

***Town of Marlow, NH***



***Emergency Operations Plan  
Executive Summary  
2019***

## EXECUTIVE SUMMARY

The publication of the Town of Marlow Emergency Operations Plan (EOP) represents a concerted effort on the part of town government to provide a mechanism for effectively responding to and recovering from the impact of natural or human-caused disasters or emergencies.

The purpose of the Emergency Operations Plan is to facilitate the delivery of all types of emergency response and to help deal with the consequences of significant disasters. The Plan outlines the planning assumptions, policies, concept of operations, organizational structures and specific assignments of responsibility to the town departments and agencies involved in coordinating the local, state and federal response activities.

For security purposes the complete EOP is distributed to a select number of town officials and is not publicly available.

### SCOPE

1. The *EOP* addresses the emergencies and disasters likely to occur, including those natural disasters identified in the Marlow Hazard Mitigation Plan.
2. The EOP includes those actions that support local and state government efforts to save lives, protect public health and safety, and protect property.
3. Comprises all local departments and agencies assigned one or more functions, activities, and/or tasks, to provide response and recovery activities in support of local operations during an emergency or disaster.
4. Provides for the integration and coordination between government, the private sector, and volunteer organizations involved in emergency response and recovery efforts.
5. Describes how state and federal resources will be coordinated to supplement local resources in response to a disaster.
6. Where possible, the *EOP* corresponds with the National Incident Management System (NIMS) of March 1, 2004. The Marlow EOP establishes the basic elements of the NIMS, including the Incident Command System (ICS).

## STRUCTURE

The Marlow **EOP** is structured in the following format:

1. The format of the **EOP** is consistent with the State of New Hampshire Emergency Operations Plan as well as the Federal Response Plan (FRP) using the ESF concept and approach to providing assistance.
2. The **Base Plan**, which describes the purpose, scope, situations and assumptions, hazard analysis, concept of operations, plan management, and authorities of the State departments and/or agencies in response to an emergency or disaster.
3. **Administrative Appendices** that include: a list of acronyms/abbreviations, terms and definitions, which serve as points of reference and information for the users.
4. **Emergency Support Functions (ESFs)** that delineate primary and/or co-primary and support agencies and describe policies, situations, concept of operations, and responsibilities; necessary standard operating procedures/guides (SOPs/SOGs) to implement functions.
5. **Annexes**, which includes: Hazard Specific Annex, EOC Guideline Annex and Shelter Annex.

## PLANNING ASSUMPTIONS

An emergency or disaster can occur in the town at any time, any place. It may create significant degrees of human suffering, property damage and economic hardship to individuals, local government, and the business community. The Town of Marlow assumes that there are many emergency situations that may directly produce severe consequences and the varying degrees of impact will affect the response. Hence, the following assumptions are valid:

1. The town, in conjunction with the state, is primarily responsible for natural, manmade, and technological emergency preparedness and has shared responsibilities with the state and federal government for national security preparedness.
2. These responsibilities necessitate the development of a multi-hazard plan, with functional ESFs and detailed procedures.
3. That a disaster, producing a great number of casualties and wide spread damage, may occur with little or no warning.
4. Depending upon the severity of the situation, the Town of Marlow may be quickly overwhelmed with the emergency.
5. Each level of government will respond to an incident using its available resources, to include the use of mutual aid, and may request assistance from the next higher level of government, if required (i.e., municipality to state and state to federal government).

## Emergency Operations Plan 2019 Executive Summary

6. The state will modify normal operations and redirect resources to assist and support our local government in saving lives, relieving human suffering, sustaining survivors, protecting property, and re-establishing essential services.
7. Private and volunteer organizations, (i.e., American Red Cross, Volunteer Organizations Active in Disasters (VOAD), etc.) will provide life-sustaining relief to individuals and families, not normally available from government resources. Local and/or state agencies will assist these organizations by providing information, guidance, and coordination of relief efforts.
8. The Incident Command System (ICS) will be used as the principal on-scene incident management system to direct and control response and initial relief actions and activities.
9. Local government will continue to function under all disaster and emergency conditions.
10. Citizens expect governments to keep them informed and to provide assistance in the event of an emergency or disaster. All levels of government share the responsibility for working together in mitigating, preparing for, responding to, and recovering from the effects of an emergency or disaster.
11. If the situation warrants, the Governor of New Hampshire may declare a State of Emergency and request immediate federal assistance to augment efforts in relieving major emergency or disaster related problems beyond the capabilities of state and local government.

## **EMERGENCY SUPPORT FUNCTION (ESF) DESCRIPTIONS**

ESF #1 – Transportation addresses emergency-related transportation issues that include assessing damage to and restoring and maintaining land, air and water transportation routes during disasters or emergencies in coordination with governmental and private organizations, as required. In addition, ESF #1 supports evacuation and re-entry operations for impacted areas and the transportation of response personnel, materials, goods and services to emergency sites.

ESF #2 – Communications and Alerting addresses the provision of communication resources and coordination to support local collaboration and information sharing. ESF #2 is also responsible for the provision of emergency warning and notifications to the public and response personnel as well as the back-up, restoration and repair of some communication infrastructure.

ESF #3 – Public Works and Engineering addresses most engineering concerns that are not related to transportation systems and becomes involved in a wide array of mission types in response and recovery efforts. These missions include inspection and assessment; debris removal management; demolition and stabilization; reconnaissance; emergency repairs; and, temporary and permanent construction.

ESF #4 – Firefighting addresses fire suppression in rural, urban and wild-land settings that result from naturally-occurring, technological or man-made disasters or emergencies. Local jurisdictions have the responsibility of providing basic fire service protection.

ESF #5 – Emergency Management addresses the coordination of local incident management and response efforts to support local efforts. It encompasses the coordination of activities identified in the EOP; the operation of the EOC; incident action planning; situational awareness and information-sharing; and, provides direction and control over the use of local resources.

ESF #6 – Mass Care, Housing and Human Services addresses, coordinates and reports on the emergency mass care activities of local and partner NGOs responsible for sheltering, feeding, counseling, temporary housing and related social services and welfare activities required to assist disaster clients. In addition, this ESF is responsible for the safety and well-being of household pets in shelters.

ESF #7 – Resource Support addresses support to local entities involved in emergency response and recovery. This support includes locating, procuring and issuing resources including equipment, supplies, facilities, and services required by emergency responders and disaster survivors.

ESF #8 – Health and Medical addresses public health and medical services concerns during disaster or other emergencies. Public health concerns include, but are not limited to: assessment and surveillance of health needs of the affected communities; provision of health-related services and supplies; identification of areas where health problems could occur; testing of products for public consumption; and environmental testing. Medical services' concerns include, but are not limited to: logistical support for local health personnel in the field; supply and restocking of health-related equipment and supplies;

## Emergency Operations Plan 2019 Executive Summary

testing and/or disposal of food, medicine and other related products affected by the disaster/emergency; assistance in assessing potable water and wastewater/solid waste disposal issues and coordination of equipment; assessment of medical needs; provision of medically related services and supplies that support the affected communities; and assistance and support for mass fatality and triage sites.

ESF #9 – Search and Rescue (SAR) addresses the provision of guidance and organization of Local agencies that may be employed during SAR operations, in both urban and rural scenarios. SAR operations include, but are not limited to: the location, recovery and extrication of victims who have become lost or entrapped as a result of a disaster or life-threatening emergency; and includes swift water rescue.

ESF #10 – Hazardous Materials (HAZMAT) Response addresses different types of hazardous materials. In a hazardous materials event, responsibilities include: providing a coordinated local response in accordance with ICS; assisting in the assessment of, response to and recovery from hazardous materials incidents; ensuring that prompt measures are taken to contain, remove and dispose of spilled hazardous materials; and advising the public, in concert with local agencies, of the situation, potential dangers and protective actions they should take.

ESF #11 – Agriculture, Cultural and Natural Resources addresses concerns regarding agricultural functions during a disaster as well as the effect of an incident upon the natural and cultural resources of the community. These concerns include: assessment and surveillance of agriculture needs within affected areas; provision of agriculture-related services and supplies; identification and application of appropriate agriculture assistance programs; and obtaining and delivering emergency food supplies. In addition, this ESF is responsible for the care and well-being of large animals and livestock during an incident.

ESF #12 – Energy addresses the coordination of utilities and related governmental and private organizations to provide information for local-level assessment, response and recovery operations related to fuel shortages, power outages and capacity shortages that may impact residents. This ESF also provides information on the transportation of fuel, sources for the provision of emergency power to support immediate response operations, and the restoration of normal energy supplies.

ESF #13 – Public Safety and Law Enforcement addresses response and recovery activities can include the following: maintaining law and order within legal authority; assisting with the dissemination of alerts, warnings and notifications; coordinating law enforcement activities from command centers and EOC as needed to manage resources and personnel; staffing for traffic control points and other sites; conducting law enforcement investigations; providing evacuation/relocation support; supporting the relocation and temporary detention of persons confined to correctional and/or high risk institutions; and, maintaining and protecting logs, records, digests and reports essential to government and emergency operations.

ESF #14 – Volunteer and Donations Management addresses the support of local jurisdictions in the restoration of communities damaged by a disaster or emergency by coordinating the efficient and effective delivery of donated goods and volunteer services to the impacted areas. This ESF will also be the liaison for those voluntary organizations

## Emergency Operations Plan 2019 Executive Summary

that provide disaster services within the community, so that capabilities and resources will be effectively integrated with other local, State and federal agencies to meet the needs of the disaster or emergency.

ESF #15 – Public Information addresses support in providing residents with timely and potentially lifesaving information during major disasters or other emergencies. This ESF is also responsible for the development and dissemination of a variety of information, education, and instructions to the general public, government officials and the news media through direct contact, briefings, presentations, news releases and advisories, websites, social media postings, and oversight of public inquiry lines established in or for the support of emergency management activities.

## HAZARD SPECIFIC ANNEX

*NOTE: This Annex describes the courses of action unique to particular hazards. The positions and agencies included are not comprehensive but intended to be used as a guideline for EOC operations.*



# MULTIPLE VEHICLE ACCIDENT

## *SITUATION*

As there are main east-west and north-south thoroughfares, substantial volumes of traffic utilize roadways within the town that could significantly impede town traffic should they become impassable.

## *RESPONSIBILITIES (may consist of but not limited to)*

### Police Department

- Initial response and assessment
- Interior and outer perimeter control
- Traffic rerouting
- Assist Fire Department/EMS
- Notifies and coordinates state law enforcement agencies
- Investigation of collision and/or fatalities
- Notifies Emergency Management Director

### Fire Department/EMS

- Initial response and assessment
- Command and control of scene
- Extrication and rescue
- Fire Control
- Hazardous Materials Response
- Notifies and coordinates regional and state agencies regarding hazardous materials
- Provide emergency medical treatment and transportation
- Implement Mass Casualty Plan

### Road Agent

- Coordinate with NH DOT

### Emergency Management Director

- Staff EOC as necessary
- Assist fire and police as requested

## HAZARDOUS MATERIALS

### *SITUATION*

Hazardous materials may be released in an uncontrolled fashion endangering either personnel or the environment. A hazard can be in the form of solid, liquid, or gaseous contaminants.

### *RESPONSIBILITIES (may consist of but not limited to)*

#### Fire Department/EMS

- Initial response and assessment
- Command and control of the scene
- Implementation of department standard operating procedures
- Recommend protective actions to be taken
- Notify Emergency Management Director
- Coordination of mutual aid response and Hazardous Materials Teams
- Coordination of state and federal agencies in mitigating the release
- Initiate investigation of the release, in coordination with local and state police.
- Provide emergency medical treatment and transportation
- Implement Mass Casualty Plan

#### Police Department

- Initial response and assessment with Fire Department/EMS
- Establish perimeter security
- Establish on scene security
- Coordination of mutual aid response of law enforcement agencies
- Coordination of state police response when applicable
- Conduct criminal investigation if appropriate

#### Road Agent

- Assist Fire Department/EMS with containment of HazMat spill.
- Coordinate with NH DOT

#### Emergency Management Director

- Staff EOC as necessary
- Assist fire and police as requested
- Assist in long term planning strategies

## EARTHQUAKE

### *SITUATION*

The town is within an area prone to seismic activity. Most activity is of a minor nature yet the potential exists for a significant event.

### *RESPONSIBILITIES (may consist of but not limited to)*

#### Fire Department/EMS

- Initial response and assessment
- Command and control of the scene
- Search and rescue of affected property
- Implementation of Mass Casualty Plan
- Hazardous Materials Response
- Assist with evacuation
- Provide emergency medical treatment and transportation

#### Police Department

- Initial response and assessment
- Assist in providing emergency information to residents
- Establish perimeter control
- Establish security of affected areas
- Recommend public restrictions to the Board of Selectmen (curfew)

#### Executive Administrator

- Request and assist with state and federal agencies as required
- Approve instructions to residents

#### Road Agent

- Provide debris clearance and management
- Maintain roads

#### Emergency Management Director

- Consider activation of the EOC
- Initiate Emergency Public Information System
- Staff EOC as necessary
- Determine the shelter operations
- Track the deployment of personnel and equipment
- Coordinate state and federal agencies and resources

## HURRICANES

### *SITUATION*

As an eastern seaboard community, the town is susceptible to high winds and torrential rains associated with hurricanes. The nature of many structures (wooden, mobile homes) as well as the nature of flood plains creates the potential for severe damage.

### *RESPONSIBILITIES (may consist of but not limited to)*

#### A. At a Hurricane “Advisory”

##### Emergency Management Director

- Assess the availability of department head personnel
- Discuss standby plans with department heads.

#### B. At a Hurricane “Watch”

##### Fire Department/EMS

- Review general operating guidelines and determine availability to recall additional personnel
- Monitor weather and advise Emergency Management Director of Hurricane Watch
- Review vehicle/equipment resource status (fuel, pumps, tarps, saws)

##### Police Department

- Review general operating guidelines and determine availability to recall additional personnel
- Determine availability to recall additional personnel per department standard operating procedures
- Review vehicle/equipment resource status (fuel, protective clothing)

##### Executive Administrator

- Review all departments’ personnel availability status

##### Emergency Management Director

- Monitor Hurricane behavior
- Consider activation of the EOC
- Initiate Public Information System

##### Road Agent

- Debris Clearance
- Provide traffic control devices

#### C. At a Hurricane “Warning”

## Emergency Operations Plan 2019 Executive Summary

### Fire Department/EMS

- Implement storm coverage standard operating procedure and deploy personnel as necessary
- Assemble available equipment
- Prepare department facilities for high winds and loss of power
- Respond to emergencies
- Assist in the setup of shelters
- Provide emergency medical treatment and transportation
- Implement Mass Casualty Plan

### Police Department

- Recall additional personnel, as necessary
- Staff the EOC
- Assemble available equipment
- Prepare department facilities for high winds and loss of power
- Assist the selectmen as directed by the Emergency Management Director
- Provide security to severely damaged areas
- Monitor traffic conditions and determine alternative routes where required

### Executive Administrator

- Request state and federal assistance
- Authorize procurement of additional equipment as necessary

### Road Agent

- Debris Clearance
- Provide traffic control devices

### Emergency Management Director

- Staff the EOC
- Assemble all available equipment and personnel lists and track deployment of equipment
- Monitor hurricane movement and storm status
- Provide situational awareness updates for PIO and school
- Coordinates shelter operations
- Review Functional needs facilities and personnel lists (medical supplies, special transportation)
- Prepare informational bulletins for release through Emergency Public Information System
- Monitor utility services and coordinates activities
- Staff EOC as necessary
- Coordinate emergency transportation with bus companies

## TORNADO

### *SITUATION*

Shifting weather patterns could result in severe weather affecting the town through a “watch” issued by the National Weather Service or a “warning” involving and actual sighting in the area. Destruction from a tornado could be severe as several higher populated areas are dominated by wooden structures.

### *RESPONSIBILITIES (may consist of but not limited to)*

#### Fire Department/EMS

- Initial response and assessment
- Search and rescue
- Implement Mass Casualty Plan
- Provide emergency medical treatment and transportation
- Monitor weather and advise Emergency Management Director of Tornado Watch

#### Police Department

- Provide security to severely damaged areas
- Provide traffic control
- Assist Fire Department/EMS
- Monitor weather and advise Emergency Management Director of Tornado Watch

#### Road Agent

- Prepare personnel and equipment upon notification of a tornado “warning”
- Maintain roadway passage
- Assist police department in traffic control

#### Emergency Management Director

- Activate the EOC upon notification of a tornado warning in Cheshire County
- Staff EOC as necessary
- Assemble all available equipment and personnel lists and track deployment of equipment
- Monitor tornado movement and storm status
- Issue bulletins to advise town residents through the Emergency Public Information System
- Coordinate shelter operations
- Review Functional needs facilities and personnel lists (medical supplies, transportation)
- Monitor utility services and coordinates activities
- Solicit state and/or federal resources as required
- Coordinate emergency transportation with bus companies

## DOWNED AIRCRAFT

### *SITUATION*

The town has experienced very few aircraft accidents over the years. With surrounding airports, the potential exists for general aviation aircraft to affect the town in an accident as a result of an in-flight emergency.

### *RESPONSIBILITIES (may consist of but not limited to)*

#### Fire Department/EMS

- Initial response and assessment
- Command and control of the scene
- Fire control
- Rescue operations
- Hazardous materials response
- Implement Mass Casualty Plan
- Provide emergency medical treatment and transportation
- Coordinate outside agencies

#### Police Department

- Initial response and assessment
- Establish initial perimeter control with mutual aid
- Assist Fire Department/EMS
- Provide scene security
- Assist in any evacuations
- Coordinate investigation with state and federal agencies

#### Emergency Management Director

- Staff EOC if required
- Initiate Public Information System
- Coordinate the needs of the emergency responders
- Establish temporary morgues in cooperation with Health Officer
- Request state and/or federal assistance if required
- Coordinate shelter operations if required
- Coordinate the needs for the un-injured and families

## FLOODING

### *SITUATION*

With pre-identified floodplain areas, the town is vulnerable to flooding resulting in restricted travel ways and possible evacuation.

### *RESPONSIBILITIES (may consist of but not limited to)*

#### Fire Department/EMS

- Initial response and assessment
- Command and control of the scene
- Evacuation of flooded areas
- Assist with damaged buildings
- Assist with notification of residents
- Oversee the evacuation of residents
- Provide emergency medical treatment and transportation
- Implement Mass Casualty Plan
- Assist Police Department with traffic rerouting

#### Police Department

- Initial response and assessment
- Assist with notification of residents
- Establish perimeter security of evacuated or flooded areas
- Evacuation of flooded areas
- Establish traffic rerouting
- Provide scene security
- Blockade roadways

#### Road Agent

- Clearing debris
- Assist Police Department with traffic rerouting
- Provide sandbags
- Inspect/monitor dams and bridges

#### Emergency Management Director

- Consider activating EOC
- Assemble all available equipment lists and track deployment of equipment
- Initiate Public Information System
- Coordinate the need for emergency transportation/evacuation
- Coordinate shelter operations
- Solicit state and/or federal assistance if required



## EXPLOSIONS

### *SITUATION*

A detonation of any origin resulting in personal injuries, structural damage or the interruption of services.

### *RESPONSIBILITIES (may consist of but not limited to)*

#### Fire Department/EMS

- Initial response and assessment
- Command and control of the scene
- Fire control
- Search and Rescue
- Coordinate stabilize structures
- Implement Mass Casualty Plan
- Provide emergency medical treatment and transportation
- Coordinate outside agency response
- Initiate origin and cause investigation of incident to determine if intentional

#### Police Department

- Initial response and assessment
- Interior and outer perimeter control
- Traffic rerouting
- Assist with evacuation
- Assist Fire Department/EMS
- Provide scene security
- Contact State Police Explosives Division
- Coordinate investigation of the incident with cooperation of the Fire Department/EMS and State Fire Marshal's office if intentional

#### Road Agent

- Inspect/monitor dams and bridges

#### Emergency Management Director

- Staff EOC if required
- Coordinate shelter operations
- Issues public statement to the media as needed
- Solicit state and/or federal assistance if required

## SNOW/ICE STORM

### *SITUATION*

The town may experience an unusually severe storm for which the residents are prohibited from travel for essentials such as food or medical care or experience prolonged services outages resulting in the need for coordinated assistance.

### *RESPONSIBILITIES (may consist of but not limited to)*

#### Road Agent

- Debris clearance
- Provide traffic control devices
- Snow removal
- Monitor weather conditions
- Monitor winter road maintenance contractor

#### Fire Department/EMS

- Implement storm coverage standard operating procedures
- Assemble available equipment and check operation.
- Prepare generators for use
- Ensure all vehicles are fueled prior to the storm
- Place 4WD units into service, if available
- Provide emergency medical treatment and transportation

#### Police Department

- Monitor weather conditions
- Evaluate parking ban requirements
- Evaluate personnel status. Call back off duty personnel as needed
- Patrol and search for abandoned vehicles/hazards
- Place 4WD units into service, if available
- Ensure all vehicles are fueled prior to the storm

#### Executive Administrator

- Initiate strategy for Continuity of Government/Operations

#### Emergency Management Director

- Staff EOC as necessary
- Initiate Public Information System
- Coordinate shelter operations
- Tracks deployment of personnel and equipment
- Determines Functional needs for the community
- Request/coordinate state and federal assistance
- Assess the requirements for fuel, food, and water
- Coordinate power restoration with public utilities

## PROLONGED SERVICE OUTAGE

### *SITUATION*

The potential exists for essential services to be interrupted for long periods of time. Essential services are defined as: electric, potable water, natural gas, vehicle fuel shortages.

### *RESPONSIBILITIES (may consist of but not limited to)*

#### Fire Department/EMS

- Assist the Emergency Management Director with personnel and equipment
- Call back personnel if required
- Assist special populations with backup power
- Coordinate power restoration with public utilities

#### Police Department

- Increase patrol services and visibility
- Call back off-duty personnel if required
- Assist the Emergency Management Director with personnel and equipment

#### Executive Administrator

- Participate in long-term strategic planning for the affected area
- Request state/federal assistance

#### Emergency Management Director

- Determine the extent of the emergency
- Initiate the Public Information System
- Coordinate shelter operations
- Assist Functional needs population
- Develop a restoration priorities plan
- Track progress of restoration
- Coordinate state/federal resources

## CIVIL DISTURBANCE

### *SITUATION*

A public gathering of people at one location could result in civil disorder or riot over a multitude of issues and could become well organized in a matter of a few hours or spontaneously.

### *RESPONSIBILITIES (may consist of but not limited to)*

#### Police Department

- Initial response and assessment
- Command and control of the incident
- Notify the Emergency Management Director
- Determine crowd control equipment needs and their locations
- Determine protective measures for facilities and personnel
- Establish inner and outer perimeter control
- Anticipate traffic reroute patterns and coordinate with Road Agent
- Initiate criminal investigation
- Determine suitable facility for mass confinement if necessary
- Coordinate mutual aid law enforcement agencies
- Recommend public restrictions to the Board of Selectmen (curfew)
- Establish scene security

#### Fire Department/EMS

- Initial response and assessment in coordination with the Police Department
- Call back personnel as needed
- Extinguish fires under the protection of the Police Department
- Provide medical assistance to the injured with Police Department
- Assist the Police Department as requested
- Provide emergency medical treatment and transportation
- Implement Mass Casualty Plan

#### Executive Administrator

- Contact the Town Attorney if necessary
- Advise the affected businesses of anticipated events and response actions
- Authorize public restrictions

#### Emergency Management Director

- Staff the EOC as required
- Initiate Public Information System
- Prepare and release informational bulletins for the public
- Assist the Police Department
- Assist in notifying the public of authorized restrictions
- Coordinate state/federal agencies
- Track deployment of personnel and equipment

## CONFLAGRATION (FIRE)

### *SITUATION*

An unplanned ignition of structures, vehicles, land or property of significant magnitude. The community has numerous large structures, tracts of woodlands and property which could affect normal operations of the community and tax its resources should they become involved in fire.

### *RESPONSIBILITIES (may consist of but not limited to)*

#### Fire Department/EMS

- Initial response and assessment
- Command and control of the incident
- Rescue trapped occupants
- Coordinate utility service requirements
- Protect exposures
- Control the fire
- Determine severity of fire threat
- Establish perimeters for forest fires
- Provide emergency medical treatment and transportation
- Implement Mass Casualty Plan
- Coordinate with State Forestry
- Conduct fire investigations
- Assess evacuation needs if necessary

#### Police Department

- Initial response and assessment
- Establish and maintain a security perimeter control
- Assist the Fire Department/EMS in evacuations
- Conduct criminal investigations in coordination with the State Fire Marshall's Office.

#### Emergency Management Director

- Staff the EOC as required
- Initiate Public Information System
- Coordinate shelter operations
- Track the deployment of personnel and equipment
- Provide for shelter/food for emergency responders

## TERRORIST ACTIVITY

### *SITUATION*

The deliberate destruction or damage to services, facilities, roadways, railways, or functions could occur at any time with or without notice and may take place in phases with the potential for additional targets.

### *RESPONSIBILITIES (may consist of but not limited to)*

#### Police Department

- Initial response and assessment
- Command and control of the incident/unified with the Fire Department/EMS
- Notify the Emergency Management Director
- Investigate for further threat
- Evaluate other potential targets
- Assist in evacuation if required
- Coordinate mutual aid law enforcement agencies
- Conduct criminal investigations
- Provide facilities for long term investigation

#### Fire Department/EMS

- Initial response and assessment
- Command and control of the incident/unified with Police Department
- Control fires
- Search and rescue operations
- Hazardous materials response
- Initiate Mass Casualty Plan
- Provide emergency medical treatment and transportation
- Evacuate area if required

#### Emergency Management Director

- Staff the EOC as required
- Coordinate shelter operations
- Request/coordinate state and federal agencies
- Tracks the deployment of personnel and equipment
- Develop strategic plan for the incident
- Coordinate evacuation process as required