumes and smoke from the fire exceed the capability of the City of Maricopa, and

WHEREAS, the Mayor and City Council is authorized to declare a condition of emergency exists in the City of Maricopa; and

NOW THEREFORE BE IT RESOLVED that a condition of emergency exists in the City of Maricopa;

- a. The City of Maricopa Emergency Plan is hereby activated and in effect until further notice; and
- b. A Declaration of a State of Emergency is requested to provide necessary resources and reimburse expenses associated with the extinguishing the fire and preserving the health, welfare, and safety of citizens.

PASS AND ADOPTED by the Mayor and City Council of the City of Maricopa, Arizona, this 17th day of June, 2006.

Signed and Attested to this 17th day of June, 2006.

_____, Mayor
City of Maricopa

Attest:

Approved as to form:

_____, City Manager

_____, City Attorney

_____, City Clerk



EMERGENCY SUPPORT FUNCTION (ESF) ANNEXES



ESF #1 : Transportation Infrastructure

PRIMARY AGENCY:

Maricopa Department of Public Works

SUPPORT AGENCIES:

City:

Maricopa Office of Emergency Management
Maricopa Police Department

School District(s):

School buses
Facilities

Pinal County:

Department of Public Works
Sheriff's Department

State:

Arizona Department of Transportation
Arizona Department of Public Safety

INTRODUCTION

Purpose

Coordinate transportation infrastructure restoration activities.

Support and assist law enforcement agencies in traffic access and control.

Scope

Transportation infrastructure support includes coordination of City, county, state, federal and private agencies and resources to manage, restore and maintain transportation arteries.

Guidance for transporting people and supplies is contained in this Emergency Support Function (ESF) relating to the specific need (e.g., mass care, evacuation, search and rescue, etc.)

POLICIES

Transportation planning will be directed toward satisfying the needs of City agencies requiring transportation routes to perform their assigned disaster missions.

Transportation planning will include the utilization of available City transportation capabilities.



SITUATION AND ASSUMPTIONS

A disaster may severely damage the transportation infrastructure. Most localized transportation activities will be hampered by lack of useable surface transportation infrastructure.

The transportation infrastructure will sustain damage. The damage may influence the means and accessibility level for relief services and supplies.

Disaster responses that require usable transportation routes will be difficult to coordinate effectively during the immediate post disaster period.

Gradual clearing of access routes will permit a sustained flow of emergency relief, although localized distribution patterns may be disrupted for a significant period.

The requirement for transportation routes during the immediate lifesaving response phase will exceed the availability of locally controlled or readily obtained assets.

Transportation assistance will be provided according to the requirements of this plan.

CONCEPT OF OPERATIONS

The City of Maricopa Public Works Department is responsible for coordinating City resources needed to restore and maintain transportation routes necessary to protect lives and property during an emergency/disaster.

The Arizona Department of Transportation (ADOT) is responsible for coordinating state resources needed to restore and maintain state transportation routes necessary to protect lives and property during an emergency/disaster.

The City of Maricopa Public Works Department will provide a representative to the City of Maricopa Emergency Operations Center (MEOC) - Operations Group. This representative will serve as liaison between the MEOC and Public Works Department and provide information on road closures, infrastructure damage, debris removal and restoration activities.

The City of Maricopa Public Works Department will assess the condition of highways, bridges and other components of the City's transportation infrastructure and:

- Close those determined to be unsafe;
- Post signing and barricades;
- Notify law enforcement and emergency management personnel; and
- Protect, maintain and restore critical transportation routes and facilities.



ORGANIZATIONAL ROLES AND RESPONSIBILITIES

City

- Public Works Department will:
 - Implement the City of Maricopa Public Works Division emergency functions to include the prioritization and/or allocation of the City and state resources necessary to maintain and restore the transportation infrastructure.
 - Provide traffic control assistance, hazardous materials containment response and damage assessment.
 - Assist City government entities in determining the most viable available transportation networks to, from and within the disaster area and regulate the use of such networks.
 - Identify, procure, prioritize and allocate available resources.
 - Report shortfalls and proposed actions to the Operations Group Chief at the MEOC or his/her representative.
 - Maintain records of cost and expenditures according to guidelines established in the Emergency Assistance Guide.
 - Notifies the Director of CEOM for additional appropriate resources if the event exceeds, or is expected to exceed, the capability of City's resources.
- MOEM will:
 - if necessary, activate the MEOC.
 - Notify Pinal County where the emergency is located and request the activation of the County's Transportation Infrastructure Annex if the event exceeds, or is expected to exceed, the capability of local resources.

Support Agencies

- As identified on page 1 of this annex, will make available heavy equipment, personnel and other assets to maintain and restore the City's critical transportation infrastructure to include traffic control.

RESOURCE REQUIREMENTS

Estimated logistic requirements (e.g., personnel, supplies and equipment, facilities and communications) will be developed during normal planning processes and exercises.

PLAN DEVELOPMENT AND MAINTENANCE

This ESF will be maintained jointly by Maricopa Public Works Department and MOEM.



ESF #2 : Communications

PRIMARY AGENCIES:

Maricopa Office of Emergency Management
Maricopa Police Department
Radio Amateur Civil Emergency Services

SUPPORT AGENCIES:

Maricopa Public Works	Arizona Department of Public Safety
Maricopa Fire Department	Pinal County Public Works
Pinal County Sheriff's Department	Qwest
Local cellular companies	

Available through the Arizona Division of Emergency Management:

Arizona Division of Emergency Management
Arizona Game and Fish Department
Arizona Department of Water Resources
Arizona National Guard
Arizona Department of Transportation
Arizona State Land Department
Military Amateur Radio Systems

INTRODUCTION

Purpose

Describe communications resources available to conduct citywide direction and control, direct and coordinate emergency resources.

Establish responsibilities for communication operations.

Define operating procedures to support City government jurisdictions during disasters.

Scope

This Emergency Support Function (ESF) will coordinate the establishment of temporary communications in the areas affected by an emergency/disaster. Support will include City, county and state agencies communications, commercially leased communications and communications services provided by volunteer groups such as Radio Amateur Civil Emergency Services (RACES), Civil Air Patrol (CAP), etc.

SITUATION AND ASSUMPTIONS

City of Maricopa Office of Emergency Management (MOEM) is responsible for developing, maintaining and operating emergency communications systems which collect and disseminate information, receive requests for assistance, and coordinate disaster response activities during



the activation of the City of Maricopa Emergency Operations Center (MEOC) and/or a declared emergency.

MOEM will assist City agencies in developing, maintaining and operating emergency communications systems. Assistance will be provided for technical and program development guidance to assure a coordinated and integrated citywide emergency communications system.

CONCEPT OF OPERATIONS

The City of Maricopa Emergency Communications System (MECS) is a redundant system employing: HF, UHF and VHF radio in fixed and mobile configurations; RACES; computer technology and dedicated/common user wire, cellular and satellite telephone systems.

The City of Maricopa Communications Officer supervises the MEOC communications system.

Agencies will retain operational control of their communications systems and equipment during emergency operations.

The normal communications flow will be from the MEOC to the City of Maricopa Police Department (MPD) and Maricopa Fire Department (MFD). The MEOC will serve as Net Control Station for MOEM controlled communications system.

ORGANIZATIONAL ROLES AND RESPONSIBILITIES

City Government

- MOEM will:
 - Develop and maintain primary and alternate communications systems for contact with local jurisdictions, other county and state agencies, interstate and national agencies required for mission support.
 - Develop and supervise a comprehensive citywide emergency communications program and plan.
 - Assist other City agencies in developing communications plans and systems which interface with and support the citywide emergency communications system.
 - Conduct training and communications system exercises to insure reliable emergency communications support.
 - During a declared Emergency, the following local, county, and state agencies will assist the MOEM in maintaining communications through primary or alternate systems.
 - Pinal County Sheriff Department;
 - Pinal County Animal Control;
 - Pinal County Probation Department;
 - Pinal County Public Works;
 - Game and Fish Department;
 - National Guard;



- State Land Department;
 - Department of Public Safety;
 - Department of Transportation;
 - Radio Amateur Civil Emergency Services; and
 - Qwest
- City agencies and organizations involved in the City emergency communications system will:
 - Develop emergency communications support plans, which provide alternate or supplementary support to the county and state emergency communications system.
 - Develop and implement internal security procedures.
 - Conduct or participate in periodic tests or exercises to ensure responsive and reliable emergency communications support.
 - Coordinate emergency communications support plans with the City of Maricopa Communications Officer.

Volunteer Agencies

RACES will provide primary or alternate emergency radio communications support:

County Government

The Pinal County will implement Emergency Support Function – Communication Annex of the Pinal County Emergency Response and Recovery Plan (PCERRP), to provide communications support to county/local jurisdictions. Assistance will be discontinued when local requirements no longer exist.

State Government

The State Government will implement Essential Support Function (ESF) #2 of the State Response Plan, to provide communications support to local/county/state jurisdictions. Assistance will be discontinued when local requirements no longer exist.

Federal Government

The Federal Government will implement ESF #2 of the National Response Plan, to provide communications support to county/local jurisdictions. Assistance will be discontinued when state or local requirements no longer exist.

ADMINISTRATION AND LOGISTICS

This ESF and the City of Maricopa Emergency Communications Plan may be implemented to support national/state/county/local emergencies/disasters. Implementation may require full or partial activation of the MEOC.



PLAN DEVELOPMENT AND MAINTENANCE

The MOEM will maintain this ESF and Appendix.

Appendix

1. Alert and Warning



Appendix 1 to ESF #2 (Alert and Warning)

PRIMARY AGENCIES:

Maricopa Office of Emergency Management
Maricopa Police Department
Department of Public Safety
National Weather Service
Emergency Alert System (Phoenix & Tucson)

SUPPORT AGENCIES:

Arizona Department of Water Resources
Arizona Division of Emergency Management
Arizona Department of Public Safety
Federal: National Weather Service
Local Law Enforcement
Local Fire Departments

PURPOSE

Provide procedures to receive alerting and warning information of impending threats that could endanger the population of the state.

Provide warning information and instructions of impending danger.

Alert disaster response organizations.

SITUATION AND ASSUMPTIONS

City government must be prepared to receive, evaluate and react to alerts and warnings. The City must notify governmental officials and response organizations, and issue information and instructions to the public of an impending disaster situation.

CONCEPT OF OPERATIONS

Alerting Phase

- The Department of Public Safety (DPS) is designated as the 24-hour State Warning Point for disasters and will receive and relay alerting information through the National Warning System (NAWAS).
- Upon receipt of information, the DPS Duty Officer will:
 - Notify the appropriate county Warning Points which will execute local alert and warning procedures.
 - Notify county which will confirm their receipt of notification and establish coordination and feedback channels.



- Assist City and county, and, when appropriate, the National Weather Service (NWS) by providing feedback information about what is occurring in the affected areas.

Warning Phase

- NWS offices issue weather statements, Advisories, Watches and Warnings, and short-term forecasts (NOWcasts), for significant/severe weather events and flooding. They are transmitted via the National Weather Wire Service (NWWS) and NAWAS to state and county Warning Points. Information on the NWWS is also received by other subscribers throughout the state, for dissemination to the public. The National Oceanographic and Atmospheric Administration (NOAA) Weather Radio (NWR) is used to disseminate data about events within the listening area (about a 40-mile line-of-sight radius) by transmitters in Phoenix, Flagstaff, Yuma, Tucson and Las Vegas. NWS offices also use the Media Alert System for short-fused, severe weather events affecting, or expected to affect, populated areas.
- NWS Offices may make additional notifications as to Statements, Advisories, Watches, Warnings and NOWcasts. Feedback information is provided by local jurisdictions and county emergency management directors to the NWS so accurate predictions and appropriate upgrading of Watches or Warnings can be timely. The feedback loop consists of ADEM, DPS, NWS and local government.

ORGANIZATIONAL ROLES AND RESPONSIBILITIES

DPS is responsible for functioning as the State Warning Point, for receiving alerting and warning information and for relaying such information to ADEM and Pinal County through the Pinal County Sheriff's Office.

City Government

- MOEM is responsible for:
 - Acting as the primary City agency for establishing, improving and maintaining the City warning system;
 - Alerting the appropriate City and county agencies; and
 - Establishing feedback channels with local and county government, DPS and the NWS to ensure situation monitoring.
- Primary local response agencies are responsible for alerting support agencies and personnel.
- Any county or local agency that recognizes an impending danger is responsible for initiating the alert to the State Warning Point.
- Establish City Warning Points;
- Disseminate Alert and Warning information through the Emergency Alert System (EAS); and
- Pass reports of significant/severe weather or flooding to the NWS office which has warning responsibility for their city.



Federal Government

- NWS offices in Phoenix, Tucson, Flagstaff and Las Vegas are responsible for preparing and issuing Statements, Advisories, Watches, Warnings and NOW casts about any severe weather or flooding in Arizona. Each office is responsible for a County Warning Area (CWA). CWAs in Arizona, are as follows:
 - Weather Forecast Office (WFO) Phoenix, AZ - which covers Maricopa, Yuma, La Paz, southern Gila and northwest Pinal Counties.
 - WFO Tucson, AZ - which covers Cochise, Graham, Greenlee, Pima and southeast Pinal Counties.
 - WFO Flagstaff, AZ - which covers Apache, Coconino, Northern Gila, Navajo and Yavapai Counties.
 - WFO Las Vegas, NV - which covers Mohave County.
- Federal Emergency Management Agency (FEMA), a sub-division of the United States Department of Homeland Security (USDHS), is responsible for activation of the NAWAS to alert states of the potential for or an actual attack upon the United States or its territories.

ADMINISTRATION AND LOGISTICS

MOEM will:

- Maintain this ESF Appendix.
- Approve City Warning Points and Warning Point extensions for NAWAS utilization.
- Assist Warning Point facilities in maintaining the NAWAS and EAS communication system.
- Develop and maintain Internal Operating Procedure (IOPs) for alerting of appropriate state agencies and establishing feedback channels.
- Assist local agencies in preparing IOPs for alerting and warning systems implementation.
- Maintain coordination with county, state and federal agencies to improve plans, procedures and systems for providing alert and warning information.

Primary agencies will:

- Identify a point of contact and an alternate for receiving an alert from MOEM.
- Develop and maintain an IOP which will include an alerting system for the primary agency and for support agencies and personnel.

DPS will provide training in procedures for alerting affected local and county governments, and providing feedback information to ADEM or the NWS in weather related situations.

Department of Water Resources (DWR) will provide stream gauge and precipitation data to the MEOC and PCEOC.



ESF #3: Public Works and Engineering

PRIMARY AGENCY:

Maricopa Public Works Department
Maricopa Office of Emergency Management

SUPPORT AGENCIES:

Maricopa Development Services/Building Safety

State:

Arizona Department of Transportation
Arizona Department of Water Resources
Arizona Department of Environmental Quality

Private: Associated General Contractors of Arizona
Utility Companies

INTRODUCTION

Purpose

Provide public works and engineering support to City agencies.

Scope

- Technical advice and evaluations, engineering services, construction management and inspection, emergency contracting, emergency repair of wastewater and solid waste facilities and real estate support.
- Activities within this Essential Support Function (ESF) include:
 - Emergency flood fighting operations.
 - Emergency debris clearance for reconnaissance of damage areas and passage of emergency personnel and equipment.
 - Identification of emergency landfill areas for debris disposal.
 - Temporary construction of emergency access routes which include damaged streets, roads, bridges, and any other facilities necessary for passage of rescue personnel.
 - Emergency restoration of critical public services and facilities including supply of adequate potable water, temporary restoration of water supply systems and the provision of water for firefighting.



- Emergency demolition or stabilization of damaged structures and facilities designated by City as immediate hazards to the public health and safety.
- Temporary protective measures to abate immediate hazards to the public for health and safety reasons until demolition is accomplished.
- Technical assistance and damage assessment, including structural inspection.

SITUATION AND ASSUMPTIONS

Rapid damage assessment of the disaster area will be required to determine potential workloads.

Access to the disaster areas will be dependent upon the reestablishment of ground routes. In many locations, debris clearance and emergency road repairs will be given top priority to support immediate lifesaving emergency response activities.

A disaster may cause unprecedented property damage. Structures will be destroyed or severely weakened. Homes, public buildings, bridges and other facilities will have to be reinforced or demolished to ensure safety. Debris will make streets and highways impassable. Public utilities will be damaged and may be partially or fully inoperable. Equipment in the immediate disaster area may be damaged or inaccessible. Sufficient resources may not be available to meet emergency requirements. County and state assistance may be required to identify and deploy resources from outside the affected area to ensure a timely, efficient and effective response. Existing landfills may be overwhelmed by debris and need to be augmented by areas pre-designated for clean debris disposal.

Assistance may be needed to clear debris, do damage assessment and structural evaluations, make emergency repairs to essential public facilities, reduce hazards by stabilizing or demolishing structures, and provide water for human health needs and firefighting.

Emergency environmental waivers and legal clearances will be needed for disposal of materials from debris clearance and demolition activities.

Personnel with engineering and construction skills, and construction equipment and materials will be required from outside the disaster area.

Reevaluation of previously assessed structures and damages may be required.

CONCEPT OF OPERATIONS

In an event of a disaster the City of Maricopa Office of Emergency Management (MOEM) will assist and manage resources. When the Mayor of the City of Maricopa has proclaimed a State of Emergency, the Director, MOEM, will activate the City of Maricopa Emergency Operation Center (MEOC). The Director, Public Works, or his/her designee, will respond to the MEOC and provide public works and engineering support to the affected area.

The MEOC will coordinate City resources to assist City agencies in emergency work and identify resources that could assist the City and local utilities in emergency restoration.



Should the combined resources of City and private agencies prove inadequate; the City of Maricopa will declare to Pinal County and request the activation of the Public Works and Engineering Annex, ESF #3 of the Pinal County Emergency Response and Recovery Plan PCERRP.

ORGANIZATIONAL ROLES AND RESPONSIBILITIES

City

- Public Works will:
 - Provide personnel, equipment, supplies and other resources to assist in emergency operations such as repairing roads, bridges, debris removal, flood fighting and other related tasks.
 - Provide engineering support to conduct Preliminary Damage Assessments (PDAs) and prepare Damage Survey Reports (DSRs).
 - Training for personnel selected to assist with the PDAs and DSRs will be provided by the MOEM before dispatch to the disaster area.
- MOEM will:
 - Establish procedures for documenting expenditures; and
 - Identify City, county, state and private resources, including those of the Associated General Contractors of Arizona (AGCA).

State

- The Department of Environmental Quality (ADEQ) will:
 - Provide personnel to assist in damage assessment of water systems and waste water systems and determine necessary emergency repairs.
 - Assist in locating suitable debris disposal sites and provide guidance on areas affected by hazardous materials (See ESF #10).
 - Issue emergency environmental waivers and legal clearances for disposal of materials from debris clearance and demolition activities.
- The Department of Water Resources (ADWR) will:
 - Provide technical engineering expertise in determining emergency operations required for irrigation, flood control facilities, dam safety, drainage channels and other related areas.



ADMINISTRATION AND LOGISTICS

Public Works will:

- Assist utilities in developing or improving emergency procedures;
- Identify areas of assistance that can be provided to utilities;
- Maintain a 24 hour listing of emergency coordinators from each regulated utility in the City;
- Keep the Director, MOEM, advised on the status of utility services;
- Provide advice to City jurisdictions concerning utilities restoration and assistance;
- Identify operating personnel and equipment including any contract agreements with other resources; and
- Prepare procedures for documenting expenses (see State Disaster Assistance Guide).

PLAN DEVELOPMENT AND MAINTENANCE

This ESF and related SOPs will be maintained jointly by Public Works and MOEM in coordination with other tasked City agencies.



ESF #4 : Fire Service

PRIMARY AGENCIES:

Maricopa Fire Department
Maricopa Office of Emergency Management

SUPPORT AGENCIES:

City:

Development Services/Building Safety
Public Works
Police Department
Mutual Aid Agreements

County:

Office of Emergency Management
Department of Health and Human Services

State:

Arizona Game and Fish Department
Arizona State Land Department
Arizona State Parks
State Fire Marshall

Volunteer:

American Red Cross
Salvation Army
Other volunteer agencies

INTRODUCTION

Purpose

Optimize the use of fire service resources, including emergency medical services, throughout the city for emergencies/disasters requiring fire service response and/or assistance during a City-declared emergency/disasters.

Scope

Provide personnel, equipment and supplies in support of a rural and urban firefighting operations during a City-declared emergencies/disasters.

SITUATION AND ASSUMPTIONS

Uncontrolled fires may reach such proportions as to become an emergency/disaster. If not promptly controlled, even small fires can threaten lives and cause significant destruction of property and the environment.



Fire service resources may be needed for response to other natural and technological emergencies/disasters.

The Maricopa Fire Departments (MFD) will coordinate all fire service resources (see Annex L).

The MFD will provide a fire service representative to the Maricopa Emergency Operations Center (MEOC) upon the request of the Director of Maricopa Office of Emergency Management (MOEM) or his/her designee.

Fire service resources will be obtained from fire service agencies that have indicated to MFD and/or MOEM, in writing that they desire to participate in a City-declared emergency/disaster situations.

CONCEPT OF OPERATIONS

When fire exceeds, or is expected to exceed the resources of MFD (including mutual aid), the Fire Chief will notify MOEM directly.

If the situation warrants, the Director of MOEM, or his/her designee, will activate this Essential Support Function (ESF) and/or open the MEOC.

The MOEM through the Incident Command System (IC) will support the Incident Commander during natural and man caused emergencies/disasters. Wildland fires will be managed by Arizona State Land Department (see Appendix 1 - Wildland Fire).

MFD will dictate how fire service resources are accessed by MOEM during city emergencies/disasters.

If mass casualties are involved and patients are to be transported to area medical facilities, whether from within Pinal County or from other counties, the Pinal County Medical Alerting System must be activated.

All responding agencies will develop internal procedures to include:

- Identification of key personnel;
- Alert notification;
- Operational checklists; and
- Expenditure documentation.

ORGANIZATIONAL ROLES AND RESPONSIBILITIES

Primary Agencies

- MFD is responsible for the coordination of fire service resources required under this ESF, and will:



- Assign two representatives to work in the MEOC when requested by the Director of MOEM or his/her designee. These representatives will:
 - Coordinate fire service missions and resources in the operations and logistics groups of the MEOC.
 - Coordinate the use and development of needed fire service resources.
 - Coordinate and manage the use of fire service resources responding to a city-declared emergencies/disasters.
 - Serve as a liaison with appropriate Pinal County Department of Health and Human Services to coordinate emergency medical assets.
- Maintain contact with the MEOC, advising of resource needs.
- Procure resources through their established system of accessing fire resources.
- Report on the status of fire service resources and operations.
- Contact the MOEM when fire and support resources from his/her agency are accessed.
- Maintain a listing of fire service resources within the City, in cooperation with MOEM.
- MOEM is responsible for the coordination of City resources required under this ESF, and will:
 - Coordinate the planning for and response to natural and human caused fires, except wildland fires, which exceed or are likely to exceed the capability of MFD.
 - Notify MFD when this ESF is activated and request representatives to serve in the MEOC.
 - Provide support and coordination of resources as needed.
 - Develop operational procedures to include:
 - Internal and external alert notification;
 - Expenditure documentation; and
 - Operational checklists.
 - Coordinate continuing actions and recovery operations.

Support Agencies

- City and local agencies will provide trained personnel to the MEOC as requested, to coordinate their agencies' activities during a City emergency/disaster.
 - Fire departments and districts that have, in writing, agreed to participate as fire service assets during the City-declared emergencies/disasters will:



- Provide personnel and equipment, including emergency medical services, as requested by the primary agencies, unless the response would place their jurisdiction in jeopardy.
- Not dispatch personnel or equipment to a City disaster/emergency unless requested by MFD, the affected local jurisdiction under a mutual aid agreement, or a representative in the MEOC.
- Assume their appropriate role in the Incident Command System (ICS) and/or provide incident command support as requested by the incident commander (IC) or, if ICS has not been established, initiate ICS.
- Triage, stabilize, treat, transport and decontaminate the injured as appropriate.
- Establish and maintain field communications and coordination with other responding emergency teams and hospitals.
- Direct the activities of private, volunteer, bystander volunteers and other emergency medical units.
- Assist in the evacuation of patients from affected hospital and nursing homes.
- Provide specialized teams to support disaster response or as pre-positioned assets to mitigate or respond to forecasted emergencies.
- Provide a wide range of support at the scene based on the needs of the incident, including improvisational tasking.
- Remain as City assets until released by the MEOC to return to their home jurisdiction.
- Report situation, needs and mission status to the MEOC.
- Maricopa Police Department will:
 - Provide security for City property and evacuated areas.
 - Provide roadblocks on City roads and state highways.
 - Assist in evacuation of threaten population from City lands.
 - Procure resources in accordance with the Law Enforcement Annex, Essential Support Function #13 (ESF #13) of the City of Maricopa Response and Recovery Plan.
- Maricopa Public Works will:
 - Provide traffic control assistance to secure usable transportation routes during an emergency/disaster.
 - Restore and maintain transportation routes necessary to protect lives and property during an emergency/disaster.



- Procure resources in accordance with the Transportation Infrastructure Annex, Essential Support Function #1 (ESF #1) of the City of Maricopa Emergency Response and Recovery Plan.
- Maricopa Building Safety will:
 - Provide construction inspectors to inspect structures for safety.
 - Procure resources through their established system of accessing building safety resources.
 - Inform public on how to hire a contractor for repairs.
- County Agencies
 - County Department of Health and Human Services will:
 - Identify available emergency medical services.
 - Identify emergency lighting and equipment.
 - Identify special needs supervised care facilities in evacuation area.
 - Provide epidemiologist services.
 - Identify ambulance support resources.
 - Other county and state support agencies will be accessed as follows:
 - When the fire exceeds, or is expected to exceed the resources of MFD (including mutual aid) and the City of Maricopa. The Fire Chief or the Mayor of the City of Maricopa or his/her designee will declare to Pinal County.
 - If the situation warrants, Pinal County will activate the County's Fire Service Annex, Essential Support Function #4 (ESF #4) of Pinal County Emergency Response and Recovery Plan (PCERRP), and/or open the Pinal County Emergency Operations Center (PCEOC).
- State Agencies
 - Game and Fish will:
 - Respond as needed in case of movement of wildlife into inhabited areas due to fire/threat in their home territory.
 - Provide peace officers to control traffic; and
 - Provide transportation resources.
 - State Parks will:
 - Respond as needed in case the park area is threatened by the fire.
 - Assist in evacuation of threaten population.
 - Assist with roadblocks on City roads and state highways.



- Federal agencies
 - U.S. Department of Agriculture, Forest Service, is responsible for fire service activities in the national forests.
 - Bureau of Land Management (BLM) is responsible for fire service activities on BLM lands.
 - National Park Service is responsible for fire service activities on Park Service lands.
- Volunteer agencies will:

Provide trained personnel to the MEOC as requested to coordinate their activities during the emergency/disaster.

TRAINING

MOEM provides and coordinates emergency management training.

State Fire Marshal provides and coordinates fire fighting training.

PLAN DEVELOPMENT AND MAINTENANCE

This ESF will be maintained jointly by MFD and MOEM in coordination with other tasked City agencies.

Appendix

1. Wildland Fire



Appendix 1 to ESF #4 (Wildland Fires)

PRIMARY AGENCY:

Arizona State Land Department

SUPPORT AGENCIES:

Local Fire Departments
State Fire Marshal
Pinal County Office of Emergency Management
Volunteer: American Red Cross
Az. Volunteer Organizations Active in Disaster
Department of Public Safety
U.S. Forest Service

Available through the Arizona Division of Emergency Management
Arizona Registrar of Contractors
Department of Health Services
Arizona Department of Corrections
Arizona National Guard
Arizona Division of Emergency Management
Arizona Game and Fish Department
Federal Emergency Management Agency

Nati

INTRODUCTION

Purpose

Coordinate citywide resources utilized for combating wildland fires.

Suppress wildland and structural fires when such fires are likely to result in a declared emergency/disaster.

Scope

Manage and coordinate fire service activities including the detection and suppression of fires on City, county, state, federal and private lands.

SITUATION AND ASSUMPTIONS

Wildland fires may reach such proportions as to become an emergency/disaster. If not promptly controlled, even small fires can threaten lives and cause destruction of improved property.

The U.S. Forrest Service, Arizona State Land Department and Bureau of Land Management (BLM) have a mobilization plan for the suppression of wildland fires occurring on state, federal or private land.

Fire Departments/Districts have a mobilization plan for the suppression of wildland fires occurring on county or private land.



Pinal County Office of Emergency Management (PCOEM), as well as other county and state agencies, will provide assistance to the U.S. Forest Service, State Land Department or BLM upon their request.

PCOEM is responsible for planning for county response to natural and human caused fires, and supporting wildland fire planning and response activities.

Fire service resources will be obtained from fire service agencies that have indicated to FCAPC and/or PCOEM in writing that they desire to participate with the county in emergency situations.

CONCEPT OF OPERATIONS

When a wildland fire threatens to cause a major emergency/disaster, the responding Fire Department/District will notify the Director of PCOEM, who, if the situation warrants, will open the Pinal County Emergency Operations Center (PCEOC).

If the event (on county or private land) exceeds, or is expected to exceed, the county's capabilities and resources, PCOEM will facilitate the preparation and submission of a request for state fire suppression assistance.

ORGANIZATIONAL ROLES AND RESPONSIBILITIES

County Agencies

- Fire Departments/Districts are responsible for maintaining the State of Arizona Fire Management Mobilization Plan and responding to needs arising under this plan, and will:
 - Assess and respond to wildland fire situations;
 - Manage response to wildland fires, requesting assistance from state/county/local agencies;
 - Maintain contact with the PCOEM, advising of resource needs and mission status;
 - Develop internal and external alert notification procedures;
 - Maintain emergency rental agreements with local firefighting resources;
 - Coordinate continuing actions in wildland fire situations; and
 - Develop operational procedures to include:
 - Expenditure documentation;
 - Identification of key State Land Department personnel; and
 - Operational checklist development.



- PCOEM will:
 - Activate the PCEOC to provide coordination of county and state non-fire support resources when a wildland fire threatens to result in an emergency/disaster;
 - Provide support and coordination of resources;
 - Provide alert notification; and
 - Develop operational procedures to include:
 - Internal and external alert notification;
 - Expenditure documentation; and
 - Operational checklists.
- County Health Department will:
 - Identify additional emergency medical services;
 - Identify special needs/supervised facilities that may need to be evacuated/sheltered;
 - Provide epidemiologist to evaluate smoke hazard; and
- Sheriff's Department will:
 - Assist with the security of evacuated areas; and
 - Provide teams to establish and staff roadblocks.
- Other county agencies will:
 - Provide personnel equipment and other resources on request of PCEOC or FCAPC;
 - Identify key personnel for alert;
 - Develop procedures for documentation of expenditures;
 - Develop operational procedures; and
 - Develop operational checklists.

State Agencies

- Registrar of Contractors will:
 - Access registered contractor support;
 - Provide construction inspectors to assess safety of structures; and



- Advise the public about hiring contractors during the recovery period.
- State Land Department will:
 - Assist PCOEM in maintaining emergency rental agreements with local fire jurisdictions for use during fire emergencies/disasters.
 - Develop operational procedures to include:
 - Identification of key personnel;
 - Alert notification;
 - Documentation of expenditures; and
 - Operational checklists.
 - Provide training and certification for high angle/low angle rescue, white water rescue, structural fire fighting and basic wildland fire fighting for national Red Card certification.
- Game and Fish will:
 - Respond to fire threats of fisheries or hatcheries;
 - Respond to movements of wildlife into inhabited areas due to fire/threat in their home territory;
 - Provide peace officers to control traffic; and
 - Provide transportation resources.
- National Guard (if activated) will support Maricopa Fire Department by activating appropriate National Guard emergency response plans, and will:
 - Provide personnel to the PCEOC upon request;
 - Coordinate activities/missions with PCOEM;
 - Develop operational procedures to include:
 - Staffing of PCEOC;
 - Activation of Guard personnel/units;
 - Documentation of expenditures; and
 - Development of operational checklists.
- Arizona Department of Health Services will:
 - Provide state laboratory services.



- Department of Public Safety will:
 - Assist with the security of evacuated areas;
 - Provide rotary and fixed wing aircraft;
 - Provide crime laboratory support for evidence collection, body identification and notification of next of kin;
 - Provide hazardous materials teams; and
 - Provide teams to establish and staff roadblocks.

Federal Agencies

- National Weather Service will provide fire-weather forecasting.

Volunteer and Private Agencies

- American Red Cross will:
 - Provide reception and care centers (see ESF #6 - Mass Care).
 - Request baby sitting assistance through the Arizona Voluntary Organizations Active in Disasters for emergency service workers as well as evacuees. (See ESF #6-Mass Care).
- Local medical facilities (private and public) will provide medical care for casualties (see ESF #8 - Health & Medical Services).
- Food service facilities, hotels/motels, etc. under contract with the FCAPC will provide support.

Notification

Wildland fire notifications will generally come from the FCAPC. The PCEOC will make notifications upon request of the FCAPC.

PLAN DEVELOPMENT AND MAINTENANCE

FCAPC in coordination with the PCOEM is responsible for the development and maintenance of this Appendix.



ESF #5 : Direction and Control

PRIMARY AGENCY:

City of Maricopa Mayor and Council
Maricopa Office of Emergency Management

SUPPORT AGENCIES:

City:

Maricopa Fire Department
Maricopa Police Department
Maricopa Public Works Department

County:

Department of Health and Human Services

Volunteer:

American Red Cross
Arizona Voluntary Organizations Active in Disaster
Salvation Army

State:

Arizona Department of Environmental Quality
Arizona Geological Survey
Arizona State Land Department
Arizona State Parks
Arizona Radiation Regulatory Agency
Arizona Department of Transportation

Federal:

National Weather Service
Civil Air Patrol

INTRODUCTION

Purpose

Utilizing the City of Maricopa Emergency Management System (MEMS) the City of Maricopa Emergency Operations Center (MEOC) will:

- Provide direction, control and coordination of the City resources during emergency operations;
- Ensure the efficient use of all resources to protect lives and property;
- Describe the procedures and support requirements necessary for the activation of the MEOC; and



- Collect, process and disseminate information about an actual or a potential emergency.

Scope

Coordinate the information, planning, operations and resource activities at the City level. Emergency Support Function (ESF) #5 activities are grouped in the following functional MEOC Groups:

- Policy Group
 - This group is responsible for the strategic direction of City level emergency operations. It performs or supports the command function and may include representation from other agencies or jurisdictions. Mutual aid liaison at the policy level is established here. Strategic direction is articulated from the Policy Group. The Policy Group will:
 - Analyze all available information about the emergency.
 - Develop, refine and carry out a joint response and recovery policy.
 - Plan the deployment of appropriate resources to ensure response agencies adequate support for management of the emergency.
 - Ensure that the operating forces of the various response and support agencies work together in a mutually supporting effort.
 - Communicate with field forces and keep a record of their status.
 - Depending upon the situation, the Policy Section should consist of:
 - The Mayor or Chief Elected Official present
 - The City Manager or his/her deputy
 - The City Attorney or other legal council
 - The Fire Chief or his/her deputy
 - The Police Chief or his/her deputy
 - The Director of Public Works
 - The Director of Emergency Management
 - The Director of Public Information
 - Other Department Officials as determined by the Executive Policy Group
 - See Maricopa Emergency Operations Center (MEOC) Standard Operating Procedures (SOP) for duties of each member.
 - The Policy Group also includes the following sub-elements:
 - The Joint Information Center (JIC). This group is responsible for processing and disseminating emergency public information.
 - Public Inquiry (PI). PI is responsible for receiving and responding to public inquiries regarding the disaster. Releasable information will be provided by the City of Maricopa Office of Emergency Management (MOEM) PIO and the JIC.



○ Operations Section

The Operations Section includes all activities which are directed toward reducing the immediate hazard, establishing control and restoring normal operations. This Section consists of those departments or agencies that are responsible for public safety and carrying our direct field response activities. The individual agencies receive and evaluate requests for assistance and resources, establish priorities and relay operational status and information to the Operations Section Chief.

The overall responsibility of the Operations Section is to set the direction for all field operations.

The functional sectors normally represented in the Operations Section are:

- Fire Control Branch
 - Fire Department
 - Medical/Rescue
 - Reference Essential Support Function #4 (ESF #4), Fire Service Annex
- Law Enforcement Branch
 - Police Department
 - Reference Essential Support Function #13 (ESF #13), Law Enforcement Annex.
- Public Works Branch
 - Public Works
 - Streets
 - Operations
 - Transportation
 - Utilities
 - Engineering (architectural)
- Liaison To Field Forces
 - As needed to support the above three sectors.
- Other Department with field units to support.
- The Operations Group also includes the Technical Operations Group (TOG). TOG is responsible for gathering and interpreting technical data; i.e., radiological findings, hazardous materials, and seismic information required for policy decisions. This group may contain the following members:
 - Local Agency Representative;
 - HazMat Technicians;
 - Private agency representatives.



- Planning And Intelligence Section
 - The Planning Section is responsible for gathering, analyzing, evaluating, displaying and disseminating technical information and forwarding recommendations to the Policy Group through the Emergency Management Director. While the Operations Section is involved with immediate response to the disaster, this section is looking and planning ahead and considers possible contingencies and alternate means of action. It has the primary responsibility for the production of action plans and works directly with other MEOC staff elements to coordinate operational requirements.
 - Major Responsibilities:
 - Evaluate the disaster situation, including information gathering, verification and status reporting
 - Assess damage, including information gathering, verification and reporting
 - Post and display pertinent information
 - Brief and update the EOC staff
 - Maintain a detailed activities log
 - The functional branches in the Planning Section are:
 - Situation Branch
 - Damage Assessment Branch
 - Visual Display Branch
- Logistics Section
 - This group coordinates personnel, resources, communications augmentation, supplies, procurement, etc., required to support the City agency response. The elements of the Logistic Group are Information Management, Resource Support, Communications, MEOC Support and Fiscal Services. Requests for assets, whether internal or external, are validated and processed by this group. Logistics handles the financial aspects of an emergency, maintains the message center and documents the need for/use of resources.
 - The major responsibilities of the Logistics Section are:
 - Managing resources, including assessing needs, allocating, procuring, and documenting
 - Providing shelter, food and transportation for all workers requested
 - Maintaining a master list of all available resources
 - The functional sectors normally found within the Logistics Section are:
 - The Supply/Food Group
 - The Facilities/Transportation Group
 - The Equipment/Fuel Group
 - The Personnel Group
 - The Materials Management Group
 - The Public Works Group



- Note: many of the larger departments have Logistics Sections built into their own organizations; however, all needs that can not be met by those sectors should be passed along to the MEOC Logistics Section.
- The Logistics Group contains the Communications Group sub-element with the following:
 - Communications supervisor;
 - Message center chief;
 - Message center specialists;
 - Radio operators; and
 - Message distribution specialists.
- Administration Section
 - The Administration Section consists of those departments that have a primary responsibility of monitoring and analyzing all financial aspects of the emergency. The Administrative Section is managed by the Administration Section Chief.
 - The major responsibilities of the Administration Section include:
 - Obtain records of all hours worked by all personnel
 - Maintains records of all costs arising out of the emergency/disaster.
 - Manages compensation and claims arising from the emergency/disaster.
 - Coordinates with the Red Cross on mass care and sheltering of citizens
 - The functional sectors of the Administration Section are:
 - Mass Care & Sheltering
 - American Red Cross
 - Facilities Management
 - Parks & Recreation
 - Human Services
 - Salvation Army (if needed)
 - Cost Control & Analysis
 - Budget and Research
 - Finance Departments
 - Compensation & Claims
 - Risk Management
 - Legal Advice
 - City Attorneys Office
 - Outside Agency Liaison
 - Director of Emergency Management. And other agencies as required/ invited

POLICIES

When this plan is activated, the MEOC will provide direction, control and coordination of resources.



The MEOC is a staff level function which provides guidance, decision making and resources to the county EOC, State Coordinating Officer (SCO) and other ESFs. It obtains information from a variety of sources and seeks information to develop an accurate picture of the disaster or emergency. This ESF identifies information gaps which require additional collection efforts and will request information directly from the appropriate element.

To manage their operations, all ESFs will collect and process information. The MEOC will focus on collecting critical information which is of common value or need to more than one ESF or operational element to create an overall perspective of the situation. The MEOC will rely on other ESFs to provide this critical information which will be disseminated to appropriate users and developed into reports, briefings and displays.

The Plans Group will produce Situation Reports (SITREPs), which will be distributed to the Mayor and City Council.

The MEOC will provide technical advice to the county EOC, SCO and ESFs from support agencies with technical expertise. The MEOC will coordinate all state aerial reconnaissance activities to support operational requirements.

The staff of the MEOC will support short and long term planning activities. Plans will be short and concise, based on priorities established by the SCO. The SEOC staff will record the activities planned and track their progress. The response priorities for the next operational period may be addressed in the SITREP.

The staff of the MEOC will not release information directly to the public. It will provide information to the Public Information Officer (PIO) for release to the public and the media.

SITUATION AND ASSUMPTIONS

Many hazards have the potential for causing disasters which require centralized coordination.

During emergencies/disasters, management and coordination functions can be accomplished at the MEOC, thereby allowing field personnel to concentrate on essential tasks.

Responsibility for the performance of emergency functions is charged to agencies that do similar activities during routine operations. Where such an alignment of emergency functions and routine operations is not possible, the establishment of an emergency organization is required.

CONCEPT OF OPERATIONS

The Director of MOEM, on behalf of the Mayor and City Council, will coordinate operations and provide necessary direction and control for City agencies response and recovery activities.

The Department Heads of each City agency involved in disaster response operations will:

- Exercise direction and control of their operations from normal duty location during routine operations. Overall coordination will be exercised from the MEOC upon its activation. City agency representatives will report to the MEOC upon the request of the Director of MOEM.



- Maintain operational control of the agency's personnel, equipment and supplies.
- Identify a minimum of one primary and two alternate individuals to manage disaster response operations and ensure that the agency Standard Operating Procedures/Internal Operating Procedures (SOP/IOP) outlines:
 - The specific emergency authorities that designated successors assume during emergencies.
 - The circumstances under which the successor's authorities become effective and are ended.

City Emergency Operations Facilities Include:

- Primary MEOC is located in the [Facility Name], [Address], Maricopa, Arizona. This is an operational area of approximately [Number of square feet] square feet which includes offices, an operations arena, communications rooms, and restroom facilities. A [Number of kws] -kw emergency generator, with a 10 hour supply of fuel, is located with this complex.
 - The MEOC will be:
 - The primary facility utilized to coordinate City emergency operations. It will maintain communications with affected responding agencies.
 - Partially or fully staffed on a 24-hour basis as determined by the Director of MOEM.
 - Alternate MEOC is at the [Facility name], [Address], Maricopa, Arizona.
 - Field Offices may be established in the emergency/disaster area and staffed by appropriate agencies and organizations.
 - JIC is a functional element of the MEOC and may operate from the MEOC or other locations as designated by the Director of MOEM.

MEOC Activation Procedures:

- The MEOC is available for occupancy and operations within 30 minutes during normal working hours and 60 minutes during non-business hours.
- The MEOC will be activated when:
 - An impending or declared state of war emergency exists;
 - An emergency situation has occurred or may occur that is of such magnitude that it will require an extraordinary commitment of resources from numerous departments over an extended period of time to control or mitigate. This may occur with or without a declared emergency;



- An impending response or response to a natural or technological emergency or any significant event which endangers public health, safety or well being, public property or which disrupts essential community services.
- Activation levels are as follows:
 - Normal operations;
 - Employee standby;
 - Partial activation; and
 - Full activation
- The MEOC may be activated by the Mayor, any member of the City Council, the City Manager, the Deputy City Manager, the director of MOEM, or by a request from county, state and/or federal officials.
- The MEOC can be activated during normal business hours by contacting the MOEM directly at [Phone number]. During non-business hours contact the City of Maricopa Police Department (MPD) at [Phone number] and request that the 'On Call' Emergency Management employee be paged.
- Depending upon the event and surrounding circumstances, a person authorized to request the activation of the MEOC may request a 'partial activation' only. This type of activation can be tailored to the particular emergency circumstances and to the response required.

ORGANIZATIONAL ROLES AND RESPONSIBILITIES

City Government

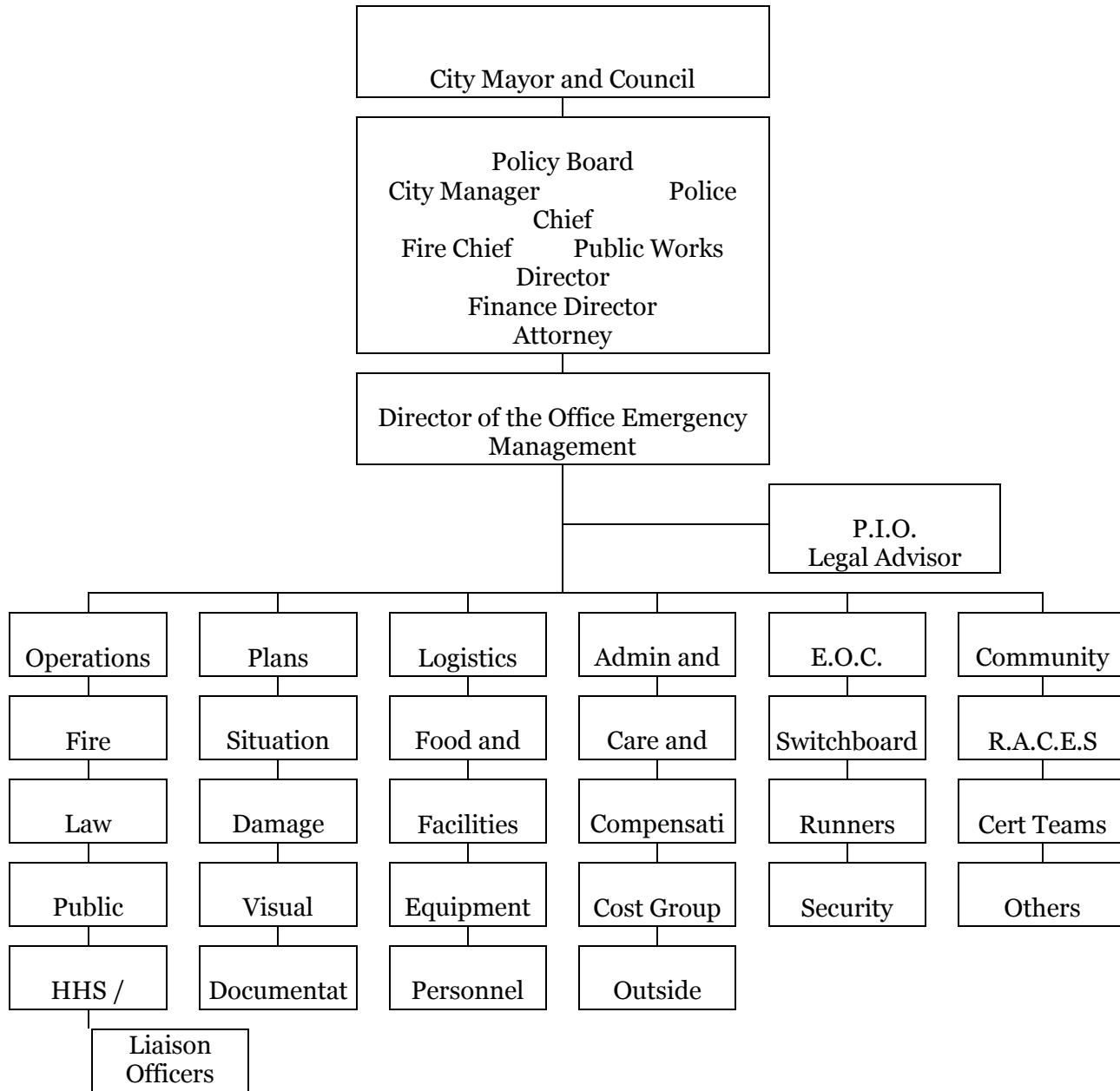
- MOEM will:
 - Assume responsibility for the operation and maintenance of the MEOC and coordination with MFD on the operation and maintenance of the alternate MEOC.
 - Provide staffing for all EOC positions. Staffing for the groups will be according to the MEOC SOP (See Annex I).
 - Upon notification that the MEOC is to be activated, notify the appropriate agencies and request that they provide a representative to the MEOC.
 - Be responsible for providing emergency public information to the public through the PIO to the media.
- Other City agencies will:
 - Provide representation in the MEOC as requested.



- Establish an agency EOC to provide direction and control of their agency’s resources.

Private Organizations

Private organizations may be requested to provide representation in the MEOC as appropriate.



ADMINISTRATION AND LOGISTICS

Primary support for this ESF will come from MOEM. Other City agencies will be called upon to provide support as needed.

Training for this ESF will be provided by MOEM.



The MEOC will be exercised as determined by the Director of MOEM.

PLAN DEVELOPMENT AND MAINTENANCE

MOEM has primary responsibility for development and maintenance of this ESF. Other agencies may be requested to provide input.



ESF #6 : Mass Care

PRIMARY AGENCIES:

Maricopa Office of Emergency Management

SUPPORT AGENCIES:

Maricopa Police Department
Medical Response System
Emergency Medical Services
National Disaster Medical System

Maricopa Fire Department
School Districts
Pinal County Health & Human Services
Animal Care & Control

Volunteer:

American Red Cross
Maricopa Food Bank
Salvation Army
Arizona Voluntary Organizations Active in Disasters

INTRODUCTION

Purpose

Coordinate efforts to provide shelter, food, and emergency first aid following a disaster.

Operate a Disaster Welfare Inquiry (DWI) system to collect, receive and report information about the status of victims and assist with family reunification.

Coordinate bulk distribution of emergency relief supplies to disaster victims.

Scope

The American Red Cross (ARC) independently provides mass care to all disaster victims as part of a broad program of disaster relief, as outlined in charter provisions enacted by the United States Congress, Act of January 5, 1905, and the Disaster Relief Act of 1974 (P.L.93-288 as amended by the Stafford Act of 1988).

Initial response activities will focus on meeting urgent needs of disaster victims. The provision of ARC disaster services of Emergency Assistance and Additional Assistance will be considered based on needs of the disaster victims, the emergency/disaster situation, and available resources. Close coordination will be required through City/county/state/federal/volunteer agencies responsible for recovery operations.

This Emergency Support Function (ESF) encompasses:

- Shelter

The provision of emergency shelter for emergency/disaster victims includes the use of:



- Pre-identified shelter sites in existing structures;
 - Creation of temporary facilities, such as tent cities; and
 - Similar facilities outside the disaster-affected area, should evacuation be necessary.
- Feeding

The provision for feeding disaster victims and emergency workers is accomplished through a combination of fixed sites, mobile feeding units, and bulk food distribution. Such operations will be based on sound nutritional standards and will include provisions for meeting health and dietary requirements (see ESF #11 - Food).

- Emergency First Aid

Emergency first aid services will be provided to disaster victims and workers at mass care facilities and designated sites within the disaster area. This emergency first aid service will be supplemental to emergency health and medical services established to meet the needs of disaster victims (see ESF #8 - Health and Medical).

- Disaster Welfare Inquiry (DWI) System

Inquiries regarding individuals residing within the affected area will be collected and provided to immediate family members outside the affected area through a DWI System. DWI will also aid in reunification of family members.

- Bulk Distribution of Emergency Relief Items Sites will be established for the distribution of emergency relief items. The bulk distribution of these relief items will be determined by the requirement to meet urgent needs of disaster victims for essential items (see Donations Management Support Annex).

POLICIES

General

This ESF may be implemented upon request for assistance.

All government/volunteer/private resources will be utilized.

All services will be provided without regard to economic status, race, religious, political, ethnic or other affiliation.

This plan will not supersede ARC response and relief activities. ARC relief operations will conform to the ARC Board of Governors' Disaster Services Policy Statements and will be done according to the ARC Disaster Services Program ARC 3000 Series. ARC will maintain administrative and financial control over its activities.



Mass Care

Sheltering, feeding, and emergency first aid activities will begin immediately after the emergency/disaster. Pre-staging of these facilities may occur when emergencies/disasters are anticipated.

Parent organizations of relief workers should plan to provide for those workers and be self-supporting for the first 72 hours after arrival in the affected area. Feeding for emergency workers will be provided by the workers' parent organization.

DWI System

DWI consists of those persons identified on shelter lists, National Disaster Medical System (NDMS) casualty lists and any information made available by the state/county/City Emergency Operation Centers (EOCs) and hospitals. This list will be collected and made available to immediate family members.

An initial moratorium, not to exceed 48 hours, may be issued to allow activation of the system and determination of the affected area.

Information about persons injured and remaining within the affected area will be provided by local medical units to the DWI System.

Information on casualties evacuated from the affected area to other medical facilities will be provided by the NDMS tracking system. The listing of disaster related deaths will be limited to officially confirmed fatalities.

The missing category will not be used by the DWI System.

The DWI operation will be discontinued when practical.

SITUATION AND ASSUMPTIONS

Many emergencies/disasters have necessitated evacuation of affected areas. Government has assumed the responsibility for the provision of temporary emergency shelter and care for victims.

Individuals and families can be deprived of normal means of obtaining food, clothing, shelter, and medical needs. Family members may become separated and unable to locate each other. Individuals may develop serious physical or psychological problems requiring specialized medical services.

CONCEPT OF OPERATIONS

Government must be prepared to provide for the basic needs of people displaced by emergencies/disasters.

Evacuees will be directed to a pre-selected shelter facility. They will be registered and provided shelter and food by the ARC, school district or other volunteer agencies. If the evacuee chooses



to reside with friends or relatives, they will be requested to register with the public shelter. This process will ensure that evacuees can be reunited with family members or located.

ORGANIZATIONAL ROLES AND RESPONSIBILITIES

City Government will:

- Be responsible for shelter operations within their jurisdiction. Specific organizations located within the community, (i.e., local ARC chapter, school district superintendent, other local volunteer organization, etc.) may be requested to assist with sheltering operations.
- Retain responsibility for sheltering and coordinating operations with the City of Maricopa Emergency Operations Center (MEOC).
- Provide law enforcement for shelter security.
- Request the services of Maricopa Fire Department to provide fire protection and safety services.
- Coordinate with Pinal County Animal Care & Control to assist with displaced animals.
- When the City exceeds, or is expected to exceed their resources, the Mayor of the City of Maricopa or his/her designee will declare to Pinal County and request the county to activate their Mass Care Emergency Support Function #6.

County government will:

- Provide emergency medical assistance and ensure that health standards are maintained in shelters. Public Health will assess and maintain health standards, and coordinate with other HHS divisions to provide medical assistance when necessary.
- Upon the receipt of the City's emergency resolution the county will, if necessary, activate their Mass Care Emergency Support Function #6.
- Activate the Pinal County Emergency Operations Center (PCEOC), if necessary, to provide mass care direction, control and resource availability.

Volunteer agencies:

- ARC will support local government in setting up and running shelters, and providing food, first aid, and DWI System.
- Other volunteer agencies (e.g., Arizona Voluntary Organizations Active in Disaster (AzVOAD), Salvation Army, Maricopa Food Bank, church groups, etc.) may be called upon to provide assistance in sheltering operations, food services and other identified needs.

PLAN DEVELOPMENT AND MAINTENANCE

This ESF is developed and maintained by the Maricopa Office of Emergency Management (MOEM), with assistance from ARC, Salvation Army, AzVOAD, and other volunteer agencies.



ESF #7 : Resource Support

PRIMARY AGENCY:

Maricopa Finance Department
Maricopa Office of Emergency Management

SUPPORT AGENCIES:

Maricopa Public Works Department
Pinal County Department of Health & Human Services

Volunteer:

American Red Cross
Salvation Army

Arizona Voluntary Organizations Active in Disaster
Maricopa Food Bank

INTRODUCTION

Purpose

Provide logistical and resource support to City agencies.

Scope

Involves the provision of logistical and resource support to City and local organizations during the immediate response phase of an emergency/disaster. This support includes relief supplies, space, office equipment, office supplies, telecommunications, contracting services, transportation services and personnel required to support immediate response activities. It also provides logistical support for requirements not specifically identified in other Emergency Support Functions (ESFs). This ESF also addresses the effort and activity necessary to evaluate, locate, obtain and provide essential material resources.

POLICIES

In accordance with assigned responsibilities and upon implementation of this ESF logistical support will be provided to the affected area.

Support agencies will furnish resources for ESF requirements. Support by agencies will be ended at the earliest practical time.

Supplies and equipment will be provided from current City stocks then, from commercial sources. Supplies will not be stockpiled.

All procurement will be made according to current state and City laws and regulations. Current laws and regulations authorize other than “full and open competition” under any “situation of unusual and compelling urgency”. The City of Maricopa Finance Department is the central procurement agency for City government. All procurement actions will be made according to the Finance Department’s statutory and administrative requirements and will be accomplished using the appropriate City emergency fund citation and reimbursement procedures.



The provision of logistical support necessary for City response will be the major element in the execution of this ESF.

SITUATION AND ASSUMPTIONS

Situation

Significant emergencies/disasters may overwhelm the capabilities and exhaust the resources of the City. This ESF will be activated to render the City's assistance and will be coordinated through the City of Maricopa Office of Emergency Management (MOEM).

Assumptions

City requirements will be met from resources outside the emergency/disaster area and will be available to the City in support of response operations.

Transport of resources will require a staging area. Appropriate City officials should mutually agree upon the use of selected sites and facilities.

Logistical resource support will be required for the immediate relief response.

CONCEPT OF OPERATIONS

General

Primary and support agency representatives will be notified to report to the City of Maricopa Emergency Operations Center (MEOC) upon activation of this ESF to conduct resource support activities. Actions include:

- Committing available resources;
- Maintaining a list of available categories of resources;
- Maintaining records of all expended resources expended, such as equipment, materials, supplies and personnel hours; and
- Requesting Pinal County to activate their Resource Support Function #7 of the Pinal County Emergency Response and Recovery Plan (PCERRP).

Primary and Supporting Agencies will:

- Coordinate the availability of their agency resources;
- Assist in coordinating the resources of other local, county and state agencies; and
- Coordinate the acquisition and application of state and federal and non-governmental resources.



ORGANIZATIONAL ROLES AND RESPONSIBILITIES

City Government

- The MEOC will be responsible for the coordination of resource management activities. The major responsibility will be to identify available sources from which resources can be obtained. Routine checks of supplies will be made to maintain an accurate list (see annex K for list of resources).
- The MEOC will also be responsible for the initiation of procurement actions for equipment and supplies not available through City agencies (A.R.S. 26-308).
- The following items are resources that may be required during an emergency/disaster:
 - Heavy equipment: machinery for debris clearance, bulldozers, graders, backhoes, drag lines, small and large dump trucks and 4-wheel drive vehicles.
 - Specialized equipment: firefighting and rescue equipment, water pumps, vacuum trucks and personal protective equipment.
 - Temporary shelters: American Red Cross shelters, hotels and motels, local public facilities (schools, parks and recreation areas, National Guard facilities) and private facilities (churches, clubs, private homes).
 - Food centers: wholesalers, supermarkets, grocery stores, frozen food lockers, restaurants and food banks.
 - Medical care: hospitals, clinics, veterinary facilities, pharmacies, ambulances and emergency medical services.
 - Fuels: City/county/state government fuel supplies, private/company owned service stations, local fuel suppliers and privately owned fuel supplies (large corporations, farmers, etc.)
 - Transportation: City/county/state government, public and private school and privately owned transportation.
 - Communications: City/county/state government systems, commercial and private/volunteer systems and networks.
- Before activating this ESF, the City must identify staging areas in or close to the disaster area. City, county and state officials should agree upon the use of these facilities before an emergency/disaster.

The National Guard maintains armories/facilities in numerous cities and towns throughout the state.



MOEM will:

Maintain a listing of resources available within the local communities (ARS §26-308). Listings and locations should include heavy equipment, normal maintenance equipment, normal stocks of materials and supplies, public and private, and other City/community resources.

ADMINISTRATION AND LOGISTICS

City government will:

- Be responsible for procurement of equipment, supplies and materials not available from City sources.
- Be responsible for the identification and location of supplemental logistical support activities required by City agencies. The City of Maricopa Office of Emergency Management (MOEM) will maintain documentation for equipment, supplies, materials and personnel used in response/recovery. The ADEM Disaster Assistance Guide will assist in this requirement.

County government will:

- Upon the receipt of the City's emergency resolution, the county will, if necessary, activate their Mass Care Emergency Support Function #7.
- Be responsible for the logistical support of its response forces.
- The Pinal County Health and Human Services Department (PCHHS) is responsible for procurement of professional medical services not available from county sources. The PCHHS Departments maintains a resource list of current contracted health care providers and resources, office and clinic space, vehicles and personnel expertise.

PLAN DEVELOPMENT AND MAINTENANCE

This ESF is developed and maintained by the MOEM, with assistance from the City of Maricopa Finance Department.



ESF #8 : Health and Medical

PRIMARY AGENCY:

Pinal County Department of Health & Human Services:

SUPPORT AGENCIES:

City of Maricopa Office of Emergency Management
Pinal County Health & Human Services:
Public Fiduciary
Behavioral Health

INTRODUCTION

Purpose

Provide assistance in response to health and medical care needs following an emergency/disaster. Assistance provided under this Essential Support Function (ESF) is directed by Pinal County Department of Health & Human Services (PCHHS) Director where the emergency/disaster is located.

Assure continuance of medical care services and the availability of medical supplies.

Provide emergency medical treatment for disaster casualties.

Scope

Supplemental assistance provided to local governments in identifying and meeting the health and medical needs of disaster victims.

SITUATION AND ASSUMPTIONS

Many casualties requiring emergency transportation and medical care may occur as the result of an emergency/disaster. Persons receiving medical care before the emergency/disaster will continue to require treatment. The systems and facilities that provide medical services may be impaired or totally disrupted by the impact of an emergency/disaster.

Medical care services are an essential element of emergency/disaster response. County government must maintain the capabilities to initiate coordinated emergency health and medical care.

CONCEPT OF OPERATIONS

After receiving a request for medical care assistance and upon proclamation of a City emergency by the Mayor of the City of Maricopa, the Director of Maricopa Office of Emergency Management (MOEM), shall notify and request PCHHS Director to activate Pinal County Emergency Support Function, Health and Medical Annex.



Upon a request from the MOEM Director, PCHHS Divisions responsible for response in the event of an emergency/disaster requiring medical and health care needs will activate their response systems.

PLAN DEVELOPMENT AND MAINTENANCE

MOEM and the PCHHS are responsible for the development and maintenance of this ESF.



ESF #9 : Urban Search and Rescue

PRIMARY AGENCIES:

Maricopa Fire Department

SUPPORT AGENCIES:

Maricopa Police Department
Maricopa Office of Emergency Management

Phoenix Fire Department
Maricopa Public Works

Pinal County Department of Health and Human Services

State:

Department of Public Safety
Arizona Department of Transportation

Arizona National Guard

Volunteer:

Civil Air Patrol

INTRODUCTION

Purpose

Describe the use of Urban Search and Rescue (US&R) assets located within Arizona and the procedures necessary to obtain other US&R assets.

Scope

Locating, extricating, and providing for the immediate medical treatment of victims trapped in collapsed structures.

SITUATIONS AND ASSUMPTIONS

One of the first federal US&R teams to be fully trained and equipped is located within the State. The Phoenix Fire Department contains US&R, Arizona Task Force (AZTF) #1 that is on 24-hour call.

Disasters may cause conditions that vary widely in scope, urgency, and degree of devastation. Substantial numbers of persons could be in life-threatening situations requiring prompt rescue and medical care. Because the mortality rate will dramatically increase beyond 72 hours, search and rescue must begin immediately. Rescue personnel will encounter extensive damage to buildings, roadways, public works, communications, and utilities. Fires, landslides, flooding and hazardous materials releases will compound problems.

Local search and rescue organizations will be assigned and able to respond.

Local residents, workers, and volunteers will initiate activities to help US&R operations and require coordination and direction.



Access to damaged areas will be restricted. Some sites may only be accessible by air or on foot.

CONCEPT OF OPERATIONS

Phoenix US&R-AZTF #1 will be the primary responder tasked by Maricopa Fire Department (MFD), through mutual aid, and Maricopa Office of Emergency Management (MOEM) if not committed to a similar City emergency.

Other Federal US&R teams will be tasked through the Federal Emergency Management Agency (FEMA), a sub-division of the United States Department of Homeland Security (USDHS).

US&R teams will be supported as required with tasking assigned to:

- Department of Administration
- Civil Air Patrol
- State Fire Marshal
- National Guard
- Department of Public Safety
- Department of Transportation

Each committed unit will remain under the command and control of their own organization. Upon arrival at the disaster site all units will report to the incident commander.

ORGANIZATIONAL ROLES AND RESPONSIBILITIES

Primary Agencies

- The MFD will be the lead agency. MFD will request assistance through the following agencies.
- MOEM will assist in the coordination of the US&R activities and supplement the activities of local government.
- Phoenix Fire Department - US&R-AZTF #1 will:
 - Maintain AZTF #1 according to the FEMA US&R response system;
 - Provide training to upgrade, develop and renew skills required for each position; and
 - Develop, practice, and implement an internal call-out system.
- The City of Maricopa Mayor or his/her designee shall submit an emergency resolution to Pinal County and request the activation of the County's Urban Search and Rescue Annex if the event exceeds, or is expected to exceed, the capability of local resources (including mutual aid).
- FEMA will provide federally designated urban search and rescue teams as requested.



Support Agencies

- City Manager will:
 - Supplement the administrative staff of responding agencies; and
 - Assist with the implementation of Emergency Support Function (ESF) #7 as directed by the Director of MOEM.
- Pinal County Department of Health and Human Services (PCHHS) will:
 - Cooperate with the State to identify necessary public/private sector health care organizations and coordinate the efforts of such organizations;
 - Coordinate with the state to direct the activities of the National Disaster Medical System (NDMS) and their Disaster Medical Assistance Teams (DMAT);
 - Coordinate with the state and public/private health care organizations to determine necessary medical supplies and service, and coordinate with the resource support team to procure supplies and services; and
 - Implement County's Health and Medical Annex as directed by the Director of PCHHS.
- MPD will:
 - Assist in providing security;
 - Assist with the control of ingress and egress; and
 - Implement ESF #13 as directed by the Director of MOEM.
- Public Works will:
 - Provide heavy equipment and operators;
 - Implement ESF #1 as directed by the Director of MOEM; and
 - Provide barricades and other equipment to ensure the security of the disaster area.
- Maricopa Fire Department will:
 - Provide personnel and equipment, including emergency medical services;
 - Provide a wide range of support at the scene based on the needs of the incident, including improvisational tasking; and
 - Implement ESF #4 as directed by the Director of MOEM.
- National Guard (if activated) will:
 - Provide personnel, heavy equipment and helicopter support;
 - Assist with the transport of rescue workers and response personnel; and
 - Provide additional security.



- Civil Air Patrol will:
 - Provide photo surveillance; and
 - Provide air reconnaissance.

PLAN DEVELOPMENT AND MAINTENANCE

The MFD in coordination with MOEM and the Phoenix Fire Department is responsible for the development and maintenance of this ESF.



ESF #10 : Hazardous Materials

PRIMARY AGENCIES:

Maricopa Fire Department
Maricopa Police Department
Maricopa Office of Emergency Management

SUPPORT AGENCIES:

City:

City of Maricopa Attorney

County:

Pinal County Sheriff's Department
Pinal County Attorney's Office
Local Emergency Planning Committee
Pinal County Department of Health and Human Services

State:

Arizona Department of Public Safety	91 st Civil Support Team
Arizona Department of Environmental Quality	Arizona State Land Department
Arizona Attorney General's Office	State Fire Marshal
Arizona Emergency Response Commission	Arizona Industrial Commission
Arizona Department of Health Services	Arizona Poison Center System
Arizona State Mine Inspector	Arizona Radiation Regulatory Agency
Arizona Department of Transportation	Arizona State University
Structural Pest Control Commission	AZSERC
Arizona Corporation Commission	

Federal:

U.S. Environmental Protection Agency	U.S. Water Incidents Department
Department of Energy	Chemical Manufacturers Association

OVERVIEW

Pinal County Local Emergency Planning Committee (LEPC) is tasked with developing a more comprehensive Hazardous Materials Response and Recovery Plan. That plan is found in Annex O of Pinal County Emergency Response and Recovery Plan (PCERRP). This Emergency Support Function (ESF) provides guidelines and basic duties of the above mentioned agencies.

INTRODUCTION

Purpose

To meet the state's hazardous materials (HazMat) emergency planning mandate, as well as those of Federal Emergency Management Agency (FEMA), a sub-division of the United States Department of Homeland Security, and the Environmental Protection Agency (EPA).



To protect life and property from risks associated with the discharge, release or misuse of HazMat by providing coordinated, effective, City support and to coordinate with and request assistance from county, state, federal and private organizations.

Scope

Provide detailed information needed for the effective coordination of local/county/state/federal/private resources involved in HazMat emergency operations by:

- Identifying the authorities, roles and responsibilities of City agencies;
- Establishing coordination, command and control procedures; and
- Describing criteria and procedures for requesting county, state and federal assistance.

POLICY

The term HazMat is used in a generic sense to mean any chemical, substance, material or waste which may pose an unreasonable risk to life, health, safety, property or the environment and includes:

- Hazardous materials as defined by United States Department of Transportation (USDOT);
- Hazardous wastes, hazardous substances and extremely hazardous substances as defined by EPA; and
- Radioactive materials as defined under the Atomic Energy Act (see ARS 26-301.7).

Compliance with Title 29 Code of Federal Regulations (29 CFR) section 1910.120 will be adhered to in any response or recovery operation involving local, county and state agencies or employees.

- All personnel who are present at the site of a HazMat incident will operate under the safety standards provided for in 29 CFR 1910.120(q)(3), and, if required, participate as an incident commander under 29 CFR 1910.120(q)(6)(v).
- All personnel who respond at the Technician and Specialist employee level will be provided with medical surveillance and consultation as provided for in 29 CFR 1910.120(q)(9).
- Chemical protective clothing and equipment used by HazMat response personnel will meet the applicable requirements of 29 CFR 1910.120(q) (10), and National Fire Protection Association (NFPA) standards 1991/1992/1993.
- Individual jurisdiction response personnel will also adhere to their respective departmental personal protection guidelines and policies.
- All personnel will respond only at the level of training and certification they have achieved. Training will be based on the duties and function to be performed as provided for in 29 CFR 1910.120(q) (6) and 1926.65(q) (6).



SITUATION AND ASSUMPTIONS

Hazardous materials are formulated, used, stored and transported throughout the City.

The discharge, release or misuse of a hazardous material may pose a significant threat to public health and safety.

Local government has the primary responsibility to protect public health and safety. Local firefighters, paramedics and law enforcement officers are usually first on the scene of HazMat incidents.

The Arizona State Emergency Response Commission (AZSERC) has divided Arizona into 15 HazMat emergency planning districts. These districts are defined by county boundaries.

Each of these planning districts has a Local Emergency Planning Committee (LEPC). LEPCs are made up of elected officials, law enforcement officers, emergency responders, emergency managers, media, community members, industry, transportation and medical representatives. They are mandated to develop and implement comprehensive emergency response plans regarding potential HazMat emergencies/disasters within their respective planning districts (ARS 26-345).

HazMat emergency response and recovery operations often require extensively trained teams and specialized equipment. The City may not have adequate resources to develop and maintain the personnel, specialized training and equipment needed to safely and effectively respond to HazMat emergencies/disasters.

Local agencies may recover HazMat emergency response costs in accordance with ARS 12-972.

Pinal County is responsible for providing emergency support and response when the City is unable to provide adequate response or recovery actions. The City shall submit an emergency resolution to Pinal County and request the county to activate their Hazardous Materials Annex.

Costs arising from HazMat contingencies and emergencies/disasters may be paid from unrestricted monies from the general fund in accordance with ARS 35-192 and AAC R8-2-301. The City may be reimbursed up to \$25,000 from EPA and/or the Arizona Department Environmental Quality (ADEQ) for costs incurred in responding to a hazardous substances emergency. Additional cost recovery also available through ADEM.

The federal government may respond to HazMat incidents under the provisions of the HazMat annex of the National Response Plan (FRP), EPA National Contingency Plan (NCP) (40 CFR, part 300), United States Department of Energy (DOE) Federal Radiological Emergency Response Plan (FRERP) or DOE's Region 4 Radiological Assistance Plan (RAP).

CONCEPT OF OPERATION

General

Timely and effective response by the City/county/state/federal government and private sector may be required in response to and recovery from a HazMat incident.



Activation/Notification

This plan is effective for execution upon notification to the City that a HazMat incident has occurred.

Response Actions

- Local response actions; On-scene command and control are the responsibility of the jurisdiction in which the incident occurs. The local incident commander (IC) is in charge of all personnel at the scene. Local emergency response agencies should make an immediate appraisal of the situation and its potential. USDOT's North American Emergency Response Guidebook provides basic information to assist on-scene officials in selecting protective actions. Responders should:
 - Establish scene management;
 - Detect the presence of HazMat;
 - Begin identification;
 - Begin evacuation or direct in-place sheltering;
 - Consider personal protection/decontamination;
 - Isolate incident and identify zones of activity;
 - Contain incident without risking exposure;
 - Perform firefighting, rescue, emergency medical and other critical life saving response activities with concern regarding the potential for radiation exposure or contamination;
 - Notify the LEPC or Pinal County Office of Emergency Management (PCEOM);
 - Notify the National Response Center (NRC); and
 - Seek additional appropriate resources if the event exceeds, or is expected to exceed, the capability of local resources, including mutual aid. State assistance may be requested through the State On-Scene Coordinator (SOSC) or the Department of Public Safety (DPS) Duty Officer (DO)
- State response actions
 - The DPS-DO will notify the appropriate SOSC as follows for:
 - Highway transportation incidents notify DPS and the Department of Transportation (ADOT);



- Non-transportation incidents or incidents with environmental consequences notify the ADEQ;
- Radioactive materials incidents notify the Radiation Regulatory Agency (ARRA);
- Pipeline incidents notify the Corporation Commission (ACC); and
- Railroad transportation incident notify DPS and ACC.
- The DO will dispatch the DPS or ADEQ emergency response unit closest to the incident and notify the ADOT emergency response specialist of incidents occurring on state highways.
- The SOSC is designated as the IC for all state response agencies when the state has legal responsibility for the incident. When legal responsibility rests with the local jurisdiction, the SOSC will be the coordinator for all state resources and will coordinate state activities at the direction of the local jurisdiction IC. When legal responsibility rests with both the state and the local jurisdiction, the SOSC will serve as the state IC within a unified command structure. The SOSC will notify:
 - Appropriate regulatory agencies of the event and activate others for response;
 - The Attorney General's Office - Environmental Crimes Unit (AGECU) upon indications of violation of local, state and federal HazMat laws;
 - The responsible party and initiate requests for private sector assistance; and
 - The NRC of the incident.
- State personnel responding to the incident will assist the SOSC in accordance with their departmental Standard Operating Procedures (SOPs) and within the limits of current individual training and capabilities.
- As the recovery phase of the incident proceeds, the SOSC role may be transferred to the state, county or local agency having primary responsibility for on-scene operations.
- Request for federal agency assistance, i.e., Federal on Scene Coordinator (FOSC), will be initiated by the ADEQ SOSC, the ARRA SOSC or the ADEM Regional Response Team (RRT) representative in coordination with the local IC as follows:
 - The ADEQ SOSC or the ADEM RRT representative will contact the EPA Region IX FOSC, or the USDOT Coast Guard (USC) National Response Center (NRC) or National Strike Team (NST) to initiate assistance.
 - The ARRA SOSC will contact DOE to request assistance for radioactive materials incidents when federal support is required.
- Federal response actions. The FOSC will contact the SOSC to provide recommendations and advice or respond.



- Private sector actions
 - The private sector (e.g., Union Pacific Railroad, Chemical Manufacturers Association (CMA), facility operators, shippers, carriers, etc.) may be able to provide the SOSC with technical advice/recommendations or provide specialized personnel/ equipment needed for response/recovery operations.
 - Private cleanup contractors under state contract may initiate HazMat cleanup and disposal at the direction of the SOSC. Private entities (i.e., responsible parties) may use a contractor of their choice.
- Response to federal lands
 - Response will be provided by the impacted federal agency, EPA Region IX or ADEQ through its cooperative agreement with EPA.
 - The state may respond and initiate emergency actions for the protection of life, property and the environment.
- Command and control
 - In accordance with 29 CFR 1910.120(q) (3), local jurisdiction response to HazMat incidents will be managed under the Incident Command System (ICS). On-scene command and control is the responsibility of the jurisdiction in which the incident occurs.
 - State response to HazMat incident will be managed within ICS under three general circumstances:
 - Response to a local jurisdiction - When a local jurisdiction has legal responsibility for response and is the IC, the SOSC will serve as a resource initially through the liaison officer at the command post. The SOSC and additional state resources may be assigned to other functional areas within the command structure at the direction of the IC. The IC will coordinate requests for state assistance with the SOSC.
 - Response to state lands - The state is responsible for incidents occurring on state lands. In those situations, the SOSC will be the IC and direct responding state resources.
 - Response by both the state and a political subdivision - When legal responsibility rests with both the state and another jurisdiction, the SOSC will serve as the state IC. Decisions will be made in coordination with the local IC.
- Containment

Local and state emergency responders should minimize the spread of a spilled material by preventing the material from:



- Entering a body of water (e.g., lakes, streams, canals, washes, etc.);
- Spreading over land;
- Entering sewer or drainage systems; and
- Becoming airborne.

Continuing Actions

- Recovery
 - The responsibility/liability for cleanup lies with the spiller (40 CFR, part 300). Contamination should be minimized and cleanup expedited by emergency responders.
 - Cleanup operations should be initiated using the following guidelines:
 - If the responsible party accepts responsibility, local/state officials will monitor cleanup to ensure environmental standards are met.
 - If the responsible party is unknown or refuses to accept responsibility and local government does not have the capability or funds for cleanup, the SOSC will assess the situation. The SOSC will then request use of the Governor's Emergency Fund (GEF), the Water Quality Assurance Revolving Fund (WQARF) (ARS 49-282) or other funding sources available through ADEQ. Cleanup will be initiated if there is an immediate threat to public health and safety.
- Additional notifications
 - Local response agencies and the SOSC will complete the Arizona Hazardous Materials Incident Report Form (see Appendix 2).
 - When evidence that violations of the Motor Carrier Safety or Hazardous Materials Transportation Regulations caused or contributed to the severity of an incident, the SOSC will notify DPS Special Services Division.
 - When evidence of criminal activity is found, notify the appropriate agency.

Resource Requirements

Responsible parties and local response organizations will assess the situation and utilize their available resources (including mutual aid). When an assessment indicates that additional resources are needed the SOSC will seek additional state/federal assistance as follows:

- ADEQ will authorize the use of WQARF for remedial actions taken in response to a release or threat of release of a hazardous substance or pollutant that presents an emergency to the public health or environment including:
 - Monitoring, assessing, identifying, locating and evaluating the degradation, destruction, loss of or threat to waters;



- Conducting site investigations, feasibility studies, health effect studies and risk assessments; and
- Mitigate the incident
- The Arizona Department of Administration Risk Management Section (ADOA-RMS) will authorize funding for cleanup of hazardous waste on state land.
- ADEM will authorize use of GEF for those incidents that pose an immediate threat to public health/safety when there is no responsible party for cleanup and/or local government does not have the resources to accomplish a cleanup.
 - Provisions for use of GEF are contained in ARS 35-192, paragraph C and AAC R8-2-301 et seq.
 - The State Purchasing Office has executed a state contract for removal of HazMat waste utilizing private contractors.
- USC may use the Oil Spill Liability Trust Fund (26 USCA 9509) under the provisions of 33 USCA 1321, for response to oil discharges.
 - The Commander, Marine Safety Division, Eleventh District USC, administers the fund within Region IX Mainland Area.
 - The fund will be activated by the FOSC and is available to:
 - Pay authorized costs; and
 - Reimburse costs incurred by other federal/state agencies when authorized in advance by the FOSC.
- The Hazardous Substances Response Trust Fund established pursuant to the Comprehensive Environmental Response Compensation and Liability Act (CERCLA) may be used to:
 - Undertake removal actions authorized by EPA/USC FOSCs that will prevent or mitigate immediate and significant risk of harm to human life/health or the environment; and
 - Reimburse local government and political subdivisions up to \$25,000 per incident for temporary emergency measures taken to prevent or mitigate injury to human health, welfare or the environment from hazardous substance threats (42 USC 9623).
- Any costs recovered pursuant to ARS 12-972 must be returned to the fund from which those costs were paid or reimbursed.



ORGANIZATIONAL ROLES AND RESPONSIBILITIES

City

- Maricopa Fire Department (MFD) or Maricopa Police Department (MPD) will notify the City of Maricopa Office of Emergency Management (MOEM) of any HazMat incident.
- MOEM will notify ADEQ and/or DPS of the HazMat incident.
- MOEM will assist the Incident Commander and determine if the City of Maricopa Emergency Operations Center (MEOC) will need to be activated.
- MOEM will notify Pinal County of any HazMat incident.
- The City of Maricopa Mayor or his/her designee shall submit an emergency resolution to Pinal County and request the activation of their Hazardous Material Annex if the event exceeds, or is expected to exceed, the capability of local resources (including mutual aid).

County

- Upon the receipt of the City's emergency resolution Pinal County will, if necessary, activate their Hazardous Material Annex.

State Agencies

- ADEQ will manage and administer water quality, air quality, solid waste and hazardous waste regulations (ARS Title 49), implement EPA programs including: the Clean Air Act, as amended (PL 95-95); the Federal Water Pollution Control Act (PL 92-500); the Safe Drinking Water Act (PL 94-523); the Resource Conservation and Recovery Act (PL 94-580), and will:
 - Perform the responsibilities as lead agency for the reporting requirements of Title III, Subtitle B of the Superfund Amendments and Reauthorization Act of 1986 (SARA) (PL 99-499; ARS 49-104.B.15);
 - Authorize and coordinate WQARF expenditures;
 - Regulate and establish criteria and standards for the characteristics, identification, listing, generation, transportation, treatment, storage and disposal of hazardous waste (ARS 49-922); and
 - Activate an emergency response unit to function as the public health and environmental element of the state HazMat emergency management program (ARS 49-108), that will:
 - Act as the SOSC for non-transportation HazMat incidents;
 - Provide scientific support to other SOSCs and respond to incidents involving potential environmental hazards;



- Receive incident reports from facilities for reportable releases of hazardous substances or extremely hazardous substances;
 - Evaluate imminent hazards to human health and/or the environment;
 - Ensure that response/disposal phases of environmental emergencies are properly completed;
 - Determine when reentry/closure phases are appropriate;
 - Monitor cleanup/disposal to ensure that threatening conditions are eliminated;
 - Act as the incident specific state representative on the RRT;
 - Notify the NRC of incidents;
 - Request assistance of the FOSC; and
 - Implement use of WQARF or request use of GEF through ADEM.
- The DPS Highway Patrol Bureau will enforce laws relating to the use of highways and the operation of vehicles thereon, and provide specific services necessary to protect life and property (ARS 41-1741 et. seq.).
 - The HPB-DO is the designated 24-hour point of contact for state HazMat response operations and will:
 - Notify the designated SOSOC and the DPS/ADEQ HazMat emergency response unit of reported events and circumstances, and the ADOT emergency response specialist of incidents occurring on state highways or ADOT property;
 - Notify local agencies of HazMat incidents reported within their jurisdiction;
 - Coordinate emergency transportation for state response personnel, including fixed-wing or rotary wing aircraft;
 - Provide communications relays from/to the scene; and
 - Coordinate requested uniformed support to other authorities for enforcement, evacuation, etc.
 - The DPS HazMat Unit will function as the initial state response element to HazMat incidents (ARS 41-1711.K) and will:
 - Designate an SOSOC for highway and rail transportation incidents;
 - Respond to events for evaluations and determination of additional state/federal/private sector resources;
 - Perform technical response procedures;



- Notify the NRC;
 - Provide support to other SOSCs; and
 - Request use of GEF through ADEM.
- ADOT regulates highway transportation and administers safety programs involving state highways, routes, airports and transportation systems (ARS 28- 101 et. seq.).
 - The Motor Vehicle Division (MVD), Motor Carrier Safety Office regulates the safety operations of motor carriers transporting HazMat and takes administrative actions against manufacturers, motor carriers and drivers found to be in violation.
 - The MVD Revenue Motor Carrier Services Office administers and enforces commercial vehicle registration, financial responsibility and highway user fees. Personnel at remote facilities who have received First-On-the-Scene, Hazard Communications Standards and ICS training may serve as on-scene-coordinators at ADOT facilities until emergency response personnel arrive.
 - The MVD Driver License Administration licenses commercial motor vehicle drivers and issues HazMat endorsements.
 - The Highway Division performs highway maintenance and related safety programs, possesses resources and capabilities to support response and recovery efforts, and will:
 - Provide road blocks and other equipment for traffic control;
 - Provide ADOT equipment, trained personnel and materials for containment/cleanup operations; and
 - Receive, tabulate and analyze investigative reports involving motor vehicle accidents resulting in bodily injury, death or damage to property in excess of five hundred dollars (ARS 28-667 & 28-674).
 - The Safety and Health Section is responsible for ADOT occupational safety and health programs and coordinates their safety training. Their Emergency Response Specialist assists DPS and DEQ in incident response activities, coordinates ADOT equipment/personnel used in response/containment operations, and advises state highway engineers of damage to highways and other state property. The emergency response specialist may assume the role of SOSC in highway related matters.
 - ACC regulates HazMat transportation by pipeline and rail through the adoption of the Federal Hazardous Materials Transportation Regulations (Arizona Constitution, Article 15; ARS 40-441, 40-442 & 40-801, et. seq., and AAC R14-5-107 & R14-5-202), and will:
 - Respond to and investigate pipeline and railroad incidents;
 - Support state/local response and recovery efforts;



- Respond in accordance with the memorandum of understanding, dated July 1986, and revised April 1988, between ACC and DPS;
 - Assume the role of SOSC for pipeline incidents;
 - Respond to incidents, evaluate and determine need for additional state/federal/ private sector resources;
 - Support local emergency services and coordinate the federal/state/private activities and resources;
 - Provide the SOSC with a railroad safety liaison between the SOSC and railroad officials, and offer technical assistance; and
 - Assume the role of SOSC for railroad incidents after the threat has been abated and cleanup determinations have been made, and conducting railroad post-accident investigations.
- ARRA regulates the safe use, storage and disposal of radioactive materials, has primary responsibility for handling incidents involving radioactive materials, and provides radiological technical assistance (ARS 30-651 et. seq.), and will:
 - Assume the role of SOSC for the incident hot zone in which radioactive materials are of primary concern;
 - Coordinate with the ADEQ SOSC for facility incidents and the DPS SOSC for transportation incidents;
 - Respond to all reported events involving radioactive materials;
 - Provide technical information/assistance for handling and disposal of radioactive materials;
 - Provide sample analyses; and
 - Monitor cleanup/disposal phases.
 - The ADOA-RMS State Risk Manager will use resources from the Risk Management Revolving Fund to prevent, manage and remedy environmental damage and health threats associated with state personnel, property and facilities (ARS 41-652), including:
 - Investigation of releases of hazardous substances;
 - Site characterization, analysis and feasibility studies, remedial actions, site maintenance and loss prevention/reduction; and
 - State compensation insurance for state employees and volunteers.
 - The Arizona Department of Agriculture (ADA) will



- Provide laboratory analyses of pesticide, feed and fertilizer residues;
- Administer control and safety programs relative to fertilizer materials (ARS 3-261 et.seq.), pesticides (ARS 3-341 et. seq.) and commercial feeds (ARS 3-2601 et. seq); and
- Provide technical assistance for events involving agricultural chemicals.
- The AG-ECU Criminal Division investigates and prosecutes violations of the state environmental crimes statutes. The Civil Division will assist in recouping expended state emergency funds.
- ADEM leads the development and implementation of the state HazMat emergency management program (ARS 26-305.02) and will:
 - Coordinate with state agencies to develop and implement the state HazMat emergency management program;
 - Coordinate HazMat mitigation efforts;
 - Provide direction to state agencies responding to an incident and coordinate short-term recovery efforts;
 - Develop, implement and maintain standardized curricula for HazMat emergency response training and education;
 - Authorize and coordinate the disbursement of GEF monies for HazMat incidents;
 - Activate the SEOC to support the SOSC; and
 - Provide administrative support to the AZSERC.
- AZSERC implements SARA Title III (a.k.a., the Emergency Planning and Community Right-to-Know Act or EPCRA), and supervises and coordinates county LEPC activities (ARS 26-341 et. seq.). The LEPCs will:
 - Prepare/review emergency response plans for emergencies due to releases of extremely hazardous substances;
 - Receive and process requests for information on hazardous chemicals at facilities;
 - Annually publish a notice that the emergency response plan, material safety data sheets (MSDS) or lists, and inventory forms are available;
 - Receive MSDS or lists, chemical and toxic release inventory forms from facilities; and
 - Respond to requests for facility HazMat information in accordance with EPCRA.



- The Office of the State Fire Marshal promotes public health and safety, enforces the state fire code for cities having populations of one-hundred thousand or less which do not have a nationally recognized fire code in effect (ARS 41-2161) and will:
 - Respond to HazMat incidents to provide technical assistance.
- The State Fire Safety Committee promulgates by rule a state fire code establishing minimum standards including a code for storage, sale, distribution and use of dangerous chemicals, combustibles, flammable liquids and explosives (ARS 41-2146).
- The Game and Fish Commission will:
 - Bring suit against any person, corporation or government agency to restrain or enjoin them from discharging/dumping into a stream, or body of water, any deleterious substance which is injurious to wildlife; and
 - Respond to SOSC notification of spills entering streams or bodies of waters (ARS 17-237).
- The Department of Health Services (DHS) administers programs relating to public health and safety (ARS Title 36).
 - The Division of State Laboratory Services provides chemical analytical analyses of unknown materials.
 - The Arizona Department of Health Services Bureau of Epidemiology & Disease Control Services, Office of Environmental Health conduct risk assessments to provide acceptable levels of toxic substances in water, air and soil, and to anticipate the type and magnitude of adverse health effects associated with exposure to toxic substances.
- The Industrial Commission, Division of Occupational Safety and Health develops and implements the state occupational safety and health program (ARS 23-407) and will enforce the:
 - Occupational health hazard communications standard, worker right-to know regulations (29 CFR 1910.1200);
 - Hazardous waste operations and emergency response standard (29 CFR 1910.120);
 - Process safety and management of highly hazardous chemicals (29 CFR 1910.119 and 1926.64); and
 - Subpart Z, toxic and hazardous substances regulations (29 CFR 1910.1000-1500 and 1926.1102-1148).
- State Land Department
 - Environmental Resources and Trespass Division Manager is the representative and point of contact for HazMat incidents on state trust lands and will:



- Respond as requested to reported events and assist the SOSC with response and recovery efforts as stated in state contract A2-0016;
- Coordinate with ADOA-RMS for funding, contractor selection and scope of work approval;
- Coordinate with the DEQ Emergency Response Unit for site remediation transition; and
- Coordinate with the State Forester to ensure maximum efficiency and appropriateness of response.
- Fire Management Division is responsible for wildland fires throughout the state and will provide support for fire related incidents by use of its cooperative agreements with fire departments and contractual agreements with various vendors/service providers (see ESFs # 4 and 7).
- The State Mine Inspector provides for the health and safety of miners and the general public when on mining property and will:
 - Maintain records of manufacturing, storing, selling, transferring or in any manner disposing of explosives;
 - Regulate the amount of explosives stored;
 - Assume responsibility for the safe manufacture, storage and loading of sulfuric acid at copper smelters;
 - Respond to events on mine properties involving explosives and hazardous mining chemicals;
 - Provide technical assistance for handling, use and disposal of explosives and sulfuric acid; and
 - Provide uniformed support to other authorities.
- The National Guard is responsible, if directed by the governor, for providing specific emergency services necessary to protect life or property (ARS 26-101 et. seq.), and will be available to mobilize to assist local/state officials in response to and recovery from HazMat incidents.
- The Poison Center System (Arizona Poison and Drug Information Center and Samaritan Regional Poison Center) will:
 - Assist incident responders in identifying and assessing the threat; and
 - Provide medical management and decontamination information.
- The Structural Pest Control Commission regulates the use of non-agricultural pesticides (ARS 32-2302) and will:



- Regulate the use, storage and application of pesticides and devices;
 - Maintain a record of its acts and proceedings, including the issuance, refusal, renewal, suspension or revocation of licenses, registrations, qualification and certificates; and
 - Enter with warrant authority, private/public property on which restricted use pesticides are located, or believed to be located, for the purpose of inspecting and investigating conditions.
- Arizona State University conducts research on HazMat risks and provides expertise.

Federal Government

- The federal government has established three response plans applicable to HazMat incidents.
- FEMA developed and maintains FRP ESF-10 which describes the roles and responsibilities of federal agencies that provide HazMat support for events which exceed the response/recovery capabilities of state/local governments. They will respond upon state declaration of emergency and request for assistance.
 - EPA administers NCP which describes the roles and responsibilities of federal agencies responding to discharges of oil, and releases of hazardous substances, pollutants and contaminants.
 - DOE is the lead federal agency for radiological emergencies. It maintains FRERP and RAP which describe the roles and responsibilities of federal agencies responding to peacetime radiological emergencies.
- USC operates the NRC. It is the primary point of contact for providing notification of HazMat incidents and requesting federal assistance.

Private Organizations

CMA administers CHEMTREC which provides information to emergency responders and

- Provides advice on coping with chemical emergencies;
- Notifies shippers and manufacturers of incidents and allows shippers to teleconference with on-scene personnel and chemical experts; and
- Maintains the Hazard Information Transmission (HIT) service which sends hard copy CHEMTREC emergency chemical reports to registered first responders at the scene.

PLAN DEVELOPMENT AND MAINTENANCE

The MOEM will coordinate with local/county/state/federal agencies and the LEPC, and:

- Conduct HazMat emergency response training, exercises and drills;



- Evaluate exercises and response/recovery operations;
- Formulate mitigation strategies; and
- Maintain this ESF.

Appendices

1. Request for State Assistance
2. Incident Report
 - Local response agencies and the SOSOC will complete the Arizona Hazardous Materials Incident Report Form (see Appendix 2).



Appendix 1 to ESF #1 (Request for State Assistance)

COUNTY/LOCAL GOVERNMENT REQUEST FOR STATE ASSISTANCE

To initiate a request for state assistance at a HazMat incident, MFD or MPD will contact the MOEM. The MOEM will direct or assist the responding agency in contacting the DPS Duty Officer at (602) 223-2212, or the appropriate SOSC. The calling agency should provide as much of the following information as possible:

- Name, location and telephone number of caller
- Incident source (truck, train, fixed-site facility, etc.)
- Incident location (township/range/section, if available)
- Type of materials involved - This information may be obtained from placards, bills of lading, and/or driver manifests. Normally, the bills of lading will be maintained in a standard location for: Trucks - in the cab, in the left door pocket or on the seat next to the driver. Trains - in the possession of the train conductor or contact the railroad dispatcher's office.
 - Chemical name
 - Generic name
 - CAS number
 - Concentration or strength of materials
 - Physical state
 - USDOT ID Number (UN or NA)
 - Name of manufacturer or shipper
 - Amount of materials involved and type and proximity of other potentially reactive materials
 - Current conditions (leaks, fires, fumes, plumes, etc.)
 - Time of incident
 - On-scene contact (name and telephone number, radio communications frequency)
 - Type of assistance required
 - Personnel en route to scene
 - Actions anticipated and/or in progress (evacuations in progress, medical precautions, etc.)
 - Known or anticipated acute or chronic health risks
 - Weather condition and forecast
 - Terrain
 - Population in area
 - Adjacent streams, lakes, washes, sewers, etc.

The Duty Officer will:

- For emergency response - Notify the appropriate State On-Scene Coordinator, and the DPS and/or ADEQ Emergency Response Units and ADOT if on state highways as required.
- For information only - connect the caller to the appropriate agency representative or notify a representative to return the call.



Appendix 2 to ESF #10 (Incident Report)

STATE OF ARIZONA EMERGENCY RESPONSE AND RECOVERY PLAN
ESF # 10 - HAZARDOUS MATERIALS ANNEX

APPENDIX 2
ARIZONA HAZARDOUS MATERIALS INCIDENT REPORT

CHANGE 1 C
MARCH 1998

A AGENCY NAME		AGENCY INCIDENT NO.		AGENCY PHONE NO.		AGENCY COUNTY, YR.	
B INCIDENT DATE (MM) (DD) (YY)		TIME NOTIFIED (AM/PM)		TIME REPORTED TO DISPATCH		DATE COMPLETED	
C INCIDENT ADDRESS (LOCALITY)				CITY		ZIP	
D YES/NO D.O.C. PARTY NAME				PHONE NO.		RADIO	
E WEATHER (TEMPERATURE) (WIND) (VISIBILITY)				PROPERTY USE (INDUSTRY OR OTHER)			
F ESTIMATED TEMP (DAY/NIGHT)				PROPERTY MANAGEMENT FEDERAL STATE COUNTY CITY PRIVATE			
G HAZARDOUS FACTORS (Tank label description)				TYPE OF EQUIPMENT INVOLVED			
H ACTIONS TAKEN (Check all that apply)				MOBILE PROPERTY TYPE			
I PHYSICAL STATE STORED				CONTAINER DESCRIPTION			
CONTAINER CAPACITY				EXTENT OF RELEASE			
J MORE THAN 2 SUBSTANCES INVOLVED?				LIST ADDITIONAL INFORMATION (IF APPLICABLE)			
K PERSONNEL				HAZMAT CASUALTIES			
L VEHICLE INFORMATION				REPORTING OFFICER NAME (PRINT OR TYPE)			



ESF #11 : Food

PRIMARY AGENCIES:

Pinal County School Superintendent
Pinal County Department of Health and Human Services

Volunteer:

American Red Cross
Maricopa Food Banks

Salvation Army
Arizona Voluntary Organizations Active in
Disaster (AzVOAD)

SUPPORT AGENCIES:

Maricopa Office of Emergency Management
Maricopa Department of Public Works

INTRODUCTION

Purpose

Describe procedures to identify, secure and arrange for the transportation of food to affected areas following an emergency/disaster.

Scope

Activities will be undertaken to:

- Identify food assistance needs;
- Coordinate with local responding agencies;
- Obtain appropriate food supplies;
- Arrange for transportation of food supplies to staging areas; and
- Coordinate disaster food stamp assistance.

SITUATION AND ASSUMPTIONS

Situation

An emergency/disaster will deprive people of access to food by disrupting the commercial food supply/distribution network and destroy stored food.

Assumptions

- Requests for City-controlled food may be by telephone/radio/writing.
 - This Emergency Support Function (ESF) will be implemented upon notification of occurrence of a potential or actual emergency/disaster. Upon activation, a Food Coordination Team (FCT) will be formed with representatives from the primary and support agencies.



- Actions will be coordinated with City/county/state local disaster officials.
- Food supplies secured and delivered by this ESF will be suitable for either household distribution or mass feeding.
- Transportation and distribution of food supplies will be arranged by City/county/volunteer agencies.
- Actions will be coordinated with agencies responsible for mass care (see ESF # 6).
- This ESF will encourage the use of mass feeding as the primary outlet for disaster food supplies.
- Priority will be given to move critical supplies of food into areas of acute need.
- When trade has been restored, disaster food stamp program procedures may be implemented.
- The following conditions may exist:
 - Significant disruption of food processing/distribution;
 - Minimal access to unprocessed food and food grains (e.g., honey, wheat, corn, oats, rice, etc.);
 - Unusable water supplies; and
 - Disruption of energy sources (e.g., electricity and gas) needed for food storage and preparation.
- Schools and institutions may be able to feed affected populations for several days.
- Affected populations will need a minimum of 1800 calories and three gallons of liquid per person per day.

CONCEPT OF OPERATIONS

General

FCT will operate under existing state/federal authorities and regulations to provide food supplies to designated staging areas. Requests for food (including types, amounts and destination locations) shall be processed through the FCT. The local response coordinator or ESF # 6 will be the point of contact for all state requests for food assistance. FCT will coordinate efforts to obtain/transport foods and/or request federal assistance to implement the disaster food stamp program.



Organization

FCT will assume primary responsibility for implementing this ESF. Each support agency will be represented on the FCT. The FCT will be located near the City of Maricopa Emergency Operations Center (MEOC). The FCT will have a representative at the MEOC. FCT liaison personnel may be dispatched to field site locations.

Agency representatives will have sufficient knowledge of their agency's capabilities and resources and the authority to commit resources.

Agency representatives will be knowledgeable of the National Response Plan (NRP) and the capabilities and resources of federal response agencies.

Notification

MEOC will notify primary and support agencies when this ESF is activated.

Upon notification, agency representatives will report to the MEOC for an initial meeting of the FCT and be available for the duration of the response period.

Response Actions

○ Initial Actions

- Determine the critical needs of the affected population in terms of numbers of people, their location and usable food preparation facilities for feeding.
- Identify and locate available resources of food, transportation, equipment, storage and distribution facilities.
- Evaluate the adequacy of available resources.
- Ensure that foods are fit for human consumption.
- Coordinate shipment of food to staging areas.
- Initiate direct market procurement of critical food supplies not available from existing inventories.

○ Continuing Actions

- Expedite requests, for emergency issuance of food stamps after access to commercial food channels has been restored.
- Establish logistical links with organizations involved in mass feeding.



ORGANIZATIONAL ROLES AND RESPONSIBILITIES

- Pinal County Schools Superintendent, Pinal County Department of Health and Human Services (PCHHS), Maricopa Food Bank, American Red Cross, Arizona Volunteer Agencies Active in Disaster and Salvation Army will:
 - Determine the availability of food, including raw agricultural commodities (wheat, corn, oats, rice, etc.) that could be used for human consumption.
 - Coordinate with the MEOC to determine food needs of the population in the affected areas based on the following categories: acutely deficient; moderately deficient; self-sufficient; and surplus supplies.
 - Identify and assess the requirements for food and distribution services for critical emergency needs and sustained needs after the emergency phase is over.
 - Coordinate food distribution efforts of other volunteer organizations.
 - Secure approval from the United States Secretary of Agriculture to issue food stamps for up to 30 days to qualifying households.
 - Make emergency food supplies available to households for take-home consumption in lieu of food stamps.
 - Provide damage information to the MEOC.
 - Develop a plan of operation that will ensure timely distribution of food in good condition to the proper location.
 - Establish and maintain an information flow to State ESF #11 representatives.
 - Ensure that state and federal sources of food are included, logistical support is provided and food is fit for human consumption.
 - Assess the availability of:
 - Food supplies and storage facilities capable of storing dry, chilled and frozen food.
 - Transportation equipment, material handling equipment and support personnel.
 - Contract for storage and transportation services with regional food bank warehouses and AAFB's statewide gleaning coordinator regarding the availability of:
 - US Department of Agriculture commodities;
 - Donated foods;
 - Storage facilities for dry, cold or frozen foods;
 - Personnel; and
 - Trucks, fork lifts, pallets, jacks, etc.
 - Arrange for food delivery/distribution.
 - Assess damages to locally produced food supplies.



- MEOC will:
 - Coordinate the acquisition/procurement of commercial food, transportation, equipment and services.
 - The Director of Maricopa Office of Emergency Management (MOEM), shall notify and request the PCHHS Director to activate Pinal County Emergency Support Function, Food Annex.
- County Department of Health and Human Services will:
 - Determine which foods are fit for human consumption and identify potential problems of contaminated foods (e.g., radiation, chemical, bacterial and viral).
 - Provide health education in food preparation/storage.
 - Implement the Pinal County Health and Medical Annex as directed by the Director of PCHHS.
- City of Maricopa Public Works will assess the transportation routes needed for delivery of food, equipment and personnel.

PLAN DEVELOPMENT AND MAINTENANCE

MOEM, the Pinal County School Superintendent and PCHHS are responsible for the development and maintenance of this ESF.



ESF #12 : Energy

PRIMARY AGENCY:

Maricopa Public Works

Public Utility:

Arizona Public Service

BIA – Electric Service

Salt River Project

Maricopa Domestic Water

Maricopa-Stanfield Irrigation District

Global Water Company

Electric District #3

Southwest Gas

7 Ranches Water District

SUPPORT AGENCIES:

Maricopa Office of Emergency Management

State:

Arizona Department of Administration

Arizona Department of Water Resources

Arizona Power Authority

Arizona Department of Commerce

Federal: U.S. Department of Energy

INTRODUCTION

Purpose

Describe procedures to restore the City's energy systems critical to saving lives and protecting health, safety and property, and enabling other Emergency Support Functions (ESFs) to respond.

Scope

Gather, assess and share information on energy system damage and estimations on the impact of energy system outages.

Coordinate requests for assistance from local energy officials, suppliers and deliverers.

SITUATION AND ASSUMPTIONS

Emergencies/disasters may cause shortages in energy supplies by disrupting transmission or fuel supply levels, or increasing energy use.

Energy emergencies can include acute shortages caused by power outages and flow disruptions and chronic shortages caused by panic buying of fuels/electricity.

Fuel shortages can be caused by imbalances in supply and distribution.

A shortage of energy in one form can cause shortages in other sources.



The only energy resource the City is self-sufficient in is electricity. All other energy supplies must be imported.

National/statewide rationing or strict conservation may be employed.

Damage to an energy system in one geographic region may affect energy supplies in other regions that rely on the same delivery systems. Energy supply and transportation problems can be intrastate, interstate and international.

This ESF applies to the production, refinement, transportation, generation, transmission, conservation, building and maintenance of energy systems and components.

CONCEPT OF OPERATIONS

Sources of warning include:

- News media reports on:
 - International conditions indicating an eminent oil embargo;
 - Refinery reports that crude oil or product storage levels are low; and
 - Reports on impending shutdowns of power plants.
- United States Department of Energy (DOE) statements and predictions.
- Arizona Department of Commerce Energy Office (AEO) and Arizona Corporation Commission (ACC) statements and predictions.

Countermeasures include:

- Coordinating fuel movement into shortage areas, equitable resource distribution and power restoration.
- Providing social services for immediate and direct relief of human hardships (e.g., unheated/uncooled homes, no gas or electricity for refrigeration/cooking, and unemployment due to business shutdowns).
- Reducing energy consumption by prohibiting the use of electricity for nonessential purposes, reducing speed limits, shortening work weeks or intensively promoting conservation.

ORGANIZATIONAL ROLES AND RESPONSIBILITIES

City of Maricopa will:

- Analyze city's vulnerability to an emergency shortage; and
- Plan for city energy shortages.



- City of Maricopa Office of Emergency Management (MOEM) if appropriate will:
 - Activate the City of Maricopa Emergency Operations Center (MEOC).
 - Inform the county and state emergency management of any development during an emergency/disaster that may affect energy status;
 - Work to decide if this ESF should be activated and a request made for activation of County's Energy Annex; and
 - Provide information to City and county agencies on the status of the energy crisis and measures required to cope with the situation.

Utility Companies will:

- Monitor energy related issues to preclude a surprise energy shortage;
- Work closely with ACC on pipeline issues that may affect energy status;
- Coordinate with the DOE and develop procedures for responding to national/regional energy shortages; and
- Provide representation in the MEOC.

County Government, if appropriate, will:

- Activate the Pinal County Emergency Operations Center;
- Inform AEO of any development during an emergency/disaster that may affect energy status;
- Work to decide if ESF #12 of the SRP should be activated and a request made for activation of the National Response Plan (NRP) ESF # 12; and
- Provide information to state governments on the status of the energy crisis and measures required to cope with the situation.

Federal DOE will:

- Implement ESF #12 of the FRP if an emergency shortage develops which cannot be alleviated by the state; and
- Inform AEO of any incidents which may affect the status of state energy supplies.

PLAN DEVELOPMENT AND MAINTENANCE

City of Maricopa Department Public Works and utility companies will maintain this ESF.



ESF #13 : Law Enforcement

PRIMARY AGENCY:

Maricopa Police Department

SUPPORT AGENCIES:

City:

Maricopa Office of Emergency Management
City Attorney

County:

Pinal County Sheriff's Department
Pinal County Attorney's Office

State:

Arizona Department of Public Safety
Arizona Department of Correction

Arizona National Guard
Arizona Game and Fish Department

Federal:

U.S. Border Patrol
Federal Bureau of Investigation

U.S. Customs

INTRODUCTION

Purpose

Describe law enforcement measures provided by the City in support of an emergency/disaster.

Describe policies for obtaining county, state and federal assistance.

Scope

Establish the roles and responsibilities of the City's involvement in law enforcement activities during an emergency/disaster.

SITUATION AND ASSUMPTIONS

In an emergency/disaster, law enforcement/safety measures may be needed to protect life and property.

During an evacuation, traffic control personnel may be needed to ensure an orderly flow of traffic and proper parking at reception centers/shelters.

The concentration of large numbers of people in shelters during an evacuation may necessitate police presence to preserve orderly conduct.



Police patrols/surveillance will be needed in evacuated areas to prevent looting and protect property.

Evacuation of City and county jails/holding facilities may require additional personnel.

Incidents of bombing, bomb threats, threats against individuals and the public, and arson to achieve political concessions and public notoriety are becoming more prevalent. Terrorist acts and violent activity may cause disastrous results. There is also the potential for immobilization of local law enforcement resources through bombing, blackmail or sniping activities. Acts of terrorism and other criminal activities may immobilize/overwhelm local law enforcement and require state support.

Civil disturbances may result in injuries/damages requiring mobilization of enforcement resources.

CONCEPT OF OPERATIONS

Mission

The mission of law enforcement authorities is to maintain law and order, protect life and property, provide traffic control and law enforcement support, guard essential facilities/supplies and coordinate mutual aid.

Direction and Control

The City of Maricopa Police Department (MPD) is responsible for coordination of operations in this Emergency Support Function (ESF). A MPD Coordinator will operate from the City of Maricopa Emergency Operations Center (MEOC), and be supported by state, county and local law enforcement agencies.

The police chief for MPD is responsible for law enforcement within the City of Maricopa. A line of succession will be established to cover shifts/absences.

Law enforcement agencies will utilize their normal communications facilities. Telephones (i.e., land line, cell/mobile or satellite) will be used to route communications and back up radio services.

Terrorist activities/threats will be handled according to the Terrorism incident annex (see Annex F and Q).

Civil disturbances will be handled according to Appendix 1 to this ESF.

ORGANIZATIONAL ROLES AND RESPONSIBILITIES

City Government

- The MPD will:
 - Identify and provide direction/coordination of state, county and local law enforcement activities/resources.



- Staff control points and road blocks to expedite traffic to reception centers and prevent reentry of evacuated areas.
- Provide traffic control, law enforcement and security for damaged property within their jurisdiction.
- Provide escort services for mobile homes and other heavy equipment being moved to disaster sites.
- Identify facilities that may require evacuation and coordinate equipment, evacuation routes and alternate/shelter facilities.
- Provide care and security of inmates in City and county jails/holding facilities as well as those being relocated/evacuated.
- Plan for care and security of evacuated inmates.
- Develop mutual aid procedures with adjacent law enforcement agencies and participate in the state Master Mutual Aid Compact.
- The MEOC will coordinate activities requested by the MPD of additional state, county and local law enforcement agencies.

County Government:

- Pinal County Sheriff's Departments will assist in coordinating additional county law enforcement resources as need by the City.

State Government

- ADEM will:
 - Assist in coordinating additional state law enforcement resources as need by the City.
 - Activate the Arizona National Guard if needed. The Arizona National Guard will:
 - Assist with law enforcement activities.
 - Prevent looting in evacuated areas.
- Other state agencies with law enforcement mandates will provide assistance.

Federal Government

- Large areas of the state fall under the jurisdiction of the federal government, i.e., Department of Defense, Department of the Interior and Department of Agriculture.
- Federal agencies will provide primary law enforcement on federal lands.



ADMINISTRATION AND LOGISTICS

Emergency operations will be carried out in conformity with agency Standard Operating Procedures (SOPs). Each agency coordinator is responsible for updating their agency SOP.

PLAN DEVELOPMENT AND MAINTENANCE

Reviews/updates to this ESF will be provided by MPD.

APPENDICES

1. Civil Disturbance



Appendix 1 to ESF #13 (Civil Disturbance)

PRIMARY AGENCY:

Maricopa Police Department

SUPPORT AGENCIES:

City:

Maricopa Office of Emergency Management
Maricopa Attorney's Office

County:

Pinal County Sheriff's Department
Pinal County Attorney's Office

State:

Department of Public Safety
Arizona National Guard

PURPOSE

Describe resources used to support federal, state, county and local law enforcement for civil disturbance.

SITUATION AND ASSUMPTIONS

Government must respond to reports of civil disturbances. A civil disturbance involves illegal activity beyond control of a normal response. The activity may be organized (a strike or demonstration) or uncontrolled (a mob or riot).

Response to a civil disturbance within the incorporated areas of the City of Maricopa is the responsibility of Maricopa Police Department (MPD).

If the situation is beyond the capability of MPD, support may be requested from neighboring law enforcement agencies. Assistance from local, county and state agencies (i.e., Department of Public Safety (DPS) and the National Guard) may be requested.

CONCEPT OF OPERATIONS

MPD is responsible for coordinating all emergency law enforcement activities within its jurisdiction. All emergency operations should be directed using the Incident Command System, with the police chief, or his/her appointed representative, directing operations from the Maricopa Emergency Operations Center (MEOC). Local, county, state and federal support will be requested as needed.

Response to a civil disturbance will depend upon the circumstances of each incident. The following areas may be of importance in quelling the disturbance:

- Assess the situation;



- Advise the Officer-in-Charge of the situation;
- Establish a perimeter around the area;
- Identify a staging area and secure it;
- Equip and brief other responding officers and transport them to the staging area; and
- Contact the City of Maricopa Office of Emergency Management (MOEM).

ORGANIZATIONAL ROLES AND RESPONSIBILITIES

MPD will:

- Restore/maintain law and order;
- Provide mobile units for warning operations;
- Provide security for key facilities;
- Coordinate all law enforcement activities;
- Provide traffic control;
- Support other public safety activities; and
- Request the activation the MEOC.
- Alert DPS duty officer (DPS-DO) of the situation and request assistance.
- If advanced notice of the incident is available, develop a plan and briefing for all agencies involved.

Sheriff's Department will:

- Support local government;
- Provide traffic control on county roads;
- Perform normal law enforcement activities; and
- If incident is not in an incorporated area and if advanced notice of the incident is available, develop a plan and briefing for all agencies involved.

State Government

- DPS will:
 - Provide traffic control on state/federal roads;
 - Perform normal law enforcement activities; and
 - Support local operations.
- National Guard will:
 - Provide traffic control on local, county, state and federal roads;
 - Assist with law enforcement activities; and
 - Support local operations.

PLAN DEVELOPMENT AND MAINTENANCE

MPD is responsible for the development and maintenance of this Appendix.



ESF #14 : Mass Fatality/Mortuary

PRIMARY AGENCIES:

Pinal County Medical Examiner and Contractors
Maricopa Office of Emergency Management
Casa Grande Regional Medical Center

SUPPORT AGENCIES:

Pinal County Health & Human Services (PCHHS):
PCHHS Contracts Director
Public Health

Private: Arizona Dental Association - Disaster Team

Volunteer: American Red Cross

Critical Incident Stress Debriefing Network - Arizona Chapter

OVERVIEW

The Pinal County Office of Emergency Management (PCOEM) has produced a more detailed plan in the event of a mass fatality incident. That plan is found in Pinal County Emergency Response and Recovery Plan (PCERRP). This Emergency Functional Support (ESF) provides guidelines and basic duties of the above mentioned agencies.

INTRODUCTION

Purpose:

Describe City/county/state/federal/private resources available for the care and handling of the deceased in a mass fatality disaster.

Establish policies and procedures to collect identify and dispose of the deceased in a mass fatality disaster.

Describe City/county/state/federal/private resources available to provide mental health care for mass fatality survivors and responders.

Scope:

Support the Pinal County Medical Examiner (CME) during mass fatality situations.

Establish a Mobile Morgue, with staffing, capable of responding throughout the County on an as needed basis.



SITUATION AND ASSUMPTIONS

Multiple deaths may occur during an emergency/disaster.

Local systems and resources providing victim identification and mortuary services may be insufficient/disrupted by an emergency/disaster.

CONCEPT OF OPERATIONS

Arizona operates under a CME system. Each county appoints a medical examiner or establishes a list of licensed physicians available to perform CME duties. Pinal County contracts with the Pima County Medical Examiner and Maricopa County Medical Examiner. In the event that additional resources are required the CME will request assistance from other county divisions who maintain lists of contracted physicians.

In a mass fatality emergency/disaster, the deceased are placed in the custodial care of the CME. CMEs have statutory responsibility under ARS Section 11-594 to:

- Take charge of bodies where death was a result of an emergency/disaster;
- Identify victims and examine and perform autopsies;
- Determine and record cause, circumstances, and manner of death;
- Maintain custody of unclaimed bodies until they are turned over to the county for burial; and
- Issue death certificates.

When mass fatalities occur, CMEs will:

- Coordinate local resources to collect, identify and dispose of the deceased and identifiable body tissue;
- Coordinate with Pinal County Public Health to determine, identify, and address Public Health concerns;
- Designate adequate personnel to perform the duties of deputy medical examiner;
- Establish and maintain a record keeping system to record fatalities;
- Coordinate systems and resources to notify relatives; and
- Request assistance from the state through the Director of Pinal County Office of Emergency Management, who will notify the Arizona Division of Emergency Management (ADEM).
- Implement the **Mass Fatality operation as outlined in Appendix 1** [note - this appendix does not exist/Shelly] of this annex.



ORGANIZATIONAL ROLES AND RESPONSIBILITIES

County/Local Government

- County involvement in a community mass fatality disaster is automatic. Upon proclamation of a City emergency by the Mayor of the City of Maricopa, the Director of Maricopa Office of Emergency Management (MOEM), shall notify and request PCHHS Director to activate the Pinal County Emergency Support Function, Mass Fatality/Mortuary Annex.
- Incorporated communities will provide mortuary services utilizing all resources available in the incorporated community. When resources are either insufficient or exhausted, community officials will request assistance from the County.
- The County will provide mortuary services utilizing all resources available in the incorporated community. When resources are either insufficient or exhausted, the director of Pinal County Office of Emergency Management will request additional resources from ADEM.

County Government

- After receiving a request for mortuary assistance the Director of the PCHHS will activate, if necessary, the County's Mass Fatality/Mortuary Annex.
- Seek state and federal assistance when resources are inadequate to meet the mortuary needs.
- Coordinate resources to assist local government in the care/handling of the deceased.

Private Organizations

Private organizations should develop internal operating procedures to support the functions described below.

- Arizona Dental Association (ADA) - Disaster Team will provide forensic dental assistance in the identification of deceased persons.
- Arizona Funeral Directors Association (AFDA) - Disaster Committee (DC) will:
 - Provide/coordinate activities, manpower, supplies, and equipment from private mortuary services.
 - Ensure that the handling of human remains is conducted in a humane and lawful manner.
 - Coordinate the acquisition of suitable morgue facilities, embalming supplies and body bags.
 - Provide assistance to CMEs in the notification of victims' families.



- The National Funeral Directors Association (NFDA) may provide temporary morgue equipment/supplies through their Mobil Morgue Container (MMC) program.

Volunteer Organizations:

- The American Red Cross (ARC) will provide:
 - Assistance in establishing a casualty tracking system program.
 - Crisis counseling and mental health services for families of victims.
 - Memorial service following an air crash.
- Critical Incident Stress Management Network (CISMN) Arizona Chapter will provide critical incident stress debriefing for emergency responders and other professionals involved in response/recovery efforts.

ADMINISTRATION AND LOGISTICS

When mass fatality emergencies/disasters occur, a survey and assessment of the situation will be made by the CME or his/her designee, the incident commander, and the City emergency management director. If additional resources are required to care for and handle the deceased, the City should declare a Local Emergency and notify the Pinal County Office of Emergency Management.

PLAN DEVELOPMENT AND MAINTENANCE

MOEM, in coordination with PCHHS, is responsible for the development and maintenance of this ESF.



ESF #15 : Evacuation

PRIMARY AGENCY:

Maricopa Police Department

Maricopa Fire Department

SUPPORT AGENCIES:

City:

Maricopa Office of Emergency Management

County:

Department of Health and Human Services

Pinal County Sheriff's Department

State:

Arizona Department of Public Safety

Arizona Department of Transportation

Arizona National Guard

Critical Incident Stress Debriefing Network - Arizona Chapter

Volunteer:

American Red Cross

Salvation Army

AZ. Voluntary Agencies Active in Disasters

INTRODUCTION

Purpose:

Describe the organization, assign responsibilities, and specify the actions required to conduct emergency evacuation of an area affected by an emergency/disaster.

Scope:

The scope of activities covered in an evacuation may be limited to a small segment of a community due to a hazardous materials incident, flooding or law enforcement incident. Evacuation may be expanded to include an entire City.

SITUATION AND ASSUMPTION

Evacuation of the affected area may be the most effective means of safeguarding lives.

Individuals and families may be deprived of food, clothing, shelter, and medical services. Families may become separated and unable to locate each other. Individuals may have serious personal or psychological problems requiring specialized social services.

Cities could become the evacuated area or the sheltering community.



The need to evacuate or shelter emergency/disaster victims may vary from only a few persons/families to a mass evacuation.

CONCEPT OF OPERATIONS

Local Government

- Will establish procedures to identify the emergency/disaster area, warn public, establish evacuation routes, provide transport, identify shelter areas, control access of affected area, and provide an orderly and safe return to the affected areas and mutual aid.
- The first responder agency, usually law enforcement or fire, will assess the situation and advise supervisory officials. These officials will decide a course of action and implement evacuation of the affected area.
- If the situation and time elements are critical, the responding officer from the City of Maricopa Police Department (MPD) or Maricopa Fire Department (MFD) official will initiate an evacuation and identify a location for evacuees to assemble.
- If the situation is of such magnitude and/or time permits, the senior elected official of the City will be notified of the situation and will decide the course of action.

County Government

- Pinal County Sheriff's Office (PCSO) and the Pinal County Office of Emergency Management (PCOEM) shall be notified if the emergency/disaster will affect the unincorporated areas around the City.
- Upon the notification from the City of Maricopa Office of Emergency Management (MOEM), MPD or MFD, will request PCOEM or PCSO to activate the County Evacuation Annex of Pinal County Emergency Response and Recovery Plan (PCERRP).

State Government

State government will assist in traffic control on state or federal highways. The State Emergency Operations Center (SEOC) may be activated to provide direction, control and resource assistance.

- Department of Public Safety (DPS) will assist in traffic control and security of the evacuated areas.
- Department of Transportation (ADOT) will assist in providing and staffing roadblocks.
- Other state agencies will provide assistance as requested.

Private/Volunteer Agencies

Private/volunteer agencies such as the American Red Cross (ARC), Arizona Voluntary Organization Active in Disaster (AzVOAD) and Salvation Army, will provide sheltering, feeding



and medical care. AzVOAD is composed of volunteer agencies located throughout the state. The Salvation Army can provide assistance with feeding and clothing.

ORGANIZATIONAL ROLES AND RESPONSIBILITIES

Local/County Government

- City of Maricopa Office of Emergency Management (MOEM) will:
 - Activate the City of Maricopa Emergency Operations Center (MEOC) to provide coordination and resource support if enquired/requested.
 - Maintain documentation of all operational expenses.
- The decision to implement an evacuation will be made by the executive head of the City in coordination with MPD, MFD, and emergency management officials.
- If time does not permit, the first responder will initiate the evacuation and notify public officials as soon as possible.
- People within the affected area will be notified of the emergency/disaster and instructed on what actions to take.
- Evacuation routes will be identified and established by MPD personnel in coordination with the executive head of government, MFD, and emergency management officials.
- Shelter facilities and safe areas will be identified by the director of MOEM in coordination with school districts, ARC, parks and recreation, churches and local volunteer groups. Assistance agreements for possible use of schools and churches for shelter purposes should be prepared. MPD and MFD officials should be familiar with the designated shelter facilities and safe areas to more readily assist evacuees (see ESF #6).
- Primary modes of transportation for evacuees will normally be privately owned vehicles. Additional transportation resources will be identified by the director of MOEM in coordination with school districts, public works departments, Maricopa Public Transit System, ARC, and local volunteer groups. Consideration in developing additional resources must include transportation requirements for the disabled, hospitals, nursing homes, schools, jails, etc.
- MOEM will coordinate with the PCDHHS and other appropriate community agencies to ensure special needs persons, i.e., non-English speaking, elderly, physically or mentally disabled, etc., are identified, located and evacuated from the danger area, and that medical needs of these special populations are considered.
- Access control and security will be provided by MPD. MPD will also coordinate access control resources of the local highway department/public works and the county engineer. Protection of responders in the evacuated area must be of the highest priority.
- Reentry to an affected area will be permitted only when the area has been declared safe by appropriate officials.



- Coordinate with those agencies performing the evacuations to obtain the names, address evacuated, address evacuees are going to (if not an established shelter) and maintain a log of this information.
- MPD will:
 - Be the lead agency for evacuations
 - Provide traffic control and security of the evacuated area.
 - Coordinate with the Arizona Department of Transportation (ADOT) on Emergency Highway Traffic Regulation (EHTR) procedures.

State Government

- National Guard may be requested to provide assistance as required.
- Department of Health Services may assist county health departments in providing health services to the evacuees (see ESF #6)
- DPS will:
 - Assist local jurisdictions with traffic control and security of the evacuated area.
 - Coordinate with the Arizona Department of Transportation (ADOT) on Emergency Highway Traffic Regulation (EHTR) procedures.
- ADOT will:
 - Assist local jurisdictions with access control resources.
 - Coordinate with DPS on the establishment of EHTRs.

Volunteer Agencies

- ARC will:
 - Provide shelter services, i.e., sheltering, feeding, minor health care, locator services, counseling, etc (see ESF #6); and
 - Coordinate clothing, health services, etc., with other local volunteer organizations.
- Critical Incident Stress Debriefing Network (Arizona Chapter) may:
 - Assist the ARC with critical incident stress debriefing in shelters or reception and care centers (see ESF #6); and



- Coordinate follow-on treatment.

PLAN DEVELOPMENT AND MAINTENANCE

MPD and MFD are responsible for the development and maintenance of this ESF.



ESF #16 : Search and Rescue

PRIMARY AGENCIES:

City of Maricopa Police Department
Pinal County Sheriff's Office

SUPPORT AGENCIES

Maricopa Office of Emergency Management
Maricopa Fire Department

INTRODUCTION

Purpose:

Describe procedures for the use of City personnel, equipment, services and facilities to aid in search and/or rescue operations.

Maintain a contact list of public and private organizations and an inventory of available facilities, equipment, and supplies within City.

Scope:

Search and rescue responsibility is delegated to the Pinal County Sheriff's Office (PCSO). The City of Maricopa Office of Emergency Management (MOEM) and Maricopa Police Department (MPD) may support the search and rescue efforts.

SITUATION AND ASSUMPTIONS

Persons may become lost, entrapped or isolated. The City and county must be prepared to seek out, locate, and rescue such persons.

Search and rescue operations are an essential element of emergency/disaster response.

State law provides for search and rescue liabilities and expenses to be incurred. These expenses may be reimbursed to the county and/or the City.

The county can request state and federal assistance in locating or rescuing persons during emergencies/disasters.

CONCEPT OF OPERATIONS

The MPD and the MOEM (if assisting) will commit personnel, supplies, equipment, and other resources.

State and federal resources are available through the Arizona Division of Emergency Management (ADEM). Requests for assistance must come from the County SAR Coordinator.



ORGANIZATIONAL ROLES AND RESPONSIBILITIES

City Government

When search or rescue requirements exceed the City's capabilities, MPD will request assistance from PCSO.

MPD and/or PCSO generally conduct searches while Maricopa Fire Department responds to rescue calls.

MPD will develop Internal Operating Procedures (IOPs) to include, but not limited to, documenting request for assistance, actions taken and reimbursement for eligible expenditures.

County Governments

After receiving a request from MPD, for search and rescue assistance, PCSO will activate their response system and, if necessary, activate the County's Emergency Support Function #16, Search & Rescue Annex.

PCSO will appoint SAR coordinators. The SAR coordinator will respond to requests from federal/state/county/local agencies for SAR missions.

The county sheriff may request reimbursement for eligible expenses from ADEM.

Volunteer Agencies

Local volunteer organizations provide resources such as personnel, horse patrols, search teams, divers, and trackers. Volunteer organizations respond to mission requests from the incident commander.

PLAN DEVELOPMENT AND MAINTENANCE

MPD, MOEM and PCSO are responsible for the development and maintenance of this ESF.



ESF #17 : Mitigation

PRIMARY AGENCY:

City Disaster Prevention Council
Maricopa Office of Emergency Management

INTRODUCTION

Purpose:

Describe the purpose of the City Hazard Mitigation Team, City Disaster Prevention Council, and mitigation activities.

Scope

Gather and document types, severity and location of damages.

Disseminate technical information to City and local agencies on mitigation measures that can be taken during the recovery stage to lessen the impact of future emergencies/disasters.

SITUATION AND ASSUMPTIONS

The greatest period of public interest in taking actions to reduce hazard vulnerability is the first few weeks following an event. Mitigation opportunities are lost if there is a delay in providing information to state agencies, county and local jurisdictions.

Current policy implementing the Federal Disaster Relief Act of 1974 - PL 93-288, as amended, requires hazard mitigation efforts to be undertaken as a condition of emergency/disaster aid. Section 409 requires that during a Presidentially Declared Disaster, local governments evaluate the hazards affecting their area, develop a plan, and act to mitigate such hazards.

The Hazard Mitigation Grant Program (HMGP) provides grants to state and local governments, private nonprofit and Indian nations to implement hazard mitigation measures. Hazard mitigation means an action taken to reduce repetitive losses from emergencies/disasters.

Mitigation planning and actions should be accomplished before an emergency/disaster. After an emergency/disaster, mitigation opportunities exist only for the next emergency/disaster.

CONCEPT OF OPERATIONS

When the City has proclaimed a State of Emergency, the Director of the City of Maricopa Office of Emergency Management (MOEM) will activate the City Hazard Mitigation Team.

The City Hazard Mitigation Team will visit emergency/disaster areas and begin documenting amounts, causes and types of damages, and develop ways to mitigate against future damages. Should the emergency/disaster become county, state or presidentially declared, the City Hazard Mitigation Team will coordinate with the County Hazard Mitigation Team in applying for HMGP funding.



The City Hazard Mitigation Team will coordinate all activities needed to write/update the City Hazard Mitigation Plan.

ORGANIZATIONAL ROLES AND RESPONSIBILITIES

The Director of MOEM is responsible for coordinating the activities of state/federal/local agencies in the implementation of state mitigation programs.

MOEM is responsible for directing, coordinating, and administering the City Hazard Mitigation Team. City and local agencies, as selected by the Mayor and City Council, will assign a representative to serve as a team member on the City Hazard Mitigation Team. Local officials, volunteer agencies, and private companies will be named to the team as needed.

The City Disaster Prevention Council shall consist of members from City departments and local agencies. The City Disaster Prevention Council shall coordinate the disaster prevention expertise of representatives from City and local agencies, local business and industry, and promote partnerships to substantially reduce property loss from natural and technological disasters.

PLAN DEVELOPMENT AND MAINTENANCE

MOEM is responsible for the development and maintenance of this Emergency Support Function.



ESF #18 : Radiological

PRIMARY AGENCIES

Maricopa Office of Emergency Management
Arizona Radiation Regulatory Agency

SUPPORT AGENCIES

Maricopa Public Works
Maricopa Fire Department
Arizona Department of Agricultural
Arizona Department of Public Safety

Pinal County Health & Human Services
Maricopa Police Department
Arizona National Guard

OVERVIEW

Pinal County Local Emergency Planning Committee (LEPC) is tasked with developing a more comprehensive Hazardous Materials Emergency Response Plan (HMERP) to include Radiological Incidents. The HMERP is found in the Pinal County Emergency Response and Recovery Plan (PCERRP). This Emergency Support Function (ESF) provides guidelines and basic duties of the above mentioned agencies.

INTRODUCTION

Purpose

To provide for an effective radiological response program designed to protect the City of Maricopa residents from the effects of a radiological hazard in either a war related or peacetime situation.

Scope

Provide detailed information needed for the effective coordination of state/local/federal/private resources involved in radiological operations by:

- Identifying the authorities, roles and responsibilities of local, county and state agencies;
- Establishing coordination, command and control procedures; and
- Describing criteria and procedures for requesting state/federal assistance.

SITUATIONS AND ASSUMPTIONS

Peacetime: A radiological hazard may occur as the result of naturally caused radiation or from a human or naturally caused incident.

War-related: Pinal County has been designated as a host area. It is likely that nuclear detonations in other areas of the State, or the County, could produce fallout which would affect



County residents. (It is imperative that a local radiological protection system be developed in order to safeguard the lives of the public.)

Proper development and execution of a radiological hazard response program could significantly reduce the number of casualties which would otherwise result from a war related incident or a peacetime radiological accident.

Adequate means are available to collect and disseminate the data necessary for an effective Radiological Support System.

For peacetime incidents the Arizona Radiation Regulatory Agency (ARRA) and the Department of Public Safety's Commercial Vehicle Safety Section (CVSS) will provide resource support services.

CONCEPT OF OPERATIONS

Part of an effective radiological support program is the collection of information on nuclear weapons detonations or from peacetime related incidents which includes damage assessment and radiological monitoring conducted on a continuous basis. Radiological incident emergency response procedures are consistent with those of other hazardous materials as outlined in the County and State of Arizona Hazardous Materials Response Plan. The decontamination procedure used to reduce the radiological health hazard involving a war time situation or a peacetime incident are basically identical except for the magnitude of the war time situation.

Phases of Management: (where appropriate for war-time or peacetime incidents excepted as noted by *WR for war-time only.)

- Mitigation
 - Selection of radiological support officers
 - Establishment of a radiological support program
- Preparedness
 - Establishment of a Radiological Support and Response System
 - Training of radiological support officers
 - Training of radiological support monitoring personnel
 - Maintenance and upkeep of monitoring equipment
 - Public education about radiological hazards and protective action
 - Acquisition of sufficient monitoring equipment
 - Establish priorities for decontamination of facilities
 - Radiological support system exercises
- Response
 - Distribute radiological monitoring kits to prearranged locations (*WR)
 - Activate Weapons Effects Reporting (WER) Network (*WR)
 - Public information on radiation safety as required
 - Public Information on evacuation



- Recovery
 - Ground and aerial monitoring surveys
 - Ground and aerial damage assessment surveys
 - Public information about radiation safety as required
 - Decontamination procedures

ORGANIZATIONAL ROLES AND ASSIGNMENTS

Task Assignments - (appropriate for wartime or peacetime incidents except as noted by *WR for wartime only).

- Executive
 - Coordinate all radiological activities
 - Appoint and assign radiological support personnel
 - Establish a Weapons Effects Reporting (WER) system (*WR)
 - Establish a data analysis and damage assessment capability
 - Establish a distribution system for monitoring equipment
 - Establish a comprehensive radiological training program on a local level
 - Establish a decontamination system
 - Establish an evacuation plan.
- Maricopa Fire Department
 - Assist in decontamination activities
 - Provide monitoring personnel
 - Provide alternate communications
 - Distribute monitoring equipment as required.
- Maricopa Police Department
 - Department of Public Safety Commercial Vehicle Safety Section (CVSS) provides intermediate resources support for peacetime incidents.
 - Provide alternate communications for WER system (*WR)
 - Distribute monitoring kits as directed
 - Provide monitoring personnel
 - Perimeter and access control for peacetime incidents
 - Coordinate and provide control for evacuation as required.
- Military Support
 - Provide assistance in all aspects of Radiological Protection and Support.
 - Assist in decontamination procedures
 - Assist in Evacuation as required
 - Assist in perimeter and access control as required



- Agricultural Services
 - Inspection and decontamination of crops, land, and livestock
 - Provide monitoring personnel
- Maricopa Public Works and Engineering
 - Assist in decontamination activities
 - Provide for monitoring capabilities
 - Damage Assessment
 - Provide monitoring personnel
- Pinal County Environmental Health Department
 - Inspect food and water supplies for contamination
 - Provide monitoring personnel
 - Damage Assessment
- Medical Services
 - Provide for emergency response
 - Provide medical care for radiation related injuries
 - Provide monitoring personnel
- Radiological Services
 - The Arizona Radiation Regulatory Agency (ARRA) provides additional technical support and expertise as required.

DIRECTION AND CONTROL

For peacetime incidents/accidents the Arizona Radiation Regulatory Agency (ARRA) will coordinate its activities through the City of Maricopa Emergency Operations Center (MEOC). The initial response to peacetime accident/incidents will be directed thru the Arizona Department of Public Safety's Duty Officer in Phoenix.

CONTINUITY OF GOVERNMENT

Lines of succession to each department head are according to the standard operating procedures established by each department.

ADMINISTRATION AND LOGISTICS

The radiological support organization chart is shown in Appendix 1,

Reporting System Procedures and forms for reporting war-related information are located in the National Response Plan.

Decontamination operations are described in Appendix 5.



Procedures for conducting aerial radiological monitor (ARM) and damage assessment surveys are detailed in the handbook for Radiological Monitors, CPG 2-6.2.3. ARM surveys are conducted by Civil Air Patrol (CAP) thru the State Emergency Operations Center (SEOC).

Additional Radiological equipment is available thru the Arizona Division of Emergency Services (ADEM) maintenance and calibration shop which is responsible for maintenance and repair. The equipment is stored in the SEOC and distributed as outlined in Appendix 3. Additional radiation monitoring support is available through ARRA upon request

All monitoring will be performed in accordance with the Handbook for Radiological Monitors, SM 5.1. and the State WERS Reporting manual.

PLAN DEVELOPMENT AND MAINTENANCE

The MOEM and ARRA are responsible for the development and maintenance of this ESF.

AUTHORITIES AND REFERENCES

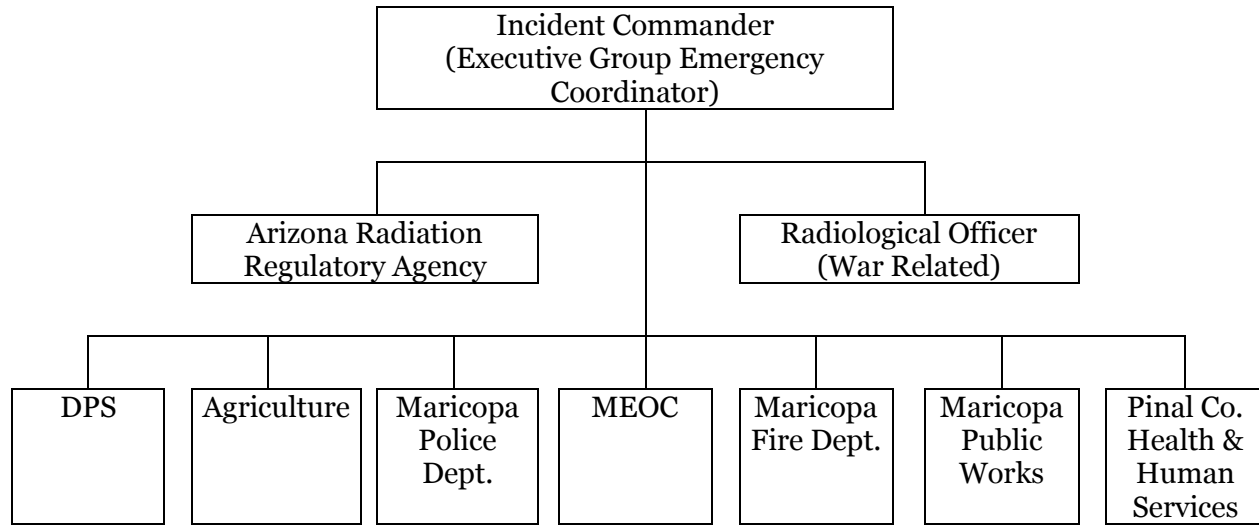
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APPENDICES:

1. Organizational Chart



Appendix 1 to ESF #18 - Organizational Chart





ANNEX A : Recovery Function

PRIMARY AGENCY:

Maricopa Office of Emergency Management

SUPPORT AGENCIES:

City:

Maricopa Mayor and City Council
Maricopa Finance Department

Maricopa Manager
Maricopa Public Works Department

County:

Pinal County Board of Supervisors
Pinal County Office of Emergency Management
Pinal County Department of Health and Human Services

Pinal County Manager

Available through the Arizona Division of Emergency Management

Arizona Department of Administration
Arizona Attorney General
Arizona Department of Commerce
Arizona Department of Building and Fire Safety
Arizona Department of Environmental Quality
Arizona Department of Health Services
Arizona Department of Insurance
Arizona Department of Transportation
Arizona Department of Water Resource
Arizona Voluntary Organizations Active in
Disasters (AzVOAD)

Arizona Department of Agriculture
Arizona Economic Security
Arizona Registrar of Contractors
Arizona Department of Education
Arizona State Parks Department
Arizona Department of Real Estate
Arizona State Land Department
Arizona Department of Public Safety
Arizona Department of Revenue

Volunteer:

American Red Cross

Salvation Army

Private:

Arizona State Bar Association - Young Lawyers' Section

INTRODUCTION

Purpose:

Establish the organization and assign the responsibilities required for the city to recover from an emergency/disaster. The Recovery Function (RF) also covers county and state disaster assistance programs that may be available during a Presidential declaration of Emergency or Major Disaster.

Scope:

Recovery from an emergency/disaster may require short/long term recovery assistance to restore the affected areas to pre-disaster condition.



SITUATION AND ASSUMPTIONS

Recovery from an emergency/disaster involves actions and resources from local jurisdictions and/or state government to return the situation to either normal or as near pre-disaster condition as possible.

In case of a Presidential Declaration, affected areas may require recovery assistance and support. Federal/state/county/local/private agencies will provide support and assistance to restore public/private property.

If the state determines that the damage and impact are beyond the City, county and state's capabilities, state officials will request Federal Emergency Management Agency (FEMA), a sub-division of the United States Department of Homeland Security (USDHS), Region IX to conduct a Joint Preliminary Damage Assessment (PDA) with state/local officials. The Arizona Division of Emergency Management (ADEM) is responsible for arranging federal PDA participation. Data compiled by the City will determine local problems/needs. The information obtained by the PDA teams will be used to document that the emergency/disaster is beyond state/local capabilities, and to support the Governor's request for federal assistance.

Hazard mitigation projects will be identified by the City to implement immediate and long term hazard mitigation measures following a Presidential Declaration.

CONCEPT OF OPERATIONS

Mission

Provide coordination and guidance for recovery operations to include repair, restoration, and replacement of damaged facilities, including services and assistance to private citizens.

Coordinate damage assessment activities and Presidential Declaration requirements, and facilitate Damage Survey Reports (DSR) and Project Applications.

Direction and Control

The City of Maricopa Office of Emergency Management (MOEM) coordinates support/assistance for recovery operations with ADEM. The Governor's Authorized Representative (GAR), ADEM's Director, and/or the State Coordinating Officer (SCO) will represent the state in coordination with the Federal Coordinating Officer (FCO.). Direction will be provided by ADEM staff personnel and through written directives. The GAR is designated by the Governor as the official responsible for administering the program.

Operations

- Recovery operations will:
 - Be conducted in conformance with state/federal regulations governing disaster assistance programs.
 - Continue until the administration/management of programs has been completed.



- Be coordinated with neighboring jurisdictions if applicable.
- Participating City agencies and applicants for assistance must maintain proper documentation/records throughout the recovery operations (see State of Arizona Emergency Assistance Guide, dated June 1996).
- Local/county/state government must continue recovery operations until all actions have been completed.
- State/county/local jurisdictions must conduct a hazard analysis and vulnerability study to determine if the jurisdictions can benefit from mitigation measures.

Local Emergency Declaration

In case of a threatened or impending emergency/disaster, the Mayor of the City of Maricopa or his/her designee may submit an emergency resolution, to Pinal County that a local emergency exist.

County Emergency Declaration

Upon the submission of the emergency resolution from the City, the county will:

- Assist the City, in coordination with MOEM, by making direct assistance available including personnel/equipment for repair or restoration of public facilities; and/or
- Pinal County Board of Supervisors will submit an emergency resolution to the director of ADEM if the emergency/disaster will exceed, or is expected to exceed, the capability of local and county resources.

State of Emergency Declaration

If a State of Emergency is proclaimed by the Governor:

- Pinal County agencies, in coordination with Pinal County Office of Emergency Management (PCOEM), may make direct assistance available including personnel/equipment for repair or restoration of public facilities.
- Direct assistance to individuals and families under a State of Emergency Declaration is prohibited by the State Constitution, but aid may be offered by volunteer agencies.
- Guidelines for allocation of funds for any single contingency or emergency/disaster may include:
 - While awaiting a "State of Emergency" proclamation by the Governor, the Director, ADEM, may obligate up to \$20,000 for response and recovery activities.
 - The Governor may through the declaration process allocate up to \$200,000.



- A majority of the members of the State Emergency Council will convene and approve the incurring of liabilities greater than \$200,000.
- The aggregate amount of liabilities incurred shall not exceed four million dollars in any fiscal year beginning July 1 through June 30.

Presidential Declaration of a Major Disaster or Emergency

- The President's disaster recovery program is coordinated by the FCO, who will establish a Disaster Field Office (DFO) near the disaster. The FCO may also establish and maintain Disaster Recovery Centers (DRCs) where disaster relief agency representatives will be located.
- Following a Major Disaster Declaration:
 - Federal/state representatives will conduct applicant briefings for potential applicants.
 - The GAR will notify each applicant of the date, time, and location of the applicants briefing.
 - Applicants attending the briefing are requested to submit a Notice of Interest (NOI) and return it to the GAR no later than 30 days after the disaster has been declared.
 - A survey of damaged sites will be prepared by a federal/state inspection team escorted by the local representative/agent.
 - The Disaster Survey Team (DST) will inspect every damaged facility and review applicable records to determine:
 - The extent of the disaster damage;
 - The scope of eligible work; and
 - The estimate of cost of that work.
 - All pertinent information is recorded on a Damage Survey Report (DSR).
 - The applicant will be reimbursed:
 - When the eligible work has been completed providing cost records are compiled for each project.
 - A final inspection of eligible work and an audit have occurred.
 - If the type of work is eligible to include:
 - Debris removal;
 - Emergency protective measures; and
 - Permanent restoration.
- Detailed information is provided in the State of Arizona Public Assistance



Program Administration Plan, the State of Arizona Emergency Assistance Guide and 44 CFR parts 14 and 206. ADEM will assist applicants in completing and expediting required applications and documentation.

- If the National Response Plan (NRP) is activated by a Presidential Declaration:
 - An FCO will be appointed by the President or the FEMA, Director. The FCO will work with the SCO to identify needs/support requirements and coordinate those requirements with the Essential Support Functions (ESF's).
 - The DFO is the primary field location for the coordination of federal and state response/recovery operations. It will house the SCO, FCO, and staff, be located in/near the disaster location, and operate 24 hours a day seven days a week initially. The number of hours and days of operation may be reduced as long as response/recovery operations needs are met.

ORGANIZATIONAL ROLES AND RESPONSIBILITIES

City

- MOEM will:
 - Receive requests for assistance from City and local agencies;
 - Evaluate the capability of the City to provide assistance;
 - Advise the Mayor and City Council
 - Coordinate City, county and state response and recovery assistance;
 - Receive and evaluate reimbursement claims from City and local agencies;
 - Provide training/technical assistance for local/volunteer organizations tasked in the support of DSTs;
 - Advise applicants on funding options;
 - Coordinate and prioritize mitigation projects;
 - Coordinate interim/final inspections with federal/state inspectors; and
 - Administer the Individual and Family Grant (IFG) Program. The City, county and state are not permitted to provide this federal public benefit to persons who are not US Citizens, non-citizen nationals or qualified aliens.
- Maricopa Finance Department will:
 - Assist MOEM in processing/auditing emergency funds.
 - Establish a Disaster Donations Fund Account (see Donations Management Annex).



County

- PCOEM will:
 - Receive requests for assistance from county and local agencies;
 - Evaluate the capability of the county to provide assistance;
 - Advise the Board of Supervisors
 - Coordinate county and state response and recovery assistance;
 - Receive and evaluate reimbursement claims from county agencies;
 - Provide training/technical assistance for local/county/state/volunteer organizations tasked in the support of DSTs;
 - Advise applicants on funding options;
 - Request direct federal assistance;
 - Coordinate and prioritize mitigation projects;
 - Coordinate interim/final inspections with federal/state inspectors; and
 - Administer the Individual and Family Grant (IFG) Program. The county and state are not permitted to provide this federal public benefit to persons who are not US Citizens, non-citizen nationals or qualified aliens.
- Pinal County Finance Department will:
 - Assist PCOEM in processing/auditing emergency funds.
 - Establish a Disaster Donations Fund Account (see Donations Management Annex).

State

- ADEM will:
 - Receive requests for assistance from local/state agencies;
 - Evaluate the capability of the state to provide assistance;
 - Advise the Governor and/or the Emergency Council;
 - Coordinate state response and recovery assistance;
 - Receive and evaluate reimbursement claims from local/county state agencies;
 - Evaluate damage assessment information;
 - Provide training/technical assistance for local/county/state/volunteer organizations tasked in the support of DSTs;
 - Advise the Governor and/or the Emergency Council on requests for assistance and recommended courses of action;



- Coordinate state response activities with local/federal agencies;
 - Help organize state/federal DSTs;
 - Review state and local DSRs;
 - Advise applicants on funding options;
 - Request direct federal assistance;
 - Coordinate and prioritize mitigation projects; and
 - Coordinate interim/final inspections with federal/state inspectors.
- Department of Building and Fire Safety will provide code information for installation of mobile homes in coordination with the Department of Public Safety (DPS), DOA and HUD.
 - Arizona Department of Commerce (DOC) will:
 - Coordinate emergency reviews, within the State Clearinghouse (SC), of applications for federal disaster relief funds.
 - Determine the impact on the economic recovery of the affected community.
 - Coordinate the processing of applications for public facility/housing assistance.
 - Assure priority and immediate consideration are given by federal agencies to applications from public under the following acts:
 - Title II of the Housing Amendments Act of 1955, or any other act providing assistance for repair, construction or extension of public facilities;
 - The United States Housing Act of 1937 for the provision of low rent housing;
 - Section 702 of the Housing Act of 1954 for assistance in public works planning;
 - Section 702 of the Housing and Urban Development (HUD) Act of 1956, providing grants for public facilities;
 - Section 306 of the Consolidated Farmers Home Administration Act;
 - The Public Works and Economic Development Act of 1965, as amended; and
 - Title II of the Federal Water Pollution Control Act, as amended.
 - Registrar of Contractors will receive/investigate complaints against contractors who do recovery repairs/construction.
 - Department of Economic Security will coordinate with the SCO and administer the Disaster Unemployment and Food Stamp Programs.
 - Department of Education will:
 - Coordinate with the US Office of Education, Division of School Assistance in Federally Affected Areas (SAFA) in the administration of Section 7(a) of PL 81-874. This law



provides assistance for payment of increased current operating expenses and replacement of lost revenues to elementary and secondary schools struck by a Major Disaster.

- Notify school districts that public elementary and secondary school facilities are eligible for disaster assistance when an event is declared an Emergency or Major Disaster.
- Department of Environmental Quality will coordinate the environmental recovery.
- Department of Health Services (DHS) will:
 - Serve as the recovery lead agency for health related emergencies.
 - Coordinate crisis counseling services with state/local/volunteer mental health organizations.
 - Apply for repair/reconstruction assistance for DHS health and medical facilities.
- Department of Insurance will:
 - Monitor the activities of organizations involved in the handling of insurance claims.
 - Investigate complaints against insurance companies or licenses.
 - Indicate the types and extent of insurance that are considered reasonable by the State Insurance Commissioner for federal assistance and permanent repair or replacement of property damaged (In accordance with Section 314, and the Disaster Relief act of 1974, Public Law (PL) 93-288, as amended, and 44 CFR 205.69).
- State Land Department will:
 - Remove timber from private lands in disaster areas, according to Section 418, PL 93-288.
 - Coordinate fire service resources as required by ESF # 4.
- State Parks Department will:
 - Coordinate with the SCO to ensure applications for federal disaster relief funds are in compliance with the National Historic Preservation Act.
 - Advise the Director, ADEM, of damage to historic buildings.
 - Apply for reimbursement for repair/rehabilitation of public facilities under State Parks jurisdiction.
- DPS will escort mobile homes into the disaster area.



- Department of Real Estate will provide assistance in locating real estate/rental companies for information on housing.
- Department of Revenue will:
 - Provide tax relief advice to disaster victims.
 - Make a determination in coordination with the GAR as to the finding of a substantial loss of revenue resulting from a Major Disaster. This is based on actual/projected losses of revenue and disaster related expenses for the fiscal year in which the disaster occurred and the three succeeding fiscal years. Local government may then apply for a Community Disaster Loan under PL 93-288, as amended by PL 100-707, Title IV, Section 417.
- Department of Transportation (ADOT) will:
 - Request assistance directly from the Administrator, Federal Highway Administration, for the repair/reconstruction of highways within the Federal-Aid System (23 USC 120 and 125 and related FHWA-ADOT agreements).
 - Permanently repair/reconstruct highways not in the FAS.
 - Contract and coordinate with the SCO for preparation and submission of Project Application (PA) and reimbursement request for work performed or contracted pursuant to PL 93-288, as amended.
 - Waive traffic regulations impeding the timely transport of mobile homes into a disaster area.
 - Assign qualified personnel to DSTs.
- Department of Water Resources will:
 - Provide DST representatives to determine costs of restoring drainage and flood control facilities to their pre-disaster conditions.
 - Coordinate with the U.S. Army Corps of Engineers and other federal agencies in flood control projects.
 - Coordinate flood insurance as it affects permanent restorative work.

Federal Government

- Certain federal agencies have the statutory responsibility to provide disaster recovery assistance to state/local governments and individuals before or without an Emergency or Major Disaster declaration by the President.
- The President has the authority for declaring an Emergency or Major Disaster pursuant to PL 93-288, as amended.



- The FCO is responsible for coordinating federal, individual, and public assistance programs.

Private Organizations

The Young Lawyers' Section - Arizona State Bar Association, will form a committee to provide legal assistance to victims of emergencies/disasters.

Volunteer Organizations

Numerous volunteer organizations (i.e., American Red Cross, Salvation Army, and Arizona Voluntary Organizations Active in Disaster) are available to help in recovery situations. They have the facilities, training and volunteer personnel to help with feeding, housing, clothing and numerous other tasks (see the Donations Management Support Annex and ESF # 6 - Mass Care).

ADMINISTRATION AND LOGISTICS

- MOEM will:
 - Coordinate activities of local/county/state/federal in the implementation and completion of disaster recovery programs;
 - In coordination with the FCO, organize the state/federal DSTs;
 - Coordinate City comments and non-concurrence on DSR;
 - Provide copies of DSRs to applicants;
 - Advise applicants on funding options;
 - Receive/evaluate requests for federal equipment and supplies, including donated or surplus property from local/state agencies for use in a Presidentially Declared Major Disaster;
 - Review PA's, recommend approval/disapproval and provide assurances; and
 - Coordinate Interim and Final Inspections with state/federal inspectors.



ANNEX B : Government Relations

PRIMARY AGENCIES:

City of Maricopa Mayor and City Council
City of Maricopa Office of Emergency Management

INTRODUCTION

Purpose

Provide procedures and guidance regarding government relations and liaison with City/county/state/federal officials in support of emergency/disaster operations.

Scope

The provisions described in this support annex apply to all agencies with responsibilities under this plan.

POLICIES

The City of Maricopa Office of Emergency Management (MOEM) will follow all City/county/state/federal procedures, rules, and regulations for aiding communities during an emergency/disaster. Should an event exceed the City's ability to provide adequate disaster relief to impacted persons and infrastructure, the City will follow criteria for requesting state disaster assistance. The Government Relations liaison function is to coordinate the dissemination of information to public institutions and to advise officials of ongoing and proposed emergency actions.

SITUATION AND ASSUMPTIONS

Disaster Condition

An emergency/disaster may overwhelm capabilities of local government to provide timely response to meet the needs of affected citizens. An emergency/disaster may cause casualties, displace homeowners, and/or adversely affect social and economic conditions requiring the activation of this plan.

Planning Assumptions

This plan assumes that an emergency/disaster may occur with little or no advanced warning and the City will be called upon to provide immediate response to assist individuals and local governments. By maintaining communication with federal/state/county/local representatives, the City will be aware of those persons and/or communities experiencing unmet human needs or requiring emergency assistance such as evacuation, temporary housing or sheltering.



CONCEPT OF OPERATIONS

General

A government liaison office will be established to provide assistance and information to the Mayor and City Council. The office will assist with member/staff/constituent inquiries and problem resolution. A lead liaison officer will manage these activities and receive support from liaison personnel from federal/state/county/local government and other agencies involved in disaster response.

Organization

Government liaison staff will be located in the City of Maricopa Emergency Operations Center (MEOC) or Disaster Field Office to coordinate with federal/state/county/local personnel and other agency representatives while maintaining communication with external clients. A county and state liaison officers will advise the MEOC of requests for special needs needed from the county and state.

Response Actions

The government liaison office will establish points of contact for advising local/county/state/federal officials of catastrophic events or emergency/disaster conditions. City maps should be available to reflect districts so information can be tailored to those activities occurring within the city boundaries, along with summary facts or reports. For joint press/public briefings the government liaison officer will coordinate activities with the lead County and State Public Information Officer.

RESOURCE REQUIREMENTS

Administrative support will be provided to the government liaison office for document control, computer support, Internet, copy machine and fax.



ANNEX C : Donations Management

PRIMARY AGENCIES:

Maricopa Finance Department
Maricopa Mayor and City Council
Maricopa Office of Emergency Management

Volunteer:

Arizona Voluntary Organizations Active in Disasters American Red Cross
Salvation Army

PURPOSE:

Coordinate private volunteer organizational activities to react to the needs of disaster victims in an efficient and timely manner. This support annex will not interfere with any individual or private community volunteer organization's policies concerning gifts or donations.

SITUATION AND ASSUMPTIONS

Disasters create a need to coordinate donations of goods, money, and volunteer services. When circumstances warrant, a united and cooperative effort by private volunteer organizations and the donor community is necessary for the successful management of donations campaigns and relief supplies.

This support annex outlines a system for managing the distribution of unsolicited goods.

Private relief organizations are experienced in managing donations and can receive, process and distribute goods and services to disaster victims. The City will rely on those organizations to administer the donations management system.

The City will provide support services to coordinate needs and requests of the City of Maricopa Emergency Operations Center (MEOC).

CONCEPT OF OPERATIONS

Direction and Control

This support annex and implementing procedures may be activated in a disaster/emergency. The Director of the City of Maricopa Office of Emergency Management (MOEM), in cooperation with Arizona Voluntary Organizations Active in Disasters (AzVOAD), will determine the implementation of the procedures and notify the appropriate federal/state/county/local government and related participating volunteer organizations before a public announcement.

Operations

- The City Donations Liaison and representatives of AzVOAD will assemble at the Donations Coordination Center (DCC) to form the Donations Coordination Team (DCT). DCC will



serve as the central location for management of the system. A representative from FEMA may join DCT if and when a Presidential Declaration is received.

- Participating volunteer organizations will give DCC phone numbers and other pertinent information, to establish an effective communications structure. This information will be managed by the DCC.
- The DCT is responsible for administering the donated goods and services with participating distribution organization
- The MOEM switchboard has a toll free number for receiving donations inquiries. This information will be relayed to DCC by computer or telephone. The number of local operators needed to receive the information will be determined by the Director of the MOEM, based on the magnitude of the disaster.
- A standardized data base will be utilized for documenting donated resources. Donation information will be made available to participating agencies, volunteer organizations, emergency responders, and the public.
- Information regarding individuals and businesses soliciting contracts for relief goods or services will be recorded separately from donated goods and services.
- Facilities will be identified as Donations Reception Centers (DRCs), Local Distribution Centers (LDCs), and Donations Staging Areas (DSAs).
- LDCs may be operated by churches, community-based organizations, volunteer agencies, and local government to provide donated goods directly to disaster victims.
- Twenty-four-hour security will be provided for Donations Management facilities and personnel. Coordination for security will be provided by MEOC, in cooperation with City of Maricopa Police Department (CPD).
- Public health and sanitation facilities for volunteers, staff and the public will be available at facilities.
- News releases and flyers will be used to encourage public donations. Information provided to the media will be coordinated in advance by the participating agencies before being distributed to the public.
- AzVOAD agencies will operate independent facilities for controlling donations that are specifically solicited by their organizations.
- The procedures regarding designated donations will include:
 - All inquiries concerning donations for a specified organization will be referred to that organization.
 - An organization accepting/receiving designated donations will follow their own policies.



- The procedures regarding non-designated cash donations will include:
 - Cash received but not designated for a specified organization will be deposited in a Disaster Donation Fund (DDF) Account. This account will be established and maintained by the Director of the City of Maricopa Finance Department for the City. Donors who do not wish to specify an organization will make the check payable to the “City of Maricopa Disaster Donation Fund.”
 - A Board of Directors, appointed by the Mayor and City Council, in coordination with a Board of Directors appointed by the Governor, will be charged with the responsibility for authorizing expenditures and approving/disapproving applications for grants from DDF.
 - Churches volunteer and other 501(c) (3) nonprofit organizations may apply for grants from DDF if the proceeds are:
 - Used for disaster related needs and expenses;
 - Not used for administrative purposes; and
 - Documentation and expenditures are submitted to the City Board of Directors.
 - Non-designated cash donations will be used only for needs/expenses resulting from state declared disasters.
 - Donors will be advised that cash donations remaining in DDF after all current disaster needs/expenses have been met, will be used for future state declared disasters.
- The procedure for unsolicited/non-designated in-kind donations will include:
 - Donors will be discouraged from sending unsolicited in-kind donations directly to the disaster site.
 - Donors who insist on donating unsolicited or unwanted goods will be advised that the goods cannot be accepted. The information regarding these goods will be entered into the data base and made available to federal/state/county/volunteer agencies. Should a need arise for the goods, the requesting agency will contact the donor directly.
 - Goods not requested, which could be utilized, will be made available to participating volunteer 501(c) (3) nonprofit organizations (i.e., Goodwill Industries or community food banks).
 - Unneeded goods, such as clothing, will be recycled/redistributed to others in need.
 - Guidelines will be established for tracking the receipt and distribution of unsolicited and non-designated goods.
- The procedures for corporate donations will include:
 - Bulk items will be accepted if the items can be used in disaster response/relief efforts.
 - Information concerning offers of bulk items will be entered in the resource data base.



- Information concerning the proper use of items being donated and expiration dates will be entered in the resource data base.
- Advising donors to label all goods and provide detailed inventory lists with all shipments.
- Information on these resources to be made available to all private volunteer organizations, emergency responders, and ESF agencies, through the resource data base.
- Tax deductible status for charitable contributions, Section 170 of the Internal Revenue Code states that donations made to nonprofit, tax exempt organizations can be deducted on tax returns, to the extent allowed by law. New rules in effect as of January 1, 1994, place the burden on the nonprofit, tax exempt organizations for reporting contributions and providing the individual/ corporation with a receipt showing the amount and type of donation.
- The procedures for volunteer services will include:
 - Encouraging interested individuals to affiliate with a recognized private volunteer organization or other organized group of their choice to facilitate relief efforts;
 - Discouraging unaffiliated volunteers from going directly to any disaster site;
 - Encouraging organizations to give volunteers easily recognizable identification;
 - Requesting public volunteers for the DCC;
 - Having disaster affected area(s) submit their requests for volunteers to the MEOC which will forwarding them to the DCC; and
 - Coordinating volunteers received through the DCC with AzVOAD.

ORGANIZATIONAL ROLES AND RESPONSIBILITIES

City

- City of Maricopa Finance Department will:
 - Establish a DDF Account.
 - Assist with the establishment of guidelines to be followed by the Board of Directors in approving/disapproving grants from the DDF.
- MEOC will:
 - Establish and operate, in cooperation with local volunteer organizations, DSAs for dispersing goods directly to disaster victims. These will be managed locally and stocked by parent organizations or spontaneous donations.



- Direct all incoming communication resources to the DCC except local volunteers, who may be utilized locally.
- Provide information to the donations data base which can be accessed by DCC. The data base will provide the City with listings of available donated resources.
- Provide 24 hour security for facilities and assist local volunteer organizations with distribution of donated goods.
- Assign staff to serve on a needs assessment team, maintain this Essential Support Function (ESF) or Donations Management Plan, and monitor related activities.
- Designate a staff member as the Donations Liaison to facilitate transactions concerning offers of cash, goods, and services.
- Submit the names of at least three persons (recommended by the Director) to the Mayor and City Council to be considered for membership on the DDF Board of Directors.
- In coordination with the Arizona Division of Emergency Management (ADEM), Federal Emergency Management Agency (FEMA), a sub-division of the United States Department of Homeland Security (USDHS), local governments, and related organizations, identify appropriate facilities to serve as DRCs, LDCs, and DSAs.
- Establish the DCC close to the MEOC, Joint Information Center, or with the Disaster Field Office when established.
- In coordination with the Director of the City of Maricopa Finance Department, provide personnel to assist in managing operating facilities and donations phone lines.
- In coordination with the CPD, and other local government, identify and manage checkpoints and staging areas for incoming donations.
- In coordination with CPD direct vehicles and trucks bringing donations into the City. Road signs should be posted and clearly marked.
- Work with the City of Maricopa Public Works to coordinate waste disposal operations contracts to dispose of cardboard, paper, metal and spoiled, damaged or unsafe containers of goods.
- Coordinate with local volunteer radio operator organizations, such as Radio Amateur Civil Emergency Services (RACES), to provide communications with truck drivers transporting donated goods. Volunteer radio operators could be stationed at weigh stations or rest areas on major highways to establish communications with drivers transporting donated goods and direct them to the appropriate staging areas.
- Call upon other City agencies to provide assistance in implementing this ESF.



- The Mayor and City Council will:
 - Establish an Internal Revenue Service approved DDF Account through DOA.
 - Appoint a Board of Directors to oversee DDF. The Board of Directors should consist of at least six members with 50% representation from AzVOAD. The Board will be charged with authorizing expenditures and approving/disapproving applications for grants from the DDF Account, based on established guidelines.
 - Assign the MOEM Donations Liaison/staff to review applications for DDF grants, prepare a brief summary for each application, and submit recommendations to the Board.
- AzVOAD will:
 - Assist with the implementation and administration of this support annex;
 - Provide information to the donations data base;
 - Establish and operate an AzVOAD section at the DCC; and
 - Submit names and positions of at least four persons to be considered by the Governor for appointment to the DDF Account Board of Directors.

ADMINISTRATIVE SUPPORT

Administrative support will be provided by the City of Maricopa, ADEM, FEMA, state agencies, and volunteer organizations in implementing this support annex. Temporary personnel may be employed as needed.

PUBLIC INFORMATION

MOEM, through the Joint Information Center, in coordination with private volunteer organizations will maintain an outreach program to educate the media, government officials, and the public concerning donations and volunteers.

The public information program will be directed to promote monetary donations and limit the flow of unneeded goods and services.

The public awareness program will reach a variety of organizations such as civic and religious groups, unions, social/fraternal organizations and other interested community-based groups.

Press releases will be issued immediately following a Major Disaster. These press releases will encourage donations to private volunteer organizations.

The frequency of press releases will be determined by an assessment of needs and the impact of the disaster on the public.

Volunteer organizations are responsible for representing their own organizations. Coordination between agencies should take place to ensure that messages to the public are consistent.



AUDITS

Organizations accepting donated goods, cash, and services will follow their own policies and procedures for internal audits.

The Board of Directors, appointed by the Mayor and City Council, is responsible for insuring that an audit of the non-designated cash donations accepted and deposited in the DDF Account be conducted according to generally accepted accounting principles.

RECOGNITION

In order to emphasize the importance of donated goods and services to the overall response, relief, and recovery efforts, MOEM and AzVOAD will publish a roster of the donors that have contributed to the relief efforts.

Public recognition of in-kind gifts, donations, and services will probably be the only method that can be utilized to thank the donors.



ANNEX D : Financial Management

PRIMARY AGENCY

City of Maricopa Finance Department

INTRODUCTION

Purpose

This Annex provides financial management guidance to the City of Maricopa Office of Emergency Management (MOEM) and other City agencies to ensure that funds are provided and financial operations conducted in accordance with City policies and procedures.

Scope

This annex is applicable to City agencies which may receive county and state disaster assistance or emergency/disaster applicants.

SITUATIONS AND ASSUMPTIONS

Gubernatorial Emergency/Disaster Declaration will permit funding from the Governor's Emergency Fund (GEF) under the provisions of Arizona Revised Statutes (ARS). Additional funds may be made available by special appropriations of the State Legislature.

The expenditure of large sums of state funds will be required by the MOEM and other City agencies.

Financial operations will be carried out under emergency/disaster schedules and political pressures, necessitating non-routine procedures with sound financial management and accountability.

The incident may result in a Presidential Major Disaster or Emergency Declaration permitting funding from the Federal Disaster Relief Fund.

The Governor's Office and State Legislature will consider and give timely approval for funds needed to sustain emergency response operations. As response and recovery operations proceed, estimates will be gathered and additional emergency/disaster appropriations will be sought.

The City of Maricopa Finance Department will support financial activities related to disaster related activities. In the event of a Presidential Declaration and the establishment of a Disaster Field Officer (DFO), it may be necessary to provide financial support to the State Coordinating Officer (SCO) and the designated manager responsible for the stewardship of state funds.



ORGANIZATIONAL ROLES AND RESPONSIBILITIES

- The Director of the MOEM will:
 - Secure emergency funds for the response and recovery of the emergency/ disaster;
 - Direct efforts to secure additional emergency appropriations;
 - Designate a program manager for funds allocated to emergency response and recovery activities.
- MOEM Resource Manager (RM) will:
 - During the emergency response phase, serve as the City of Maricopa Emergency Operations Center (MEOC) Logistics Group Chief and have signature authority for funds allocated to an emergency/disaster. The RM will work closely with program managers to ensure funds are properly managed.
 - Serve as the financial official under this plan during the emergency response phase and will:
 - Assist in requesting supplemental appropriations and direct the disposition and accounting of funds expended in accordance with ARS and General Accounting Manual.
 - Serve as the primary advisor to the MEOC on financial matters involving the GEF and any emergency/disaster appropriations.
 - Be responsible for keeping management informed on the status of funding and current issues.
 - Provide an accounting officer at the MEOC to assist in the implementation of this ESF and assist the MEOC in the management of allocated or appropriated funds.
 - Establish standard operating procedures applicable to the internal conduct and oversight of acquisitions and financial transactions.
- City/local Agencies

City/local agencies conducting activities under this plan for which reimbursement will be sought, will organize their operations to provide financial support for their activities.
- Volunteer Agencies

Each volunteer agency conducting activities under this plan seeking reimbursement will organize their operations to provide financial support for their activities. The agency is also responsible for maintaining appropriate documentation to support request for reimbursements.



CONCEPT OF OPERATIONS

Funding for state response activities conducted pursuant to the ARS will be made available from the GEF. Policy and procedures for the use of those funds are described in regulations contained in ARS Titles 26 and 35 and Title 8 of the Arizona Administrative Code (AAC). The following concepts of operations describe the events and policies which guide financial management for state response operations.

- Before a Gubernatorial Declaration
 - After the occurrence of an event that may result in a declared emergency/ disaster, the MOEM may use some or all of the Emergency Support Functions (ESFs). If the MOEM Director believes that county and state assistance might be necessary, advanced liaison elements will be activated. The first priority actions are to assess the situation and confer with Pinal County Office of Emergency Management (PCOEM) and Arizona Division of Emergency Management (ADEM) in order to determine the need for county and state assistance (i.e., the need for a Gubernatorial Declaration).

ESFs may be tasked to assist MOEM in the Preliminary Damage Assessment.

- Eligible expenses incurred in the period immediately following an event (i.e., personnel, travel, and logistical assistance for situation/damage assessment activities) but before a Gubernatorial Declaration of an emergency/disaster will be reimbursable by ADEM provided a declaration follows. Reimbursement of any expenses will be processed in accordance with the Disaster Assistance Guide, ARS, and AAC. ADEM will not reimburse agencies for direct assistance provided to a county agency or local government without a Gubernatorial Declaration. This does not preclude agencies from responding with direct state assistance consistent with their own emergency authorities and funding independent of the emergency funding.
 - MOEM and PCOEM will confer on the need for county and state assistance. If local and county government determines that state assistance is necessary, the county should declare an emergency and request the Governor to declare that a state emergency/disaster exists.
 - ADEM reviews this request and forwards it to the Governor for decision. Until such time an emergency/disaster is declared, MOEM, PCOEM, ADEM, and other City/county/state agencies continue to assess the situation and assist to the maximum extent allowed in the absence of emergency funding.
- After Declaration
 - Once an emergency/disaster is declared by the Governor or is imminent, the MEOC may be fully activated.
 - The MOEM and/or PCOEM will work with ADEM, to identify unmet needs which require state assistance. The activated ESF primary agencies will respond to the MEOC. An ESF can be activated to perform limited or all activities contained in its annex at the



discretion of the MOEM. The MOEM may authorize primary agencies to respond directly to requirements identified by the MOEM. It is the responsibility of MOEM to coordinate with the State Emergency Operations Center (SEOC) and clearly designate those individuals authorized to request ESF assistance and establish procedures for administrative control of funds associated with reimbursable work.

- Primary agencies in the field will serve as executive agents for the MEOC in providing assistance under this plan. The primary agency must ensure that ESF actions are at the request of the local government and realize the cost implication for the City since direct state assistance is generally cost shared. The primary agency should document requested ESF tasks.
- General
 - In a declared emergency the ADEM Director may direct a state agency to utilize its authorities and resources to assist local response efforts. Assistance may be provided with or without compensation as determined by the ADEM Director. Reimbursement will be provided for eligible costs.
 - It is the responsibility of each primary and supporting agency to keep the MOEM informed regarding funding needs to conduct ESF operations.
 - Each primary and support agency should accurately document mission tasking. This documentation should include the name of the requesting official, organization, ESF which made the request, content of the tasking and what action was taken.
 - Documentation on tasks may be required to support the accounting for costs incurred in the county and state's response. This detailed documentation is not submitted as part of the request for reimbursement but should be maintained in each agency's records as supporting documentation for bills for reimbursement. The documentation will be needed if an agency is audited.
 - Should emergency funds be exhausted, ADEM will request emergency supplemental disaster relief funding from the State Legislature. The ADEM-RM will maintain a draft disaster supplemental appropriations budget request which has been coordinated in advance with the Governor's Office of Strategic Planning and Budgeting and the Joint Legislative Budget Committee staff in order to expedite its approval.

FINANCIAL GUIDANCE AND ORGANIZATION

General

Timely financial support of response activities will be critical to successful emergency response. Innovative and expeditious means may be used to achieve financial objectives. It is mandatory that generally accepted City financial policies, principles, and regulations be employed to ensure against fraud, waste, and abuse, and to achieve proper control and use of public funds.



Authority to Respond

Upon activation of an ESF, primary and support agencies can begin operations and submit for reimbursement for those activities contained in the plan.

Approval to Expend Funds

The approval to expend funds for response operations will be given by officials of the primary and support agencies. Each agency is responsible for establishing administrative controls of funds and segregation of duties for proper internal controls. Each agency should ensure that actions taken and costs incurred are consistent with missions identified in the plan and validate the request for the MOEM reimbursement of eligible costs.

Logs, formal records and file copies of expenditures to provide clear and reasonable accountability and justification for reimbursement must be maintained. This will facilitate the final closeout and support audits of financial records.

Financial Organization at MEOC

The City of Maricopa Finance Department provides dedicated support to the MOEM during emergency/non-emergency saturations. The City's Finance Department staff serves as an element of the MEOC Logistics Group.

FINANCIAL MANAGEMENT OPERATIONS

General

Each agency is responsible for providing its own financial services and support to its response operations in the field. Funds to cover eligible costs for response activities will be provided through reimbursement by the MOEM.

Procurement

The procurement of resources will be in accordance with statutory requirements and established procedures regarding emergency/non-emergency conditions.

Procedures for Reimbursement

General policy for reimbursement of City agencies is provided by ARS Titles 26 and 35. Specific procedures are provided in ACC Title 8.

Procedures for Advancement

The policy and procedure for advancement for eligible costs of emergency response and recovery are provided by ARS Title 35, and ACC Title 8.



Financial Records and Supporting Documentation

All agencies must maintain records, receipts, and documents to support claims, purchases, reimbursements, and disbursements. Reimbursement requests will be documented with specific details on personnel services, travel, and other expenses.

Applicants requesting reimbursement will maintain all financial records, supporting documents, statistical records and other records pertinent to the provision of services or use of resources by that agency. These materials must be accessible to authorized representatives for the purpose of making audits, excerpts, and transcripts. The retention of such documentation will be in accordance with ACC Title 8, and policies and procedures established by the Department of Library, Archives, and Public Records.

Cost Estimates for Additional Appropriations

After the City begins their initial response operations, it may be necessary to make an estimate of the total funding needs for the duration of the emergency response. The purpose of the estimate is to help gauge the need for additional allocation from the GEF or supplemental/special legislative appropriations.

Audit of Expenditures

The expenditure of City/county/state/federal funds related to emergencies/disasters will be subject to audit in accordance with City/county/state/federal statutes and audit procedures.



ANNEX E : Emergency Public Information

PRIMARY AGENCY:

Maricopa Office of Emergency Management

PURPOSE

Provide guidance and procedures for disseminating Emergency Public Information (EPI) in support of the City's response and recovery to an emergency/disaster.

Provide for the effective collection, monitoring, management, and dissemination of accurate, useful, and timely information to media outlets during emergencies/disasters.

Disseminate emergency instructions and protective actions to the public.

Maintain procedures to disseminate public information and instructions for obtaining disaster assistance.

Provide procedures to develop and disseminate public information regarding governmental response and recovery operations.

Coordinate EPI to avoid panic, fear, and confusion resulting from rumors and hearsay.

Provide long-term public education efforts related to hazard awareness, family protection planning, and emergency self-help.

SITUATION AND ASSUMPTIONS

Effective measures can be taken to enhance survival and minimize hardship during a State of Emergency or Major Disaster by providing EPI to the public. During an emergency/disaster, the public requires survival instructions, information regarding disaster relief and government response and recovery operations.

When an emergency/disaster strikes, the Emergency Public Information System (EPIS) cannot always react in time to inform the public about the hazard and appropriate safety precautions. Therefore, it is important to inform the public of hazards, protective actions, and preparedness measures they can employ to reduce the impact of hazards on themselves and their community before an emergency/disaster occurs.

A public affairs program combining both public education and community information will help to significantly reduce disaster related casualties, property damage and economic loss. People will want more emergency preparedness information during an emerging crisis. Accelerated printing and/or distribution of advisories or flyers will be made directly to the public and/or media.

The principal means by which EPI will be disseminated will include Media Alert, Emergency Alert System (EAS), television, radio, cable-outlets, the City of Maricopa Office of Emergency Management (MOEM) web-site, newspapers, press services, and flyers. A back up means for



public information will include vehicle public address systems and door-to-door contact during critical periods and in locations with life-safety incidents.

Special needs groups will be considered based on the ability of people to receive act on or understand EPI messages. These might include sight or hearing impairments, custodial institutions, i.e., schools, nursing homes, group homes, etc.

Major events create significant media interest that will bring out-of-state reporters, photographers, and camera crews to an incident. This will create a heavy demand on the state and local EPI structure requiring augmentation. External sources will be interested in major operations, devastation, high impact, and human interest events.

CONCEPT OF OPERATIONS

Mission

- Develop a media relations program for the MOEM that will be utilized under routine and emergency conditions to effectively respond to media inquiries and public interests.
- Disseminate information, emergency instructions, and protective actions to the public through the media to enhance public health, safety and welfare, and economic stability in the City.
- Provide information and instructions to the public for obtaining disaster relief and assistance.
- Disseminate information regarding state and local governmental response activities and operations in support of life safety activity.
- Curtail erroneous or conflicting information presented to the public.

Concept

Establish and maintain contact with the media before, during, and after termination of an event.

- MOEM media relation efforts will provide information on such activities as the City of Maricopa Emergency Operations Center (MEOC) operations and related state response functions. It is important to keep the media informed of the general progress of associated events. Efforts will be made to report positive information regarding emergency response to reassure the public that the situation is being dealt with, utilizing appropriate resources.
 - Education efforts will be directed toward increasing public awareness about hazards and how people can successfully deal with them.
 - Information and education efforts will rely on the cooperation of commercial media organizations, including both electronic news gathering and print sources.
 - Public awareness campaigns will be harder to achieve due to the large influx of population into the state.



- City agencies involved in emergency response operations will coordinate news releases regarding their operations with MOEM's Lead City Public Information Officer (LCPIO). MOEM PIOs will ensure that the Mayor and City Council are aware of information releases that are being made by City agencies.
- The MOEM PIO will advise the Mayor and City Council of pertinent policy issues regarding emergency information and establish press conferences for them. MOEM PIOs will support and assist in these efforts in concert with the PIOs from other local/county/state agencies and the private sector.
- When a Presidential Declaration of an Emergency or Major Disaster has been issued, the MOEM PIO will coordinate with the State PIO to establish policies concerning joint news releases. This information will be relayed to the Mayor and City Council. Coordination of these functions will be maintained and managed by the MOEM.
- A Joint Information Center (JIC) may be established upon the recommendation of the MOEM to coordinate multi-agency news releases. The EAS and Media Alert System will be used to convey information releases to the media for immediate dissemination to the public. In certain instances, it may become necessary for the Governor or other designated public officials to request activation of the EAS to provide information directly to the public.

ORGANIZATIONAL ROLES AND RESPONSIBILITIES

EPI

- City
 - The Mayor and City Council will:

Conduct public information, media relations, and community education programs. An LCPIO will be appointed by the Mayor and City Council to provide coordination of these services and serve as a member of the policy group.
 - The MOEM will:
 - Provide authority for the release of City-level information to the public.
 - Provide MEOC and Disaster Field Office support for the EPI program.
 - Maintain effective working relationships with the media.
 - Designate locations and produce media briefings.
 - Monitor and collect information from the media useful in supporting requests for emergency action.
 - Maintain a system for information inquiries from the public and government officials.

Outreach Programs

The MOEM is responsible for conducting public affairs programs.

- Educational Programs: There are many types of activities associated with the educational outreach program, such as:



- The media is provided with information on both routine and emergency developments affecting emergency management functions. This information reaches the public via television, cable, radio, and newspapers.
 - Lectures and other group presentations are provided to organizations and community-based institutions.
 - Tours of the MEOC, briefings on emergency management and the responsibilities of the division are provided to groups, including schools, service organizations, scouting organizations, local military units and other interested organizations.
 - Informative educational brochures are distributed to City emergency services/management offices, the general public, and organizations in support of emergency preparedness and outreach efforts.
 - Conducting the federal Community Family and Preparedness Program (CFPP). The focus of the CFPP is to develop public awareness of emergency self-help and an understanding of how emergencies/disasters can impact community. Developing this capability will assist potential victims during emergencies by enhancing their ability to assist themselves during the initial 72 hour period after a disaster strikes.
- Public Information/Media Relations Programs: Many activities are ongoing educational efforts conducted by the MOEM. Camera-ready copy and news releases will be maintained and distributed to the media.

ADMINISTRATION AND LOGISTICS

Reports from the EPI program will include after action reports, press coverage summaries and/or audio/video clips and inputs into the MEOC Log.

The facilities and equipment for the MOEM-PIO staff are located in the MEOC.

PLAN DEVELOPMENT AND MAINTENANCE

The MOEM is responsible for the development and maintenance of these media relations, education and information programs. Other persons or organizations specified in this Annex will work with the MOEM, in support of information and media related functions. The MOEM-PIO will be responsible for keeping this annex current and ensuring standard operating procedures and other necessary implementing documents are developed and maintained.

APPENDIX

1. Public Access



Appendix 1 to Annex E - Public Access

INTRODUCTION

This plan recognizes and acknowledges the importance of providing the general public and the media with pertinent information as rapidly as possible in case of an emergency/disaster. Every effort will be made to cooperate with the news media in providing information about the incidents, within the limits of safety and efficient operations, and in recognition of the rights of the news media to perform their duties.

PURPOSE

The purpose of this appendix is to establish general policy for providing information to the public through the media and equal access to information for the news media during emergencies/disasters.

The following information concerning major emergencies/disasters will be provided to the media as soon as possible:

- Nature of disaster;
- Location of disaster;
- Time of disaster;
- Number of people involved;
- Continuing hazards;
- Environmental impact;
- Economic impact;
- Agencies involved in response;
- Scope of agency involvement and activity;
- Extent of estimated public and private damages;
- Safety instructions;
- How/where to get assistance for livestock and companion animals;
- How the public may volunteer and provide assistance; and
- Telephone numbers for donations and donations policy.

COLLECTION AND DISSEMINATION OF INFORMATION

Types of information outlined in paragraph II-B, will be assembled, and disseminated as soon as possible by the MOEM-PIO as follows:

- The MOEM-PIO will be responsible for collection of information from representatives of affected jurisdictions, related sources and other agencies, and for dissemination of authorized information directly to the news media and the private sector.
- The MOEM-PIO will access the news media through the Media Alert System, EAS, or FAX.



ACCESS FOR NEWS MEDIA REPRESENTATIVES

In recognition of the media and public's right to know as much as possible about a disaster, state agencies involved in emergency response will cooperate by allowing representatives of the news media access to emergency response information.

The MOEM will maintain a policy for media access to the MEOC. News media representatives will be governed by the following guidelines:

- Representatives of the news media will have access to the MEOC, when authorized by the Director of the MOEM.
- Audio and video recordings and personnel interviews will be permitted in the MEOC when authorized by the Director of the MOEM.
- MOEM-PIO will escort reporters and schedule/coordinate interviews in the MEOC.



ANNEX F : Terrorism Annex

PRIMARY AGENCY:

Maricopa Police Department	Pinal County Sheriff's Office
Arizona Department of Public Safety	Federal Protective Service
Federal Bureau of Investigation	Maricopa Fire Department
Maricopa Office of Emergency Management	
Pinal County Division of Public Health - Bio-Defense	

SUPPORT AGENCIES:

City:

Maricopa Public Works Department	Maricopa Building Safety
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County:

Pinal County School Superintendent
Pinal County Health and Human Services (HHS):
 Horizon Home Care
 Pinal/Gila Long Term Care
 Public Fiduciary, Behavioral Health, Medical Examiner
 Public Health
 Animal Care and Control

Volunteers:

American Red Cross
Salvation Army
AzVOAD (Arizona Voluntary Organizations Active in Disaster)

Available through the Arizona Division of Emergency Management

Arizona Division of Emergency Management
Arizona National Guard
Arizona Department of Environmental Quality
Arizona Radiation Regulatory Agency
Arizona Department of Transportation
Arizona Department of Health Services
Arizona Department of Agriculture

OVERVIEW

Presidential Decision Directive 39 (PDD-39), U.S. Policy on Counter-terrorism, establishes policy to reduce the nation's vulnerability to terrorism, deter and respond to terrorism, strengthen capabilities to detect, prevent, defeat and manage the consequences of terrorist use of weapons of mass destruction (WMD). PDD-39 states that the United States will have the ability to respond rapidly and decisively to terrorism directed against Americans wherever it occurs, arrest or defeat the perpetrators using all appropriate instruments against the sponsoring organizations and governments, and provide recovery and relief to victims as permitted by law.



Responding to terrorism involves instruments that provide crisis management and consequence management. “Crisis Management” refers to measures to identify, acquire and plan the use of resources needed to anticipate, prevent and/or resolve a threat or act of terrorism. The federal government exercises primary authority to prevent, preempt and terminate threats or acts of terrorism, and to apprehend and prosecute the perpetrators; state, county and local governments provide assistance as required. Crisis management is predominantly a law enforcement response. “Consequence Management” refers to measures to protect public health and safety, restore essential government services and provide emergency relief to governments, businesses and individuals affected by the results of terrorism. State, county and local governments exercise primary authority to respond to the consequences of terrorism; the federal government provides assistance as required. Consequence management is generally a multi-functional response coordinated by emergency management agencies.

INTRODUCTION

Purpose

The purpose of this annex is to ensure that the City of Maricopa Emergency Response and Recovery Plan (MERRP) addresses the consequences of terrorism within the incorporated area of the City, including terrorism involving WMD. This annex:

- Describes crisis management, from a local, county, state and federal point of view. First response to an incident is by local resources unless prior identification of a threat has occurred and federal officials have assumed responsibility for the problem.
- Outlines the policies and structures to coordinate local crisis management with local consequence management.
- Defines local consequence management. As stated in paragraph 1 above, local government has the responsibility for response and recovery from a disaster, be it man made or natural. County, state and federal assistance is always in support of local government.

Scope

Applies to all threats or acts of terrorism within the City’s jurisdiction until or unless relieved of the responsibility by the United States Department of Justice (DOJ), the Federal Bureau of Investigation (FBI) or the Federal Emergency Management Agency (FEMA), a sub-division of the United States Department of Homeland Security (USDHS).

Applies to all City departments and agencies that may be directed to respond to the consequences of a threat or an act of terrorism within the City’s jurisdiction.

Adds to the process and structure of the MERRP by addressing unique policies, situations, operating concepts, responsibilities and funding guidelines required for response to and recovery from the consequences of terrorism.



SITUATION AND ASSUMPTIONS

Situation

Terrorism is the unlawful use of force or violence against persons or property to intimidate or coerce government, civilian population or any segment thereof, in furtherance of political or social objectives.

Terrorism has become a fact of life in today's world. The tactics used by terrorist to obtain their goals may include:

- **Weapons of Mass Destruction (WMD):** Attacks on the World Trade Center in New York and the Murrah Federal Building in Oklahoma City are two examples of terrorist activities that took place during the 1990's. In addition to conventional explosives such as the ones used here, the federal DOJ has determined that our vulnerability to WMD is increasing. WMD is defined by Title 18, U.S.C. 2332a, as (1) Any destructive device as defined in Section 921 of this title (defined) any explosive incendiary, or poison gas, bomb, grenade, rocket having a propellant charge of more than four ounces, missile having an explosive or incendiary charge of more than one-quarter ounce, mine or device similar to the above; (2). Poison gas; (3) Any weapon involving a disease organism; (4) Any weapon that is designed to release radiation or radioactivity at a level dangerous to human life.
- **Arson:** Setting fires, either in an urban situation or in a wildland fire condition, may be an act of terrorism, dependent upon where the fire was set, who set the fire, and the purpose for setting the fire.
- **Hijacking:** Hijacking of a commercial vehicle be it an airplane, ship, or bus is considered to be a terrorist event. In some instances, the hijacking of an automobile is considered to be a terrorist event, dependent upon the reason for the hijack, the people involved and circumstances.
- **Ambushes:** Although not ordinarily a type of terrorism that we think of within the U.S., ambushes have been utilized by terrorist organizations in other parts of the world with great success. The use of an ambush can be very effective.
- **Kidnapping:** Kidnapping of an individual or group and holding them to obtain a political or financial objective, is probably one of the oldest known types of terrorism. Kidnapping has been utilized with some success within the United States for many years.
- **Hostage taking:** Another form of terrorism utilized in the United States includes hostage taking during bank robberies or other situations to be used in a bargaining situation.
- **Assassination:** Long considered an effective type of terrorist activity by some organizations.

The primary purpose of these acts is to destroy the public's confidence in the government's ability to protect its citizens. In order to allow large scale dissemination of the act of terror, the news media organizations will be utilized by the terrorist to spread word of their actions.

The FBI categorizes two types of terrorism in the United States:



- **Domestic terrorism:** Involving groups or individuals whose terrorist activities are directed at elements of our government or population without foreign direction.
- **International terrorism:** Involving terrorist activity committed by groups or individuals who are foreign based and/or directed by countries or groups outside the United States or whose activities transcend national boundaries.

Assumptions

- Crisis Management
 - The FBI is the lead federal law enforcement agency in the fight against to deter terrorism, both international and domestic. The mission of the FBI in counter-terrorism is to prevent incidents where legally possible and react effectively after incidents occur.
 - The Arizona Department of Public Safety (DPS) is the lead state agency in the state fight against to deter terrorism. DPS will work in close coordination with federal, state, county and local government law enforcement agencies to combat terrorism within the State of Arizona.
 - County and local law enforcement agencies have the capability to respond to suspected terrorism incidents and make the determination as to whether or not the incident should be considered a terrorist incident.
- Consequence Management
 - FEMA will advise and assist the FBI and coordinate with the affected state and local emergency management authorities to identify potential consequence management requirements and with federal consequence management agencies to increase readiness.
 - The Arizona Division of Emergency Management (ADEM) will assist and advise DPS and coordinate with FEMA and affected county and local emergency management agencies to support these initiatives.
 - The City of Maricopa Office of Emergency Management (MOEM) will have the ultimate responsibility for recovery in most cases. The MOEM should be prepared with logistics, training, and planning to assume their roles.

Planning Assumptions

- No single agency at the local, county, state, federal government level or within the private-sector level, possesses the authority and expertise to act unilaterally on the many different issues that may arise in response to a threat or act of terrorism, particularly if WMD is involved.
- An act of terrorism, in particular an act directed against a large population center within the United States and involving WMD, may produce major consequences that would overwhelm the capabilities of many local and state governments almost immediately.



- Major consequences involving WMD may overwhelm existing federal capabilities as well, particularly if multiple locations are affected.
- Local, county, state and federal responders will identify and define working perimeters that may overlap. Perimeters may be used to control access to the area, target public information messages, assign operational sectors among responding organizations and assess potential affects on the population and the environment. Control of these perimeters may be enforced by different authorities which will impede the overall response if adequate coordination is not maintained.
- If appropriate personal protective equipment is not available, entry into a contaminated area should be delayed until the material dissipates to levels that are safe for emergency response personnel. Responders should be prepared for and look secondary anti-personnel devices.
- Operations in the City of Maricopa may involve other geographic areas in Arizona, thus may requiring the activation of adjacent cities and counties plans, which may require those cities and counties to become involved in the situation. The FBI, FEMA, the State of Arizona and adjacent cities and counties should be prepared to respond to these conditions.

CONCEPT OF OPERATIONS

Crisis Management (Response)

General

Timely and effective response to a terrorist incident by county/local government agencies, in particular incidents involving WMD, will require assistance from state/federal government and the volunteer/private sector, i.e., American Red Cross, private fire and ambulance companies, volunteer fire departments, etc.

Activation/Notification

This annex is activated upon notification that a terrorist incident may occur or may have occurred within county/local government boundaries.

Response Activities

- County/Local Government
 - Crisis management (response) is predominantly a law enforcement activity.
 - First notification of a bomb threat, WMD incident or other destructive event(s), which may result in either limited or substantial injuries or death will be transmitted to a law enforcement agency. (NOTE: In some instances the local news media may be the first to be notified and they should be reminded that any activity of this type must be immediately reported to local law enforcement officials.)
 - Once the determination has been made by City of Maricopa Police Department (MPD) that the situation is either a terrorist event or is perceived to be a terrorist event,



local/county law enforcement will notify the nearest FBI Field Office and the DPS to inform them of the situation and request assistance in resolving the matter.

- On-scene command and control of response functions is the responsibility of the jurisdiction in which the incident occurs. Local emergency response agencies will make an immediate appraisal of the situation and its potential. First Responders will:
 - Establish scene management structure (ICS).
 - Safely determine the presence of WMD.
 - Employ appropriate protective and detection equipment to identify the WMD utilized.
 - If appropriate personal protective equipment is not available, entry into a contaminated area will be delayed until the material dissipates to levels that are safe for emergency response personnel. Responders should be prepared for secondary devices.
 - Begin evacuation or direct in-place sheltering.
 - Consider personnel protection and decontamination.
 - Isolate the incident and identify zones of activity.
 - Contain incident without risking exposure.
 - Perform fire-fighting, rescue, emergency medical and other critical life saving response activities with due regard for the situation and the hazardous materials involved. Concern regarding the potential for radiation exposure or contamination must be constantly exercised.
 - Following the arrival of the FBI On-Scene Commander at the incident site, local law enforcement officials will work closely with federal authorities to provide a successful resolution to the incident. Investigation aspects of the incident will be the primary responsibility of the FBI, assisted by local, county and state law enforcement agencies and supported by emergency management agencies.

- State Government

State of Arizona response and recovery activities will be guided in accordance with the State of Arizona Emergency Response and Recovery Plan.

- Federal Government/FBI

- The FBI provides a graduated flexible response to a range of incidents, including:
 - A credible threat which may be presented in verbal, written, intelligence-based or other form.



- An act of terrorism that exceeds the local FBI Field Office's capability to resolve.
- The confirmed presence of an explosive device or WMD capable of causing a significant destructive event, prior to actual injury or property loss.
- The detonation of an explosive device, utilization of a WMD, or other destructive event, with or without warning that results in either limited or substantial injury or death.
- The FBI will notify FEMA and other federal agencies, providing direct support to the FBI, of a credible threat of terrorism. The FBI initiates the threat assessment process that involves close coordination with federal agencies with technical expertise, in order to determine the viability of the threat from a technical as well as tactical and behavioral standpoint.
- The FBI will provide initial notification to law enforcement authorities within the affected state of a threat or occurrence that the FBI has confirmed as an act of terrorism.
- The FBI coordinates closely with local law enforcement authorities to provide a successful law enforcement resolution to the incident.
- The FBI Field Office responsible for the incident site will modify its Command Post to function as a Joint Operations Center (JOC) and will establish a Joint Information Center (JIC). Representation within the JOC/JIC will include federal, state, county, local and tribal agencies.
- A FEMA representative coordinates the actions of the JOC Consequence Management Group, expedites activation of a federal consequence management response should it be necessary, and works with an FBI representative who serves as the liaison between the Consequence Management Group and the FBI.

Consequence Management (Recovery)

General

Effective recovery from a terrorist incident by City agencies in incidents involving WMD may require assistance from county/state/federal agencies. An incident involving chemical or biological agents could be completely dissipated by the time federal agencies or even state agencies arrive on scene. WMD involving either a nuclear weapon or massive explosions could easily overwhelm local/county and state resources. An incident of this type would require a massive influx of emergency services personnel and resources from outside the immediate area.

Pre-Release (Threat of Terrorism)

- FEMA, in most circumstances, will receive initial notification from the FBI of a credible threat of terrorism. Based on the circumstances, FEMA headquarters and the responsible FEMA Region(s) will alert officials and other federal agencies supporting consequence management.



- FEMA will consult with the state officials and the White House to determine if federal assistance is required. The President will make the determination as to whether FEMA will be permitted to use the authorities of the Robert T. Stafford Disaster Relief and Emergency Assistance Act to mission-assign federal agencies to support the incident.
- The responsible FEMA Region(s) will activate a Regional Operations Center (ROC) and deploy a representative to the State of Arizona Emergency Operations Center (SEOC) in Phoenix, AZ.
- The Governor of the State of Arizona or the director, Arizona Division of Emergency Management, will activate the SEOC (if not operational) and state response and recovery organizations. The ERRP will be activated.
- The chairman of the Pinal County Board of Supervisors, in concert with the county emergency management director, will direct all county emergency response and recovery personnel be placed in an active/standby mode to expedite response to unincorporated areas of the county that may be threatened or to support local government as requested. NOTE: County officials of adjacent counties and officials of surrounding communities should be prepared to provide assistance as requested.
- City of Maricopa officials will activate response, recovery, supporting personnel and equipment not actively participating in the initial response, and stage forces in a marshaling area outside of the incident site. Security of personnel and equipment should be emphasized at all times. Marshaling areas must be secured in order to prevent secondary problem areas.

Post-Release (Act of Terrorism)

- If an incident involves a transition from joint crisis/consequence response to a threat of terrorism to joint response to an act of terrorism, then federal consequence management agencies will proceed to provide their consequence management responsibilities.
- If an incident occurs without warning and produces major consequences that appear to have been caused by an act of terrorism, then FEMA and the FBI will initiate consequence management and crisis management actions concurrently. FEMA will consult with the state officials and the White House to determine if federal assistance is required and if FEMA is permitted to use the authorities of the Stafford Act to mission-assign federal agencies to support response initiatives. If the President directs FEMA to implement a federal consequence management response, then FEMA will support the FBI and lead a concurrent federal consequence management response.
- Local government response to a terrorist incident will parallel response to day-to-day incidents. The major exception relates to local responders who have been advised of the possibility of a terrorist incident through local sources or contact by the FBI.
 - Local responders should be aware of incident characteristics:
 - Number of casualties
 - Symptoms displayed by casualties
 - Severity of damage
 - Presence of dead birds or animals (Incl. Pets).



- Sprays
 - “Pops” instead of explosions for chem/bio disbursing devices.
 - Odors reported
 - Visual sightings
 - First responder casualties
 - Weather conditions
- The above indications and/or characteristics could assist the responders in making a determination that a potential WMD has been used. If a chemical or biological weapon has been utilized, extreme caution should be practiced to ensure the number of casualties is not increased due to actions taken by responders. The safety of first responders remains a primary operational concern.
 - Local government recovery, (Consequence Management) will vary greatly dependent upon the type of attack. An attack with chemical/biological weapons may only require waiting for the effects of the weapon to dissipate. In the event local infrastructure systems have been destroyed or damaged in an attack, massive recovery efforts by federal and state government agencies will be required to produce adequate results.
 - City recovery efforts should prevail when the event occurs in an incorporated area of the city. County government should be prepared to assist local government(s) in their recovery efforts.

ORGANIZATIONAL ROLES AND RESPONSIBILITIES

Primary Agencies

- Local 9-1-1 Center
 - Receives incident call.
 - Dispatches first responders.
 - Relays information to first responders prior to their arrival on-scene.
 - Notifies local and county emergency management departments if required.
- First responders typically consist of law enforcement, fire, public works and emergency medical services.
- MPD:
 - Establishes scene security.
 - Provides traffic control.
 - Conducts preliminary investigation.
 - Request explosive ordinance disposal as required.
 - First on-scene establishes incident command (ICS) and provides command and control as required.
 - Requests mutual aid if required.
 - Notifies the nearest FBI representative or office of the results of the preliminary investigation.
 - Establishes staging areas for follow-on personnel and equipment.



- Maricopa Fire Department (MFD) will:
 - Establish command and control (ICS, if not already established).
 - Provide detection and identification of hazard agents.
 - Perform fire suppression.
 - Conduct HAZMAT operations.
 - Perform search and rescue operations.
 - Conduct mass decontamination if required.
 - Request mutual aid as needed

- Emergency Medical Services upon arrival at scene will:
 - Establish triage.
 - Pre-alert receiving facilities as to possible number of Casualties.
 - Provide basic life support and advanced life support treatment.
 - Transport casualties to medical facilities.
 - Provide or assist with mass decontamination.
 - Establish coordination with medical facilities.
 - Provide representative to ICS for command & control.
 - Request mutual aid if required.

- Bio-defense will:
 - Respond to Bio-terrorism events.
 - Conduct epidemiology investigations.
 - Make disease recommendation with State Health Service.

SUPPORT AGENCIES

Local Hospitals/Medical Facilities should develop plans and procedures and procure equipment to assist local emergency medical providers with triage, decontamination, medical care and acquisition of medications for CW and biological agents, respond to bio-terrorism and make recommendations to County Health and State Health Departments.

County Health Department should develop plans, procedures and resource list to provide additional medical transportation, supplies and personnel as needed.

The County School Superintendent in coordination and cooperation with the American Red Cross, Salvation Army, AzVOAD and other private organizations, will be prepared to provide facilities for mass care and mass feeding and assist with providing emergency medical care. Plans and procedures shall be developed to provide school/municipal buses and drivers, for evacuation purposes.

County/Local Public Works Departments and County/Local Engineers will be prepared to assist first responders with fuel for excavation equipment (Mass burial) and cremation, site containment, establishing marshaling areas, providing assistance with decontamination, soil sampling and related support.



County/Local Emergency Management Departments will be prepared to activate the Pinal County Emergency Operations Center (PCEOC), emergency operations plans, provide additional equipment required on-scene, coordinate with ADEM and request state/federal assistance as required.

STATE AGENCIES will be prepared to provide assistance in accordance with the “State of Arizona Emergency Response and Recovery Plan”. The “Terrorist Incident Annex” to the plan has been prepared to provide additional resources and support for this type of operation.

FEDERAL AGENCIES will respond in accordance with the “Terrorism Incident Annex” of the “National Response Plan”. The Department of Justice and the Federal Bureau of Investigation have been designated as the lead federal agencies to assume investigative aspects of an actual or suspected terrorist attack upon the United States. FEMA will provide assistance in both the crisis management and consequence management aspects of a terrorist attack.

Unified Command System

Upon arrival of Federal and State assistance during the Consequence Management Phase the ICS will transition into a Unified Command System (UCS). A UCS is used when there is more than one agency with incident jurisdiction. Each agency will work together through their designated Incident Commanders at the EOC.

Concurrent with the Response Phase the FBI command post evolves into an FBI JOC. The JOC will include liaisons from Federal and State agencies who acquire information from the Incident Command Post and EOC, and coordinate the support required of their respective agency.

During the Recovery Phase the focus of the incident will shift to law enforcement and the FBI will begin its investigation. At this point the UCS transitions from the EOC to the JOC. The EOC will deactivate, and local representatives will move to the JOC. Also during this phase the FEMA ROC is staffed to appropriate levels.

COMMUNICATIONS

Notifications

In case of a terrorism event the standard HAZMAT procedures listed in Essential Support Function #10 (Hazardous Materials) for notifying local and state agencies should be followed. The requirement for Federal notification is the NRC:

The National Response Center Domestic Preparedness Hotline (ARCDPH), (800) 424-8802, is the sole federal point of contact for chemical events. The NRC is the gateway to notify the FBI, DOD, EPA and other applicable federal agencies. The NRC also notifies the Arizona Division of Emergency Management (ADEM)

After notification to the NRC, the FBI will determine if the situation warrants a Federal response. The ADEM will determine state response activities. Follow-up calls can often aid in Federal and State response time and can be made to the agency’s headquarters or field office.



The NRC DPH also provides expert consultation to responders and incident commanders on chemical and biological agent properties, detection, PPE, and decontamination. The hotline is for emergency purposes only.

In the event of a radiological release, call the Arizona Radiation Regulatory Agency, (707) 223-2212.

In the event of a biological agent release, Pinal County Division of Public Health Bio-defense should be notified. These agencies maintain 24-hour hotlines to assist with medical signs, symptoms and diagnosis.

A list of critical phone numbers follows:

NRC DPH*	(800) 424-8802
FBI (Washington DC)	(202) 278-2000
FBI (Phoenix)	(602) 279-5511
EPA (San Francisco)*	(415) 947-4400
ADEM	(602) 244-0504
Arizona Radiation Agency	(602) 223-2212*
ADEQ	(520) 377-9077

*24-hr phone number

Public Information

Mass Media Information

Initially, public information will be disseminated as outlined in Annex N of the City's EOP. The City Manager will appoint a PIO and the EOC will function as the hub through which all information will flow. Once the FBI mobilizes to the incident it will activate a JIC at the JOC. The JIC will coordinate the collection and dissemination of public information. The local, state, and federal agencies must collectively decide on a PIO once the JIC is established.

If a terrorist event is suspected, the media response will be overwhelming. The local law enforcement department must be prepared to deal with a large number of reporters. National media will be present, and new relationships between local PIOs and media will need to be established. The following media guidelines will be enforced:

- Utilize a single PIO.
- Establish a time schedule to provide media updates.
- Assign a single area for dissemination of information.
- Use the media to educate the public as to the limits of the danger.

Emergency Public Information

MPD is responsible for dissemination of warnings and evacuation notices. Because of the potential magnitude of a terrorism event, assistance from human services organization (e.g., Red Cross) is likely. MPD will communicate with human service organizations to facilitate information to the public regarding temporary shelters, crisis counseling and victim tracking. A PIO should be designated.



PUBLIC AND RESPONDER HEALTH AND SAFETY

Public Safety

Unlike a HAZMAT incident/accident, a terrorist event is intentionally designed to cause harm to people and/or to property. Tactical consideration for protection of public health becomes even more significant since the potential for exposure to a large population will likely be increased compared to a HAZMAT incident.

Identifying and Controlling Victims.

The first tasks of initial responders will be to triage victims for decontamination. The most important aspect of this phase is direction and control. The victims of a catastrophic event will often be frantic and in shock. Responders must give directions in a calm, commanding voice and use signs, tape and a public address system to direct victims to an assembly area.

In many instances the decontamination area (see below) will be quickly overwhelmed by the number of persons to be decontaminated. In order to accommodate the maximum number of people, responders must triage victims according to the following procedures:

- The first triage criterion is to separate ambulatory from non-ambulatory victims.
 - Once the ambulatory victims are separated, those exhibiting symptoms will be decontaminated first.
 - Victims with no symptoms, but visual contamination will be directed to decontamination.
 - Finally, victims with no symptoms and no visual contamination will be lead through decontamination.
- Non-ambulatory victims will be processed though the decontamination corridor assisted by responders. These victims will be decontaminated in a separate corridor from ambulatory victims, if feasible.

Emergency Mass Decontamination

There are two levels of decontamination that will be facilitated in a terrorist event: emergency mass decontamination for the victims and a technical decontamination for the responders. Two separate decontamination corridors will be set up for victims and responders to allow emergency personnel to exit the hot zone in a timely manner. The decontamination corridors will be set up-grading and upwind from the hot zone to allow water runoff to flow back into the hot zone.

If feasible, emergency mass decontamination will be set up in two corridors. One corridor will be for ambulatory victims, the other for non-ambulatory victims.

- **Blot or Wet.** For contamination from nerve, blister and choking chemical agents, responders or victims will blot the agent off exposed skin. This will prevent the spread of the agent during flushing. Clothes may be used to blot the agent from the skin if they are free



from contamination. For contamination from agents, do not mist the victims from a fire hose.

- **Strip.** Victims will be instructed to strip off all clothing. This will remove up to 80% of the contamination.
- **Flush.** Responder will use fire hoses and sprinkler systems to flush the victims with copious amounts of water.
- **Cover.** Blankets and sheets will be provided to cover victims to prevent hypothermia and for modesty.

Treating Victims.

In a terrorist related event medical facilities and resources may become overwhelmed due to the large number of casualties. To maintain the effectiveness of the medical system, the Emergency Manager will appoint a Triage Officer. This representative has the following responsibilities:

- Notify local medical facilities of the incident. Once notified, medical facilities will initiate mass-casualty plans and mutual aid agreements.
- Notify public health officials of the incident and the need for triage assistance at the incident scene.
- Coordinate the setup of a medical triage area at the incident scene. This will follow the emergency mass decontamination corridors and be sheltered from the elements and media if possible. The purpose of this area is to evaluate the medical conditions of the victims and to triage them so not to overwhelm medical facilities. Initially EMS will assume the role of triaging victims for transport until the Triage Officer arrives on site.
- Initiate mechanism of tracking victim destinations.
- Maintain constant communication with medical facilities to facilitate treatment.

Fatalities.

Because the intent of a terrorist event is to inflict damage and attract attention there is a high probability of fatalities. For details on handling Mass Fatalities see Emergency Support Function #14 - Mass Fatalities Annex.

Responder Safety.

The protocols of entering a terrorism incident scene remain the same as those listed in Emergency Support Function #10 – Hazardous Materials of the MERRP. One consideration of a terrorism incident is the use of a secondary device to damage the response capabilities of the local jurisdiction. First responders will notify MPD of the incident and request assistance in securing the incident site, decontamination, and command post areas. Responders will enter the “hot zone” aware of the possibility of a secondary device.



Technical Decontamination of Responders.

The premise of technical decontamination remains the same as those in a HAZMAT Incident. Soap and water works well to remove chemical and biological agents as per HAZMAT procedures. A 0.5% solution of household bleach should be used to neutralize chemical nerve agents and kill biological agents (depending on the contact time), but are for equipment and PPE decontamination. Chemicals (except soap) should not be used on people.

Decontamination of Equipment

Equipment, including law enforcement weapons, will be disinfected with a 5% bleach solution for at least a 15-minute contact time. Because bleach is an oxidizer and will corrode metal, equipment will be dried and lubricated after decontamination.

TRAINING

Terrorist related incidents demand a new level of response equipment, procedures and coordination from emergency response and management personnel. Preparedness training for City personnel is essential in the unfortunate case of a terrorist incident. Local personnel in the following priority positions will benefit from enhanced and focused training:

- Fire and Hazardous Materials Teams
- Law Enforcement
- Emergency Medical Services
- Mass Fatalities
- Public Health
- Emergency Management
- Public Works

Training courses are available through the Domestic Preparedness program, which was established in 1996. Their help line number is: **1-800-368-6498**. It is essential that training be unified and consistent with national standards for response. Everyone, from the local incident commander, to the emergency medical personnel, to the out-of-state FBI agent, must be speaking the same technical language and understand what to expect and what their role is BEFORE arriving at the scene.

Training for response to anthrax and other biological threats, as well as for response to sites with a radiation hazard, are available through the CDC and USAMRIID. FEMA sponsors response to WMD courses through their Emergency Management Institute.

Exercising terrorist-related incidents is vital to the training of the response community. Follow the exercise schedule found in the City HAZMAT Plan, and introduce terrorist related scenarios as an alternative to “normal” HAZMAT scenarios.

ONGOING ASSESSMENT AND MITIGATION PROCEDURES

As the incident evolves from the Response Stage to the Recovery Stage, activities will shift to mitigation of the impact credited to the incident and to the criminal investigation. The CFR assigns primary authority to the State of Arizona during this phase with the Federal government providing assistance as required. Federal assistance is coordinated through FEMA.



Continual assessment activities require orchestration by the emergency managers. As the incident is contained and controlled, first responders will begin to stand down and public health officials may need to activate their contractors to perform additional assessments of air, water, soil, buildings and animals. On-going area monitoring and health risk studies may be required to determine long-term impacts.

The criminal investigation of the incident expands during the recovery stage. Multiple agencies will take part in the investigation, depending on the type of incident. For biological attacks, the Public Health agencies may perform an epidemiological investigation to trace the source of the outbreak.

Mitigation activities include those designed to protect the public from further exposure to hazards presented by terrorist activities, both in the immediate situation and as a part of longer term planning and prevention activities. Post-incident critiques and insights are greatest during the period immediately proceeding an incident. Agency's should take the opportunity to debrief internally and with others regarding what equipment, training, and procedural needs that would be most beneficial for future incident preparedness. This information is shared both locally and with State and Federal officials.

ADMINISTRATION AND LOGISTICS

This annex may be implemented to support national/state/county/local disasters. Implementation of the plan may require full or partial activation of the MEOC.

APPENDICES

1. Hazard Analysis
2. Hazard Agents
3. Definitions
4. References



Appendix 1 to Annex F - Hazard Analysis

INTRODUCTION

A comprehensive hazards analysis for a terrorist incident involves identifying the hazards; followed by conducting a vulnerability analysis and risk analysis for those hazards should a terrorist attack occur. Results of this type of analysis guides prioritizing, prevention, planning, and response improvements within the city. For the purposes of this Appendix, hazards identification is included. The details of the LEPC's vulnerability and risk analyses are not made accessible in this plan annex, but should be considered by the management of the affected facilities and the response community. Enough detail is provided below to indicate areas for the county emergency management's attention.

Facilities identified in this hazards analysis might also wish to complete detailed vulnerability and risk analyses considering their own internally understood threats and specific resources vulnerabilities (e.g., equipment, personnel, IT platforms, customers and their knowledge base).

An analysis of potential terrorist targets in the City of Maricopa documented the following sites:

CHEMICAL FACILITIES

The industries that produce and store chemicals are potential sites for terrorist attacks. Security is often minimal at these facilities and they are easily accessed by major thoroughfares. The facilities of concern in the city are listed in Annex O of Pinal County Emergency Response and Recovery Plan PCERRP. The estimated affected population within a one mile radius of these facilities listed is identified in the PCERRP. These facilities comprise those who have reporting requirements according to EPCRA and the CAA's RMP.

RISK MANAGEMENT PROGRAM FACILITIES

Facilities with RMP reporting requirements have been included into the PCERRP. They are listed separately below because they pose the unique threat of a substantial air release of toxic materials, and because they provide the additional advantage for planning since they have developed a worst-case scenario as part of their planning process. The response community has access to these scenarios and can use them for (terrorist-related) release incident response planning. For these reasons, it is an advantage for the City to have all facilities subject to the RMP requirements to comply with the program and complete the plan.

TRANSPORTATION ROUTES

Vehicles are used to transport chemicals across several major thoroughfares in the City of Maricopa, creating a potential terrorist threat. The major transportation routes in the City/county are listed in the PCERRP.

SYMBOLIC TARGETS

Terrorists may attack targets of symbolic significance to inflict a psychological impact on a population or disrupt civic protocols.



GOVERNMENTAL INSTALLATIONS AND VITAL PUBLIC INFRASTRUCTURE

Terrorists targets could include Federal, State, and local governmental installations or areas of vital public concern including transportation hubs, airports, hospitals, clinics, utilities and water treatment plants. Embassies and diplomatic residences should be included. These targets damage day-to-day activities and impede the ability of response activities.

PUBLIC GATHERING PLACES

Public gathering places are those that are accessible to everyone and have minimal security, which make them especially vulnerable. Furthermore, public gathering places are opportunistic to terrorists who wish to inflict a large number of people. Such places include shopping centers, theaters, casinos, special events, sports stadiums and arenas, and social/ethnic/religious meeting structures.



Appendix 2 to Annex F - Hazard Agents

NATURE OF THE HAZARD.

The hazard may be chemical, biological, radiological and/or explosive in nature.

Initial Detection.

The initial detection of a chemical or biological (C/B) terrorist attack will likely occur at the local level. It is essential to train members of the medical community, both public and private, who may be the first to identify the hazardous agent and treat the victims. State and county health departments, as well as local emergency first responders, will be relied upon to identify unusual patterns of disease spreading throughout the community and beyond. Before first responders can be dispatched to treat victims, they must be protected from the hazard.

Investigation and Containment of Outbreaks.

The initial response to an outbreak caused by an act of C/B terrorism will take place at the local level. The proper responding authorities capable of dealing with these hazard agents should be alerted to a bio-terrorist attack after a state or county health department has recognized a cluster of cases that is highly unusual or of an unknown cause. It is imperative that state and local emergency responders are able to detect symptoms and request assistance as quickly as possible. The Centers for Disease Control and Prevention (CDC) will provide state and large metropolitan health departments with tools, training and financial resources for local outbreak investigations and help develop rapid public health response capacity at the state, local and federal levels.

HAZARD AGENTS

Chemical.

A chemical attack is increasingly likely and will demand immediate reaction from emergency responders – fire departments, police, emergency medical services (EMS) and hospital emergency room staff. Chemical warfare (CW) agents can be introduced via aerosol devices (munitions, sprayers, or aerosol generators), breaking containers or covert dissemination. Such an attack might involve the release of a noxious gas, such as a nerve agent, which can kill many people. Early in an investigation, it may not be obvious whether an outbreak is caused by an infectious agent or a chemical toxin. Most chemical attacks will be localized, and their effects will be evident within a few minutes.

- **Description.**

Chemical agents include both persistent and non-persistent agents. Persistent agents (vapor, liquid, or dust) remain in the affected area for hours, days or weeks. Non-persistent agents (primarily vapors) remain a hazard in the affected area for a shorter time period, usually minutes to hours.



- **Types of Chemical Agents**

Nerve agents	Choking agents
Blood agents	Blister agents
Incapacitating agents	Vomiting agents
Irritant or tear agents	

- **General Indicators of Possible Chemical Agent Usage**

Unusual dead or dying animals (lack of insects)

Unexplained casualties

- Multiple victims

- Serious illnesses

- Nausea, disorientation, difficulty breathing or convulsions

- Definite casualty patterns

Unusual liquid, spray or vapor

- Droplets; oily film

- Unexplained odor

- Low-lying clouds/fog unrelated to weather

Suspicious devices/packages

- Unusual metal debris

- Abandoned spray devices

- Unexplained munitions

- **First Responder Concerns for Chemical Agents**

Treat all incidents involving chemical agents as intentional hazardous material (HAZMAT) situations. Whenever it is believed that a chemical agent has been released, assume that all personnel and property have been potentially contaminated within the release area.

NOTE: Without advance warning, first responders may not recognize the existence of a chemical agent attack. Responders should also be alert for secondary devices that may be initiated by booby traps or remotely triggered. It is recommended that specialized resources such as HAZMAT teams and the U.S. Army Technical Escort Unit (TEU) be consulted through the emergency operations center (local, county or state) to identify the exact nature of the chemical agent.

Biological.

When people are exposed to a pathogen like anthrax or smallpox, they will not know that they have been exposed and may not feel sick for some time. This delay between exposure and onset of illness, or incubation period, is characteristic of infectious diseases. The incubation period may range from several hours to a few weeks, depending on the exposure and pathogen. The initial response to such a biological attack on civilians is likely to be made by the public health community.



○ **Description.**

Biological agents include pathogens that are living, reproducing, disease producing organisms; toxins that are non-living poisons derived from living organisms.

● **Types of Biological Agents**

Pathogens
Toxins

NOTE: Additional pathogens include yeasts and fungi as well as genetically engineered pathogens. While it is generally considered unlikely, that HAZMAT/Emergency Medical Services (EMS) responders would be called upon to respond to the consequences of a biological agent release, responders should be familiar with biological agent characteristics. Biological agents have the potential to be more lethal than chemical agents and are primarily deployed through aerosol spray or by introduction into food or water system.

● **General Indicators of Biological Agents.**

Unusual dead or dying animals/fish
Unusual casualties
Unusual illness for region/area
Definite pattern inconsistent with natural disease
Unusual liquid, spray or vapor
Spraying and suspicious devices or packages
Unusual swarms of insects

NOTE: The unusual presence of swarms of insects may be indicative of a biological agent attack with the insects serving as the delivery vector. Unlike victims of exposure to chemical or radiological agents, victims of biological agent attack are not in and of themselves contaminated or contagious but they may serve as carriers of the disease.

○ **First Responder Concerns for Biological Agents**

The most practical method of initiating a biological agent attack is through the dispersal of aerosol particles. Biological agents may be able to enter the body through the respiratory tract, ingestion or direct contact with skin or membranes. Unlike chemical agents, exposure to biological agents may not be immediately apparent, with casualties occurring hours, days or weeks after exposure. The first indication of a biological agent attack may occur after a number of unusual illnesses begin to appear in local hospital emergency departments or urgent care facilities. Without advance warning, first responders may not recognize the existence of a biological agent attack.

- First responders should treat all incidents involving biological agents as intentional HAZMAT situations. Whenever it is believed that a biological agent has been released, assume that all personnel and property have been contaminated in the release area.



- Plans should state that all samples should be transported To the Bio-terrorism Laboratory at the Arizona State Laboratory, where they can forwarded to CDC or USAMRIID, as necessary.
- First steps should include isolation, avoiding all exposed food or water and the restriction of personnel movement. These procedures apply to both victims and first responding personnel.
- Identify the source of contamination and designate zones of operation (hot, warm and cold). If large numbers of exposures are involved, isolation may be necessary, with all victims being treated on site. If a small number of persons are exposed, they should be decontaminated and transported to a hospital. [Capable of conducting a bioassay of exposed persons.]

Nuclear.

The fact that a nuclear device was involved in an explosion, may not always be obvious since radiation is not visible. While there are numerous detection devices available, no single detection device detects all forms or radiation. In many communities, first responders have not been equipped with any type of radiation detection equipment.

○ **Description.**

The scenarios constituting an intentional nuclear or radiological emergency include:

- Use of an **Improvised Nuclear Device (IND)** includes any explosive device designed to cause a nuclear yield. The only bar to constructing an IND is the availability of fissile material. Depending upon the type of trigger device used, either uranium or plutonium isotopes can fuel these devices. While “weapons grade” material increases the efficiency of a given device, less than weapons grade material can still be used.
- Use of a **Radiological Dispersal Device (RDD)** includes any explosive device utilized to spread radioactive material upon detonation. Any improvised explosive device can be used by surrounding it with radioactive material.
- Use of a **Simple RDD** where radioactive material is spread without the use of an explosive. Any nuclear material (including medical isotopes or waste) can be used in this manner.

NOTE: While non-weapon accidents/incidents involving radioactive materials (including fixed-site incidents at commercial or research reactors and transportation accidents) are more likely than a terrorist scenario, nuclear or radiological terrorism is a realistic concern. Response to a nuclear or radiological incident is compounded by the nature of radiation itself. Radiation is an invisible hazard. Unless confirmed by radiological detection equipment, the presence of a radiation hazard is difficult to ascertain.

- Indicators of a Radiological Weapon A stated threat to deploy a nuclear or radiological device. The presence of nuclear or radiological equipment (spent fuel cask or nuclear



transport vehicles). Nuclear placards or warning materials along with otherwise unexplained casualties.

○ **First Responder concerns for Nuclear or Radiological Agents**

- Whenever it is believed that a radiological agent or radioactive material has been released, assume that all personnel and property within the release area have been contaminated when medical-aid and life-saving activities are being conducted.
- Specialized resources/experts such as the Arizona Radiation Regulatory Agency (ARRA), Health Physicists, Radiological Safety Officers and the Department of Energy (DOE) Nuclear Emergency Search Team (NEST) may be needed to identify the exact nature of the nuclear material.

Conventional Explosive Device.

The easiest to obtain and use of all weapons is still a conventional explosive device or improvised bomb. The components are readily available along with detailed instructions for constructing the device.

Cyber Terrorism.

The widespread use of computers by private citizens, businesses and government increases the likelihood of cyberterrorism. This form of terrorism is not specifically addressed herein and planners need to contact the local FBI Field Office, The State of Arizona Terrorism Task Force or the ADEM Training Office for more information concerning this threat.

POTENTIAL TARGETS.

In determining the jurisdiction's risk areas, the potential targets should be charted, noted, detailed and prepared for a terrorist induced WMD incident. In-depth vulnerability assessments are needed for determining a response to a WMD terrorist incident.



Appendix 3 to Annex F - Definitions

NOTE: Although some of the following definitions do not appear in the basic annex on terrorism, emergency management personnel may come across many of them in their training and response activities and this appendix provides a quick reference.

Acetylcholinesterase - an enzyme that hydrolyzes the neurotransmitter acetylcholine. The action of this enzyme is inhibited by nerve agents.

Aerosol - Fine liquid or solid particles suspended in a gas; for example, fog or smoke.

Antibiotic - A substance that inhibits the growth of or kills microorganisms.

Antisera - The liquid of blood containing antibodies.

Atropine - A compound used as an antidote for nerve agents.

Bacteria - Single celled organisms that multiply by cell division and can cause disease in humans, plants or animals.

- a. **Anthrax** - An infectious, usually fatal disease of herbivores caused by *Bacillus anthracis*, with cattle, sheep and horses being the usual domesticated animal hosts, but other animals may be infected. Human disease may be contracted by handling contaminated hair, wool, hides, flesh, blood, and excreta of infested animals and from manufactured products such as bone meal, as well as by purposeful dissemination of spores. Anthrax presents as three distinct syndromes in man; cutaneous, inhalational and gastrointestinal disease. In humans, the mortality of untreated cutaneous anthrax ranges up to 25 percent; in untreated inhalational and intestinal cases, the case-fatality rate is almost 100 percent.
- b. **Brucellosis** - A systemic bacterial disease caused by *Brucella* species with acute or insidious onset, characterized by continued, intermittent or irregular fever of variable duration; headache; weakness; profuse sweating; chills; joint pain; depression; weight loss and generalized aching. The disease may last for days, months or occasionally a year or more if not adequately treated. The case-fatality rate in untreated cases is 2% or less, but the disease could cause enormous economic drain on a community if mass infections occurred.
- c. **Plague** - An acute infectious disease caused by *Yersinia pestis*, normally a disease of rodents. Fleas which live on rodents can sometimes pass the bacteria to humans, who then suffer from bubonic form of plague, characterized by fever, chills, malaise, muscular pain, nausea, prostration, sore throat, headache, and enlarge, painful lymph nodes (usually in the groin area), The bubonic form would be seen after purposeful dissemination through the release of infected fleas. Untreated bubonic plague has a case-fatality rate of 50% - 60%. The pneumonic form of the disease would be seen as the primary form after purposeful aerosol dissemination of the organisms, characterized by pneumonia and which be spread person-to-person by droplet transmission. All forms of plague may progress to septicemic plague through the bloodstream. Untreated primary septicemic plague and pneumonic plague are invariably fatal. All human populations are



susceptible.

- d. **Q Fever** - An acute disease caused by the rickettsial bacteria, *Coxiella burnetii*. Onset may be sudden chills, headache, weakness, malaise and severe sweats. There is considerable variation in severity and duration. The case-fatality rate in untreated acute cases is usually less than 1%, but has been reported as high as 2.4%. Rarely does person-to-person transmission occur, but contaminated clothing may be a source of infection.
- e. **Tularemia** (Rabbit Fever) - An infectious disease caused by the bacterium *Francisella tularensis*, which humans typically acquire after contact with tissues or body fluids of infected animals, or from bites of infected deer flies, mosquitoes or ticks. Ulceroglandular tularemia presents with a local ulcer and regional lymph gland swelling. Less commonly, inhalation of contaminated dusts or ingestion of contaminated foods or water may produce clinical disease. Ingestion may cause painful sore throat, abdominal pain, diarrhea, and vomiting. Respiratory exposure by aerosolization would cause typhoidal or pneumonic tularemia, characterized by fever, headache, malaise, substernal discomfort, prostration, weight loss and a non-productive cough. Inhalation of infectious material may be followed by pneumonic involvement or a primary septicemic syndrome with 30% - 60% case-fatality rate in untreated cases.

Biochemical - The chemicals that make up or are produced by living things.

Biological Warfare - The intentional use of biological agents as weapons to kill or injure humans, animals or plants, or to damage equipment.

Biological Warfare Agents - Living organisms or the materials derived from them that cause disease in or harm to humans, animals or plants, or cause deterioration of material. Biological agents may be used as liquid droplets, aerosols or dry powders. See also Bacteria, Toxin and Virus.

Bioregulators - Biochemical that regulate bodily functions. Bioregulators that are produced by the body are termed "endogenous". Some of these same Bioregulators can be chemically synthesized, inhaled in high doses and cause critical bodily functions to stay on or off for longer than is healthy for the victim.

Causative Agent - The organism or toxin that is responsible for causing a specific disease or harmful effect.

Chemical Agent - A chemical substance that is intended for use in military operations to kill, seriously injure or incapacitate people through its physiological effects. Excluded from consideration are riot control agents, smoke and flame materials. The agent may appear as a vapor, aerosol or liquid; it can be either a casualty/toxic agent or an incapacitating agent.

- a. **Blister Agent (Vesicants)** - Category of chemical warfare agents that damage any tissue they contact. Vapor can affect the eyes, respiratory tract and blister the skin. They may produce fatalities but skin damage is their main casualty causing effect. All of these agents are persistent and can poison food and water, make other supplies and installations dangerous, and restrict the use of contaminated terrain. Blister agents include mustards, arsenicals and urticants.



- b. **Blood Agents** - Cyanide containing compounds that are absorbed into the body primarily by breathing. They poison the body's cytochrome oxidase system preventing cell respiration and the normal transfer of oxygen from the blood to body tissues. Rapid acting; can cause effects within seconds and death within minutes. Typical agents include hydrogen cyanide (AC), cyanogen chloride (CK) and arsine (SA). All are highly volatile and therefore non-persistent even at low temperatures.
- c. **Choking Agent** - Pulmonary agent compounds that injure an unprotected person chiefly in the respiratory tract (the nose, throat and particularly the lungs). In extreme cases, membranes swell, lungs become filled with liquid and death results from lack of oxygen. These agents "choke" an unprotected person. Choking agents include phosgene, di-phosgene and chlorine.
- d. **Incapacitating Agents**- Produce temporary physiological and/or mental effects via action on the central nervous system. Effects may persist for hours or days. Victims usually do not require medical treatment; however, such treatment speeds recovery.
 - (1) **Central Nervous System Depressants** - Compounds that have the predominant effect of depressing or blocking the activity of the central nervous system. The primary mental effects include the disruption of the ability to think, sedation and lack of motivation.
 - (2) **Central Nervous System Stimulants** - Compounds that have the Predominant effect of flooding the brain with too much information. The primary mental effect is loss of concentration, causing indecisiveness and the inability to act in a sustained, purposeful manner.
 - (3) **Tear (Riot Control agents)** - Produce irritating or disabling effects that rapidly disappear within minutes after exposure ceases.
 - (4) **Vomiting Agents** - Produce nausea and vomiting effects; can also cause coughing, sneezing, pain in the nose and throat, nasal discharge and tears.
- e. **Nerve Agent** - Organophosphate ester derivatives of phosphoric acid. Potent inhibitors of the enzyme Acetylcholinesterase (AChE) causing a disruption in normal neurologic function. Symptoms appear rapidly with death occurring as rapidly as several minutes. Nerve agents are generally divided into G-series agents and V-series agents. They include Tabun (GA), Sarin (GB), Soman (GD) and VX.

Contagious - Capable of being transmitted from one person to another.

Culture - A population of microorganisms grown in a medium.

Cutaneous - Pertaining to the skin.

Decontamination - The process of making people, objects or areas safe by absorbing, destroying, neutralizing, making harmless or removing the HAZMAT.

Depleted Uranium D38 - Uranium with a concentration of uranium-235 smaller than that found in nature (0.711 percent). It is largely obtained by-product "tails" of the uranium



enrichment process. This material is essentially not harmful to human health. It is often found in aircraft as counterweights and in boats as ballast material. It is also used in antitank or armor piercing ammunition to enhance penetration.

Dosimeter - A radiation detection device that can provide accumulated radiation dose. The device could be a film badge, thermoluminescent dosimeter (TLD) or an electrostatic pocket dosimeter. Different dosimeter designs are required to measure Gamma radiation, neutron radiation, etc.

Enriched Uranium - Uranium in which the abundance of the Uranium-235 isotope has been increased above the natural amount (0.72 percent), uranium-238.

Fire set - The system of components in a nuclear weapon that converts (if necessary), stores and releases electrical or chemical energy to detonate weapon when commanded by the fusing system.

Fissile Material - An isotope that readily fissions after absorbing a neutron of any energy, either fast or slow. Fissile materials are uranium 235, uranium 233, plutonium 239, plutonium 240 and plutonium 241; uranium 235 is the only naturally occurring fissile isotope.

Fission - The splitting of the nucleus of a heavy atom into two lighter nuclei. It is accompanied by the release of neutrons, x-rays, gamma rays and kinetic energy of the fission products.

Fission Weapon - (Atomic Bomb) A nuclear warhead whose material is uranium or plutonium that is brought to a critical mass under pressure from a chemical explosive detonation to create an explosion that produces blast, thermal radiation and nuclear radiation through fission. The complete fission of one pound of fissionable materials has a yield equivalent to 8,000 tons of TNT.

Fungi - Any of a group of organisms characterized by the absence of chlorophyll, the green-colored compound found in other plants. Fungi range from single cells plants (such as yeast) to a body mass of branched, thread-like filaments (hyphae) such as *Coccidioides immitis*, the agent of Valley Fever, in its vegetative form.

Fusion - The opposite of fission, in which two light nuclei atoms such as deuterium and/or tritium combine to form a heavier nucleus with the release of a substantial amount of energy. Extremely high temperatures resulting in highly energetic, fast moving nuclei are required to initiate fusion reactions.

Fusion Weapons - (Hydrogen Bomb) Two-stage nuclear warhead containing fusion materials, such as deuterium and tritium, which are brought to critical density and temperature conditions by use of a fission reaction in order to initiate and sustain a rapid fusion process. This process in turn creates an explosion that produces blast, thermal radiation and nuclear radiation. This type of device is commonly known as a hydrogen bomb/ a thermonuclear weapon.

Gamma Ray Radiation - High-energy electromagnetic radiation emitted by nuclei during nuclear reactions or radioactive decay. These rays have high energy and a short wavelength. Shielding against gamma radiation requires thick layers of dense materials such as lead. Gamma rays or radiation are potentially lethal to humans, depending upon the intensity of the flux.



G-Series Nerve Agents - Chemical agents of moderate to high toxicity developed in the 1930's. Examples are Tabun (GA), Sarin (GB) and Soman (GD).

Gun-Type Weapon - A gun-barrel-shaped device in which two or more pieces of fissionable material, each less than a critical mass, are brought together very rapidly so as to form a supercritical mass that can explode as the result of a rapidly expanding fission chain reaction.

High-level Waste (HLW) - Nuclear power plant waste that is very radioactive. This waste is usually (1) irradiated (spent) reactor fuel; (2) liquid waste resulting from the operation of the first cycle solvent extraction system and the concentration wastes from subsequent extraction cycles, in a facility for reprocessing irradiated reactor fuel; and (3) solids into which such liquid wastes have been converted. Most HLW in the United States is spent fuel discharged from commercial nuclear power reactors, but there is some reprocessed HLW from defense activities and a small quantity of reprocessed commercial HLW.

Host - An animal or plant that harbors or nourishes another organism.

Implosion Weapon - A spherical device in which a quantity of fissionable material, less than a critical mass at ordinary pressure, has its volume suddenly reduced by compression - a step accomplished by using chemical explosives - so that it becomes supercritical, producing a nuclear (fission) explosion.

Incapacitating Agents - Produce temporary physiological and/or mental effects via action on the central nervous system. Effects may persist for hours or days, but victims usually do not require medical treatment; however, such treatment speeds recovery.

Industrial Agents - Chemicals developed or manufactured for use in industrial operations or research by industry, government or academia. These chemicals are not primarily manufactured for the specific purpose of producing human casualties or rendering equipment, facilities or areas dangerous for use by man. Hydrogen Cyanide, Cyanogen Chloride, Phosgene, Chlorine, Chloropicrin and many herbicides and pesticides are industrial chemicals that could also be classed as chemical agents.

Infectious Agents - Biological agents capable of reproducing in an infected host.

Infectivity - (1) The ability of an organism to spread. (2) The number of organisms required to cause an infection to secondary hosts. (3) The capability of an organism to spread out from the site of infection and cause disease in the host organism.

Irradiation - Exposure to neutrons in a nuclear reactor or exposure to any source of radiation.

Line-Source Delivery System - A delivery system in which the chemical or biological agent is dispersed from a moving ground or airborne vehicle in a line perpendicular to the direction of the prevailing wind. (See also "Point-Source Delivery system.")

Liquid Agent - A chemical agent that appears to be an oily film or droplets. The color ranges from clear to brownish amber.



Microorganism - Any organism, such as bacteria, viruses and some fungi that can be seen only with a microscope.

Mycotoxin - A toxin produced by fungi which is absorbed through the skin.

Natural Uranium - Natural uranium is mostly uranium 238 with the following general percentages: U-238 (99.3%); U-235 (0.7%); traces of U-234. [Uranium as found in nature, containing about 0.711 percent of uranium 235, 00.283 percent of uranium 238 and a trace (0.00006 percent) of uranium 234]. It is mined as an ore in various regions of the world and is relatively inexpensive.

Nebulizer - A device for producing a fine spray or aerosol.

Non-persistent Agent - An agent that, upon release, loses its ability to cause casualties after 10 to 15 minutes. It has a high evaporation rate, is lighter than air and will disperse rapidly. It is considered to be a short-term hazard. In small unventilated areas, the agent will be more persistent.

Organism - Any individual living thing, whether animal, plant, bacterium, protist or fungus.

Organophosphorous Compound - A compound containing the elements phosphorus and carbon whose physiological effects include inhibition of Acetylcholinesterase. Many pesticides (Malathion and Parathion) and virtually all nerve agents are organophosphorous compounds.

Parasite - Any organism that lives in or on another organism without providing benefit in return.

Pathogen - Any organism (usually living) capable of producing serious disease or death such as bacteria, fungi and viruses.

Pathogenic Agents - Biological agents capable of causing serious disease.

Percutaneous Agents - Able to be absorbed by the body through the skin.

Persistent Agent - An agent that, upon release, retains its casualty producing effects for an extended period of time, anywhere from 30 minutes to several days. A persistent agent usually has a low evaporation rate and its vapor is heavier than air; therefore its vapor cloud tends to hug the ground. It is considered to be a long-term hazard. Although inhalation hazards are still a concern, extreme caution should be taken to avoid skin contact as well.

Plume - Airborne material spreading from a particular source; the dispersal of particles, gases, vapors and aerosols into the atmosphere.

Point Source Delivery System - A delivery system in which a biological agent is dispersed from a stationary position. This delivery method results in coverage over a smaller area than within the line source system. (See also "Line Source Delivery System")

Protection - Any means by which an individual protects their body. Measures include protective mask, self-contained breathing apparatus, protective clothing and structures such as buildings and vehicles.



Protist - Unicellular organisms including protozoans (such as *Giardia* species), slime molds and certain algae.

Recovery - Recovery includes all types of emergency actions dedicated to the continued protection of the public or promoting the resumption of normal activities in the affected areas.

Recovery Plan - A plan developed by each state, with assistance from responding federal agencies to restore the affected area.

Reprocessed Uranium - Uranium that has been recovered from spent fuel rods. It typically contains small amounts of uranium 234 and 236 in addition to uranium 235 and 238.

Roentgen Equivalent Man/Mammal (REM) - A unit of dose equivalence that accounts for the varying abilities of the different types of radiation to cause biological damage. The equation for determining radiation dosage is **REM = rad** (the absorbed dose) multiplied by a qualifying factor (a subjective, dimensionless number representing the relative ability of a particular radiation to cause biological damage). The **rad** is being replaced by the **gray**; the **REM** is being replaced by the **sievert**, both units in the international (SI) of measurements. **One gray = 100 rad; one sievert = 100 rem.** For instance, the recommended maximum dose to the general public is 500 millirem per year.

Route of Exposure (entry) - The path by which a person comes into contact with an agent or organism; for example, through breathing, digestion, or skin contact.

Single Cell Protein - Protein rich material obtained from cultured algae, fungi and bacteria often used as food or animal feed.

Spore - A reproductive form some microorganisms can take to become resistant to environmental conditions, such as extreme heat or cold, while in a “resting stage”.

Thermonuclear Weapon - A nuclear weapon - also referred to as a hydrogen bomb - in which the main contribution to the explosive energy results from fusion of light nuclei, such as deuterium and tritium. The high temperatures required for such fusion reactions are obtained by means of an initial fission explosion.

Toxicity - A measure of the harmful effects produced by a given amount of a toxin on a living organism. The relative toxicity of an agent can be expressed in milligrams of toxin needed per kilogram of body weight to kill experimental animals.

Toxins - A substance, produced in some cases by disease causing microorganisms, which is toxic to other living organisms. Toxins are produced by numerous organisms, e.g., bacteria, fungi, algae and plants. Many of them are extremely poisonous with a toxicity that is several orders of magnitude greater than the nerve agents. Since toxins have low volatility, they are dispersed as aerosols and then taken up foremost through inhalation. Some examples of toxins include:

- a. **Botulinum Toxin** - The botulinum toxins are groups of seven related neurotoxins produced by the bacillus *Clostridium botulinum*. These toxins, type A through G, can be delivered by aerosol means. When inhaled, these toxins produce symptoms similar to



foodborne botulism, although the time to onset may actually be longer than foodborne cases, and may vary by type and dose of toxin. Symptoms include generalized weakness, dizziness, dry mouth and throat, blurred vision, speech disturbances and difficulty swallowing followed by descending flaccid paralysis and respiratory failure.

- b. **Ricin** - A poisonous protein extracted from the castor bean and used as a biochemical reagent. Ricin poisoning occurs through blockage of the body's synthesis of proteins. The development is slow and includes decreased blood pressure. Death frequently occurs through heart failure. It has about the same toxicity as saxitoxin.
- b. **Saxitoxin** - A potent neurotoxin produced by certain dinoflagellate that accumulates in shell fish feeding on these organisms and consequently causes food poisoning in human beings who eat the shellfish. The development of the illness is extremely rapid and, at high doses, death may occur within less than 15 minutes. The lethal dose for humans is about 1 mg.

Trigger List - A list of sensitive items to which export controls are to be applied. The Zangger Committee (INFCIRC 209) and the Nuclear Supplier Group (INFCIRC 254) each have trigger lists, although since 1993 they have been made uniform.

Uranium Dioxide - The chemical form of uranium that is most commonly used in power reactors. Also known as "Brown Oxide" even though it is nearly black when pressed into pellets.

Uranium Oxide - The generic name for a group of uranium compounds that includes uranium dioxide (UO₂, brown cycle), uranium trioxide (UO₃, orange cycle), Uranus-uranium oxide (U₃O₈, black cycle) and uranium peroxide (UO₄2H₂O).

Vaccine - A preparation of killed or weakened microorganism products used to artificially induce immunity against a disease.

Vapor Agent - A gaseous form of a chemical agent. If heavier than air, the cloud will be close to the ground. If lighter than air, the cloud will rise and disperse more quickly.

Vector - An agent, such as an insect or rat, capable of transferring a pathogen from one organism to another.

Venom - A poison produced in the glands of some animals; for example, snakes, scorpions or bees.

Virus - An infectious microorganism that exists as a particle rather than as a complete cell. Particle sizes range from 20 to 400 nanometers (on billionth of a meter). Viruses are not capable of reproducing outside of a host cell.

- a. **Hemorrhagic Fever** - Any of a diverse group of diseases characterized by a sudden onset. Symptoms include fever, aching, bleeding in the internal organs, petechiae, red spotted rash and shock. Includes Ebola, Lassa and Marburg viruses.
- b. **Smallpox** - An acute, highly contagious and sometimes fatal disease causing a high fever and successive stages of severe widespread skin eruptions (papules) that eventually



blister, suppurate and form pockmarks. Caused by a virus that may be airborne or spread by direct contact.

- c. **Viral Encephalitis** - Any of a variety of arboviral disease encephalitis syndromes caused by alphaviruses, such as Venezuelan Equine Encephalitis, Eastern Equine Encephalitis and Western Equine Encephalitis. In nature, transmission is through the bite of infected mosquitoes. Symptoms may range from sudden onset of headache, chills, fever, nausea, vomiting, muscle and joints aches to encephalitis and sometimes death.

Vitrification - The solidification process in which high-level waste is melted with a mixture of sand and reground fusing materials (a frit) to form a glass for ease of handling and storage.

Volatility - A measure of how readily a substance will vaporize.

V-Series Nerve Agents - Chemical agents of moderate to high toxicity developed in the 1950s. They are generally persistent. Examples are VE, VG, VM, VS, and VX.

Weapons Grade Material - Nuclear material considered most suitable for a nuclear weapon. It usually connotes uranium enriched to above 90 percent uranium 235 or plutonium with greater than about 90 percent plutonium 239.



Appendix 4 to Annex F - References

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- Field Manual (FM) 3-3, Chemical and Biological Contamination Avoidance, Nov. 92



- FM 3-3-1, Nuclear Contamination Avoidance, Sept. 94
- FM 3-4, NBC Protection, May 92
- FM 3-4-1, Fixed Site Protection, Aug. 89
- FM 3-5, NBC Decontamination, Nov. 93
- FM 3-6, Field Behavior of NBC Agents (Including Smoke and Incendiaries), Nov. 86
- FM 3-7, NBC Field Handbook, Sep. 94
- FM 3-9, Potential Military Chemical/Biological Agents and Compounds, Dec. 90
- FM 3-14, Nuclear, Biological and Chemical (NBC) Vulnerability Analysis, Nov. 97
- FM 3-19, NBC Reconnaissance, Nov. 93
- FM 3-100, Chemical Operations Principles and Fundamentals, May 96
- FM 3-101, Chemical Staffs and Units, Nov. 93
- FM 8-9, NATO Handbook on the Medical Aspects of NBC Defense Operations AmedP-6(B), Feb. 96
- FM 8-10, Health Service Support in a Theater of Operations, Mar. 91
- FM 8-10-5, Brigade and Division Surgeon's Handbook Tactics, Techniques, and Procedures, Oct. 91
- FM 8-10-6, Medical Evacuation in a Theater of Operations, Tactics, Techniques, and Procedures, Oct. 91
- FM 8-10-7, Health Support in a Nuclear, Biological, and Chemical Environment, Apr. 93
- FM 8-10-8, Medical Intelligence in Theaters of Operations, Jul. 89
- FM 8-10-9, Combat Health Logistics in a Theater of Operations Tactics, Techniques, And Procedures, Oct. 95
- FM 8-10-14, Employment of the Combat Support Hospital Tactics, Techniques, and Procedures, Dec. 94
- FM 8-10-24, Area Support Medical Battalion Tactics, Techniques, and Procedures, Oct. 93
- FM 8-42, Medical Operations in Low-Intensity Conflict, Dec. 90



- FM 8-51, Combat Stress Control in a Theater of Operations Tactics, Techniques, and Procedures, Sep. 94
- FM 8-55, Planning for Health Service Support, Sep. 94
- FM 8-285, Treatment of Chemical Agent Casualties and Conventional Military Chemical Injuries, Dec. 95
- FM 22-100, Military Leadership, Jul. 90
- FM 25-4, How to Conduct Training Exercises, Sep. 84
- FM 46-1, Public Affairs Operations, May 97
- FM 63-3, Corps Support Command, Sep. 93
- FM 63-4, Combat Service Support Operations - Theater Army area Command, Sep. 84
- FM 71-100, Division Operations, Aug. 96
- FM 71-100-3, Air Assault Division Operations, Oct. 96
- FM 90-26, Airborne Operations, Dec. 90
- FM 100-1, The Army, Jun. 94
- FM 100-5, Operations, Jun. 93
- FM 100-7, Decisive Force: The Army in theater Operations, May 95
- FM 100-10, Combat Service Support, Oct. 95
- FM 100-15, Corps Operations, Oct 96
- FM 100-20, Military Operations in Low-Intensity Conflict, Dec. 90
- FM 100-30, Nuclear Operations, Oct. 96
- FM 101-5, Staff Organization and Operations, May 97
- FM 101-5-1, Operational Terms and Symbols, Oct. 85
- FM 700-80, Logistics, Aug. 85
- FM 701-58, Planning Logistics Support for Military Operations, May 87
- TC 3-15, Nuclear Accident and Incident Response and Assistance (NAIRA), Dec. 88



- TC 19-16, Countering Terrorism on U.S. Army Installations, Apr. 83

U.S. AIR FORCE (USAF)

- Air Force (AFP) Pamphlet 10-219, Contingency and Disaster Planning, Dec. 95
- AF Instruction (AFI) 10-404, Base Support Planning, (Unknown Date)
- AFI 31-209, The Air Force Resource Reduction Program, (Nov. 96
- AFI 31-210, The Air Force Antiterrorism Program, Jan. 97
- AF Handbook 31-223, The Air Force Resource Protection Program, Feb. 97
- AFI 31-301, Air Base Defense, Aug. 96
- AFI 32-4001, Disaster Preparedness Planning and Operations, Aug. 97
- AFI 31-4002, Hazardous Materials Emergency Planning Guide, Aug. 97
- AF Handbook 32-4014, Vol. 1-4, USAF operations in a Chemical and Biological Warfare Environment, Mar. 98
- AF Manual 32-4017, Civil engineer Readiness Technician's Manual for NBC Defense, Jun. 98
- AF Pamphlet 32-4019, Chemical-Biological Warfare Commanders Guide, Apr.98

U.S. NAVY (USN)

- OPNAVINST 3300.53, Navy Antiterrorism Program, 1992
- OPNAVINST 3000.54, Protecting Navy Personnel from Terrorism Attack, 1992
- Secretary of the Navy Instructions (SECNAVINST) 3300.2, Navy Combating Terrorism Program, (Unknown Date)
- SECNAVINST 5511.36A, SubJ: Authority of Military Commanders Under the Internal Security Act of 1950 to Issue Orders and Regulations for the Protection of Security of Property or Places Under Their Command. (Unknown Date)
- SECNAVINST 5820.7B, Subj: Cooperation with Civilian Law Enforcement Officials (Unknown Date).

U.S. MARINE CORPS (USMC)

- Fm 7-14, USMC Combating Terrorism, Oct.90



- MCBHO 5500.12D, Base Physical Security/Terrorism Counter Action Plan, (Unknown Date)
- MCO 3302.1B, USMC Antiterrorist Program, Jun. 92

INTERNET REFERENCE ADDRESSES

- Army Training Support Center
(<http://www.atsc.army.org/atdls.html>)
A digital library with approved training and doctrine information.
- Chemical/Biological/Nuclear Terrorism Consequence Management Bulletin Board.
(<http://www.terrorism.com/cgi-bin/wwwboard/messages/173.html>)
- Centers for Disease Control and Prevention (CDC)
(<http://www.cdc.gov/cdc.html>)
Information regarding infectious diseases.
- Chemical and Biological Arms Control Institute
(<http://www.capitol.net/~cbaci>)
Non-Profit “think tank” with a great deal of information on Chemical/Biological Terrorism, U.S. Policies, treaties, etc.
- Chemical and Biological Defense Command (CBDCOM)
(<http://www.cbdcom.apgea.army.mil>)
Information on C/B defense equipment and chemical agents
- Chemical and Biological Warfare–Health and Safety
(<http://www.ntis.gov/health/health.html>)
Department of Commerce National Technical Information (NTIS) site has information on C/B Agents, government research, detoxification and decontamination studies, developing immunizations and drug theories.
- Chemical Transport Emergency Center (CHEMTREC)
(<http://www.cmahq.com>)
Source of technical assistance from chemical product safety specialists, emergency response coordinators, toxicologists and other hazardous materials specialists.
- Counterterrorism Page
(<http://www.terrorism.com>)
General terrorist information.
- Current Information on CB Terrorism
(<http://www.counterterrorism.net/pages/magazine.html>)
Active web sites
- Disaster Management Central Resource (DMCR)
(<http://206.39.77.2/DMCR/dmrhome.html>)



Lackland Air Force Base site with information on civilian support resources, triage of mass casualty situations, medicine and terrorism, terrorism injuries and NBC Medical Library.

- DoD Report to Congress on Domestic Preparedness Against Weapons of Mass Destruction, May 1, 1997
(<http://www.fasorg/spp/starwars/program/domestic/eseccsumm.html>)
Assesses type of CB Warfare information, expertise and equipment that could be Adapted to civilian use and the DoD plans for assisting first responders.
- Emergency response to Chemical/Biological Terrorist Incidents
(<http://www.emergency.com/cbwlesn.html>)
Emergency Response and Research Institute. Good article on response operations. Links to other information including C/B agents and related emergency response articles.
- Federal Emergency Management Agency (FEMA)
(<http://www.fema.gov>)
Information regarding HAZMAT response handling
- Handbook on the Medical Aspects of NBC Defense Operations FM8-9 III-Chemical
(<http://chemdef.apgea.army.mil/fm8-9/part.iii/cover.html>)
- Local Terrorism Planning Model
(<http://www.emergency.com/hzmtpage.html>)
HAZMAT operation page list related articles and research as well as web links to related topics including medical treatment. Excellent first search resource.
- Terrorism with C/B Weapons: Calibrating Risks and Responses
(<http://www.pressroom.com/cbaci/>)
Chemical and Biological Arms Institute focuses on elimination of these weapons. Provides research, analysis, technical support and education.
- Treatment of Chemical Agent Casualties - FM 8-285
(<http://www.med.org/fm8-285/ndx.html>)
U.S. ARMY Field Manual 8-285

CROSS-REFERENCE WEB SITES

- **Federal Departments/Agencies**

1. **Environmental Protection Agency (EPA)**

EPA's Role in Counterterrorism (CT)
<http://www.epa.gov/swercepp/cntr-ter.html>
EPA's CT efforts and shares relevant CT information and resources.



2. Department of Defense (DoD)

- a. DoD's Chemical and Biological Defense Information Analysis Center.
<http://www.cbiac.apgea.army.mil>
DoD's focal point for chemical and biological warfare.
- b. DoD's U.S. Army Soldier and Biological Chemical Command (SBCCOM) Domestic Preparedness Program (DPP).
<http://www.sbccom.apgea.army.mil/ops/dp/index.html>
The DPP is coordinated by a federal interagency team (DoD, DOE, FEMA and PHS) designed to enhance the capabilities of federal, state, and local emergency responders.

3. Federal Bureau of Investigation (FBI)

- a. Awareness of National Security Issues and Response Program (ANSIR)
<http://www.fbi.gov/ansir/ansir.htm>
The ANSIR is the "public voice" of the FBI for espionage, cyber and physical infrastructure protection and all national security issues.
- b. FBI's Role in the Federal Response to the Use of weapons of Mass Destruction
<http://www.fbi.gov/congress/wmd/wmd.htm>
A statement made by Robert M. Blitzer, Chief, Domestic Terrorism/Counterterrorism Planning Section before the U.S. House of Representatives Committee on National Security (Washington, DC, Nov. 4, 1997)
- c. Foreign Terrorist in America: Five Years After the World Trade Center:
DisplayText cannot span more than one line! A statement by Dale Watson, Chief, International Terrorism Section, National Security Division, before the Senate Judiciary Committee, Subcommittee on technology, Terrorism and Government Information (Washington DC, Feb. 24, 1998).
- d. Militias: Initiating Contact
<http://www.fbi.gov/leb/july975.htm>
This paper, written by James E. Duffy and Alan C. Brantley, discusses how proactive dialogue with certain types of militia groups may help law enforcement agencies diffuse tensions and avert potential flash points.
- e. National Domestic Preparedness Office (NDPO)
<http://www.ndpo.com>
The NDPO Web site is designed to serve as a gateway to federal assets and expertise. The NDPO mission, members, services, newsletter, and recommended links are contained on this site.
- f. Threats to U.S. National Security
<http://www.fbi.gov/congress/threats.htm>



A statement made by Louis J. Freeh, Director of the FBI, before the Senate Select Committee on Intelligence (Washington, DC, Jan. 28, 1998).

- g. U.S. Government's Response to International Terrorism
<http://www.fbi.gov/congress/terror.htm>
A statement by Louis J. Freeh, Director of the FBI, before the Senate Judiciary Committee (Washington DC, Sep.3,1998).

4. Federal Emergency Management Agency (FEMA)

- a. America Preparing for the Consequences of Terrorism
<http://www.fema.gov/pte/gospch11.htm>
A presentation by Kay C. Goss, Associate Director for Preparedness, Training and Exercises, given before the North Atlantic Treaty Organization (NATO) Civil Emergency Preparedness Symposium (Moscow, Russia, Apr. 22, 1997).
- b. Countering Chemical and Biological Weapons
<http://www.fema.gov/pte/gospch18.htm>
Government Programs and Industry Opportunities. Remarks made by Kay C. Goss, Associate Director for Preparedness, Training and Exercises (Washington DC, Nov. 19,1997).
- c. Background: Terrorism
<http://www.fema.gov/library/terror.htm>
Basic background on terrorism-related issues.
- d. FEMA's Emergency Response to Terrorism Self-Study Course
<http://www.usfa.fema.gov/./nfa/trertss/htm>
A link to a self-study course designed to provide basic awareness training to prepare first responders to respond safely and effectively to incidents of terrorism.
- e. FEMA's Rapid Response Information System (RRIS)
<http://www.fema.gov/rris/reflib2.htm#chembio>
Descriptions and links to eight major C/B resources.

• Other Federal Departments/Agencies

- 1. Central Intelligence Agency (CIA)
<http://www.odci.gov/>
Basic agency information, publications and links to the intelligence community.
- 2. Department of Energy's (DOE) Radiation-Related web site
<http://www.rw.doe.gov/>
Maintained by DOE's Office of Civilian Radiation Waste Management.



3. Department of Health and Human Services' (DHHS) Office of Emergency Preparedness
<http://www.oep-ndms.dhhs.gov/>
General information about DHHS role and functions in emergency management.
4. National Response Team (NRT)
<http://www.nrt.org/>
Information about standing NRT committees, the Regional Response Team's (RRT's), upcoming events and NRT publications.
5. National Security Agency (NSA)
<http://www.nsa.gov:8080/>
Basic information about the agency and its mission.
6. State Department's CT Coordinator's Office
<http://www.state.gov/www/global/terrorism/index.html>
This office has the primary responsibility within the U.S. Government for coordinating and implementing U.S. CT Policy.



ANNEX G : Foreign Animal Disease Annex

PRIMARY AGENCY:

Pinal County Health & Human Services (HHS) Animal Care and Control	Pinal County Public Health Pinal County Air Quality Control
Maricopa Office of Emergency Management Local Veterinarians	

SUPPORT AGENCIES:

Maricopa City Attorney	Maricopa Police Department
Arizona Department of Health Services	Arizona Department of Public Safety
Arizona Department of Environmental Quality	

SUPPORTING PRIVATE ORGANIZATIONS:

Private: Arizona Veterinary Medical Association	Arizona Cattlemen's Association
Arizona Pork Council	Arizona Wool Producers
Arizona Poultry Industry Representative	Livestock Markets
Arizona State Horsemen's Association	Rendering Vendors
United Dairymen of Arizona	
USDA Accredited Veterinary Practitioners	
Livestock Slaughter Establishments	

Available through the Arizona Division of Emergency Management

Arizona Division of Emergency Management
Arizona Game and Fish Department
Arizona National Guard
University of Arizona Veterinary Diagnostic Laboratory
Federal: U.S. Department of Agriculture (USDA), Animal, and Plant Health
Inspection Service, Veterinary Services
USDA, Regional Emergency Animal Disease Eradication
Organization (USDA-READEO) for the Western Region
USDA, APHIS, VS Emergency Programs
USDA National Veterinary Services Laboratory
USDA Foreign Animal Disease Diagnostic Laboratory

INTRODUCTION

Purpose

To coordinate the initial, as well as ongoing, response of local, county, state, federal agencies, and private organizations and entities in response to and recovery from an outbreak of a foreign animal disease. In as much as some foreign animal diseases are zoonotic, this coordination may also involve the identification and control of diseases of public health significance. Issues of major concern in preparedness and response to a foreign animal disease outbreak include prevention of introduction, disease surveillance, rapid identification, initiation of steps to reduce the further spread of the disease, and disposal of infected, exposed, and dead animals during an outbreak.

Scope



This plan provides technical advice and assistance to local and county governments, professional animal health organizations, and industry during a foreign animal disease outbreak and includes procedures for the identification, containment, and elimination of a foreign animal disease. This annex is applicable to all agencies identified in the Primary and Supporting Government Agency outline, as well as USDA accredited veterinary practitioners. It is anticipated that the remainder of the Supporting Private Organizations identified in this plan will participate to the fullest extent possible.

SITUATION AND ASSUMPTIONS

Situation

Several serious animal disease outbreaks have occurred outside the United States recently. Foot and Mouth Disease in Taiwan's swine population in 1997 resulted in the slaughter of more than five million hogs. The recent Classical Swine Fever (Hog Cholera) epidemic in the Netherlands resulted in the slaughter of more than 10 million hogs. Ongoing problems with Classical swine fever in Haiti and the Dominican Republic continue to be a threat to the U.S. swine industry. The occurrence of Bovine spongiform encephalopathy in Great Britain has resulted in a large number of beef and dairy cattle destroyed and diseased cattle continue to be identified. The importation of animal products from foreign countries, the ease of travel throughout the world, the lifting of restrictions on animal health movement as a result of Free Trade Agreements, the presence of international ports and an international border, and the minor outbreak of a foreign plant disease within the state of Arizona within the past 18 months underscore Arizona's vulnerability to an outbreak of a foreign animal disease.

Even though concerns about animal diseases are increasing, the public gives it relatively low priority. Protecting animal agriculture in the United States requires cooperation, participation, and partnership. While the USDA has assumed leadership in combating the foreign animal disease problem, they do not have the resources nor the desire to assume these responsibilities alone. Consideration must be given to the fact that an outbreak of foreign animal disease within the City and county could be devastating to the economy and the health of the city and county as well as the entire state or country. The City's and county's response is the first line of defense in an animal health disaster, the quality of which likely will determine the final economic impact to the City, county, state and national industry, and public as a whole.

The Office International des Epizooties (OIE) provides worldwide disease reporting services to 147 Member Countries, including the United States, on the occurrence of certain animal diseases, and establishes guidelines for trade in animals and animal products. The OIE has published, in the International Animal Health Code (ISBN 92- 9044-485-1), the following list of diseases of concern:

OIE LIST A DISEASES: Defined as transmissible diseases which have the potential for very serious and rapid spread, irrespective of national borders; may have serious socioeconomic or public health consequence; are of major importance in the international trade of animals and animal products. All list A diseases are foreign to the United States except for Vesicular Stomatitis and Bluetongue.

African horse sickness
African swine fever



Bluetongue
Classical swine fever (Hog Cholera)
Contagious bovine pleuropneumonia
Foot and Mouth Disease
Highly pathogenic avian influenza (Fowl Plague)
Lumpy skin disease
Newcastle disease
Peste des petits ruminants
Rift Valley fever
Rinderpest
Sheep pox and goat pox
Swine vesicular disease
Vesicular Stomatitis

OIE LIST B DISEASES: Transmissible diseases which are considered to be of socioeconomic and/or public health importance within countries and which are significant in the international trade of animals and animal products. OIE member countries normally submit reports once a year. More frequent reporting may be necessary, in some cases, to comply with Section 1.2 of the *International Animal Health Code*. Some diseases listed on OIE List B are foreign to the United States. Multiple Species Diseases include Anthrax, Aujeszky's disease (Pseudo rabies), Echinococcosis/hydatidosis, Heartwater, Leptospirosis, Q fever, Rabies, Paratuberculosis, and Screwworm. Cattle Diseases include Anaplasmosis, Babesiosis, Brucellosis, Genital Campylobacteriosis, Tuberculosis, Cysticercosis, Dermatophilosis, Enzootic bovine leukosis, Hemorrhagic septicaemia, Infectious bovine rhinotracheitis, Pustular vulvovaginitis, Theileriosis, Trichomoniasis, Trypanosomiasis, Malignant catarrhal fever, and Bovine spongiform encephalopathy. Sheep and Goat diseases include Ovine epididymitis (*Brucella ovis*), Caprine and Ovine brucellosis (excluding *B. ovis*), Caprine arthritis/encephalitis, Contagious agalactia, Contagious caprine pleuropneumonia, Enzootic abortion of ewes (Ovine chlamydiosis), Ovine pulmonary adenomatosis, Nairobi sheep disease, Salmonellosis (*S. abortus ovis*), Scrapie, and Maedi-visna. Horse Diseases include Contagious equine metritis, Dourine, Epizootic lymphangitis, Equine encephalomyelitis (Eastern and Western), Equine infectious anemia, Equine influenza, Equine piroplasmiasis, Equine rhinopneumonitis, Glanders, Horse pox, Equine viral arteritis, Japanese encephalitis, Horse mange, Surra, and Venezuelan equine encephalomyelitis. Swine Diseases include Atrophic rhinitis of swine, porcine cysticercosis, porcine brucellosis, Transmissible gastroenteritis, Trichinellosis, Enterovirus encephalomyelitis, and porcine reproductive and respiratory syndrome. Avian Diseases include Avian infectious bronchitis, Avian infectious laryngotracheitis, Avian tuberculosis, Duck virus hepatitis, Duck virus enteritis, Fowl cholera, Fowl pox, Fowl typhoid, Infectious bursal disease, Marek's disease, Avian mycoplasmosis, Avian chlamydiosis, and Pullorum disease.

Assumptions

- Local livestock producers, dairymen, feedlot operators, chicken farmers, horsemen, and hog producers likely will be the first to notice an unusual condition/disease in their animals. The concerned producer should make contact with one of four entities:
 - A private accredited veterinarian.



- The State Veterinarian and/or the local Arizona Department of Agriculture livestock officer/inspector (ADA-LSO/LSI).
- The Arizona Veterinary Diagnostic Laboratory (AzVDL) located at the University of Arizona.
- The USDA, APHIS, VS Area Veterinarian-In-Charge (USDA-AVIC).

If the disease situation is unexpected with high death loss, or if the symptoms are unusual, and especially if a foreign animal disease is suspected, a private accredited veterinarian must report his or her findings to the State Veterinarian or USDA-AVIC. In addition, Arizona Administrative Code (A.A.C.) R3-2-402 requires veterinarians to report to the State Veterinarian, any suspected or diagnosed diseases listed in that rule, including those classified as foreign animal diseases.

The local ADA-LSO/LSI, if contacted by a producer experiencing a sudden unusual disease occurrence, has the expertise, not to diagnose, but rather to gather information and make an initial assessment. He or she will then contact the State Veterinarian. AzVDL, if contacted by the private accredited veterinarian or directly by the producer, will in turn contact the State Veterinarian and/or the USDA-AVIC regarding the unusual disease occurrence. In addition, A.A.C. R 3-2-402 also requires all laboratories to report to the State Veterinarian, any suspected or diagnosed diseases listed in that rule, including those classified as foreign animal diseases.

- When contacted by the ADA-LSO/LSI, producer, AzVDL, or in some cases a private laboratory, the State Veterinarian, or the USDA-AVIC, will contact the other person by telephone to determine what are necessary to further characterize the disease occurrence. This may include the dispatching of a Foreign Animal Disease Diagnostician (FADD) to the location, and requesting assistance from the USDA Regional Emergency Animal Disease Eradication Organization (USDAREADEO) Early Response Team (USDA-ERT). If the FADD determines that the differential diagnosis includes a foreign animal disease, the USDA-AVIC will notify USDA-Emergency Programs and other appropriate federal government officials. The FADD will obtain a Foreign Animal Disease Investigation case number from the USDA-AVIC. In addition, the USDA-AVIC and State Veterinarian, depending on the likelihood of a foreign animal disease, will take steps, in concert with ADA-LSOs/LSIs, to isolate the disease to as small an area as possible. This may necessitate the involvement of local, county, and state law enforcement agencies to assist in isolating the area.
- If the suspected disease has potential wildlife impacts, the State Veterinarian will contact the Arizona Game and Fish Department (AzG&F). AzG&F, in cooperation with ADA, will determine the appropriate response to protect wildlife or conduct surveillance activities in wildlife to determine their disease status.
- Suspected foreign animal diseases in or potentially affecting wildlife or fish will be reported to the AzG&F, who in turn will report this information to the State Veterinarian. If the disease has potential livestock impacts, AzG&F will determine the appropriate response in cooperation with the ADA.



- If the suspected disease has potential public health impacts, the State Veterinarian will contact the Arizona Department of Health Services (AzDHS). The AzDHS, in cooperation with ADA, will determine the appropriate response to protect human health and welfare.

CONCEPT OF OPERATIONS

Upon notification that an outbreak of foreign animal disease is suspected, the Director of the City of Maricopa Office of Emergency Management (MOEM) will contact the Pinal County Health & Human Services (PCHHS), Pinal County Office of Emergency Management (PCOEM) and the Arizona Division of Emergency Management (ADEM) to activate the County's and State's Foreign Animal Disease (FAD) annex. The Director-ADA will then activate the State's Primary Core Decision Group, which consists of the following representatives:

- Arizona Department of Agriculture (ADA)
 - Director
 - Associate Director, Animal Services Division
 - State Veterinarian, Animal Services Division
 - Chief Livestock Officer, Animal Services Division
 - General Counsel-Attorney General's Office
 - Public Information Officer
- USDA-AVIC
- Director, Arizona Division of Emergency Management who will in turn notify the Pinal County Office of Emergency Management if not yet notified.
- Industry representative(s) (depending on animal species involved)
- Director, Arizona Veterinary Diagnostic Laboratory the Director-ADA, on the advice of the State Veterinarian, may activate any and all of the Secondary State Core Decision Group which may consist of the following representatives:
 - Director, Arizona Game and Fish Department
 - Adjutant General, Arizona National Guard
 - Director, Arizona Department of Environmental Quality
 - Director, Arizona Department of Health Services
 - Director, Arizona Department of Public Safety

The Primary State Core Decision Group and possibly some or all of the members of the Secondary State Core Decision Group will make the determination as to:

- Procedures to isolate the affected area.
- Which Emergency Support Function(s) (ESF) of the City, county and state Emergency Response and Recovery Plan will be activated.
- When to request activation of a USDA-READEO.



- When to activate the State Emergency Operations Center (SEOC) located at the Papago Park Military Reservation.
- The procedures utilized to combat the outbreak once it is identified as a foreign animal disease.

When the SEOC is activated, all members of the Primary and Supporting Government Agencies, and if possible, Supporting Private Organizations of the state FAD annex, and the Primary and Supporting Government Agencies from any other activated ESFs will establish and maintain a presence in the SEOC to coordinate with Pinal County Emergency Operations Center (PCEOC). PCEOC will coordinate with the City of Maricopa Emergency Operations Center (MEOC).

ORGANIZATIONAL ROLES AND RESPONSIBILITIES

Primary Agency

PCHHS is identified as the county's primary agency for this annex and will be the primary decision maker for the county. PCHHS will coordinate with ADEM and determine the resources and ESF's to activate at the local and county level. PCHHS Divisions responsible for emergency response in the event of a foreign animal disease outbreak will activate their response systems.

- County Animal Care and Control will:
 - Assist federal and state agencies in identification and location of local animal populations and/or producers.
 - Provide federal and state agencies with logistical and/or facilities support.
 - Assist federal and state agencies in isolating any affected area.
 - Provide federal and state agencies support in the removal or quarantine of small animals or access into restricted or quarantined areas.
 - Provide crematory facilities for small animals in manageable quantities.
 - Perform other functions as required by HHS, ADA, state veterinarian or state ADEM.
 - Personal protective equipment (PPE) and decontamination requirements will be identified by ADA in consultation with ADHS and provided to assigned personnel.
- Pinal County Division of Air Quality Control will:
 - Coordinate with ADEQ in the event that burning is determined to be the most appropriate method for disposal of dead, destroyed, and affected animals.
 - Coordinate with ADEQ to determine what fuels and procedures should be utilized to minimize the environmental impact and if the materials should be buried onsite or transported to an offsite location.



- Coordinate with the Director of Environmental Health whenever appropriate.
- Pinal County Public Health will:
 - Cooperate with ADHS to determine the nature of the disease, its primary animal host, and if it is considered to be a health hazard to humans.
 - Assist ADHS with assessing the public health risk associated with burial or burning of dead and affected animals, and provide this information to the Primary State Core Decision Group.

The MOEM will assist in obtaining a Governor's Declaration of a State of Emergency, or in the Governor through ADEM.

State Response

- Arizona Department of Agriculture (ADA)
 - ADA is identified as the primary government agency for the state FAD annex. As such, ADA will function as the primary decision maker for the Primary and Secondary State Core Decision Groups, and co-decision maker with USDA for the USDA-ERT, if activated, and function as the lead state agency when the USDA emergency management system is activated.
 - ADA will function as the liaison between the MOEM, PCOEM, the State of Arizona, and the federal government.
 - ADA will issue quarantines, and oversee the implementation and enforcement of restricted or quarantined areas determined necessary by the Primary State Core Decision Group, with the assistance of the other state and federal supporting agencies. Because time is of the essence in an animal health emergency, quarantines may initially be issued verbally but will be documented in writing by letter or administrative order as soon as practical.
 - ADA will determine the extent to which ADA personnel will respond to an animal health emergency. Duties in support of this Appendix will take priority over all other duties of the Department.
- State Agencies:
 - Attorney General's Office (AG)
 - AG will provide representation to the Primary State Core Decision Group when requested by ADA.
 - AG will provide legal assistance, including preparing administrative orders, as required, to accomplish the overall mission of dealing with a foreign animal disease within or adjacent to the boundaries of the State of Arizona, including lands owned by Tribal Governments.



- AG will function as the liaison between the ADA and legal counsel representing federal and Tribal Government.
- Arizona Veterinary Diagnostic Laboratory, University of Arizona (AzVDL)
 - AzVDL will provide representation to the Primary State Core Decision Group when requested by ADA.
 - AzVDL will participate in the operation of a USDA-ERT, if activated.
 - AzVDL will report suspected foreign animal disease to the State Veterinarian.
 - AzVDL may, in some cases, provide initial tentative diagnosis of a foreign animal disease from samples provided by either local producers or local veterinarians and forward the samples to the appropriate USDA laboratory.
 - AzVDL will assist ADA, when requested, with the collection and submission of appropriate samples for definitive diagnosis of suspected foreign animal disease.
 - AzVDL will assist ADA and other state agencies in their efforts to combat the foreign animal disease.
 - AzVDL will coordinate with the USDA National Veterinary Services Laboratory and the USDA Foreign Animal Disease Diagnostic Laboratory during the initial investigative phase, as well as during the management phase of an outbreak.
- Arizona Division of Emergency Management (ADEM):
 - ADEM will provide representation to the Primary State Core Decision Group when requested by ADA.
 - ADEM will assist ADA in obtaining a Governor's Declaration of a State of Emergency, or in the Governor's absence, a Declaration from the State Emergency Council.
 - ADEM will assist ADA in obtaining assistance from the National Guard.
 - ADEM will activate the SEOC when determined necessary by the Primary State Core Decision Group.
 - ADEM, through the SEOC, will provide liaison to other state, county, and local government agencies.
 - ADEM will establish procedures for documenting expenses.
 - ADEM, through activation of the SERRP, will provide access to the State Emergency Council, and federal agencies, other than the USDA, as required.
- Arizona National Guard (AZNG):
 - AZNG will provide representation to the Secondary State Core Decision Group when



- requested by ADA.
- AZNG will activate appropriate members of the AZNG as directed by the Governor of Arizona. The following types of Guard members may be required:
 - Military Police
 - Heavy Equipment Operator
 - Truck Drivers
 - Helicopter Crews
 - Administrative personnel
 - Communications experts
 - AZNG will assist local and county law enforcement, DPS, and ADA personnel in the staffing of roadblocks and security at quarantine sites.
 - AZNG will assist ADA in the preparation of burial sites for dead animals or those to be humanely destroyed, and to assist local law enforcement, DPS, and ADA personnel with security at burial sites.
 - AZNG will assist ADA and other responding agencies with the transportation of equipment, response personnel, and affected animals.
 - AZNG will assist ADA with the cleaning and disinfection of vehicles, equipment, and facilities.
 - AZNG will assist with mobile communications systems in support of the plan.
 - AZNG will assist in other missions that may be deemed essential by the Primary State Core Decision Group and approved by the Governor.
 - Department of Public Safety (DPS):
 - DPS will provide representation to the Secondary State Core Decision Group when requested by ADA.
 - DPS will provide roadblocks on state and federal highways in restricted or quarantined areas delineated by the State Primary Core Decision Group and/or the USDA.
 - DPS will assist local and county law enforcement, ADA and AZNG personnel in restriction of entry into the restricted or quarantined area.
 - DPS will perform other functions as requested by the Primary State Core Decision Group or, if activated, the SEOC.
 - Department of Environmental Quality (ADEQ):
 - ADEQ will provide representation to the Secondary State Core Decision Group when requested by ADA.



- ADEQ will provide recommendations to the Primary State Core Decision Group as to the most appropriate method(s) for disposal of dead, destroyed, and affected animals. If burning is utilized, ADEQ will determine what fuels and procedures should be utilized to minimize the environmental impact. If burial is determined to be the method of disposal, ADEQ will determine if the materials should be buried on site or transported to an offsite location. If the materials are transported to an offsite location, ADEQ will identify the offsite location and make recommendations, in conjunction with the Arizona Department of Transportation, regarding specific transportation requirements.
- ADEQ will assist the AZNG in assessing the safety of disinfectants used for cleaning and disinfection of vehicles, equipment, and facilities.
- ADEQ will provide personnel at the site of each destruction and disposal area. ADEQ personnel will be qualified to make environmental assessments.
- Department of Health Services (ADHS):
 - ADHS will provide representation to the Secondary State Core Decision Group when requested by ADA.
 - ADHS will immediately, upon being informed that a suspected foreign animal disease has been detected within the State of Arizona, determine the public health risk and impact, if any.
 - ADHS will notify the U.S. Centers for Disease Control that an outbreak of a foreign animal disease has occurred within the boundaries of the State of Arizona. ADHS will then inform them of the nature of the disease, its primary animal host, and if it is considered to be a health hazard to humans.
 - ADHS will assess the public health risk associated with burial or burning of dead and affected animals, and provide this information to the Primary State Core Decision Group.
- Game and Fish Department (AzG&F):
 - AzG&F will coordinate with ADA and participate in the Secondary State Core Decision Group as requested by ADA, and as a responding agency if required.
 - AzG&F will provide advice on risks to wildlife and methods to mitigate these risks.
 - AzG&F will support the law enforcement aspect of the restricted or quarantine area, if applicable.
 - If the foreign animal disease is one that has a history of affecting wild animals, AzG&F will initiate a surveillance program in the immediate vicinity of the outbreak and determine if the disease has spread to wildlife. In addition, AzG&F will initiate steps to prevent the spread of the disease to susceptible wildlife.
 - In the event that a foreign animal disease is first detected among wildlife or fish,



AzG&F will immediately notify the ADA who will activate the Primary State Core Decision Group, and appropriate Secondary State Core Decision Group members as deemed appropriate.

Private Organizations:

Private organizations have a great deal of interest in a response plan of this type since their livelihood may depend upon the outcome. In most cases a private entity, such as a local veterinarian, will be the first on scene, and must make immediate decisions. A local veterinarian accredited by the USDA, APHIS, VS, and the State Veterinarian has the authority to verbally restrict movement of animals suspected of being affected with a foreign animal disease. The local veterinarian is then required to immediately notify the State Veterinarian who, with the assistance of the USDA-AVIC, determine the next appropriate action(s) to confirm or rule-out the presence of a foreign animal disease, and to restrict animal and, if necessary, people movement in and through the affected area. Private enterprises such producers, auction markets, slaughtering establishments, and renderers will be notified by the ADA when an animal disease emergency exists. They will be encouraged to actively participate in an emergency response.

DIRECTION AND CONTROL

The primary point of contact for activation of this Annex is the PCHHS. PCHHS consults with the Director-ADA. If the situation is such that the state must get involved immediately, the Director of MOEM assists in obtaining a proclamation by the Governor of a State of Emergency. This proclamation will make available the Governor's Emergency Fund and will activate all or a portion of the Arizona National Guard.

When the U.S. Secretary of Agriculture declares an emergency or extraordinary emergency, the USDA-READEO can be fully activated with funding made available from the Commodity Credit Corporation for indemnity.

If and when the outbreak exceeds state and local capabilities and resources, the Governor, after consultation with the Emergency Council, may request a Presidential Declaration of either an Emergency or a Major Disaster.

Local veterinarians, the AzVMA, animal control agencies, and the Humane Society will participate in an emergency operation on a voluntary basis.

ADMINISTRATION AND LOGISTICS

The HHS, local veterinarian, along with a number of other county and state agencies identified on page 1 of this annex as support agencies, will serve as members of the MEOC Staff.

Reimbursement of expenses will be in accordance with guidelines established in the Arizona Revised Statutes and the Arizona Administrative Code.

All participating local, county, and state agencies at the MEOC will be responsible for maintaining a log of events and expenses in accordance with procedures established by the agency and approved by the MOEM. This log and a record of expenses will be made available to ADEM upon termination of the emergency. Each organization will also maintain a Daily



Situation Report (SITREP) which will be forwarded by facsimile to the Planning Section of the MEOC, if activated, on a daily basis NLT 1700 hours. The period of the report shall be from 12 noon of one day to 12 noon of the next day.

PLAN DEVELOPMENT AND MAINTENANCE

HHS in coordination with the MOEM is responsible for the development and maintenance of this Annex. Other agencies identified on page 1 as support agencies will review this Annex on an annual basis or as necessary following the activation of this Annex. Any changes will be forwarded to either the State Veterinarian or ADEM.



ANNEX H : Pandemic Influenza Incident

PRIMARY AGENCY:

Arizona Department of Health Services
Pinal County Division of Public Health

SUPPORT AGENCIES:

Maricopa Office of Emergency Management
Pinal County Health & Human Services
Pinal County Office of Emergency Management

Available through the Arizona Division of Emergency Management

Arizona Division of Emergency Management
Arizona National Guard
Arizona Department of Economic Security
Arizona Department of Public Safety
Arizona Attorney General
Governor's Office
Federal: Centers For Disease Control (CDC), Atlanta
U.S. Public Health Service
Federal Emergency Management Agency (FEMA)
National Disaster Medical System (NDMS)

SITUATION AND ASSUMPTIONS

Situation

- Experts consider a future influenza pandemic to be inevitable.
- There will only be one to six months between identification and outbreaks in the U.S.
- Outbreaks may occur simultaneously throughout the U.S.
- The effect of an influenza pandemic on individual communities may be weeks to months.
- National impact is estimated at:
 - Up to 200 million persons will be infected.
 - Between 40 and 100 million persons will become clinically ill.
 - Between 18 and 45 million persons will require outpatient care.
 - Between 300,000 and 800,000 persons will be hospitalized.
 - Between 88,000 and 300,000 persons will die.
- Effective preventive and therapeutic may be in short supply, as may some antibiotics to treat secondary infections.



- Health care workers and other first responders may be at higher risk of exposure and illness than the general population.
- Widespread illness in the community will increase shortages of personnel in sectors who provide critical community services.
- Interim benefits will include:
 - New and better communications between the public health and emergency response sectors.
 - Planning will clarify agencies roles, identify response capabilities, ensure legal authorities are adequate, and facilitate system-wide awareness.
 - Increased awareness among the public health, medical and emergency response communities will foster greater concern about “routine”, annual influenza epidemics.
 - Infrastructure improvements to mitigate the effect of the next pandemic.
 - Planning elements of can be applied to the current counter bio-terrorism initiatives, as well as other rapidly emerging, infectious disease threats.

Assumptions

- The federal government is responsible for the national plan, including:
 - Vaccine research and development.
 - Coordination of national and international surveillance.
 - Assessing and potentially enhancing coordination of vaccine and antiviral capacity and coordination of public-sector procurement.
 - Assessment of the need for and the scope of a suitable liability program for vaccine manufacturers and persons administering the vaccine.
 - Developing a national “clearinghouse” for vaccine availability information, vaccine distribution, and redistribution.
 - Development of an adverse events surveillance system at the national level.
 - Development of a central (national) information database/exchange/clearinghouse on the Internet.
 - Developing “generic” guidelines and/or “information templates”, including:
 - “Fact sheets”/Q & As on influenza, influenza vaccine, and a
 - Strategies and guidelines for interacting with the media and communicating



- effectively with the public health and medical communities and the general public.
- Guidelines for triage and treatment of influenza patients in outpatient, inpatient, and non-traditional medical care settings.
 - Guidelines for setting up and operating mass vaccination programs.
 - Guidelines for distribution and use of antiviral agents.
 - Guidelines for the potential utility of “traditional” public health measures to curtail transmission such as the use of masks, isolation precautions, and temporary closure of schools and large businesses.
- For purposes of consistency, comparability, and coordination of the national, state, and local response, identification and declaration of the following “stages” will be designated at the national level:
 - Novel Virus Alert.
 - Novel Virus detected in one or more humans.
 - Little or no immunity in the general population.
 - Potential, but not inevitable precursor to a Pandemic.
 - Pandemic Alert.

Novel virus demonstrates sustained person-to-person transmission and causes multiple cases in the same geographic area.
 - Pandemic Imminent.

Novel virus causing unusually high rates of morbidity and/or mortality in multiple, widespread geographic areas.
 - Pandemic.

Further spread with involvement of multiple continents; formal declaration made.
 - Second Wave.

Recrudescence of epidemic activity within several months following the initial wave of infection.
 - Pandemic over.

Cessation of successive pandemic “waves”, accompanied by the return (in the U.S.) of the more typical wintertime “epidemic” cycle.
 - During the early phases of the pandemic, vaccine shortages will exist due to substantial lead times required for vaccine production.



- Liability protection for vaccine manufacturers and persons who administer vaccine is a national issue. Legislation is under consideration.
- Treatment and prophylaxis antiviral agents may be available only for limited distribution. Therefore, national planners are actively pursuing:
 - The cost and feasibility of stockpiling additional quantities of these drugs and/or their precursors.
 - The designation of suggested target groups and guidelines for administration.
 - The cost and feasibility of potential drug distribution schemes.
 - The examination of legal and liability issues associated with large scale distribution.
 - Limited resources are available from the federal government for purposes of state and local plan development.
 - State and local responders will be self-sustaining until federal assistance can be implemented.

CONCEPT OF OPERATIONS

The State of Arizona

- Arizona Department of Health Services is the lead agency for this Incident Annex. When conditions have been identified that have the possibility of creating an Influenza Pandemic, the Director, Arizona Department of Health Services will activate the Executive Planning Committee. The Executive Planning Committee consists of the following:
 - Arizona Department of Health Services (ADHS)
 - State Epidemiologist
 - Bureau Chief, Epidemiology & Disease Control
 - Bureau Chief, State Laboratory Services
 - Assistant Director for Public Health Services
 - Bureau Chief, Emergency Medical Services
 - Immunization Project Director
 - Assistant Director, Assurance, and Licensure
 - ADHS Public Information Officer
 - Assistant Director, Office of Local Health
 - Medical Director, Bureau of Epidemiology & Disease Control
 - NDMS Coordinator (Southern and Central Arizona Offices)
 - Arizona Division of Emergency Management State Plan Coordinator
 - Health Services Attorney General
 - Governor's Executive Advisor for Health



- The EPC shall advise the Governor, through the Director, ADEM, when conditions indicate that activation of this Annex is appropriate.
- Command, Control, and Management Procedures will be in accordance with the Basic Plan of the State of Arizona Emergency Response and Recovery Plan. This Pandemic Influenza Incident Annex addresses those functions that are not addressed and, in some cases, may not be considered during traditional disaster planning, such as: special surveillance operations, delivery of vaccines and antiviral agents, and mitigation efforts.
- The State Epidemiologist shall be part of the Policy Group in the State Emergency Operations Center and will determine which areas of the state are impacted, notify the affected county and the Centers for Disease Control (CDC's), and shall determine responsibilities for Implementation of this Annex. The Medical Director, Bureau of Epidemiology is the alternate.
- The EPC shall function in the SEOC as the Technical Operations Group.

ORGANIZATIONAL ROLES AND RESPONSIBILITIES

- Department of Health Services shall:
 - Activate the influenza surveillance program.
 - Notify the Division of Emergency Management in the event there is a pandemic influenza outbreak in Arizona.
 - State Health Lab shall be prepared to receive, process, and report findings on organic materials presented for analysis.
- Division of Emergency Management shall establish and maintain communications with ADHS Epidemiology and upon notification of a pandemic influenza epidemic in the state of Arizona, if appropriate, activate the Arizona Emergency Response and Recovery Plan. ADEM shall coordinate state agencies' activities to respond to an influenza emergency.
- Arizona National Guard shall provide support as required, including transportation, personnel, equipment, etc.
- Department of Economic Security shall provide support collateral with the Department's mission and capabilities as required.
- Department of Public Safety shall:
 - Provide representation to the SEOC
 - Provide security for emergency pharmaceuticals
 - Provide other support collateral with the Department's mission and capabilities.



- Office of the Attorney General shall review legal and liability issues and determine mitigation actions.
- AZ Hospital & Health Care Association shall:
 - Provide representation to the SEOC when requested.
 - Coordinate with hospitals statewide and track bed availability and supply information.
 - Provide technical information and advice to the SEOC
- County Division of Public Health shall, if:
 - Institute infectious disease surveillance and monitoring system.
 - Activate the pandemic influenza surveillance program.
 - Notify the City and county Emergency Management offices in the event there is a pandemic influenza outbreak in the City.
 - Coordinate with the Pinal/Gila Long Term Care, Horizon Home Care, Public Fiduciary, and Medical Examiners office to prepare for the needs of special populations.
- All hospitals shall report influenza cases to County or State Health Departments and submit appropriate samples to the State Lab for analysis. Furthermore, hospitals shall develop policies and procedures for reporting influenza case statistics to County health offices.
- County Office of Emergency Management offices shall coordinate local resources in response to a pandemic influenza emergency.
- Federal agencies shall operate and support local responses in accordance with the National Emergency Response Plan and CDC plans and procedures.



ANNEX I : Acronyms

A

A&AA	Aging and Adult Administration
AAA	Area Agency on Aging
AAC	Arizona Administrative Code
ACC	Arizona Corporation Commission
ACEP	American College of Emergency Physicians
ACOS	American College of Surgeons
ADA	Arizona Department of Agriculture
ADA	Arizona Dental Association
ADC	Arizona Department of Commerce
ADEM	Arizona Division of Emergency Management
ADEQ	Arizona Department of Environmental Quality
ADOT	Arizona Department of Transportation
ADOERMS	Arizona Department of Administration Risk Management Section
ADWR	Arizona Department of Water Resources
AEOC	Alternate Emergency Operations Center
AFCA	Arizona Fire Chiefs' Association
AFDA	Arizona Funeral Directors Association
AFRCC	Air Force Rescue Coordination Center
AGCA	Associated General Contractors of America
AGECU	Attorney General's Office of Environmental Crimes Unit
AoA	Administration on Aging
AP	Assembly Point
ARC	American Red Cross
ARRA	Arizona Radiation Regulatory Agency
ARS	Arizona Revised Statutes
ATSDR	Agency for Toxic Substances and Disease Registry
AZNG	Arizona National Guard
AZSERC	Arizona State Emergency Response Commission
AZTF	Arizona Task Force
AzVOAD	Arizona Voluntary Organizations Active in Disasters

B

BC	Base Camp
BHD	Behavioral Health Division
BLM	Bureau of Land Management

C

CAA	Clear Air Act
CAER	Community Awareness and Emergency Response Program
CAP	Civil Air Patrol
CAS	Chemical Abstract System
CDC	Center for Disease Control
CERCLA	Comprehensive Environ. Response Compensation & Liability Act
CES	Cooperative Extension Services



CEPP	Chemical Emergency Preparedness Program (EPA)
CFR	Code of Federal Regulations
Chemtrec	Chemical Transportation Emergency Center
CHRIS	Chemical Hazards Response Information System
CIA	Central Intelligence Agency
CISD	Critical Incident Stress Debriefing
CISM	Critical Incident Stress Management
CMA	Chemical Manufacturer's Association
CME	County Medical Examiner
COM	Consequence Management
CRG	Chemical Referral Guide
CRM	Crisis Management
CVSS	Commercial Vehicle Safety Section
CWA	Clean Water Act (a.k.a. FWPCA)

D

DC	Disaster Committee
DCC	Donations Coordination Center
DCT	Donations Coordinating Team
DDF	Disaster Donations Fund
DEMA	Department of Emergency and Military Affairs
DEQ	Department of Environmental Quality
DES	Department of Economic Security
DFO	Disaster Field Office
DHHS	Department of Health and Human Services
DHS	Department of Health Services
DHS-EMS	Department of Health Services - Emergency Medical Services
DIA	Defense Intelligence Agency
DO	Duty Officer
DOA	Department of Administration
DOC	Department of Commerce
DOC	Department of Corrections
DOD	Department of Defense
DOE	Department of Energy
DOS	Department of State
DOT	Department of Transportation
DPS	Department of Public Safety
DRC	Disaster Recovery Center
DRC	Donations Reception Center
DSR	Damage Survey Report
DST	Damage Survey Team
DWI	Disaster Welfare Inquiry

E

EAS	Emergency Alert System
EDNA	Emergency Department Nurses Association
EDUD	Emergency Development and Utilization Division
EHS	Extremely Hazardous Substance
EHTR	Emergency Highway Traffic Regulation
ELT	Emergency Locator Transmission



EMS	Emergency Medical Services
EOC	Emergency Operations Center
EOCC	Emergency Operations Communications Center
EOP	Emergency Operations Plan
EPA	Environmental Protection Agency
EPCRA	Emergency Planning and Community Right-to-Know Act
EPI	Emergency Public Information
EPIS	Emergency Public Information System
ERRP	Emergency Response and Recovery Plan
ERT	Emergency Response Team
ESF	Emergency Support Function
ESOP	Emergency Standard Operations Procedures

F

F-AS	Federal- Aid System
FAA	Federal Aviation Administration
FAD	Foreign Animal Disease
FBI	Federal Bureau of Investigation
FCAPC	Fire Chiefs Association of Pinal County
FCID	Foreign Counter Intelligence Division (FBI)
FCO	Federal Coordinating Officer
FCT	Food Coordination Team
FDA	Food and Drug Administration

FEMA	Federal Emergency Management Agency, a sub-division of the United States Department of Homeland Security
FHA	Farmers Home Administration
FHWA	Federal Highway Administration
FMD	Fire Management Division
FOSC	Federal On-Scene Coordinator
FRERP	Federal Radiological Emergency Response Plan
FWPCA	Federal Water Pollution Control Act

G

GAR	Governor's Authorized Representative
GEF	Governor's Emergency Fund

H

HAZMAT	Hazardous Materials
HAZOP	Hazardous and Operability Study
HEW	Health, Education and Welfare, Department
HIT	Hazard Information Transmission
HPB	Highway Patrol Bureau
HUD	Housing and Urban Development

I

IC	Incident Commander
ICS	Incident Command System
IFG	Individual Family Grant
INS	Immigration and Naturalization Service



IOP Internal Operating Procedure

J

JIC Joint Information Center
JLBC Joint Legislative Budget Committee
JOC Joint Operations Center

L

LCPIO Lead County Public Information Officer
LEPC Local Emergency Planning Committee
LFA Lead Federal Agency
LSA Lead State Agency
LSPIO Lead State Public Information Officer

M

MAC Mutual Aid Compact (CA, AZ, NM, CO, NV)
MARS Military Amateur Radio System
MC Mobilization Center
MEOC Maricopa Emergency Operations Center
MERS Mobile Emergency Response Support
MFD Maricopa Fire Department
MMC Mobile Mortuary Container
MMRS Medical Mobil Response System
MOEM Maricopa Office of Emergency Management
MPD Maricopa Police Department
MSDS Material Safety Data Sheet
MVD Motor Vehicle Division

N

NAWAS National Warning and Alert System
NCP National Contingency Plan
NCS Net Control Station
NDMOSC National Disaster Medical Operations Support Center
NDMS National Disaster Medical System
NECC National Emergency Coordination Center
NFDA National Funeral Directors Association
NFPA National Fire Protection Association
NIIMS National Interagency Incident Management System
NOAA National Oceanic and Atmospheric Administration
NOI Notice of Interest
NRC National Response Center
NRC Nuclear Regulatory Commission
NRT National Response Team
NRP National Response Plan
NST National Strike Team
NWS National Weather Service
NWWS National Weather Wire Service

O

OEM Office of Emergency Management



OSC On-Scene Coordinator
OSHA Occupational Safety and Health Act
OSPB Office of Strategic Planning and Budgeting

P

PA Project Application
PA Public Assistance
PAG Protective Action Guidelines
PCEOC Pinal County Emergency Operations Center
PCFD Pinal County Finance Department
PCHHS Pinal County Health and Human Services Department
PCOEM Pinal County Office of Emergency Management
PCPH Pinal County Public Health
PCPW Pinal County Public Works
PCSO Pinal County Sheriff's Office
PDA Preliminary Damage Assessment
PI Public Inquiry
PIO Public Information Officer
PL Public Law
POA Point of Arrival
PPE Personal Protective Equipment
PSP Pipeline Safety Personnel
PVNGS Palo Verde Nuclear Generating Station

R

RACES Radio Amateur Civil Emergency Services
RAP Radiological Assistance Plan
RCRA Resource Conservation and Recovery Act
RF Recovery Function
RM Resource Manager
RMP Risk Management Program
RMS Risk Management Section
ROC FEMA's Regional Operation Center
RP Responsible Party
RRT Regional Response Team

S

SA Staging Area
SAFA School Assistance Federal Affected Areas
SAR Search and Rescue
SARA Superfund Amendments and Reauthorization Act
SBA Small Business Administration
SC State Clearinghouse
SCO State Coordinating Officer
SEC State Emergency Council
SECC State of Arizona Emergency Communications Center
SEOC State Emergency Operations Center
SERC State Emergency Response Commission
SERO State Emergency Response Organization
SERRP State Emergency Response and Recovery Plan
SFM State Fire Marshall



SFSC State Fire Safety Committee
SITREPS Situation Reports
SLD State Land Department
SOP Standard Operating Procedures
SOSC State On-Scene Coordinator
SRP State Response Plan
SWP State Warning Point

T

TRAC Terrorist Research Analytical Center (FBI)
TSI-ASB Transportation Safety Institute - Anti-Terrorism Branch
TOG Technical Operations Group
TPQ Threshold Planning Quantity

U

US&R Urban Search & Rescue
USCG United States Coast Guard
USDHS United States Department of Homeland Security
USDOT U.S. Department of Transportation
USC Unified Command System

V

VA Veterans Administration

W

WER Weapons Effect Report
WMD Weapons of Mass Destruction
WQARF Water Quality Assurance Revolving Fund
WWM Waste Water Management



ANNEX J : Glossary – Definitions

A

ACETYLCHOLINESTERASE

an enzyme that hydrolyzes the neurotransmitter acetylcholine. The action of this enzyme is inhibited by nerve agents.

ACCIDENT SITE

The location of an unexpected occurrence, failure, or loss, either at a facility or along a transportation route, resulting in a release of hazardous materials; an incident site.

ACT

The Superfund Amendments & Reauthorization Act of '86.

ACUTE

Severe but of short duration. Acute health effects are those that occur immediately after exposure to hazardous chemicals.

ACUTELY TOXIC CHEMICALS

Chemicals that can cause severe short and long term health effects after a single, brief exposure (short duration). These chemicals (when ingested, inhaled, or absorbed through the skin) can cause damage to living tissue, impairment of the central nervous system, severe illness, or, in extreme cases, death.

AEROSOL

Fine liquid or solid particles suspended in a gas; for example, fog or smoke.

AIRBORNE RELEASE

Release of any chemical into the air.

ANTIBIOTIC

A substance that inhibits the growth of or kills microorganisms.

ANTISERA

The liquid of blood containing antibodies.

ARIZONA STATE EMERGENCY RESPONSE COMMISSION (AZ SERC)

A commission formed by the Governor and Title 26, Chapter 2 of Arizona Revised Statutes, Article 3 to implement the requirements of the Superfund Amendments and Reauthorization Act of 1986, Title III - Emergency Planning and Community Right-to-Know Act in the State of Arizona.

ATROPINE

A compound used as an antidote for nerve agents.

B

BACTERIA

Single celled organisms that multiply by cell division and can cause disease in humans, plants or animals.

- a. **Anthrax** - An infectious, usually fatal disease of warm-blooded animals, especially of cattle and sheep, caused by the bacterium "Bacillus anthracis". The disease can be transmitted to human beings through contact with contaminated animal substances, such as hair, feces or hides and is characterized by ulcerative skin lesions. Depending on the mechanism of transmission, a cutaneous (skin) form (contact infection), Intestinal form



- (alimentary infection) or pulmonary form (airborne infection) may develop. The lung or respiratory form is most severe and unless early treatment with antibiotics is resorted to, death ensues within [a week or so] 2-3 days in nearly every case. High doses of penicillin is the drug of choice.
- b. **Brucellosis** - A bacterial infection that can cause abortion in animals and a [remittent] recurring fever in humans. The disease can last for days, weeks or [even] months, causing fevers, headaches, depression, exhaustion and weight loss. It has an incubation period of from 1 to 4 weeks. Only 10 organisms are needed to cause an infection. Long term therapy should be with a combination of drugs such as tetracycline plus streptomycin or tetracycline plus rifampin. Potentially not fatal, but could cause enormous economic drain on a community, if mass infections occurred.
 - c. **Cholera** - An active infectious disease of the small intestine caused by the bacterium “Vibrio diarrhea, vomiting, muscle cramps, severe dehydration and depletion of electrolytes. Treatment is fluid and electrolyte replacement.
 - d. **Plague** - An acute infectious disease caused by the bacterium [“Pasteurella perstis”] “Yersinia pestis” transmitted to humans by fleas from infected [rats] rodents (Bubonic Plague). Symptoms include high fever, chills, prostration, enlarged, painful lymph nodes (buboes), particularly in the groin and, in its black form, hemorrhages that turn black. Invasion of the lungs by the bacterium causes a rapidly fatal form of the disease (Pneumonic Plague) that can be transmitted from one person to another via droplets. A large mass of plague bacteria could be grown and probably lyophilized (freeze dried) and kept in storage. The agent is highly infectious by the aerosol route and most populations are completely susceptible. Streptomycin, although not generally found in the USA, is the drug of choice.
 - e. **Q Fever** - An infectious disease caused by the rickettsia bacteria “Coxiellaburnetii” that is characterized by fever, malaise and muscular pains. Q Fever is highly infectious but rarely kills. The incubation period is estimated at 18 to 21 days but can be reduced by exposure to extremely large doses. Even in the absence of treatment, the fatality rate is less than 1 percent. Q Fever is rarely transmitted from one person to another. The treatment of choice is tetracycline.
 - f. **Tularemia** -(Rabbit Fever) An infectious disease caused by the bacterium “Francisella tularensis” that chiefly affects rodents but can also be transmitted to human beings through the bite of various insects or contact with infected animals. In human beings, the disease is characterized by intermittent fever and swelling of the lymph nodes. Very similar to plague. Tularemia generally is considered an incapacitating agent but certain strains can be relatively deadly (some strains can have a 15-30 percent mortality rate when untreated). The agent causing the disease is a microbe that is very sensitive to common disinfectants but is able to survive for as long as a few weeks in contaminated dust, water, etc. (Highly infectious with a 10 organism dose). Streptomycin is the drug of choice.
 - g. **Typhoid Fever** - An acute, highly infectious disease caused by the [bacillus] bacterium “Salmonella typhi”. It is transmitted chiefly by contaminated food or water and characterized by high fever, headache, coughing, intestinal hemorrhaging and rose colored spots on the skin. Also called enteric fever.

BIOCHEMICAL

The chemicals that make up or are produced by living things.

BIOLOGICAL WARFARE

The intentional use of biological agents as weapons to kill or injure humans, animals or plants, or to damage equipment.

BIOLOGICAL WARFARE AGENTS



Living organisms or the materials derived from them that cause disease in or harm to humans, animals or plants, or cause deterioration of material. Biological agents may be used as liquid droplets, aerosols or dry powders. See also Bacteria, Toxin and Virus.

BIOREGULATORS

Biochemical that regulate bodily functions. Bioregulators that are produced by the body are termed "endogenous". Some of these same bioregulators can be chemically synthesized, inhaled in high doses and cause critical bodily functions to stay on or off for longer than is healthy for the victim.

BODY PORTION

Any dead human body, incomplete in total structure, not positively identified by the Medical Examiner.

C

CAER

Community Awareness and Emergency Response Program
Program developed by the Chemical Manufacturers Association (CMA), to assist chemical plant managers in taking the initiative in cooperating with local communities to develop integrated (community/industry) plans for responding to releases of hazardous materials.

CAS NUMBER

A standardized reference number for all regulated hazardous materials.

CASUALTY

Any person who has received injuries that have not caused death of the individual.

CAUSATIVE AGENT

The organism or toxin that is responsible for causing a specific disease or harmful effect.

CHEMICAL AGENT

A chemical substance that is intended for use in military operations to kill, seriously injure or incapacitate people through its physiological effects. Excluded from consideration are riot control agents, smoke and flame materials. The agent may appear as a vapor, aerosol or liquid; it can be either a casualty/toxic agent or an incapacitating agent.

- a. **Blister Agent (Vesicants)** - Category of chemical warfare agents that damage any tissue they contact. Vapor can affect the eyes, respiratory tract and blister the skin. They may produce fatalities but skin damage is their main casualty causing effect. All of these agents are persistent and can poison food and water, make other supplies and installations dangerous, and restrict the use of contaminated terrain. Blister agents include mustards, arsenicals and urticants.
- b. **Blood Agents** - Cyanide containing compounds that are absorbed into the body primarily by breathing. They poison the body's cytochrome oxidase system preventing cell respiration and the normal transfer of oxygen from the blood to body tissues. Rapid acting; can cause effects within seconds and death within minutes. Typical agents include hydrogen cyanide (AC), cyanogen chloride (CK) and arsine (SA). All are highly volatile and therefore non-persistent even at low temperatures.
- c. **Choking Agent** - Pulmonary agent compounds that injure an unprotected person chiefly in the respiratory tract (the nose, throat and particularly the lungs). In extreme cases, membranes swell, lungs become filled with liquid and death results from lack of oxygen. These agents "choke" an unprotected person. Choking agents include phosgene, di-phosgene and chlorine.



d. **Incapacitating Agents** - Produce temporary physiological and/or mental effects via action on the central nervous system. Effects may persist for hours or days. Victims usually do not require medical treatment; however, such treatment speeds recovery.

(1) **Central Nervous System Depressants** - Compounds that have the predominant effect of depressing or blocking the activity of the central nervous system. The primary mental effects include the disruption of the ability to think, sedation and lack of motivation.

(2) **Central Nervous System Stimulants** - Compounds that have the Predominant effect of flooding the brain with too much information. The primary mental effect is loss of concentration, causing indecisiveness And the inability to act in a sustained, purposeful manner.

(3) **Tear (Riot Control agents)** - Produce irritating or disabling effects that rapidly disappear within minutes after exposure ceases.

(4) **Vomiting Agents** - Produce nausea and vomiting effects; can also cause coughing, sneezing, pain in the nose and throat, nasal discharge and tears.

e. **Nerve Agent** - Organophosphate ester derivatives of phosphoric acid. Potent inhibitors of the enzyme Acetylcholinesterase (AChE) causing a disruption in normal neurologic function. Symptoms appear rapidly with death occurring as rapidly as several minutes. Nerve agents are generally divided into G-series agents and V-series agents. They include Tabun (GA), Sarin (GB), Soman (GD) and VX.

CHEMICAL TRANSPORTATION EMERGENCY CENTER (CHEMTREC)

A facility of the Chemical Manufacturers Association located in Washington, D.C. which provides information on dealing with chemical transportation accidents 24 hours per day.

CHRONIC

Of long duration or having frequent recurrence. Chronic health effects are those that become apparent or continue for some time after exposure to hazardous chemicals.

COMBUSTION PRODUCT

Material produced or generated during the burning or oxidation of a material.

COMMISSION

State Emergency Response Commission. See Arizona Emergency Response Commission above.

COMMITTEE

The local emergency planning committee (LEPC) for the emergency planning district in which the facility(s) is (are) located.

COMMERCIAL NUCLEAR GENERATING STATION Means an electrical power generating facility owned by a public service corporation, a municipal corporation or a consortium of public service corporations which produces electricity by means of a nuclear reactor.

COMMON TISSUE

Any material believed to be human tissue that is nondescript and which the Medical Examiner is unable to assign to a particular remains or deceased.

COMMUNITY EMERGENCY COORDINATOR A person appointed for the Local Emergency Planning Committee (pursuant to SARA) who makes determinations necessary to implement plans, and who receives official emergency notification of releases.

COMMUNITY RIGHT-TO-KNOW

Legislation requiring the communicating of chemical information to local agencies or the public.



COMPREHENSIVE ENVIRONMENTAL RESPONSE COMPENSATION AND LIABILITY ACT of 1980 (CERCLA)

Provides federal authority to respond to releases or threatened releases of hazardous substances and pollutants or contaminants that may endanger public health, welfare or the environment.

CONTAGIOUS

Capable of being transmitted from one person to another.

CONTAMINATED REMAINS

Remains that have absorbed, or upon which have been deposited, radioactive material or biological or chemical agents.

CONTINGENCY PLAN

A document to identify and catalog the elements required to respond to an emergency, to define responsibilities and specific tasks, and to serve as a response guide.

COUNCIL

Means the Arizona Emergency Council.

CRISIS EVENT

An event which produces a temporary state of psychological disequilibrium and a subsequent state of emotional turmoil.

CRITICAL INCIDENT

A turning point event. Often called a crisis event. A critical incident is any event which has a stressful impact sufficient enough to overwhelm the usually effective coping skills of either an individual or a group. Critical incidents are typically sudden, powerful events which are outside of the range of ordinary human experiences. Because they are so sudden and unusual, they can have a strong emotional effect even on well trained, experienced people.

CRITICAL INCIDENT STRESS

The reaction a person or group has to a critical incident. Critical Incident Stress is characterized by a wide range of cognitive, physical, emotional and behavioral signs and symptoms. Most people recover from critical incident stress within a few weeks.

CRITICAL INCIDENT STRESS DEBRIEFING (CISD) A group meeting or discussion about a distressing critical incident. Designed to mitigate the impact of a critical incident and to assist and educate the personnel in recovering as quickly as possible from the stress associated with the event. The CISD is run by a specially trained team which includes peer support personnel and a mental health professional.

CRITICAL INCIDENT STRESS MANAGEMENT (CISM)

A wide range of programs and intervention strategies which have been designed to prevent stress in emergency personnel and to assist them in managing and recovering from significant stress should they encounter it in their work. It includes pre incident education, significant-other support programs, defusings, demobilizations, debriefings, on-scene support services, individual consultations, peer counseling, initial discussions, crisis intervention training, disaster preparedness, and other disaster assistance programs.

CRITICAL INCIDENT STRESS TEAM

A team of professional and peer personnel who have received special training to intervene in stress reactions.

CRITICAL FACILITIES

Facilities essential to emergency response, such as fire stations, hospitals, and communication centers.

CULTURE

A population of microorganisms grown in a medium.



CUTANEOUS

Pertaining to the skin.

D

DEBRIEFING

Generic term for the Critical Incident Stress Debriefing (CISD) process.

DECEASED

A human body or portion thereof that the Medical Examiner has declared final identity.

DECLARED STATE OF EMERGENCY

The duly proclaimed existence of conditions of disaster or of extreme peril to the safety of persons or property within the county caused by air pollution, fire, flood or floodwater, storm, epidemic, riot, earthquake or other causes, except those resulting in a state of war emergency, which are or are likely to be beyond the control of the services, personnel, equipment and facilities of the county, and which require the combined efforts of the state and the political subdivision. The declaration is made by the Governor after requested by the Board of Supervisors.

DECONTAMINATION

The process of making people, objects or areas safe by absorbing, destroying, neutralizing, making harmless or removing the HAZMAT.

DEFUSING

The defusing is a shortened version of the Critical Incident Stress debriefing. Defusing always take place immediately or relatively soon after the critical incident is finished, and lasts between twenty and forty-five minutes. It is designed to eliminate the need to provide a formal debriefing.

DEMOBILIZATION - DE-ESCALATION - DECOMPRESSION

All three words are used as synonyms to mean a brief intervention which is reserved for use immediately after a disaster or other large scale incident. The intervention is designed to provide a transition period from the world of the traumatic event back to the world of the routine. As personnel are relieved from their shift, they are sent as a unit to a demobilization center. Here they are given a ten minute talk on critical incident stress, the symptoms they might encounter and some suggestions which will be immediately helpful to them during the next twenty-four to seventy-two hours or until a debriefing can be arranged to discuss the incident. After the ten minute talk, the emergency workers are sent to another room in which food and non-alcoholic beverages are served. After a twenty minute rest, the units are released to go home.

DEPLETED URANIUM D38

uranium with a concentration of uranium-235 smaller than that found in nature (0.711 percent). It is largely obtained by-product "tails" of the uranium enrichment process. This material is essentially not harmful to human health. It is often found in aircraft as counterweights and in boats as ballast material. It is also used in antitank or armor piercing ammunition to enhance penetration.

DIKE

A barrier such as a low wall or embankment designed to prevent a spill from spreading or flooding.

DIRECTOR

Director of the Division of Emergency Management.

DISASTER RESPONSE STAFF



Individuals authorized to perform functions in support of the Mass Fatality Operations Plan at any site.

DISASTER SITE

Location of the Mass Fatalities Incident and the immediate surrounding area.

DISPOSAL

The removal of waste material to a site or facility that is specifically designed and permitted to receive such wastes.

DIVISION

Division of Emergency Management within the Department of Emergency and Military Affairs.

DONATIONS COORDINATION CENTER (DCC) The Donations Coordination Center is where the DCT operates.

DONATIONS COORDINATION TEAM (DCT) The donations coordination team assembles in disasters when there is a need for enhanced voluntary agency coordination to manage the influx of donated goods and volunteers.

DONATIONS STAGING AREA (DSA)

A facility away from the disaster area but close enough to serve as a site where goods and/or volunteers are mobilized and prepared for immediate deployment to either a local distribution site in the disaster area or a volunteer work station.

DOSIMETER

A radiation detection device that can provide accumulated radiation dose. The device could be a film badge, thermoluminescent dosimeter (TLD) or an electrostatic pocket dosimeter. Different dosimeter designs are required to measure Gamma radiation, neutron radiation, etc.

DUTY OFFICER

A 24-hour position within the Department of Public Safety - Communications Center. The duty officer is the statewide point of contact for alerting state agencies of emergencies/disasters.

E

EMERGENCY

A situation arising with or without warning, causing or threatening death, injury or disruption to normal life for members or people in excess of those which can be dealt with by the public services operating under normal conditions and which requires special mobilization and organization of those services.

EMERGENCY ALERT SYSTEM (EAS)

A program of the broadcast industry that allows use of its facilities to transmit emergency information. The primary EBS radio station is KTTI 95.1 while the primary television station KYMA TV Channel 11.

EMERGENCY FUNCTIONS

Includes warning and communications services, relocation of persons from stricken areas, radiological preparedness, temporary restoration of utilities, plant protection, transportation, welfare, engineering, search, rescue, health, law enforcement, fire fighting and other activities.

EMERGENCY MANAGEMENT

A comprehensive government response to man-caused, technological and natural hazards. Emergency management includes the preparation for, response to, recovery from and mitigation against any disaster.

EMERGENCY OPERATIONS CENTER (EOC)



Centralized command and control center used to coordinate all support functions for any emergency situation to include mass fatality incidents.

EMERGENCY OPERATIONS-SIMULATIONS (EOS)

An exercise used primarily to demonstrate the conduct of centralized operations in an Emergency Operations Center or interim EOC facility which simulates the use of available resources.

EMERGENCY PLANNING AND COMMUNITY RIGHT-TO-KNOW ACT OF 1986

Also referred to as Superfund Amendments and Reauthorization Act of 1986 (SARA) - Title III.

EMERGENCY RESPONSE SPECIALIST

Acts as ADOT's SOSC to assist in preparation for hazardous materials clean-up operations on state highways, state roads or ADOT maintenance/construction sites. Assists On-Scene Commander and coordinates resources needed in absence of or on behalf of ADOT Maintenance Engineer. Is ADOT - Safety Section representative.

EMERGENCY RESPONSE UNIT - DEPARTMENT OF ENVIRONMENTAL QUALITY

A group of occupational specialists who act as the SOSC for non-transportation hazardous materials incidents to provide scientific support and technical response activities.

ENRICHED URANIUM

Uranium in which the abundance of the Uranium-235 isotope has been increased above the natural amount (0.72 percent), uranium-238.

ENVIRONMENT

Includes water, air, and land and the inter-relationship which exists among and between water, air, and land and all living things.

EVACUATION

Removal of residents and other persons from an area of danger.

EXERCISE

A simulated accident or release set up to test emergency response methods and for use as a training tool.

EXTREMELY HAZARDOUS SUBSTANCES (EHS)

A substance on the list described in Section 302(a)(2) of PL 99-499, Emergency Planning and Community Right-To-Know Act of 1986.

F

FACILITY

All buildings, equipment, structures, and other stationary items which are located on a single site or on contiguous or adjacent sites and which are owned or operated by the same person.

FACILITY EMERGENCY COORDINATOR

Facility representative for each facility with an extremely hazardous substance in a quantity exceeding its threshold planning quantity, who participates in the emergency planning process.

FAMILY ASSISTANCE CENTER (FAC)

Site where the families of the deceased are formally informed of the identification of the deceased and where counseling and other family support measures are coordinated.

FATALITY

Any person who has received injuries causing the cessation of life.

FEDERAL ON-SCENE COORDINATOR (FOSC)



The designated on-scene coordinator of federal agencies at a hazardous materials incident.

FEDERAL-STATE AGREEMENT

Once the President has declared an Emergency or a Major Disaster, the Federal Coordinating Officer and the State Coordinating Officer establish the Federal-State Agreement, which delineates the responsibilities of each party to the recovery from the disaster/emergency.

FEMA VOLAG COORDINATOR

Each FEMA Region has a Voluntary Agency Coordinator. In a disaster, the VOLAG Coordinator shares information about federal/state activities with voluntary agencies and assembles a report on voluntary agency activities.

FENCELINE

Outermost perimeter of a facility property.

FIRE SET

The system of components in a nuclear weapon that converts (if necessary), stores and releases electrical or chemical energy to detonate weapon when commanded by the fusing system.

FISSILE MATERIAL

An isotope that readily fissions after absorbing a neutron of any energy, either fast or slow. Fissile materials are uranium 235, uranium 233, plutonium 239, plutonium 240 and plutonium 241; uranium 235 is the only naturally occurring fissile isotope.

FISSION

The splitting of the nucleus of a heavy atom into two lighter nuclei. It is accompanied by the release of neutrons, x-rays, gamma rays and kinetic energy of the fission products.

FISSION WEAPON - (Atomic Bomb)

A nuclear warhead whose material is uranium or plutonium that is brought to a critical mass under pressure from a chemical explosive detonation to create an explosion that produces blast, thermal radiation and nuclear radiation through fission. The complete fission of one pound of fissionable materials has a yield equivalent to 8,000 tons of TNT.

FUNGI

Any of a group of plants mainly characterized by the absence of chlorophyll, the green colored compound found in other plants. Fungi range from microscopic single-celled plants (such as molds and mildews) to large plants (such as mushrooms).

FUSION

The opposite of fission, in which two light nuclei atoms such as deuterium and/or tritium combine to form a heavier nucleus with the release of a substantial amount of energy. Extremely high temperatures resulting in highly energetic, fast moving nuclei are required to initiate fusion reactions.

FUSION WEAPONS - (Hydrogen Bomb)

Two-stage nuclear warhead containing fusion materials, such as deuterium and tritium, which are brought to critical density and temperature conditions by use of a fission reaction in order to initiate and sustain a rapid fusion process. This process in turn creates an explosion that produces blast, thermal radiation and nuclear radiation. This type of device is commonly known as a hydrogen bomb/ a thermonuclear weapon.

G

GAMMA RAY RADIATION

High-energy electromagnetic radiation emitted by nuclei during nuclear reactions or radioactive decay. These rays have high energy and a short wavelength. Shielding against gamma radiation requires thick layers of dense materials such as lead. Gamma rays or radiation are potentially lethal to humans, depending upon the intensity of the flux.



G-Series Nerve Agents - Chemical agents of moderate to high toxicity developed in the 1930's. Examples are Tabun (GA), Sarin (GB) and Soman (GD).

Gun-Type Weapon - A gun-barrel-shaped device in which two or more pieces of fissionable material, each less than a critical mass, are brought together very rapidly so as to form a supercritical mass that can explode as the result of a rapidly expanding fission chain reaction.

H

HAZARD

Any situation that has the potential for causing damage to life, property, and/or the environment.

HAZARDS ANALYSIS

The procedure for identifying potential sources of a hazardous materials release, determining the vulnerability of an area to a hazardous materials release, and comparing hazardous materials release, and comparing hazards to determine risks to a community.

HAZARDOUS CATEGORY

A system of classification of hazards to life, health or property.

- a. "Immediate (Acute) health hazard" including "highly toxic," "toxic," "Irritant," "sensitizer," or "corrosive," and other hazardous chemicals that cause an adverse effect to a target organ and
- b. "Delayed (chronic) health hazard" including "carcinogens" and other hazardous chemicals that cause an adverse effect to a target organ and which generally occurs as a result of long term exposure and is of long duration
- c. "Fire hazard" including "flammable," "combustible liquid," "pyrophoric," and "oxidizer."
- d. Any substance used in a research laboratory or a hospital or other medical facility under the direct supervision of a technically qualified individual.
- e. Any substance used in routine agricultural operations or is a fertilizer held for sale by a retailer to the ultimate customer.

HAZARDOUS CHEMICAL

Any chemical as defined in Title 29 of the Code of Federal Regulations, except as follows:

- a. Any food, food additive, color additive, drug, or cosmetic regulated by the Food and Drug Administration.
- b. Any substance present as a sold in any manufactured item to the extent exposure does not occur and non-nal conditions of use.
- c. Any substance used for personal, family, or household purposes or is present in the same form and concentration as a product packaged for distribution and use by the general public.

HAZARDS IDENTIFICATION

Provides information on which facilities have extremely hazardous substances (EHSs), what those chemicals are, and how much there is at each facility. Also provides information on how the chemicals are stored and whether they are used at high temperatures. Mandatory facility reporting under Title III will provide most of the information needed for a hazards identification.

HAZARDOUS MATERIAL



Any substance or material in quantity or form which may be harmful to humans, animals, crops, water systems, or other elements of the environment if accidentally released. Hazardous materials include: explosives, gases (compressed, liquefied, or dissolved), flammable and combustible liquids, flammable solids or substances, oxidizing substances, poisonous and infectious substances, radioactive materials, and corrosives.

HAZARDOUS MATERIAL (USDOT)

Any substance which has been determined by the U. S. Department of Transportation under Title 49 CFR to be capable of posing an unreasonable risk to health, safety and property if transported in commerce.

HAZARDOUS MATERIALS INCIDENT

The uncontrolled, unpermitted release or potential release of hazardous materials that may present an imminent and substantial danger to the public health or welfare or to the environment.

HAZARDOUS MATERIALS UNIT - DEPARTMENT OF PUBLIC SAFETY

A group of hazardous materials technicians and specialists who act as the SOSOC for hazardous materials highway and rail transportation incidents.

HAZARDOUS SUBSTANCE

A substance designated as hazardous under the Comprehensive Environmental Response Compensation and Liability Act of 1980 (CERCLA) Public Law 96-510 as amended by SARA.

HAZARDOUS WASTE

Has the meaning as defined in PL 94-580, Resource Conservation and Recovery Act of 1976 as amended.

HIGH-LEVEL WASTE (HLW)

Nuclear power plant waste that is very radioactive. This waste is usually (1) irradiated (spent) reactor fuel; (2) liquid waste resulting from the operation of the first cycle solvent extraction system and the concentration wastes from subsequent extraction cycles, in a facility for reprocessing irradiated reactor fuel; and (3) solids into which such liquid wastes have been converted. Most HLW in the United States is spent fuel discharged from commercial nuclear power reactors, but there is some reprocessed HLW from defense activities and a small quantity of reprocessed commercial HLW.

HOST

An animal or plant that harbors or nourishes another organism.

I

IMPLOSION WEAPON

A spherical device in which a quantity of fissionable material, less than a critical mass at ordinary pressure, has its volume suddenly reduced by compression - a step accomplished by using chemical explosives - so that it becomes supercritical, producing a nuclear (fission) explosion.

IN-KIND DONATIONS

A donation for disaster survivors other than a cash donation, i.e, a material donation or professional service.

INCAPACITATING AGENTS

Produce temporary physiological and/or mental effects via action on the central nervous system. Effects may persist for hours or days, but victims usually do not require medical treatment; however, such treatment speeds recovery.

INCIDENT COMMANDER (IC)

The lead agency representative in overall command of an emergency incident.



INCIDENT COMMAND POST (ICP)

Facility located at a safe distance upwind from an accident site, where the on-scene coordinator, responders, and technical representatives can make response decisions, deploy manpower and equipment, maintain liaison with media, and handle communications.

INDUSTRIAL AGENTS

Chemicals developed or manufactured for use in industrial operations or research by industry, government or academia. These chemicals are not primarily manufactured for the specific purpose of producing human casualties or rendering equipment, facilities or areas dangerous for use by man. Hydrogen Cyanide, Cyanogen Chloride, Phosgene, Chlorine, Chloropicrin and many herbicides and pesticides are industrial chemicals that could also be classed as chemical agents.

INFECTIOUS AGENTS

Biological agents capable of reproducing in an infected host.

INFECTIVITY

(1) The ability of an organism to spread. (2) The number of organisms required to cause an infection to secondary hosts. (3) The capability of an organism to spread out from the site of infection and cause disease in the host organism.

INVENTORY FORMS

Tier II, emergency and hazardous chemical inventory forms used for reporting under SARA Title III.

IRRADIATION

Exposure to neutrons in a nuclear reactor or exposure to any source of radiation.

L

LEGAL NEXT OF KIN

Any of the following persons, in order of priority stated, when persons in prior classes are not available at the time of death, and in the absence of actual notice of contrary indications by the decedent or actual notice of opposition by a member of the same or a prior class, may authorize the disposition of the remains.

- a. The spouse,
- b. An adult son or daughter,
- c. Either parent,
- d. An adult brother or sister,
- e. A guardian of the decedent at the time of the decedent's death,
- f. Any other person authorized or under obligation to dispose of the body

LEVEL OF CONCERN (LOC)

The concentration of an extremely hazardous substance (EHS) in the air above which there may be serious irreversible health effects or death as a result of a single exposure for a relatively short period of time.

LINE-SOURCE DELIVERY SYSTEM

A delivery system in which the chemical or biological agent is dispersed from a moving ground or airborne vehicle in a line perpendicular to the direction of the prevailing wind. (See also "Point-Source Delivery system.")

LIQUID AGENT

A chemical agent that appears to be an oily film or droplets. The color ranges from clear to brownish amber.

LOCAL DISTRIBUTION CENTER



A local church, community-based organization facility or site, voluntary agency facility or local government facility where goods are dispersed directly to disaster victims. Managed locally and re-supplied by parent organizations or direct supply from unexpected donors.

LOCAL EMERGENCY

Means the existence of conditions of disaster or extreme peril to the safety of persons or property within the territorial limits of a county, City or town, which are or are likely to be beyond the control of the services, personnel, equipment and facilities of such political subdivision as determined by its governing body and which require the combined efforts of other political subdivisions.

LOCAL EMERGENCY PLANNING COMMITTEE (LEPC)

A committee formed to implement local government compliance with SARA Title III. This committee is responsible for the development and maintenance of the local hazardous materials plan, and providing community right-to-know information.

LOCAL INCIDENT COMMANDER

The local government representative at an incident who is responsible for the direction and coordination of all local government response activities on scene.

M

MANUFACTURE

To produce, prepare, import or compound one of the chemicals on the list.

MASS FATALITIES HEADQUARTERS (MFHQ)

The command and control facility for the mass fatality operation. This location may be co-located with the Emergency Operations Center.

MATERIAL SAFETY DATA SHEETS (MSDS)

Technical information documents required under the OSHA Hazard Communications Standard describing the toxicity, physical hazards and methods of safe handling for hazardous chemicals.

MEDIA ALERT SYSTEM

A system operated by the Department of Public Safety (DPS) to be used primarily for notifying the public via the news media of events having an immediate impact affecting a significant population. It allows for the simultaneous distribution of information from one source to subscribing media outlets.

MICROORGANISM

Any organism, such as bacteria, viruses and some fungi, that can be seen only with a microscope.

MITIGATION

Activities which eliminate or reduce the probability of occurrence of a disaster. It also includes long-term activities which reduce the effects of unavoidable disasters.

MIXTURE

A heterogeneous association of substances where the various individual substances retain their identities and can usually be separated by mechanical means.

MORGUE SITE

Site where remains, body portions, and personal effects are received, identified, and processed for return to next of kin.

MYCOTOXIN

A toxin produced by fungi which is absorbed through the skin.



N

NATIONAL CALL CENTER

A facility at FEMA headquarters equipped and prepared to activate with a toll free number and phone operators to support a state donations operation. Only used in large scale disasters.

NATIONAL RESPONSE CENTER (NRC)

A communications center for activities related to federal response actions located at Coast Guard Headquarters in Washington, D.C.

NATIONAL VOLUNTARY ORGANIZATIONS ACTIVE IN DISASTERS (NVOAD)

The umbrella organization of established and experienced voluntary organizations that serve disaster affected communities.

NEBULIZER

A device for producing a fine spray or aerosol.

NONPERSISTENT AGENT

An agent that, upon release, loses its ability to cause casualties after 10 to 15 minutes. It has a high evaporation rate, is lighter than air and will disperse rapidly. It is considered to be a short-term hazard. In small unventilated areas, the agent will be more persistent.

O

OCCUPATIONAL HEALTH AND SAFETY ADMINISTRATION (OSHA)

Regulates occupational exposures to hazardous chemicals.

ON-SCENE COORDINATOR

The pre-designated local, State, or Federal official responsible for the coordination of a hazardous materials response action, as outlined in the pertinent Emergency Response Plan.

OPERATIONAL FIELD EXERCISES

An exercise designed primarily for the purpose of testing and evaluations of the integrated emergency preparedness capability of community/County and/or State jurisdictions in an operational environment. Includes mobilization of personnel and resources sufficient to demonstrate on-site coordination and support.

ORGANISM

Any individual living thing, whether animal or plant.

ORGANOPHOS-PHOROUS COMPOUND

A compound containing the elements phosphorus and carbon whose physiological effects include inhibition of Acetylcholinesterase. Many pesticides (Malathion and Parathion) and virtually all nerve agents are organophosphorous compounds.

OTHERWISE USE

Applies to any use of a toxic chemical at a covered facility that is not covered by the terms "manufacture" or "process" and includes use of a toxic chemical contained in a mixture of trade name product.

P

PARASITE

Any organism that lives in or on another organism without providing benefit in return.

PATHOGEN

Any organism (usually living) capable of producing serious disease or death such as bacteria, fungi and viruses.

PATHOGENIC AGENTS



Biological agents capable of causing serious disease.

PERCUTANEOUS AGENTS

Able to be absorbed by the body through the skin.

PERSISTENT AGENT

An agent that, upon release, retains its casualty producing effects for an extended period of time, anywhere from 30 minutes to several days. A persistent agent usually has a low evaporation rate and its vapor is heavier than air; therefore its vapor cloud tends to hug the ground. It is considered to be a long-term hazard. Although inhalation hazards are still a concern, extreme caution should be taken to avoid skin contact as well.

PERSON

Any individual, trust, firm, joint stock company, corporation, partnership, association, State, municipality, commission, political subdivision of a State, or interstate body.

PERSONAL EFFECTS

All privately owned, moveable personal property of an individual.

PIPELINE SAFETY PERSONNEL (PSP)

A group of occupational specialists of the Arizona Corporation Commission (ACC).

PLUME

Airborne material spreading from a particular source; the dispersal of particles, gases, vapors and aerosols into the atmosphere.

POINT SOURCE DELIVERY SYSTEM

A delivery system in which a biological agent is dispersed from a stationary position. This delivery method results in coverage over a smaller area than within the line source system. (See also "Line Source Delivery System")

PREPAREDNESS

The development of plans and procedures by government, organizations and individuals to save lives and minimize disaster damage and enhance disaster response operations.

PROTECTION

Any means by which an individual protects their body. Measures include protective mask, self-contained breathing apparatus, protective clothing and structures such as buildings and vehicles.

PROCESS

Includes making mixtures, repackaging, or using a chemical as a feedstock, raw material, or starting material for making another chemical. It also includes incorporating a chemical into an article.

R

RAILROAD SAFETY PERSONNEL

A group of occupational specialists of the Arizona Corporation Commission (ACC).

RECEPTION CENTER

A large facility away from the disaster area to serve as a holding station for un-designated goods managed by State and AzVoad representatives.

RECOVERY

The process of locating, tagging, and retrieving remains, body portions, and personal effects from the Disaster Site; and locating and retrieving critical evidence by appropriate investigative agencies.



RECOVERY

Means short-term activities necessary to return vital systems and facilities to minimum operating standards and long-term activities required to return life to normal or improved levels.

RECOVERY PLAN

A plan developed by each state, with assistance from responding federal agencies to restore the affected area.

RELEASE

Any spilling, leaking, pumping, pouring, emitting, emptying, discharging, injecting, escaping, leaching, dumping, or disposing into the environment (including the abandonment or discarding of barrels, containers, and other closed receptacles) of any "toxic chemical."

REGIONAL RESPONSE TEAM (RRT)

A group of federal representatives from the states encompassing federal Region IX (Arizona, California, Nevada, Hawaii, and the trust territories) who respond in support of EPA's National Oil and Hazardous Substances Pollution Contingency Plan.

REMAINS

Any human body that is complete and total in structure that has not been positively identified by the Medical Examiner.

REPORTABLE QUANTITY (RQ)

The quantity of a hazardous substance that triggers reporting under CERCLA; if a substance is released in a quantity that exceeds its RQ, the release must be reported to the National Response Center (NRC), as well as to the State Emergency Response Commission (SERC) and the community emergency coordinator for areas likely to be affected by the release.

REPROCESSED URANIUM

Uranium that has been recovered from spent fuel rods. It typically contains small amounts of uranium 234 and 236 in addition to uranium 235 and 238.

RESOURCE CONSERVATION AND RECOVERY ACT of 1976 (RCRA)

Establishes a framework for proper management and disposal of all wastes.

RESPONSE

Activities that are designed to provide emergency assistance, limit the primary effects, reduce the probability of secondary damage and speed recovery operations.

RESPONSIBLE PARTY

Defined in ARS 49-383. In an occupied facility the RP is the owner or operator. On vacant land when no knowledge of the party responsible for dumping the materials exists the RP is the land owner. On vacant land with knowledge of the party responsible for dumping the materials, the dumper is the RP and if the dumper is not financially capable, the land owner is the RP.

RISK

A measure of the probability that damage to life, property, and/or the environment will occur. If a hazard manifests itself, this measure includes the severity of anticipated consequences to people.

RISK ANALYSIS

Assessment of the probable damage that may be caused to the community by a hazardous substance release.

ROENTGEN EQUIVALENT MAN/MAMMAL (REM) A unit of dose equivalence that accounts for the varying abilities of the different types of radiation to cause biological damage. The equation for determining radiation dosage is **REM= rad** (the absorbed dose) multiplied by a qualifying factor (a subjective, dimensionless number representing the relative ability of a



particular radiation to cause biological damage). The **rad** is being replaced by the **gray**; the **REM** is being replaced by the **sievert**, both units in the international (SI) of measurements. **One gray = 100 rad; one sievert = 100 rem.** For instance, the recommended maximum dose to the general public is 500 millirem per year.

ROUTE OF EXPOSURE (ENTRY)

The path by which a person comes into contact with an agent or organism; for example, through breathing, digestion, or skin contact.

S

SARA

See Superfund Amendments and Reauthorization Act of 1986

SEARCH

A systematic reconnaissance of a defined area, so that all parts of the area have passed within visibility.

SINGLE CELL PROTEIN

Protein rich material obtained from cultured algae, fungi and bacteria often used as food or animal feed.

SPECIAL POPULATIONS

Groups of people that may be more susceptible than the general population (due to preexisting health conditions e.g. asthmatics) or age (e.g., infants and the elderly) to the toxic effects of accident release.

SPORE

A reproductive form some microorganisms can take to become resistant to environmental conditions, such as extreme heat or cold, while in a “resting stage”.

SPILL

Includes, but is not limited to, any spilling, leaking, pumping, pouring, emitting, emptying, or dumping of any hazardous material or oil.

STAFF PROCESSING CENTER (SPC)

Location where disaster response volunteers and emergency workers are registered and processed for mass fatalities incident operation.

STANDARD INDUSTRIAL CLASSIFICATION (SIC) LIST

A system of classifying similar businesses and industries into general categories or divisions which are further broken down into more specific categories and to which each is assigned a four digit identification number.

STATE OF EMERGENCY

The duly proclaimed existence of disaster or of extreme peril to the safety of persons or property within the state caused by air pollution, fire, flood or flood-water, storm, epidemic, riot, earthquake or other causes, except those resulting in a state of war emergency, which are or are likely to be beyond the control of the services, personnel, equipment and facilities of any single county, City or town, and which require the combined efforts of the state and the political subdivision.

STATE OF WAR EMERGENCY

Means the condition which exists immediately whenever this nation is attacked or upon receipt by this state of a warning from the federal government indicating that such an attack is imminent.

STATE ON-SCENE COORDINATOR (SOSC)

The designated coordinator of all Arizona state response agencies at an incident.



STORAGE

Methods of keeping raw materials, finished goods, or products while awaiting use, shipment, or consumption.

STRESS

A response characterized by physical and psychological arousal arising as a direct result of an exposure to any demand or pressure on a living organism.

SUPERFUND

Trust fund established under CERCLA and extended under SARA to provide money for cleanups associated with inactive hazardous waste disposal sites.

SUPERFUND AMENDMENTS AND REAUTHORIZATION ACT OF 1986, TITLE III (a.k.a. EMERGENCY PLANNING AND COMMUNITY RIGHT -TO -KNOW ACT)

Requires the development of local plans for hazardous materials response and the development of systems to provide community right-to-know information to citizens.

T

TABLETOP OR PLANNING SEMINAR

An exercise in which key officials and agency representatives are presented with a series of hypothetical simulated problems based on a scenario. It is usually informal and is designed to elicit discussion by the participants as they attempt to resolve problems.

THERMONUCLEAR WEAPON

A nuclear weapon - also referred to as a hydrogen bomb - in which the main contribution to the explosive energy results from fusion of light nuclei, such as deuterium and tritium. The high temperatures required for such fusion reactions are obtained by means of an initial fission explosion.

THRESHOLD PLANNING QUANTITY (TPO)

A quantity designated for each chemical on the list of extremely hazardous substances (EHSs) that triggers notification by facilities of the State Emergency Response Commission (SERC) that such facilities are subject to emergency planning under Title III of SARA.

TITLE III

See Superfund Amend. and Reauthorization Act of 1986.

TOXIC CLOUD

Airborne mass of gases, vapors, fumes, or aerosols of toxic materials.

TOXIC CHEMICAL

Any substance on the list described in Section 313© of Title III.

TOXIC CHEMICAL RELEASE FORM

Information form required to be submitted by facilities that manufacture, process, or use (in quantities above a specified amount) chemicals listed in Section 313 of Title III of SARA.

TOXICITY

A measure of the harmful effects produced by a given amount of a toxin on a living organism. The relative toxicity of an agent can be expressed in milligrams of toxin needed per kilogram of body weight to kill experimental animals.

TOXINS

A substance, produced in some cases by disease causing microorganisms, which is toxic to other living organisms. Toxins are produced by numerous organisms, e.g., bacteria, fungi, algae and plants. Many of them are extremely poisonous with a toxicity that is several orders of magnitude



greater than the nerve agents. Since toxins have low volatility, they are dispersed as aerosols and then taken up foremost through inhalation. Some examples of toxins include:

- a. **Botulinum Toxin** - Toxin produced by the bacteria “Clostridium botulinum”, it is [one of] the most poisonous [bacterial] substance known. The bacteria grows on poorly preserved food and causes a severe form of food poisoning (botulism). The victim becomes ill with stomach pains, diarrhea, disturbances to vision, giddiness and muscular weakness within a day. The whole body, including the respiratory musculature, becomes paralyzed which leads to death by suffocation within a few days.
- b. **Ricin** - A poisonous protein extracted from the castor bean and used as a biochemical reagent. Ricin poisoning occurs through blockage of the body’s synthesis of proteins. The development is slow and includes decreased blood pressure. Death frequently occurs through heart failure. It has about the same toxicity as saxitoxin.
- b. **Saxitoxin** - A potent neurotoxin produced by certain dinoflagellate that accumulates in shell fish feeding on these organisms and consequently causes food poisoning in human beings who eat the shellfish. The development of the illness is extremely rapid and, at high doses, death may occur within less than 15 minutes . The lethal dose for humans is about 1 mg.

TRANSFER

Loading and unloading of chemicals between transport vehicles and storage vessels, and sending chemicals via pipes between storage vessels and process reactors.

TRANSPORT MODE

Mode of transportation; highway; rail (trains); water (ships/barges); pipelines; air (planes).

TRAUMA

A trauma is any event which attacks the psyche and breaks through the defense system with the potential to significantly disrupt one's life, perhaps resulting in a personality change or physical illness if it is not managed quickly and/or effectively.

TRAUMATIC STRESS

The stress response produced when a person is exposed to a disturbing traumatic event. The traumatic stress reaction may be immediate or delayed.

TRIGGER LIST

A list of sensitive items to which export controls are to be applied. The Zangger Committee (INFCIRC 209) and the Nuclear Supplier Group (INFCIRC 254) each have trigger lists, although since 1993 they have been made uniform.

U

UNAFFILIATED VOLUNTEERS

Also known as "emergent" volunteers that are not formally associated with a voluntary organization active in the disaster operation.

UNDESIGNATED GOODS

Donated goods largely unsolicited that do not have a specific recipient prepared to receive them.

UNIFIED COMMAND

A standard method to coordinate command of an incident when multiple agencies have jurisdiction.

UNSOLICITED GOODS

Donated goods that are not asked for by professional donations specialists.

URANIUM DIOXIDE



The chemical form of uranium that is most commonly used in powerreactors. Also known as “Brown Oxide” even though it is nearly black when pressed into pellets.

URANIUM OXIDE

The generic name for a group of uranium compounds that includes uranium dioxide (UO₂, brown cycle), uranium trioxide (UO₃, orange cycle), uranium-uranium oxide (U₃O₈, black cycle) and uranium peroxide (UO₂H₂O₂).

V

VACCINE

A preparation of killed or weakened microorganism products used to artificially induce immunity against a disease.

VAPOR AGENT

A gaseous form of a chemical agent. If heavier than air, the cloud will be close to the ground. If lighter than air, the cloud will rise and disperse more quickly.

VAPOR DISPERSION

The movement of vapor clouds or plumes in air due to wind, gravity spreading, and mixing.

VECTOR

An agent, such as an insect or rat, capable of transferring a pathogen from one organism to another.

VENOM

A poison produced in the glands of some animals; for example, snakes, scorpions or bees.

VIRUS

An infectious microorganism that exists as a particle rather than as a complete cell. Particle sizes range from 20 to 400 nanometers (on billionth of a meter). Viruses are not capable of reproducing outside of a host cell.

- a. **Hemorrhagic Fever** - Any of a diverse group of diseases characterized by a sudden onset. Symptoms include fever, aching, bleeding in the internal organs, petechiae, red spotted rash and shock. Includes Ebola, Lassa and Marburg viruses.
- b. **Smallpox** - An acute, highly contagious and sometimes fatal disease causing a high fever and successive stages of severe widespread skin eruptions (papules) that eventually blister, suppurate and form pockmarks. Caused by a virus that may be airborne or spread by direct contact.
- c. **Venezuelan Equine Encephalitis (VEE)** - VEE, an alphavirus, is a mosquito-borne [airborne] arbovirus. In nature, VEE is an infection in animals transmitted to humans through mosquitos that have fed on infected animals. The disease has sudden onset with headache, chills, fever, nausea, vomiting and muscle and bone aches. Encephalitis occurs in a very small proportion of cases.

VITRIFICATION

The solidification process in which high-level waste is melted with a mixture of sand and reground fusing materials (a frit) to form a glass for ease of handling and storage.

VOLATILITY

A measure of how readily a substance will vaporize.

VOLUNTEER AGENCY (VOLAG)

A generic term for a voluntary agency.



VOLUNTARY ORGANIZATIONS ACTIVE IN DISASTER (VOAD)

Organized at the state level. VOAD members meet to prepare for disasters. In the response period, each individual member functions independently. In Arizona, the VOAD is referred to as AzVOAD.

V-SERIES NERVE AGENTS

Chemical agents of moderate to high toxicity developed in the 1950s. They are generally persistent. Examples are VE, VG, VM, VS, and VX.

VULNERABILITY ANALYSIS

Assessment of elements in the community that are subject to damage should a hazardous materials release occur; includes gathering information on the extent of the vulnerable zone, conditions that influence the zone, size and type of the population within the zone, private and public property that might be damaged, and the environment that might be affected.

VULNERABLE ZONE

An area over which the airborne concentration of a chemical involved in an accidental release could reach the level of concern (LOC)

W

WEAPONS GRADE MATERIAL

Nuclear material considered most suitable for a nuclear weapon. It usually connotes uranium enriched to above 90 percent uranium 235 or plutonium with greater than about 90 percent plutonium 239.



ANNEX K : Resources

Resources come in many shapes and from many sources. Resources identified that are available for the City of Maricopa are divided into two different categories:

- I. Agencies/Contacts
- II. Personnel & Equipment

The State of Arizona and Counties are working toward a common, shared database. Currently, listings vary in format and file structure throughout, making an overall snapshot difficult at this time.

I. AGENCIES/CONTACTS

Agency contact printouts are provided in the following formats:

- a. Sorted by Company
- b. Sorted by Category
- c. Sorted by Last Name of individual
- d. Schools by County supplied listing
- e. Schools by internet supplied listing
- f. County Health & Human Services External Emergency Phone Numbers listing

The contacts include (but are not limited to):

- Fire Departments/Districts
- Law Enforcement
- City/town Agencies
- State Agencies
- County Agencies
- Federal Agencies
- Medical Agencies
- Educational/Schools
- Private Agencies
 - Warehouses Refrigerated
 - Warehouses - Non-refrigerated
 - Office Supplies
 - Hardware
 - Training

Other City of Maricopa Government contacts can be accessed through the City's Intranet or in the EOC via CD and hard-copy versions.

II. PERSONNEL & EQUIPMENT

The Personnel and Equipment category is presented alphabetically by agency

- a. Personnel available by agency
- b. Personnel available by capability
- c. Equipment available from an agency - Agencies listed alphabetically
- d. Equipment type by type - Types listed in alphabetical order



ANNEX L : Mutual Aid and other Agreements



[RESERVED]



ANNEX M : Authorities

I. State Emergency Authorities and References:

A. Arizona Revised Statutes

1. ARS Title 3, Sections 3-262, 3-341, 3-2601
2. ARS Title 11, Sections 11-591 to 11-600:
3. ARS Title 12, Sections 12-972
4. ARS Title 17, Sections 17-237
6. ARS Title 23, Sections 23-407
7. ARS Title 26, Chapter 2
8. ARS Title 28, Sections 28-101, 28-667 28-674
9. ARS Title 30, Sections 30-651
10. ARS Title 32, Sections 32-2302
11. ARS Title 35, Chapter 1
12. ARS Title 36, Sections 36-2208 thru 36-2210
13. ARS Title 40, Sections 40-441, 40-442,
14. ARS Title 40, Sections 40-801
15. ARS Title 41, Sections 41-1741
16. ARS Title 41, Sections 41-2146
17. ARS Title 49, Sections 49-282
18. Administrative Code Title 8
19. Administrative Code Title 14

B. Orders

1. Executive Order 98-1 (February 1998)
2. Executive Order 79-4 (June 1979)

II. Federal Emergency Authorities and Directives:

A. Federal Laws and Rules

1. Public Law 78-410, "Public Health Service Act" Section 216; 42 U.S.C. 217
2. Public Law 78-410, "Public Health Service Act" Section 311; 42 U.S.C. 243



3. Public Law 78-410, "Defense Health Service Act" Section 319
4. Public Law 81-774, "Defense Production Act of 1950" as amended, Title I, Section 101(a) and 101(b); 50 U.S.C. 2061;
5. Public Law 93-288, as amended by Public Law 100-707, "Robert T. Stafford Disaster Relief and Emergency Assistance Act" (November 23, 1988)
6. Public Law 95-124, "Earthquake Hazards Reduction Act of 1977"; 42 U.S.C. 7701 and 7704
7. Public Law 95-313, "Cooperative Forestry Assistance Act of 1978" February 1978 AR-2
8. Public Law 96-510, "Comprehensive Environmental Response, Compensation, and Liability Act of 1980" Section 104(i); 42 U.S.C. 9604(i)
9. Public Law 101-640, "Water Resources Development Act of 1990" Title III, Section 302, 5(a) (1) (November 1990)
10. United States Congress Act of January 5, 1905, as amended; 36 U.S.C. (American National Red Cross Congressional Charter)
11. Communications Act of 1934, as amended
12. Older Americans Act of 1965, as amended, Section 310; 42 U.S.C. 3030
13. Food Stamp Act of 1977, Section 5(h) (1); implemented by 46 CFR 8922 and 8923
14. Interstate Commerce Act, Emergency Rates; 49 U.S.C. 10724 and 11121 to 11128
15. Public Law 93-288, "Robert T. Stafford Disaster Relief and Emergency Assistance Act" as amended, implemented by Food Distribution Regulations, Parts 250.1(b) and 250.8(e)
16. 7 CFR Part 250.1(b) (10) & (11) - Food Commodity Funding
17. 10 CFR Part 50, NRC - Emergency Planning and Preparedness
18. 28 CFR Part 65 - Emergency Federal Law Enforcement Assistance
19. 40 CFR Part 300 - National Oil and Hazardous Substances Pollution Contingency Plan
20. 44 CFR Part 322 - Defense Production: Priorities and Allocation Authority
21. 44 CFR Part 350 - Review and approval of State and Local Radiological Emergency Plans and Preparedness

B. Orders

1. Executive Order 10480, "Further Providing For The Administration of the Defense Mobilization Program" as amended (August 1953)
2. Executive Order 12148, "Federal Emergency Management" (July 20, 1979)
3. Executive Order 12472, "Assignment of National Security and Emergency Preparedness Telecommunications Functions" (April 1984)
4. Executive Order 12656, "Assignment of Emergency Preparedness Responsibilities" (November 1988)
5. Executive Order 12657, "FEMA Assistance in Emergency Preparedness Planning at Commercial Nuclear Power Plants" (November 1988)



6. Executive Order 12777, "Implementation of Section 311 of the Federal Water Pollution Act of October 18, 1972, as amended, and the Oil Pollution Act of 1990" (October 1991) February 1998 AR-3





ANNEX N : City of Maricopa Emergency Operations Center (EOC)

Standard Operating Procedures (SOP)

June 2007



Preface

Day-to-day operations are conducted from departments and agencies that are dispersed throughout the city. Most emergencies are addressed by these departments and agencies. When a major emergency or disaster strikes, centralized emergency management is needed. The Emergency Operations Center (EOC) offers the place for such centralized management. To assure coordinated efforts within the city, the City of Maricopa Emergency Operations Center (MEOC) Standard Operating Procedures has been developed.

There may be occasions where only City departments are to be mobilized with out the assistance of additional local, county or state resources and the MEOC may be activated to manage the City resources.

This plan contains telephone numbers and data of a confidential nature and is not to be casually used or dispersed. It is the property of the City of Maricopa Office of Emergency Management (MOEM).

Users of this manual are encouraged and requested to advise this office of areas where procedures can be corrected and improved. These Standard Operating Procedures are to be considered a 'Living Document' in that not only are the resource lists meant to be continually revised, but the plan itself will be changed as conditions, techniques, and understandings progress. Periodically this plan will be updated by this office. You may receive inserts to update your copy or possibly be exchanged with an updated version.

Activation of the MEOC does not require a state of emergency to be declared by the City. If a state of emergency is declared, additional guidelines are available through the City of Maricopa Emergency Response and Recovery Plan (MERRP).



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