



CITY OF TEMPE, ARIZONA
EMERGENCY OPERATIONS PLAN
July 2014

For questions about the plan please contact
Tempe Emergency Management, 480-858-7200.

TEMPE, ARIZONA
EMERGENCY OPERATIONS PLAN
LETTER OF PROMULGATION

In the event of a natural or man-made disaster within the City of Tempe, City government must be prepared to implement plans and procedures to protect lives and property.

This plan is published in support of the State of Arizona Emergency Response and Recovery Plan (SERRP) and the Maricopa County Emergency Operations Plan (EOP). It is in accordance with Arizona Revised Statutes, Title 26, Chapter 2. This plan supersedes all previously published copies of the **Tempe Emergency Operations Plan**.

The purpose of this plan is to provide direction and guidance to City departments, personnel, and supporting agencies. It constitutes a directive to City departments to prepare for and execute assigned emergency tasks to ensure maximum survival of the population and to minimize property damage in the event of a disaster. It is applicable to all elements of City government and the private sector engaged in, or acting, in support of emergency operations.

This plan is effective for planning purposes and for execution when an emergency declaration is made by the Mayor or when placed in effect by the City Manager or other authorized official.

A copy of this plan has been filed in the **Office of the City Clerk of the City of Tempe**, under the provisions of Arizona Revised Statutes, Section §26-307.

Date

Mark W. Mitchell, Mayor

Brigitta Kuiper, City Clerk

CITY OF TEMPE, ARIZONA

EMERGENCY OPERATIONS PLAN

APPROVAL AND IMPLEMENTATION

This is the Tempe Emergency Operations Plan. This plan is the framework for emergency responders and City governmental departments and supporting agencies to effectively coordinate and collaborate before, during, and after a disaster, in order to provide a comprehensive response to all emergencies.

The Mayor and the City Council authorize the Emergency Manager / Fire Chief, as directed by the City Manager, to make changes and updates to this plan; changes will be recorded in the "Record of Changes" (following page):

- Minor revisions, those that do not establish new policy or significantly alter the plan, may be approved by the City Manager, based on recommendation from the Emergency Manager / Fire Chief.
- Major revisions, those that significantly alter or establish new policy, or radically change responsibilities of senior City officials or City departments, must be approved by the City Council.

This plan is published in support of the State of Arizona Emergency Response and Recovery Plan (SERRP) and is in accordance with Arizona Revised Statutes, Title 26, Chapter 2. This plan supersedes all previously published copies of the Tempe Emergency Operations Plan.

Date _____

Mark W. Mitchell, Mayor

Brigitta Kuiper, City Clerk

TEMPE, ARIZONA
EMERGENCY OPERATIONS PLAN

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TEMPE, ARIZONA
EMERGENCY OPERATIONS PLAN

DISTRIBUTION LIST

<u>AGENCY</u>	<u>NO. OF COPIES</u>
Mayor's Office	1
City Manager	1
Deputy City Manager/Chief Operating Officer	2
Chief Operating Officer (1)	
Internal Audit Office (1)	
Deputy City Manager/Chief Financial Officer	2
Chief Financial Officer (1)	
Municipal Budget Office (1)	
City Attorney	1
City Clerk	1
City Court	1
Fire Medical Rescue Department	4
Fire Chief (1)	
Assistant Fire Chief (1)	
Assistant Chief/Fire Marshal (1)	
Deputy Chief – Special Operations (1)	
Emergency Operations Center (Fire Medical Rescue Department)	5
Police Department	8
Police Chief (1)	
Assistant Police Chiefs (3)	
Police Communications Manager (1)	
Downtown Bureau Commander (1)	
Commander - Patrol Division (1)	
Commander - Homeland Defense Unit (1)	
Public Works	5
Public Works Director (1)	
Water Utilities Division (1)	
Field Operations (1)	
Transit/Transportation (1)	
Construction Management (1)	
Communications and Media Relations Office/Government Relations	1

Community Development Department	5
Community Development Department Director (1)	
Building Safety Division (1)	
Planning Division (1)	
Right-of-Way Management (1)	
Neighborhoods (1)	
Community Services Department	3
Community Services Director (1)	
Recreation (1)	
Arts/Cultural/Library (1)	
Internal Services Department.....	4
Internal Services Director (1)	
Human Resources (1)	
Information Technology (1)	
Central Financial Services (1)	
Economic Development.....	1
Human Services Department	3
Human Services Director (1)	
Social Services (1)	
Diversity and Outreach (1)	
Arizona State University - Department of Public Safety	1
Tempe Union High School District.....	1
Tempe Elementary School District	1
Kyrene Elementary School District.....	1
Salt River Project	1
Arizona Public Service	1
Southwest Gas.....	1
Century Link.....	1
Cox Communications	1
Maricopa County Department of Emergency Management.....	1
Arizona Division of Emergency Management.....	1
American Red Cross Grand Canyon Chapter	1
Salvation Army	<u>1</u>
Total	61

TEMPE, ARIZONA
EMERGENCY OPERATIONS PLAN
ANNUAL REVIEW

Emergency Management	Date	County Emergency Planner	Date

TEMPE, ARIZONA
EMERGENCY OPERATIONS PLAN

DEFINITIONS

Access and Functional Needs Coordinator: A person designated by the Shelter Manager to ensure that shelter operations address the needs of individuals with access and functional needs.

Anticipated Emergency: Those conditions, which because of their nature may require mobilization of emergency forces if conditions increase in severity.

Applicant Agent: The person authorized by City Resolution to execute contracts, certify completion of work, request payments, and prepare all documentation related to Federal Emergency Management Agency (FEMA) and Arizona Division of Emergency Management (ADEM) funding requirements.

Area Command (Unified Area Command): An organization established to oversee the management of: (1) multiple incidents that are each being handled by an ICS organization or (2) large or multiple incidents to which several Incident Management Teams have been assigned. Area Command has the responsibility to set overall strategy and priorities, allocate critical resources according to priorities, ensure that incidents are properly managed, and ensure that objectives are met and strategies followed. Area Command becomes Unified Area Command when incidents are multi-jurisdictional. Area Command may be established at an emergency operations center or at some location other than an Incident Command Post.

Arizona Coalition for Healthcare Emergency Response (AZCHER): An agreement in place between medical facilities to help one another in times of emergency when the resources of a hospital are overwhelmed.

Arizona Counterterrorism Information Center (ACTIC): The joint effort between the Arizona Department of Public Safety (DPS), Arizona Department of Homeland Security (DHS), Federal Bureau of Investigation (FBI), and other participating agencies, to provide a unified effort to secure Arizona, to prevent and deter terrorist attacks, and protect and respond to threats and crimes to ensure a safe and secure state while protecting civil rights and liberties of the public.

Arizona Emergency Response Commission (AZSERC): A State of Arizona commission established by the thirty-eighth Arizona Legislature pursuant to requirements of SARA, Title III. It includes representation from the Arizona Department(s) of Environmental Quality, Health Services, Public Safety, and Transportation, and is chaired by the director of the Arizona Division of Emergency Management. The commission deals with issues that include: technical support and training, development of appropriate legislation, review of local plans and establishment of community right-to-know information systems.

Arizona Mutual Aid Compact (AZMAC): The compact outlines the terms and procedures for participating Arizona political subdivisions and tribal governments to provide mutual aid in times of emergency in accordance with local ordinances, resolutions, emergency plans or agreements. The contracting authority for this compact is based upon Arizona Revised Statute (ARS) §26-308, which provides that “[e]ach county and incorporated city and town of the state may appropriate and expend funds, make contracts and obtain and distribute equipment, materials and supplies for emergency management purposes.” Tribal contracting authority will be in accordance with each tribe’s laws.

Arizona Statewide Independent Living Council (SILC): A not-for-profit organization that promotes programs, resources and services for people with disabilities, access and functional needs. The SILC identifies needs of and advocates for programs and services that support people with disabilities to live independently and participate in their communities.

Arizona Water/Wastewater Agency Response Network (AZWARN): A statewide mutual assistance program between water and wastewater utilities. This volunteer-based network allows utilities to help one another in times of emergency when the resources of a utility are overwhelmed.

Assistance in Disaster (AID) Program: A component of the Tempe Police Department’s Volunteers in Police Service (VIPS) Program to assist the Police Department in a major disaster. The VIPS AID volunteers are trained for disaster preparedness, perimeter control, evacuation, and other duties. Many of the VIPS are also trained by the Tempe Fire Medical Rescue Department in CERT. Tempe VIPS AID volunteers will be credentialed and wear recognizable vest, shirts, etc.

Automatic Mutual Aid: Agreement in place between fire departments and districts for the closest, most appropriate unit to an emergency to respond regardless of the political jurisdiction of the incident or the responders. All fire departments within automatic aid act as one large system.

Cache: A predetermined complement of tools, equipment, and/or supplies stored in a designated location, available for incident use.

CBRNE: This is an acronym for Chemical, Biological, Radiological, Nuclear, and High-Yield Explosives. A CBRNE event refers to the uncontrolled release of chemical or biological agents or radioactive contamination into the environment, either by accident or terrorist act, which could cause widespread damage.

Chemical Transportation Emergency Center (CHEMTREC): A facility of the Chemical Manufacturer’s Association (CMA) based in Washington, D.C., which provides information and assistance in dealing with transportation accidents, 24-hours a day.

Cities Readiness Initiative (CRI): A program, funded by the Centers for Disease Control

(CDC) and Prevention, to enhance the ability of cities to rapidly dispense life saving drugs to the entire population. The primary goal of CRI is to minimize loss of lives during a catastrophic public health event by dispensing drugs to 100% of the city's population within a 48-hour timeframe.

City Manager's Designated Alternate: The person responsible for developing and maintaining plans and programs to respond to major emergencies and disasters affecting the City of Tempe. In the City of Tempe, the "City Manager's Designated Alternate" is the Fire Chief. The Fire Chief is also responsible for the overall management of a disaster situation within the Tempe Emergency Operations Center (EOC) when activated. [NOTE: The terms "City Manager's Designated Alternate" and "Emergency Manager / Fire Chief" may be used interchangeably].

Command Staff, Emergency Operations Center (EOC): That portion of the Tempe Emergency Operations Center (EOC) charged with the strategy of directing and/or controlling resources to support an incident by virtue of explicit legal, agency or delegated authority. The head of the EOC Command Staff, the Tempe Emergency Manager / Fire Chief, operates under the guidelines established by the Tempe EOC Policy Group and is assisted by an EOC Manager, Public Information Officer (PIO), and a Liaison Officer.

Community Emergency Notification System (CENS): CENS is a system that allows for a large portion of the community to be contacted during times of crisis. The CENS system can be activated through the Tempe Police Communications Center, or through the Phoenix Fire Regional Dispatch Center (Alarm Room).

Comprehensive Environmental Response, Compensation and Liability Act (CERCLA) of 1980, PL 96-510: 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 (commonly known as the "Superfund").

Critical Infrastructure and Key Resources (CIKR): Critical Infrastructure and Key Resources includes those assets, systems, networks, and functions - physical or virtual - so vital to the United States that their incapacitation or destruction would have a debilitating impact on security, national economic security, public health or safety, or any combination of those matters. Key resources are publicly- or privately- controlled resources essential to minimal operation of the economy and the government.

Disaster: As defined by Tempe City Code, Chapter 9, "disaster" means the occurrence or imminent threat of widespread or severe damage, injury, or loss of life or property or extreme peril to the safety of persons or property, resulting from any natural or manmade causes, including but not limited to fire, flood, earthquakes, wind, storm, blight, drought, famine, infestation, air contamination, epidemic, explosion, riot, or other acts of civil disobedience which endanger life or property, or hostile military or paramilitary action.

Emergency: As defined by Tempe City Code, Chapter 9, "emergency" means the existence of a disaster within city limits requiring immediate action by the emergency forces

of the city.

Emergency Alert System (EAS): Formerly known as the Emergency Broadcast System, the EAS is a communication system that enables the President, federal, state, and local officials to rapidly disseminate emergency information over commercial AM and FM radio bands. This information is intended to reduce loss of life and property and to promote rapid recovery in the event of a natural disaster, a man-made disaster or an attack on the nation.

Emergency and Hazardous Chemical Inventory (Tier Two) Reports: These are chemical-specific reports required to be submitted under Section 312 OF SARA, Title III. Reports are due by March 1ST of each year for the previous calendar year. All facilities with Extremely Hazardous Substances (EHS) and hazardous chemicals, above established threshold quantities, must submit these reports.

Emergency Forces: As defined by Tempe City Code, Chapter 9, “emergency forces” means all city governmental and private sector agencies, volunteers, facilities, equipment, trained manpower, and other resources required to perform civil preparedness functions.

Emergency Functions: Includes warning and communication services, relocation of persons from stricken areas, temporary restoration of utilities, transportation, welfare, engineering, search, rescue, health, law enforcement, fire fighting, and other necessary activities.

Emergency Management Activities: Mitigation, prevention, preparedness, response and recovery activities designed to minimize the effects on the population from an attack or peacetime disaster, to deal with the immediate emergency conditions, which would be created, and to carry out emergency repairs to essential facilities that have been destroyed or damaged.

Emergency Manager / Fire Chief: The person responsible for developing and maintaining plans and programs to respond to major emergencies and disasters affecting the City of Tempe. In the City of Tempe, the Fire Chief is the Emergency Manager. The Fire Chief is also responsible for the overall management of a disaster situation within the Tempe Emergency Operations Center (EOC) when activated. [NOTE: The terms “Emergency Manager / Fire Chief” and “City Manager’s Designated Alternate” may be used interchangeably.]

Emergency Management Assistance Compact (EMAC): An interstate mutual aid agreement that was developed out of the need to assist and coordinate resources across states in the event of a disaster situation.

Emergency Operations Center (EOC): The physical location where an organization comes together during an emergency to coordinate response and recovery actions and resources. When activated, the function of the EOC is to collect, gather and analyze data; make decisions that protect life and property, maintain continuity of the organization (within the scope of applicable laws); and disseminate those decisions to all concerned agencies

and individuals. The EOC operates under the National Incident Management System (NIMS). The EOC provides a central location of authority and information and allows face-to-face coordination among personnel who must make emergency decisions. The EOC maintains contact with support EOCs, and other jurisdictions and levels of government. It provides emergency information and instructions to the public, and makes official releases to the media and schedules press conferences as necessary.

Emergency Operations Plan (EOP): A multi-hazard, functional plan that treats emergency management activities generally, with the unique aspects of individual disasters contained in hazard-specific annexes. It describes the emergency response organization and the means of coordination with other entities. It assigns functional responsibilities and details tasks to be carried out as accurately as permitted by the situation.

Emergency Procurement: As defined by Tempe City Code, Chapter 26A “emergency procurement” means the procurement of goods, materials, supplies or services which are required to remedy a situation where the health, safety, welfare or quality of welfare of the public or public property is endangered or severely reduced if immediate corrective or preventative action is not taken.

Emergency Services: As defined by Tempe City Code, Chapter 9, “Emergency Services” means the organization, administration, trained manpower facilities, equipment, material, supplies, programs, emergency plans, ability to execute emergency plans, and all other measures necessary and incidental thereto relating to disaster prevention, preparedness, response and recovery by all governmental and private sector agencies to protect of save health, life or property.

Emergency Support Function (ESF): The grouping of governmental and certain private sector capabilities into an organizational structure to provide support, resources, program implementation, and services that are most likely needed to save lives, protect property and the environment, restore essential services and critical infrastructure, and help the community return to normal following an emergency.

Evacuation: Government recommended or ordered movement of persons and property from a hazard area to an area of safety. **In Tempe, the Mayor authorizes evacuation of disaster-stricken portions of the City based on recommendation from the Emergency Operations Center (EOC) Chief. [See Annex B – Support].**

Exclusion Area: That area within a hazard area, which, as determined by the Incident Commander or the Director, has or may have a high degree of danger or which must be heavily controlled for other reasons.

Extremely Hazardous Substance (EHS): A substance defined in Section 302 of the U.S. Emergency Planning and Community Right-to-Know Act (42 U.S.C. 11002). The list can be found as an appendix to 40 C.F.R. 355. Updates as of 2006 are in the Federal Register, 71 FR 47121 (August 16, 2006). These chemicals were chosen to provide an initial focus for chemical emergency planning because of their extremely toxic properties. If these

chemicals are released in certain amounts, they may be of immediate concern to the community and the release must be reported immediately.

Facility: All buildings, structures, and other stationary items which are located on a single site, or contiguous or adjacent sites, and which are owned or operated by the same person. For purposes of emergency planning, the term also includes motor vehicles, rolling stock, and aircraft.

Facility Emergency Coordinator: A designated representative from a facility with an Extremely Hazardous Substance (EHS) in a quantity exceeding its Threshold Planning Quantity (TPQ) who participates in the emergency planning process.

Federal Emergency Management Agency (FEMA): The central point of contact within the federal government for a wide range of emergency management activities, both in peacetime and in wartime. Its roles include coordinating government activities, providing planning assistance, advising various agencies, and delivering training.

Field Command Post: The location from which the Incident Commander (IC), in coordination with other departments and agencies, manages the tactical field operations at or near the scene of an emergency.

Fire and Emergency Medical Services (EMS): Fire and emergency medical services are provided by the Tempe Fire Medical Rescue Department.

Flood Retarding Structure (FRS): A dam or similar structure constructed on a river, creek, stream, or wash that is normally dry and flows only after significant rainfall.

Hazard Analysis: The procedure for identifying potential sources of a HAZMAT release, determining the vulnerability of an area to such a release, and comparing hazards to determine the overall risk to a community.

Hazard Area: That area, which as determined by the Incident Commander (IC), has or is believed to have the existence of a hazard to public health, life, or property.

Hazard Identification: Provides information as to which facilities have Extremely Hazardous Substances (EHS), what they are, how much there is, and how it is stored at each facility. Annual mandatory facility reporting requirements under SARA, Title III provides most of the information needed.

Hazardous Chemicals: These chemicals are not on a list, but are defined by Occupational Safety and Health Administration (OSHA) regulations as chemicals which represent a physical or health hazard. Under this definition, many thousands of chemicals can be subject to reporting requirements. Inventories of these chemicals and the Safety Data Sheet (SDS) for each must be submitted if they are present in the facility in certain amounts.

Hazardous Materials (HAZMAT): Substances or materials, which, because of their chemical, physical, or biological nature, pose a potential risk to life, health, or property if they are released. An explosive substance, flammable or combustible substances, poisons, and radioactive materials are all classified as hazardous materials. HAZMAT transported in commerce is regulated by the United States Department of Transportation (USDOT) under Title 49 Code of Federal Regulations (CFR).

Homeland Security Presidential Directive 5 (HSPD 5): The subject of this directive, “Management of Domestic Incidents” (February 28, 2003), is intended to enhance the ability of the United States to manage domestic incidents by establishing a single, comprehensive national incident management system (NIMS). In HSPD-5, the President designates the Secretary of Homeland Security as the Principal Federal Officer (PFO) for domestic incident management and empowers the Secretary to coordinate Federal resources used in response to or recovery from terrorist attacks, major disasters, or other emergencies in specific cases. The directive assigns specific responsibilities to the Attorney General, Secretary of Defense, Secretary of State, and the Assistants to the President for Homeland Security and National Security Affairs, and directs the heads of all Federal departments and agencies to provide their “full and prompt cooperation, resources, and support,” as appropriate and consistent with their own responsibilities for protecting national security, to the Secretary of Homeland Security, Attorney General, Secretary of Defense, and Secretary of State in the exercise of leadership responsibilities and missions assigned in HSPD-5. The directive does not alter or impede the ability to carry out the authorities of Federal departments and agencies to perform their responsibilities under law.

Homeland Security Presidential Directive 8 (HSPD 8): National Preparedness, December 17, 2003. This directive establishes policies to strengthen the preparedness of the United States to prevent and respond to threatened or actual domestic terrorist attacks, major disasters, and other emergencies by requiring a national domestic all-hazards preparedness goal, establishing mechanisms for improved delivery of Federal preparedness assistance to State and local governments, and outlines actions to strengthen preparedness capabilities of federal, state, and local entities.

Incident Action Plan (IAP): An oral or written plan containing general objectives reflecting the overall strategy for managing an incident. It may include the identification of operational resources and assignments. It may also include attachments that provide direction and important information for management of the incident during one or more operational periods.

Incident Commander (IC): The individual who is responsible for management of the tactical field operations of all involved departments and supporting agencies/organizations at or near the scene of an emergency. The Incident Commander (IC) functions from the Command Post and reports directly to the Emergency Operations Center (EOC) staff.

Incident Command System (ICS): A nationally recognized system of managing small to large-scale events through the systematic development of a complete, functional organization. The system uses common terminology; is modular in nature; and has a

Unified Command structure; manageable span of control, consolidated action plans, comprehensive resource management, and integrated communications. It is designed specifically to allow responders to adopt an integrated organizational structure equal to the complexity and demands of any single incident or multiple incidents without being hindered by jurisdictional boundaries.

Incident Management System (IMS): The combination of facilities, equipment, personnel, procedures, and communications operating within a common organizational structure with responsibility for the management of assigned resources to effectively accomplish stated objectives pertaining to an incident. The Incident Management System is designed for emergency managers to direct and control emergencies ranging in size and complexity from limited to large-scale disasters. The system is flexible and expandable to allow for coordination between various agencies, jurisdictions and levels of government and yet it affixes overall responsibility, maintains effective span of control and addresses the functional areas of Command, Operations, Plans, Logistics, Administration/Finance, and Safety, which are common to every incident.

Joint Field Office (JFO): A temporary federal facility established locally to provide a central point for federal, state, local, and tribal executives with responsibility for incident oversight, direction, and/or assistance to effectively coordinate protection, prevention, preparedness, response, and recovery actions. The JFO will combine the traditional functions of the Joint Operations Center (JOC), the FEMA Disaster Field Office, and the Joint Information Center (JIC) within a single federal facility.

Joint Information Center (JIC): The physical location where public information staff involved in incident management activities can collocate to perform critical emergency information, crisis communications, and public affairs functions.

Joint Information System (JIS): The JIS provides the public with timely and accurate incident information and unified public messages. The system integrates incident formation and public affairs into a cohesive organization designed to provide consistent, coordinated, timely information during crisis or incident operations. The JIS provides a structure and system for developing and delivering coordinated interagency messages; developing, recommending, and executing public information plans and strategies on behalf of the Incident Commander; and controlling rumors and inaccurate information that could undermine public confidence in the emergency response effort.

Joint Operations Center (JOC): The focal point for all federal investigative law enforcement activities during a terrorist or potential terrorist incident or any other significant criminal incident. The JOC becomes a component of the Joint Field Office (JFO) when the National Response Framework (NRF) is activated.

Law Enforcement: Law Enforcement services are provided by Tempe Police Department.

Limited Emergency: An event which requires response of emergency forces over and above normal working functions, but which is manageable within local capability.

Local Emergency: As defined by Tempe City Code, Chapter 9, “local emergency” means the existence of a disaster within the city limits, and the situation is or is likely to be beyond the capability and resources of the city as determined by the Mayor and which requires the combined efforts of other political subdivisions.

Local Emergency Planning Committee (LEPC): A committee formed under the provisions of Section 301, SARA, Title III to implement local government compliance with the act. The Maricopa County Local Emergency Planning Committee (LEPC) is responsible for the development and maintenance of the LEPC Annex of the Maricopa County EOP and providing the public and local governments with information concerning potential chemical hazards present in their communities (Emergency Planning and Community Right-to-Know Act of 1986).

Major Disaster: Any catastrophe, which in the determination of the President, causes damage of sufficient severity and magnitude to warrant federal assistance to supplement the efforts of the State, local governments, and disaster relief organizations in alleviating damage, loss, and hardship.

Maricopa County Local Emergency Planning Committee (MCLEPC): A political subdivision of the state which includes all of Maricopa County and its incorporated cities and towns, for the purpose of developing, maintaining, and implementing of HAZMAT emergency response plans.

National Emergency Communications Plan (NECP): The purpose of the NECP is to promote the ability of emergency response providers and relevant government officials to continue to communicate in the event of natural disasters, acts of terrorism, and other man-made disasters and to ensure, accelerate, and attain interoperable emergency communications nationwide.

National Incident Management System (NIMS): A command and control system that provides a consistent nationwide approach for federal, state, and local governments to work effectively together to prepare for, respond to, and recover from domestic incidents, regardless of cause, size, or complexity. It provides for interoperability and compatibility among federal, state, and local capabilities and includes a core set of concepts, principles, terminology, and technologies covering the Incident Command System; multi-agency coordination systems, Unified Command, training; identification and management of resources (including systems for classifying types of resources); qualifications and certification; and the collection, tracking, and reporting of incident information and incident resources.

National Response Center (NRC): A communications center for activities related to response actions. It is located at Coast Guard headquarters in Washington, D.C., and receives and disseminates notices of discharges and/or releases to the appropriate On-Scene Coordinator (OSC); disseminates OSC and Regional Response Team (RRT) reports to the National Response Team (NRT) when appropriate, and provides facilities for the

NRT to use in coordinating national response efforts. The toll free number 1-800-424-8802, can be reached 24 hours a day for reporting actual or potential pollution accidents.

National Response Framework (NRF): The NRF is a guide to how the Nation conducts all-hazards incident response. Some federal departments and agencies have primary responsibility for specific aspects of incident response; others may have supporting roles. Regardless of their roles, all federal departments and agencies must develop policies, plans, and procedures governing how they will effectively locate resources and provide them as part of a coordinated federal response.

North American Industry Classification System (NAICS): NAICS uses a six (6) digit hierarchical coding system to classify all economic activity into twenty (20) industry sectors. Five (5) sectors are mainly goods-producing sectors and fifteen (15) are entirely services-producing sectors. This six (6) digit hierarchical structure allows greater coding flexibility than the four (4) digit structure of the Standard Industrial Classification (SIC) system. The SIC has been replaced by the North American Industry Classification System (NAICS), but several OSHA data sets are still available with SIC-based data.

Occupational Safety and Health Administration (OSHA): The federal agency that regulates occupational exposure to hazardous chemicals.

OSHA Hazard Communication Standard (HCS), [29 CFR 1910.1200]: All employers with hazardous chemicals in their workplaces must prepare and implement a written hazard communication program, and must ensure that all containers are labeled, employees are provided access to Safety Data Sheets (SDS), and an effective training program is conducted for all potentially exposed employees. The HCS provides people the “right-to-know” the hazards and identities of the chemicals they are exposed to in the workplace. When employees have this information, they may effectively participate in their employers’ protective programs and take steps to protect themselves.

Person: Any individual, trust, firm, joint stock company, corporation, partnership, association, state, municipality, commission, political subdivision of a state, or interstate body.

Persons with Disabilities, Access and Functional Needs: People who may have additional needs before, during, and after an incident in functional areas including but not limited to: maintaining independence, communication, transportation, supervision, and medical care. Individuals in need of additional response assistance include those who: have disabilities, live in institutionalized settings, are elderly, are children, are from diverse cultures, have limited English proficiency or are non-English speaking, or are transportation disadvantaged. An individual with a disability is defined by the Americans with Disabilities Act (ADA) as a person who has a physical or mental impairment that substantially limits one or more major life activities, a person who has a history or record of such impairment, or a person who is perceived by others as having such impairment. The use of “access and functional needs” in place of “special needs” is consistent with current trends nationally. Thus, be aware that these interchangeable terms mean the same thing.

Plume: An effluent cloud resulting from a continuous source release.

Presidential Policy Directive 8 / PPD-8; National Preparedness: This directive is for the development of a national preparedness goal informed by the risk of specific threats and vulnerabilities in an effort to prepare the nation for threats that pose the greatest risk to the security of the nation, including acts of terrorism, cyber-attacks, pandemics, and catastrophic national disasters.

Principal Federal Officer (PFO): The Federal official designated by the Secretary of Homeland Security to act as his/her representative locally to oversee, coordinate, and execute the Secretary's incident management responsibilities under HSPD-5.

Radioactive Material: Material which emits radiation (subatomic particles or pure energy) in the process of stabilization.

Radiological Defense (RADEF): The detection, measurement, and exposure control of the radiation hazard that can be expected in the event of a nuclear attack upon the United States.

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 receptacles) of any hazardous chemical.

Reportable Quantity (RQ): The quantity of a hazardous substance that triggers reporting under CERCLA or the Emergency Planning and Community Right-To-Know Act (EPCRA). If a substance is released in a quantity equal to or exceeding its RQ, the release must be immediately reported in accordance with EPCRA Section 304, ARS Section 26-348, and CERCLA Section 103(A).

Response: The efforts to minimize the risk created in an emergency by protecting the people, the environment, and property, and the efforts to return the scene to normal pre-emergency conditions.

Safety Data Sheets: Technical information required under the OSHA hazard communications standard describing toxicity, physical hazards and method of safe handling for hazardous chemicals.

Service Animals: Service animals are defined by the Americans with Disabilities Act (ADA) as dogs or miniature horses that are individually trained to do work or perform tasks for people with disabilities. Examples of such work or tasks include guiding people who are blind, alerting people who are deaf, pulling a wheelchair, alerting and protecting a person who is having a seizure, reminding a person with mental illness to take prescribed medications, calming a person with Post Traumatic Stress Disorder (PTSD) during an anxiety attack, or performing other duties. Service animals are working animals, not pets.

The work or task a service animal has been trained to provide must be directly related to the person's disability. *Animals whose sole function is to provide comfort or emotional support do not qualify as Service Animals within the guidance of the ADA while their owners are in congregate shelters or reception centers.*

Staging Area: A designated site for the assembly of resources, i.e. outside agencies, heavy equipment, specialists, etc.

Standard Operating Procedure (SOP): A checklist or set of instructions, having the force of a directive, which spells out in detail the steps that need to be taken to accomplish a task.

State of Emergency: The duly proclaimed existence of conditions of disaster or extreme peril to the safety of persons or property in the State of Arizona which are or are likely to be beyond the control of the services, personnel, equipment, or facilities of any single county, city, or town, and which requires the combined efforts of the state and the political subdivision.

Superfund: A special trust fund established under CERCLA and extended under SARA which allows the Environmental Protection Agency (EPA) to clean up contaminated sites when the responsible parties cannot be found.

Superfund Amendments and Reauthorization Act of 1986 (SARA), Title III, Emergency Planning and Community Right-to-Know Act (EPCRA): An act of the U.S. Congress that requires the development of local plans for hazardous materials response and the development of programs to provide information to the public concerning hazards in the community.

Technological Disasters: Interruptions of services caused by failure of technological systems and infrastructure.

Terrorism: Under the Homeland Security Act of 2002, "terrorism" is defined as an activity that involves an act dangerous to human life or potentially destructive of critical infrastructure or key resources and is a violation of the criminal laws of the United States or of any State or other subdivision of the United States in which it occurs and is intended to intimidate or coerce the civilian population or influence a government or affect the conduct of a government by mass destruction, assassination, or kidnapping. See Section 2 (15), Homeland Security Act of 2002, Pub. L. 107-296, 116 Stat. 2135 (2002).

Terrorism Liaison Officer (TLO): Trained officers from law enforcement, fire, public health services, other first responder organizations and critical infrastructure entities who work towards building relationships that transcend and overcome existing barriers to lateral communication.

Threshold Planning Quantity (TPQ): Threshold Planning Quantities (TPQ) for Extremely Hazardous Substances are determined by the U.S. Environmental Protection Agency

(EPA) based on their potential to cause significant health effects in a single exposure, such as an air release. Any facility having any of the listed chemicals at or above its TPQ must notify the AZSERC and the MCLEPC within 60 days after they first receive a shipment or produce the substance on site. The facility must also notify the fire department / district having jurisdiction over the area that the facility is subject to the emergency planning reporting requirements of SARA, Title III, and ARS Title 26, Chapter 2, Article 3.

Toxic Release Inventory Report (Form R): Submitted by certain facilities as required by Section 313 OF SARA, Title III. Reports are due by July 1ST of each year for the previous calendar year and list routine toxic chemical emissions.

Toxicity: The ability of a substance to cause damage to living tissue, impairment of the central nervous system, severe illness or death when ingested, inhaled, or absorbed through the skin.

Unified Command (UC): An application of the Incident Command System (ICS) used when there is more than one agency with incident jurisdiction or when incidents cross political jurisdictions. Agencies work together through the designated members of the UC, often the senior person from agencies and/or disciplines participating in the UC, to establish a common set of objectives and strategies and a single Incident Action Plan.

Unique Population: Temporary or permanent groups within a jurisdiction which could require specific attention during an emergency or disaster. Examples are schools, hospitals, managed care facilities, group homes, RV parks and campgrounds, temporary youth camps like scouts or student groups, sporting events, incarceration facilities, etc.

Volunteer Organizations Active in Disaster (VOAD): A coalition of community volunteer organizations that respond to disasters as part of their overall mission. Member groups share information to facilitate access to available resources and coordinate their response and recovery efforts. Member groups can be involved from first response through long-term recovery. Individuals, families and communities affected by disaster may receive a wide range of assistance from a variety of member organizations.

Vulnerable Zone: An area over which the airborne concentration of a chemical involved in an accidental release could reach the Level of Concern (LOC).

Vulnerability Analysis: An assessment of the elements in the community that are subject to damage should a HAZMAT release occur. The analysis includes gathering information about 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.

Weapons of Mass Destruction (WMD): Weapons of Mass Destruction are characterized in five major areas, which include chemical, biological, radiological, nuclear weapons and High-Yield explosive (CBRNE) weapons. WMD is defined as any weapon or device that is intended, or has the capability, to cause death or serious bodily injury to a significant

number of people through the release, dissemination, or impact of: (A) toxic or poisonous chemicals or their precursors; (B) a disease organism; (C) radiation or radioactivity, (D) nuclear device or weapon or (E) an explosive device.

Weather Related Definitions: The National Weather Service (NWS) uses more than 2000 terms, phrases, and abbreviations to communicate to the public. The below listed items are just a few of the terms and phrases the NWS Phoenix office uses to inform the public of weather-related events that could affect Maricopa County:

ALL CLEAR: “All clear” bulletins are issued whenever the WARNING is cancelled; however, a WATCH may remain in effect for the same area or an adjacent area, and special weather statements will continue to be issued accordingly.

EXCESSIVE HEAT WATCH: Issued by the NWS when heat indices in excess of 105 degrees Fahrenheit during the day combined with night-time low temperatures of 80 degrees Fahrenheit or higher are forecast to occur for two consecutive days.

EXCESSIVE HEAT WARNING: Issued within 12 hours of the onset of the following criteria: heat index of at least 105 degrees Fahrenheit for more than 3 hours per day for 2 consecutive days, or heat index more than 115 degree Fahrenheit for any period of time.

HEAT INDEX (HI): The Heat Index, or “Apparent Temperature”, is an accurate measure of how hot it really feels when the Relative Humidity (RH) is added to the actual air temperature.

MICROBURST: A thunderstorm down-rush of air with an affected outflow area of less than 2.5 miles and peak winds lasting less than 5 minutes. Intense microburst may cause tornado-force winds, which can adversely affect aircraft performance and cause property damage.

REDEFINING STATEMENT: Issued after a tornado/severe thunderstorm watch, expressed in terms of whole counties with cities and well-known landmarks included.

SEVERE WEATHER STATEMENT: Used to report severe weather, to cancel all or part of a warning and to provide follow-up information on a warning in effect.

SHORT TERM FORECAST: Commonly referred to as a NOWCast product, it is used to convey information regarding weather or hydrological events that are expected to occur within the next few hours. NOWCast eliminates the need for short-term applications of SPECIAL WEATHER STATEMENTS and most SEVERE WEATHER STATEMENTS.

SPECIAL WEATHER STATEMENT: Used to pass along information on non-severe weather events, and the status of WATCHES. It may also include information on urban flooding and winter weather events, and to clear areas of SEVERE WEATHER WATCHES.

URBAN AND/OR SMALL STREAM FLOOD ADVISORY: Notification that heavy rains capable of causing ponding or heavy runoff in low-lying, poorly drained areas such as roadways and washes are imminent or in progress.

URBAN AND/OR SMALL STREAM FLOOD WARNING: Notification that heavy rainfall will cause life threatening runoff conditions in low-lying, poorly drained areas such as roadways and washes.

WARNING: This is an announcement that threatening conditions (thunderstorms, high winds, flooding, dam or levee failure, etc.) are occurring or are imminent and are expected to have a harmful effect upon the area alerted. Persons within the area must take immediate steps to protect themselves.

WATCH: Severe weather or flash flood WATCH means that conditions are such that a storm or flood of significant magnitude is likely to occur. Persons within the area alerted should take precautionary steps.

TEMPE, ARIZONA
EMERGENCY OPERATIONS PLAN

LIST OF ACRONYMS

AAR	After Action Report
ACTIC	Arizona Counter-Terrorism Information Center
ADA	Americans with Disabilities Act
ADEM	Arizona Division of Emergency Management
ADEQ	Arizona Department of Environmental Quality
ADHS	Arizona Department of Health Services
ADOT	Arizona Department of Transportation
AID	Assistance in Disaster Program
ALERT	Automated Local Evaluation in Real Time
APS	Arizona Public Service Company
ARRA	Arizona Radiation Regulatory Agency
ARS	Arizona Revised Statutes
AzVOAD	Arizona Voluntary Organizations Active in Disaster
BNSF	Burlington Northern & Santa Fe Railroad
BOS	Board of Supervisors
CAP	Central Arizona Project <i>or Corrective Action Program</i>
CBRNE	Chemical, Biological, Radiological, Nuclear, or Explosive
CDC	Centers for Disease Control and Prevention
CENS	Community Emergency Notification System
CERCLA	Comprehensive Environmental Response, Compensation and Liability Act
CERT	Community Emergency Response Team
CFR	Code of Federal Regulations
cfs	Cubic feet per second
CHEMTREC	Chemical Transportation Emergency Center
CRI	Cities Readiness Initiative
DCC	Donations Coordination Center
DES	Arizona Department of Economic Security
DHHS	US Department of Health and Human Services
DHS	US Department of Homeland Security
DOC	Department Operations Center
DOD	US Department of Defense
DOJ	US Department of Justice
DOS	US Department of State
DPS	Arizona Department of Public Safety
DRC	Disaster Recovery Center
EAP	Emergency Action Plan
EAS	Emergency Alert System
EHS	Extremely Hazardous Substances

EMAC	Emergency Management Assistance Compact
EMS	Emergency Medical Services
EOC	Emergency Operations Center
EOP	Emergency Operations Plan
EPA	U.S. Environmental Protection Agency
EPRCA	Title III, Emergency Planning and Community Right-to-Know
EPZ	Emergency Planning Zone
ESF	Emergency Support Function
FAA	Federal Aviation Administration
FBI	Federal Bureau of Investigation
FCDMC	Flood Control District of Maricopa County
FEMA	Federal Emergency Management Agency
FMO	Fire Management Office
FOSC	Federal On-Scene Coordinator
FRS	Flood Retarding Structure
GIS	Geographic Information System
HAZMAT	Hazardous Materials
HSPD	Homeland Security Presidential Directive
IA	Individual Assistance
IAP	Incident Action Plan
IC	Incident Commander
ICP	Incident Command Post
ICS	Incident Command System
IMT	Incident Management Team
JIC	Joint Information Center
JIS	Joint Information System
JOC	Joint Operations Center
LEPC	Local Emergency Planning Committee
LP	Local Primary (radio station)
MCDEM	Maricopa County Department of Emergency Management
MCDOT	Maricopa County Department of Transportation
MCLECP	Maricopa County Local Emergency Planning Committee
MCSO	Maricopa County Sheriff's Office
mg/m ³	Milligrams per cubic meter
Mg-min/m ³	Milligrams per minute per cubic meter
MMRS	Metropolitan Medical Response System
MOU	Memorandum of Understanding
NAWAS	National Warning System
NDMS	National Disaster Medical System
NGO	Non-governmental Organization
NIMS	National Incident Management System
NOAA	National Oceanic and Atmospheric Administration
NRC	National Response Center
NRF	National Response Framework
NTSB	National Transportation Safety Board
NWS	National Weather Service

OSHA	Occupational Safety and Health Administration
PA	Public Assistance
PIO	Public Information Officer
POD	Point of Distribution
PPE	Personal Protective Equipment
ppm	Parts per million
PVNGS	Palo Verde Nuclear Generating Station
RESTAT	Resources Status
RP	Responsible Party
RQ	Reportable Quantity
RSS	Receive, Store, and Stage
SAIL	Senior Adult Independent Living
SARA	Superfund Amendments and Reauthorization Act of 1986
SEOC	State Emergency Operations Center
SERRP	State Emergency Response and Recovery Plan
SIC	Standard Industrial Classification
SILC	Arizona Statewide Independent Living Council
SITREP	Situation Report
SLD	State Land Department
SNS	Strategic National Stockpile
SO	Safety Officer
SOP	Standard Operating Procedure
SOSC	State On-Scene Coordinator
SRP	Salt River Project
TAG	The Adjutant General
TLO	Terrorism Liaison Officer
TPQ	Threshold Planning Quantity
TSA	The Salvation Army
TTX	Table Top Exercise
TTY	Telecommunications Device for Speech-/Hearing-Impaired Persons
UC	Unified Command
UP	Union Pacific Railroad
UPS	United Parcel Service
USDOT	U.S. Department of Transportation
US&R	Urban Search and Rescue
VA	Veterans Administration
VCT	Volunteer Coordination Team
VIPS	Volunteers in Police Service
VRC	Volunteer Reception Center
WMD	Weapons of Mass Destruction

TEMPE, ARIZONA
EMERGENCY OPERATIONS PLAN
BASIC PLAN

Introduction

The Tempe Emergency Operations Plan consists of a Basic Plan and five (5) annexes (described below). The Basic Plan provides an overview of Tempe’s Emergency Management structure and is divided into the following sections:

- Introduction
- Situation and Planning Assumptions
- Concept of Operations
- Incident Management Cycle
- Plan Maintenance and Management
- Statutory Authorities.

ANNEX A - EMERGENCY SUPPORT FUNCTION (ESF): Identifies the Primary and Support agencies, provides a situation overview, describes the concept of operations, and outlines the organizational roles and responsibilities of all agencies assigned to support an ESF in preparing for and responding to an emergency. The ESF structure is designed to ensure adequate collaboration with all responding entities.

ANNEX B – SUPPORT: Provides emergency responders with the overarching framework for specific activities inherent in most emergencies. It provides additional in-depth detail of those activities described in the Basic Plan and is intended to assist with detailed processes and functions necessary to implement a coordinated and comprehensive response to an emergency.

ANNEX C – INCIDENTS: Describes the variables associated in response to specific incidents. The Incident Annex gives the situation and planning assumptions of the specific incident, details of the concept of operations that may vary based on the specific incident, and incident-specific tasks designated to departments and agencies.

ANNEX D – TRIBAL RELATIONS (as appropriate).

ANNEX E – LOCAL EMERGENCY PLANNING COMMITTEE (LEPC) PLAN (as appropriate).

Purpose

The purpose of this plan is to provide an overview of the City of Tempe's Emergency Management structure and the responsibilities assigned to various city departments, non-governmental agencies and the private sector during major emergencies and disasters. This plan is the framework for emergency responders, City of Tempe departments, and supporting agencies to effectively coordinate and collaborate, before, during, and after a disaster, in order to provide a comprehensive response to all emergencies.

This plan provides direction and guidance to Tempe's departments and supporting agencies. It establishes the framework to prepare for and respond to all hazards, both natural and man-made, in Tempe. The plan is designed to be flexible and scalable to meet any type of disaster and for any size of disaster.

The direction and guidance provided in this plan constitutes a directive to City departments to prepare for and execute assigned emergency tasks to ensure the greatest possible survival of the population, protection of property, and continuity of government in the event of a national security, technological, or natural disaster.

Scope

The City of Tempe encompasses an area of approximately 40 square miles and is bordered by the City of Chandler on the south, the City of Phoenix and the Town of Guadalupe on the west, the City of Scottsdale on the north, and the Cities of Mesa and Chandler on the east. The population of Tempe is 161,710 (2010 Census), with an additional 59,794 persons enrolled at the Tempe campus of Arizona State University, and another 23,000 persons that work in Tempe but reside elsewhere. A number of special events and festivals are held in Tempe throughout the year, attracting large numbers of visitors.

The Tempe Fire Medical Rescue Department is the lead agency for planning the effective use of available resources and the coordination of appropriate emergency functions in response to situations beyond the capability of a single department.

The City of Tempe Emergency Operations Plan (EOP) encompasses the wide-range of preparedness and response activities necessary for all natural technological, and manmade hazards, and other emergencies faced by the public of Tempe. The basis for providing short-term recovery is also covered. It defines the roles and responsibilities of all City departments, non-governmental and voluntary organizations, private sector, and public involvement.

This plan incorporates the Incident Command System (ICS) and the National Incident Management System (NIMS) into the general approach toward responding to emergencies. These are national standards as mandated by Homeland Security Presidential Directive 5

(HSPD-5) and Presidential Policy Directive 8 (PPD-8):

- ICS is a standardized incident management concept designed specifically to allow responders to adopt an integrated organizational structure equal to the complexity and demands of any single incident or multiple incidents without being hindered by jurisdictional boundaries.
- NIMS is a system that provides a consistent nationwide approach for federal, state and local governments to work effectively and efficiently together to prepare for, respond to and recover from domestic incidents, regardless of cause, size or complexity.

The plan provides the guidelines necessary to coordinate response activities with local, state and federal government responders. It also creates the Emergency Support Function (ESF) structure, which outlines the coordination and collaboration necessary between all response organizations. The ESF structure used by the City is aligned with the county, state, and federal ESF structure.

The Maricopa County Department of Emergency Management (MCDEM) worked with the City of Tempe to ensure that the Tempe Emergency Operations Plan (EOP) and the County EOP are aligned, allowing for a more coordinated response. Jurisdictions having county-recognized plans shall conduct operations within their own jurisdiction limits pursuant to those plans.

This plan distinguishes between most small-scale emergencies that are most often handled at the field level using established field procedures, and major emergencies. This plan provides for direction, control and coordination between Tempe responders and resources and adjacent political subdivisions before, during, and following major emergencies and disasters.

This plan is applicable to all City of Tempe departments and agencies that may be tasked to perform activities in response to an emergency. Departments that are not specifically tasked within the plan are considered to be available to perform specific functions when so tasked by the City Manager. This plan is also applicable to voluntary agencies, such as the American Red Cross and the Salvation Army, as well as to private sector groups.

KEY CONCEPTS

This section outlines the key concepts of this Emergency Operations Plan and the key concepts used by the Tempe Fire Medical Rescue Department in all phases of emergency response. The key concepts are:

- Systematic and coordinated incident management activities to ensure an effective response to all hazards faced by the public of Tempe.
- Plan flexibility to allow use in response to all emergencies.
- Plan scalability to fit the size of the response whether it is a local, county, state, or federal-declared emergency.
- Coordination with intra-state agencies and local governments.
- Proactive planning, mitigation, and community education to ensure the success of all

- elements of this plan.
- Utilizing the National Incident Management System (NIMS) and the Incident Command System (ICS) by all responding departments and agencies.
 - Utilizing the Emergency Support Function (ESF) approach to ensure the deployment of crucial resources, assets, and personnel in response to an emergency. The ESF approach assigns responsibility to departments based on authorities, resources, and capabilities.
 - Provides the framework for the development of detailed Standard Operating Procedures (SOPs) and contingency planning for all hazards.
 - The Rehabilitation Act of 1973 and the Americans with Disabilities Act (ADA) will be followed in every aspect of this Emergency Operations Plan (EOP). Emergency and disaster response services and activities will be accessible and usable to all individuals regardless of disability, access or functional need. This plan is committed to the principle that it takes the full range of government, private, non-government, faith-based and volunteer groups to successfully meet the needs of the whole community during times of disaster. Persons with disabilities, access and functional needs will be included in local emergency planning, and training and exercise processes.

Situation Overview

The Disaster Mitigation Act of 2000 (DMA 2000) provides the legal basis for Federal Emergency Management Agency (FEMA) mitigation planning requirements for state, local, and tribal governments as a condition of mitigation grant assistance. DMA 2000 emphasizes the need for these entities to closely coordinate mitigation planning and implementation efforts.

The “Maricopa County Multi-Jurisdictional Hazard Mitigation Plan, (2009)” is an example of close coordination between local governments and provided Tempe with a risk assessment of the most relevant natural hazards (see “Tempe Jurisdictional Summary”)

Tempe recognizes the consequences of natural and human-caused disasters on government, business, families, and individuals and has taken steps to reduce the impact of both natural and human-caused hazards.

The most frequent, severe natural hazard in the City of Tempe is flooding during the monsoon season (June 15 through September 30). Densely developed and highly populated areas of the City are located near the Salt River and includes government and corporate offices, educational facilities (Arizona State University), public parks (Tempe Town Lake), regional shopping (Tempe Marketplace), and other attractions that may be vulnerable to flooding. Dam failure of structures built on the upper Salt River upstream from the City of Tempe is a possible disaster event similar to extreme flash flooding that could occur. Flooding is addressed in Annex C – Incidents, Storms and Floods.

A common carrier accident at or near Phoenix Sky Harbor International Airport is another

hazard faced by Tempe and is addressed in Annex C – Incidents, Common Carrier Accidents.

In any such event, this plan may be partially or fully implemented in relation to a potential threat or actual emergency. The following individuals are authorized to activate the City Emergency Operations Center (EOC):

- City Manager (or designee)
- Assistant City Manager
- Fire Chief
- Assistant Fire Chiefs
- Fire Deputy Chiefs
- Police Chief
- Assistant Police Chiefs
- Police Commanders

While it is likely that outside assistance would be available, the City must initially carry out disaster response and short-term recovery on an independent basis. If necessary, it can request support from the county, from a political subdivision, and from the private sector.

Should a situation occur that requires a warning or an evacuation, those with disabilities, access or functional needs and unique populations such schools, hospitals, managed care facilities, etc., may require specific attention.

Preparedness and Response

The services, resources, and facilities of existing departments and agencies of city government will be utilized and when necessary, the private sector will be requested to perform emergency tasks and functions unavailable to the City. County support may be made available upon request or after city resources are totally committed.

Departments with emergency response capabilities will retain control over their committed forces except where specific functional support is provided to another department.

The Mayor may proclaim a Local Emergency, as defined in A.R.S. §26-311 when an emergency situation is, or is likely to be, beyond the response capability of the City and the combined efforts of the City, county and state are considered essential for an effective response.

Incident Command System (ICS)

The Incident Commander or Unified Commander in the field is determined by the preponderance of the emergency. This individual will coordinate with the Tempe Emergency Operations Center (EOC) regarding response and recovery efforts, as well as the development and implementation of the Incident Action Plan (IAP).

Other City departments will assign a sufficient number of representatives to the EOC to ensure that the necessary coordination occurs. The EOC will generally operate on a 24-hour basis in 12-hour operational periods.

The modular organization of the ICS allows responders to scale their efforts and apply the parts of the ICS structure that best meet the demands of the incident. In other words, there are no hard and fast rules for when or how to expand the ICS organization. Many incidents will never require the activation of the EOC Operations, Planning, Logistics, or Finance/Administration Sections, while others will require some or all of them to be established. A major advantage of the ICS organization is the ability to fill only those parts of the organization which are required for each unique incident. For some incidents, and in some applications, only a few of the organization's functional elements may be required. However, if there is a need to expand the organization, additional positions do exist within the ICS framework to meet virtually any need.

For example, in responses involving responders from a single jurisdiction, the ICS establishes an organization for comprehensive response management. However, when an incident involves more than one agency or jurisdiction, responders can expand the ICS framework to address a multi-jurisdictional incident.

The roles of the ICS participants will also vary depending on the incident and may even vary during the same incident. Staffing considerations are based on the needs of the incident. The number of personnel and the organizational structure are dependent on the size and complexity of the incident. There is no absolute standard to follow. However, large-scale incidents will usually require that each component, or section, is set up separately with different staff members managing each EOC Section. A basic operating guideline within the EOC is that the EOC Manager is responsible for all activities until command authority is transferred to another person (the activation, in part or in whole, of a functional section).

Another key aspect of the ICS is the development of an Incident Action Plan (IAP). A planning cycle is typically established by the Incident Commander and the EOC Planning Section Chief. An IAP is then developed by the Planning Section for the next operational period (usually 12 or 24 hours in length) and submitted to the Incident Commander for approval. Creation of a planning cycle and development of an IAP for a particular operational period helps focus available resources on the highest priorities and/or incident objectives. The planning cycle, if properly practiced, brings together everyone's input and identifies critical shortfalls that need to be addressed to carry out the Incident Commander's objectives for that period.

Hazard and Threat Analysis Summary

In 2009, Maricopa County and 26 other jurisdictions, including the City of Tempe, prepared a multi-jurisdictional local hazard mitigation plan to guide hazard mitigation planning for the County. This plan demonstrates the community's commitment to reducing risks from hazards and serves as a tool to help decision makers direct mitigation activities and resources. This plan documents the hazard mitigation planning process and identifies

relevant hazards, originating in and from neighboring jurisdictions, and vulnerabilities including unique time variables and strategies. The County and participating jurisdictions use this plan to decrease vulnerability and increase resiliency and sustainability.

Critical Infrastructure and Key Resources (CIKR) protection activities have been incorporated into the vulnerability and impact analysis of the Arizona State Homeland Security Strategic Plan. The roles and responsibilities for CIKR protection and restoration are managed within the jurisdiction and are outlined in ESF #14 (Recovery and Mitigation).

Incidents involving outbreaks of plant pest or disease, animal or zoonotic disease, and commercial food supply security, as well as protection of natural, cultural & historic resources, are addressed in ESF # 11 (Agricultural and Natural Resources).

Chemical, biological, radiological, nuclear, and high-yield explosive (CBRNE) incidents have been assessed and incorporated in Annex C – Hazard-Specific Incidents (see “Terrorism”).

Other hazard- or threat- specific incidents, such as “Pandemics” (includes those located and/or originating in the jurisdiction, as well as a non-local, nationwide, or global incidents) have also been assessed and incorporated in Annex C – Hazard-Specific Incidents.

Superfund Amendments and Reauthorization Act (SARA), Title III, HAZMAT facility reporting documents and other research accomplished under the auspices of the Local Emergency Planning Committee (LEPC) are outlined in ESF #10 (Hazardous Materials). Specific and detailed hazard assessments for potential HAZMAT incidents are accomplished using plume modeling software programs which are available to both county and municipal agencies.

Other significant risk/threat assessments produced by various federal, state and local governmental entities, as well as private organizations, may be available for use. Some examples include:

- Terrorism threat assessments by law enforcement agencies (e.g. Federal Bureau of Investigation (FBI), Arizona Department of Public Safety (DPS), Maricopa County Sheriff’s Office (MCSO), etc.).
- On-going analysis and dissemination of criminal, homeland security, and terrorist information through the Arizona Counter-Terrorism Information Center (ACTIC).
- Earthquake severity zones as defined by the U.S. Geological Survey (USGS).
- Long-range weather analysis by the National Weather Service (NWS).
- The Maricopa County Multi-Jurisdictional Hazard Mitigation Plan (MCMJHMP).
- Floodplain delineation studies and Flood Insurance Studies from FEMA.
- Maps produced by the National Flood Insurance Program (NFIP) of FEMA.

The complete “Jurisdictional Summary for the City of Tempe” can be found in the Maricopa County Multi-Jurisdictional Hazard Mitigation Plan (MCMJHMP), 2009. Tempe’s capability assessment regarding legal, regulatory, technical/staff, and financial resources is summarized in tables within the “Jurisdictional Summary for the City of Tempe”.

Planning Assumptions

This section describes situations that are assumed to be true and will have an impact on the execution of the Tempe Emergency Operations Plan (EOP). Hazards in the City may be of such magnitude that centralized support and coordination of a response will be disrupted. This disruption may necessitate that decisions be made at the field level on how to fill additional resource requests.

It must be understood, that due to the nature of some disasters, emergency response resources may not be physically capable of handling all requests for assistance for everyone immediately. The public, businesses, and other organizations of the City are encouraged to be self-sufficient for the first 72 hours of any disaster.

Centralized direction and control, achieved by activation of the Emergency Operations Center (EOC) utilizing the Incident Command System, is the most effective approach to the management of emergency operations.

The number of individuals requiring emergency assistance may be hard to gauge as individuals and families may decide to leave the affected area using their own transportation. The inability to track evacuees will make it more difficult to assess the scope of emergency assistance needed.

An incident at the Palo Verde Nuclear Generating Station (PVNGS), which is located more than 50 miles west of Tempe, could result in the release of radioactive materials to the surrounding area. Planning guidance and acceptance criteria for Nuclear Regulatory Commission licensees, such as PVNGS, require State and local government to develop radiological emergency plans and emergency preparedness procedures. A joint State/County plan has been developed to respond to an emergency or incident at PVNGS. A copy of the plan (“State of Arizona - Maricopa County Off-Site Emergency Response Plan for the Palo Verde Nuclear Generating Station”) is located in the County and State EOCs. *Although Tempe is located outside of the 10-mile plume exposure pathway and the 50-mile ingestion exposure pathway, a major accident at PVNGS could result in numerous inquiries to Tempe officials regarding the status of the emergency.*

Public and private health, medical, and mortuary services located in the City may not be available for use for mass casualty incidents or other emergencies that require large numbers of people to be evaluated and treated for medical emergencies.

Transportation corridors, recreation areas and communities within floodplain areas are highly vulnerable during the monsoon season. The disruption of transportation corridors may cause delays in implementing the response to a disaster.

Terrorist attacks may occur with little or no advance warning, necessitating planning that is as flexible and adaptive as possible. Implementation of some aspects of the emergency response may be delayed until the method of attack has been determined and/or the effects of the disaster are known.

A catastrophic incident, one that encompasses a large area or affects a very large portion of the population or causes thousands of casualties (injured or deceased) either immediately or within a short period of time, could occur in Tempe. Such an incident would immediately overwhelm the resources of the City and local health and medical capabilities. Immediate assistance would be called for by the City from Maricopa County; if County resources are overwhelmed, assistance will be requested by the County from state government.

A catastrophic incident would also overwhelm the ability of agencies and non-governmental organizations (NGO) that normally provide mass care services such as food and shelter. While there may be enough shelters for a catastrophic event, there will not be enough personnel or supplies (e.g. food, blankets, etc.) to operate these facilities.

If the catastrophic event involves collapsed or severely damaged buildings, the capacity of Urban Search and Rescue (US&R) will be quickly exceeded. When a catastrophic event has occurred, obtaining a detailed and accurate assessment of the size and scope of the emergency may not be available for the first 72 hours.

It must be understood that, due to the nature of some disasters, emergency responders may not be physically capable of handling all requests for assistance for everyone immediately. The public must plan to be self-sufficient for the first 72 hours of any disaster.

Local media, particularly broadcast, will perform an essential role in providing emergency instructions and up-to-date information to the public.

Disaster workers, particularly field forces personnel, will be subject to extreme stress due to the demanding conditions to which they will be exposed.

Concept of Operations

In accordance with Tempe City Code, Chapter 9, the City Manager (or designated alternate) is the Director of Emergency Services. The Director of Emergency Services is responsible in non-emergency periods to act on behalf of the Mayor and Council to develop a readiness for emergency services and for coordinated operations in disaster situations.

During emergencies, the Director (or designated alternate) shall act as the principal advisor or aide to the Mayor on emergency operations. A major responsibility is to ensure coordination among emergency forces and with higher and adjacent governments, by ensuring that the Emergency Operations Center (EOC) functions effectively. The Director (or designated alternate) shall assist the Mayor in the execution of operations, plans, and procedures required by the emergency and the following activities:

- Activation of this plan.
- Coordination of the emergency activities of all Tempe departments and agencies.
- Coordination of City emergency activities with Maricopa County.

This will be done in a manner that achieves the most effective use of personnel, equipment services, facilities, and other existing available resources, and when necessary, utilizing the services, resources, and facilities of existing Tempe government. Calls to the private sector to perform emergency tasks and functions may be necessary when those tasks and functions are not available from Tempe departments and agencies.

By adoption of the City of Tempe Emergency Operations Plan, the Tempe City Council formally adopts the principles and practices of the National Incident Management System (NIMS), including the use of the Incident Command System (ICS).

Initial response to emergencies is the responsibility of the appropriate local public safety organization. When the size and complexity of an emergency overextends the local capabilities, mutual aid agreements may be activated. A local emergency or disaster declaration can be declared by the Mayor for the purposes of expediting emergency response within the city and requesting supplemental assistance from county, state, and federal governments.

The Tempe Emergency Operations Center (EOC) will be activated when an emergency reaches such proportions that it requires a closely coordinated effort on the part of leading City officials. Personnel having duty assignments in the EOC will report to their assigned locations upon notification of EOC activation.

The EOC General Staff is responsible for supporting field operations. In coordination with City staff, EOC personnel will ensure the activities necessary to maintain and restore City operations both during and after an emergency situation.

City emergency forces will take the necessary actions to control a limited emergency occurring within Tempe. When conditions of a local emergency or disaster are present or are imminent, and a need for assistance can be reasonably estimated, requests for assistance will be made directly to the Maricopa County Department of Emergency Management. When the emergency exceeds the County government's capability to respond, assistance will be requested by the County from the State government. When the emergency exceeds the State government's capability to respond, assistance will be requested by the State from the Federal government.

This plan recognizes the concept that emergency functions for personnel involved in Emergency Management/Public Safety generally parallel their normal day-to-day functions. The Tempe Fire Medical Rescue Department will coordinate with all appropriate agencies, boards, or divisions through its Emergency Management program as it relates to the plan.

A City Public Information Officer (PIO) will assume all public relations responsibilities, coordinate all Joint Information System (JIS) activities, and act as the lead PIO regarding

pre-incident and post-incident public awareness and education programs and campaigns. The PIO will develop and maintain communications plans and protocols, and ensure they are utilized, maintained, and updated in coordination with this Emergency Operations Plan (EOP).

The scope of operations encompasses: awareness, prevention, preparedness, response, and recovery actions as it relates to potential emergency situations within the jurisdiction of Tempe. The emergency response for each contingency will be tailored to ensure an effective response for that particular emergency.

All legal questions or issues as a result of preparedness, response, or recovery actions will be resolved by the City Attorney.

Liability protection is available to responders per A.R.S. §26-353.

The Pets Evacuation and Transportation Standards (PETS) Act of 2006 requires that local and state government emergency preparedness operational plans address the needs of individuals with household pets and service animals following a major disaster or emergency. More information can be found in Annex A - ESF #6 (Mass Care).

Responsibilities - Government

The roles and responsibilities of federal, state, county, and city government as well as the anticipated support to an emergency include, but are not limited to, the following:

Federal Government:

Department of Homeland Security / Federal Emergency Management Agency (FEMA): If the Governor declares a State of Emergency and the President declares a Major Disaster, the City will generally be eligible for Public Assistance from both the State and the Federal government. Please refer to the current Maricopa County Emergency Operations Plan (EOP) for details (Basic Plan). Generally, FEMA can assist with temporary housing assistance, home repair, home replacement, or assist with permanent housing construction. Assistance may also be available for other emergency needs. Assistance may be available for transportation, medical or dental expenses, for repairing or replacing damaged or destroyed personal items not covered by insurance, and other personal expenses.

Federal Bureau of Investigation (FBI): The FBI will be the lead Federal agency for the criminal investigation of terrorist acts or threats and intelligence collection activities within the United States. Upon notification of a terrorist incident, the local FBI Special Agent in Charge will establish a Joint Operations Center (JOC) which will provide a Unified Command environment for all law enforcement activities related to the incident. The FBI will, upon request, assist in the identification of the deceased.

National Weather Service (NWS): The NWS collects and maintains meteorological records for weather stations around the state, including precipitation and temperature data, and produces short-term weather forecasts. The NWS issues weather statements and short-term forecasts for significant and/or severe weather events and flooding.

State Government (Arizona)

Arizona Corporation Commission: The Commission is responsible for public utility regulation, incorporation of businesses and corporations, securities regulation, and railroad and pipeline safety. The Commission may provide support within their core responsibilities when so requested by state government.

Arizona Department of Agriculture: The Department is responsible for fruit & produce inspections and programs, meat and poultry inspections, dairy and egg inspections, and a variety of other programs. The Department may provide support within their core responsibilities when so requested by state government.

Arizona Department of Economic Security (DES): The Department provides a variety of social support services to Arizona residents. Program divisions include: Child Support Enforcement; Aging and Adult Services, Benefits and Medical Eligibility; Employment and Rehabilitation Services; Developmental Disabilities; Children, Youth & Families (also referred to as “Child Protective Services”). The Department will administer appropriate long-term welfare support to disaster victims.

Arizona Department of Environmental Quality (ADEQ): ADEQ is responsible for three programmatic divisions (Air Quality, Water Quality, and Waste Programs) and may provide assistance within those core responsibilities when requested by state government.

Arizona Department of Health Services (ADHS): ADHS operates programs in behavioral health, disease prevention and control, health promotion, community public health, environmental health, maternal and child health, emergency preparedness and regulation of childcare and assisted living centers, nursing homes, hospitals, other health care providers and emergency services. ADHS may provide assistance within their core responsibilities when requested by state government.

Arizona Department of Public Safety (DPS): The Department provides highway and public safety, and provides technical and operations support to other criminal justice agencies. By agreement, DPS may provide aircraft to support health / medical activities.

Arizona Department of Transportation (ADOT): ADOT is a multi-modal transportation agency responsible for planning, building and operating the highway system including building and maintaining bridges. A major component of the organization is the Motor Vehicle Division, which provides title, registration, and driver-license services to the general public throughout the state of Arizona. ADOT may provide support within their core responsibilities when so requested by state government.

Arizona Department of Water Resources (ADWR): ADWR administers and enforces

Arizona's groundwater code, oversees the use of surface and groundwater resources under state jurisdiction, inspects dams and participates in flood control planning, and collects and analyzes data on water levels and on water-quality characteristics. ADWR may provide support within their core responsibilities when so requested by state government.

Arizona Division of Emergency Management (ADEM): The Division coordinates emergency services and the efforts of governmental agencies to reduce the impact of disaster on persons and property. The Division may provide direct support by serving as a channel for obtaining and providing resources from the State or from outside the State.

Arizona National Guard: Requests for National Guard support to augment emergency forces shall be made through the County Emergency Operations Center (EOC), who will forward the request to the state EOC.

Arizona State Forestry Division (ASFD): The Division provides for the prevention and suppression of wild land fire on 22 million acres of State Trust Land and private property located outside incorporated communities. ASFD may provide direct support to augment heavy-equipment needs within their core responsibilities when so requested by state government.

Arizona State Land Department (ASLD): The primary mission of Trust land management is earning money for Arizona's public schools. Arizona has over 9 million acres of Trust lands scattered throughout the State, constituting approximately 13% of land ownership in Arizona. The majority of Trust lands are located in rural areas. In Maricopa County, there are approximately 4,000 acres of Trust land.

Arizona State University (ASU), Police: ASU Police may provide support to augment law enforcement efforts when requested.

County Government (Maricopa)

Animal Care and Control Department. In the event of an emergency or disaster, the Animal Care and Control Department will assist in the evacuation of pets, utilizing Animal Care and Control Services vehicles, provide decontamination of pets (if needed), and provide temporary housing for pets of evacuees at any established shelter location.

Department of Emergency Management. Develops, coordinates, and maintains emergency operations plans, resource information, procedures, programs, and other emergency management activities with federal agencies, the State of Arizona, adjoining county agencies, political subdivisions, and municipalities of the state, and the private sector.

Environmental Services Department. The Department provides increased vector control services when needed; ensures safety of drinking water supplies; provides general sanitation advice to the public, and monitors shelters for proper sanitation and food handling procedures.

Equipment Services Department. The Department provides personnel and other resources to County departments requiring augmentation. They may provide transportation resources, refueling, mechanical equipment, and maintenance services from public or private sources to County departments as needed.

Flood Control District (FCD) of Maricopa County. The FCD is responsible for overseeing the development and implementation of comprehensive flood hazard control measures in the County. The FCD provides personnel for assignment to the County Emergency Operations Center (EOC) when requested by county government.

Medical Examiner. This Office provides for the identification of human remains, determination of cause and manner of death, and inventory and protection of personal effects found on the decedent. They may coordinate the services of funeral directors, ambulances, pathologists, dentists, x-ray technicians, and law enforcement agencies as necessary to identify and care for deceased persons.

Public Health Department. The Department provides epidemiological surveillance, case investigation, and follow-up. They may provide personnel for assignment to the County EOC when so requested. They may also provide staff to augment Damage Assessment Team personnel as needed in support of Annex B: Support, Damage Assessment.

Sheriff's Office. The Office provides security for the County EOC when activated. They provide law enforcement mutual aid to political jurisdictions requesting assistance, and provide security for vital government emergency facilities and essential private facilities in unincorporated areas when so requested.

Transportation, Department of. The Department provides personnel for assignment to the County EOC. They provide current roadway and bridge information, assist the Sheriff's Office with resources for traffic and area control, perform emergency repair of county roads and bridges, and provide clearance and removal of debris on county roads. The Department may provide staff to augment Damage Assessment Team personnel in support of Annex B: Support, Damage Assessment, when so requested by the County EOC.

Waste Resources and Recycling Management (WR&R). The Department operates 6 residential drop-off facilities (transfer stations) for household trash, recyclable materials, and green organic waste. WR&R also operates a used tire recycle/processing facility for used tires generated within Maricopa County.

Tempe Government

Annexes to this plan have been prepared which outline the emergency functions performed by City departments, divisions, and agencies in controlling the various emergencies that might occur in the City of Tempe. Those departments that are emergency-oriented in their normal operations will be involved in all emergencies and will be responsible for developing and maintaining their own emergency management Standard Operating Procedures (SOPs). Other departments may be required to assist by furnishing personnel and/or logistics support.

The following tasks apply to all major emergencies. Specific tasks for each hazard are assigned in the appropriate annexes.

- ❖ **Mayor** has primary authority and responsibility in an emergency to implement emergency powers of local government, in accordance with ARS §26-311. This authority includes but is not limited to:
 - Making emergency policy decisions.
 - Implementing the emergency powers of local government which may include establishing curfews, blockades, and limitations on utility usage.
 - Ordering the closing of any business.
 - Closing to public access any public building, street or other public area.
 - Calling upon regular and auxiliary law enforcement agencies within or outside the city for assistance.
 - Requesting mutual aid from other political subdivisions.
 - Committing local resources in accordance with local emergency plans.

- ❖ **City Manager** (or designated alternate) is hereby authorized and directed to create an emergency services organization. As ascribed by Tempe City Code, Chapter 9, the City Manager (or designated alternate) shall be the “Director of Emergency Services”. **In the City of Tempe, the City Manager’s designated alternate for pre-disaster preparedness and post-disaster response is the Fire Chief.**
 - The Director of Emergency Services (or designated alternate) is responsible in non-emergency periods to act on behalf of the Mayor and City Council to develop a readiness for emergency services and for coordinated operations in disaster situations.
 - During emergencies, the Director (or designated alternate) shall act as the principal advisor or aide to the Mayor on emergency operations. A major responsibility is to ensure coordination among emergency forces, and with higher and adjacent governments, by ensuring that the Emergency Operations Center (EOC) functions effectively. The Director (or designated alternate) shall assist the Mayor in the execution of operations, plans, and procedures require by the emergency.
 - The Director (or designated alternate) shall prepare a comprehensive disaster basic plan which shall be adopted and maintained by resolution of the City

Council upon the recommendations of the Director. In the preparation of this plan as it pertains to City organization, it is the intent that services, equipment, facilities and personnel of all existing departments and agencies to be used to the fullest extent.

- The disaster plan (also known as the Tempe Emergency Operations Plan (EOP)) shall be considered supplementary to Chapter 9, Tempe City Code and have the effect of law whenever emergencies, as defined in this chapter, have been proclaimed.

❖ **Emergency Manager / Fire Chief (or designated alternate)** serves as the Emergency Operations Center (EOC) Director / Chief, or as a Deputy to the EOC Chief if the preponderance of the incident is a police matter.

- Develop, coordinate and maintain Tempe's Emergency Operations Plan (EOP).
- Periodically train and exercise emergency staff.
- Conduct ongoing hazard awareness and public education programs.
- Maintain a listing of resources available to respond to an emergency.
- Comply with state and county emergency plans and procedures.
- Maintain the Tempe Emergency Operations Center (EOC) in a condition to permit activation with minimal notice.
- Coordinate requests for critical resources and mutual aid.
- Coordinate disaster assistance on behalf of the city and its citizens following the disaster, if state or federal disaster relief funds are made available.
- Implement the appropriate Incident Management Structure (ICS) and assign staff to the Operations, Planning, Logistics and Administration/Finance Sections of the Tempe Emergency Operations Center (EOC).
- Direct and control emergency operations.
- Recommend evacuation to the Mayor for disaster-stricken areas and make rules for ingress and egress to those areas, in coordination with Tempe Police.
- Manage the recovery effort.
- Ensure all departments are trained.

❖ **Fire Medical Rescue Department:**

- Provide representatives for assignment to the Tempe Emergency Operations Center (EOC).
- Provide on-site direction and control of local emergencies and hazardous materials releases.
- Conduct rescue operations.
- Provide emergency medical response.

- ❖ **Police Department:** The Police Chief will serve as the Emergency Operations Center (EOC) Director/ Chief (or as a Deputy to the EOC Chief) if the preponderance of the incident is a police matter.
 - Provide representatives for assignment to the Tempe EOC.
 - Provide on-site direction and control of local emergencies.
 - Receive and disseminate warning of imminent and actual hazardous conditions.
 - Direct and maintain control over evacuation efforts in disaster-stricken areas, in coordination with Tempe Fire Medical Rescue Department.
 - Provide prompt and accurate information from field forces to the Tempe EOC.
 - Provide security for the Tempe EOC, vital government emergency facilities, and essential private facilities.
 - Provide traffic control at emergency sites.
 - Provide ingress and egress routes for emergency vehicles responding to the disaster.

- ❖ **Public Works Department (Water Utilities, Field Operations, Transit/Transportation, Construction Management):** The Public Works Director will serve as the Emergency Operations Center (EOC) Director / Chief (or as a Deputy to the EOC Chief) if the preponderance of the incident is a Public Works matter.
 - Provide representatives for assignment to the Tempe EOC.
 - Assist the Police Department in traffic and area control, perimeter security, and in rescue and evacuation missions.
 - Provide current road information.
 - Furnish and place road barricades.
 - Perform emergency repair of roads.
 - Provide debris clearance and removal on city roads.
 - Provide support to rescue operations.
 - Maintain emergency facilities, to include backup power sources and sanitation.
 - Provide potable water supplies.
 - Provide lights for night operations.
 - Repair water tanks and mains as required.
 - Maintain a resource list of all appropriate vehicles and tools and insure that they are available to support emergency operations.
 - Provide accessible transportation for evacuation purposes as needed.

- ❖ **Community Development Department:**
 - Provide representatives for assignment to the Tempe EOC when requested.
 - Administer permit issuance and plan review.
 - Oversee current construction for private development.
 - Enforce code compliance.
 - Process code and/or ordinance amendments.

- ❖ **Community Services Department (Recreation, Arts/Cultural/Library):**
 - Provide representatives for assignment to the Tempe EOC when requested.
 - Provide emergency shelter operations for disaster victims.
 - Coordinate with lead and support agencies (e.g. American Red Cross and the Salvation Army, Arizona Humane Society) for emergency shelter operations, emergency lodging, feeding, clothing and other services.
 - Coordinate health-related functions through the County EOC.
 - Provide support for shelter managers.

- ❖ **Human Services Department (Social Services, Diversity & Outreach):**
 - Provide representatives for assignment to the Tempe EOC when requested.
 - Coordinate with other internal/external social services groups.
 - Provide support for shelter managers.
 - Provide assistance with access and ADA issues.

- ❖ **Internal Services Department (Central/Financial Services, Information Technology, Human Resources):**
 - Provide representatives for assignment to the Tempe EOC when requested.
 - Establish emergency purchasing procedures and/or a disaster contingency fund.
 - Maintain records of emergency-related expenditures for personnel, equipment and materials.
 - Compile estimates of damage for use by City officials in requesting disaster assistance.
 - Evaluate the effects of damage on the City's economic index, tax base, bond ratings, insurance rating, etc., for use in long-range recovery planning.

- ❖ **Information Technology Division (of Internal Services Department):**
 - Provide representatives for assignment to the Tempe EOC when requested.
 - Coordinate all Tempe information and telecommunications systems.
 - Public Safety Communications Division.

- ❖ **Human Resources Division (of Internal Services Department):**
 - Provide representatives for assignment to the Tempe EOC when requested.
 - Administer employee benefits.
 - Administer personnel rules and regulations.
 - Administer employment services.

TABLE – Emergency Support Function (ESF) City of Tempe Departments and Divisions

Tempe Department	Divisions/Descriptions	Primary ESF	Support ESF
City Attorney	Advise City officials on emergency powers of local government and necessary procedures.		#5, #6, #7, #8, #14, #15.
City Clerk	Responsible for maintaining the official records of the City government and overseeing the preservation and accessibility of public records.		#5, #6, #7, #8, #14, #15.
City Manager	<ul style="list-style-type: none"> • Community and Media Relations Office/Government Relations • Economic Development • Council Staff / 311 	#14, #15	#1, #2, #3, #5, #6, #7, #8, #12.
Community Development	<ul style="list-style-type: none"> • Building Safety • Planning • Right-of-Way Management • Neighborhoods • Tempe Town Lake 	#12 (shared with Public Works)	#1, #3, #5, #6, #7, #11, #14, #15.
Community Services	<ul style="list-style-type: none"> • Arts/Cultural/Library • Recreation 	#6	#5, #7, #8, #11, #12, #15.
Human Services	<ul style="list-style-type: none"> • Diversity & Outreach • Social Services 		#1, #3, #5, #6, #7, #8, #11, #12, #14, #15.
Internal Services Department	<ul style="list-style-type: none"> • Accounting • Human Resources • Information Technology (includes Public Safety Communications Division) • Risk Management 	#2, #7	#4, #5, #6, #12, #13, #14, #15.
Fire Department	<ul style="list-style-type: none"> • Fire Services • Emergency Medical Services • Tempe Emergency Operations Plan oversight • Multi-hazard Mitigation Plan • Fire Prevention 	#4, #5, #6, #8, #9, #10	#1, #2, #3, #7, #12, #14, #15.

	<ul style="list-style-type: none"> • Public Education and Safety Wellness 		
Police Department	<ul style="list-style-type: none"> • Public Safety 	#13	#1, #2, #3, #4, #5, #6, #7, #8, #9, #10, #12, #14, #15.
Public Works	<ul style="list-style-type: none"> • Water Utilities • Field Operations • Transit/Transportation • Construction Management <p>The Department is responsible for the stewardship of City-owned infrastructure including:</p> <ul style="list-style-type: none"> ○ Bridges ○ Bus Stops ○ Golf Courses ○ Parks & Pathways ○ Public Buildings ○ Streets ○ Streetlighting ○ Storm Drains ○ Traffic Signals ○ Transit/Transportation ○ Engineering ○ Fleet Services ○ Trash Collection ○ Water Distribution ○ Wastewater Collection 	#1, #3, and #12 (shared with Community Development)	#2, #5, #6, #7, #8, #9, #10, #11, #13, #14, #15.

Other (Non-Governmental Organizations, Non-Profits, etc.)

It is anticipated that non-governmental entities, volunteer agencies, and private sector businesses will support emergency/disaster response and recovery efforts to the fullest extent possible. These may include, but are not limited to:

The American Red Cross. Provide liaison personnel to the EOC (when activated). Provide care to disaster victims and displaced persons, to include immediate emergency shelter, feeding, clothing, safe and well evacuation registration, welfare inquiry, triage, and first aid. Feed emergency workers in the field.

The Salvation Army. Provide liaison personnel to the EOC (when activated). Provide congregate care to disaster victims and displaced persons, to include shelter, feeding, clothing, medical care, registration, welfare inquiry. Feed emergency workers in the field.

Amateur Radio Operators. Augment city and/or county EOC communications and field

communications capability when requested.

Arizona Humane Society (AHS). The Arizona Humane Society is an organization committed to protecting and advocating for all animals. The AHS is the state's designated responder for animals in distress during natural disasters. They may assist in the procurement of animal shelter, food, and health and medical care needs when so requested by county or state government, and as available. They may operate animal shelters, collection points, and rescue services for displaced, stray or abandoned animals as a result of emergencies and disasters, and/or provide technical assistance regarding the care and welfare of animals exposed to disaster.

Arizona Statewide Independent Living Council (AZSILC): The AZSILC is a Governor appointed advisory council established by Arizona Governor's Executive Order Number 2007-15. The primary focus of AZSILC is to assess and advocate for programs and services that help people with disabilities live and participate in an integrated community.

Valley Metro Regional Public Transportation (RPT) Authority: Valley Metro is the regional transit agency in the Phoenix metropolitan area that provides two transit systems: bus and light rail. The Operations Department is responsible for managing transit services. They may augment transportation capability when so requested by county or state government.

Arizona Funeral Directors' Association. A professional association that may assist the Medical Examiner's Office, when requested.

Arizona Public Service (APS): An electric utility serving more than one million customers in 11 counties throughout Arizona. APS is one of two suppliers of electricity to the Phoenix metropolitan area. APS is regulated by the Arizona Corporation Commission.

Century Link: Century Link is a provider of communications (local and long-distance telephone) and data (internet) services to residential, business, governmental, and wholesale customers.

Community Emergency Response Team (CERT). CERTs are formed by members of a neighborhood or workplaces that want to be better prepared for the hazards that threaten their communities. They serve as a supplement to a community's response capability, NOT as a replacement.

Cox Communications: Cox Communications is a provider of digital cable television, telecommunications and wireless services in the metropolitan Phoenix area.

Fire Corps. Since its start in 2004, Fire Corps has helped fire and EMS departments build more capacity by engaging community volunteers to assist in a variety of non-emergency roles. These community volunteers can make a real difference for their local department, both by expanding the services a department can offer and by enabling first responders to focus more on training and response activities.

Kyrene Elementary School District: The District's boundaries include the City of Tempe; Kyrene enrolls approximately 18,000 students in K-8 grades and over 400 pre-school children.

Medical Reserve Corps: The Medical Reserve Corps program coordinates the skills of credentialed practicing and retired physicians, nurses, and other health professionals as well as other public members interested in health issues, who are eager to volunteer to address their community's ongoing public health needs and to help their community during large-scale emergency situations.

Professional Medical Transport (PMT): PMT, a division of Rural/Metro Corporation, provides emergency and non-emergency ambulance transportation to healthcare facilities and health management organizations, fire protection services and other private and commercial enterprises in Arizona.

Salt River Project (SRP): SRP is two entities: the Salt River Project Agricultural Improvement and Power District, a political subdivision of the state of Arizona; and the Salt River Valley Water Users' Association, a private corporation. The District provides electricity to 2 million people living in central Arizona. The Association delivers nearly 1 million acre-feet of water annually to a service area in central Arizona.

Southwest Ambulance: Southwest Ambulance, a division of Rural/Metro Corporation, provides emergency and non-emergency ambulance transportation to healthcare facilities and health management organizations, fire protection services and other private and commercial enterprises in Arizona.

Southwest Gas Corporation: Southwest Gas distributes natural gas service to residential, commercial, and industrial customers in the Phoenix metropolitan area.

Tempe Elementary School District: The District consists of 21 schools serving 67,000 students in pre-Kindergarten through Grade Eight in the City of Tempe, the Town of Guadalupe, and portions of South Phoenix.

Tempe Tourism Office: The Tempe Tourism Office is a non-profit organization providing information about hotels and attractions in Tempe, AZ.

Tempe Union High School District (TUHSD): The District serves 14,000 students from the following communities: Tempe, Chandler, Guadalupe, Ahwatukee/Phoenix, and the Gila River Indian Reservation.

Union Pacific Railroad: Union Pacific owns and operates a railroad network in 23 states across the western two-thirds of the United States. In Tempe, Union Pacific tracks run adjacent to several major street arterials.

Volunteers in Police Service (VIPs). Many police departments use civilian volunteers to supplement their sworn forces. VIPs draws on the time and considerable talents of civilian volunteers and allows law enforcement professionals to better perform their frontline duties.

In time of crisis or disaster, VIPS members can be utilized for the same function as CERT members.

USA on Watch. This is a crime prevention program that stresses education and common sense. Also known as the “Neighborhood Watch Program”, it teaches citizens how to help themselves by identifying and reporting suspicious activity in their neighborhoods. Bringing community members together to re-establish control of their neighborhood promotes an increased quality of life and reduces the crime rate in that area.

DECLARING AN EMERGENCY

State Law, City Code, and this Plan empower the Mayor to declare a local emergency pursuant to A.R.S. Title 26, Chapter 2 if certain conditions exist. A declared local emergency permits City government to govern by proclamation and impose all necessary regulations to preserve the peace and order of the City including but not limited to:

- Imposition of curfews
- Ordering the closing of any business
- Denying public access to any public building, street, or other public place.
- Calling upon regular or auxiliary law enforcement agencies and organizations for assistance.

An emergency may be declared due to fire, conflagration, flood, earthquake, explosion, war, bombing, acts of the enemy, or any other natural or man-made calamity or disaster or by reason of threats of occurrences of riots, routs, affrays, or other acts of civil disobedience which endanger life or property within the City of Tempe.

If such an emergency exists, the Director (or designated alternate) may recommend to the Mayor that a local emergency be declared. Per Tempe City Code Chapter 9, Sec. 9-2., the “Director” means the City Manager, or designated alternate; in the City of Tempe, the City Manager’s designated alternate is the Fire Chief (AKA Emergency Manager). The City’s Emergency Declaration will be forwarded to Maricopa County Department of Emergency Management. More information on the Emergency Declaration process can be found in Annex B: Support.

If the emergency is of sufficient magnitude and all local and county resources are expended, the Maricopa County Department of Emergency Management may recommend to the Chairman of the Board of Supervisors that the County declare an emergency. The County’s Emergency Declaration will be forwarded to the Arizona Division of Emergency Management with a request that the Governor declare a state of emergency. Financial and other public assistance, but no individual assistance, may be made available when the Governor declares a state of emergency.

Requesting Additional Resources

Within its governmental forces, the City has the capability to respond successfully to most emergency situations and when necessary, request support from the County. A.R.S. §26-309 authorizes City government to request, accept, or provide mutual aid support. Where formal mutual aid agreements are indicated by expected regularity of problems and the need for more precise expression of support and responsibilities is warranted, written and detailed agreements between entities are recommended. The rendering of assistance is not mandatory. If a signatory of a mutual aid agreement cannot give assistance, the agency unable to provide assistance must inform all concerned immediately.

Mutual Aid Agreements

The City's normal day-to-day policy will be enforced regarding public safety enforcement to maintain law and order during an emergency.

- The Automatic Aid Agreement in place between Tempe Fire Medical Rescue Department and other fire departments or districts is for support of fire and emergency medical services (EMS).
- The Arizona Mutual Aid Compact (AZMAC) is in place for additional resources and/or assistance between neighboring jurisdictions including Emergency Management.
- Details about the emergency public warning system can be found in Annex B: Support – Emergency Public Warning.
- Details about the emergency public information process can be found in Annex B: Support - Emergency Public Information.
- Details about Recovery Assistance can be found in Annex A: ESF #14 Recovery and Mitigation; see the Basic Plan for an overview of county, state, and federal roles and responsibilities.
- The Arizona Coalition for Healthcare Emergency Response (AZCHER) agreement is in place between medical facilities.
- The Arizona Water/Wastewater Agency Response Network (AZWARN) is in place for additional resources between water and wastewater and other public works facilities.
- Maricopa County Department of Emergency Management (MCDEM) maintains an inventory of County and local resources for which National Incident Management System (NIMS) standards (categorization) have been developed. The complete list is located in the MCDEM Emergency Operations Center and in their web-based crisis information management system.
- Tasked organizations maintain current notification rosters, SOPs/SOGs, and checklists to carry out their assigned tasks by the organization's current policy.

DIRECTION AND CONTROL OVERVIEW

Most small-scale emergencies and some large emergencies can be handled at the field level. When the emergency requires centralized direction and control of the response, the Tempe Emergency Operations Center (EOC) will be activated. The Tempe EOC will operate under the Emergency Support Function (ESF) structure utilizing the National Incident Management System (NIMS) and the Incident Command System (ICS).

The level of activation of the EOC is scalable to meet the demands of the response operation. The EOC will coordinate the response by managing the operations based on objectives set forth in the Incident Action Plan (IAP) (see Annex B: Support – Reports, EOC Action Plan). This Emergency Operations Plan (EOP) is the basis for responding to emergencies and follows the guidance as set forth by the Maricopa County Department of Emergency Management, the Arizona Division of Emergency Management, the Arizona Department of Homeland Security, and the U.S. Department of Homeland Security.

Information Collection, Analysis, and Dissemination

Should there be a need for assistance from the Arizona Counter-Terrorism Information Center (ACTIC); a Terrorism Liaison Officer (TLO) may be provided to the Tempe EOC. Situational awareness provides a higher level of preparedness by disseminating focused, relevant incident alerts. Coordination between the Planning Section of the Tempe EOC and the ACTIC will allow emergency response personnel to collaborate and manage efforts across multiple organizations from a single common view and coordination point. More information can be found in Annex B Support (“Prevention and Protection”), and Annex C: Hazard-Specific Incidents (“Terrorism”).

Communications

The framework for Communications Support in the City of Tempe is explained in Annex A: ESF #2 Communications, and in Annex B: Support.

Continuity of Government

The need for available personnel capable of coordinating and directing emergency and disaster response functions is essential, as well as the need for availability of records and facilities with which to carry out necessary governmental functions. An emergency may occur when critical personnel are absent. The Continuity of Operations Plan (COOP) outlines the requirements for the City to effectively and efficiently respond to an emergency as well as to maintain day-to-day operations of the City.

Line of Succession

To ensure provisions for the continued functioning of City government, a pre-determined line of succession has been established for all key positions. Persons who are assigned succession responsibility must be proficient in their potential responsibilities. Each department needs to identify and establish its mandated and internal priorities necessary to re-establish basic services. This includes the cross-training of personnel for relief of duties or absenteeism.

Tempe Elected Officials

- Mayor.
- Vice-Mayor.
- Remaining council members, in order of seniority.

Tempe Appointive Officers

- City Manager

- Deputy City Manager/Chief Operating Officer
- Deputy City Manager/Chief Financial Officer
- EOC Chief
- Deputy EOC Chief
- Police Chief
- City Attorney
- City Magistrate

Tempe Administrative Staff:

- Department Managers
 - Public Works
 - Community Development
 - Internal Services
 - All others according to the operational procedures established by each department.

INCIDENT MANAGEMENT CYCLE

This plan addresses the entire spectrum of incident management activities from pre-incident awareness, prevention, and preparedness to post-incident response and recovery. The life-cycle of activities is best described as containing five (5) domains within which domestic incident management activities occur: Prevention, Preparedness, Response, Recovery, and Mitigation. A key element of the domain life-cycle concept is the recognition of the critical importance of the need for continuous improvement through feed-back mechanisms, lessons learned, evaluations, research and development, the adoption of best practices, and other dynamic processes.

Prevention refers to actions to avoid an incident, to intervene to stop an incident from occurring, or to mitigate an incident's effects. It involves actions to protect lives and property and to defend against attacks. It involves applying intelligence and other information to a range of activities that may include such counter-measures as deterrence operations; heightened inspections; improved surveillance and security operations; investigations to determine the full nature and source of the threat; public health surveillance and testing processes; immunizations, isolation, or quarantine; and law enforcement operations aimed at deterring, preempting, interdicting, or disrupting illegal activity.

Preparedness refers to the activities necessary to build and sustain performance across all of the other domains. In one sense, preparedness is part of the life-cycle of a specific incident in that it includes the range of deliberate, time-sensitive tasks that need to occur in the transition from Prevention to Response. Preparedness can also be characterized as a continuous process or cycle. The mission of Preparedness is to develop meaningful answers to the question: *“Are we prepared to be aware of, to prevent, to respond to, and to recover from terrorist attacks, major disasters, and other emergencies?”* Preparedness involves efforts at all levels of government and within the private sector to identify risks or threats, to determine vulnerabilities, to inventory resources available to address those vulnerabilities, and to identify requirements or shortfalls, resulting in the development of a Preparedness plan to remedy shortfalls over time. Preparedness plans include program initiatives for planning, training, equipping, exercising, and evaluating capability to ensure sustainable performance in order to prevent, prepare for and respond to incidents.

Response refers to the activities necessary to address the immediate and short-term effects of an incident, which focus primarily on the actions necessary to save lives, to protect property, and to meet basic human needs. Life-saving and life-protecting activities take precedence over other critical actions. Response activities include assessing preliminary damage and unmet needs; activating and deploying response resources into an affected area; providing access to and mobility within the area of operations; developing, coordinating, and executing an integrated incident management plan (which includes the activities of all response agencies); allocating existing resources in support of the plan and obtaining additional resources as required; and deactivation and “standing down”. It includes activities for providing basic life-support functions and services, triaging and treating personal injuries, minimizing damage to the environment and to property, both

public and private, and planning for the transition from Response to Recovery within each functional area. Response operations also include law enforcement, investigative, and security activities conducted to address the criminal aspects of the incident.

Recovery refers to those actions necessary to restore the community back to normal and to bring the perpetrators of an intentional incident to justice. It entails the development, coordination, and execution of service and site restoration plans; the reconstitution of government operations and services; individual, private-sector, and public-assistance programs to provide housing and to promote restoration; long-term care and treatment of affected persons; additional measures for social, political, environmental, and economic restoration; evaluation of the incident to identify lessons learned; post-incident reporting; and development of initiatives to mitigate the effects of future incidents. It may also include prosecution, incarceration, or other forms of punishment against perpetrators of intentional acts, as well as the seizure and forfeiture of their property.

Mitigation refers to measures that prevent an emergency, reduce the chance of an emergency happening, or reduce the damaging effects of unavoidable emergencies. Typical mitigation measures include establishing building codes and zoning requirements, installing shutters, and constructing barriers such as levees.

EMERGENCY OPERATIONS CENTER (EOC) ACTIVATION

This plan may be partially or fully implemented in relation to a potential threat or actual emergency. Activation of the Tempe Emergency Operation Center (EOC) will occur when centralized direction and control is necessary to coordinate the response to a threat or actual emergency.

The following individuals are authorized to activate the Tempe Emergency Operations Center (EOC) at any time based on available information and impending conditions:

- City Manager (or designee)
- Assistant City Manager
- Fire Chief
- Assistant Fire Chiefs
- Fire Deputy Chiefs
- Police Chief
- Assistant Police Chiefs
- Police Commanders

Upon activation of the Tempe Emergency Operations Center (EOC), particularly if the need for evacuation, sheltering or alert and warning to the community is required, the EOC Manager may designate an Access and Functional Needs Liaison position.

EOC Activation Levels:

TYPE 1 (FULL ACTIVATION WITH STATE ASSISTANCE): Type 1 activation is when an incident begins or escalates to “catastrophic” regional or county-wide incident. The Tempe EOC is fully activated and the City has issued a State of Emergency declaration. County, state, and federal assistance are required. Communication and coordination will be maintained between the County and the State EOCs.

TYPE 2 (FULL ACTIVATION WITH COUNTY ASSISTANCE): A Type 2 activation is when an incident begins or escalates to a situation that goes beyond local capabilities (including mutual aid) and is expected to go into multiple operational periods. A Type 2 activation may require the response of resources from other agencies, including Maricopa County Department of Emergency Management (MCDEM). The EOC Chief will activate the appropriate ESFs and annexes of the Tempe EOP, and will notify MCDEM of the incident. The Maricopa County Emergency Operations Center (EOC) may be activated and the MCDEM Director may request that the Board of Supervisors declare a state of emergency. Communication and coordination will be maintained between the Tempe EOC and the County EOC, if activated.

TYPE 3 (PARTIAL OR VIRTUAL ACTIVATION): A Type 3 activation is when an incident begins or escalates to a situation where capabilities exceed initial response capabilities and/or may go beyond the first operational period in the control phase. A Type 3 activation may entail a major single incident or a City-wide incident involving natural, man-made or technological disasters that do not exceed City resources. The Emergency Manager / Fire Chief will notify the City’s Policy Group and inform them of the incident. The Tempe EOC may be partially activated with a minimum of staff representatives from the respective departments/agencies involved with the incident. Even though a Type 3 may not be a City-declared emergency, the EOC Chief may activate the appropriate Emergency Support Functions (ESFs) and annexes of the Tempe Emergency Operations Plan (EOP), and notify the Maricopa County Department of Emergency Management (MCDEM) Duty Officer of the incident.

TYPE 4 (STANDBY): Should an incident remain unresolved, the emergency status will rise to Type 4 activation. Type 4 activation involves routine assistance from internal and/or external departments/agencies, including mutual aid assistance. Command and control is still the responsibility of the primary response department. The Emergency Manager / Fire Chief will notify the City’s Policy Group and inform them of the incident. The Tempe EOC may be placed on standby mode until the incident escalates to a Type 3 or de-escalates to a Type 5.

TYPE 5 (NON-ACTIVATION): Type 5 incidents involve local jurisdictional response to an emergency, which is resolved within the first few hours after resources have arrived on scene or within the first operational period. This would include mutual aid support. Type 5 incidents would not require the activation of the Tempe EOC.

EMERGENCY PUBLIC WARNING

Providing the public with effective and timely warnings about an emergency is essential to public safety. The synchronization of the warning system with public education prior to an emergency enhances the ability of the public to be better prepared and will save lives, protect property, and minimize the impact of the emergency. More details about the emergency public warning system can be found in Annex B: Support, Emergency Public Warning.

EMERGENCY PUBLIC INFORMATION

During times of disaster the public needs updated information about the impacts of the disaster, next steps to take after a disaster, whether there is a possibility of the disaster expanding or recurring, and steps on how to begin the recovery process after the disaster. More detailed information about the emergency public information process can be found in Annex B: Support, Emergency Public Information and in Annex A: ESF #15.

ADMINISTRATION, FINANCE, AND LOGISTICS

Administration

Prescribed administrative and fiscal procedures will be followed during an activation of the Tempe Emergency Operations Center (EOC). Specifically, notwithstanding any other provisions of Tempe City Code Chapter 26A, a department director or designee may make or authorize others to make emergency procurements of materials, goods or services when there exists a threat or severe impairment to the quality of public health, welfare or safety, or if a situation exists which makes compliance with established procurement processes impracticable, unnecessary or contrary to the public interest; provided that such emergency procurements shall be limited to those materials, goods or services necessary to satisfy the emergency need. A written determination of the basis for the emergency and for the selection of the particular contractor shall be submitted to the procurement office and included in the purchase file. Any emergency procurement exceeding the dollar limit for council approval shall be scheduled for review at the next available council meeting. [Tempe City Code, Chapter 26A, Section 26A-13. Emergency Procurements.]

Forms to accommodate message traffic, event logs, and various reports are maintained in the Tempe Emergency Operations Center (EOC). The City's web-based crisis information management system provides real-time logging, tracking, and monitoring within the EOC.

An After Action Report (AAR) shall be completed after each disaster or incident. These AARs contain valuable information to help the City and its departments improve and provide better service during an emergency. Each member in the EOC and personnel detailed in the field will keep records of the event, their participation, and actions taken. After the incident has concluded, personnel in the field and staff in the EOC will complete an "after action" / "hot wash" briefing. Notes from the "hot wash" should be incorporated

into the AAR produced by the Tempe Emergency Manager.

After action reports and improvement plans developed from the AARs will be incorporated into upcoming training sessions to assure that any deficiencies or training opportunities are not overlooked.

Finance

During and after a disaster, it is imperative that Tempe EOC staff and city department employees pay close attention to expenses at all times. Before and after a declared emergency, and a state and/or presidential declaration, EOC staff and field personnel should be very cognizant of the City's costs to respond to the disaster, including: emergency response costs to care for household pets and service animals, how to capture eligible costs for reimbursement by the Public Assistance Program, what are eligible donations for volunteer labor and resources, eligible donations for mutual aid resources, and costs of preparedness and emergency response programs. Annex A - ESF # 14 (Recovery and Mitigation) describes and identifies some of the various programs that allow local jurisdictions and their response/support agencies to recover their eligible costs.

For members of the public, it is important that they are aware of what their homeowner's insurance policy will or will not cover. It is also important for the public to be aware of insurance programs prior to disaster events, such as the National Flood Insurance Program (NFIP). Seasonal disaster information can be disseminated through public safety fairs and other information sharing sites. After disasters, information can be shared with the public through the City's Public Information Officer (PIO).

Logistics

Supply: Prescribed procurement procedures will be followed. Details can found in the Resource Management Section of the Basic Plan, and in Annex A: ESF #7.

Emergency Procurement: Notwithstanding any other provisions of Tempe City Code Chapter 26A , Procurement, a department director or designee may make or authorize others to make emergency procurements of materials, goods or services when there exists a threat or severe impairment to the quality of public health, welfare or safety, or if a situation exists which makes compliance with established procurement processes impracticable, unnecessary or contrary to the public interest; provided that such emergency procurements shall be made with such competition as is practicable under the circumstances. An emergency procurement shall be limited to those materials, goods or services necessary to satisfy the emergency need. A written determination of the basis for the emergency and for the selection of the particular contractor shall be submitted to the procurement office and included in the purchase file. Any emergency procurement exceeding the dollar limit for council approval shall be scheduled for review at the next available council meeting. Information regarding the procurement of resources can also be found in Annex A: ESF #7 Resource Support, as well as the City's procurement procedures.

Communication: Detailed information about communication systems can be found in Annex B: Support, Communications.

Warning Systems: See Emergency Public Warning in Annex B: Support, Emergency Public Warning.

RESOURCE MANAGEMENT

When a local emergency is proclaimed, the Mayor shall govern by proclamation and shall impose all necessary regulations to preserve peace and order within the city limits including but not limited to, the commitment of local resources in accordance with local emergency plans.

The Tempe Fire Medical Rescue Department is the Primary agency for coordinating the effective use of City resources and the coordination of appropriate emergency functions in response to a situation occurring in the City of Tempe. Priority for the use of resources will be given to activities essential for the survival and wellbeing of the population, protection of property, and for the conduct of necessary military, governmental, and private sector operations. For detailed information regarding the management of resources, see the Resource Management Section of the Basic Plan, and Annex A: ESF #7.

If a conflict of priorities develops as a result of more than one agency needing the same resource, the affected agencies will work directly with the Tempe EOC Manager toward achieving resolution. If the EOC Manager cannot resolve the conflict, the matter will be referred to the Tempe Fire Chief and then to the Tempe EOC Policy Group for final resolution.

Specified recovery forces will be given specific authority to procure goods and services they need to conduct essential activities and operations. Sale or release of goods and provision of services to other users will be prohibited or restricted. For situations beyond the capabilities of the City, the Tempe EOC will be the focal point for ordering resources in the event of an emergency. The EOC Logistics Section will forward those requests to MCDDEM if not available in the City's resources.

An agency seeking emergency procurement shall prepare a written and signed requisition documenting the existence of an emergency condition and explaining the procurement need. The written determination should include the rationale for the selection of a particular contractor to be included in any awarded contract file. A copy of the emergency declaration shall be included with the requisition, if appropriate. A copy of each requisition shall be kept on file by the using agency and by the Finance Department.

In case of emergency which requires immediate purchase of supplies or services and when time is of the essence, Tempe City Code, Chapter 26A shall be followed.

Maintenance of communication and warning equipment and circuits installed in the EOC that are not owned or leased by the City will be maintained in accordance with procedures established between the City of Tempe and the owner/lessee of the equipment/circuits.

The Maricopa County Department of Emergency Management (MCDEM) maintains an inventory of County and local resources for which National Incident Management System (NIMS) standards (categorization) have been developed. The complete list is located in the MCDEM Emergency Operations Center and in their web-based crisis information management system. Standard resource typing definitions help responders request and deploy the resources they need through the use of common terminology. They allow emergency management personnel to identify, locate, request, order and track outside resources quickly and effectively and facilitate the movement of these resources to the jurisdiction that needs them. More information regarding the management and tracking of resources can be found in Annex A: ESF #7 Resource Support.

POLICIES FOR REASSIGNING PUBLIC EMPLOYEES AND SOLICITING & USING VOLUNTEERS

City departments and their employees not specifically tasked within this plan are considered to be available to perform specific functions when so tasked. The authority for reassigning public employees comes from the City of Tempe City Code, Chapter 9 (Civil Defense and Emergency Services).

The City of Tempe, its officers, agents, employees and volunteers duly enrolled or registered with the City of Tempe Emergency Management Division, and unregistered persons placed into services during a declared emergency, are immune from liability as provided in A.R.S. §26.314.

FINANCIAL RECORD KEEPING

City departments affected by a disaster shall keep detailed records of all damage and expenses sustained during the disaster, to include the estimated cost of repairing the damage. The damage must be visually verified by a qualified inspector following the disaster.

All City departments shall prepare a report stating the disaster's impact on the department's budget and its ability to provide essential services to the public. A clear statement of the disaster's impact is essential to support the State's request for a Presidential Disaster Declaration.

If a Presidential Disaster Declaration is made, the appointed Applicant Agent for the City of Tempe is authorized to make financial commitments on behalf of the City and shall handle all documentation and correspondence for the City in applying for disaster assistance. In the City of Tempe, the Fire Chief is designated as the Applicant Agent per City Resolution 2012.79. The Applicant Agent will attend a joint federal/state briefing at which his/her duties will be explained.

The following information shall be kept for each work site and for each employee of all actions taken during the disaster response, and for all repair work accomplished during and after the disaster (use Federal Emergency Management Agency (FEMA) Form ICS-214):

- Location of work site.

- Date that work was done.
- Equipment and hours used.
- Materials and quantity used.
- Source of materials (vendor or stock).
- Copies of delivery invoices.

PLAN MAINTENANCE AND MANAGEMENT

The Tempe Fire Medical Rescue Department is responsible for coordinating the development and maintenance of the Emergency Operations Plan (EOP) with all City departments, local governmental agencies (including Maricopa County Department of Emergency Management), and private partners. The process used to develop and maintain the Tempe EOP will be based on nationally recognized emergency planning principles and best practices (detailed in the “Situation” section of the Basic Plan).

The EOP has been determined to be a secure document and is only released to the public upon request and approval of the City Manager, or authorized agent.

The Tempe Fire Medical Rescue Department is responsible for the annual review of the EOP and the coordination of any changes with the Maricopa County Department of Emergency Management. The EOP is designed to be a flexible, dynamic document subject to revision, as appropriate. Revisions may result from a variety of causes such as:

- New procedures, policies or technologies.
- Lessons learned from an actual event or exercises.
- Feedback during training or case study review.
- New organizational structures or systems.

UPDATING

This plan will be reviewed at least annually by the Tempe Fire Medical Rescue Department; necessary updates will be published and disseminated immediately. Tempe Fire Medical Rescue Department will coordinate a major revision within five (5) years of the date of the current approved plan.

- Major revisions are considered revisions which significantly alter or establish new policy. All major revisions to the Emergency Operations Plan (EOP) must be approved by the City Council.
- Minor revisions, those that do not establish new policy or significantly alter the plan, may be approved by the City Manager, based on recommendation from the Emergency Manager / Fire Chief.

All annual reviews, updates or revisions (major or minor) of the Tempe Emergency Operations Plan (EOP), will be disseminated to stakeholders, including, but not limited to:

- Maricopa County Department of Emergency Management.

- Arizona Statewide Independent Living Council's (SILC) Emergency Preparedness Sub-Committee.

All annual reviews, updates or revisions to this plan, due to exercise or real-world event, will include the concurrence of the Arizona Statewide Independent Living Council's (SILC) Emergency Preparedness Sub-Committee.

TRAINING AND EXERCISES

The Tempe Fire Medical Rescue Department will conduct emergency response training for Tempe Emergency Management staff and Emergency Operations Center (EOC) staff. During those training sessions, staff will be briefed on expense reporting and tracking, record keeping, web-based crisis information management system use, position specific training, and requirements.

Training will be conducted in accordance with the Maricopa County training and exercise plan and coordinated through the training and exercise calendar. Training will include all requirements of the National Incident Management System (NIMS), Emergency Management Program Grant (EMPG), the Homeland Security Exercise and Evaluation Program (HSEEP), as well as access and functional needs training provided by FEMA or other well-recognized sources.

Exercises to test all or portions of this plan will be conducted at least once a year. Actual emergencies may substitute for an exercise.

Drill and exercise participants should represent the whole community of Tempe, including participation of individuals with disabilities, access and functional needs.

STATUTORY AUTHORITIES

Various statutory authorities, regulations, and policies provide the basis for actions and activities in the context of emergency management. These include, but are not limited to:

Federal

Age Discrimination in Employment Act.

Americans with Disabilities Act (ADA) of 1990.

Centers for Disease Control (CDC) Public Health Emergency Response Guide For State, Local, and Tribal Public Health Directors Version 2.0 April 2011.

Civil Rights Act of 1964.

Comprehensive Environmental Response, Compensation and Liability Act (CERCLA) of 1980.

Comprehensive Planning Guide (CPG) 101: November 2010.

Definitions of a Service Animal: Title 28 C.F.R. Section 35.136 Service Animal.

Executive Order 13407 of June 26, 2006, Public Alert and Warning System.

Federal Emergency Management Agency (FEMA) Civil Preparedness Guides.

Homeland Security Act of 2002: Public Law 107-296, 116 Stat. 2135.

Homeland Security Presidential Directive (HSPD) 3, Homeland Security Advisory System, March 11, 2002.

Homeland Security Presidential Directive (HSPD) 5, "Management of Domestic Incidents".

Homeland Security Presidential Directive (HSPD) 8, Annex I, Planning, January, 2008.

Homeland Security Presidential Directive (HSPD) 8,"National Preparedness".

National Response Framework (NRF).

National Security Decision Directive (NSDD) Number 259, February 4, 1987.

National Security Presidential Directive (NSPD) 51/ Homeland Security Presidential Directive (HSPD) 20, National Continuity Policy, May 4, 2007.

Pets Evacuation and Transportation Standards (PETS) Act of 2006.

Post-Katrina Emergency Management Reform Act of 2006, Public Law 109-295.

Pregnancy Discrimination Act of 1978.

Presidential Preparedness Directive 8, "National Preparedness."

Public Law 104-201, Defense against Weapons of Mass Destruction Act of 1996, September 23, 1996 (Also Known As Nunn-Luger-Domenici Act).

Public Law 81-920 The Federal Civil Defense Act of 1950.

The Rehabilitation Act of 1973 (29 U.S.C. Sec.701)

Robert T. Stafford Disaster Relief and Emergency Assistance Act of 1988, Public Law 93-288, as amended.

Superfund Amendments and Reauthorization Act of 1986 (SARA), Title III, Emergency Planning and Community Right-To-Know Act (promulgated as Public Law 99-288).

Title 28 CFR Part 35 – Nondiscrimination on the Basis of Disability in State and Local Government Services, Subpart A – General, Section 35.104 Definition of a Service Animal.

Title 28 CFR Part 35 – Nondiscrimination on the Basis of Disability in State and Local Government Services, Subpart B – General Requirements, Section 35.136 Service Animals.

Title 40 CFR Parts 300-355. Final Rule: Extremely Hazardous Substances List and Threshold Planning Notification Requirements (52 Federal Register 13378, April 22, 1987).

Title 44 CFR Part 206, Federal Disaster Assistance.

Volunteer Protection Act of 1997, Public Law 105–19—June 18, 1997.

STATE OF ARIZONA

A.R.S. §11-441. Performance of duties at place other than county seat; record filing.

A.R.S. §26-307. Power of counties, cities, towns and state agencies designated by the governor to make orders, rules and regulations; procedure.

A.R.S. §26-308. Military Affairs and Emergency Management, Chapter 2, Article 1.

A.R.S. §26-309. Mutual aid; responsibilities of agencies and officials; agreements; definition.

A.R.S. §26-311. Local emergency; power of political subdivisions; state agency assistance.

A.R.S. §26-348. Emergency notification of reportable releases.

A.R.S. §28-622. Failure to comply with police officer; classification.

A.R.S. §28-644. Obedience to and required traffic control devices.

A.R.S. §28-651. Use of private property to avoid traffic control device prohibited.

A.R.S. §28-910. Liability for emergency responses in flood areas: definitions.

A.R.S. §36-624. Quarantine and sanitary measures to prevent contagion.

A.R.S. §36-627. Temporary hospitals for persons with contagious disease.

A.R.S. §36-628. Provision for care of persons afflicted with contagious disease; expenses.

A.R.S. Title 34, Public Buildings and Improvements, Chapter 2, Article 2.

A.R.S. Title 35, Public Finances, Chapter 1.

A.R.S. Title 36, Public Health and Safety, Chapter 6, Article 9.

A.R.S. Title 41, State Government, Chapter 12 Public Safety, Article 7.1 Critical Infrastructure Information System.

Arizona Administrative Code, Title 10, Chapter 3, Article 4.

Arizona State Homeland Security Strategic Plan.

Arizonans with Disabilities Act, Article 4.

Offsite Emergency Response Plan for the Palo Verde Nuclear Generating Station.

State of Arizona Emergency Response and Recovery Plan (SERRP).

MARICOPA COUNTY

Arizona Central Region Tactical Interoperation Communications Plan.
Intergovernmental Agreements for Disaster and Emergency Management Services
between Maricopa County and Participating Cities/Towns, 2003.
Maricopa County Community Wildfire Protection Plan, April 2010.
Maricopa County Emergency Management Resolution of 2011.
Maricopa County Emergency Operations Plan, November 2012.
Maricopa County Multi-Jurisdictional Hazard Mitigation Plan, 2009.
The Code of Ethics for Maricopa County Established 12/15/1997.

CITY OF TEMPE

Tempe City Code.
Flood Emergency Response Manual (2011); Flood Control District of Maricopa County.
Maricopa County Multi-Jurisdictional Hazard Mitigation Plans (2009); Jurisdictional
Summary for the City of Tempe.
Resolution No. 2012.79 (Applicant Agent).
Resolution No. 2013.00 (Strategic National Stockpile Assets).

TEMPE, ARIZONA

EMERGENCY OPERATIONS PLAN

ANNEX A - Emergency Support Functions (ESF)

INTRODUCTION

This section provides an overview of the Emergency Support Function (ESF) structure, common elements of each of the 15 ESFs, and the basic content contained within each.

The ESF structure provides the City of Tempe the organizational structure (i.e. National Incident Management System (NIMS)) within which to work, and for coordinating inter-agency support in any emergency or disaster event within the City. NIMS provides for inter-agency coordination during all phases of incident management.

In support of this structure, Primary agency and Support agencies have been pre-identified for each ESF. The Primary agency was chosen based upon the agency's knowledge and experience within their specific professional field. As such, most are within City government, but not all.

SITUATION AND PLANNING ASSUMPTIONS

Situation

The Primary agency is responsible for managing the development of capabilities relative to the specific function described, as well as for the direction and control functions within the group when the group is activated. The Primary agency has the responsibility to initiate and maintain communication with the Support agencies to develop and strengthen the working relationship between the agencies.

Support agencies are tasked with providing resource or logistical support to the operation of the ESF when activated. Each agency functions as per its normal routine when the ESF group is not activated. Some departments and agencies provide resources for response, support, and program implementation during the early stage of an event, while others are more prominent in the recovery phase. Each agency's roles and responsibilities are described within each ESF description.

Each ESF may be utilized as a stand-alone document. However, most ESFs are used in conjunction with one or more additional ESFs to facilitate the City's response to a particular event. Each ESF has a unique functional responsibility and may be composed of one or more sub-functional groups, each geared towards a specific set of activities that might be required in an emergency.

Each of the fifteen (15) ESFs is aligned with its counter-part in the following plans: Maricopa County Emergency Operations Plan, the Arizona State Emergency Response & Recovery Plan (SERRP) and the National Response Framework (NRF). Each City ESF, as activated, will operate within the Incident Command System (ICS) framework.

Planning Assumptions

An emergency event or situation of significant size and complexity, requiring the activation of the EOC, will require the activation of one or more ESF(s) to ensure a coordinated, effective, and efficient response.

Concept of Operations

The Tempe Emergency Manager / Fire Chief will set in motion the activation of each ESF based on the scope and magnitude of the threat or situation. Primary agencies are notified and are either placed on alert or activated by the EOC Manager or the applicable EOC Section Chief. In turn, the Primary agency will notify and activate Support agencies as required for the incident. Each ESF Primary and Support agency is encouraged to develop Standard Operating Procedures (SOP), notification procedures, and to maintain current rosters and contact information.

Structure of the ESF

Introduction: An overview of the specific ESF is provided.

- *Purpose:* Each ESF purpose statement reflects the primary reason the ESF group exists.
- *Scope:* The scope of each ESF reflects the range of activities in which the ESF group may find itself tasked.

Situation and Planning Assumptions:

- *Situation:* The situation statement basically explains why the ESF group exists and why it is necessary to perform the functions assigned to the group.
- *Planning Assumptions:* For any plan to be useful, it must be based on an accurate set of assumptions regarding the situations that it addresses. This section provides the planning assumptions used in the development of the respective ESF.

Concept of Operations: Describes in general terms what is expected to occur and how the ESF group is expected to respond to it.

Organizational Roles and Responsibilities Table: Delineates the specific Tempe Department or Division with assignments in the respective ESF and identifies their individual responsibilities with respect to that particular ESF. For the purpose of further defining roles and responsibilities, each ESF group may also be assigned to an Emergency Operations Center (EOC) Section Chief as indicated below. **[NOTE: This layout may change depending upon the nature of the emergency].**

Organizational Roles & Responsibilities Table (sample)

Primary Agency	<u>Background</u>
Tempe Department/Division identified	<u>Activities</u>
Support Agencies	<u>Background</u>
Tempe Department/Division identified	<u>Activities</u>

Emergency Operations Center (EOC) Emergency Functional Section (ESF) Assignments (typical)

Command Staff

- Policy Group.
- EOC Chief.
 - EOC Manager.
 - Public Information Officer.
 - Liaison Officer.

Operations Section

- ESF #1 Transportation Services.
- ESF #3 Public Works & Engineering.
- ESF #4 Fire Service.
- ESF #6 Mass Care.
- ESF #8 Health & Medical Services.
- ESF #9 Search & Rescue.
- ESF #13 Public Safety & Security.
- ESF #15 External Affairs.

Logistics Section

- ESF #2 Communications.
- ESF #7 Resource Support.
- ESF #11 Agricultural & Natural Resources.
- ESF #12 Energy.

Planning Section

- ESF #5 Emergency Management.
- ESF #10 Hazardous Materials.
- ESF #14 Recovery & Mitigation.

Finance/Administrative Section

- ESF #7 Resource Support.
- ESF #14 Recovery & Mitigation.

TASKS

Primary Agency - The Primary agency is responsible for managing the development of capabilities relative to the specific function described as well as for the direction and control functions within the group when the group is activated. The Primary agency has the responsibility to initiate and maintain communication with the Support agencies to develop and strengthen the working relationship between the agencies. Upon notification from the Emergency Manager (or designee), the Primary agency will notify and activate Support agencies as required for the incident.

Support Agency – The Support agencies are tasked with providing resource or logistical support to the operation of the ESF when activated.

Each agency functions as per its normal day-to-day routine when the ESF group is not activated.

ESF Matrix (City of Tempe)															
	#1 Transportation	#2 Communications	#3 Public Works & Engineering	#4 Firefighting	#5 Emergency Management	#6 Mass Care	#7 Resource Support	#8 Health and Medical	#9 Search and Rescue	#10 Hazardous Materials	#11 Agriculture & Natural Resources	#12 Energy Services	#13 Law Enforcement	#14 Recovery and Mitigation	#15 External Affairs
P = Primary															
S = Secondary															
City of Tempe	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15
City Attorney's Office					S	S	S							S	S
City Clerk's Office					S	S	S							S	S
City Court					S	S	S							S	S
City Manager's Office	S	S	S		S	S	S							P	P
Community Development	S		S		S	S	S				S	S		S	S
Community Services	S	S	S		S	P	S	S			S	S		S	S
Internal Services	S	P	S		S	S	P							S	S
Fire	S	S	S	P	P	S	S	P	P	P				S	S
Human Services		S			S	S	S	S						S	S
Police	S	S	S		S	S	S		S	S			P	S	S
Public Works	P	S	P		S	S	S	S		S	S	P		P	S
Utilities	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15
Arizona Public Service			S									S			
Century Link		S	S									S			
Cox Communications		S	S									S			
Salt River Project			S									S			
Southwest Gas			S									S			
Tempe Water Utilities			S									S			
Maricopa County	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15
Air Quality Division			S							S					
Animal Care & Control			S			S			S						
Dept. of Emergency Mgmt.	S	S	S	S		S	S	S	S	S		S		S	S
Dept. of Transportation (MCDOT)	S		S												

Environmental Services			S			S		S		S	P				
Flood Control Dist.	S		S												
Medical Examiner's Office					S		S	S							
Public Health					S		S		S	P			S		
Sheriff's Office (MCSO)				S	S				S	S			S	S	
Waste Resources & Recycling	S		S												
State of Arizona	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15
91 st WMD Civil Support Team										S					
Agriculture, Dept. of											S				
Arizona Counter-Terrorism Information Office (ACTIC)													S		
Arizona Governor's Office of Energy Policy												S			
Arizona State Historic Preservation Office											S				
Arizona State University Police	S												S		
Corporation Commission												S			
Division of Emergency Mgmt.	S	S	S	S	S	S	S	S	S	S	S	S		S	S
Environ. Quality, Dept. of										S	S				
Public Safety, Dept. of													S		
State Land Dept.											S				
Transportation, Dept. of	S		S												
Water Resources, Dept. of											S	S			
Other	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15
American Red Cross						S		S		S				S	
Arizona Humane Society						S				S					
Federal Emergency Mgmt. Agency														S	
Kyrene School District						S									
Metropolitan Medical Response Systems (MMRS)								S							
Phoenix Regional Automatic Aid System				S											
Salvation Army						S									
Southwest Ambulance						S									
Tempe School District						S									
Tempe Unified High School District						S									
Transmission Pipeline Companies												S			
Union Pacific Railroad	S		S												
U.S. Dept. of Agriculture (USDA)											S				
Valley Metro Regional Public Transportation Authority						S									
Western Area Power												S			

EMERGENCY SUPPORT FUNCTION (ESF) DEFINITIONS

ESF	TITLE	DEFINITION
ESF #1	Transportation	<ul style="list-style-type: none"> • Coordination of transportation infrastructure support. • Restoration & recovery of transportation infrastructure.
ESF #2	Communications	<ul style="list-style-type: none"> • City communications (data, telephone, and radio) support to local response efforts.
ESF #3	Public Works and Engineering	<ul style="list-style-type: none"> • Technical advice and evaluation. • Engineering services. • Contracting for construction management and inspection. • Contracting for the emergency repair of water and wastewater treatment facilities. • Contracting for transportation infrastructure repair. • Emergency power. • Debris management. • Damage mitigation, and recovery activities.
ESF #4	Fire Service	<ul style="list-style-type: none"> • Fire Service. • Emergency Medical Service. • Search & Rescue. • HAZMAT response.
ESF #5	Emergency Management	<ul style="list-style-type: none"> • Collects, analyzes, processes, and disseminates information about a potential or actual disaster or emergency. • Tasks local resources in providing mission support to city emergency response efforts. • Collects intelligence information surrounding the disaster. This includes items such as the scope (extent) of the disaster, status of various systems (i.e., communications, transportation, utility, etc.), monitoring of resource status, and other information. • Develops reports concerning the disaster.

		<ul style="list-style-type: none"> • Provides visual displays for the EOC during operations. • Prepares Situation Reports (SitReps). • Develops short-range and long-range planning guidance for use in addressing developing issues. • Accesses technical expertise to assist with evaluating the actual and/or potential effects of an event upon the population and infrastructure of the county.
ESF #6	Mass Care	<ul style="list-style-type: none"> • Assists response efforts to meet the needs of disaster survivors to include shelter, feeding, first aid, and disaster welfare information. • Provides care for household pets and service animals. • Provides transportation of evacuees.
ESF #7	Resource Support	<ul style="list-style-type: none"> • Obtains emergency relief supplies, space, office equipment, office supplies, telecommunications, contracting services, transportations services, security services, and personnel required to support response activities.
ESF #8	Health & Medical Services	<ul style="list-style-type: none"> • Supports the City's response to public health and medical care needs for potential or actual emergencies or during a developing potential health and medical situation. • Includes Mass Care and Mass Fatality actions.
ESF #9	Search & Rescue	<ul style="list-style-type: none"> • Provides specialized life-saving assistance to support the emergency. • Locates, extricates, and provides onsite medical treatment to victims trapped in collapsed structures or for persons lost in rural areas or other environments.
ESF #10	Hazardous Materials	<ul style="list-style-type: none"> • Provides support to the City in response to an actual or potential discharge and/or release of hazardous materials following a major emergency or disaster.

ESF #11	Agricultural & Natural Resources	<ul style="list-style-type: none"> • Coordinate the activities of resources to prevent and remove environmental health risks. • Operates in conjunction with ESF #8, Health and Medical, to protect food production and supplies from contamination, and to ensure that water supplies throughout the county are safe to drink. • Monitors for zoonotic diseases. • Monitors cases in which animal, veterinary or wildlife issues arise. • Ensures the public health.
ESF #12	Energy	<ul style="list-style-type: none"> • Gathers, assesses, and shares information on energy system damage. • Estimates the impact of energy system outages within affected areas. • Restores utility (e.g. electrical and gas) infrastructure following a disaster. • Provides temporary emergency power capabilities to critical facilities until a permanent restoration is accomplished.
ESF #13	Public Safety & Security	<ul style="list-style-type: none"> • Provides traffic and law enforcement support. • Coordinates with the FBI and local officials in the suspected or actual incidence of a terrorist attack. • Provides safety and security resources.
ESF #14	Recovery & Mitigation	<ul style="list-style-type: none"> • Provides support to enable community recovery from the long-term consequences of an emergency. • Support consists of available programs and resources of state and federal departments and agencies to enable community recovery, especially long-term community recovery, and to reduce or eliminate risk from future incidents, where feasible.
ESF #15	External Affairs	<ul style="list-style-type: none"> • Ensure that sufficient City assets are available during a potential or actual

		<p>incident to provide accurate, coordinated and timely information to the affected audiences.</p> <ul style="list-style-type: none"> • Communicates with affected audiences including county, local and tribal governments; the media; the private sector; and the local populace.
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Standard Operating Procedures (SOP) Guidelines

Each Primary agency develops its specific Standard Operating Procedures (SOPs) and implements procedures for use during ESF activation. SOPs should be reviewed annually. Agencies may deviate from SOPs to respond to unique needs in a particular response. Each agency within the ESF shall maintain control of its own personnel and assets during emergency operations.

The structure of an SOP should include the following:

- A cover page showing the title of the SOP, original issue date, revision/review date, number of pages contained in the SOP, and who wrote the SOP.
- A second page including the approval signatures of each participating agency.

The following is a suggested format for the SOPs:

- Purpose and scope.
- Identification of emergency capabilities and resources of each agencies tasked in the ESF.
- Materials and equipment needed.
- Safety concerns.
- Standard Operating Procedures (SOPs) must also include how employees can access the employee assistant or critical incident stress management programs.
- How to deploy resources within each agency.
- Step-by-step procedure of tasks described within the ESF roles and responsibilities to include implementing procedures.
- Records to be kept.
- Copies of forms to be used.
- Procedures for SOP maintenance.

ESF #1 Transportation

Primary Agency

Tempe Public Works

Support Agencies

Tempe Fire Medical Rescue Department
Tempe Police Department
Tempe – All Divisions and Departments (as appropriate)
Flood Control District (FCD) of Maricopa County
Maricopa County Department of Emergency Management (MCDEM)
Maricopa County Department of Transportation (MCDOT)
Maricopa County Waste Resources and Recycling Management
Arizona Department of Transportation (ADOT)
Arizona Division of Emergency Management (ADEM)
Arizona State University, Police
Union Pacific Railroad

Introduction

ESF #1 Transportation aligns with ESF #1 in the Maricopa County Emergency Operations Plan (EOP), the State of Arizona Emergency Response and Recovery Plan (SERRP), and the National Response Framework (NRF). This ESF serves as the coordination mechanism for when county, state, and federal ESF #1 resources are activated.

ESF #1 Transportation involves prevention, mitigation, preparedness, response, and recovery activities before, during, and after an emergency or disaster event. To support these activities, the ESF structure requires the identification of Primary and Support agencies. These agencies have been pre-identified to initiate, develop, and maintain preparedness and training activities as well as emergency response procedures needed to save lives, protect property and the environment, and to restore essential services and critical infrastructure following an emergency or disaster. A significant responsibility of the Primary agency is communication. Consistent communication between the Primary and Support agencies will build a strong, working relationship prior to any event.

Purpose

ESF #1 Transportation agencies are responsible for providing transportation infrastructure assessment, repair, and restoration support to other Emergency Support Functions (ESFs) within the City emergency response plan when the City transportation infrastructure has been impacted.

Scope

ESF #1 is designed to provide transportation safety and traffic movement controls and restrictions as part of the overall incident management effort throughout the affected areas within the City. All City departments are expected to coordinate all ESF #1 Transportation

activities with the Tempe ESF #1 function. Activities within the scope of ESF #1 functions include:

- Coordination of agencies and resources to manage, restore, and maintain transportation arteries.
- Damage assessment.
- Analyzing the effects of the disaster on the transportation system.
- Monitoring the accessibility of transportation capacity.
- Monitoring congestion in the transportation system.
- Traffic management controls.

Situation & Planning Assumptions

Situation

An emergency or disaster event will require transportation support to assist with incident management. Reporting damage to transportation infrastructure as a result of the incident and coordinating the restoration and recovery of the transportation infrastructure under the direct authority of Tempe Public Works will be required to support the response and recovery missions of the event. The Primary Agency will coordinate recovery, prevention, preparedness, and mitigation activities among transportation infrastructure stakeholders at the local levels.

Planning Assumptions

- City transportation infrastructure will sustain damage. This damage will influence the means and accessibility for relief services and supplies.
- Disaster responses, which require transportation capacity, may be difficult to coordinate effectively during the immediate post-disaster phase.
- 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 capacity during the immediate lifesaving response phase will exceed the availability of city-controlled or readily obtained assets.
- Several City departments and other activated ESFs may compete for the same resources.

Concept of Operations

The City of Tempe is responsible for coordinating ESF #1 Transportation resources needed to protect lives and property during an emergency or disaster event in Tempe. Tempe Public Works will staff the Tempe EOC and coordinate the needs of the community including the following:

- Damage assessment of transportation infrastructure.
- Transportation route repair activities.
- Technical assistance.
- Coordinating debris clearance.
- Coordinating transportation support with other ESFs as required.

Organizational Roles and Responsibilities

ESF #1 organizations will be alerted and activated by the Tempe City Manager or the “City Manager’s Designated Alternate”, the Emergency Manager / Fire Chief. Primary and Support agencies for Tempe’s ESF #1 function will coordinate with each other to ensure the most effective use of personnel and equipment. They are responsible for developing internal Standard Operating Procedures (SOP) that support EOC operations and staffing of their respective divisions.

All ESF #1 transportation and fuel resources will be used on a priority basis to save lives and property. The assets available to ESF #1 will be used to assist emergency operations to move people, materials, equipment, and resources.

All ESF #1 Transportation asset deployments and recalls will be controlled, assigned and tracked from the Tempe Emergency Operations Center (EOC) on the appropriate Incident Command System (ICS) forms or web-based crisis information management system. Information will be collected through the Tempe EOC Operations and EOC Logistics Sections.

The Primary agency will report to the Tempe EOC Operations Section Chief and may be assigned as Branch Coordinator or Unit Leader. ESF #1 Support agencies will report to the ESF #1 Primary agency.

Transportation-related information for public release will be channeled through the Tempe EOC Public Information Officer (PIO).

All expenses associated with this incident will be charged to a cost center that will be provided by the EOC Finance Section Chief. Each City department or agency will maintain documentation to substantiate reimbursement for emergency expenditures including both time and materials to validate their activities, should reimbursement become available. Where it is possible, normal administration procedures will be followed. Emergency expenditures will be incurred in accordance with Tempe City Code, Chapter 26A Procurement.

Primacy Agency	
Public Works – Transit / Transportation Division	<p><u>BACKGROUND</u></p> <p>In daily operations, the Public Works – Transit / Transportation Division, the assigned Primary Agency, is responsible for the management and operation of the City’s transportation system and includes the traffic engineering, transportation maintenance, and transit sections.</p> <p>Traffic engineering is responsible for the design of the transportation infrastructure in the City. This includes all signs, markings, traffic signals and control systems. The group also administers the city’s traffic calming program as well as the barricading and traffic control program.</p> <p>Transit is responsible for planning and managing the city’s transit system; and managing transit facilities, which include bus stops, multi-use paths, the Tempe Transportation Center and East Valley Bus Operations and Maintenance Facility.</p> <p>Transportation Maintenance is responsible for maintaining the streets, alleys, sidewalks, storm drains, traffic signals and street lights.</p>
	<p><u>ACTIVITIES</u></p> <ul style="list-style-type: none"> • Coordinate the recovery, restoration and safety of the transportation infrastructure. • Develop ESF #1 Standard Operating Procedures (SOP) • Staff the Tempe EOC when notified. • Implement the City’s transportation emergency functions to include the prioritization and/or allocation of city resources necessary to maintain and restore the city’s transportation infrastructure. • Assess the condition of highways, bridges, tunnels and other components of the city’s transportation infrastructure and: <ul style="list-style-type: none"> ○ Close those components 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. • Provide current roadway, bridge, culvert, traffic signals and sign information to the EOC. • Provide traffic control assistance, hazardous materials

	<p>containment response and damage assessment.</p> <ul style="list-style-type: none"> • Provide debris clearance and removal on City roads. • Develop a quantified resource base matrix, including personnel, equipment, supplies and facilities to support transportation infrastructure assessment. • Obtain current Memorandum of Understanding (MOU) or stand-by contracts with appropriate entities to facilitate immediate deployment of resources. • Recruit, train, and assign emergency personnel. • Participate regularly in exercises to evaluate transportation capabilities and identify any shortfalls. • Channel transportation information for public release through the incident Public Information Officer (PIO) and continue providing information and support upon re-entry activities in the affected area. • Maintain records of expenditures and document resources utilized. • Coordinate methods of infrastructure restoration with county, state and federal ESF #1 Transportation counterparts.
SUPPORT AGENCIES	
ALL	<p><u>ACTIVITIES</u></p> <ul style="list-style-type: none"> • Support local response and recovery efforts. • Provide staffing to the EOC when requested. • Maintain regular communication with Primary and Support agencies. • Participate regularly in exercises to evaluate transportation infrastructure capabilities and identify any shortfalls. • Attend training opportunities as requested.

ESF #2 Communications

Primary Agency:

Tempe Internal Services Department – Information Technology Division

Support Agencies:

Tempe Fire Medical Rescue Department Dispatch

Tempe Police Department Dispatch

Tempe – All Departments & Divisions

Century Link

Cox Communications

Maricopa County Dept. of Emergency Management (MCDEM)

Introduction

ESF #2 Communications aligns with ESF #2 in the Maricopa County Emergency Operations Plan (EOP), the State of Arizona Emergency Response and Recovery Plan (SERRP), and the National Response Framework (NRF). This ESF serves as the coordination mechanism for when county, state, and federal ESF #2 resources are activated.

ESF #2 Communication involves prevention, mitigation, preparedness, response, and recovery activities before, during, and after an emergency or disaster event. To support these activities, the ESF structure requires the identification of Primary and Support agencies. These agencies have been pre-identified to initiate, develop, and maintain preparedness and training activities as well as emergency response procedures needed to save lives, protect property and the environment, and to restore essential services and critical infrastructure following an emergency or disaster. A significant responsibility of the Primary Agency is communication. Consistent communication between the Primary and Support agencies will build a strong, working relationship prior to any event.

Purpose

ESF #2 provides communications support to other Emergency Support Functions (ESFs) within the City emergency operations plan when City communications systems have been impacted, and provides information technology (IT) support as well.

Scope

ESF #2 will manage communications between on-scene and off-site personnel and/or agencies in order to establish and maintain a common operating picture of the incident. Priority will be given to agencies with primary responsibility to respond or support emergency response activities. Support will include Tempe communications systems, commercially leased communications and communication services provided by local amateur radio groups. ESF #2 supports the provisions of the National Emergency Communications Plan.

Situation & Planning Assumptions

Situation

ESF #2 is the conduit to ensure an emergency communications system is developed, maintained and in operating condition to collect and disseminate information, receive requests for assistance, and coordinate disaster response and recovery activities.

ESF #2 can provide technical and program development guidance to assist City departments in developing, maintaining, and operating their emergency communications systems. This collaboration will assure a coordinated and integrated emergency communications system.

Planning Assumptions

- City communications will sustain damage, which will affect how City departments communicate and coordinate with each other.
- Disaster responses, which require communications capacity, may be difficult to coordinate effectively during the immediate post-disaster phase.
- The requirement for communications capacity during the immediate lifesaving response phase will exceed the availability of City-controlled or readily obtained assets.
- Failure of redundant communication systems will require response and emergency support agencies to establish temporary communication systems immediately following a disaster or emergency event.
- Communications capacity may be disrupted for a significant period of time.
- Several City departments and activated ESFs may compete for the same resources.

Concept of Operations

The City of Tempe Internal Services Department – Information Technology Division is responsible for coordinating Tempe ESF #2 Communication resources needed to protect lives and property during an emergency or disaster event in the City of Tempe.

The Information Technology Division coordinates the City's information and telecommunications systems and the City's technological resources in order to establish and maintain a common operating picture of the incident.

The Tempe Fire Medical Rescue Department utilizes a regional 9-1-1 dispatch system. Tempe Police is dispatched from the Tempe Police Dispatch Center. If the 9-1-1 dispatch is out of operation, the Tempe Police will utilize their backup plan. The Information Technology Division must implement alternative methods of service to overcome communications shortfalls between on-scene and off-site personnel. These alternate methods of service can be used to maintain situational awareness between the Incident Commander and the Tempe EOC.

The Tempe Information Technology Division is responsible for:

- Assuring that each City department or division has the ability to communicate with the Tempe Emergency Operation Center (EOC) from their Operation or Command Center, and from their center to their department's operational units.
- Providing alternate, back up, or substitute methods of communications to support and coordinate communications between on- and off-site personnel and agencies (e.g. hospital, shelters, EOCs).
- Establishing and maintaining emergency communication links between the Tempe EOC, the Maricopa County Emergency Management EOC, and other local EOCs, utilizing radio frequencies, tactical channels, data links, telephone, fax, amateur radio, and crisis information management system capabilities.

ORGANIZATIONAL ROLES AND RESPONSIBILITIES

ESF #2 organizations will be alerted and activated by the Tempe City Manager, or the "City Manager's Designated Alternate", the Emergency Manager / Fire Chief. The Primary agency will report to the Tempe EOC Logistics Section Chief and may be assigned as Branch Coordinator or Unit Leader. ESF #2 Support agencies will report to the ESF #2 Primary agency.

Primary and Support agencies for Tempe's ESF #2 function will coordinate with each other to ensure the most effective use of personnel and equipment. They are responsible for developing internal Standard Operating Procedures (SOP) that support EOC operations and staffing of their respective divisions.

All ESF #2 resources will be used on a priority basis to save lives and property and to support emergency operations. All ESF #2 asset deployments and recalls will be controlled, assigned and tracked from the Tempe EOC on the appropriate Incident Command System (ICS) forms or web-based crisis information management system. Information will be collected through the Tempe EOC Operations and Logistics sections.

The methods of communicating with the whole community include, but are not limited to, the below listed systems. In addition, the City of Tempe has several ways for connecting to the public: social media, email listservs, and more.

Public Notification and Warning

Arizona Emergency Information Network (AZEIN) Emergency Bulletin System. The Arizona Emergency Information Network (AzEIN), is operated by Arizona Division of Emergency Management and is the state's online source for real-time emergency updates, preparedness and hazard information, and multimedia resources. Direct links to AZEIN are placed prominently on the MCDEM website as well as Face Book and Twitter page.

Emergency Alert System (EAS) via Radio and Television. The EAS is an alert and warning system that uses the broadcast media to announce conditions that pose an immediate threat to public safety. The EAS is a national system that can be used by federal, state, and local officials to alert and warn the public.

Community Emergency Notification System (CENS). The CENS is a telephone-based system that can deliver recorded messages to citizens living in selected areas of the county. Landline residential and business phones (as well as cell phones that owners have registered in the system) can be selected by zip code, by specific streets or address, and by use of Geographic Information System (GIS) tools. Notifications are in English, Spanish and TTY.

Media Alert System (MAS)

A notification system managed by the Arizona Department of Public Safety which notifies the news media if incidents or events that may impact public safety, health, or welfare and have a significant and immediate impact on a large portion of the population.

National Oceanic & Atmospheric Administration (NOAA) Weather Radio/All Hazards (NWR). The NOAA weather radio is a nationwide network of radio stations broadcasting continuous weather information directly from the nearest National Weather Service Office, weather warnings, watches, forecasts and other hazard information 24 hours a day, 7 days a week. NWR is an "All Hazards" radio network, in coordination with Emergency Management, also broadcasts warnings and post-event information for all types of hazards – including, but not limited to, natural, environmental, human caused incidents as well as public safety announcements such as 'AMBER' alerts.

Palo Verde Nuclear Generating Station (PVNGS). The Palo Verde Nuclear Generating Station has installed an Emergency Siren Alerting System in the 10-mile radius around the plant to serve as an early warning system for the residents living nearby. In the event of an emergency at the plant, the sirens will be sounded to alert residents to turn their radio and televisions to local Emergency Alert System (EAS) stations for instructions from government officials. Methods other than the sirens may be used. These methods may include, but are not limited to siren and loudspeaker announcements and door to door notifications by local law enforcement personnel or other government agencies. Direct phone calls to homes or cell phones may be made through the Community Emergency Notifications Systems (CENS), which is designed to rapidly notify an affected area of an emergency by sending a recorded message through the phone system.

Inter-Agency

Arizona Health Alert Network (AZHAN). Part of the Arizona Department of Health Services, Bureau of Public Health Emergency Preparedness, the AZHAN is a communications network between State and local public health agencies, healthcare providers, hospitals, and emergency management organizations.

Public Safety Answering (or Access) Point (PSAP). A PSAP is a call center where operators are responsible for answering calls to an emergency telephone number, usually 911, and dispatching police, firefighting and ambulance services.

Flood Control District of Maricopa County. The Flood Control District Operates a 24-hour

rain, stream and weather gage network which provides "real-time" internet-based information to Maricopa County Emergency Management and other agencies about rainfall, floods and weather conditions in the County.

Notification to Schools, Designated Government Agencies and Designated Businesses.

In addition to the all-hazards weather radios at many public schools, phone calls may be made from local emergency management offices to schools alerting them of any potential danger when and where possible. Calls can also be placed to designated government agencies and businesses.

Notification to Custodial Institutions

Most jails in Maricopa County are operated by the Maricopa County Sheriff's Office (MCSO). MCSO will notify custodial institutions under its control of any emergency conditions either having been informed through their own law enforcement channels, by the MCDEM duty officer, or as the information flows through an activation of the County Emergency Operations Center (EOC). MCSO will take appropriate actions as outlined in their Standard Operating Procedures (SOP).

The City of Tempe Police Department operates a holding facility. The Tempe Emergency Manager / Fire Chief is responsible for notifying Tempe Police, who will take the appropriate action as outlined in their SOP for holding facilities in their control.

There are several custodial institutions under the control (or oversight) of the State of Arizona (either directly or through privatized contract). The State of Arizona Department of Corrections is responsible for notifying these entities of emergency conditions, having been informed through the State of Arizona Division of Emergency Management's (ADEM) duty officer or Emergency Operations Center (EOC). As a state-run entity, resource requests to or from these institutions will be directed immediately to ADEM.

Federal custodial institutions located within Maricopa County are under the jurisdiction (or oversight) of the Federal Government. Notification to these entities is through the local entity, to the County, to the State and then to the Federal Agencies.

Inter-Emergency Management

Maricopa County Warning Radio Net. The inter-agency Warning Radio Net is operated by Maricopa County Emergency Management for direct radio contact with municipal police department dispatch centers in the county as well as Luke AFB, the National Weather Service, Maricopa County Sheriff's Office dispatch center and the Central Arizona Project.

Emergency Notification System. This platform is used by Emergency Management for automated list-based communications that provides immediate, multi-modal (voice, text, e-mail, and fax) notification to department heads, municipal Emergency Managers, groups or teams.

National Warning System (NAWAS). The NAWAS is an automated telephone system used to convey warnings to United States-based federal, state and local governments. The system consists of what is essentially a 2200+ telephone party line. The phone instruments are designed to provide protection for lightning strikes so they may be used during storms. The interconnecting lines provide some protection by avoiding local telephone switches. This ensures they are available even when the local system is down or overloaded. NAWAS has major terminals at each state Emergency Operations Center and/or State Emergency Management Facility. Other secondary terminals include local Emergency Management agencies, National Weather Service field offices and Public Safety Answering Points (PSAPS), also referred to as Jurisdictional Warning Points.

Communications-related information for public release will be channeled through the Tempe EOC Public Information Officer (PIO).

All expenses associated with this incident will be charged to a cost center that will be provided by the EOC Finance Section Chief. Each City department or agency will maintain documentation to substantiate reimbursement for emergency expenditures including both time and materials to validate their activities should reimbursement become available. Where it is possible, normal administration procedures will be followed. Emergency expenditures will be incurred in accordance with Tempe City Code, Chapter 26A Procurement.

PRIMARY AGENCIES:	
Internal Services Department - Information Technology Division	<u>BACKGROUND:</u> In daily operations, the Information Technology division coordinates all of the City's information and telecommunications systems. Technology Infrastructure & Operations is responsible for planning, designing, implementing and administering the City's telephone, enterprise data network, computer and radio infrastructure.
	<u>ACTIVITIES</u> <ul style="list-style-type: none"> • Develop ESF #2 Standard Operating Procedures (SOP). • Staff the Tempe Emergency Operations Center (EOC) when notified. • Develop a quantified resource base matrix, including personnel, equipment, supplies and facilities to support the telecommunications system. • Obtain current Memorandum of Understanding (MOU) or stand-by contracts with appropriate entities to facilitate immediate deployment of resources. • Coordinate the recovery and restoration of the City's information and telecommunications system. • Implement the City's information and telecommunication emergency functions to include the prioritization and/or allocation of City resources necessary to maintain and restore the City's information and telecommunications

	<p>system.</p> <ul style="list-style-type: none"> • Assess the condition of the components of the City's information and telecommunications system. • Recruit, train, and assign emergency personnel. • Participate regularly in exercises to evaluate communications capabilities and identify any shortfalls. • Channel information for public release through the incident PIO and continue providing information and support upon re-entry of the affected area. • Maintain records of expenditures and document resources utilized. • Coordinate methods of telecommunications restoration with county, state and federal ESF #2 Communications counterparts. • Establish and maintain a working relationship with all support agencies, communications industry representatives, and private communication providers. • Provide communications resources, equipment, and personnel, upon request. • Assist other units, branches, and sections as requested.
Lead Support Agencies:	
Tempe Fire Medical Rescue Department	<p><u>BACKGROUND</u></p> <p>In daily operations, the Tempe Fire Medical Rescue Department responds to all types of incidents including fires, automobile accidents, medical emergencies, hazardous materials response, and technical rescues. Communications from the field will be sent through normal channels to the respective communications center or to the local emergency coordination/operations center.</p>
	<p><u>ACTIVITIES</u></p> <ul style="list-style-type: none"> • Develop ESF #2 Standard Operating Procedures (SOP). • Staff the Tempe EOC when notified. • Develop a quantified resource base matrix, including personnel, equipment, supplies and facilities to support the telecommunications system. • Manage communications between on-scene personnel / agencies in order to establish and maintain a common operating picture of the incident. • Identify and overcome communication shortfalls with the use of alternative methods (e.g. amateur radio, CB radio). • Support and coordinate communications between the EOC and Incident Command (IC). • Each regional 911 dispatch center will utilize their back up plans if their center is out of operation; 24 hour

	<p>communications are provided by several regional radio systems for daily use.</p> <ul style="list-style-type: none"> • Communications are made accessible to individuals with communication disabilities by the normal daily means of relay services.
Tempe Police	<p><u>BACKGROUND:</u> In daily operations, the Tempe Police Department is responsible for law enforcement functions. Communications from the field will be sent through normal channels to the respective communications center or to the local emergency coordination/operations center.</p>
	<p><u>ACTIVITIES</u></p> <ul style="list-style-type: none"> • Develop ESF #2 Standard Operating Procedures (SOP). • Staff the Tempe EOC when notified. • Develop a quantified resource base matrix, including personnel, equipment, supplies and facilities to support the telecommunications system. • Manage communications between on-scene personnel/agencies in order to establish and maintain a common operating picture of the incident. • Identify and overcome communication shortfalls with the use of alternative methods (e.g. amateur radio, CB radio). • Support and coordinate communications between the EOC and Incident Command (IC). • Each regional 911 dispatch center will utilize their back up plans if their center is out of operation; 24 hour communications are provided by several regional radio systems for daily use. • Communications are made accessible to individuals with communication disabilities by the normal daily means of relay services.
SUPPORT AGENCIES	
ALL	<p><u>ACTIVITIES</u></p> <ul style="list-style-type: none"> • Staff the EOC when requested. • Develop and maintain a working relationship with the primary and support agencies, communication industry representatives, and private communication providers. • Provide communications resources, equipment, and vehicles, upon request. • Assist other units, branches, and sections as requested. • Act as liaison with home agency to support emergency event.

ESF #3 Public Works and Engineering

Primary Agency

Tempe Public Works Department

Support Agencies

Tempe – All Divisions & Departments (as appropriate)
Flood Control District (FCD) of Maricopa County
Maricopa County Air Quality Division
Maricopa County Dept. of Environmental Services
Maricopa County Dept. of Emergency Management (MCDEM)
Maricopa County Dept. of Transportation (MCDOT)
Maricopa County Waste Resources and Recycling (WR&R) Management
Arizona Div. of Emergency Mgmt. (ADEM)
Arizona Dept. of Transportation (ADOT)
Arizona Public Service (APS)
Southwest Gas
Salt River Project
Cox Communications
Century Link
Union Pacific Railroad

Introduction

ESF #3 Public Works and Engineering aligns with ESF #3 in the Maricopa County Emergency Operations Plan (EOP), the State of Arizona Emergency Response and Recovery Plan (SERRP), and the National Response Framework (NRF). This ESF serves as the coordination mechanism for when county, state, and federal ESF #3 resources are activated.

ESF #3 Public Works involves prevention, mitigation, preparedness, response, and recovery activities before, during, and after an emergency or disaster event. To support these activities, the ESF structure requires the identification of Primary and Support agencies. These agencies have been pre-identified to initiate, develop, and maintain preparedness and training activities as well as emergency response procedures needed to save lives, protect property and the environment, and to restore essential services and critical infrastructure following an emergency or disaster. A significant responsibility of the Primary Agency is communication. Consistent communication between the agencies will build a strong, working relationship prior to any event.

Purpose

The purpose of ESF #3 is to provide for the coordination and organization of public works and engineering capabilities and resource support to other Emergency Support Functions (ESFs) within the City emergency response plan when City public works infrastructure has been impacted. This ESF can be combined with ESF #1 Transportation to restore use of the roadway systems, and with ESF #14 Recovery & Mitigation for long-term mitigation efforts to reduce or eliminate future disruptions to the public works infrastructure.

Scope

ESF #3 is designed to provide public works and engineering coordination as part of the overall incident management effort throughout the City. All City departments are requested to coordinate all public works and engineering activities with the Tempe ESF #3 function.

Activities within the scope of this ESF include:

- Conducting pre- and post- incident assessments of public works infrastructure.
- Executing emergency contracts to support life-saving and life-sustaining services.
- Emergency flood-fighting operations.
- Emergency debris clearance on public right-of-way for access by emergency personnel and evacuation of affected populations.
- Identification of emergency landfill areas for debris disposal.
- Temporary repair of emergency access routes including damaged streets, roads, bridges, and culverts.
- Emergency restoration of critical public services and facilities including public water systems and water for firefighting.
- Emergency demolition or stabilization of damaged structures and facilities designated by local government as immediate hazards to the public safety and health.
- Temporary measures to abate immediate hazards to the public for health and safety reasons until demolition can be accomplished.
- Technical assistance and damage assessment including structural inspection.
- Technical advice and evaluations, engineering services, construction management and inspection, emergency repair of water, wastewater, solid waste disposal facilities, and critical infrastructure.

Situation & Planning Assumptions

Situation

An emergency or disaster due to natural, technical, or human-caused events may require emergency contracting services for emergency road, bridge, traffic control, dam, levee, public building repair, critical infrastructure repair, and debris removal.

Planning Assumptions

- City infrastructure may sustain damage. This damage may influence the means and accessibility for relief services and supplies.
- Disaster responses, which require public works and engineering capacity, may be

difficult to coordinate effectively during the immediate post-disaster phase.

- 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 public works and engineering capacity during the immediate lifesaving response phase will exceed the availability of City-controlled or readily obtained assets.
- Several city departments and activated ESFs will compete for the same resources.

Initial response phase priorities:

- Immediate clearance of debris blocking access to affected area by emergency personnel and equipment.
- Identification and reporting of imperiled victims to rescue personnel.
- Identification and reporting of fires, structural collapses, flooding, electrical hazards (downed power lines), ruptured natural gas, water, sewage and petroleum pipelines, hazardous material leaks or spills and other situations needing urgent attention.
- Emergency flood containment measures.
- Evacuation of endangered populations.
- Establishing road closures and detours.
- Perimeter cordon of affected area.

Recovery phase priorities:

- Inspection and condition assessment of public infrastructure.
- Identify and establish continued debris clearance and systematic removal.
- Temporary repairs to infrastructure.
- Interim or full restoration of critical utilities and services.
- Implementation of longer-term road closures and detours.

NOTE: Debris “clearance” is the immediate “push-back” of material of all types blocking streets and road; debris is deposited by the roadway for later removal. Debris “removal” is the systematic gathering and transportation of mostly unsorted debris to a collection area. This usually occurs after the situation is stabilized and the amount of debris is estimated and a process of removal determined. Debris “disposal” is the systematic sorting of debris brought to designated sites. Typically, debris is separated into vegetative (trees) and mineral (mud, dirt, gravel, rock); “white goods” or appliances such as refrigerators, freezers, stoves, washers and dryers; metals (pipe, wire, vehicles); chemicals, such as paints, solvents, cleaners, household and industrial products, etc.; and biological wastes such as animal carcasses.

The City of Tempe Public Works Department operates a Household Products Collection Center (HPCC) for Tempe residents. The Public Works Department will implement its internal procedures for the collection of Household Hazardous Waste (HHW) as needed following a local disaster. HHW is any substance containing ingredients that have a reasonably anticipated outcome of negatively affecting public safety or health, or could harm the environment.

Concept of Operations

In daily operations, the Tempe Public Works Department, plans, develops, and administers engineering, construction, design and real estate services, building and custodial maintenance, refuse collection and disposal, recycling, street maintenance, traffic operations, traffic studies and design, transit, equipment management, transit activities, and parks and golf course maintenance activities for the City.

The Public Works Department is also responsible for the City's water resources, water quality and water conservation, operation of water treatment facilities, water delivery to all city water users, operation of the City's sanitary sewer system, provision of environmental services for the city, and administration of the City's industrial pre-treatment program, its storm water program and its backflow prevention program.

The Public Works Department is the steward of all City-owned infrastructure systems. This includes the street network, traffic lights and signals, bridges, storm drains, public buildings, golf courses, parks and pathways, transit system including buses and bus stops, water distribution and wastewater collection. Public Works is also responsible for maintaining and renovating the city's infrastructure.

In addition to infrastructure management, Public Works provides life essential city services to Tempe businesses and residents: trash and recycling and transit operations; care and maintenance of public buildings and the maintenance and repair of the fleet of city vehicles and equipment. Public Works is also responsible for the procurement of all contracts related to design and construction within the City.

Organizational Roles & Responsibilities

ESF #3 organizations will be alerted and activated by the Tempe City Manager, or the "City Manager's Designated Alternate", the Emergency Manager / Fire Chief. The Primary agency will report to the Tempe EOC Operations Section Chief and may be assigned as Branch Coordinator or Unit Leader. ESF #3 Support agencies will report to the ESF #3 Primary agency.

Primary and Support agencies for Tempe's ESF #3 function will coordinate with each other to ensure the most effective use of personnel and equipment. They are responsible for developing internal Standard Operating Procedures (SOP) that support EOC operations and staffing of their respective divisions.

All ESF #3 resources will be used on a priority basis to save lives and property and to support emergency operations. All ESF #3 asset deployments and recalls will be controlled, assigned and tracked from the Tempe Emergency Operations Center (EOC) on the appropriate Incident Command System (ICS) forms or web-based crisis information management system. Information will be collected through the Tempe EOC Operations and Logistics sections.

Public Works-related information for public release will be channeled through the Tempe EOC Public Information Officer (PIO).

All expenses associated with this incident will be charged to a cost center that will be provided by the EOC Finance Section Chief. Each City department or agency will maintain documentation to substantiate reimbursement for emergency expenditures including both time and materials to validate their activities should reimbursement become available. Where it is possible, normal administration procedures will be followed. Emergency expenditures will be incurred in accordance with Tempe City Code, Chapter 26A Procurement.

PRIMARY AGENCY	
Tempe Public Works	<p><u>BACKGROUND</u></p> <p>In daily operations The Public Works Department is the steward of all city-owned infrastructure systems. This includes the street network, traffic lights and signals, bridges, storm drains, public buildings, golf courses, parks and pathways, transit system including buses and bus stops, water distribution and wastewater collection.</p>
	<p><u>ACTIVITIES</u></p> <ul style="list-style-type: none"> • Develop ESF #3 Standard Operating Procedures (SOP). • Staff the Tempe EOC when notified. • Develop a quantified resource base matrix, including personnel, equipment, supplies and facilities to support the Public Works and Engineering system. • Obtain current Memorandum of Understanding (MOU) or stand-by contracts with appropriate entities to facilitate immediate deployment of resources. • Prioritize the restoration of all services to include consideration of current weather and the impact that the loss of service is having on the general public (whole community). • The responsibility to provide potable water to the general public belongs to the municipal water company. • Establish and maintain a working relationship with support agencies, applicable industry representatives and private providers in order to restore critical infrastructure and repair damage that may occur from any disaster such as downed power lines, wastewater discharges, broken water lines, ruptured gas lines, ruptured gasoline supply lines and underground storage tanks. • Work with the EOC Operations Section Chief to identify, prioritize, and coordinate efforts to remove debris from roadways to ensure access for local responders as well as the evacuation of the general public. This will include the

	<p>establishment and coordination of road closures and the establishment of alternate routes of access and evacuation as part of the response and recovery operations.</p> <ul style="list-style-type: none"> • Work with the EOC Operations Section Chief to identify, prioritize, and coordinate efforts to repair and restore local roads, bridges, and culverts as part of the response and recovery operations. • Work with the EOC Operations Section Chief and the local utilities identified in ESF #12 Energy to identify, prioritize, and coordinate efforts to repair and restore services (e.g. gas, electric, phone) including conducting safety inspections and coordinating debris removal before the general public is allowed to return to the impacted area as part of the response and recovery operations. • Work with the EOC Operations Section Chief, local and municipal water companies, and the Maricopa County Department of Environmental Services to identify, prioritize, and coordinate efforts to repair and restore water and wastewater services including conducting safety inspections before the general public is allowed to return to the impacted area as part of the response and recovery operations. • Provide Public Works and Engineering resources, equipment, and vehicles, upon request. • Assist other units, branches, and sections as requested. • Track all public works and engineering movements. • Maintain records of expenditures and document resources utilize. • Channel public works and engineering information for public release through the incident PIO and continue providing information and support upon re-entry of the affected area. • Perform actions to assess damage on public and private property, report damage information to other entities, request supplemental state and federal assistance, and assist with individual damage assessment forms.
SUPPORT AGENCIES	
ALL	<p><u>ACTIVITIES</u></p> <ul style="list-style-type: none"> • Staff the Tempe EOC when requested. • Develop and maintain a working relationship with support agencies, applicable industry representatives and private providers in order to restore critical infrastructure and repair damage that may occur from any disaster such as downed power lines, wastewater discharges, broken water

	<p>lines, ruptured gas lines, ruptured gasoline supply lines and underground storage tanks.</p> <ul style="list-style-type: none"> • Provide public works and engineering resources upon request. • Assist other units, branches, and sections as requested. • Act as liaison with home agency to support emergency event. • The Waste Resources and Recycling (WR&R) Management Department may coordinate debris collection and removal with the municipalities and private organizations. • WR&R may work with Public Information Officers to communicate debris management instructions to the general public for sorting/separation of debris, to schedule pick-up times and drop off sites and issue routine updates. • WR&R may work with Public Health and Environmental Services to assess and resolve any potential health issues related to the debris removal process. [NOTE: If radiological contamination is present or suspected the Arizona Radiation Regulatory Agency will be contacted.] • WR&R should pre-identify potential trash collection and temporary storage sites, including final landfill sites for specific waste categories such as vegetation, food, animal carcasses, hazardous and infectious wastes and construction debris. • County Environmental Services Department will inspect and arrange for the disposal of contaminated food supplies from restaurants and grocery stores. • Tempe Community Development will determine which structures will be condemned, demolished if necessary, and coordinate with the appropriate agencies for disposal of structures that present a safety hazard to the public. • Technical assistance for the debris removal process may be obtained from: Arizona Department of Transportation, Arizona Radiation Regulatory Agency Arizona Division of Emergency Management, Arizona Department of Environmental Quality, and Arizona Department of Health Services, through the State Emergency Operations Center.
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ESF #4 FIRE SERVICE

Primary Agency

Tempe Fire Medical Rescue Department

Support Agencies

Automatic Aid System Participants

Introduction

ESF #4 Fire Service aligns with ESF #4 in the Maricopa County Emergency Operations Plan (EOP), the State of Arizona Emergency Response and Recovery Plan (SERRP), and the National Response Framework (NRF). This ESF serves as the coordination mechanism for when county, state, and federal ESF #4 resources are activated.

ESF #4 Fire Service involves prevention, mitigation, preparedness, response, and recovery activities before, during, and after an emergency or disaster event. To support these activities, the ESF structure requires the identification of Primary and Support agencies. These agencies have been pre-identified to initiate, develop, and maintain preparedness and training activities as well as emergency response procedures needed to save lives, protect property and the environment, and to restore essential services following an emergency or disaster. A significant responsibility of the Primary Agency is communication. Consistent communication between the Primary and Support agencies will build a strong, working relationship prior to any event.

Purpose

The purpose of ESF #4 is to provide for the coordination of Fire Service resources to support affected areas and ensure public safety and welfare. Fire Service resources include personnel, equipment, and supplies to suppress urban fires and to assist responders involved in natural and man-made incidents where the expertise of Fire Service personnel will be needed.

Scope

ESF #4 is designed to provide Fire Service coordination as part of the overall incident management effort throughout the City. All Fire Service resource movement should be coordinated with the City of Tempe Fire Medical Rescue Department.

Situation & Planning Assumptions

Situation

Tempe Fire Medical Rescue Department units are typically the first responders to all emergencies, except police-related incidents, providing initial on-scene surveys and area reconnaissance, following an emergency or disaster event within the City of Tempe. Coordination of Fire and Emergency Services resources and operations are required to support the response and recovery missions of the event.

Planning Assumptions

- Disaster responses, which require Fire Service capacity, may be difficult to coordinate effectively during the immediate post-disaster phase. Additional resources and federal resources, if needed, may not be available for up to 72 hours.
- Gradual clearing of access routes and resumption of services will permit a sustained flow of emergency relief, although localized transportation patterns may be disrupted for a significant period of time.
- The requirement for Fire Service capacity during the immediate lifesaving response phase may exceed the availability of locally controlled or readily obtained assets.
- Tempe participates in an automatic aid system with 26 other fire departments in the Phoenix area; a localized emergency can likely be handled by the normal automatic aid system. However, a large-scale, widespread disaster could cause competition among agencies for the same scarce resources.
- Communications from the field will be sent through normal channels to the respective communications center or to the local emergency coordination/operations center.

Concept of Operations

The Tempe Fire Medical Rescue Department's operational areas include fire suppression, emergency management, emergency medical services, hazardous materials control, technical rescue, communications, equipment and facilities maintenance, training, fire prevention and inspection, and public safety education. The Tempe Fire Medical Rescue Department is responsible for coordinating ESF #4 resources needed to protect lives and property during an emergency or disaster in the City of Tempe.

ORGANIZATIONAL ROLES AND RESPONSIBILITIES

ESF #4 organizations will be alerted and activated by the Tempe City Manager, or the "City Manager's Designated Alternate", the Emergency Manager / Fire Chief. The Primary agency will report to the Tempe EOC Operations Section Chief and may be assigned as Branch Coordinator or Unit Leader. ESF #4 Support agencies will report to the ESF #4 Primary agency.

Primary and Support agencies for Tempe's ESF #4 function will coordinate with each other to ensure the most effective use of personnel and equipment. They are responsible for developing internal Standard Operating Procedures (SOP) that support EOC operations and staffing of their respective divisions.

All ESF #4 resources will be used on a priority basis to save lives and property and to support emergency operations. All ESF #4 Fire Service asset deployments and recalls will be controlled, assigned and tracked from the Tempe EOC on the appropriate Incident Command System (ICS) forms or web-based crisis information management system. Information will be collected through the Tempe EOC Operations and Logistics Sections (if activated).

Fire Service-related information for public release will be channeled through the Tempe EOC Public Information Officer (PIO).

All expenses associated with this incident will be charged to a cost center that will be provided by the EOC Finance Section Chief. Each City department or agency will maintain documentation to substantiate reimbursement for emergency expenditures including both time and materials to validate their activities should reimbursement become available. Where it is possible, normal administration procedures will be followed. Emergency expenditures will be incurred in accordance with Tempe City Code, Chapter 26A Procurement.

PRIMARY AGENCY	
Tempe Fire Medical Rescue Department	<p><u>BACKGROUND</u></p> <p>In daily operations, the Tempe Fire Medical Rescue Department responds to all types of incidents including fires, automobile accidents, medical emergencies, hazardous materials response, and technical rescues.</p>
	<p><u>ACTIVITIES:</u></p> <ul style="list-style-type: none"> • During an emergency or disaster event, the Tempe Fire Medical Rescue Department will coordinate resource requests for firefighting activities, personnel, equipment and supplies in support of local agencies involved in wildland, rural and urban firefighting operations, and natural and man-made disasters. MCDEM may assist in the coordination of resources using the Emergency Mutual Aid Compact (EMAC) agreements and the Arizona Statewide Fire Mutual Aid Plan as needed. • Under Automatic Aid Agreements for firefighting in Maricopa County, the closest fire department will respond to the incident. If assistance from other fire departments is needed, then automatic aid will provide the necessary procedures for requesting that assistance. With multiple fire departments responding to an event, a Unified Command structure will be established. • Other Fire Suppression: <ul style="list-style-type: none"> ○ The Rural/Metro Fire Department will assume responsibility for fire suppression functions in the unincorporated areas of the county where contracts or

	<p>subscriptions exist.</p> <ul style="list-style-type: none"> ○ The Arizona State Land Department, Fire Management Division is responsible for fire suppression on non-federal, unincorporated (state and private) lands within the State of Arizona. ○ If the incident is larger than available resources within the City, or specialty resources are needed, activation of the Arizona Fire Service Mutual Aid Plan (AFSMAP) is required. Activation of the AFSMAP is made by the County Fire Resource Coordinator to the Phoenix Fire Department Regional Dispatch Center.
SUPPORT AGENCIES	
Automatic Aid System	<p><u>BACKGROUND</u> Tempe participates in an automatic aid system with 26 other fire departments in the Phoenix area. Automatic aid means the closest unit is dispatched using GPS to an emergency regardless of jurisdiction. This decreases response times, provides the department with unlimited resources, and is a more efficient and effective use of resources throughout the Phoenix area.</p>
	<p><u>ACTIVITIES</u></p> <ul style="list-style-type: none"> ● All firefighting support resources will be coordinated through and assigned from the Tempe EOC as requested by field Incident Commanders. ● Other municipal organizations will coordinate through their respective EOCs for assistance from Maricopa County EOC. ● All firefighting asset deployments and recalls by the EOC will be tracked on the appropriate Incident Command System (ICS) forms or web-based crisis information management system. Information will be collected through the EOC Operations Section. Communication information for public release will be channeled through the EOC Manager to the Public Information Officer (PIO) and coordinated with the on-scene PIO. ● All firefighting support resources will be used on a priority basis to protect lives and property. All expenses associated to this incident will be charged to a cost center that will be provided by the EOC Finance Section who will document and provide copies of all expenditures and charges.

ESF #5 Emergency Management

PRIMARY AGENCY

Tempe Fire Medical Rescue Department

SUPPORT AGENCIES

Tempe - All Departments & Divisions
All Support Agencies for each Emergency Support Function (ESF)

INTRODUCTION

ESF #5 Emergency Management aligns with ESF #5 in the Maricopa County Emergency Operations Plan (EOP), the State of Arizona Emergency Response and Recovery Plan (SERRP), and the National Response Framework (NRF). This ESF serves as the coordination mechanism for when county, state, and federal ESF #5 resources are activated.

ESF #5 involves prevention, mitigation, preparedness, response, and recovery activities before, during, and after an emergency or disaster event. To support these activities, the ESF structure requires the identification of Primary and Support Agencies. These agencies have been pre-identified to initiate, develop, and maintain preparedness and training activities as well as emergency response procedures needed to save lives, protect property and the environment, and to restore essential services and critical infrastructure following an emergency or disaster. A significant responsibility of the Primary Agency is communication and coordination. Consistent communication between the Primary Agency and the Support Agencies will build a working relationship prior to any event.

Purpose

The purpose of ESF #5 is to provide for the coordination of critical emergency management activities for an incident response within Tempe, or in support of a regional event, as appropriate. This coordination includes the core management and administrative functions of the Tempe Emergency Operations Center (EOC) to facilitate the flow of information and planning among Tempe's response partners.

Scope

Utilizing the principles and objectives of the National Incident Management System (NIMS) and the Incident Command System (ICS), ESF #5 provides core emergency management and coordination activities of city resources during emergency operations to ensure the efficient use of all resources to protect lives and property.

ESF #5 activities include those functions that are critical to support and facilitate planning and coordination of emergency operations involving multiple Tempe departments and their support agencies in response to potential and actual incidents of city-wide significance. This includes:

- Alert and notification.
- Strategic incident action planning.

- Collecting intelligence from the various Emergency Operations Center (EOC) representatives and support agencies.
- Maintaining contact with other levels of government, support EOCs, and other jurisdictions (as appropriate).
- Preparing and disseminating intelligence/information summaries, situation reports, operation reports, and other reports as needed.
- Resource acquisition and management - controlling and coordinating the operations and logistical support of City departmental resources committed to emergency operations.
- Continuing analysis and evaluation of all data pertaining to emergency operations.
- Worker safety and health.
- Financial management and other support as required.
- Providing emergency information and instructions to the public.

Situation & Planning Assumptions

Situation

An emergency or disaster event will require the coordination of all Emergency Management activities including, but not limited to, provision of emergency relief to individuals, restoration of public infrastructure and utilities, and coordination of logistical support for all responding agencies.

Planning Assumptions

- City infrastructure may sustain damage. This damage may influence the means and accessibility for relief services and supplies.
- Many hazards have the potential for causing disaster that require centralized coordination.
- During emergencies or disaster events, resource management and coordination functions can be accomplished at the City EOC and allow field personnel to focus on essential tactical functions.
- There is an immediate and continuous demand by officials for information regarding response and recovery efforts and by the media for information about the developing or on-going disaster or emergency situation.
- Disaster responses which require Emergency Management capacity may be difficult to coordinate effectively during the immediate post-disaster phase. Additional resources and federal resources, if needed, may not be available for up to 72 hours.
- The requirement for Emergency Management capacity during the immediate lifesaving response phase may exceed the availability of city-controlled or readily obtained assets.
- City departments as well as other activated ESFs will compete for the same resources.
- Gradual clearing of access routes and resumption of services will permit a sustained flow of emergency relief, although localized distribution patterns may be disrupted for a significant period for time.

CONCEPT OF OPERATIONS

The City of Tempe is responsible for coordinating City ESF #5 resources needed to protect lives and property during an emergency or disaster event in the City of Tempe.

Upon notification of an impending or actual emergency situation, the City Manager (or designee) will make an assessment of the situation from the information received. Based on this assessment, a determination will be made whether to activate the Emergency Operations Center (EOC) or monitor the situation. Tempe EOC activation procedures are outlined in the “EOC Activation Manual”.

The primary EOC is located in the Tempe Fire Medical Rescue Department Administration Building at 1400 E. Apache Boulevard, Tempe, AZ. In the event the primary EOC becomes compromised, a secondary EOC location will be identified in the City of Tempe Continuity of Operations Plan (COOP).

NOTE: The specific forms and logs to be used by EOC personnel are included in the “EOC Activation Manual” or on-line at the Federal Emergency Management Agency (FEMA) website: <http://www.fema.gov/forms/job-aids-tools-templates>. EOC functions are addressed in Annex B - Support. The Incident Command System (ICS) is addressed in the Basic Plan.

The initial response on the part of the Emergency Manager / Fire Chief will follow procedures outlined in the “Emergency Response Manual”. Events summarized in the manual contain a checklist of response actions. Depending on the location and nature of the emergency, notifications will be made to affected City departments. Emergency situations will be monitored for future effects.

Emergency and disaster response services and activities will be accessible and usable to all individuals regardless of disability, access and/or functional need, as per the Americans with Disabilities Act. This plan is committed to the principle that it takes the full range of government, private, non-government, faith-based and volunteer groups to successfully meet the needs of the whole community during times of disaster.

Organizational Roles & Responsibilities

ESF #5 organizations will be alerted and activated by the Tempe City Manager, or the “City Manager’s Designated Alternate”, the Emergency Manager / Fire Chief. Primary and Support agencies for Tempe’s ESF #5 function will coordinate with each other to ensure the most effective use of personnel and equipment. They are responsible for developing internal Standard Operating Procedures (SOP) that support EOC operations and staffing of their respective divisions.

All ESF #5 Emergency Management resources will be used on a priority basis to save lives and property and to support emergency operations.

All ESF #5 Emergency Management asset deployments and recalls will be controlled, assigned and tracked from the Tempe Emergency Operations Center (EOC) on the

appropriate Incident Command System (ICS) forms or web-based crisis information management system. Information will be collected through the Tempe EOC Operations and EOC Logistics Sections.

Emergency Management-related information for public release will be channeled through the Tempe EOC Public Information Officer (PIO).

All expenses associated with this incident will be charged to a cost center that will be provided by the EOC Finance Section Chief. Each City department or agency will maintain documentation to substantiate reimbursement for emergency expenditures including both time and materials to validate their activities should reimbursement become available. Where it is possible, normal administration procedures will be followed. Emergency expenditures will be incurred in accordance with Tempe City Code, Chapter 26A Procurement.

PRIMARY AGENCY	
Tempe Fire Medical Rescue Department	<p><u>BACKGROUND</u></p> <p>In daily operations, Tempe Fire Medical Rescue Department is the Primary Agency for planning the effective use of available resources and the coordination of appropriate emergency functions in response to situations beyond the capability of a single agency, department, or division. Tempe Fire Medical Rescue Department coordinates response and recovery activities through implementation of emergency response plans during and after emergencies. Implementation requires the support and assistance of many other city departments, adjacent jurisdictions, the private sector and volunteer agencies.</p>
	<p><u>ACTIVITIES</u></p> <ul style="list-style-type: none"> • Develop ESF #5 Standard Operating Procedures (SOP). • Staff the EOC when activated. • Establish and maintain a working relationship with support agencies. • Channel emergency management information for public release through the Joint Information System (JIS). • Maintain records of expenditures and document resources utilized.

	<ul style="list-style-type: none"> • Coordinate with County and State ESF #5 Emergency Management counterparts. • Facilitate the creation of support agencies' Standard Operation Procedures (SOPs).
SUPPORT AGENCIES	
	<p><u>BACKGROUND</u></p> <p>The support agencies were identified by the Primary agency. The support agencies represent a wide variety of city departments, divisions, and resources, as well as volunteer and private organizations.</p>
All Support Agencies	<p><u>ACTIVITIES</u></p> <ul style="list-style-type: none"> • The nature of the emergency may require that the Support agency be elevated to Primary. • Staff the EOC when requested by the Primary Agency. • Develop and maintain a working relationship with the Primary Agency and other support agencies. • Assist other EOC units, branches, and sections as requested. • Provide emergency management resources, equipment, and vehicles, upon request. • Act as liaison with home agency to support emergency event.

ESF #6 MASS CARE

Primary Agency:

Tempe Community Services

Support Agencies:

Tempe - All Departments & Divisions
The American Red Cross Grand Canyon Chapter (ARC)
The Salvation Army (TSA)
Maricopa County Animal Care and Control (MCACC)
Maricopa County Dept. of Emergency Management (MCDEM)
Maricopa County Environmental Services
Maricopa County Public Health Dept. (MCPH)
Arizona Division of Emergency Management (ADEM)
Arizona Humane Society (AZHS)
Volunteer Agencies (Faith-based groups, community-based, etc.)
Contracted Private Agencies

Introduction

ESF #6 Mass Care aligns with ESF #6 in the Maricopa County Emergency Operations Plan (EOP), the State of Arizona Emergency Response and Recovery Plan (SERRP), and the National Response Framework (NRF). This ESF serves as the coordination mechanism for when county, state, and federal ESF #6 resources are activated.

ESF #6 involves prevention, mitigation, preparedness, response, and recovery activities to provide for human needs and coordinate volunteer and donations management activities before, during, and after an emergency or disaster event. To support these activities, the ESF structure requires the identification of Primary and Support Agencies. These agencies have been pre-identified to initiate, develop, and maintain preparedness and training activities as well as emergency response procedures needed to meet the basic needs of all survivors following a disaster, as well as collect, assemble, and report information about victims and assist with family reunification. A significant responsibility of the Primary Agency is communication. Consistent communication between the Primary and the Support agencies will build a working relationship prior to any event.

Purpose

The purpose of ESF #6 is to coordinate all City efforts to provide for basic human needs such as sheltering, feeding, transportation, coordinating volunteer and donations management, and family unification efforts following a significant disaster in Tempe. Coordination with county, state and federal agencies, adjacent municipalities and tribal nations, and public, private and non-profit agencies may be needed to support the City's response and recovery efforts. Support of family reunification efforts, such as the American Red Cross "Safe and Well" program, will assist the City in collecting, receiving, and reporting information about the status of survivors. City coordination with public, private and

non-profit agencies can also assist with the development of guidelines to manage the onslaught of unsolicited donated goods and unaffiliated volunteers that often come in the wake of large-scale incidents.

Scope

ESF #6 Mass Care will provide for cooperation between county, state, and federal ESF #6 Mass Care resources when they are activated. As part of the overall incident management effort, all City departments are requested and expected to coordinate all Mass Care services with the City of Tempe ESF #6 function.

Situation & Planning Assumptions

Situation

Disasters can occur with little or no warning, requiring that shelters, first aid, and mass care and feeding sites be set up with little or no advance notice in order to meet and provide basic human needs. ESF #6 coordinates the provision of Mass Care services in response to an emergency and supports the response and recovery missions of the event.

Planning Assumptions

- Providing emergency mass care and sheltering of survivors is a primary responsibility of the City of Tempe.
- City infrastructure may sustain damage. This damage may negatively affect the accessibility and ability to provide relief services and supplies.
- Disaster responses which require Mass Care resources may be difficult to coordinate effectively during the immediate post-disaster phase. Federal resources, if needed, may not be available for up to 72 hours.
- The requirement for mass care resources during the immediate lifesaving response phase may exceed the availability of city-controlled or readily obtained assets.
- If the emergency increases in duration, scope or complexity, the demands for support will be immediate and continuous.
- Gradual clearing of access routes and resumption of services will permit a sustained flow of emergency relief, although localized distribution patterns may be disrupted for a significant period of time.
- Several City departments and other activated ESFs may compete for the same resources.
- Unsolicited donations that come in the wake of a large-scale incident can become a second disaster, diverting attention away from the real needs of the victims. The cleaning, sorting, and labeling of items such as used clothing is not only labor-intensive but expensive to store, transport, and distribute. Items that cannot be used must then be disposed of properly, further burdening the disaster response and recovery system. (See Support Annex B, Volunteer and Donations Management, for detailed information).
- Well-established disaster organizations already have established donations structures in place. The City should coordinate and use these agencies to receive and deliver appropriate donated goods to disaster victims.

- Financial contributions are the best way to assist those after a disaster because well-established humanitarian organizations can purchase exactly what is needed in the proper quantities. Buying these goods or services locally, within the affected region, will further help to revitalize the area, providing others the opportunity to recover from damage or loss.
- Spontaneous, unaffiliated volunteers often arrive on-site at a disaster. Because they are not associated with any part of the existing emergency management response system, their offer to help may be problematic to professional responders.
- Individuals interested in volunteering their personal services are encouraged to affiliate with a well-established disaster organization prior to a large-scale incident in order to facilitate their involvement in disaster relief activities and avoid burdening the response and recovery system. (See Annex B - Support, Volunteer and Donations Management, for detailed information).
- People may evacuate an area before orders to evacuate are given.
- There will be a significant percentage of the whole community with access and functional needs. In the event of an evacuation, some individuals may not be able to evacuate on their own, and may require assistance.
- Transportation will need to be provided for individuals without their own means to evacuate out of harm's way, to reach reception & care or evacuation centers, shelters, supply distribution sites, etc. Transport challenges will include transportation capability for those with disabilities, access and/or functional needs. Provision of accessible transportation for reentry and/or return activities will be provided.
- Some individuals and families will 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 problems that require specialized medical services. ESF #6 personnel may need to work closely with other agencies throughout the response and recovery operations in order to ensure coordinated and consistent service to the affected population.
- Long-term mass care may be required following some disasters.

Concept of Operations

In daily operations, Tempe's Community Services Department provides recreational and cultural services to Tempe residents. In the event of an emergency or disaster event, Tempe Community Services, as the Primary Agency, will coordinate the ESF #6 resources needed to protect lives, health, safety and property. ESF #6 activities will include sheltering of individuals, their families, service animals and household pets as well as evacuation support (e.g. evacuee registration and tracking; reunification; mass feeding operations, emergency first aid at designated shelter sites, etc.). ESF #6 Mass Care also includes the coordination of the requested or required state and/or federal assistance in support of non-medical Mass Care services and the gathering of information related to sheltering and feeding operations in the impacted area.

Emergency and disaster response services and activities will be accessible and usable to all individuals regardless of disability, access or functional need, as per the Americans with Disability Act (ADA). This plan is committed to the principle that it takes the full range of government, private, non-profit, non-government, faith-based and volunteer groups to successfully meet the needs of the whole community during times of disaster.

The American Red Cross (ARC) will serve as the Lead Support Agency and provide a liaison to the Tempe EOC upon request, and report to the EOC Operations Section Chief. ARC, with the assistance of the Maricopa County Animal Care and Control and the Arizona Humane Society as appropriate, will collaborate and support the provisions outlined in the Pet Evacuation and Transportation Standards (PETS) Act of 2006 (Public Law 209-308) to ensure that local emergency preparedness operational plans address the needs of individuals with household pets and service animals following a major disaster or emergency. All reasonable efforts will be made to establish and co-locate a pet care facility for public shelters. Private shelters, those not operated by or referred to by the Red Cross or other government agency, may receive resources from established public shelters.

Valley Metro is the Regional Public Transportation Authority (RPTA) and the Community Transportation Coordinator (CTC). As the CTC, Valley Metro is designated as the Transportation Disadvantaged Service Provider (TDSP) program in compliance with the Americans with Disabilities Act (ADA). Valley Metro does not fall under any city or county jurisdiction; it is an independent government organization. Resources include buses, drivers and vehicles that are wheelchair/scooter accessible. In time of emergency, Valley Metro may be called upon by County government to provide evacuation transportation support, or by the City of Tempe to provide support through existing agreements.

Tempe-area school districts have a key resource in their ADA-compliant wheelchair-capable school bus fleets, in addition to school facilities that might serve as shelters. In time of emergency, Tempe-area school districts may be called upon to support (e.g. vehicles and drivers) public evacuations. Authorized/eligible costs incurred will be reimbursed as per established intergovernmental agreements (IGA).

ORGANIZATIONAL ROLES AND RESPONSIBILITIES

ESF #6 organizations will be alerted and activated by the Tempe City Manager, or the “City Manager’s Designated Alternate”, the Emergency Manager / Fire Chief. The Primary agency will report to the Tempe EOC Operations Section Chief and may be assigned as Branch Coordinator or Unit Leader. ESF #6 Support agencies will report to the ESF #6 Primary agency.

Primary and Support agencies for Tempe’s ESF #6 function will coordinate with each other to ensure the most effective use of personnel and equipment. They are responsible for developing internal Standard Operating Procedures (SOP) that support EOC operations and staffing of their respective divisions.

If the emergency increases in duration, scope or complexity, the demands for support will be immediate and continuous and may involve additional City, county, state and federal entities. Involving tiered levels of government will be a slow process and require authorization by the appropriate or elected or appointed officials. It will be the responsibility of the ESF #6 Primary agency to have procedures in place and have them deployed to stay ahead of the incident.

All ESF #6 Mass Care asset deployments and recalls will be controlled, assigned and tracked from the Tempe Emergency Operations Center (EOC) on the appropriate Incident Command System (ICS) forms or web-based crisis information management system. Information will be collected through the Tempe EOC Operations Section and forwarded to the EOC Finance/Administration Section.

All ESF #6 Mass Care resources will be used on a priority basis to save lives and property and to support emergency operations.

Mass Care-related information for public release will be channeled through the Tempe EOC Public Information Officer (PIO).

All expenses associated with this incident will be charged to a cost center that will be provided by the EOC Finance Section Chief. Each City department or agency will maintain documentation of emergency expenditures (including time and materials) to substantiate activities should reimbursement become available. Where it is possible, normal administration procedures will be followed. Emergency expenditures will be incurred in accordance with Tempe City Code, Chapter 26A Procurement.

PRIMARY AGENCY	
Tempe Community Services	<p><u>BACKGROUND</u></p> <p>In daily operations, Tempe Community Services provides a wide array of community programs.</p>
	<p><u>ACTIVITIES:</u></p> <ul style="list-style-type: none"> • Provide emergency shelter operations for disaster victims. <ul style="list-style-type: none"> ○ Use existing structures as shelter sites whenever possible. ○ Create temporary sheltering facilities when appropriate. ○ Coordinate for the decontamination (e.g. HAZMAT, etc.) of evacuees prior to shelter entrance if needed. • Upon opening of a shelter, the Shelter Manager will designate a qualified individual as the shelter's "Access and Functional Needs Liaison".

	<ul style="list-style-type: none"> • Coordinate with the Maricopa County Department of Environmental Services to ensure that health standards are maintained at shelters, and food preparation and delivery sites. • Coordinate with lead and support agencies to provide mass care services, food, water, mobile kitchens, and personnel to support mass care needs. • Coordinate with the lead support agency to establish a disaster welfare system for disaster victims registering at local authorized shelters. • Provide for feeding disaster victims and emergency workers. • The Pets Evacuation and Transportation Standards Act of 2006 (PETS Act) ensures that local emergency preparedness operational plans address the needs of individuals with <u>household pets</u> and <u>service animals</u> following a major disaster or emergency. <ul style="list-style-type: none"> ○ Implement plans with Maricopa County Animal Care and Control and the Arizona Humane Society to provide assistance to shelter management to care for the needs of and ensure the inclusion of authorized “service animals” within the general shelter operation. According to the Americans with Disabilities Act of 1990 (ADA), “service animals” are defined as dogs or miniature horses that are individually trained to do work or perform tasks for people with disabilities. Examples of such work or tasks include guiding people who are blind, alerting people who are deaf, pulling a wheelchair, alerting and protecting a person who is having a seizure, reminding a person with mental illness to take prescribed medications, calming a person with Post Traumatic Stress Disorder (PTSD) during an anxiety attack, or performing other duties. <u>Service animals are working animals, not pets.</u> The work or task a service animal has been trained to provide must be directly related to the person’s disability. [NOTE: Animals whose sole function is to provide
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	<p>comfort or emotional support do not qualify as service animals within the guidance of the ADA while their owners are in congregate shelters or reception centers.]</p> <ul style="list-style-type: none"> ○ Implement plans with Maricopa County Animal Care and Control and the Arizona Humane Society to provide assistance to shelter management for the needs of household pets, assurance of their care, search for their owners, and provisions for sheltering while their owners are in congregate shelter or reception centers. “Household pet” is defined by Federal Emergency Management Agency (FEMA) Disaster Assistance Policy (DAP) as a domesticated animal, such as a dog, cat, bird, rabbit, rodent, or turtle that is traditionally kept in the home for pleasure rather than for commercial purposes, can travel in commercial carriers, and be housed in temporary facilities. Household pets to not include reptiles (except turtles), amphibians, fish, insects/arachnids, farm animals (including horses), and animals kept for racing purposes. ● ESF #6 personnel will contact other activated emergency operations centers (EOCs) and other agencies as appropriate to collect and maintain information on evacuees, if applicable. ● Develop ESF #6 Mass Care standard operating procedures (SOP). ● Develop and maintain a quantified resource base matrix, including personnel, equipment, supplies and facilities. ● Maintain records of expenditures and document resources utilized. ● Obtain current memorandum of understanding (MOU) or stand-by contracts with appropriate entities to facilitate immediate deployment of resources. ● Develop and maintain a working relationship with applicable industry representatives, private providers, and other support agencies. ● Coordinate the provision of mass care resources by government, volunteer and
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	<p>private volunteer organizations actively engaged in providing mass care and human services.</p> <ul style="list-style-type: none"> • Coordinate health-related functions through the City EOC. • Through cooperative efforts of municipal and volunteer organization programs, the City of Tempe will coordinate the establishment and operation of a Volunteer Reception Center (VRC) for managing unaffiliated volunteers and organizations as needed. (See Support Annex B, Volunteer and Donations Management, for detailed information).
SUPPORT AGENCIES	
ALL	<p><u>BACKGROUND</u></p> <p>The support agencies were identified by the primary agency and represent a wide variety of agencies, program resources and community resources throughout the City.</p>
	<p><u>ACTIVITIES</u></p> <ul style="list-style-type: none"> • Staff the EOC when requested by the primary agency or EOC Manager. • Prepare for evacuation and care of the whole community. • Provide staffing support for mass care shelters upon request. • Develop and maintain a working relationship with the primary agency, mass care industry representatives, private mass care providers, and other support agencies. • Maintain records of expenditures and document resources utilized during response and recovery. • Provide mass care resources, equipment, and vehicles upon request. • The Tempe Human Services Department - A and Outreach Division, will provide assistance with access and ADA issues. • Assist other EOC units, branches, and sections as requested. • Act as liaison with respective agency to support emergency event. • Coordinate memoranda of understanding

	<p>(MOUs) with appropriate agencies and organizations for the provision of services to or on behalf of affected individuals and families</p> <ul style="list-style-type: none"> • Participate in drills and exercises to evaluate mass care and shelter response capability as it relates to meeting the needs of individuals with household pets and service animals following a major disaster or emergency.
<p>American Red Cross (ARC) [Lead Support Agency]</p>	<ul style="list-style-type: none"> • Coordinate with primary agency to provide mass care services, food, water, mobile kitchens, and personnel to support mass care needs. • The American Red Cross will comply with all applicable Federal, State and local laws in their shelter, feeding and other operations. • The American Red Cross will participate in drills and exercises to evaluate Mass Care and shelter response capability as well as the evacuation and care of the whole community. The American Red Cross will comply with all applicable Federal, State and local laws in their shelter, feeding and other operations. • The American Red Cross, with the assistance of Maricopa County Animal Care and Control and the Arizona Humane Society, will collaborate and support the provisions outlined in the Pets Evacuation and Transportation Standards Act of 2006 to address the needs of individuals with household pets and service animals at American Red Cross shelters. All reasonable efforts will be made to establish and co-locate a pet care facility for the sheltered public. • Shelter facility surveys will be conducted for all shelters in the county, with results entered by Red Cross into the National Shelter System database and updated annually for those identified as “preferred” or “key” shelter locations. • Upon opening, the Shelter Manager will designate a qualified individual as the <i>Access and Functional Needs Coordinator</i> for the Shelter. • A cache of shelter support equipment including

	<p>accessible durable medical equipment and supplies are maintained and pre-positioned by the Arizona Department of Health Services (AZDHS), Arizona Division of Emergency Management (ADEM) and the American Red Cross (ARC) for use when shelters are opened. Pharmaceutical requirements for those with medical and behavioral health needs are coordinated by Maricopa County Department of Public Health (MCDPH).</p> <ul style="list-style-type: none"> • Establish a disaster welfare tracking system for disaster victims registering at local authorized shelters. • Prepare for potential evacuations and care of the whole community. • Participate in drills and exercises to evaluate Mass Care and shelter response capability as well as evacuation and care of the whole community.
Maricopa County Department of Public Health	<ul style="list-style-type: none"> • Conduct appropriate epidemiologic assessments, population monitoring and human health assessments. • Coordinate acute medical care needs with appropriate health care delivery agencies. • Assist with identifying sheltered individuals with immediate but non-acute medical needs. • Coordinate “discharge” of those with medical needs when shelter closes. • Coordinate assessment, treatment and monitoring of those with medical needs to include behavioral health needs. • Coordinate pharmaceutical requirements for those with medical and behavioral health needs. • Provide support staff to assist with general shelter operations.
Maricopa County Department Of Environmental Services	<ul style="list-style-type: none"> • Ensures that health standards are maintained at shelters and food preparation and food delivery sites.
The Salvation Army (TSA)	<ul style="list-style-type: none"> • The Salvation Army is designated as the lead support agency for coordinating the receipt and distribution of solicited and unsolicited donations of disaster-specific services or goods

	in bulk and individual contributions. (See Support Annex B, Volunteer and Donations Management, for detailed information.)
Tempe Public Works (Transit / Transportation Division)	<ul style="list-style-type: none"> • Work with Valley Metro to provide transportation resources including vehicles, fuel, drivers, maintenance personnel, parts, tools, and equipment upon request. • Establish and maintain a working relationship with the lead and support agencies as well as private transportation providers. • Track all transportation services and movements provided by their agency. • Maintain records of expenditures and document resources utilized during response and recovery.
School District Transportation Services (as appropriate)	<ul style="list-style-type: none"> • Provide transportation resources including vehicles, fuel, drivers, and equipment upon request. • Establish and maintain a working relationship with the lead and support agencies as well as private transportation providers. • Track all transportation services and movements provided by their agency. • Maintain records of expenditures and document resources utilized during response and recovery.

ESF #7 RESOURCE SUPPORT

Primary Agency

Tempe Internal Services Department

Support Agencies

Tempe – All Departments & Divisions (as appropriate)
Maricopa County Department of Emergency Mgmt (MCDEM)
Arizona Division of Emergency Mgmt. (ADEM)

INTRODUCTION

ESF #7 Resource Support aligns with ESF #7 in the Maricopa County Emergency Operations Plan (EOP), the State of Arizona Emergency Response and Recovery Plan (SERRP), and the National Response Framework (NRF). This ESF serves as the coordination mechanism for when county, state, and federal ESF #7 resources are activated.

ESF #7 Resource Support involves prevention, mitigation, preparedness, response, and recovery activities before, during, and after an emergency or disaster event. To support these activities, the ESF structure requires the identification of Primary and Support Agencies. These agencies are pre-identified to initiate, develop, and maintain preparedness and training activities as well as response procedures. A significant responsibility of the Primary Agency is communication. Consistent communication between the Primary Agency and the Support Agencies will build a strong, working relationship prior to any event.

Purpose

The purpose of ESF #7 is to establish responsibilities, policies and procedures for requesting, coordinating, and obtaining emergency resources in support of Tempe citizens via the City of Tempe government during the immediate response phase of an emergency or disaster.

Scope

ESF #7 is designed to provide Resource Support coordination as part of the overall incident management effort throughout the City of Tempe. City departments are requested to coordinate all Resource support requests with the ESF #7 function.

Situation & Planning Assumptions

Situation

An emergency or disaster event may require the coordination of Resource Support services. ESF #7 is the coordination center for the requisition, acquisition, and allocation of

resources to support the response to an emergency.

Assumptions

- City infrastructure may sustain damage. This damage may negatively affect the accessibility and ability to provide relief services and supplies.
- Disaster responses which require Resource Support may be difficult to coordinate effectively during the immediate post-disaster phase. Additional resources, if needed, may not be available for up to 72 hours.
- Gradual clearing of access routes and resumption of services will permit a sustained flow of emergency relief, although localized distribution patterns may be disrupted for a significant period of time.
- The requirement for Resource Support during the immediate lifesaving response phase may exceed the availability of city controlled or readily obtained assets.
- Several City departments and other activated ESFs may compete for the same resources.

CONCEPT OF OPERATIONS

The City of Tempe is responsible for coordinating resources needed to protect lives and property during an emergency or disaster event.

In daily operations, the primary agency, the Internal Services Department provides financial management, technology and operational support to the Mayor and City Council, the City Manager, and City departments. Services provided include accounting, budgeting, longer-range term financial-planning, cash management, purchasing, payroll, sales tax collection and auditing, business licensing, utility billing and collection, and risk management. The Information Technology Division coordinates all of the City's information and telecommunications systems.

ORGANIZATIONAL ROLES AND RESPONSIBILITIES

ESF #7 organizations will be alerted and activated by the Tempe City Manager, or the "City Manager's Designated Alternate", the Emergency Manager / Fire Chief. Primary and Support agencies for Tempe's ESF #7 function will coordinate with each other to ensure the most effective use of personnel and equipment. They are responsible for developing internal Standard Operating Procedures (SOP) that support EOC operations and staffing of their respective divisions.

All ESF #7 resources will be used on a priority basis to save lives and property and to support emergency operations. All ESF #7 asset deployments and recalls will be controlled, assigned and tracked from the Tempe Emergency Operations Center (EOC) on the appropriate Incident Command System (ICS) forms or web-based crisis information management system. Information will be collected through the Tempe EOC Operations and Logistics sections.

The Primary agency will report to the Tempe EOC Operations Section Chief and may be assigned as Branch Coordinator or Unit Leader. ESF #7 Support agencies will report to the

ESF #7 Primary agency.

Information for public release will be channeled through the Tempe EOC Public Information Officer (PIO).

All expenses associated with this incident will be charged to a cost center that will be provided by the EOC Finance Section Chief. Each City department or agency will maintain documentation to substantiate reimbursement for emergency expenditures including both time and materials to validate their activities should reimbursement become available. Where it is possible, normal administration procedures will be followed. Emergency expenditures will be incurred in accordance with Tempe City Code, Chapter 26A Procurement.

PRIMARY AGENCY	
Internal Services Department	<p><u>BACKGROUND</u> In daily operations, the assigned Primary Agency provides Resource Support to City Departments through acquisitions from private vendors and contractors.</p>
	<p><u>ACTIVITIES</u></p> <ul style="list-style-type: none"> • ESF #7 is responsible for providing logistical management and resource support to all Emergency Support Functions (ESF) in response and recovery efforts to include emergency relief supplies, facilities, equipment, fuel, office supplies, contracting services, and all other resources that may be required. • Develop ESF #7 standard operating procedures (SOPs). • Staff the EOC when notified. • Establish and maintain a working relationship with support agencies, applicable industry representatives such as vendors, contractors, and facility management professionals. • Assist other EOC units, branches, and sections as requested. • Ensure that all City policies and procedures for resource management, including those outlined in the Basic Plan, are followed. • Provide resources, equipment, facilities, and vehicles upon request. • Pre-position resources to efficiently and effectively respond to an incident. • Management of spontaneous volunteers is outlined in the Support Annex B. • Manage unsolicited donations is outlined in the Support Annex B. • Negotiate contracts for support of emergency response

	<p>actions.</p> <ul style="list-style-type: none"> • Track all resource movements. • Identify and coordinate the use of facilities that could serve as logistical staging areas for resources coming into the county from state and federal agencies. • Maintain records of expenditures and document resources utilized. • Coordinate with Law Enforcement for the protection of resources and personnel. • Document and request additional resources, personnel and staging area support necessary to accomplish re-entry. • Establish points of distribution across the jurisdiction. • Coordinate with county, state and federal ESF #7 resource support counterparts.
SUPPORT AGENCIES	
ALL	<p><u>BACKGROUND</u></p> <p>The Support agencies encompass City, county and state organizations that may provide logistical management and resource support to the Primary agency.</p>
	<p><u>ACTIVITIES</u></p> <ul style="list-style-type: none"> • Staff the EOC when requested by the primary agency. • Develop ESF #7 Standard Operating Procedures (SOP). • Develop and maintain a working relationship with the primary and other support agencies, and applicable industry representatives such as vendors, contractors, and facility management professionals. • Provide resources, equipment, and vehicles, upon request. • Assist other EOC units, branches, and sections as requested. • Act as liaison with respective agency to support emergency response and recovery.

ESF #8 HEALTH AND MEDICAL SERVICES

Primary Agency

Tempe Fire Medical Rescue Department

Support Agencies

Tempe Community Services
Tempe Human Services
Tempe Public Works
Maricopa County Department of Public Health
Maricopa County Environmental Services
Maricopa County Department of Emergency Mgmt. (MCDEM)
Maricopa County Office of the Medical Examiner (OME)
American Red Cross Grand Canyon Chapter
Arizona Division of Emergency Mgmt (ADEM)
Metropolitan Medical Response Systems (MMRS)

INTRODUCTION

ESF #8 Health and Medical Services aligns with ESF #8 in the Maricopa County Emergency Operations Plan (EOP), the State of Arizona Emergency Response and Recovery Plan (SERRP), and the National Response Framework (NRF). This ESF serves as the coordination mechanism for when county, state, and federal ESF #8 resources are activated.

ESF #8 Health and Medical involves prevention, mitigation, preparedness, response, and recovery activities before, during, and after an emergency or disaster event. To support these activities, the ESF structure requires the identification of Primary and Support agencies. These agencies have been pre-identified to initiate, develop, and maintain preparedness and training activities as well as response procedures. A significant responsibility of the Primary Agency is communication. Consistent communication between the Primary Agency and the Support Agencies will build a strong, working relationship prior to any event.

Purpose

The purpose of ESF #8 is to provide health and medical services, including emergency medical services; disease, epidemic and vector control; immunizations, food, water, and environmental hazard surveillance, health and safety inspections; crisis counseling; and public information and risk communications.

Scope

ESF #8 is designed to provide Health and Medical Services coordination as part of the overall incident management effort. ESF #8 provides support in identifying and meeting the Health and Medical Services needs of people affected by a disaster or emergency. All City departments are requested and expected to coordinate all ESF #8 response activities with Tempe ESF #8 functions.

Situation & Planning Assumptions

Situation

Medical care and public health services are essential elements of an emergency, disaster, or terrorism incident response. Provision of health services will be needed for those people injured or made sick due to the disaster as well as to those with pre-existing medical conditions.

Planning Assumptions

- The requirement for Health and Medical Services during the immediate lifesaving response phase will exceed the capability of medical and health service assets in the city.
- Many casualties requiring emergency transportation and medical care may occur as the result of an emergency, disaster, or terrorism incident. Persons receiving care before the incident will continue to require treatment.
- City infrastructure may sustain damage. This damage may negatively affect the accessibility and ability to provide relief services and supplies.
- Disaster infrastructure damage is likely to include significant impact on the systems and facilities that provide medical services and may render such institutions incapable of delivering care.
- Facilities that survive with little or no structural damage may be incapacitated because of a lack of utilities (power, water, sewer) or because staff is unable to report for duty as a result of personal injuries and/or damage or disruption of communications and transportation systems.
- Gradual clearing of access routes and resumption of services such as communications and utilities will permit a sustained flow of Health and Medical Services support, although localized support may be disrupted for a significant period of time.
- Federal resources may be required but may not be available for 3 to 5 days or longer.
- Multiple affected jurisdictions and activated ESFs will compete for the same resources.
- Emergency and disaster response services and activities will be accessible and usable to all individuals regardless of disability, access or functional need, as per the Americans with Disabilities Act (ADA). This plan is committed to the principle that it takes the full range of government, private, non-government, faith-based and volunteer groups to successfully meet the needs of the whole community during times of disaster.

CONCEPT OF OPERATIONS

The City of Tempe is responsible for coordinating City ESF #8 resources necessary to protect lives and property during an emergency or disaster event. As Lead Support Agencies, Maricopa County Department of Public Health and Maricopa County Department of Environmental Services will coordinate county health care-related resources needed to restore and maintain health and medical services.

Organizational Roles & Responsibilities

ESF #8 organizations will be alerted and activated by the Tempe City Manager, or the “City Manager’s Designated Alternate”, the Emergency Manager / Fire Chief. Primary and Support agencies for Tempe’s ESF #8 function will coordinate with each other to ensure the most effective use of personnel and equipment. They are responsible for developing internal Standard Operating Procedures (SOP) that support EOC operations and staffing of their respective divisions.

All ESF #8 resources will be used on a priority basis to save lives and property. The assets available to ESF #8 will be used to assist emergency operations and provide emergency medical response.

All ESF #8 asset deployments and recalls will be controlled, assigned and tracked from the Tempe Emergency Operations Center (EOC) on the appropriate Incident Command System (ICS) forms or web-based crisis information management system. Information will be collected through the Tempe EOC Operations and Logistics sections.

The Primary agency will report to the Tempe EOC Operations Section Chief and may be assigned as Branch Coordinator or Unit Leader. ESF #8 Support agencies will report to the ESF #8 Primary agency.

Information for public release will be channeled through the Tempe EOC Public Information Officer (PIO).

All expenses associated with this incident will be charged to a cost center that will be provided by the EOC Finance Section Chief. Each City department or agency will maintain records of emergency expenditures (including time and materials) to validate their emergency response activities should reimbursement become available. Where it is possible, normal administration procedures will be followed. Emergency expenditures will be incurred in accordance with Tempe City Code, Chapter 26A Procurement.

PRIMARY AGENCY	
Tempe Fire Medical Rescue Department	<u>BACKGROUND</u> In daily operations, the Tempe Fire Medical Rescue Department responds to medical emergencies. Tempe participates in an automatic aid system with 26 other fire departments in the Phoenix area. Automatic aid means the closest (using global positioning system (GPS) information) unit to an emergency is dispatched regardless of jurisdiction. For example, if an incident is on the Tempe/Mesa border and Tempe Fire Medical Rescue is closer to the incident

	than Mesa, Tempe will respond.
	<u>ACTIVITIES</u> Provide emergency medical response.
LEAD SUPPORT AGENCIES	
<p>Maricopa County Departments:</p> <ul style="list-style-type: none"> • Emergency Management (through the activated EOC). • Environmental Services • Public Health 	<p><u>BACKGROUND</u></p> <p>In daily operations, the Maricopa County Department of Public Health, Maricopa County Air Quality Department, and Environmental Services are responsible for protecting the health of the public through education and preventive health services while also serving to prevent the spread of disease, injury and disability, and to promote healthy behaviors.</p>
	<p><u>ACTIVITIES</u></p> <ul style="list-style-type: none"> • Staff the County EOC when notified. • Plan for the continuity of health and medical services in conjunction with the City of Tempe. • Establish and maintain a working relationship with support agencies, health and medical services industry representatives, and private health and medical services providers. • Provide health and medical services resources and equipment upon request. • Support health and medical services during mass care shelter operations as requested. • Coordinate memoranda of understanding (MOU) with appropriate agencies and organizations for the provision of health services to or on behalf of affected individuals and families. • Establish a directory of health and medical resources. • Maintain a coordinated approach with Arizona Department of Health Services (ADHS). • Participate in drills and exercises to evaluate health and medical services

	<p>response capability.</p> <ul style="list-style-type: none"> • Monitor health and medical services resource movements. • Implement patient/casualty-tracking system and ensure appropriate dissemination to applicable entities. • Coordinate fatality management activities with the Maricopa County Medical Examiner's Office. • Channel health and medical services information for public release through the Joint Information System (JIS) and continue providing information and support upon re-entry of the affected area. • Ensure the tracking system of potential exposure and diseases is operating and that the information is being shared appropriately. • Ensure that public health laboratory testing and epidemiological investigation is coordinated with public health entities, law enforcement, and other appropriate agencies. • Implement local standard operating procedures (SOPs) to distribute pharmaceutical products from the Strategic National Stockpile (SNS) and local caches. • Coordinate with the primary agency to acquire adequate medical supplies and equipment to immediately respond to an emergency. • Coordinate with state and federal agencies for Mass Casualty events. • Coordinate personnel, and mental and rehab assistance with State Behavioral Health Services upon notification of an emergency or disaster. • Support health and medical services during shelter operations, as requested. • Secure mental health, rehabilitation assistance, and other services, when necessary. • Provide informational support to
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	<p>emergency medical services and other responder agencies such as, fire and law enforcement.</p> <ul style="list-style-type: none"> • Channel all relevant health and medical information for public release through the Public Information Officer (PIO). • Continue service assistance throughout recovery until all health and medical issues are resolved. • Maintain records of expenditures and document resources utilized. • Coordinate with public and private partners the overall management of public health services for individuals affected by the emergency. • Assist other units, branches, and sections as requested. • Coordinate with county, state and federal ESF #8 health and medical services counterparts.
SUPPORT AGENCIES	
ALL OTHER	<p><u>BACKGROUND</u> The support agencies represent a variety of government and non-government community program resources.</p>
	<p><u>ACTIVITIES</u></p> <ul style="list-style-type: none"> • Staff the EOC when requested by the primary agency or MCDEM. • Develop and maintain a working relationship with the primary and support agencies, health and medical services industry representatives, and private health and medical services providers. • Provide health and medical services resources, equipment, and vehicles, upon request. • Assist other EOC units, branches, and sections as requested. • Act as liaison with respective agency to support emergency event. • Maintain records of expenditures and document resources utilized during response and recovery.

ESF #9 Search and Rescue

Primary Agency

Tempe Fire Medical Rescue Department

Support Agencies

Tempe Police Department

Maricopa County Department of Public Health

Maricopa County Office of the Medical Examiner (OME)

Maricopa County Animal Care and Control (ACC)

Maricopa County Department of Emergency Mgmt. (MCDEM)

Maricopa County Sheriff's Office (MCSO)

Arizona Division of Emergency Mgmt (ADEM)

INTRODUCTION

ESF #9 Search and Rescue aligns with ESF #9 in the Maricopa County Emergency Operations Plan (EOP), the State of Arizona Emergency Response and Recovery Plan (SERRP), and the National Response Framework (NRF). This ESF serves as the coordination mechanism for when county, state, and federal ESF #9 resources are activated.

ESF #9 involves prevention, mitigation, preparedness, response, and recovery activities before, during, and after an emergency or disaster event. To support these activities, the ESF structure requires the identification of Primary and Support Agencies. These Agencies are pre-identified to initiate, develop, and maintain preparedness and training activities as well as response procedures. A significant responsibility of the Primary Agency is communication. Consistent communication between the Primary Agency and the Support Agencies will build a working relationship prior to any event. Search and Rescue Operations may be conducted without an emergency or disaster event. In those situations, the Emergency Operations Center (EOC) may be activated to support Search and Rescue Operations conducted within the City.

Purpose

The purpose of ESF #9 is to establish a framework for the provision and coordination of all Search and Rescue Operations and support, including Urban Search and Rescue, to affected members of the public via local, State, and Federal resources, as well as to voluntary organizations, requiring Search and Rescue resources to perform disaster assistance missions following an emergency or disaster event within the City.

Scope

ESF #9 is designed to provide Search and Rescue coordination for Urban Search and Rescue to include structural collapse, waterborne search and rescue including swift water and dive team responses, inland and wilderness search and rescue for missing or lost persons as part of the overall incident management effort throughout the City. All entities are requested to coordinate all Search and Rescue operations with the Tempe ESF #9 function. Aeronautical search and rescue is coordinated through the Primary Agency with assistance of county, state or federal resources.

Situation and Planning Assumptions

Situation

An emergency or disaster event may require the prompt rescue and medical care of a substantial number of persons in life-threatening situations. Search and Rescue services will be required to support the response and recovery missions of the event.

Assumptions

- City infrastructure may sustain damage. This damage may influence the means and accessibility for relief services and supplies.
- Disaster responses, which require Search and Rescue capacity, may be difficult to coordinate effectively during the immediate post-disaster phase. Additional resources and federal resources, if needed, may not be available for up to 72 hours.
- Gradual clearing of access routes and resumption of services will permit a sustained flow of emergency relief, although localized distribution patterns may be disrupted for a significant period of time.
- The requirement for Search and Rescue capacity during the immediate lifesaving response phase may exceed the availability of readily obtained assets.
- Several jurisdictions and other activated ESFs will compete for the same resources.
- Maricopa County Animal Care and Control and the Arizona Humane Society, will collaborate and support the provisions outlined in the Pets Evacuation and Transportation Standards (PETS) Act of 2006 to ensure providing for the care of household pets and Service Animals of individuals and agencies needing search and rescue services.

CONCEPT OF OPERATIONS

The Tempe Fire Medical Rescue Department is responsible for coordinating Search and Rescue resources to protect lives and property during an emergency or disaster event. [NOTE: In the unincorporated areas of Tempe, the Maricopa County Sheriff's Office (MCSO) may be responsible by contractual obligation for search and rescue operations. MCSO will provide a representative to the City EOC upon request.]

ORGANIZATIONAL ROLES AND RESPONSIBILITIES

ESF #9 organizations will be alerted and activated by the Tempe City Manager, or the “City Manager’s Designated Alternate”, the Emergency Manager / Fire Chief. Primary and Support agencies for Tempe’s ESF #9 function will coordinate with each other to ensure the most effective use of personnel and equipment. They are responsible for developing internal Standard Operating Procedures (SOP) that support EOC operations and staffing of their respective divisions.

All ESF #9 resources will be used on a priority basis to save lives and property. The assets available to ESF #9 will be used to assist emergency operations and provide search and rescue response.

All ESF #9 asset deployments and recalls will be controlled, assigned and tracked from the Tempe Emergency Operations Center (EOC) on the appropriate Incident Command System (ICS) forms or web-based crisis information management system. Information will be collected through the Tempe EOC Operations and Logistics sections.

The Primary agency will report to the Tempe EOC Operations Section Chief and may be assigned as Branch Coordinator or Unit Leader. ESF #9 Support agencies will report to the ESF #9 Primary agency.

Information for public release will be channeled through the Tempe EOC Public Information Officer (PIO).

All expenses associated with this incident will be charged to a cost center that will be provided by the EOC Finance Section Chief. Each City department or agency will maintain records of emergency expenditures (including time and materials) to validate their emergency response activities should reimbursement become available. Where it is possible, normal administration procedures will be followed. Emergency expenditures will be incurred in accordance with Tempe City Code, Chapter 26A Procurement.

PRIMARY AGENCY	
Tempe Fire Medical Rescue Department	<p><u>BACKGROUND</u></p> <p>In daily operations, the assigned Primary Agency is responsible for Search and Rescue Operations in the City. In unincorporated areas of the County, MCSO may be responsible by contractual obligations for Search and Rescue Operations, pursuant to Arizona Revised Statute §11-441.</p>
	<p><u>ACTIVITIES</u></p> <ul style="list-style-type: none"> • Staff the EOC when notified.

	<ul style="list-style-type: none"> • Establish and maintain a working relationship with support agencies, applicable industry representatives and private providers. • Provide Search and Rescue resources, equipment, and vehicles upon request. • Track all search and rescue movements. • Channel search and rescue information for public release through the Joint Information System (JIS) and continue providing information and support upon re-entry of the affected area. • Assist other ESF #9 units, branches, and sections as requested. • Maintain records of expenditures and document resources utilized. • Coordinate with Municipal, Fire Districts, county, state, and federal ESF Search and Rescue counterparts when activated.
SUPPORT AGENCIES	
ALL	<p><u>BACKGROUND</u></p> <ul style="list-style-type: none"> • The Support Agencies represent a wide variety of agencies, program resources and community resources throughout the county encompassing Federal, State, County, City, Fire Districts and private organizations with the ability to support Search and Rescue Operations in the City.
	<p><u>ACTIVITIES</u></p> <ul style="list-style-type: none"> • Staff the EOC when requested by the Primary Agency • Develop and maintain a working relationship with the Primary and Support Agencies. • Provide Search and Rescue resources, equipment, and vehicles, upon request. • Assist other ESF #9 units, branches, and sections as requested. • Act as liaison with home agency to

	<p>support emergency event.</p> <ul style="list-style-type: none"> • Maintain records of expenditures and document resources utilized during response and recovery.
Maricopa County Department of Public Health	<ul style="list-style-type: none"> • Provide appropriate death documentation, certification and support to the Office of the Medical Examiner (OME) in surge operations up to and including co-location with OME staff to expedite the documentation process.

ESF #10 Hazardous Materials

Primary Agency

Tempe Fire Medical Rescue Department

Support Agencies

Tempe Police Department

Tempe Public Works

Maricopa County Local Emergency Planning Committee (LEPC) (through
Maricopa County Department of Emergency Management (MCDEM))

Maricopa County Department of Public Health

Maricopa County Environmental Services (MCES)

MCES Air Quality Division

Arizona Division of Emergency Mgmt (ADEM)

Arizona Department of Environmental Quality (ADEQ)

American Red Cross (as appropriate)

Arizona Humane Society (as appropriate)

91ST Civil Support Team (CST) (as appropriate)

INTRODUCTION

ESF #10 Hazardous Materials aligns with ESF #10 in the Maricopa County Emergency Operation Plan (EOP), the State of Arizona Emergency Response and Recovery Plan (SEERP), and the National Response Framework (NRF). This ESF serves as the coordination mechanism for when county, state, and federal ESF #10 resources are activated.

ESF #10 Hazardous Materials involves prevention, mitigation, preparedness, response, and recovery activities before, during, and after an emergency or disaster event. To support these activities, the ESF structure requires the identification of Primary and Support agencies. These agencies are pre-identified in order to initiate, develop, and maintain preparedness and training activities as well as response procedures needed to save lives, protect property and the environment, and to restore essential services and critical infrastructure following an emergency or disaster. A significant responsibility of the Primary agency is communication. Consistent communication between the Primary and Support agencies will build a strong, working relationship prior to any event.

This Emergency Support Function (ESF) #10 is excerpted from and referenced in the Maricopa County Local Emergency Planning Committee (LEPC) Hazardous Materials Plan. Specific operational procedures, guidelines, resource lists, and phone contacts are located in this Plan, a copy of which can be found at the Tempe Fire Medical Rescue Department.

Purpose

The purpose of this ESF is to coordinate the public and private responses that may be required or requested to minimize the impact of Hazardous Materials (HAZMAT) accidents or incidents on health, safety, property and the environment, and to minimize the exposure of the populace to the effects of an accidental release of HAZMAT through the establishment of effective warning, evacuation, decontamination, and recovery procedures.

This ESF has been developed to comply with Superfund Amendments and Reauthorization Act (SARA), Title III, planning requirements and to provide guidance to local municipalities and unincorporated areas of the county for response to accidents or incidents involving HAZMAT in general, and specifically those Extremely Hazardous Substances (EHS) identified by the U.S. Environmental Protection Agency (EPA).

Relationship to Other Plans - This ESF has been developed to comply with Superfund Amendments and Reauthorization Act (SARA), Title III, planning requirements and to provide guidance for response to accidents and/or incidents involving HAZMAT in general, and specifically those Extremely Hazardous Substances (EHS) identified by the U.S. Environmental Protection Agency (EPA).

Title III of the Superfund Amendments and Reauthorization Act (SARA) of 1986, Emergency Planning and Community Right-to-Know Act (EPCRA) (Public Law 99-499) was enacted to provide local governments the authority to gather information concerning chemical hazards in the community, to plan for response to incidents involving those chemicals, and to provide a means for the general public to obtain information concerning Hazardous Materials in their community.

EPCRA Compliance Monitoring - The Tempe Fire Medical Rescue Department maintains records of facilities in Tempe which store reportable quantities of hazardous materials. Facilities storing HAZMAT may be located in close proximity to schools, hospitals, nursing homes, essential government services, and other entities. A HAZMAT accident or incident could require that emergency responders provide these nearby entities with additional assistance during the incident if a health hazard is suspected.

Arizona State Homeland Security Strategic Plan – The goals and objectives of this plan are to protect Critical Infrastructure and Key Resources (CIKR) owned and operated by the public and private sectors. The State of Arizona has established specialized HAZMAT Response Units (listed below) that may be available to assist local governments. State HAZMAT Response Unit leaders act as State On-Scene Coordinators (SOSC) during response activities.

- The Arizona Department of Public Safety (DPS), Hazardous Materials Unit, is designated as the SOSC for HAZMAT highway and rail transportation incidents.
- The Arizona Department of Environmental Quality, Emergency Response Unit, will act as SOSC for fixed facility and non-transportation incidents.
- The Arizona Radiation Regulatory Agency (ARRA) will assume the role of SOSC for all incidents where radioactive materials are of primary concern.

Scope

ESF #10 is designed to coordinate HAZMAT operations in order to rapidly identify, contain, and mitigate a HAZMAT release; rescue, decontaminate and treat victims exposed to the hazard; and limit damage and effectively protect emergency responders and the public.

Situation and Planning Assumptions

Situation

Hazardous Materials are transported by a variety of methods including, but not limited to: pipeline, container, rail, truck, and car. Each represents a significant, different consequence when it leaves its container. The response to each type of incident varies by the severity and form of release (e.g. liquid or vapor).

An emergency or disaster event will require coordinating local HAZMAT operations. The Tempe Fire Medical Rescue Department is responsible for the coordination and application of City resources to support the City of Tempe during a HAZMAT incident. If necessary, specialized HAZMAT response teams or response organizations may be brought in to assist on-scene in response to and mitigation of the release of a hazardous material.

Planning Assumptions

- Hazardous Materials are produced, stored, transported, and used statewide every day. Annually, over two million tons of hazardous materials enter Arizona, while over 55,000 tons of hazardous waste is produced.
- Over half of the industrial employment in Arizona is devoted to high-tech industries that use Hazardous Materials and generate hazardous waste.
- The top three (3) Hazardous Materials, according to a Commodity Flow Study of the Interstate 10 Corridor, found that gasoline, propane and sulfuric acid were the most commonly transported by truck.
- A report produced by the Center for American Progress reported that chemicals like chlorine are almost always transported by railcars.
- According to Tier II Chemical Inventory Reports, a high volume of anhydrous ammonia and chlorine is used or stored in Maricopa County.
- Incidents or accidents involving these materials can occur without warning at fixed facilities or along transportation routes and may result in dangerous conditions requiring immediate corrective action by emergency response personnel to protect the public and property.
- The most probable locations of HAZMAT incidents in Maricopa County are:
 - **Transportation routes** of hazardous substances as identified by those facilities that are subject to reporting or planning requirements by SARA, Title III and Title 26, Chapter 2, Arizona Revised Statutes.

- **Fixed facilities** with Extremely Hazardous Substances (EHS) and Occupational Safety and Health Administration (OSHA) listed hazardous chemicals in quantities that are in excess of Threshold Planning Quantities (TPQ).
- Tier II Chemicals:
 - Under Section 312 of the Emergency Planning and Community Right-To-Know Act (EPCRA), also known as SARA Title III, owners or operators of a facility are required to submit an Emergency and Hazardous Chemical Inventory to the State Emergency Response Commission, the Local Emergency Planning Committee (LEPC), and to the local fire department with jurisdiction over the facility. This inventory is submitted as a Tier Two report that must be filed by March 1st of each year. State and local agencies have the authority to modify reporting requirements as long as the minimum federal guidelines are being addressed. It is important that the owner or operator be familiar with the "right-to-know" laws and that the reporting procedure the owner or operator decides to use satisfies State reporting requirements.
 - Hazardous chemicals covered by Section 312 includes those facilities that are required to prepare or have available Safety Data Sheets (SDS) under Occupational Safety and Health Administration (OSHA) regulations and that were present at the facility at any time during the calendar year at or above specified thresholds. Federal rules require reporting these hazardous chemicals if the inventory exceeds 10,000 pounds at any one time, and for extremely hazardous chemicals when the inventory exceeds 500 pounds or the Threshold Planning Quantity (TPQ). Specific lists of chemicals with SDS submissions are available from the Maricopa County LEPC by submitting a request, in writing, that references the specific facility of inquiry.
- Vulnerability Analysis: Facilities with unique populations (see definition: Unique Populations) are subject to additional risk if they are located in close proximity to a facility storing hazardous materials. The Maricopa County Department of Emergency Management has the locations of schools, hospitals, nursing homes, urgent care facilities, and long-term care facilities stored in its geographical information system (GIS). This information can be accessed and provided to responding fire departments in the event of an incident at a facility storing hazardous materials. In addition, the MCLEPC used computer modeling of potential releases of hazardous materials and the emergency response guidebook to evaluate off-site consequence analysis.
- The existence of HAZMAT in facilities and in transit throughout Maricopa County creates the potential for a catastrophic toxic release. The amount of time available to assess the scope and magnitude of the incident will have a profound effect on the protective actions recommended.
- Wind speed, wind direction, and the temperature gradient at the time of the incident will be primary factors in determining which evacuation routes/areas can be used. In the

event of a serious or widespread HAZMAT incident, many public members in the risk area will choose to evacuate spontaneously without official orders or recommendations.

In the event an evacuation is ordered or recommended, some of the at-risk population may relocate to private homes or hotel/motel facilities on their own. However, for planning purposes, Reception and Care resources will be identified for the entire at-risk population. The time factor in the development of a HAZMAT incident may preclude evacuation in the immediate vicinity, in which case, “shelter-in-place” instructions will be issued via the EMERGENCY ALERT SYSTEM (EAS) (see Incident Appendix C-6: Hazardous Materials Incidents, C-6.2.5.4 through C-6.2.5.6). Additions to the interstate highway system, local road networks and railroad systems increase the possibility of HAZMAT transportation accidents.

- HAZMAT may enter and contaminate water supplies, irrigation systems, or sewage systems, necessitating shutdown of such facilities until they can be decontaminated. This annex is compliant with the National Incident Command System (NIMS) including the use of the Incident Command System (ICS). This Annex meets the suggested planning guidelines and all requirements outlined in the Hazard Materials Emergency Planning Guide issued by FEMA in 2011. All required components of Public Law 99-499 Title III §303 [42 U.S.C. 11003], commonly referred to as SARA III, are addressed in this Annex.
- City infrastructure may sustain damage depending on the type of disaster. This damage may influence the means and accessibility for HAZMAT response services.
- Disaster responses, which require HAZMAT mitigation capacity, may be difficult to coordinate effectively during the immediate post-disaster phase, dependant on how many varied locations are affected. Additional and federal resources, if needed, may not be available for up to 72 hours.
- Gradual clearing of access routes and resumption of services will permit a sustained flow of emergency relief, although localized transportation patterns may be disrupted for a significant period of time.
- The requirement for HAZMAT response capacity during the immediate lifesaving response phase will exceed the availability of locally controlled or readily obtained assets in a regional event.
- Several jurisdictions and other activated ESFs will compete for the same resources.
- Prevention is the key to minimize the risk for hazardous material releases. Proper engineering methods, containment systems, education and enforcement of existing rules and regulations will go a long way to assure compliance and minimize releases. Should a material migrate out of its container or vessel, HAZMAT response teams trained and certified to mitigate those issues are available.

CONCEPT OF OPERATIONS

The Tempe Fire Medical Rescue Department is responsible for coordinating the City's HAZMAT resources needed to protect lives and property during an emergency / disaster. [NOTE: Procedures to implement a large scale evacuation can be found in Annex A - ESF #13 Public Safety and Security, and Annex B – Support, Protective Actions.]

Implement Recovery:

Recovery assistance specific to HAZMAT response is available through EPA under the local government reimbursement program and the Arizona State Emergency Response Commission (AZSERC) under the Governor's Emergency Fund. Instructions can be obtained by visiting the Commission's website at www.azserc.org.

Records and Reports:

If a reportable (HAZMAT Incident Report – owner/operator; per SARA, Title III, and ARS 26-348) release of an Extremely Hazardous Substance (EHS) or a hazardous substance, as designated by the EPA, occurs at a facility, the facility owner or operator/emergency coordinator shall immediately notify the following agencies:

- The Emergency Response Agency (i.e., the local fire department) through 9-1-1 or other appropriate number if an emergency response is required.
- The National Response Center (NRC) at 1-800-424-8802.
- The Maricopa County LEPC through the Maricopa County Department of Emergency Management (MCDEM) at 602-273-1411.
- The Arizona Emergency Response Commission through the Arizona Department of Environmental Quality Emergency Response Unit.

After additional information becomes known, the owner or operator shall update the notice in writing within seven (7) calendar days following discovery or development of the information.

In addition, a written follow-up report of the incident shall be submitted to the AZSERC and the LEPC within thirty (30) days after the reportable release. The written follow-up report will not be deemed accurate or complete until the County LEPC has reviewed and approved it. The County LEPC may request more information, in writing, pertaining to the HAZMAT incident. The owner or operator shall provide the following information immediately:

- The specific location of the release.
- The chemical name or identify of the substance(s) released and description of the container or vessel from which the release occurred.
- An indication if the substance is on the list of EHS.
- An estimate of the quantity of substances which were released into the environment.

- The time and duration of the release.
- The medium or media into which the release occurred.
- Any known or anticipated acute or chronic health risks associated with the release and, if within the informant's knowledge, advice regarding medical attention necessary for exposed individuals.
- Proper precautions to take as a result of the release, including evacuation and other proposed response actions.
- The name and telephone number of the person or persons to be contacted for further information.
- The written follow-up report shall include the above information and the following information:
 - Actions taken to respond to and contain the release
 - Any known or anticipated acute or chronic health risks associated with the release.
 - If appropriate, advice regarding medical attention necessary for exposed individuals.
 - Measures which have been or will be taken at the facility to avoid a recurrence of similar releases.
 - The supplemental radiological incident report shall be completed when an incident involves radioactive materials.
- Incident Commanders may complete the State HAZMAT Incident form in accordance with established procedures. The supplemental radiological incident report will be submitted when radiological materials are involved.
- Extraordinary financial obligations resulting directly from support of this plan must have prior approval of the City Manager.
- Emergency response personnel will comply with the training requirements for HAZMAT response as determined by the State of Arizona and OSHA Final Rule 29 CRF 1910.120, Paragraph Q.

ORGANIZATIONAL ROLES AND RESPONSIBILITIES

In daily operations, the Tempe Fire Medical Rescue Department responds to incidents in Tempe involving hazardous materials. The goal of responding forces is to stabilize the incident, leaving clean-up operations to hazardous materials specialists. All ESF #10 organizations are responsible for development of internal Standard Operating Procedures (SOPs) that support ESF #10 and EOC operations.

All ESF #10 Hazardous Material resources will be used on a priority basis to save lives and property. The assets available to ESF #10 will be used to assist emergency operations for the incident.

All ESF #10 Hazardous Materials asset deployments and recalls will be controlled, assigned, and tracked from the Tempe Emergency Operations Center (EOC) on the appropriate Incident Command System (ICS) forms or web-based crisis information management system. Information will be collected through the Tempe EOC Operations Section and forwarded to the EOC Finance/Administration Section.

The Primary agency will report to the EOC Operations Section Chief, and may be assigned as the Branch Coordinator or Unit Leader. ESF #10 Support agencies will report to the ESF #10 Primary agency.

Information for public release will be channeled through the EOC Public Information Officer (PIO).

All expenses associated with this incident will be charged to a cost center that will be provided by the EOC Finance Section Chief. Each City department or agency will maintain records of emergency expenditures (including time and materials) to validate their emergency response activities should reimbursement become available. Where it is possible, normal administration procedures will be followed. Emergency expenditures will be incurred in accordance with Tempe City Code, Chapter 26A Procurement.

PRIMARY AGENCY	
Tempe Fire Medical Rescue Dept.	<p><u>BACKGROUND</u></p> <p>In daily operations, the Tempe Fire Medical Rescue Department responds to all types of incidents including hazardous materials response, fires, automobile accidents, medical emergencies, and technical rescues.</p>
	<p><u>ACTIVITIES</u></p> <ul style="list-style-type: none"> • Staff the Tempe EOC when notified. • Establish and maintain a working relationship with support agencies, applicable industry representatives and private providers. • Coordinate HAZMAT resources, equipment, and vehicles, upon request. • Maintain records of expenditures and document resources utilized. • Coordinate public information regarding HAZMAT emergencies for public release through the Joint Information System (JIS) and continue providing information and support upon re-entry of the affected area.

	<ul style="list-style-type: none"> • Assist other EOC units, branches, and sections as requested. • Coordinate with county, state and federal ESF #10 HAZMAT counterparts when activated.
SUPPORT AGENCIES	
ALL	<p><u>BACKGROUND</u></p> <p>The support agencies, identified by Tempe Emergency Management staff, represent a wide variety of agencies, program resources and community resources throughout the county encompassing federal, state, county, city, and private organizations.</p>
	<p><u>ACTIVITIES</u></p> <ul style="list-style-type: none"> • Staff the EOC when requested. • Develop and maintain a working relationship with the primary and support agencies, applicable industry representatives and private providers. • Provide HAZMAT resources upon request. • Assist other EOC units, branches, and sections as requested. • Act as liaison with home agency to support emergency event. • Determine the extent of a release and contamination in the affected areas by air, water and soil samples. • Assist the Incident Commander in determining the best method for cleanup and disposal in accordance with state and federal regulations.

ESF#11 AGRICULTURAL AND NATURAL RESOURCES

Primary Agency

Maricopa County Department of Environmental Service [Food / Water]
Maricopa County Department of Public Health [Public Health]

Support Agencies

Tempe Public Works
Tempe Community Development
Tempe Community Services
Arizona Department of Agriculture
Arizona Department of Environmental Quality (ADEQ)
Arizona Department of Water Resources (ADWR)
Arizona Division of Emergency Management (ADEM)
Arizona State Historic Preservation Office (SHPO) [Historic]
Arizona State Land Department (ASLD)
United States Department of Agriculture (USDA)

Introduction

ESF #11 Agricultural and Natural Resources aligns with ESF #11 in the Maricopa County Emergency Operation Plan (EOP), the State of Arizona Emergency Response and Recovery Plan (SEERP), and the National Response Framework (NRF). This ESF serves as the coordination mechanism for when county, state, and federal ESF #11 resources are activated.

ESF #11 involves prevention, mitigation, preparedness, response, and recovery activities before, during, and after an emergency or disaster event. To support these activities, the ESF structure requires the identification of Primary and Support agencies. These agencies are pre-identified in order to initiate, develop, and maintain preparedness and training activities as well as emergency response procedures needed to save lives, protect property and the environment, and to restore essential services and critical infrastructure following an emergency or disaster. A significant responsibility of the Primary agency is communication. Consistent communication between the Primary and Support agencies will build a working relationship prior to any event.

Purpose

The purpose of ESF #11 is to coordinate resources to prevent and remove environmental health risks. ESF #11 operates in conjunction with ESF #8, Health and Medical Services, to ensure that food and public water supplies are safe throughout the county. ESF #11 monitors plant and animal diseases in coordination with Federal and State agencies on incidents where animal, veterinary or wildlife issues arise.

Scope

ESF #11 addresses the control and eradication of an outbreak of a highly contagious or economically devastating animal and plant disease, assurance of food safety and food

defense and the prevention, detection and response to food-borne illnesses.

It also provides for collaboration with federal and state agencies responsible for inspection, detection, prevention and eradication of highly pathogenic exotic plant disease, or economically devastating plant pest infestation. Of key importance is the safety of livestock and crops against the introduction of contaminants and the protection of wildlife and public land as well as natural, cultural and historic properties.

Situation and Planning Assumptions

Situation

The transportation of plants, animals and animal products in and out of Maricopa County, the ease of international travel, the potential threat of agro-terrorism and the consequences of an outbreak of plant or animal disease increases the need for vigilance and the importance of protecting our natural, cultural and historic properties in times of disaster.

Assumptions

- Local livestock producers, dairymen, feedlot operators, poultry farmers, equine, and swine producers within Maricopa County will be the first to notice an unusual condition / disease in their animals. Many of these producers will consult with their veterinarian. Others may contact the State Department of Agriculture, the State Veterinarian's Office, or the Arizona Veterinary Diagnostic Laboratory at the University of Arizona at Tucson, or a private laboratory.
- A widespread outbreak of disease or infestation in this industry would have a major impact on the economy of Maricopa and surrounding counties as well as the state.
- Any plant or animal diseases have the potential to adversely affect wildlife, domestic pets or public health and welfare.
- In addition to animals, the agriculture industry is a major economic contributor to Maricopa County. A wide range of field crops as well as vegetables, grains and citrus are produced. It is estimated that field crops alone account for over 700,000 acres in central Arizona, valued at nearly 1.5 billion dollars (United States Department of Agriculture – National Agriculture Statistical Survey 2011).
- There are significant historical, cultural, and natural resources, within and adjacent to the City of Tempe and within Maricopa County which must be protected. In addition, Native American communities cultivate and harvest non-commercial crops that have cultural or religious significance.
- City and County infrastructure may sustain damage. This damage may influence the means and accessibility for relief services and supplies.
- Disaster responses may be difficult to coordinate effectively during the immediate post-disaster phase. Additional resources and Federal resources, if needed, may not be available for up to 72 hours.
- Gradual clearing of access routes and resumption of services will permit a sustained flow of emergency relief, although localized distribution patterns may be disrupted for a significant period of time.
- Several jurisdictions and other activated ESFs will compete for the same resources.

Concept of Operations

Maricopa County Environmental Services and Maricopa County Department of Public Health are the Lead Support Agencies for ESF #11 operations. These agencies may coordinate situational response efforts with other Support agencies through the Maricopa County EOC.

- For situations that primarily impact public health, the County Department of Public Health will be the Primary Agency. Examples include:
 - Large-scale food or water-related outbreaks.
 - Human epidemics of vector-borne or zoonotic diseases.
- For situations that are primarily food and/or water-borne, the County Department of Environmental Services will be the primary agency.
- For situations that primarily impact wildlife, the State Parks and Recreation department may be the most appropriate primary agency.

ORGANIZATIONAL ROLES & RESPONSIBILITIES:

ESF #11 organizations will be alerted and activated by the Tempe City Manager, or the “City Manager’s Designated Alternate”, the Emergency Manager / Fire Chief. Primary and Support agencies for Tempe’s ESF #11 function will coordinate with each other to ensure the most effective use of personnel and equipment. They are responsible for developing internal Standard Operating Procedures (SOP) that support EOC operations and staffing of their respective divisions.

This ESF provides for integrated local response and local liaison duties with county, state and federal resources for situations involving an outbreak of a highly contagious animal or zoonotic disease. All ESF #11 resources will be used on a priority basis to save lives and property. The assets available to ESF #11 will be used to assist emergency operations and provide aggressive and proactive response that ensures the safety and security of commercial food products following an incident.

All ESF #11 asset deployments and recalls will be controlled, assigned and tracked from the Tempe Emergency Operations Center (EOC) on the appropriate Incident Command System (ICS) forms or web-based crisis information management system. Information will be collected through the Tempe EOC Operations and Logistics sections.

The Primary agency will report to the Tempe EOC Operations Section Chief and may be assigned as Branch Coordinator or Unit Leader. ESF #11 Support agencies will report to the ESF #11 Primary agency.

Information for public release will be channeled through the Tempe EOC Public Information Officer (PIO).

All expenses associated with this incident will be charged to a cost center that will be provided by the EOC Finance Section Chief. Each City department or agency will maintain records of emergency expenditures (including time and materials) to validate their

emergency response activities should reimbursement become available. Where it is possible, normal administration procedures will be followed. Emergency expenditures will be incurred in accordance with Tempe City Code, Chapter 26A Procurement.

PRIMARY & LEAD SUPPORT	
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	<p><u>BACKGROUND</u></p> <p>In daily operations, Maricopa County Department of Environmental Services and the Maricopa County Department of Public Health provide a wide array of community preparedness programs and services with a focus on the public's health and well-being.</p>
	<p><u>ACTIVITIES</u></p>
	<ul style="list-style-type: none"> • Develop ESF #11 Standard Operating Procedures (SOP). • Staff EOC when requested. • Develop and maintain a working relationship with the support agencies, applicable industry representatives, private providers, and state and federal agencies. • Monitor reports of agriculture, food and/or water contamination and respond as required by department directives and protocols. • Maintain operational awareness of food, water, animal and agriculture safety and security. • Awareness of animal welfare through communication links with animal welfare and rescue groups, county law enforcement, etc. • Ensure full coordination of activities with other groups within the EOC to assist in the development and maintenance of situational awareness. • Coordinate the actions and response to ensure the protection of areas in Maricopa County of historical and cultural significance. A proactive approach to the protection of natural resources, especially water, is also necessary. • Assist other EOC units, branches, and sections as requested. • Maintain records of expenditures and document resources utilized during response and recovery.
<p>Maricopa County Department of Environmental Services [Food/Water]</p>	<ul style="list-style-type: none"> • Monitor reports of food and/or water contamination and respond as required by department directives and protocols.

Maricopa County Department Of Public Health [Public Health]	<ul style="list-style-type: none"> • Monitor reports of agriculture, food and/or water contamination impacting public health and respond as required by department directives and protocols.
Arizona Game and Fish Department [Wildlife]	<ul style="list-style-type: none"> • Maintain awareness of wildlife welfare through communication links with the appropriate local, county or state department.
SUPPORT AGENCIES	
ALL	<p><u>BACKGROUND</u></p> <p>The support agencies represent a wide variety of agencies, program resources and community resources throughout the county, state and federal sector as well as private organizations.</p>
	<p><u>ACTIVITIES</u></p> <ul style="list-style-type: none"> • Staff the EOC when requested. • Develop ESF #11 Standard Operating Procedures (SOP) for use in an emergency or disaster affecting their operations. • Develop and maintain a working relationship with the Primary and Support agencies. • Provide resources, equipment, and vehicles as needed, upon request. • Act as liaison with the Primary agencies to support the response to an emergency event. • Assist other EOC units, branches, and sections as requested. • Maintain records of expenditures and document resources utilized during response and recovery. • Provide appropriate information to partners regarding protective actions and preventative practices.

ESF #12 ENERGY

Primary Agency

Tempe Public Works
Tempe Community Development Department

Support Agencies

Tempe Community Services
Other Tempe Departments & Divisions (as appropriate)
Tempe Water Utilities
Other Public/Private Utility Companies (as appropriate)
Maricopa County Department of Emergency Management
Arizona Divisions of Emergency Management
Arizona Corporation Commission
Arizona Governor's Office on Energy Policy
Arizona Public Service (APS)
Salt River Project (SRP)
Southwest Gas
Transmission Pipeline Companies (Kinder-Morgan)
Western Area Power Authority (WAPA)

Introduction

ESF #12 Energy aligns with ESF #12 in the Maricopa County Emergency Operations Plan (EOP), the State of Arizona Emergency Response and Recovery Plan (SERRP), and the National Response Framework (NRF). This ESF serves as the coordination mechanism when county, state, and federal ESF #12 resources are activated.

ESF #12 involves prevention, mitigation, preparedness, response, and recovery activities before, during, and after an emergency or disaster event. To support these activities, the ESF structure requires the identification of Primary and Support Agencies. These agencies are pre-identified in order to initiate, develop, and maintain preparedness and training activities as well as to provide support, resources, program implementation, and services that are most likely needed to save lives, protect property and the environment, and to restore essential services and critical infrastructure following an emergency or disaster. A significant responsibility of the Primary agency is communication. Consistent communication between the Primary and Support agencies will build a working relationship prior to any event.

Purpose

ESF #12 describes policies and procedures for providing, maintaining, and restoring energy services that were interrupted, damaged, or destroyed during and after an emergency or disaster event. ESF #12 also provides for the coordination of Energy support to affected areas via local, state, federal and private resources, to include technical assistance, inspection, evaluation, repair, debris removal, and maintenance of utility services.

Scope

ESF #12 collects, evaluates, and shares information on energy system damage and estimations on the impact of energy system outages within affected areas. The term “energy” includes producing, refining, transporting, generating, transmitting, conserving, building, distributing, and maintaining energy systems and system components. Additionally, ESF #12 provides information concerning the energy restoration process such as projected schedules, percent completion of restoration, geographic information on the restoration, and other information as appropriate.

Situation & Planning Assumptions

Situation

Loss of electric power is the most common problem after almost any type of incident, whether natural or manmade. Loss of power can have devastating immediate and long-term effects on individuals and the community, halting pipeline delivery of gasoline, diesel, and other fuels. We rely on power to cool our homes, supply potable water, transport us to and from our jobs, keep us in communication, complete credit card and ATM transactions, and provide all of the health and safety resources we need. We also rely on power to respond to a disaster: to get fire, police, and other emergency workers to the incident and to fuel their equipment once they get there.

ESF #12 addresses the disruption of key utilities that provide energy and essential services and identifies the supporting resources needed to restore energy systems provide for restoration and/or temporary measures to sustain life-safety energy needs.

Assumptions

- The suddenness and devastation of a disaster, either natural or man-made, may sever or impair key energy lifelines, constraining supply in affected areas and most likely adversely impact adjacent areas.
- In general, an energy emergency exists whenever supplies of energy are inadequate to meet demand.
- Emergencies may cause shortages by disrupting electricity, natural gas, or propane fuel infrastructure or by increasing energy use in general.
- Energy shortages can be caused by imbalances in supply and distribution and not necessarily a natural or human-caused incident.
- A shortage of energy in one form can cause shortages in other sources.
- Disruption to an energy system in one 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.
- City infrastructure may sustain damage. This damage may influence the means and accessibility for relief services and supplies.
- City office computer systems may be affected; the Information Technology Division may need to send a representative to the Tempe EOC.
- Traffic management plans will need to be developed for intersections with stoplights in affected areas.

- Access to the regional 9-1-1 system may be affected.
- Water delivery systems, such as some wells, may be unable to deliver potable water.
- Wastewater treatment facilities may be unable to operate at full capacity, or perhaps operate at all.
- Disaster responses, which require Energy resources, may be difficult to coordinate effectively during the immediate post-disaster phase. Additional resources, if needed, may not be available for up to 72 hours.
- Gradual clearing of access routes and resumption of services will permit a sustained flow of emergency relief, although localized distribution patterns may be disrupted for a significant period of time.

Concept of Operations

The City of Tempe is responsible for coordinating City ESF #12 resources needed to protect lives and property during an emergency or disaster event in the City of Tempe.

The ESF #12 Support Agency that is most impacted will provide a representative to the Tempe EOC upon request. If it cannot be determined which Support Agency is the most impacted, the EOC Manager may choose which company provides a representative to the EOC for the sake of expediency. Representation may be accomplished via electronic communication including, but not limited to, text messaging, e-mailing, faxing, recording data, audio conference, video conference, or other electronic conferencing without physical attendance.

Petroleum-based fuel is also part of the City's overall energy services operations. These operations include the fueling of generators as well as the use of City fuel or services to support Energy operations. Fuel resource priorities for emergency operations will be coordinated by the Primary Agency, in coordination with the Tempe EOC Policy Group.

The Tempe EOC Policy Group will work with the County EOC as well as the Business Emergency Coordination Center (BECC) to determine if the establishment of fuel rationing or fuel delivery prioritization is necessary. If necessary, appropriate curtailment plans from suppliers as well as any retail trade requirements should be considered in the establishment of a fuel rationing or fuel delivery prioritization schedule.

In daily operations, the Tempe Public Works Department is responsible for the stewardship of all City-owned infrastructure. This includes the street network, lights and signals, bridges, storm drains, public buildings, golf courses, parks and pathways, transit system bus stops, water distribution and wastewater collection. Public Works also provides trash and recycling operations, maintains the city's fleet of vehicles and equipment, and is responsible for the procurement of all contracts related to design and construction within the city.

The Tempe Community Development Department administers permit issuance and plan review, and oversees current construction for Private Development(s). The Department also enforces code compliance, processes change or adoption of codes and ordinances, and is responsible for right-of-way management.

Together, Tempe Public Works and the Community Development departments, as the Primary agencies, will coordinate with public and/or private utility companies and other ESF Support agencies to provide information for City-level assessment, response, recovery and restoration operations and the provision of emergency power to support immediate response operations that impact the citizens of the Tempe. In Tempe, public and/or private utility providers include: Salt River Project (electricity), Arizona Public Service (electricity), Southwest Gas (natural gas), and the City of Tempe (water and wastewater). Each of the private utility providers (Salt River Project, Arizona Public Service, and Southwest Gas) maintains annual permits with the City of Tempe for Emergency work in the Right-of-Way.

Periods of prolonged excessive heat during an extended power outage would deprive large segments of the population of access to air-conditioning, which could result in life-threatening situations for individuals in Tempe. The Primary agencies, in coordination with other Tempe departments, may establish cooling centers for the duration of the emergency for its citizens. A citizen hotline will be operated by Tempe to provide information on: location of designated cooling centers, hours of operation, and methods of transportation. Operators will work with other Tempe departments and Valley Metro to arrange transportation for citizens who cannot transport themselves.

Prioritization of the restoration of all services will include consideration of the weather and the impact that the loss of service is having on the general public to include; families, children, those individuals with access and functional needs as well as unique populations such as schools, managed care facilities, group homes etc.

ORGANIZATIONAL ROLES AND RESPONSIBILITIES:

While each utility provider will take the lead in the rapid restoration of their service infrastructure after an incident occurs, ESF #12 coordinates repair and restoration through legal authorities and waivers.

The Primary agencies serve as the focal point for issues and policy decisions relating to energy response and restoration efforts. The Primary agencies collect, assess, and provide information on energy supply, demand, and market impacts. The information that ESF #12 provides helps other ESFs determine what resources are needed (e.g. water, ice, food, shelter) and where to locate them. Electric outage and restoration information is used to plan for and provide needed resources, and to make decisions on the placement (and later removal) of temporary electricity-generating equipment. All ESF #12 resources will be used on a priority basis to save lives and property.

The Primary agencies, in coordination with the Policy Group and ESF #12 Support agencies, will determine City fuel resource priorities for City operations; advise on priorities for energy restoration and supply, and provide guidance on the conservation and efficient use of energy. Energy-related information for public release will be channeled through the EOC Public Information Officer (PIO).

ESF #12 organizations will be alerted and activated by the Tempe City Manager, or the

“City Manager’s Designated Alternate”, the Emergency Manager / Fire Chief. Primary and Support agencies for Tempe’s ESF #12 function will coordinate with each other to ensure the most effective use of personnel and equipment. They are responsible for developing internal Standard Operating Procedures (SOP) that support EOC operations and staffing of their respective divisions.

All ESF #12 asset deployments and recalls will be controlled, assigned and tracked from the Tempe Emergency Operations Center (EOC) on the appropriate Incident Command System (ICS) forms or web-based crisis information management system. Information will be collected through the Tempe EOC Operations and Logistics sections.

The Primary agency will report to the Tempe EOC Operations Section Chief and may be assigned as Branch Coordinator or Unit Leader. ESF #12 Support agencies will report to the ESF #12 Primary agencies.

Information for public release will be channeled through the Tempe EOC Public Information Officer (PIO).

All expenses associated with this incident will be charged to a cost center that will be provided by the EOC Finance Section Chief. Each City department or agency will maintain records of emergency expenditures (including time and materials) to validate their emergency response activities should reimbursement become available. Where it is possible, normal administration procedures will be followed. Emergency expenditures will be incurred in accordance with Tempe City Code, Chapter 26A Procurement.

PRIMARY AGENCIES	
Tempe Community Development & Tempe Public Works	<p><u>BACKGROUND</u> In daily operations, Tempe Community Development administers building permits and oversees current construction. The Tempe Public Works Department, in daily operations, is responsible for the stewardship of all City-owned infrastructure.</p>
	<p><u>ACTIVITIES</u></p> <ul style="list-style-type: none"> • Staff the EOC when notified. • Establish and maintain a working relationship with Support Agencies, applicable industry representatives and private providers. • Gather, assess, and share information on energy system damage, as well as estimated repair and restoration time. • Maintain communication with Utility

	<p>Operations Centers.</p> <ul style="list-style-type: none"> • Maintain communication with local, County, and State EOCs. • Track energy status and resources provided by the Support Agencies. • Channel energy information for public release through the Joint Information System (JIS). • Maintain records of expenditures and document resources utilized. • Assist other EOC units, branches, and sections as requested. • Coordinate with county, state and federal ESF #12 energy counterparts when activated.
SUPPORT AGENCIES	
ALL	<p><u>BACKGROUND</u></p> <ul style="list-style-type: none"> • In daily operations, the assigned support agencies - APS, SRP, City of Mesa, and Southwest Gas - provide gas, electricity, and other utility services throughout the county. Other non-utility support agencies represent a wide variety of program and community resources encompassing federal, state, county, City, non-profit, and private organizations.
	<ul style="list-style-type: none"> • Staff the EOC when requested. • Develop ESF #12 Standard Operating Procedures (SOP) for use in an emergency or disaster affecting their operations. • Develop and maintain a working relationship with the Primary and Support agencies, industry representatives, and private providers. • Work with the Primary Agency to coordinate information on energy restoration. • Assist other EOC units, branches, and sections as requested. • Act as liaison with Home Agency to

	<p>support the emergency event.</p> <ul style="list-style-type: none">• Conduct repair and maintenance operations until restoration of all services is complete.• Coordinate energy information for public release with the JIS.• Maintain records of expenditures and document resources utilized.
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ESF#13 Public Safety and Security

Primary Agency

Tempe Police Department

Support Agencies

Arizona State University (ASU) Police Department
Maricopa County Department of Public Health (SNS assets)
Maricopa County Sheriff's Office (MCSO)
Arizona Counter Terrorism Information Center (ACTIC)
Arizona Department of Public Safety (DPS)

Introduction

ESF #13 Public Safety and Security aligns with ESF #13 in the Maricopa County Emergency Operation Plan (EOP), the State of Arizona Emergency Response and Recovery Plan (SERRP), and the National Response Framework (NRF). This ESF serves as the coordination mechanism for when county, state, and federal ESF #13 resources are activated.

ESF #13 Public Safety and Security involves prevention, mitigation, preparedness, response, and recovery activities before, during, and after an emergency or disaster event. To support these activities, the ESF structure requires the identification of Primary and Support Agencies. These agencies are pre-identified to initiate, develop, and maintain preparedness and training activities as well as emergency response procedures needed to save lives, protect property and the environment, and to restore law and order. A significant responsibility of the Primary Agency is communication. Consistent communication between the Primary Agency and the Support Agencies will build a working relationship prior to any event.

ESF #13 Public Safety and Security operations may be conducted without an emergency or disaster event. In those situations, the Emergency Operations Center (EOC) may be activated to support Public Safety and Security operations conducted within the City.

Purpose

The purpose of ESF #13 is designed to maintain law and order, provide public warning, provide for the security of critical facilities and supplies, provide for safety on the scene of a disruptive incident, to effect the evacuation of threatened areas, to provide traffic and access control to evacuated areas or critical facilities, to assist with search and rescue operations, and to assist with identification of the dead.

Scope

ESF #13 is designed to provide Public Safety and Security coordination as part of the overall incident management including critical infrastructure protection, security, and public safety in both pre-incident and post-incident situations.

ESF #13 provides a mechanism for coordinating and providing law enforcement, public safety, and security capabilities and resources to other activated ESFs during potential or actual emergency or disaster requiring a coordinated response within the City.

The capabilities of ESF #13 Public Safety and Security support incident management requirements including, but not limited to, force and critical infrastructure protection, security planning and technical assistance, technology support, and general law enforcement assistance in both pre-incident and post-incident situations. ESF #13 may be activated in situations requiring extensive Public Safety and Security coordination or in situations that require protective solutions or capabilities, either pre- or post- incident.

Situation & Planning Assumptions

Situation

An emergency or disaster event will require ESF #13 Public Safety and Security to maintain law and order, protect life and property, provide traffic control and law enforcement support, and provide site security for essential facilities/supplies and coordinate mutual aid requests.

Planning Assumptions

- In an emergency or 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 or shelters.
- The concentration of large numbers of people in shelters during an evacuation may necessitate a law enforcement presence to preserve orderly conduct.
- Patrols/surveillance will be needed in evacuated areas to prevent looting and protect property.
- Evacuation of congregate care 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.
- In the event of an act of terrorism utilizing chemical, biological, radiological, nuclear, or explosive agents (CBRNE) or accidents involving hazardous material, law enforcement personnel may be subject to decontamination processes or other personal protective measures to perform assigned duties.
- Civil disturbances may result in injuries/damages requiring mobilization of law enforcement resources.
- City infrastructure may sustain damage. This damage may influence the means and

accessibility for relief services and supplies.

- Disaster responses, which require Public Safety and Security support, may be difficult to coordinate effectively during the immediate post-disaster phase. Additional resources and federal resources, if needed, may not be available for up to 72 hours.
- Gradual clearing of access routes and resumption of services will permit a sustained flow of emergency relief, although localized distribution patterns may be disrupted for a significant period of time.
- The requirement for public safety and security support during the immediate lifesaving response phase may exceed the availability of readily obtained assets.
- Several jurisdictions and other activated ESFs will compete for the same resources.

Concept of Operations

The Tempe Police Department is responsible for coordinating ESF #13 Public Safety and Security resources needed to protect lives and property during an emergency or disaster event in the City of Tempe. When activated, Tempe Public Safety and Security capabilities and resources will be used to support incident operations. This includes threat or pre-incident as well as post-incident situations.

The Tempe Police Department should maintain close coordination with state, county, local, tribal and, if necessary, federal officials to determine public safety and security support requirements and to jointly determine resource priorities.

The Tempe Police Department maintains communications with the EOC to determine capabilities, assess the availability of resources, and track resources that have been deployed. They may convene ESF #13 Support agencies in a meeting or by conference call to coordinate public safety and security assistance efforts.

Resolution of resource and mission conflicts involving public safety and security assets engaged in emergency operations is done by the Tempe EOC Policy Group.

In circumstances where a unique county, state and/or federal capability is required, county assistance may be required to support prevention, preparedness, response, and recovery priorities including, but not limited to, the following activities (as appropriate):

- Supporting incident management planning activities and pre-incident actions to assist in the prevention or mitigation of threats and hazards, such as:
 - Development of operational and tactical public safety and security plans to address potential or actual incidents of statewide or national significance;
 - Conducting technical security and/or vulnerability assessments;
 - Deployment of state public safety and security resources in response to specific threats or potential incidents.
- Identifying the need for ESF #13 support and analyzing potential factors that affect resources and actions needed, such as mapping, modeling, and forecasting for crowd size, impact of weather, and other conditions on security, etc.

- Assisting in the establishment of consistent processes for issuing identification badges to emergency responders and other personnel needing access to places within a controlled area, and verifying emergency responder credentials.
- Facilitating security forces to support county, tribal (upon request) and local efforts (or to secure sites under county jurisdiction) to control access to the incident site and critical facilities.
- Coordination of security forces and establishing protective measures around the incident site, critical infrastructure, and/or critical facilities.
- Coordination of emergency protective services to address public safety and security requirements during incidents of state-wide and/or national significance.
- Coordination for the protection of emergency responders and other workers operating in a high-threat environment; medical countermeasures may be provided to Tempe by the Maricopa County Department of Public Health through the Office of Preparedness and Response, as detailed in the Memorandum of Understanding (MOU) titled “Agreement to Provide Strategic National Stockpile (SNS) Assets”.
- Coordinating for surveillance to assist in public safety and security efforts, and providing appropriate technology support, as required.
- Coordinating for specialized security assets such as traffic barriers; chemical, biological, radiological, nuclear, and explosives detection devices; aviation units, canine units; law enforcement personal protective gear; etc.

Organizational Roles & Responsibilities:

ESF #13 organizations will be alerted and activated by the Tempe City Manager, or the “City Manager’s Designated Alternate”, the Emergency Manager / Fire Chief. Primary and Support agencies for Tempe’s ESF #13 function will coordinate with each other to ensure the most effective use of personnel and equipment. They are responsible for developing internal Standard Operating Procedures (SOP) that support Tempe EOC operations and staffing of their respective divisions.

All ESF #13 Public Safety and Security resources will be used on a priority basis to save lives and property. The assets available to ESF #13 will be used to assist emergency operations.

All ESF #13 Public Safety and Security asset deployments and recalls will be controlled, assigned and tracked from the Tempe Emergency Operations Center (EOC) on the appropriate Incident Command System (ICS) forms or web-based crisis information management system. Information will be collected through the Tempe EOC Operations and EOC Logistics Sections.

The Primary agency will report to the Tempe EOC Operations Section Chief and may be assigned as Branch Coordinator or Unit Leader. ESF #13 Support agencies will report to the ESF #13 Primary agency.

Information for public release will be channeled through the Tempe EOC Public Information Officer (PIO).

All expenses associated with this incident will be charged to a cost center that will be provided by the EOC Finance Section Chief. Each City department or agency will maintain records of emergency expenditures (including time and materials) to validate their emergency response activities should reimbursement become available. Where it is possible, normal administration procedures will be followed. Emergency expenditures will be incurred in accordance with Tempe City Code, Chapter 26A Procurement.

PRIMARY AGENCY	ACTIVITIES
<p>Tempe Police Department (PD)</p>	<p><u>BACKGROUND</u></p> <p>In daily operations, the Tempe Police Department is responsible for law enforcement.</p>
	<p><u>ACTIVITIES:</u></p> <ul style="list-style-type: none"> • Tempe PD will ensure that the following response and recovery activities are completed during, and reviewed after, an emergency: • Staff the EOC when notified. • Establish and maintain a working relationship with support agencies, applicable industry representatives and private providers. • Provide public safety and security resources. • Ensure public safety and security resources are available for security at critical facilities in coordination with respective public safety jurisdictions. • Track all public safety and security resources. • Channel public safety and security information for public release through the Joint Information Systems (JIS). • Maintain records of expenditures and document resources utilized. • Assist other EOC units, branches, and sections as requested. • Coordinate with state and federal ESF #13 Public Safety and Security counterparts when activated.

SUPPORT AGENCIES	
	<p><u>BACKGROUND</u></p> <p>The support agencies represent a wide variety of agencies, program resources and community resources throughout the City encompassing federal, state, county, local, and private organizations.</p>
	<p><u>ACTIVITIES:</u></p> <ul style="list-style-type: none"> • Staff the EOC when requested. • Develop and maintain a working relationship with the primary and support agencies. • Provide public safety and security resources, equipment, and vehicles, upon request. • Assist other EOC units, branches, and sections as requested. • Act as liaison with home agency to support emergency event. • Maintain records of expenditures and document resources utilized during response and recovery.

ESF #14 RECOVERY AND MITIGATION

Primary Agency:

City Manager's Office:

[Infrastructure Recovery]

Tempe Public Works
Tempe Community Development

[Human Services]

Tempe Community Services
Tempe Human Services

[Economic Recovery]

Tempe Internal Services Department

Support Agencies:

[Infrastructure Recovery]

Tempe – All Departments
Maricopa County Department of Emergency Management
Arizona Division of Emergency Management
Federal Emergency Management Agency (FEMA)

[Human Services and Economic Recovery]

Tempe – All Departments
American Red Cross Grand Canyon Chapter
Maricopa County Department of Public Health
Federal Emergency Management Agency (FEMA)

Introduction

ESF #14 Recovery and Mitigation aligns with ESF #14 in the Maricopa County Emergency Operations Plan (EOP), the State of Arizona Emergency Response and Recovery Plan (SERRP), and the National Response Framework (NRF). This ESF serves as the coordination mechanism for when county, state, and federal ESF #14 resources are activated.

ESF #14 Recovery and Mitigation involves prevention, mitigation, preparedness, response, and recovery activities before, during, and after an emergency or disaster event. To support these activities, the ESF structure requires the identification of Primary and Support agencies. These agencies have been pre-identified to initiate, develop, and maintain preparedness and training activities as well as emergency response procedures needed to save lives, protect property and the environment, and to support long-term community economic recovery planning, reconstruction, and redevelopment efforts. A significant responsibility of the Primary Agency is communication. Consistent communication between the agencies will build a strong, working relationship prior to any event.

Purpose

The purpose of ESF #14 is to provide for the coordination of Recovery and Mitigation operations in disaster-impacted communities in Tempe. Recovery missions may include assistance from state and federal governments in the areas of housing, business and employment, community infrastructure, and social services. Mitigation activities are meant to reduce the risk of future disaster damage.

Scope

ESF #14 Recovery activities are divided into two areas of concentration:

- Human Services and Economic Recovery (to address human and business community needs).
- Infrastructure Recovery (to address restoration of public infrastructure).

Human Services and Economic Recovery activities enable those impacted by an emergency or disaster event to begin the process of rebuilding their homes, replacing property, resuming employment and restoring their businesses. Infrastructure Recovery activities allow for the repairing, rebuilding, or relocating of public infrastructure.

ESF #14 Recovery assistance and support will vary depending on an assessment of incident impact(s), the magnitude and type of event, and the stage of recovery efforts.

If the state determines that the damage and impact of a disaster are beyond its capabilities, state officials will request the Federal Emergency Management Agency (FEMA) Region IX to conduct a joint Preliminary Damage Assessment (PDA) with state and local officials. [NOTE: The State is responsible for requesting and coordinating federal PDA participation.] Data compiled by local governments will determine local problems and needs. The information obtained by the PDA teams will be used to document that the disaster is beyond state and local capabilities, and to support the Governor's request for federal assistance.

Recovery assistance and support in the event of a State Declaration of Emergency may include Public Assistance (PA) support to political subdivisions and state agencies.

Recovery assistance and support in the event of a Federal Declaration can include Public Assistance (PA) support to political subdivisions, state agencies, certain private non-profit agencies and tribal nations, as well as Individual Assistance (IA) support to individuals, households, and families.

Mitigation activities after a disaster will assist the local jurisdiction in reducing future impact of hazards, although the goal is to mitigate hazards prior to a disaster occurring. Pre-identified natural hazards in Tempe, along with recommended mitigation activities, are addressed in the Jurisdictional Summary for Tempe of the Maricopa County Multi-Jurisdiction Hazard Mitigation Plan (2009).

Situation & Planning Assumptions

Situation

Recovery activities refer to actions that enable those impacted by a disaster to begin the process of rebuilding their homes, replacing property, resuming employment, restoring their businesses, permanently repairing, rebuilding, or relocating public infrastructure, and mitigating future disaster losses.

Recovery activities also refer to state and federal government programs of assistance, support, and technical services that facilitate recovery actions for those impacted – such as federal grants and low-interest loans for lodging, rent, repair, rebuild or replacement of homes, businesses, property and infrastructure; for technical assistance, education and public information.

Long-term community recovery efforts build resilience focusing on disaster resistance through permanent restoration of infrastructure, housing, community well-being, and the local economy, with attention to mitigation of future impacts of a similar nature. The lead agency in the field is designated based on the type of disaster.

Consideration will be made of the health and physical access needs of evacuees, especially evacuees with access and functional needs, when returning to their residences and any specific instructions needed to address those issues. Providing temporary housing for evacuees will include accessible units.

Planning Assumptions

- Recovery activities may be concurrent with response activities, search and rescue missions, lifesaving activities, emergency stabilization measures, and /or criminal investigations (in the event of a terrorist incident).
- Federal Individual Assistance (IA), when authorized, can build upon but will not duplicate the assistance provided through ESF #6 (Mass Care). Individual Assistance under ESF #14 will continue short-term recovery efforts through the long-term recovery required for some impacted survivors.
- Individuals and families may be left homeless and have temporary and permanent housing as an “unmet” need requiring consideration in long-term recovery.
- Individuals and families may have no insurance or insufficient insurance coverage to properly address damages to, or loss of, personal property.
- Assistance from the state and federal government may be required to repair infrastructure to its pre-disaster condition. Additional resources, if needed, may not be available for up to 72 hours.
- Gradual clearing of access routes and resumption of services may permit a sustained flow of Recovery and Mitigation missions although these missions may not begin until well after the response phase of the emergency has ended.

Concept of Operations

The Mayor of Tempe may proclaim a local emergency (A.R.S. Section 26-311) when an emergency situation is, or is likely to be, beyond the response capability of the City. A declared local emergency permits Tempe government to set aside normal procedures of government in deference to the emergency.

A written declaration is the vehicle by which assistance can be obtained from state and federal agencies. The declaration should be issued upon receipt of sufficient supportive information and forwarded to the Maricopa County Department of Emergency Management (MCDEM), or the County EOC (if activated).

If the emergency is of sufficient magnitude and all county resources are expended, MCDEM will recommend to the Chairman of the Board of Supervisors that the County declare an emergency. The County's emergency declaration will then be forwarded to the Arizona Division of Emergency Management (ADEM) with a request that the Governor declare a State of Emergency. Financial and other Public Assistance, but no Individual Assistance, may be made available when the Governor declares a State of Emergency.

The designated Applicant Agent for Tempe is the authorized agent for the purpose of obtaining federal and state emergency management funds. The Applicant Agent is authorized to execute all contracts, certify completion of work, request payments and prepare all documentation related to Federal Emergency Management Agency (FEMA) and Arizona Division of Emergency Management (ADEM) funding requirements. In Tempe, the Fire Chief is the designated Applicant Agent for Tempe and will coordinate with the Primary Agency for each area of concentration on long-term recovery activities throughout assessment, response and recovery.

The City of Tempe will assemble damage assessment teams to conduct damage assessments. The designated Damage Assessment Coordinator will assist in the processing of damage assessment information, debris removal operations, requests for state and federal assistance, and the administration of Individual and Public Assistance programs.

The long-term recovery needs of individuals with access and functional needs will be coordinated as part of the whole community response in the development of a recovery plan. The establishment of an Unmet Needs Committee, activated by the Volunteer Organizations Active in Disaster (VOAD) and including the faith-based community, may be requested to assist with the development of a recovery plan and funding structure. VOAD leadership may establish an Unmet Needs Center to assist the public in accessing the provided services.

Long-term environmental restoration issues (such as soil, water, and reforestation) will be coordinated with the appropriate agencies to assess impacts and to develop restoration plans with private and government partners. For example, historic and cultural site restoration would be coordinated with the State Historic Preservation Office.

Recovery assessment, plans and activities will be coordinated by the Primary Agency for each area of concentration and will involve the appropriate Support agencies as well as any other governmental or private industry partners that can best assist in the recovery effort.

Organizational Roles & Responsibilities

ESF #14 Recovery and Mitigation organizations will be alerted and activated by the Tempe City Manager, or the “City Manager’s Designated Alternate”, the Emergency Manager / Fire Chief. Primary and Support agencies for Tempe’s ESF #14 function will coordinate with each other to ensure the most effective use of personnel and equipment. They are responsible for developing internal Standard Operating Procedures (SOP) that support EOC operations and staffing of their respective divisions.

All ESF #14 Recovery and Mitigation resources will be used on a priority basis to save lives and property. The assets available to ESF #14 will be used to assist emergency operations.

All ESF #14 Recovery and Mitigation asset deployments and recalls will be controlled, assigned and tracked from the Tempe Emergency Operations Center (EOC) on the appropriate Incident Command System (ICS) forms or web-based crisis information management system. Information will be collected through the Tempe EOC Operations and EOC Logistics Sections.

The Primary agency will report to the Tempe EOC Operations Section Chief and may be assigned as Branch Coordinator or Unit Leader. ESF #14 Support agencies will report to the ESF #14 Primary agency.

Information for public release will be channeled through the Tempe EOC Public Information Officer (PIO).

All expenses associated with this incident will be charged to a cost center that will be provided by the EOC Finance Section Chief. Each City department or agency will maintain records of emergency expenditures (including time and materials) to validate their emergency response activities should reimbursement become available. Where it is possible, normal administration procedures will be followed. Emergency expenditures will be incurred in accordance with Tempe City Code, Chapter 26A Procurement.

PRIMARY AGENCY	
<p>City Manager’s Office: [Infrastructure Recovery] Tempe Public Works Tempe Community Development [Human Services] Tempe Community Services Tempe Human Services [Economic Recovery] Tempe Internal Services</p>	<p><u>BACKGROUND:</u> In daily operations, the assigned Primary Agencies plan the effective use of available resources and the coordination of appropriate emergency functions. Response and Recovery activities are coordinated through implementation of emergency response plans during and after emergencies. Implementation requires the support and assistance of many other City departments.</p>
	<p><u>ACTIVITIES:</u></p> <ul style="list-style-type: none"> • Staff the EOC when notified. • Establish and maintain a working relationship with the primary and support agencies. • Provide recovery and mitigation resources. • Maintain records of expenditures and document resources utilized. • Track all recovery and mitigation missions. • Avoid duplication of assistance, coordinate program applications processes and planning requirements to streamline assistance processes, and identify and coordinate resolution of policy and program issues. • Identify programs and activities across the public, private and non-profit sectors that similarly support long-term recovery and promote coordination between them. • Channel recovery and mitigation information for public release through the Joint Information System (JIS). • Assist other units, branches, and sections as requested. • Coordinate with State and Federal ESF #14 counterparts. • Coordinate with animal welfare and agricultural stakeholders and service providers in long-term community

	<p>recovery efforts.</p> <ul style="list-style-type: none"> • Coordinate with ESF #3 Public Works and Engineering and ESF #10 Hazardous Materials to identify long-term environmental restoration issues. • Coordinate with ESF #6 Mass Care and ESF #8 Public Health & Medical to identify long-term recovery needs of the whole community and incorporate these into recovery strategies.
Support Agencies	
ALL	<p><u>BACKGROUND</u></p> <p>The support agencies were identified by the primary agencies and represent a wide variety of program and community resources throughout the county encompassing federal, state, county, municipal, and private organizations.</p>
	<p><u>ACTIVITIES</u></p> <ul style="list-style-type: none"> • Staff the EOC when requested. • Develop and maintain working relationships with primary and support agencies. • Provide recovery and mitigation resources, equipment, and vehicles, upon request. • Act as liaison to support emergency event. • Coordinate with animal welfare and agricultural stakeholders and service providers in long-term community recovery efforts. • Coordinate with ESF #3 Public Works and Engineering and ESF #10 Hazardous Materials to identify long-term environmental restoration issues. • Coordinate with ESF #6 Mass Care and ESF #8 Public Health & Medical to identify long-term recovery needs of the whole community and incorporate these into recovery strategies. Assist other EOC units, branches, and sections as requested.

ESF #15 EXTERNAL AFFAIRS

Primary Agencies

Tempe City Manager's Office

Support Agencies

Tempe – All Departments & Divisions

Maricopa County Department of Emergency Management (MCDEM)

Arizona Division of Emergency Management (ADEM)

Introduction

ESF #15 External Affairs aligns with ESF #15 in the Maricopa County Emergency Operation Plan (EOP), the State of Arizona Emergency Response and Recovery Plan (SEERP), and the National Response Framework (NRF). This ESF serves as the coordination mechanism for when county, state, and federal ESF #15 resources are activated.

ESF #15 External Affairs involves prevention, mitigation, preparedness, response, and recovery activities before, during, and after an emergency or disaster event. To support these activities, the ESF structure requires the identification of Primary and Support agencies. These agencies have been pre-identified to initiate, develop, and maintain preparedness and training activities as well as emergency response procedures needed to save lives, protect property and the environment, and to disseminate emergency public information, instructions, and protective actions to the whole community following an emergency or disaster. A significant responsibility of the Primary Agency is communication. Consistent communication between the agencies will build a strong, working relationship prior to any event.

Purpose

ESF #15 External Affairs agencies are responsible for providing accurate, timely, relevant and concise information to City departments, the media, the private sector, and the public during an emergency or disaster.

Scope

ESF #15 External Affairs describes how emergency public information will be managed in the event of an incident that threatens or impacts the City of Tempe by addressing the organization, direction, and control of public information personnel and the coordination of public information to minimize public confusion and to ensure consistency of message.

Situation & Planning Assumptions

Situation

The City of Tempe provides for the health, welfare, and safety of its citizens on a day-to-

day basis. During an emergency or disaster, the means of dispersing public information may be overwhelmed by demand and/or damaged. Immediately following a disaster, information may be erroneous, contradictory, or vague. County or state assistance may be required to supply critical information to the public, emergency responders, recovery personnel and members of the media.

Activation of ESF #15 procedures may be necessary to respond to media and public requests for information, to advise the Incident Commander on public information issues, to inform and apprise elected officials and other leaders of the status of an incident, and to monitor the news media to detect and correct misinformation.

The skill and professionalism with which Tempe communicates vital information to the public – through the news media and other communication channels – can lead to a successful response to a widespread community threat. A good emergency public information plan is an essential element of that response. In a disaster, Tempe citizens need to know where to go, what to do and what not to do. Effective public information efforts reassure and bolster the public's confidence. People need to know that there is a steady hand of leadership in command of the incident.

A professionally staffed public information structure is needed to coordinate and disseminate information efficiently. Public Information Officers (PIOs) provide critical information to the public during events and incidents; public information personnel cooperate and coordinate with one another to ensure that precise, accurate, and verified emergency public information is released to the public and media representatives. Beyond the typical networking of PIOs, the National Incident Management System (NIMS) is the formal organization model by which PIOs coordinate emergency communications.

Planning Assumptions

- Effective measures can be taken to enhance survival and minimize hardship prior to and during a potential or actual state of emergency or disaster by providing emergency public information to the public.
- Prior to and during a potential or actual emergency/disaster, the public requires survival instructions, information regarding disaster relief, and government response and recovery operations.
- Incident specific information will be disseminated through the media and other sources in accessible formats and multiple languages to individuals, households, businesses, and industries directly or indirectly affected by the incident, including, but not limited to:
 - Television.
 - Radio.
 - Devices for the sight or hearing impaired.
 - Internet.
 - Press Releases.
 - Newspaper.
 - Flyers.
 - Emergency Alert System (EAS).
 - Arizona Emergency Information Network (AZEIN).

- Back-up communication methods for public information may include:
 - Vehicle public address system.
 - Door-to-door contact.
 - Public meetings.
- People will want more emergency preparedness information during an emerging crisis. A Public Affairs program combining both public education and community information will help to significantly reduce disaster related casualties, property damage and economic loss.
- 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 Joint Information System (JIS).
- News breaking on media platforms that the City does not or cannot control must be monitored 24/7 during emergencies.
- City infrastructure may sustain damage. This damage may influence the means of dispersing information to the public.
- Disaster responses, which require energy capacity, may be difficult to coordinate effectively during the immediate post-disaster phase. Additional resources, if needed, may not be available for up to 72 hours.
- Gradual clearing of access routes and resumption of services will permit a sustained flow of emergency relief, although localized distribution patterns may be disrupted for a significant period of time.

Concept of Operations

Depending on the severity of the emergency, Public Information Officers (PIOs) from other local or state agencies may be requested to provide support during Tempe emergency operations.

The method for communicating with the whole community will be determined based on the channels available, including but not limited to, communicating to those with sight or hearing impairments, as well as unique populations such as schools, hospitals, managed care facilities, group homes, etc. The location and accessibility status of Reception and Care or Evacuation Centers and Disaster Shelters will be included in public announcements and may include services available (e.g. back-up power available, refrigeration for medicines, etc.).

The methods of communicating with the whole community include, but are not limited to, the below listed systems. In addition to these standard systems, Cities and Towns have a variety of mediums which they can use for public notifications.

Public Notification and Warning

Arizona Emergency Information Network (AZEIN) Emergency Bulletin System.

The Arizona Emergency Information Network (AZEIN) is operated by Arizona Division of Emergency Management (ADEM) and is the state's online source for real-time emergency updates, preparedness and hazard information, and multimedia resources. Direct links to AZEIN are placed prominently on the MCDEM website as well as Face Book and Twitter page.

Emergency Alert System (EAS) via Radio and Television.

An alert and warning system that uses the broadcast media to announce conditions that pose an immediate threat to public safety. The EAS is a national system that can be used by federal, state, and local officials to alert and warn the public.

Community Emergency Notification System (CENS)

A telephone-based system that can deliver recorded messages to citizens living in selected areas of the county. Landline residential and business phones (as well as cell phones that owners have registered in the system) can be selected by zip code, by specific streets or address, and by use of Geographic Information System (GIS) tools. Notifications are in English, Spanish and TTY.

Media Alert System (MAS)

A notification system managed by the Arizona Department of Public Safety which notifies the news media if incidents or events that may impact public safety, health, or welfare and have a significant and immediate impact on a large portion of the population.

National Oceanic & Atmospheric Administration (NOAA) Weather Radio / All Hazards (NWR)

A nationwide network of radio stations broadcasting continuous weather information directly from the nearest National Weather Service Office, weather warnings, watches, forecasts and other hazard information 24 hours a day, 7 days a week. NWR is an "All Hazards" radio network, in coordination with Emergency Management, also broadcasts warnings and post-event information for all types of hazards – including, but not limited to, natural, environmental, human caused incidents as well as public safety announcements such as 'AMBER' alerts.

Palo Verde Nuclear Generating Station (PVNGS)

The Palo Verde Nuclear Generating Station has installed an Emergency Siren Alerting System in the 10-mile radius around the plant to serve as an early warning system for the residents living nearby. In the event of an emergency at the plant, the sirens will be sounded to alert residents to turn their radio and televisions to local Emergency Alert System (EAS) stations for instructions from government officials. Methods other than the sirens may be used. These methods may include, but are not limited to siren and loudspeaker announcements and door to door notifications by local law enforcement personnel or other government agencies. Direct phone calls to homes or cell phones may be made through the Community Emergency Notifications Systems (CENS), which is

designed to rapidly notify an affected area of an emergency by sending a recorded message through the phone system.

Inter-Agency

Arizona Health Alert Network (AZHAN)

AZHAN is part of the Office of Public Health Emergency Preparedness and Response and was established as part of the efforts to enhance the public health response capabilities for the State of Arizona. It was created to address the communications needs associated with both public health response and daily operational sharing of information for planning and disease surveillance. AZHAN serves as a communications network between State and local public health agencies, healthcare providers, hospitals, and emergency management organizations.

Public Safety Answering (or Access) Point (PSAP)

A PSAP is a **call center** where operators are responsible for answering calls to an emergency telephone number (usually 911) and dispatching police, firefighting and ambulance services.

Flood Control District (FCD) of Maricopa County

The Flood Control District Operates a 24-hour rain, stream and weather gage network which provides "real-time" internet-based information to Maricopa County Emergency Management and other agencies about rainfall, floods and weather conditions in the County.

Notification to Schools, Designated Government Agencies and Designated Businesses

In addition to the all-hazards weather radios at many public schools, phone calls may be made from local emergency management offices to schools alerting them of any potential danger when and where possible. Calls can also be placed to designated government agencies and businesses.

Notification to Custodial Institutions

Most jails in Maricopa County are operated by the Maricopa County Sheriff's Office (MCSO). MCSO will notify custodial institutions under its control of any emergency conditions either having been informed through their own law enforcement channels, by the MCDEM duty officer, or as the information flows through an activation of the County Emergency Operations Center (EOC). MCSO will take appropriate actions as outlined in their Standard Operating Procedures (SOP).

The City of Tempe Police Department operates a holding facility. The Tempe Emergency Manager / Fire Chief is responsible for notifying Tempe Police, who will take the appropriate action as outlined in their SOP for holding facilities in their control.

There are several custodial institutions under the control (or oversight) of the State of Arizona (either directly or through privatized contract). The State of Arizona Department of Corrections is responsible for notifying these entities of emergency conditions, having been

informed through the State of Arizona Division of Emergency Management's (ADEM) duty officer or Emergency Operations Center (EOC). As a state-run entity, resource requests to or from these institutions will be directed immediately to ADEM.

Federal custodial institutions located within Maricopa County are under the jurisdiction (or oversight) of the Federal Government. Notification to these entities is through the local entity, to the County, to the State and then to the Federal Agencies.

Inter-Emergency Management

Maricopa County Warning Radio Net

The inter-agency Warning Radio Net is operated by Maricopa County Emergency Management for direct radio contact with municipal police department dispatch centers in the county as well as the dispatch centers at Luke AFB, the National Weather Service, Maricopa County Sheriff's Office and the Central Arizona Project.

Emergency Notification System

This platform is used by Emergency Management for automated list-based communications that provides immediate, multi-modal (voice, text, e-mail, and fax) notification to department heads, municipal Emergency Managers, groups or teams.

National Warning System (NAWAS)

An automated telephone system used to convey warnings to United States based federal, state and local governments. The system consists of what is essentially a 2200+ telephone party line. The phone instruments are designed to provide protection for lightning strikes so they may be used during storms. The interconnecting lines provide some protection by avoiding local telephone switches. This ensures they are available even when the local system is down or overloaded. NAWAS has major terminals at each state Emergency Operations Center and/or State Emergency Management Facility. Other secondary terminals include local Emergency Management agencies, National Weather Service field offices and Public Safety Answering Points (PSAPS), also referred to as Jurisdictional Warning Points.

Should the situation require the alerting, warning or evacuation of the public, Tempe Public Information Officers will utilize all communication channels available (e.g., audio, visual, text, etc.) to notify the **whole community**. Additional modes of communication will be provided based on the ability of individuals to receive, act on, or understand emergency alerts and warnings. This includes, but is not limited to, communicating in a language other than English, and communicating to administrators and caregivers at educational, health or custodial institutions, day care centers, hospitals, group homes, and assisted living facilities. Information will be clearly communicated so timely decisions can be made and actions taken to ensure their safety. Advance notice (whenever possible) may be needed to accommodate children, unique populations, and individuals with access or functional needs.

The Tempe City Manager's Office activates and directs ESF #15 procedures through the Communications and Media Relations Office/Government Relations to serve the

community, elected officials and city departments by delivering Tempe's message and information to the public. The Communications and Media Relations Office/Government Relations may provide representatives to the Tempe EOC upon request. Information released to the public is approved by the Incident Commander (or designee).

ESF #15 identifies procedures to implement External Affairs processes as well as support to ESF #6 Mass Care sites or operations that require interface with the media.

- Develop and maintain close relationships with community leaders including political, religious, educational, labor, ethnic, and disability and neighborhood advocacy groups to assist in the rapid dissemination of information.
- Develop and maintain close relationships with schools, assisted living facilities, nursing homes, hospitals, and other institutional care facilities.

BASIC PUBLIC INFORMATION RESPONSIBILITIES:

The basic functions of a public information operation may be accomplished by one Public Information Officer (PIO) or a team of PIOs, depending on the size of the incident. Duties and responsibilities include:

- Responding to inquiries from the news media and the public.
- Monitoring the news media to detect and correct misinformation and identify emerging communication trends or issues.
- Advising the Incident Commander on public information issues and advocate for the community to ensure public information needs are met.
- Managing the release of emergency public information and warnings.
- Coordinating with the appropriate authorities to disseminate accurate and timely information related to the incident.
- Ensuring equipment and personnel are sufficient to meet the public information need.
- Informing and apprising elected officials, agency heads, and other leaders as to the status of the incident.
- **Joint Information System (JIS)** - A critical component of the JIS program during an emergency / disaster is to recognize trends, questions, rumors and/or confusion, etc. amongst the general public. In response to this need, a designated communication channel is activated during response and recovery operations. The JIS staff is responsible to ensure that when this channel is activated, it is disseminated to the general public. The JIS staff uses information from this channel and/or other sources to identify areas or items that may need to be addressed through the media and/or other communications system. The purpose of the JIS is to:
 - Coordinate messages with City, county, state and tribal governments, and federal entities.
 - Establish a Joint Information Center (JIC), virtual or real, when necessary.
 - Gather information on the incident.
 - Provide incident-related information through the media and other sources to

individuals, families, businesses, and industries directly or indirectly affected by the incident.

- Use a broad range of resources to disseminate information.
- Perform media monitoring to ensure that accurate information is disseminated.
- Handle appropriate special projects such as news conferences, press operations or incident tours for government officials and other dignitaries.
- Provide support and coordinates messaging to the communication office and other City officials as designated.
- Provide basic services such as communications and supplies, to assist the news media in disseminating information to the public.
- Oversee the key function of media relations.
- Provide external affairs support staff/liaisons when requested by state, local, or tribal authorities.

Using Social Media:

- A social media strategy should be incorporated into crisis communications and media plans.
- Participation in a social media community establishes relationships before a crisis begins and allows social media representatives to develop appropriate use of these platforms.
- Using social media day-to-day builds trust and influence in online communities. Posting news releases, leveraging other content and sharing emergency preparedness information prior to an emergency will build participation.
- When appropriate, engage social media users to help share emergency messages and information. Mainstream media outlets will follow the city's feed. Building a solid follower base prior to an incident is essential - when an emergency occurs, people will turn to the city for information.

Monitoring Social Media:

- Monitoring social media is an important aspect of working with social media.
- Day-to-day monitoring can take place within normal work hours, with occasional checks performed on evenings and weekends.

Organizational Roles & Responsibilities

ESF #15 External Affairs organizations will be alerted and activated by the Tempe City Manager, or the "City Manager's Designated Alternate", the Emergency Manager / Fire Chief. Primary and Support agencies for Tempe's ESF #15 function will coordinate with each other to ensure the most effective use of personnel and equipment. They are responsible for developing internal Standard Operating Procedures (SOP) that support EOC operations and staffing of their respective divisions.

All ESF #15 External Affairs resources will be used on a priority basis to save lives and property. The assets available to ESF #15 will be used to assist emergency operations.

All ESF #15 External Affairs asset deployments and recalls will be controlled, assigned and tracked from the Tempe Emergency Operations Center (EOC) on the appropriate Incident Command System (ICS) forms or web-based crisis information management system. Information will be collected through the Tempe EOC Operations and EOC Logistics Sections.

The Primary agency will report to the Tempe EOC Operations Section Chief and may be assigned as Branch Coordinator or Unit Leader. ESF #15 Support agencies will report to the ESF #15 Primary agency.

Information for public release will be channeled through the Tempe EOC Public Information Officer (PIO).

All expenses associated with this incident will be charged to a cost center that will be provided by the EOC Finance Section Chief. Each City department or agency will maintain records of emergency expenditures (including time and materials) to validate their emergency response activities should reimbursement become available. Where it is possible, normal administration procedures will be followed. Emergency expenditures will be incurred in accordance with Tempe City Code, Chapter 26A Procurement.

PRIMARY AGENCY	
Tempe City Manager’s Office – Communications and Media Relations Office	<p><u>BACKGROUND</u></p> <p>In daily operations, the assigned primary agency provides accurate, coordinated and timely information to City government, the media, the private sector, and the public. The Communications and Media Relations Office handles all public information and media relations for the City and manages Tempe cable Channel 11. It is responsible for keeping the community informed about programs and activities within the City as well as working on Tempe’s image locally, regionally and nationally. Services provided by the division include media relations, graphic design, public relations, audio-visual and government access cable channel coordination.</p>
	<p><u>ACTIVITIES</u></p> <ul style="list-style-type: none"> • JIS procedures will be developed and maintained by the Communications and Media Relations Office/Government

	<p>Relations in order to implement ESF #15 External Affairs and the Emergency Public Information section of this plan, in cooperation with Support Agencies and organizations.</p> <ul style="list-style-type: none"> • Staff the EOC when notified. • Establish and maintain a working relationship with the support agencies, and the media. • Maintain records of expenditures and document resources utilized. • Assist other EOC units, branches, and sections as requested. • Coordinate with county, state and federal ESF#15 counterparts. • Prepare materials for use on social media platforms ahead of time. Key actions: develop an image library, and consider streaming news conferences.
SUPPORT AGENCIES	
ALL	<p><u>BACKGROUND</u></p> <ul style="list-style-type: none"> • The support agencies have been identified by the primary agencies. In daily operations, these agencies provide department specific accurate, coordinated and timely information to county, state, tribal and federal government, the media, the private sector, and the public.
	<p><u>ACTIVITIES</u></p> <ul style="list-style-type: none"> • Staff the EOC or JIC when requested. • Develop and maintain a working relationship with the primary and support agencies, external affairs agencies and private media providers. • Provide external affairs resources, equipment, upon request. • Assist other EOC units, branches, and sections as requested. • Act as liaison with home agency to support emergency event.

TEMPE, ARIZONA
EMERGENCY OPERATIONS PLAN

ANNEX B – SUPPORT

The purpose of Annex B - Support is to provide direction, control, and coordination for City of Tempe forces and resources during and following major emergencies and disasters.

Situation & Planning Assumptions

Situation

The Tempe Emergency Operations Center (EOC) is located in Tempe Fire Medical Rescue Department Administration Building at 1400 East Apache Boulevard, Tempe, Arizona. The EOC will be activated upon notification of a possible or actual emergency. During emergency situations, certain agencies will be required to relocate staff to the EOC. During large-scale emergencies, the EOC may become the seat of government for the City of Tempe for the duration of the crisis.

Should an emergency or disaster require the alerting, warning, or evacuation of the public, persons with access and functional needs and/or unique populations may require specific attention. For more information, see the “Emergency Public Warning” and “Protective Actions (Evacuation and Sheltering)” sections of Annex B – Support.

Per Tempe City Code, Chapter 9, the City Manager is authorized and directed to create an emergency services organization the purpose of which is to execute emergency plans and other measures related to disaster prevention, preparedness, response and recovery to protect or save health, life or property. The City Manager (or designated alternate) is the “director of the emergency services” organization. **In the City of Tempe, the Fire Chief is the City Manager’s designated alternate.**

The Fire Chief, as the City Manager’s designated alternate, acts on behalf of the Mayor and Council in non-emergency periods to develop readiness plans for the City’s preparedness. During emergencies, the Fire Chief, as the City Manager’s designated alternate, acts as the principal advisor or aide to the Mayor on emergency operations. The Fire Chief, as the City Manager’s designated alternate, assists the Mayor in the execution of operations, plans, and procedures required by the emergency. The Fire Chief is assigned overall direction of the Emergency Operations Center (EOC) and maintains the EOC in a condition to permit activation with minimal notice. The Fire Chief coordinates emergency management activities of all EOC staff, and directs and controls EOC activities to support the on-scene Incident Commander.

The City of Tempe Emergency Operations Plan (EOP), a comprehensive disaster basic plan, is adopted and maintained by Resolution of the Council. The EOP is considered

supplementary to Chapter 9 of Tempe City Code and has the effect of law whenever emergencies (as defined in Chapter 9) have been proclaimed. The most recent Tempe Emergency Operations Plan (EOP), “Natural & Technological Disaster Operations Plan (0603-01)”, was approved by Tempe City Council on October 4, 2007.

The EOP provides direction and guidance to City departments, personnel, and supporting agencies. It constitutes a directive to City departments to prepare for and execute assigned emergency tasks to ensure maximum survival of the population and to minimize property damage in the event of a disaster. It is applicable to all elements of City government and the private sector engaged in, or acting in support of emergency operations. The EOP is effective for planning purposes and for execution when an emergency declaration is made by the Mayor or when placed in effect by the City Manager or other authorized official.

Planning Assumptions

Most small-scale emergencies and some major emergencies can be managed at the field level under established procedures. Hazards that exist in or about Tempe have the potential to cause a disaster of such magnitude as to make centralized command and control essential.

Centralized direction and control, achieved by activation of the Emergency Operations Center (EOC) utilizing the Incident Command System (ICS), is the most effective approach to the management of most major emergency operations. Limited EOC activation may be determined by the Emergency Manager / Fire Chief to meet the requirements of the situation. EOC activation procedures can be found in the *EOC Activation Manual* located in the Tempe EOC. Criteria for the activation of the alternate EOC is found in the Tempe Continuity of Operations Plan (COOP).

The Emergency Operations Center (EOC) is the primary hub for City of Tempe incident management, operational coordination, and situational awareness in city-wide disasters or emergencies. Upon activation, the EOC may maintain a sustained 24/7 operation based upon incident requirements, fusing public safety, incident intelligence, emergency response, public information, public health & medical, mass care, and private sector reporting. The EOC also facilitates emergency management information sharing and operational coordination with the County EOC as well as other local EOCs.

Emergency Operations Center (EOC) Roles and Responsibilities include:

- Establishing and maintaining real-time communications links with local EOCs and relevant elements of the private-sector.
- Maintaining communications with private-sector Critical Infrastructure and Key Resources (CIKR).
- Maintaining communications with tribal, state and local incident management officials.
- Coordinating resources pertaining to local incident management.
- Providing general situational awareness, common operational picture, and

supporting requests for information from the Mayor and the County EOC.

Concept of Operations

The following individuals are authorized to activate the Tempe EOC:

- City Manager
- Assistant City Manager
- Fire Chief
- Assistant Fire Chiefs
- Fire Deputy Chiefs
- Police Chief
- Assistant Police Chiefs
- Police Commanders

The services, resources, and facilities of all existing departments and agencies of City government will be utilized. When necessary, the private sector will be requested to perform emergency tasks and functions unavailable to the City.

Departments with field forces involved in the disaster will establish an Incident Command post or join an already established Incident Command post from which to control their operations and coordinate with other forces through the Tempe EOC.

Departments with emergency response capabilities will retain control over their committed forces except where specific functional support is provided to another department.

When all City resources are committed and the need for additional help is foreseen, support from the County may be requested. If the County cannot provide support, the County will request assistance from the State of Arizona Division of Emergency Management.

In accordance with the provisions of Arizona Revised Statutes (ARS) §26-311, the Mayor may by proclamation declare an emergency of a local emergency to exist. **[Note: for more information, see the “Emergency Declaration Process” Section and accompanying forms for “Declaration of a Local Emergency” and “Declaration that a Local Emergency No Longer Exists” located in this Annex B – Support].** The Mayor shall, during such emergency, govern by proclamation and shall have the authority to impose all necessary regulations to preserve the peace and order of the City, including but not limited to:

- Imposition of curfews.
- Ordering the closing of any business.
- Closing to public access any public building, street, or other public area.
- Calling upon regular or auxiliary law enforcement agencies within or outside the city for assistance.
- Requesting mutual aid from other political subdivisions.

- Commitment of local resources in accordance with local emergency plans.

Emergency Operations Center (EOC) Organization

The Tempe Emergency Operations Center (EOC) will be organized in accordance with the Incident Command System (ICS) and adhere to the concepts of the National Incident Management System (NIMS). It will coordinate its operations with the emergency functions of other Tempe departments and any local, county, state, or federal agency assisting the City. Other Tempe departments will assign a number of representatives to the EOC sufficient to ensure that the necessary coordination occurs. The EOC will generally operate on a 24-hour basis.

Incidents with multi-jurisdictional or multi-agency involvement will be organized within the Unified Command (UC) structure which will allow agencies with different legal, geographic, and functional authorities and responsibilities to work together effectively.

The Incident Commander or Unified Commander will coordinate with the Tempe EOC regarding response and recovery efforts, as well as provide information to the EOC for the development and implementation of the EOC Action Plan (use ICS Forms 201, 202, 203, 204, 205, 206, 207 208, 209; visit www.fema.gov).

Overall policy guidance to the Tempe Emergency Operations Center (EOC) is provided by the Policy Group / Executive Staff, which is headed by the Mayor. The Policy Group consists of the: Mayor, Vice Mayor, City Manager, Assistant City Manager, and the City Attorney.

In the City of Tempe, the Fire Chief / Emergency Manager has overall responsibility for all EOC activities.

The five (5) major sections of the EOC are Command, Operations, Logistics, Planning and Finance/Administration. The Command section, also known as EOC Command Staff, consists of an EOC Chief assisted by an EOC Manager, a Liaison Officer, and a Public Information Officer (PIO). The remaining sections, Operations, Logistics, Planning, and Finance/Administration are known as EOC General Staff; each headed by a Section Chief. The Section Chiefs are under the direct supervision of the EOC Manager. The EOC organization (see table below) illustrates the Incident Command structure used in the EOC.

Upon activation of the EOC, particularly if the need for evacuation, sheltering or alert and warning to the community is required, the EOC Manager will designate an Access and Functional Needs liaison position.

EOC Tasking Components

This section provides an overview of the major tasking components of the EOC. A more detailed listing of specific tasks can be found in the Basic Plan (see “Responsibilities – City of Tempe Government) and in Annex A – Emergency Support Functions).

Policy Group: Responsible for establishing the fundamental priorities and guidelines under which the disaster response effort will operate.

Command Staff: In the Incident Command structure and dependent upon the size and type of incident, personnel are designated to provide information, safety and security, and liaison services for the entire organization. The **Emergency Manager / Fire Chief** is responsible for the overall management of all incident activities to include developing and implementing strategy, approving the ordering and release of resources, and carrying out the priorities established by the Policy Group. The Command Staff consists of the:

- **EOC Manager:** Responsible for the overall management of the EOC to include: developing and implementing strategy, approving the ordering and release of resources, and carrying out the priorities established in coordination with the **Fire Chief / Emergency Manager**.
- **Public Information Officer (PIO):** Serves as the conduit for information to internal and external stakeholders including the media or other organizations seeking information directly from the incident or event.
- **Liaison Officer:** Serves as the point of contact for assisting and coordinating activities between the EOC and various agencies and groups. This may include elected officials, local government officials, non-government organizations, and criminal investigating organizations.

General Staff: The General Staff includes the Operations, Planning, Logistics, and Finance/Administrative Sections (as appropriate). The modular organization of the Incident Command Structure (ICS) allows the **Fire Chief / Emergency Manager** to scale efforts and apply the parts of the ICS that best meet the demands of the incident. These EOC responsibilities remain with the **Fire Chief / Emergency Manager** until they are assigned to the EOC Manager or other qualified individual.

When the Operations, Planning, Logistics, or Finance / Administrative responsibilities are established as separate functions under the EOC Manager, they are managed by a Section Chief and can be supported by other functional branches and units.

General Staff consists of the following “functional” sections:

Operations Section: Activates and supervises organization elements in accordance with the EOC Action Plan and directs its execution. This section also directs the preparation of unit operations plans, requests or releases resources, makes expedient changes to the EOC Action Plan as necessary, and reports such to the EOC Manager.

The Operations Section Chief is responsible for the management of all operations directly applicable to the primary mission and ensuring the overall safety and welfare of all section personnel. An assistant Operations Section Chief may be assigned for specific tasks.

The following branches and sub-units may be activated by the Operations Section Chief:

BRANCH/UNIT	EMERGENCY SUPPORT FUNCTION (ESF)	PRIMARY AGENCY
Public Safety	ESF 4 Fire Service	Tempe Fire Medical Rescue
	ESF 9 Search & Rescue	Tempe Fire Medical Rescue
	ESF 10 Hazardous Materials	Tempe Fire Medical Rescue
	ESF 13 Public Safety & Security	Tempe Police
Public Works	ESF 3 Public Works	Tempe Public Works
	ESF 12 Energy	Tempe Public Works & Tempe Community Development
	ESF 1 Transportation	Tempe Public Works
Mass Care*	ESF 6 Mass Care	Tempe Community Services
	ESF 8 Health & Medical	Tempe Fire Medical Rescue

*During a public health response, the Public Health Incident Coordination Center (ICC) will be part of the Mass Care Branch and ESF 8 Mass Care. The Operations Section Chief will have supervision over the ICC as a Mass Care unit.

Logistics Section: Responsible for providing facilities, services, and materials for the incident response. The Section also participates in the development and implementation of the EOC Action Plan.

The Logistics Section Chief activates and supervises assigned branches / units within the Section and all incident support needs, with the exception of aviation support. The Logistics Section Chief is also responsible for the safety and welfare of section personnel.

The following branches and sub-units may be activated by the Logistics Section Chief:

BRANCH/UNIT	EMERGENCY SUPPORT FUNCTION (ESF)	PRIMARY AGENCY
Service & Support	ESF 6 Mass Care	Tempe Community Services
	ESF 3 Public Works	Tempe Public Works
	ESF 2 Communications	Tempe Information Technology
	ESF 12 Energy	Tempe Public Works & Tempe Community Development
Communications	ESF 2 Communications <ul style="list-style-type: none"> ○ Telephone Unit ○ Radio Unit 	Tempe Internal Services Department
	ESF 7 Resource Support	Tempe Internal Services Department
Resource	Supply Unit	Tempe Internal Services Department
	Facilities Unit	

Planning Section: Responsible for the collection, evaluation, dissemination and use of information about the development of the incident, status of resources, recovery & mitigation, and damage assessment. This information is needed to understand the current situation, predict probable course of incident events, and to prepare alternative strategies and control operations for the incident via the EOC Action Plan.

The Planning Section Chief is responsible for coordinating with each section for the timely development of the EOC Action Plan per operational period as defined by the EOC Manager. The Planning Section Chief is also responsible for ensuring the overall safety and welfare of all section personnel.

The following branches and sub-units may be activated by the Planning Section Chief:

BRANCH/UNIT	EMERGENCY SUPPORT FUNCTION (ESF)	PRIMARY AGENCY
Emergency Management	ESF #5 Emergency Management	Tempe Fire Medical Rescue Dept.
	Resources Unit	Tempe Central/Financial Services
	Documentation Unit	Tempe Central/Financial Services
	Situation Unit	Tempe Fire Medical Rescue Dept.
	Demobilization Unit	Tempe Fire Medical Rescue Dept.
Recovery & Mitigation	ESF #14 Recovery & Mitigation	Tempe City Manager
	Debris Removal Unit	Tempe Public Works
	Infrastructure Analysis Unit	Tempe Public Works
Damage Assessment	ESF 3 Public Works	Tempe Public Works
	ESF 7 Resource Support	Tempe Central/Financial Services
	ESF 9 Search & Rescue	Tempe Fire Medical Rescue Dept.
	ESF 10 Hazardous Materials	Tempe Fire Medical Rescue Dept.
	ESF 12 Energy	Tempe Community Development

Finance/Administration Section: Responsible for all financial, administrative, and cost analysis aspects of the incident and for supervising members of the Finance/Administration Section.

The following branches and sub-units may be activated by the Finance/Administrative Section Chief:

BRANCH/UNIT	EMERGENCY SUPPORT FUNCTION (ESF)	PRIMARY AGENCY
Administrative	Volunteer Management Unit	Human Services
	Donations Management Unit	Human Services
Financial Management	Policy Unit	Tempe Internal Services Department
	Control / Audits Unit	Tempe Internal Services Department
	Reports & Document Control Unit	Tempe Internal Services Department
Fiscal Services	Accounting Unit	Tempe Internal Services Department
	Procurement / Obligations Unit	Tempe Internal Services Department
	Payroll Unit	Tempe Internal Services Department

The extent to which the Emergency Operations Center (EOC) is activated depends upon the type of emergency situation, its potential for escalation, its geographic extent, and other factors.

It is incumbent upon the on-duty field emergency services personnel and dispatch telecommunications (supervisory level) to be prepared to immediately contact the Emergency Manager / Fire Chief to report any emergency situation which may require EOC activation.

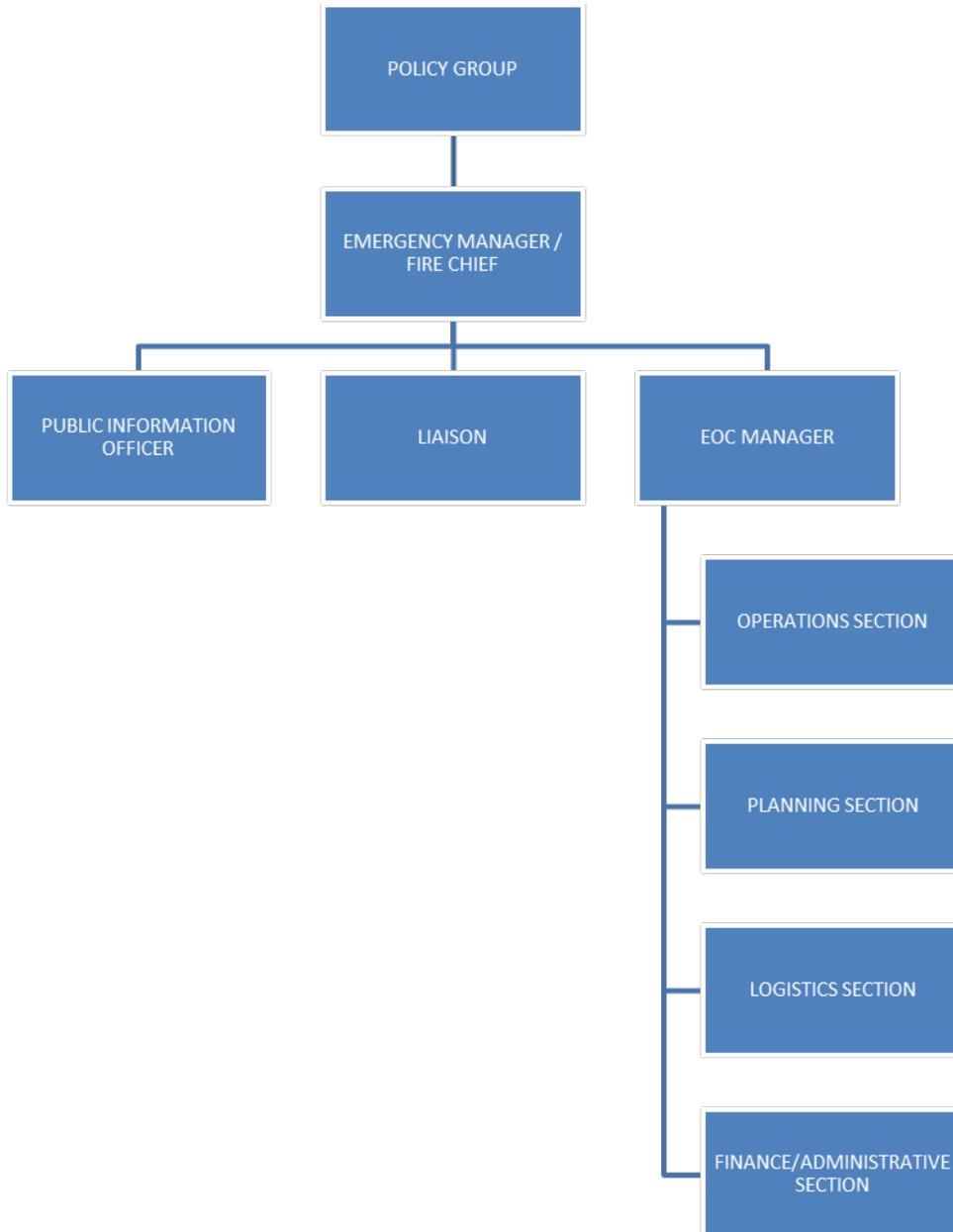
The EOC will ordinarily be fully activated and the EOC Staff will assume control of emergency operations in any emergency situation that requires mobilization of Tempe government elements BEYOND those normally involved in emergency services on a day-to-day basis. The EOC may be activated and staffed incrementally in response to a slow developing emergency.

The EOC may be partially activated during emergencies of lower magnitude (or significant special events) when doing so will assist field Incident Commanders in controlling the emergency, providing a controlled release of information to the public, or facilitating the liaison and coordination with outside agencies or jurisdictions.

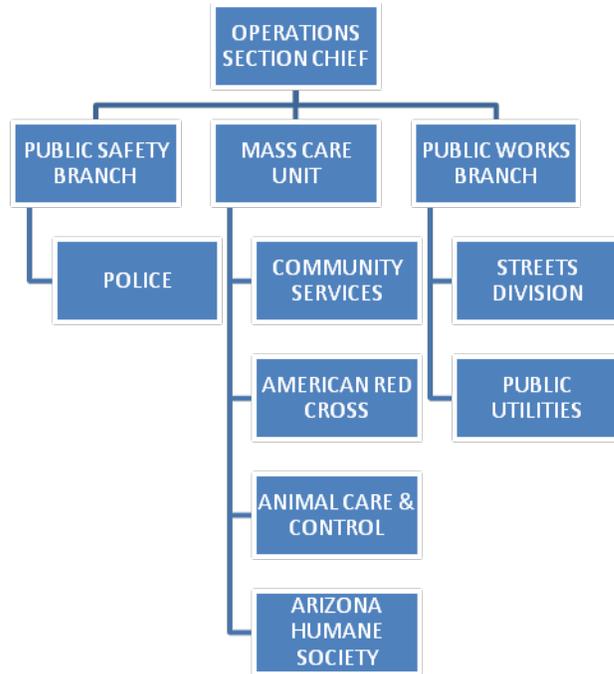
Should the situation require alerting, warning or evacuating the public, persons with disabilities, access and/or functional needs (as well as unique populations) will require specific attention. [See Annex B – Support – Evacuation].

The services, resources, and facilities of existing City of Tempe departments will be utilized. When necessary, the private sector will be requested to perform emergency tasks and functions that cannot be performed by Tempe departments. Departments with field forces will establish a joint Incident Command Post from which to control their operations and coordinate with other City field forces.

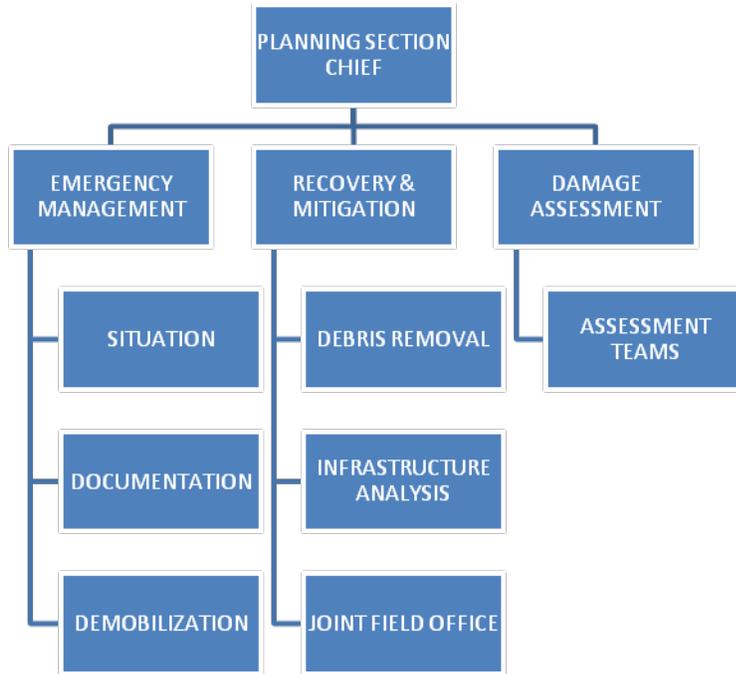
City of Tempe
Emergency Operations Center (EOC)
Organization Chart



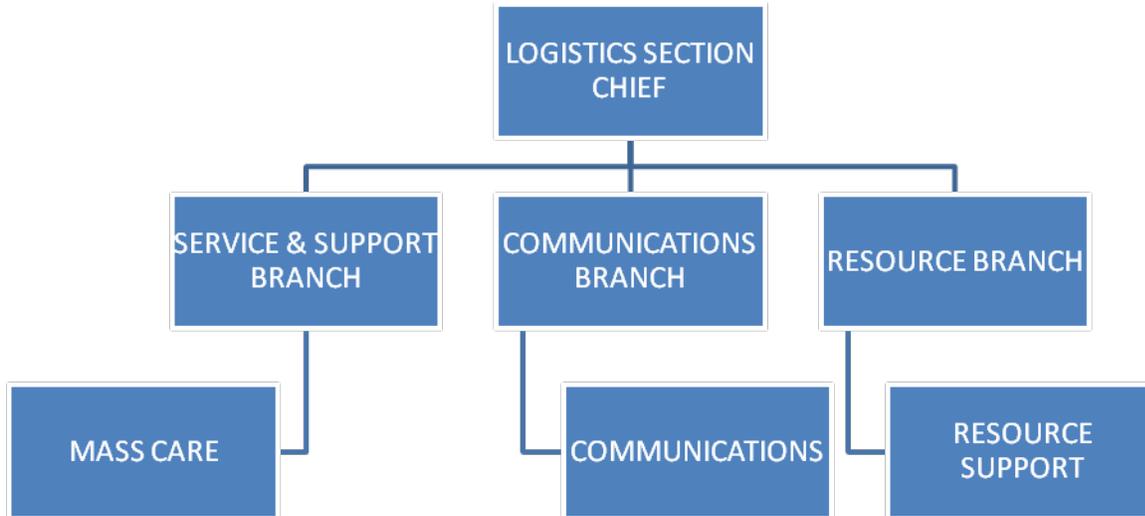
OPERATIONS SECTION ORGANIZATION CHART:



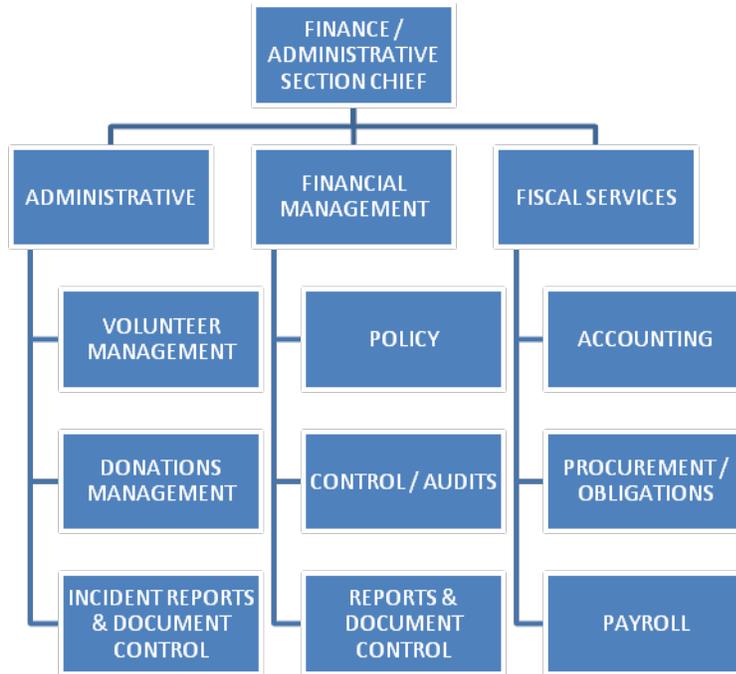
PLANNING SECTION ORGANIZATION CHART:



LOGISTICS SECTION ORGANIZATION CHART:



FINANCE / ADMINISTRATION SECTION ORGANIZATION CHART:



Continuity of Government

The purpose of continuity of government during a time of emergency or disaster is to preserve lawful leadership and authority, prevent unlawful assumption of authority, assure direction and control mechanisms are in place, and assure delivery of government services.

The need for available personnel capable of coordinating and directing emergency and disaster response functions is essential, as well as the need for availability of records, and facilities with which to carry out necessary governmental functions. Emergencies may occur when critical personnel are absent. To ensure provisions for the continued functioning of City government, a pre-determined Line of Succession must be established for all key positions. Persons who are assigned succession responsibility must be proficient in their potential responsibilities. Each department needs to identify and establish its internal critical services priorities necessary to re-establish basic services. This includes cross training of personnel for relief of duties or absenteeism.

Line of Succession

Each City department, agency, or entity is required to establish procedures to ensure that City leadership will continue to function effectively through the designation of at least three (3) successors, by position, who are authorized to exercise all the powers and discharge all the duties of the office. **The lines of succession are as follows:**

Tempe Elected Officials

- Mayor.
- Vice-Mayor.
- Remaining council members, in order of seniority.

Tempe Appointive Officers

- City Manager
- Deputy City Manager/Chief Operating Officer
- Deputy City Manager/Chief Financial Officer
- EOC Chief
- Deputy EOC Chief
- Police Chief
- City Attorney
- City Magistrate

Tempe Administrative Staff:

- Department Managers
 - Public Works
 - Community Development
 - Internal Services
 - All others according to the operational procedures established by each department.

Preservation of Public Records

Preservation of City records will ensure continued operation of City government during a major emergency or reconstitution of City government following such an emergency. As established by A.R.S. §41.151.01, the Arizona State Library, Archives, and Public Records Division of the Secretary of State's Office, is required to provide a records management and archives program.

- All records made or received by public officials or employees of this state or the counties and incorporated cities and towns of this state in the course of their public duties are the property of this state. Except as provided in A.R.S. §41.151.15, the director and every other custodian of public records shall carefully protect and preserve the records from deterioration, mutilation, loss or destruction and, when advisable, shall cause them to be properly repaired and renovated.
- Per A.R.S. §41.151.14, the governing body of each county, city, town or other political subdivision shall promote the principles of efficient records management for local public records. Such governing body, as far as practicable, shall follow the program established for the management of state records. The director, on request of the governing body, shall provide advice and assistance in the establishment of a local public records management program.
- As defined by A.R.S. §41.151.14.D., "Records Management" means the creation and implementation of systemic controls for records and information activities from the point where they are created or received through final disposition or archival retention, including distribution, use, storage, retrieval, protection and preservation.

Continuity of Operations

The City of Tempe has determined that each City department, agency, and/or entity should develop and maintain a plan that enables each City department, agency, and/or entity to preserve, maintain, and/or resume its capability to function effectively in the event of the threat or occurrence of any disaster or emergency that could potentially disrupt governmental operations and services. That plan will describe:

- Identification and description of essential functions.
- Recovery time objectives and recovery point objectives for essential functions.
- Order of succession and delegation of authority.
- Continuity / alternate facilities.
- Continuity communications methods.
- Vital records.
- Human capital management.
- Devolution.
- Reconstitution of operations.
- Training and exercise programs.
- Process for evaluations, After Action Reports (AAR).
- Process for a correction action plan.

Communications

Existing communications regulations and system control procedures apply; telephones are the primary method of communication. Tempe Police and Fire Department radio networks will provide backup communications in the event of a telephone system failure. Fire Department interoperability communications will be used to supplement all communications activities.

Reports

When a significant emergency or disaster event occurs to such a magnitude to require the activation of the EOC, various reports will be developed as a means to communicate the status of the event to the Mayor and City Council, City Manager, City department directors, and others as appropriate. The types of reports that may be requested by the EOC Manager include but are not limited to:

- **Event Log:** An event log compiled through a web-based crisis information management system provides real-time logging, tracking, and monitoring within the EOC for specific events. On completion of the emergency, the event log will be printed in hard copy and filed with all other pertinent documentation. Information in the event log can be used for completing the After-Action Report (AAR). The original paper copies from which the event log was derived will be retained as a back-up information source to be used in the event of computer system failure.

- **Situation Report (sample follows):** At the end of each work shift, the EOC Manager will prepare a Situation Report. One copy will be sent to the Mayor and a second copy will be distributed within the City EOC.
- **Summary Report:** Periodically, summary reports in narrative form will be prepared for the purpose of advising and briefing the Mayor, the City Manager, and others. Data for the summary reports will be taken from the Situation Reports and the Event Logs.
- **EOC Action Plan (Use ICS Forms):** The Action Plan contains objectives that reflect the incident strategy and specific control actions for the current or next operational period.
- **After-Action Reports (sample follows):** Five (5) days after conclusion of emergency operations, each activated EOC Section will submit an After-Action Report to the Emergency Manager / Fire Chief. The report will include estimates of operational costs if actual cost data is not yet available.

SITUATION REPORT

**CITY OF TEMPE
EMERGENCY OPERATIONS CENTER
SITUATION REPORT**

REPORT #

DATE/TIME:

Type Of Occurrence:

Date/Time Of Occurrence:

Locations Affected:

EOC ACTIVATION:

ESFs ACTIVATED:

Date/Time:

Hours Of Operation:

CRITICAL INFRASTRUCTURE AFFECTED:

Major Roads / Bridges:

Hospitals:

Schools:

Key Government Offices:

Other:

UTILITY STATUS

COMMENTS

Electricity:

Gas:

Water:

Wastewater:

Telephone:

Cable:

Emergency Declarations

City of Tempe
Maricopa County
State of Arizona

Date & Comments:

EVACUATIONS

Location:

Date & Time
Ordered

Date & Time
Terminated

SHELTERS

Name & Location:

Registered

Occupants

Situation Summary:

Contact Information:

Phone

EOC Manager:

Public Information Officer:

EOC Action Plan Description (Use ICS Forms)

The EOC action planning process is an essential tool used in managing major emergency situations. If emergency organizations and field personnel are to have a well-planned and well-executed approach to resolving the problems posed by the disaster, everyone involved must remain focused and unified in their efforts. The EOC action planning process is a key element to ensure that the entire organization and field resources will be focused and acting as a unified, coordinated body. If the organization is going to move forward in a unified manner, there must be a clear understanding of all the activities that will be taking place at each assigned level involved in the incident. This information is compiled into an EOC Action Plan (EAP). The EAP is developed for each operational period and is distributed to each working unit within the EOC and the field. Mandatory briefing sessions are conducted prior to each operational period by the planning section to distribute and review the EAP. **NOTE: All appropriate ICS forms are accessible electronically.**

Operations Section. After conferring with the Operations Branch directors, the Operations Section develops objectives and assignments for the operational period. These objectives and assignments are also specific to each assigned resource for each branch. This detailed assignment is recorded on the ICS Form 202 and 204, which are presented to the Planning Section for inclusion into the Emergency Action Plan (EAP).

Logistics Section. After conferring with all Section Chiefs, the Logistics Section determines the need for additional resources including specialized resources, facilities, supplies, etc. This information is summarized and forwarded to the Planning Section for status information purposes and possible inclusion into the Emergency Action Plan (EAP).

Planning Section. After conferring with the General Staff and collecting various EAP components, the Planning Section compiles the remaining plan components as necessary. When a draft EAP is compiled, a planning meeting is called to review and discussion the EAP to ensure that stated goals and objectives are measurable, obtainable and follow current policy. The final plan is duplicated and presented by the Planning Section at the briefing session prior to each of the identified operational periods. As changes occur during each operational period, meetings with Command Staff are conducted as necessary.

Finance Section. After conferring with the Section Chiefs, the Finance Section will determine if there is necessary financial support for the EOC operation to meet the strategic objectives established in the EAP. Procurement methods and cost tracking methods are identified and established as necessary. An incident cost analysis is provided for distribution.

Written EOC Action Plans

Reasons for preparing written EOC Action Plans:

- Provides for a clear statement of objectives and actions.
- Ensures everyone knows what the plan is.
- Identifies specifics pertaining to who is assigned, where they are working, what they are to do, who to report to, and how to contact them.
- Develops a basis for measuring work effectiveness and cost effectiveness.
- Develops a basis for measuring work progress and providing accountability.
- Ensures documentation of planned event flow.

Operational Periods

Operational periods can range in length from 12 to 24 hours. The EOC Manager will establish the operational period length based on several factors, including but not limited to:

- Length of time needed to achieve tactical objectives.
- Availability of necessary resources.
- Future involvement of additional resources.
- Environmental considerations (e.g., daylight, weather, etc.).
- Safety considerations.
- Community support responsibilities (e.g. sheltering, feeding).

Essential Elements

The written EOC action plan contains ten (10) essential elements:

- Operational period - Identification of beginning and ending times of the operational period covered in the EOC action plan.
- Situation description – Include a synopsis of the existing situation (see ICS Forms 209 and 201).
- Incident Objectives and priorities for the operational period - Develop a list of general objectives and priorities that must be accomplished within the designated operational period (see ICS Form 202).
- Operational period weather forecast - Description of weather expected during the specified operational period.
- Communications Plan - Develop a list of frequencies to be utilized by all assigned resources (see ICS Form 205 and ICS Form 205a, Telephone and Other Communications contact information).
- Medical Plan - Develop a description of medical resources, locations and access in the event of injury(s) (see ICS Form 206).

- Branch/Unit assignments - Develop a description of tasks/goals for each branch/unit including resources, special instructions, etc. (see ICS Form 204).
- Maps - ensure accurate maps identifying work areas, travel routes, safety zones, staging areas where applicable, and other applicable facilities and sites.
- Safety Message(s) - Develop a general safety message for the incident and a specific safety message for EOC staff.
- Command Organizational Flow Chart - Develop a flow chart of the command organization for each operational period with spaces for names of staff (ICS Form 207).

Planning Factors

To assist in the completion of the EOC action plan, web-based crisis information management systems utilize Incident Command System (ICS) forms in a “fill-in-the-blank” document format. The Planning Section should distribute the appropriate ICS forms to the Section Chiefs for completion as needed.

Activities in the EOC action planning process:

- Throughout the course of the emergency response, the Planning Section gathers information pertaining to the progress of the incident along with specific needs. This information is gathered from the Section Chiefs during periodic briefings involving the EOC General Staff.
- The Planning Section will combine this information presented at the EOC staff meeting into a formal current Situation Report (SitRep).
- The Planning Section Chief will work with the Operations and Logistics Section Chiefs to identify Incident Objectives (ICS Form 202) for managing the response, for both the current operational period as well as for the duration of the incident. Ideally, the objectives will be listed in priority order.
- The Planning Section compiles one (1) assignment list (ICS Form 204) for each assigned section plus necessary maps, weather reports, Medical Plan (ICS Form 206), Communications Plan (ICS Form 205 and 205a), Incident Organization Chart (ICS Form 207), Safety Message/Plan (ICS Form 208), and other pertinent information such as current press releases.
- All documents and forms are compiled and placed in a numerical sequence. This is considered a draft EOC Action Plan. The draft is circulated to all Section Chiefs for review and comment.
- The Logistics Section determines their requirements for obtaining the needed personnel, supplies, and materials to support the Operations Section in the pursuit of the Incident Objectives.
- The Finance Section determines their requirements for paying, documenting, and

recovering the funds for personnel, supplies, and materials to support the Operations Section in the pursuit of the Incident Objectives.

- The Planning Section continues to capture the information necessary to produce reliable and current situation reports, project future needs and outcomes, facilitate the action planning process and meetings and finally, to maintain a document record of the emergency and response efforts.
- The approved EOC Action Plan is posted and made available in a web-based crisis information management system and copies are produced as needed.
- The Policy Group (if available) may review the EOC action plan.

Planning Meeting for Staff

A planning meeting with the Command and General Staff is critical and must be kept short and focused. The Planning Section Chief will be responsible for gathering the critical information provided during the EOC planning meeting. After this meeting the EAP is finalized and completed. The following tenets should be followed:

- All sections must come prepared with their completed assigned tasks.
- Each section presents their components to the EAP. Feedback is provided where appropriate.
- Policy issues are addressed.

AFTER-ACTION REPORT

AFTER-ACTION REPORT	Page 1 of 2
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1. Department/Activity Making Report _____

2. Period of Emergency Operations _____

3. Nature of Emergency _____

4. Departments or Jurisdictions which you supported:

a. _____ d. _____

b. _____ e. _____

c. _____ f. _____

5. Nature of Your Emergency Support Function _____

6. Personnel:

a. Total
Participating: _____

b. Total Work Hours: Regular _____ Overtime: _____

c. Number Injured: _____ Estimated Hours Lost: _____

d. Estimated Cost to Department: _____

7. Resources Expenditures:

a. Department-owned:
Estimated Total \$ _____

b. Emergency Requirements Approved by City Manager:
Estimated Total \$ _____

c. Description of Expended
Materials _____

8. Damage or Loss of City-owned Property:
Estimated Total \$ _____

Property Description: _____

9. Summary of Activities Related to Your Emergency Support Function:

Signed: _____
Department Representative

Date _____

Emergency Declarations

State law, City Code, and this plan empower the Mayor to declare a local emergency pursuant to ARS § 26-311(a) if certain conditions exist. A declared local emergency permits City government to govern by proclamation and impose all necessary regulations to preserve the peace and order of the City including, but not limited to:

- Imposition of curfews.
- Ordering the closing of any business.
- Closing to public access any public building, street, or other public place.
- Calling upon regular or auxiliary law enforcement agencies and organizations within or without the City of Tempe for assistance.
- Notifying the constitutional officers that the City office for which they are responsible may remain open or may close for the emergency.

An emergency may be declared due to fire, conflagration, flood, earthquake, explosion, war, bombing, acts of the enemy, or any other natural or man-made calamity or disaster, or by reason of threats or occurrences of riots, routs, affrays or other acts of civil disobedience which endanger life or property within the City of Tempe.

If such an emergency exists, the Emergency Manager / Fire Chief or their designee will recommend to the Mayor that a local emergency be declared (see Annex B – Support, “Emergency Declaration”). This declaration will be forwarded by the Emergency Manager / Fire Chief to the Director of the Maricopa County Department of Emergency Management (MCDEM) (or designated representative), or to the Maricopa County EOC if activated.

If the emergency is of sufficient magnitude and all County resources are expended, MCDEM will recommend to the Chairman of the Board of Supervisors that the County declare an emergency. The County’s emergency declaration will then be forwarded to the Arizona Division of Emergency Management with a request that the Governor declare a state of emergency. Financial and other public assistance, but no individual assistance, may be made available when the Governor declares a state of emergency.

The Governor may request a presidential declaration of a major disaster in Maricopa County if conditions so warrant. Such a request will be based on a damage assessment and will indicate the degree of commitment of local and state resources in attempting to cope with the situation.

When a major disaster has been declared by the president, the Federal Emergency Management Agency (FEMA) will administer the federal level disaster relief programs in the affected area. Two major categories of benefits may be made available – Individual Assistance (IA) and Public Assistance (PA).

Upon termination of the emergency, the Mayor shall prepare a declaration that the emergency no longer exists (see “Declaration That Emergency No Longer Exists”).

Emergency Declaration

DECLARATION OF A LOCAL EMERGENCY

WHEREAS, said Mayor of the City of Tempe does hereby find:

1. That due to _____ the City of Tempe, County of Maricopa, State of Arizona, is facing dangerous _____ conditions;

2. That due to _____ a condition of extreme peril to life and property necessitates the proclamation of existence of an emergency;

NOW, THEREFORE, IT IS HEREBY PROCLAIMED that an emergency now exists throughout said City and

IT IS FURTHER PROCLAIMED AND ORDERED that during the existence of said emergency the powers, functions, and duties of the Council of the City of Tempe shall be those prescribed by State Law, Ordinances and the emergency plans of the City of Tempe in order to mitigate the effects of such emergency.

Proclaimed by the Mayor of the City of Tempe this ____ day of _____, 20_____.

Date _____

Mayor

ATTEST:

City Clerk

Emergency Declaration

DECLARATION THAT A LOCAL EMERGENCY NO LONGER EXISTS

WHEREAS, beginning on the ____ day of _____, 20____ there was an emergency situation created by (type of emergency) _____ and

WHEREAS, the Charter of the City of Tempe provides that the Mayor shall take command of the City forces and govern the City by proclamation during times of great danger, and

WHEREAS, on the ____ day of _____, 20____, I, _____, Mayor of the City of Tempe, proclaimed a state of emergency existed, and

WHEREAS, the City of Tempe has been restored to peace, tranquility, and order,

NOW THEREFORE, I, _____, Mayor of the City of Tempe, County of Maricopa, State of Arizona, in conformity therewith and by the virtue of the authority vested in me, and in accordance with the law, do hereby proclaim and declare to the people of the City of Tempe, that there no longer exists in the City of Tempe, a state of local emergency and

I DO FURTHER PROCLAIM that the activities of the government of the City of Tempe and all of its departments hereby return to business as usual according to the charter and ordinances of the City of Tempe.

Proclaimed by the Mayor of the City of Tempe, this __ day of _____, 20____.

Date _____

Mayor

ATTEST:

City Clerk

Distribution: County EOC FAX #: 602-275-1638
Original to City Clerk

Damage Assessment

This Appendix provides guidance on performing the damage assessment function to determine the extent of damage within the City of Tempe. It is the process of gathering data that provides the size and magnitude of the incident, areas where assistance is needed, what types of assistance is needed, and the economic and social disruption caused by the incident. Damage assessment is essential as it supports the need for an emergency declaration and is necessary for state and federal funding reimbursements.

Situation and Planning Assumptions

Situation

Generally, the City of Tempe has the capability to respond successfully to most emergency situations. If necessary, it can request support from surrounding communities, the county, state and federal governments, and the private sector. Assistance may be available from the state and federal governments when specific conditions are met. Timely submittals of accurate preliminary damage assessment reports are of utmost importance.

Damage Assessment is often separated into two categories: Preliminary Damage Assessment (PDA) and Detailed Damage Assessment (DDA). Preliminary Damage Assessment begins immediately after the incident and sometimes may begin before the incident has finished. At a minimum, PDA information provides an overview of the incident, an assessment of the impact on the community, and provides the basis for declaring an emergency is beyond what the City can manage with its own resources. A detailed damage assessment is a more thorough investigation of the impact of a disaster and provides validation of the PDA.

Preliminary Damage Assessment information can come from multiple levels and sources: City (Fire and Emergency Services forces, Public Works, Law Enforcement); County (Flood Control District, Environmental Services, Transportation); State (Public Safety, Transportation), and Federal (Forest Service, Armed Forces). Damage Assessment information can also come from other reports such as regional 9-1-1 dispatch centers or incident logs.

Planning Assumptions

Pre-incident identification of critical facilities and structures is important in the identifying and prioritization of response and recovery activities once an incident occurs.

If an incident is larger than what Tempe Damage Assessment teams can handle in a reasonable time, then Damage Assessment teams from the county or state can be requested to work in coordination with Tempe assets to conduct a timely assessment.

All damage assessment data will be given to the City of Tempe Applicant Agent for compilation into a comprehensive report.

Concept of Operations

The Applicant Agent for the City of Tempe will coordinate damage assessment activities. In coordination with City field forces, the Applicant Agent will coordinate the necessary pre-event planning and will be responsible for collecting the damage assessment data after an incident.

Pre-event planning is necessary for performing a coordinated and timely assessment once an actual emergency occurs. This planning includes identifying Support agencies prior to an incident, coordinating with and training identified staff from both the Primary and Support agencies in conducting assessments, as well as identifying critical facilities and structures. Examples of critical facilities include: sewage and water treatment facilities, schools, libraries, medical facilities, nursing homes, bridges and dams. Support agencies include, but are not limited to:

- Tempe Community Development
- Tempe Internal Services
- Tempe Fire Medical Rescue
- Tempe Police
- Tempe Public Works

Damage assessment information will be sent to the Maricopa County Department of Emergency Management. As appropriate, the Damage Assessment will be included to support a request for an emergency declaration. The Damage Assessment should include cost estimates and disaster impact data including impacts on the public entities' physical, economic, and financial losses. In addition, Damage Assessment information should also include specific damage sites and facilities, maps detailing the disaster sites, and any specific information that will be useful for PDA teams. The information will be collected and transmitted to the supporting agencies within the first 12 – 36 hours following an incident.

Tasks

The Applicant Agent, assisted by the Support agencies, will ensure the following preparedness and mitigation activities will be completed before and reviewed after an emergency event:

- Involves local, county, state, and tribal government representatives, and private-sector organizations in pre-event planning activities.
- Establishes procedures for integration of pre-incident planning and risk assessment with post incident recovery and mitigation efforts.
- Establishes procedures for integration of pre-incident planning and risk assessment with post incident recovery and mitigation efforts.
- Develops standard operating guidelines delineating appropriate agency participation and resources available that take into account the differing technical needs for risk assessment and statutory responsibilities by hazards. Plans include scaling to

appropriate levels of staffing and coordination based on the nature and size of the incident.

- In coordination with other ESFs, as appropriate, uses predictive modeling, loss estimation methodology, to ascertain vulnerable critical facilities as a basis for identifying recovery priorities.
- Provides early identification of projects to be quickly implemented, especially those relating to critical facilities based on existing local and state plans.
- In collaboration with the state, assigns staff for preliminary damage assessment teams, to identify and document economic impact and losses avoided due to previous mitigation and new priorities for mitigation in the incident-affected area.

The Tempe Applicant Agent, supported by the identified Support agencies, will ensure the following response and recovery activities to be completed before and during, and reviewed after an emergency event:

- Coordinate resolution of policy and program issues; determine/identify responsibilities for recovery activities, and provide a vehicle to maintain continuity in program delivery among departments and agencies, and with state, local, and tribal governments and other involved parties, to ensure follow through of recovery and hazard mitigation efforts.
- Coordinates as appropriate, to address key issues for catastrophic incidents such as incident housing and permanent housing, contaminated debris management, decontamination and environmental restoration, restoration of public facilities and infrastructure, restoration of the agricultural sector, and short- and long-term community recovery.

Teams

Teams will be formed and trained on conducting damage assessment. The Damage Assessment Teams augment the collection process by providing a door-to-door detailed assessment. The Detailed Damage Assessment (DDA) is usually conducted after the emergency response phase has been concluded. The DDA will verify the accuracy of the PDA, refine estimates of monetary losses, and provide detailed information to be used in planning for the recovery phase.

Minimally, these teams will be composed of at least two members. If the individuals are from the same department, the senior member will be the team leader. If they are from different departments, the EOC Planning Section Chief will designate the team leader.

Each team will be furnished with a hand-held 800 MHz radio that will be used to communicate with the EOC. If a sufficient number of radios are not available, the team will be equipped with a cellular telephone.

These teams are responsible for completing the following reports:

- **Damage Assessment Work Sheet - Public.** Used to record and report observations concerning damage to large areas. It is of a general nature in order to acquire an immediate estimate of overall damage.
- **Damage Assessment Work Sheet - Private.** Used to record damage and to obtain other information concerning private residences. Each damaged residence will be recorded on a separate work sheet.
- **Preliminary Damage Assessment – Potential Sub-Grantee, FEMA Form 90-135.** Used to request federal public assistance.

Where more expeditious reporting is required, radio or telephone may be used to call in summarized data, using the reference section numbers of the respective damage assessment work sheets.

The Primary Agency may choose to utilize GIS products to support the damage assessment function. Primary and Support Agencies will provide individuals who are knowledgeable about the areas of responsibility noted in the following table:

AREA OF RESPONSIBILITY	PRIMARY	SECONDARY
General Observations	Public Works	All City Departments
Disaster Victims	Fire	All City Departments
Health and Sanitation	Public Works	All City Departments
Utilities	Community Development & Public Works	Private/Public Utility Companies
Farms and Ranches		
Urban Structures	Community Dev.	All City Departments
Personal Property, Supplies, Equipment	Public Works	
Transportation Routes	Public Works	
Transportation Facilities and Vehicles	Public Works	

DAMAGE ASSESSMENT WORKSHEET – PUBLIC

(PLEASE PRINT)

Team Members: _____

Area Assigned: _____

Date/Time of Observation _____

1. GENERAL OBSERVATIONS

a. Limits of Disaster Area: _____

b. Major Disaster Agents: _____

c. Location and description of hazards to personnel: _____

d. Location and description of dangerous conditions requiring accelerated response: _____

2. DISASTER VICTIMS

a. Estimated homeless: _____

b. Estimated injured or ill: _____

c. Estimated deceased: _____

3. HEALTH AND SANITATION (Description of problem)

a. Water: _____

b. Wastewater: _____

c. Disease: _____

d. Vector Control: _____

4. UTILITIES (Affected areas, estimated outage times, and damages)

- a. Electricity: _____
- b. Water: _____
- c. Wastewater: _____
- d. Natural Gas: _____
- e. Telephone: _____

5. FARMS AND RANCHES (Number destroyed, major or minor damage, and dollar estimates)

- a. Buildings: _____
- b. Crops: _____
- c. Poultry/Livestock: _____

6. URBAN STRUCTURES (Number usable, unusable or destroyed, to include estimated dollars)

- a. Homes: _____
- b. Mobile Homes: _____
- c. Apartments: _____
- d. Commercial: _____
- e. Industrial: _____
- f. Governmental: _____

7. SUPPLIES, EQUIPMENT, PERSONAL PROPERTY (Damage estimates in dollars)

- a. Personal Property: _____
- b. Commercial Equipment and Supplies: _____
- c. Industrial Equipment and Machinery: _____
- d. Agricultural Equipment: _____
- e. Government Equipment: _____

8. TRANSPORTATION ROUTES

(Location, type, and cause of closure; include estimated time to open)

- a. _____
- b. _____
- c. _____
- d. _____
- e. _____

9. TRANSPORTATION FACILITIES AND VEHICLES

(Location, non-operational < 8 hrs or non-operational > 8 hrs and estimated damage)

- a. Railroads: _____
- b. Rolling Stock: _____
- c. Commercial Stock: _____

DAMAGE ASSESSMENT WORKSHEET - PRIVATE

(PLEASE PRINT)

1. DATE OF EVENT _____ 2. ASSESSMENT DATE _____

3. TYPE OF EVENT (Check One):

- | | |
|--------------------------------------|---------------------------------------|
| <input type="checkbox"/> Flash Flood | <input type="checkbox"/> Thunderstorm |
| <input type="checkbox"/> Earthquake | <input type="checkbox"/> Tornado |
| <input type="checkbox"/> Flood | <input type="checkbox"/> Wind |
| <input type="checkbox"/> Fire | <input type="checkbox"/> Other _____ |

4. JURISDICTION (Check One):

- Town/City of _____
- Maricopa County (Unincorporated Area)

5. OWNER/OCCUPANT INFORMATION

Name _____

Address _____

Telephone No. _____

6. CONTACT INFORMATION (If Different):

Name _____

Address _____

Telephone No. _____

7. TYPE OF STRUCTURE (Circle One):

- S – Single-Family Dwelling
- M – Mobile Home
- A – Apartment
- B – Business

8. BUILDING DAMAGE (Circle One):

- 3 – Destroyed (Not Repairable)
- 2 – Major (Need Repair)
- 1 – Minor (Habitable)
- 0 – No Damage

9. CONTENT DAMAGE (Circle One):

- 3 – Destroyed (Not Repairable)
- 2 – Major (Need Repair)
- 1 – Minor (Habitable)
- 0 – No Damage

10. STRUCTURAL DAMAGE:
(Fill in/check appropriate information)

- Walls & Ceilings Collapsed Blown In/Out
 Water Damaged
- Roof Collapsed Truss Damage
 % Shingles Missing/Damaged
- Foundation Shifting on _____ off _____
- Chimney Collapsed % Damaged
- Siding % Missing/Damaged

11. OTHER DAMAGE (Circle One):

- | | | |
|----------------|---|---|
| Windows Broken | Y | N |
| Insulation | Y | N |
| Furniture | Y | N |
| Appliances | Y | N |
| Awnings | Y | N |
| Flooring | Y | N |
| Pipes Ruptured | Y | N |
| Septic System | Y | N |
| Well | Y | N |
13. INSURANCE (Circle One):
- | | | |
|------------|---|---|
| Homeowners | Y | N |
| Flood | Y | N |

12. ADDITIONAL INFORMATION:

Flood Water Depth _____

No of Floor Levels _____

14. TYPE OF USAGE OTHER THAN PRIMARY UNIT (Check One):

- Seasonal
- Recreational Vehicle
- Other _____

15. REMARKS: _____

PRELIMINARY DAMAGE ASSESSMENT –FEMA Form 90-135.

U.S. DEPARTMENT OF HOMELAND SECURITY EMERGENCY PREPAREDNESS AND RESPONSE DIRECTORATE PRELIMINARY DAMAGE ASSESSMENT - POTENTIAL SUBGRANTEE				TEAM	Team Leader Initials/Date		
PUBLIC ENTITY/POTENTIAL SUBGRANTEE INFORMATION							
PUBLIC ENTITY/POTENTIAL SUBGRANTEE			CONTACT & TELEPHONE NO.			POPULATION	
COUNTY/PARISH			ADDITIONAL CONTACT(S) & TELEPHONE NO(s)				
SITE ESTIMATE SUMMARY							
CATEGORY	CRITICAL FACILITIES AND OTHER DAMAGES	INSPECTED		PROJECTED		TOTAL	
		# of Sites	Estimated Cost	# of Sites	Estimated Cost	# of Sites	Estimated Cost
EMERGENCY WORK							
A	Debris						
B	Emer. prot. meas.						
Emergency Work sub-total							
PERMANENT WORK							
C	Roads and bridges						
sub-total							
D	Water control facilities						
sub-total							
E	Buildings and equipment						
sub-total							
F	Utilities						
sub-total							
G	Rec./other						
Permanent work sub-total							
TOTAL							

FEMA Form 90-135, JUN 03

Continue on the reverse side.

DISASTER IMPACTS
List detours/critical facilities damaged.
Describe any health and safety issues.
Did previous state or local hazard mitigation measures reduce otherwise eligible costs? <i>(If yes, please explain)</i>
Comments:

EMERGENCY PUBLIC WARNING

This section provides details on how the public will be informed about the threats, either natural or man-made, that may impact them. It also provides details about educating the public as well as the technology used in disseminating the warning information.

Situation and Planning Assumptions

Situation

When a disaster is imminent or is already occurring, it is critical to provide warning about the potential of the incident and the specifics of the incident, as known, to the public.

It is critical to provide the public with protective measures they can take to help minimize the effects of the emergency.

Providing education to the public before disaster strikes about the threats they face and how to prepare for them are key to effective public warning.

The method for communicating with the whole community will be determined based on the channels available including but not limited to communicating to those with sight or hearing impairments, as well as unique populations like schools, nursing homes, hospitals, etc. The location and accessibility status of Reception and Care or Evacuation Centers and Disaster Shelters will be included in public announcements to include services available like back-up power and refrigeration for medicines.

Should the situation require the alerting, warning or evacuation of the public, Tempe PIOs will utilize all communication channels available (e.g., audio, visual, text, etc.) to notify the whole community. Additional modes of communicating emergency public information to those that speak a language other than English, those with access and functional needs, custodial institutions, schools, and assisted living facilities will be provided based on the ability of people to receive, act on, or understand emergency alerts and warnings.

Information will be provided so that everyone can receive the information clearly and in a timely manner. This includes warnings in languages other than English, warning for those with access and functional needs and warning to unique populations so they can make decisions about what steps they need to take to ensure their safety.

Planning Assumptions

Public officials and responders will not have the necessary support to prepare and release accurate warning information in a timely, coordinated manner. A Subject Matter Expert (SME), someone who has special skills or knowledge on a particular job or topic, may be called upon to serve as a resource. SMEs participate in the development of warning information for their fields of expertise to ensure accuracy of content.

Weather Warnings. The National Weather Service (NWS) periodically issues severe

weather information as an advisory, watch or warning. The terminology and emergency condition levels used by the NWS will be used by the City of Tempe when notifying the public of the severe weather information.

Radiological Warnings. The Palo Verde Nuclear Generating Station (PVNGS), located near the community of Wintersburg, AZ, is a commercial nuclear power facility that is licensed and inspected by the Nuclear Regulatory Commission (NRC). NRC licensees are required to develop radiological emergency plans and emergency preparedness procedures. A joint State/County plan has been developed to respond to an emergency or incident at PVNGS. Planning standards outlined in the plan establish two (2) emergency planning zones: a 10-mile plume exposure pathway and a 50-mile ingestion exposure pathway. Planning and coordination of emergency response tasks, as well as operational activities, are accomplished by direction through the County staff at the MCDEM Emergency Operations Center (EOC). Four (4) emergency classifications levels have been developed and will be used to notify federal, state, and county officials, and response organizations of an incident or accident at PVNGS. The use of “Unusual Event”, “Alert”, “Site Area Emergency”, and “General Emergency” classification level terminology will only be used for emergencies occurring at PVNGS. **These warnings will be centrally coordinated through the Maricopa County Department of Emergency Management (MCDEM).**

NOTE: The Governor of the State of Arizona is responsible for State government operations and receives advice and assistance concerning emergency planning and operational matters from the Arizona Division of Emergency Management (ADEM) Director. At the County level, the Chairman of the Board of Supervisors is responsible for decision-making and receives advice and assistance concerning emergency planning and operational matters from the Maricopa County Department of Emergency Management (MCDEM) Director.

Although PVNGS is located 51-miles west of the western boundary of the City of Tempe just outside the 50-mile ingestion exposure pathway, a major incident at PVNGS could result in numerous inquiries to City officials regarding the status of the emergency. Therefore, City of Tempe officials should be aware of PVNGS general concepts of emergency response operations.

The Maricopa County Emergency Operations Center (EOC) will be activated for an impending or actual emergency and can provide information concerning plant status upon request. Contact the MCDEM Duty Officer at 602-273-1411. More information on PVNGS can be found on the MCDEM website: http://www.maricopa.gov/Emerg_Mgt/pvngs.aspx. The PVNGS 50-mile Emergency Planning Zone map can be viewed at: http://www.maricopa.gov/Emerg_Mgt/PDF/PV_50_plan_version.pdf.

Concept of Operations

The City of Tempe is responsible for coordinating City ESF #2 Communications resources to protect lives and property before, during, and after an emergency or disaster event.

Tempe Police and/or Fire will provide warning to the public about natural or man-made threats using normal day-to-day communications systems. They will be assisted by other Tempe Departments and Divisions as identified in Annex A - Emergency Support Function (ESF) #2 Communication.

Public Warning Assets

There are several methods for receiving and providing emergency warning information. Details of each process or method are described in the following paragraphs.

National Warning System (NAWAS)

The NAWAS is the Civil Defense System used to disseminate warnings from the FEMA Operations Center to warning points in each State. [NOTE: The Maricopa County Sheriff's Office (MCSO) has been designated the Maricopa County Warning Point for the receipt of hostile attack warnings from the FEMA Operations Center; the Maricopa County Department of Emergency Management (MCDEM) has been designated the Alternate Warning Point.] During severe weather, the National Weather Service (NWS) - Phoenix Office disseminates watches, warnings and other pertinent information on the system. When not being used for emergency traffic or tests, state and local governments may use the NAWAS for official business to augment their normal communications systems. NAWAS terminals are available for use at both the County Primary Warning Point, located in the Sheriff's Office Communications Center, and the Alternate Warning Point, located in the MCDEM EOC.

Emergency Alert System (EAS)

The EAS is an all hazards alert and warning system that provides warnings throughout the County via radio, television, cable TV service, and the National Weather Service (NWS) Phoenix Office National Oceanic and Atmospheric Administration (NOAA) weather radio.

There are three (3) local primary (LP) stations serving Maricopa County:

- Radio Station KTAR (LP-1, 92.3 MHz FM AND 620 kHz AM, KPKX 98.7 MHz FM).
- Radio Station KJZZ (LP-2, 91.5 MHz FM).
- Radio Station KFYI (LP-3, 550 kHz AM).

Commercial radio, TV broadcasting stations and local cable systems will disseminate emergency warnings and information to the public in accordance with the procedures contained in the State of Arizona Emergency Alert System Operational Plan and the Maricopa / Pinal County Local Area Emergency Alert System Plan. Local media voluntarily translates all EAS messages into Spanish. Procedures for activation of the EAS are found in the Maricopa County Department of Emergency Management (MCDEM) Emergency Response Manual.

To disseminate an EAS message, contact the Maricopa County Department of Emergency Management (MCDEM) 24-hour Duty Officer at 602-273-1411 and make the request by providing the title, name and political subdivision. Have the text prepared for the emergency action notification. Maintain documentation on any EAS activation including date, time and

emergency message or notification.

The Community Emergency Notification System (CENS)

The Maricopa Association of Governments (MAG) operates the CENS from the Phoenix Regional 9-1-1 Dispatch Center and other Public Safety Answering Points. The system can rapidly provide notifications by telephone (utilizing 9-1-1 telephone records and a cell phone self-registry) to those living or working near the scene of an emergency and provide them with information and any required emergency instructions in English, Spanish, or TTY devices.

Media Alert System

The system is primarily used for notifying the public, via a limited number of media members, of events having an immediate impact affecting a significant population. The system is activated by the Arizona Department of Public Safety (DPS) at the request of certain authorized agencies, which access DPS via telephone. The system allows for the simultaneous distribution of information from one source to subscribing media outlets and minimizes confusion by releasing accurate information in a timely manner. During severe weather, the National Weather Service - Phoenix Office disseminates information about weather watches and warnings on this system.

National Oceanic and Atmospheric Administration (NOAA) Radio Service

The National Weather Service - Phoenix Office broadcasts weather information 24 hours a day on 162.55 MHz from its transmitting antenna located on South Mountain. During severe weather, the routine weather broadcasts are interrupted for special information such as weather warnings. The service also disseminates emergency warnings and information on natural and man-made emergencies, both pre- & post-incident by incorporating the EAS into its broadcasts.

Maricopa County Warning Radio Net (47.66 MHz)

The radio net may be used to disseminate emergency information to all cities, towns, and other organizations on the net. Radios are located in the offices of the Maricopa County Department of Emergency Management (MCDEM) as well as the County EOC and in each municipal Dispatch Center.

Jurisdiction Warning Points

Each municipality has established a local warning point in their community to receive and disseminate emergency information and warnings. Mobile sirens and public address systems may be used to further disseminate emergency information and warnings to the public.

Arizona Emergency Information Network (AZEIN)

The Arizona Emergency Information Network (AZEIN) is the State of Arizona's online source for real-time emergency updates, preparedness and hazard information, and

multimedia resources.

Palo Verde Nuclear Generating Station Outdoor Warning Siren System

MCDEM monitors, tests and activates the outdoor warning siren system within the 10-mile Emergency Planning Zone (EPZ) surrounding the Palo Verde Nuclear Generating Station (PVNGS). The system is used to alert the public in the EPZ that an emergency has occurred at PVNGS.

Hospital and Health Care Notifications

Hospital and health care facilities are notified by the Maricopa County Department of Public Health via the Communicator NXT system and/or the EM system, administered by the Arizona Department of Health Services. Most hospitals in Maricopa County have radio capability to communicate on the 800 MHz radio system.

Notification to Schools, Designated Government Agencies and Designated Businesses

Schools and school districts throughout the County can receive all-hazards warnings through an all-hazards weather radio. These radios can also receive non-weather related emergency information via EAS. The City of Tempe may also alert Tempe-area schools of any potential danger. Calls may also be placed to Tempe-area government agencies and businesses of impending or actual emergencies.

Notification by Emergency Personnel

In some cases it may be necessary for emergency personnel such as law enforcement personnel or firefighters to notify the public via loud speakers or by door-to-door notifications.

Community Disaster Preparedness Education

An integral part of a public warning system is educating the public on how to be prepared for a disaster, how warnings will be issued to them, what to do when warnings have been issued, and how to keep themselves and family members safe during and after an emergency. MCDEM collaborates with local Citizen Corps programs, the American Red Cross, the Salvation Army, and other community volunteer organizations in educating the public. Public Service Announcements (PSAs) are also used to educate the public about the threats in the area and the warning systems used for those threats.

Maricopa County Sheriff's Office (MCSO) Dispatch

MCSO dispatch has been designated the Maricopa County Warning Point for the receipt of hostile attack warnings from the FEMA Operations Center; the Maricopa County Department of Emergency Management (MCDEM) has been designated the Alternate Warning Point. When not being used for emergency traffic or tests, state and local governments may use the NAWAS for official business to augment their normal communications systems. NAWAS terminals are available for use at both the County Primary Warning Point, located in the MCSO Communications Center, and the Alternate

Warning Point, located in the MCDEM EOC.

Notification to Custodial Institutions

Most jails in Maricopa County are operated by the Maricopa County Sheriff's Office (MCSO). MCSO will notify custodial institutions under its control of any emergency conditions either having been informed through their own law enforcement channels, by the MCDEM duty officer, or as the information flows through an activation of the County Emergency Operations Center (EOC). MCSO will take appropriate actions as outlined in their Standard Operating Procedures (SOP).

The City of Tempe Police Department operates a holding facility. The Tempe Emergency Manager is responsible for notifying Tempe Police, who will take the appropriate action as outlined in their SOP for holding facilities in their control.

There are several custodial institutions under the control (or oversight) of the State of Arizona (either directly or through privatized contract). The State of Arizona Department of Corrections is responsible for notifying these entities of emergency conditions, having been informed through the State of Arizona Division of Emergency Management's (ADEM) duty officer or Emergency Operations Center (EOC). As a state-run entity, resource requests to or from these institutions will be directed immediately to ADEM.

Federal custodial institutions located within Maricopa County are under the jurisdiction (or oversight) of the Federal Government. Notification to these entities is through the local entity, to the County, to the State and then to the Federal Agencies.

Lead Agency Tasks:

Alert Phase - Upon notification, the Lead Agency will alert the appropriate Tempe departments, affected jurisdictions and support agencies to relay known information and to establish coordination and feedback channels.

Notification Phase – The Lead Agency will notify appropriate governmental agencies of impending emergency events or situations. Reports of severe weather or flooding will be passed to the appropriate agencies; reports of terrorist or suspected terrorist activities will be passed to the appropriate law enforcement agency.

Emergency Public Information

This Section provides guidance on the collection, monitoring, management, and dissemination of accurate, useful and timely information to media and social media outlets for public broadcast. During times of disaster the public needs updated information about the impacts of the disaster, next steps to take after a disaster, whether there is a possibility of the disaster expanding or recurring, and steps on how to begin the recovery process after the disaster.

Situation & Planning Assumptions

Providing coordinated and consistent messaging to the public during and following an emergency event is as important as warning the public prior to a disaster. The Joint Information System (JIS) is the process where all responding agencies, political jurisdictions, and elected officials collaborate on the messaging to be shared with the public. Joint press releases will be issued through this system and when necessary, the JIS will be the mechanism used to deliver joint press conferences.

Situation

The overriding idea of the JIS recognizes that each entity will continue to represent his/her own agency, while receiving the benefits of coordinated information. It is anticipated that many private sector entities, non-governmental organizations, as well as local, state, and federal agencies will be integrated as they become involved in an emergency affecting multiple jurisdictions. The methods of delivering the information are similar to the methods used for emergency public warning such as Emergency Alert System (EAS) broadcasts, media alerts, Arizona Emergency Information Network (AZEIN), and Community Emergency Notification System (CENS).

The JIS is effective in providing unified messaging that will help to reduce fear and confusion resulting from rumors and conflicting information. All departments involved in response and recovery to an emergency will coordinate the release of information on what actions they are performing through the JIS and the Lead PIO for the emergency event or situation.

The Joint Information Center (JIC) is a physical location to facilitate a Joint Information System. It provides a structure for developing and delivering incident-related coordinated messages by developing, recommending, and executing public information plans and strategies. The decision of where to locate a JIC will be made by the Lead PIO in consultation with Incident Command and the Tempe EOC; it can be tailored to meet the needs of the incident. It is important to announce the location as quickly as possible for the benefit of the response organizations and the media. More detailed information on the JIS and JIC is located in Annex A - Emergency Support Function (ESF) #15, External Affairs.

Planning Assumptions

Emergency public information may be impeded during an emergency. Therefore, it is important to educate the public prior to an emergency event or situation of the hazards, protective actions, and preparedness measures they can employ to reduce the impact of the emergency event or situation on themselves and their community.

If electronic means of notification are disrupted, a back-up means for delivering emergency public information will include vehicle public address systems and door-to-door contact during critical periods and in locations with life-safety concerns and situation briefings at congregate care locations.

Concept of Operations

Joint Information Systems (JIS) operating procedures will be developed and maintained by the Communications and Media Relations Office/Government Relations which has been identified as the Lead agency for implement the emergency public information section of this plan. Emergency public information will be coordinated with and involve support agencies and organizations. The identified Primary and Support agencies are identified in ESF #15 External Affairs.

In order to measure the public's comprehension of the messaging, feedback will come into the Joint Information Center (JIC) through responding agencies, calls to the City or to community groups such as Citizen Corps, to voluntary organizations such as the American Red Cross and the Salvation Army, to community and faith-based organizations, or through media and social media reports. This feedback will assist with fine-tuning the messaging and make corrections to any rumors or inaccurate information.

Emergencies have a very high likelihood to induce high levels of stress and fear in the general public. Therefore, it is imperative that representatives from public health and behavioral health agencies be integrated into the JIS so that accurate information is distributed about the effects of an emergency or disaster, and what safety measures the public should take.

Additional modes of communicating emergency public information will be provided based on the ability of individuals to receive, act on or understand emergency alerts and warnings. This includes those that speak a language other than English, those with disabilities, access and/or functional needs, unique populations such as schools, hospitals, managed care facilities, and/or group homes, etc.

Lead Agency Tasks

The Lead agency, in coordination with and supported by the departments, divisions, offices, organizations and agencies identified in ESF #15 External Affairs, will ensure that appropriate response and recovery activities will be completed during an emergency event

or situation, and that these activities will be evaluated after the emergency event. The tasks of the Lead agency during the response and recovery phase of an emergency are:

- Maintain a system to ensure accurate dissemination of emergency information and other protective and recovery actions.
- Receive approval for all press releases from the Emergency Manager / Fire Chief, the EOC Manager, or their designees.
- Disperse timely information concerning emergency events to all regional partners and all media outlets in order to keep the public informed of any pertinent emergency bulletins.
- Define public notification timeframes regarding an emergency or disaster and disseminate information to the media.
- Provide a designated area for the JIC, media briefings and/or press conferences and conduct briefings in a timely manner.
- Provide coordination with Incident Command to provide on-scene access to the media.
- Provide updates (e.g., response to inquiries about missing relatives, restricted areas of access and re-entry) regarding the emergency or disaster.
- Ensure appropriate spokespersons from City government, agencies and organizations are designated and integrated in support of the JIC.
- Establish and maintain “just-in-time” emergency information in a variety of communication mediums.
- Develop and maintain an effective working relationship with all local media outlets and national affiliates to ensure coordinated and consistent messaging to the public during and following an emergency event.
- Maintain a list of local media contacts.

PROTECTIVE ACTIONS (EVACUATION AND SHELTERING)

This Section provides guidance to those (e.g. City government, first responders, other governmental agencies, businesses, etc.) conducting protective actions in the City of Tempe. Protective actions, such as evacuation, shelter-in-place, or a combination of the two, may be needed for natural, technological, or human-caused events.

Situation and Planning Assumptions

Situation

The Jurisdictional Summary for the City of Tempe, included in the Maricopa County Multi-Jurisdictional Hazard Mitigation Plan (2009), identifies the most common natural hazards associated with some type of protective action. This sets the basis for City-wide and regional planning for the development of a multi-agency emergency mass evacuation strategy to guide emergency responders. In the event of a hazard impacting the entire County, Maricopa County will use those procedures identified in the SERRP Evacuation and Reception Annex to coordinate a timely and orderly evacuation of the County. Local jurisdictions are responsible for their plans.

There are three (3) basic types of protective actions available to the City of Tempe. They are evacuation, shelter-in-place, or a combination of the two. Evacuation is defined as an organized, phased, and supervised withdrawal, dispersal, or removal of the public and their household pets from dangerous or potentially dangerous areas, and their reception and care in safe areas. Shelter-In-Place is defined as taking immediate shelter where you are; at home, work, school, or in between. It may also include sealing the room; in other words, take steps to prevent outside air from coming in, especially if chemical or radiological contaminants are released into the environment. A combination of the two may be necessary to move those public members that are closest to the threat as soon as possible and those farther away a short time later.

Warning the public to evacuate or shelter-in-place is reliant upon technological dependent modes of communication (e.g., electricity, telephones, internet-based systems, radio towers, etc.). When these systems are inoperable, vehicle public address systems and door-to-door contact are the only methods available and may cause a delay in evacuating populations within hazardous locations.

Planning Assumptions

Timely dissemination of hazard information to custodial institutions, assisted care facilities, hospitals, and schools must be a planning priority. These actions are critical to institutions' ability to make appropriate decisions, exploit available transportation modes, and provide for en route services (e.g. fuel, water, food, medical care) to successfully execute an

evacuation from an emergency situation or event.

The decision to evacuate will be made at the local level. City of Tempe officials make the decision to issue an evacuation order. This is often in conjunction with a local Incident Command or through Emergency Operations Center (EOC) coordination depending on the nature of the emergency.

The authority for evacuations is set forth in A.R.S. §26-311 Local Emergency; Power of Political Subdivisions; State Agency Assistance.

Local municipalities and tribal jurisdictions are responsible for hazard vulnerability assessment including identification of hazards and their consequences on loss of life and property and prioritization of hazards based on probability, outcome, and level of community preparedness.

Local municipalities and tribal jurisdictions are responsible for emergency evacuation planning for their areas. However, certain county resources, such as roadways, may be used during localized evacuations therefore requiring coordination with the County.

Ground transportation routes will generally be the primary means of evacuation. This plan primarily considers roadway or ground evacuations. Other modes of transportation should be considered such as light rail and aircraft.

Planning consideration must be given to provide safe evacuation/transportation assistance to unaccompanied minors. The City will work with law enforcement, the Department of Economic Security, the American Red Cross, and other agencies to identify, register, provide safe accommodations at the shelter and eventually reunite unaccompanied minors with their parent or legal guardian.

Most people at risk will evacuate when officials recommend they do so. A general assessment is that most of those at risk will evacuate. Some individuals will refuse to evacuate, regardless of the event.

When there is sufficient warning of a significant threat, many individuals who are not at risk may evacuate anyway or evacuate before an order has been given.

Tempe EOC staff executing this plan are aware of and trained in the Incident Command System (ICS) and the National Incident Management System (NIMS).

Shelters will be established and operated in a coordinated effort with neighboring jurisdictions and the State Emergency Operations Center (SEOC) if required. Shelters will provide services for all, including those with disabilities, access and/or functional needs, household pets, and service animals. Shelter providers will work with law enforcement to ensure security of any population within the shelter that may, for any reason (racial, ethnic,

religious etc), cause them to be at-risk.

Consideration of animals is critical. If people cannot take their pets or service animals with them, they may choose not to evacuate. The same consideration applies to people with livestock. Veterinarian's offices, animal care shelters, zoos and colleges may contain large numbers of animals, so pre-planning for their movement and sheltering is critical. The Valley Metro Regional Public Transportation Authority (RPTA) will determine the procedures for transporting household pets on RPTA vehicles.

Concept of Operations

Operating procedures will be developed and maintained by the Tempe Police Department, which has been identified as the Lead Agency for implementing protective actions, in cooperation with other Tempe departments. An evacuation will be coordinated with and involve support agencies and organizations. The identified support agencies for evacuation are as follows:

- Tempe Fire Medical Rescue Department
- Tempe Community Services Department
- Tempe Public Works Department
- American Red Cross Grand Canyon Chapter
- The Salvation Army

Political subdivisions are responsible for recommending and directing evacuation of areas within their respective jurisdictions. The decision to implement a large-scale evacuation will be made in coordination with Tempe officials. Activation of the Protective Actions procedures will indicate a situation of such magnitude that it requires the activation of the Emergency Operations Center (EOC).

Evacuation routes will be identified and established by Tempe Police in cooperation with Tempe Fire Medical Rescue and Tempe Public Works. The estimated time-frame for evacuation will be established and updated regularly during the evacuation process.

The ESF #6 Mass Care Primary agency will identify shelter facilities and safe areas in coordination with school districts, parks & recreation sites, churches, and local volunteer groups. A system to confirm the number of people in designated shelters and at unofficial locations will be established in coordination with ESF #6 Mass Care agencies. As stated elsewhere in this plan, the emergency that necessitates this type of planning may not occur locally, but may cause an uncoordinated influx of evacuees from outside the City. The County Emergency Operations Center (EOC) may assist in the coordination of evacuations involving more than one political subdivision.

The ESF #6 Mass Care Primary agency will identify and employ all available sources of transportation to support the needs of the evacuation process and coordinate evacuation transport assistance requests from individuals with disabilities, access and/or functional needs or anyone that requires evacuation assistance. Accessible transportation for re-entry/return will be provided. The EOC will collect, consolidate, coordinate and arrange transportation requests. These requests will be tracked, recorded and monitored by the Tempe EOC Logistics and Operations Sections.

Protective Action - Evacuation

There are three types of evacuation: Voluntary, Recommended, and Mandatory.

- **Voluntary** – Voluntary Evacuations are targeted toward people most vulnerable to a threat having a particularly long evacuation lead-time. No special measures are usually taken during voluntary evacuations, and people may remain if they so choose.
- **Recommended** – Recommended Evacuations are issued when an event has a high probability of impacting people located in at risk areas. Decisions of whether or not to leave are left to individuals. People may remain if they so choose. Some special arrangements may be made in expectation of an escalating situation or hazards to a specific population. An example would be issuing a recommended evacuation for individuals with breathing difficulties in smoky areas caused by a wildfire.
- **Mandatory** – Mandatory Evacuations are issued when authorities put maximum emphasis on encouraging evacuation and limiting ingress to potentially impacted areas. People may remain if they so choose.

Evacuation Planning

Individuals with disabilities, access, functional needs and unique populations.

The majority of the general population is assumed to be capable of evacuation under their own power, using personal vehicles and traveling with friends and family.

However, there is a significant portion of the population that would require some level of assistance to evacuate during an emergency situation. An advanced and/or early evacuation may be needed to provide time to accommodate children and others with access or functional needs.

Any managed care facility (e.g. assisted living facility, long-term care, nursing home, etc.) has the legal responsibility to evacuate those in their care. These facilities typically have Standard Operating Procedures (SOPs) in place for the evacuation of patients and staff.

Every effort will be made to ensure that individuals with disabilities, access and functional needs are not separated from their caregivers, mobility devices, other durable medical equipment and/or service animals during an evacuation.

Transportation resources provided will include buses and vehicles that are wheelchair/scooter accessible, and drivers.

Temporary housing provided for evacuees will include accessible units.

Accessible transportation for returning evacuees to their homes will also be provided. When allowing evacuees to return to their homes, local authorities will consider their health and physical access needs; evacuees with access and functional needs will be provided specific recommendations needed to address those issues.

Evacuation Timing- Advance Notice

Advance Notice evacuations occur when information becomes available about a potential incident and the factors that may necessitate an evacuation are known in advance of the actual incident. Examples are incidents such as some wildfires, wide-scale flooding and nuclear power plant incidents.

Authorities should consider the following when making an evacuation decision:

- The extent of the evacuation based on geographic area,
- Likelihood of impact, and
- Emotional and physical distress, financial costs to the community, etc.

Readiness Phase: Occurs when information becomes available that an event may occur where evacuation, and the scope of the evacuation, must be considered. This could come days or hours before an event. This is when the Incident Command is established and begins advance planning.

Activation and Mobilization Phase: Involves activating those who execute the evacuation operational plan. The plan should be coordinated with responders and impacted jurisdictions. Officials should declare a voluntary, recommended, or mandatory evacuation and specify the geographic areas to be evacuated. Officials should also determine whether the evacuation will be performed in phases. At this point, the public should receive initial information that an evacuation may be ordered. This phase involves the dissemination of information to the public and all preparation for the actual evacuation. An advanced/early evacuation may be needed to accommodate children and others with access or functional needs.

Operations Phase: Consists of the implementation of all actions required to safely remove individuals from harm's way and provide shelter and comfort. During this phase, government officials should issue evacuation orders and execute the evacuation operations plan and provide support to those being evacuated. This involves ensuring the orderly movement of evacuees to designated reception sites beyond harm's way, and usually occurs within 6 to 72 hours.

Evacuation Timing - No Notice

No-Notice evacuations happen when little or no advance warning of the incident occurs. No-notice incidents can be either small-scale or wide-scale and can happen anywhere at any time. Responders will have a very limited time to prepare, plan and coordinate before an evacuation begins. Information about the incident may be insufficient or unavailable to decision makers. Authorities should consider the following when making an evacuation decision:

- Public members are already at risk.
- Except for rare instances when the public are advised to shelter in place, affected populations may have to be moved out of harm's way to a safer location immediately.
- During a no-notice evacuation event, resources will be focused on dealing with the incident itself and may not be available for evacuation operations.

Readiness Phase: Does not always occur during a little- or no-notice evacuation. If it does occur, it may be brief and minimal in scope. This is the time when limited information about an incident becomes available, and officials use this information to determine whether an evacuation is necessary. Evacuation decisions will likely need to be made before a complete picture of the situation is available.

Activation Phase: Encompasses everything leading up to the actual evacuation of the public. During this phase, relevant agencies and organizations should be made aware that an evacuation is taking place; a command structure should be established, representatives should be dispatched to the EOC. Evacuation routes should be decided upon, and a determination should be made about which resources will be needed as priorities.

- For no-notice evacuations, the evacuation may already be in process under control of the Incident Command (IC). EOCs may be partially staffed or fully staffed and already assisting. The emergency responders' primary function may be to address the life safety operations caused by the incident, as opposed to directly supporting the evacuation, so resources may be limited. The IC should consider inbound responder access routes as to not impede evacuation of the public. If contamination of evacuees is an issue they may need to be isolated and decontaminated before moving on or sheltered. In a large scale event, there may be infrastructure damage limiting the egress routing. The EOC needs to work closely with the Incident Command for coordination of these activities.

Return Phase: The goal is to support the return of evacuees to their point of origination once it is determined to be safe to re-enter the community. Return operations may be conducted over days, months, or even years in the case of a mass evacuation for a catastrophic event. Public officials, including utilities; health and medical; and public safety

officials, should analyze information and determine when communities may be permitted to return.

Re-entry Steps:

- Define a process where agencies and jurisdictions approve re-entry plans and timing.
- Assure critical infrastructure is adequate and safe for return and that utilities are secure even if they may not be operational.
- Consider control issues and weigh the benefits and risks/costs of implementing a return plan based on the scope and control points of the evacuation.
- Determine methods of return:
 - All at once, or
 - Tiered return, residents only; then general public.
- Consider “silent” return stage before return is announced by opening access before the return order has been publicly announced.
- Communicate directly with evacuees before the return is announced.
- Consider health and physical access needs of evacuees, especially those with access and functional needs, prior to re-entry, along with any recommendations needed to address those issues.

Lead Agency Tasks

The Lead agency, the Tempe Police Department, supported by the identified Support agencies, will ensure the following response and recovery activities will be completed during and reviewed after an evacuation:

- Identify the geographic boundaries of the emergency area
- Establish an Incident Command Post for control of agencies authorized to operate in the affected area.
- Provide security for the evacuated area, with emphasis on the protection of essential facilities.
- Issue and/or coordinate the public warning information via the Joint Information System (JIS).
- Establish evacuation routes.
- Control access to and from affected area.
- Provide traffic control in and near the affected area.
- Coordinate available transportation to move evacuees.
- Coordinate transportation pick-up points for individuals without access to a private vehicle.
- Coordinate transportation for persons with disabilities, access and/or functional needs.
- Maintain documentation of all incurred evacuation expenses.
- Provide an orderly and safe return plan to the affected areas.
- Coordinate and manage the relocation of incarcerated individuals during a crisis

response.

- Assist political subdivisions having evacuation problems, within the limits of existing authority and capability.

Emergency Operations Center (EOC) Staff:

- Recommend evacuation of affected areas when conditions dictate doing so.
- Coordinate with Tempe Police on the recommendation.
- Notify any other agencies (e.g. Community Services, Public Works - Streets Division, etc.) that will participate in the evacuation effort.
- Notify the news media of the evacuation via media alert and, if deemed necessary, the EAS.
- Coordinate with any other agency to provide services for those individuals with access and functional needs.

Support Agency Tasks

Tempe Public Works Department

- Send a representative to the Tempe Police Department's Incident Command post.
- Set up and maintain roadblocks and any other equipment needed to control traffic in and around the evacuated area.
- Provide transportation resources including buses or vehicles that are wheelchair accessible, and drivers.

Tempe Community Services Department

- Establish and maintain shelters for persons who have been evacuated from the affected area.
- Feed shelter occupants.

Tempe Human Services Department

- Coordinate with ESF #6 Mass Care Primary Agency to establish and maintain shelters for persons who have been evacuated from the affected area.

American Red Cross

- Coordinate with ESF #6 Mass Care Primary Agency to establish and maintain shelters for persons who have been evacuated from the affected area.

Animal Care and Control

- Coordinate with ESF #6 Mass Care Primary agency to provide shelter, registration, and decontamination services for household pets arriving at the shelter with their owners.

Environmental Services Department

- Monitor food-handling operations at established shelters.

Valley Metro Regional Public Transportation Authority (RPTA)

- Provide transportation resources including buses or vehicles that are wheelchair accessible, and drivers. These resources should be requested through Maricopa County Department of Emergency Management (MCDEM).

Protective Action - Shelter-in-Place:

Sheltering-in-place provides the population with immediate protection and limits their exposure to the hazard. Most hazardous plume passages (e.g. radiological, biological, or chemical) do not have the capability to maintain a persistent level of exposure.

Sheltering-in-place may be an option when successive hazardous plume passages, with sufficient time between releases, allows for evacuation but there is insufficient lead-time prior to the first plume passage. Public sheltering will minimize exposure to the effects of the initial plume release and reduce the risk of exposure.

The decision to issue shelter-in-place instructions is based primarily upon the nature of the hazard as well as meteorological data. The public who are sheltering in place will be informed of protective actions through a variety of communication methods.

When the risk is reduced sufficiently that a return to routine activities is indicated, instructions will be issued to the public via the same communication methods used for the sheltering message.

MASS FATALITY INCIDENT MANAGEMENT

This section sets forth the policies and concepts for response to a Mass Fatality incident within Tempe. A Mass Fatality event may occur at any time and thus necessitates planning for a surge demand on fatality management services. This section has been developed using historical and theoretical events to formulate the baseline for fatality surge needs and realistic worst case scenarios.

This section is consistent with the U.S. Department of Homeland Security's National Response Framework (NRF) and incorporates the principles of the National Incident Management System (NIMS) Emergency Support Function (ESF) #8. The Health and Medical Services Annex of the NRF states that assistance to supplement state and local Mass Fatality resources will be coordinated by the Department of Health and Human Services, the Primary Agency for ESF #8. The scope of ESF #8 includes: public health, medical, mental health services, and mortuary services, all of which have a role in Mass Fatality management.

Situation and Planning Assumptions

Situation

A Mass Fatality incident may occur at any time and presents unique demands and challenges to a portion or the entirety of the current fatality management system. This section is designed to be applicable across a wide range of emergencies resulting in substantially increased fatalities over varying periods of time.

The command and control of a Mass Fatality incident will depend on the type and scope of an incident. For example, an airplane crash with multiple fatalities will have different operational components compared to deaths resulting from a pandemic. The key assumptions and concept of operations comprehensively address the variety of responses appropriate to all Mass Fatality events.

Planning Assumptions

Mass Fatality Incident Management is the recovery, transportation, identification, appropriate processing, protection and coordination of the disposition of all human remains in a mass fatality surge situation. To accomplish these goals, the City of Tempe, in coordination with the Maricopa County Medical Examiner's Office and assistance from Support agencies shall:

- Prevent further risk to public and responder health in the process of managing fatalities (including staff and those coming to assist).

- Provide on-site fatality assistance, coordinate transport and storage as necessary, establish victim identities and causes of death; preserve all property found on or adjacent to the bodies; maintain legal evidence for criminal or civil court action; release remains promptly to the next-of-kin, if possible.
- Provide respect for those who have died and provide compassion and support for their survivors throughout the process.
- Provide for appropriate record-keeping to meet legal and documentation requirements.
- Provide timely and accurate public information to keep the survivor community informed about all critical events throughout the process.

The City of Tempe will lack sufficient personnel, equipment, and storage capacity to handle significant numbers of deceased victims, especially if remains are contaminated.

Assistance from local, state, and federal governments may be required to assist in the search and recovery, transportation, tracking, removal, processing and identification. In some scenarios, the availability of federal resources to respond may be non-existent.

Large-scale emergencies may present unique logistical challenges with limited cold storage space, human remains pouches, personal protection equipment (PPE), and related fatality management supplies. In this scenario, mutual aid resources and federal assets will both be strained and likely not available.

In certain scenarios, deaths may be dispersed over a **large** geographic area, lacking a defined incident site (e.g., biological, pandemic, etc.). This may necessitate private or public assistance in the transportation and storage of remains.

Bottlenecks within the system may appear at any point of the process, depending on scope and nature of the incident. For example, local hospitals and mortuaries may not have additional morgue storage; the vital records system may exceed surge capacity to register deaths and issue final disposition permits; and the death care industry may exceed surge capacity to provide for final disposition of human remains.

Regulatory restrictions may impede the system when an emergency is not declared. With a local, state or federal declaration in place, there may remain the need to identify and modify certain legal and regulatory requirements.

There could be significant disruption of publicly and privately owned critical infrastructure that could impede a mass fatality response.

A pandemic event will likely stress other government agencies, specifically in terms of continuity of operations and/or government.

The need for accurate, sensitive, and timely public information can grow exponentially depending on the scope and nature of the event. The ability to deliver the information

needed can also be challenged at one or any point of the system.

Concept of Operations

In daily operations, the City of Tempe Fire Medical Rescue Department provides emergency medical services and responds to reports of illness or injury. Tempe's participation in the Automatic Aid Consortium provides Tempe with operational response capabilities in peak demand situations. In a surge event, the Fire Department would follow standard operating procedures (SOPs) for emergency deployment.

In daily operations, the Maricopa County Office of the Medical Examiner (OME) is responsible for and in charge of decedent(s) and final disposition or release for all fatalities in Maricopa County. In a surge event, the OME will notify MCDEM when resources are exceeded and discuss the need for Mass Fatality coordination.

The Maricopa County Department of Emergency Management (MCDEM), acting as the non-medical/non-health coordinating agency, has the responsibility to coordinate, manage and provide information and resources in support of the OME. The Maricopa County Department of Public Health is the medical coordinating agency.

In the event that resource needs of Maricopa County are exceeded, the County will notify the state and request assistance. As defined in the State of Arizona Emergency Response Recovery Plan (SERRP), the Arizona Division of Emergency Management has the responsibility to coordinate resource requests through State and Federal sources.

Each department identified within this Section shall develop and maintain department policies and complimentary Standard Operating Procedures (SOPs) to support a Mass Fatality incident. When reviews of this Section are performed, respective policies and Standard Operating Procedures (SOPs) should be included in the review to ensure that compatibility and integration are achieved.

In addition to those agencies identified, the integration of tribal health agencies into the exercise and implementation of this plan is encouraged to ensure a comprehensive response to a Mass Fatality incident.

Lead Agency Tasks:

Tempe Fire Medical Rescue Department - In daily operations, the Tempe Fire Medical Rescue Department responds to medical emergencies. Tempe participates in an automatic aid system with 26 other fire departments in the Phoenix area. Automatic aid means the closest (using global positioning system (GPS) information) unit to an emergency is dispatched regardless of jurisdiction.

Support Agency Tasks:

Maricopa County Office of the Medical Examiner (OME). The Office is responsible for any and all of the functions noted below, as dictated by the needs of an incident:

- On-site fatality assessment, evidence gathering and documentation, and personal property management.
- Responsible for development and maintenance of a Maricopa County OME Mass Fatality Plan.
- Coordinate or manage transportation of remains to an appropriate facility.
- Verification of identity of the decedent.
- Cause of death determination.
- Release of the remains or coordination of final disposition.
- Oversight and operation of ancillary sites designed to support a surge situation (e.g., collection site, temporary storage sites, etc.).

Maricopa County Department of Public Health. The Department is responsible for any and all of the functions noted below, as dictated by the needs of the event:

- Activating the Public Health Department's Incident Command Center (ICC) as appropriate.
- Manage and coordinate communications and information to healthcare, mortuary and other vested response partners.
- Monitor the public health situation if related to the event, taking actions as necessary.
- Support the surge capacity related to vital records system and documentation.
- Manage federal agency inquiries and coordination as they relate to public health issues and their associated fatalities (CDC, etc.).
- Staff the County EOC and JIC as needed.
- Commence coordination of immediate county response and movement of medical resources as appropriate.

Maricopa County Department of Emergency Management. The Department is responsible for any and all of the functions noted below, as dictated by the needs of the event:

- Activate the Mass Fatality Annex.
- Collaborate and coordinate response with all pertinent agencies.
- Activate the Emergency Operations Center, as appropriate.
- Make recommendations to the Board of Supervisors or their representative for a declaration of an emergency.
- Commence coordination of immediate county response and the movement of non-medical resources as appropriate.
- Assist MCDPH with needs obtaining medical resources not available in the jurisdiction.
- Request support for the operation of a Family Assistance Center, as and if needed.

- Support and facilitate for any needed ancillary operations and/or facilities (e.g., casualty collection facilities).

Maricopa County Public Fiduciary. The Public Fiduciary may have a role in an incident, which would include the following:

- Responsible for indigent burial program.
- Act as guardians, conservators and court-appointed personal representatives of persons and their estates in the absence of any other qualified/eligible appointees and as such are responsible for the coordination of final disposition.

State of Arizona Resources. The below listed departments are responsible for any and all of the functions noted below, as dictated by the needs of the event:

Arizona Division of Emergency Management (ADEM)

- Activate support functions within the SERRP as appropriate.
- Activate the State Emergency Operations Center (SEOC) and/or Joint Information Center (JIC) as appropriate.
- Advise the Governor as to the magnitude of the event and if necessary, request Governor's emergency declaration
- Support regional response and coordinate between regions if event involves multiple counties.
- Coordinate requests for resources as processed by the counties, including any federal assets.
- Support the operation of a Family Assistance Center (FAC) to assist families, loved ones.

Arizona Department of Health Services (ADHS)

- Coordinating with ADEM on appropriate response.
- Support the management and coordination of communication and information to healthcare, mortuary and other vested response partners.
- In conjunction with regional public health agencies, provide staff to the JIC.
- Support the operation of a Family Assistance Center (FAC) to assist families, loved ones.
- Coordinate/manage licensed facility waivers.

State Board of Funeral Directors and Embalmers.

- Responsible for issuing/obtaining waivers/exemptions from Arizona Revised Statutes and the Arizona Administrative Code for licensees, such as funeral directors, cremationists, etc.

Federal Resources. Request for and coordination of these resources is handled only through the Arizona Division of Emergency Management (ADEM), as requested or dictated by event factors. This request may be done through an emergency declaration, although a declaration is not necessary to request such resources (see SERRP).

Disaster Mortuary Operational Response Teams (DMORT)

Work within the Incident Command System (ICS) and National Incident Management System (NIMS) established by local authorities to provide technical assistance and personnel to recover, identify, and process deceased victims. Capabilities include:

- Victim identification.
- Forensic dental pathology.
- Forensic anthropology methods.
- Processing, preparation, and disposition of remains.

DMORT support to the local medical examiner includes:

- Augmenting existing local resources.
- Providing specialized personnel.
- Providing mobile morgue facility.
- Providing computer-based tools.
- Providing family support.

Department of Defense (DOD) Mortuary Affairs Assistance. DOD Mortuary Affairs units can provide support to domestic catastrophic incident response and recovery operations, when authorized by the Secretary of Defense. Services include search and recovery of remains and tentative remains identification. They can also set up a personal effects (PE) depot and assist morgue operations and temporary internment.

National Transportation Safety Board (NTSB). In the event of a major transportation accident, the Family Assistance Act of 1996 created the Family Affairs Division within the National Transportation Safety Board (NTSB) to assist local authorities in the coordination of victim identification and family assistance.

Non-governmental Resources

Death Care Industry. The Death Care Industry (funeral homes, crematories and cemeteries) is a critical component in a mass fatality event. The Death Care industry can:

- Provide supplemental morgue storage.
- Assist with transportation of human remains.
- Assist OME office operations with staff for such support duties as escorting bodies, transcribing case file data and collecting ante mortem data.

- Assist with grieving families and gathering information from families regarding final disposition wishes.
- Manage the final disposition of human remains

Volunteer Agencies/Organizations.

Volunteer agencies can provide support to a Mass Fatality event in a variety of ways as requested by government entities.

Private Sector Coordination

This Section provides guidance to ensure effective coordination and integration with business and industry components during actual or potential emergencies or disasters through the Business Emergency Coordination Center (BECC) at the State Emergency Operations Center.

The private sector constitutes approximately 80% of the economy. Engaging the private sector in all stages of planning and implementation is critical for the success of this plan. In addition, business is in the unique position of understanding both the immediate and subsequent impact during and after an event to supply chains, and the massive re-leveraging of resources and assets needed to recover, stabilize, restore confidence in, and reconstitute parts of the economy.

Situation and Planning Assumptions

Situation

For the purposes of this Section, the private sector is defined as those entities, which are not controlled by the state. Examples include: private firms and companies, corporations, private banks, and non-governmental organizations, including non-profits such as museums, academic or charitable institutions, which are not wholly or partially owned or operated by a government entity.

The Tempe City Manager's Department, through its Economic Development Division, works on business development, attraction, and retention services.

The State BECC is responsible for developing and maintaining working relations with associated private-sector counterparts through partnership committees or other means. Working relations are necessary for both large industries as well as small businesses.

Planning Assumptions

Orderly functioning of the economy and the reliability and availability of essential services that represent the foundation of public safety, confidence, and economic security must continue during and following an emergency event or situation.

Concept of Operations

Operating procedures will be developed and maintained by the Tempe City Manager's Department, Economic Development Division, as the Lead agency for implementing the Private Sector Coordination section. Private sector coordination may involve Tempe

community partners, support agencies and organizations.

Support Agencies include:

- Tempe Chamber of Commerce
- Downtown Tempe Community
- Greater Phoenix Economic Council
- Arizona Commerce Authority
- Other public/private companies

Each participating private sector organization should:

- Identify, develop and coordinate their plans for protective actions, business continuity and contingency programs with City of Tempe government.
- Establish procedures to ensure two-way communication between private and public organizations to ensure situational awareness.
- Develop processes to assess the impact of an emergency event or situation on the private sector and the event's cascading interdependencies between the private sector and response agencies.

Lead Agency Tasks:

The Lead agency, assisted by the Support agencies, will ensure the following response and recovery activities will be completed during and reviewed after activation of the EOC:

- Monitor the operational status of critical infrastructure and key resources among private sector organizations.
- Coordinate the assessment of the economic impact of the incident with private sector leaders and other agency liaisons as appropriate.
- Prepare timely situation reports for local authorities, EOC and other appropriate personnel.
- Maintain records of expenditures and document resources utilized during response and recovery operations.
- Maintain a shared situational awareness between the private sector and the EOC.
- Provide a liaison to the EOC from the BECC.

Support Agency Tasks:

Private sector institutions are responsible for implementing recovery as part of their preparedness plans to return to normal business operations, reconstructing assets that were destroyed, as necessary, and retuning employees to normal work locations and work hours.

Volunteer Management

The City of Tempe recognizes that disasters, especially those occurring with little or no warning, create a need to coordinate donations of goods, money, and volunteer/voluntary services. When circumstances warrant, a united and cooperative effort by private voluntary organizations, volunteer groups, and the donor community is necessary for the successful management of donations campaigns and relief supplies.

This section was designed to coordinate the application of resources during times of disaster. It does not direct any individual or private community volunteer organizations' policies concerning gifts or donations. Individual organizations will operate under their own administrative protocols.

Volunteer Management Function

The City of Tempe encourages involvement in government through volunteerism. The City of Tempe Human Services Department is the Lead Agency for the Tempe Municipal Government Volunteer Program. In day-to-day operations, the Volunteer Coordinator connects citizens to their city government through opportunities to serve within the Tempe municipal government organization and the community.

Volunteers serve in Tempe government offices, programs and facilities and expand and enhance the services the city is able to provide to the community. Volunteers enable the City to maximize tax dollars and improve the lives of its citizens.

During disasters of all sizes, the public and organizations who are not trained in disaster response or affiliated with a community group prior to an incident will spontaneously offer their time and skills in response to the emergency. These spontaneous volunteers and organizations are often incorporated into response efforts. This section outlines the procedures for utilizing spontaneous unaffiliated volunteers and organizations during an emergency. If the situation allows, this appendix may be activated before the emergency occurs.

Situation and Planning Assumptions

Situation

The City of Tempe will receive many offers of assistance of human resources from community groups and volunteer agencies in response to emergencies. Those volunteer agencies who are normally involved in disaster response have been requested to incorporate these individuals and organizations who wish to spontaneously volunteer into their agency's programs.

Planning Assumptions

Local agencies will perform tasks under their own authority, as applicable, and coordinate these tasks with the Tempe Human Services Department.

The majority of volunteers who offer to help will be affiliated with a local community agency or organization.

Concept of Operations

The City of Tempe will assume overall responsibility for coordinating city volunteer resources during emergency/disaster response operations.

This plan does not supersede any policies regarding City of Tempe volunteer management procedures. Any volunteer management program at the local level remains the responsibility of those jurisdictions.

The City of Tempe encourages individuals interested in volunteering personal service to participate through Tempe's volunteer programs and/or affiliate with a recognized nonprofit volunteer organization.

In close cooperation with the Tempe Emergency Operations Center (EOC), the Tempe Human Services Department will be the Lead agency to open and operate volunteer reception centers that register and assign spontaneous volunteers and organizations. Support agencies include, but are not limited to:

- CARE7 Crisis Response Team.
- Volunteers in Policing.
- Member organizations of the Arizona Central Region Citizens Corps Council (ACRCCC).
- Member organizations of the Arizona Voluntary Organizations Active in Disaster (AZVOAD).

At the time of an emergency or disaster which causes a surge of spontaneous unaffiliated volunteers or groups not previously involved in disaster response, the City of Tempe will establish a Volunteer Coordinating Team (VCT) with the assistance of Support agencies. The Tempe VCT will establish the process for operating a Volunteer Reception Center (VRC) at a physical location or a virtual/on-line process. Individuals and organizations not previously affiliated with a volunteer agency that contact the City of Tempe and offer to volunteer their services will be referred to the Volunteer Reception Center (VRC) for registration and referral to the appropriate relief agency based on current need and the person's qualifications. The Tempe VCT management system may coordinate with and receive assistance from other local jurisdictions.

Volunteers duly enrolled or registered for services in a local emergency, a state of emergency, or a state of war emergency in carrying out, complying with or attempting to comply with, any regulations issued pursuant to Arizona Revised Statute Title 26, Chapter 2 or any local ordinance, or performing any of their authorized functions or duties, or training for the performance of their authorized functions or duties, shall have the same degree of responsibility for their actions and enjoy the immunities as officers and employees of the state and its political subdivisions performing similar work.

Lead Agency Tasks

The Tempe Human Services Department, assisted by support agencies, will ensure the following response and recovery activities will be completed during and reviewed after implementation of volunteer management procedures:

- Coordinate the operation of Volunteer Reception Centers (VRC).
- Coordinate with local and state VCTs.
- Coordinate with the Tempe Public Information Officer on public service announcements, press releases, and other media-related support related to volunteer management.
- Monitor feedback from incoming volunteers.

Support Agency Tasks

All Support agencies will assist the Tempe VCT with technical and administrative support as necessary, or support Tempe through a regional Volunteer Reception Center (VRC) if activated.

Donated Goods Management Function

The City of Tempe recognizes that disasters, especially those occurring with little or no warning, create a need to coordinate donations of goods, money, and volunteer/voluntary services. When circumstances warrant, a united and cooperative effort by private voluntary organizations, volunteer groups, and the donor community is necessary for the successful management of donations campaigns and relief supplies.

The City of Tempe cannot manage cash donations directed at a specific emergency or disaster. This section was designed to coordinate the donations of goods and currency during times of disaster. It does not direct any individual or private community volunteer organizations' policies concerning gifts or donations. Individual organizations will operate under their own administrative protocols.

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. Should a need arise for these donated goods, the requesting agency will contact the donor directly.

Situation and Planning Assumptions

Situation

Management of unsolicited donated goods involves the cooperative effort by local, state, and tribal governments; voluntary and community-based organizations; the private sector; and the media.

Planning Assumptions

The City of Tempe is responsible for developing donations management plans and managing the flow of donated goods during incident management operations.

Private relief organizations, such as the Salvation Army, are experienced in managing donations and can receive, process, and distribute goods and services from their organizations to disaster victims. The City of Tempe will direct offers of donated goods to the appropriate private relief organization.

The City of Tempe will not receive, manage, or distribute cash contributions during an emergency response.

Concept of Operations

The City of Tempe Human Services Department is the Lead agency responsible for establishing a Donations Coordination Center (DCC) in coordination with private relief organizations, and if necessary, in coordination with the State's Donations Coordination Team (DCT). The Salvation Army has been contracted by the State to handle resource donations and in establishing and operating one or more donations staging areas in the County. The City of Tempe will coordinate provision of 24-hour security to the donations staging areas as needed.

Lead Agency Tasks

The Tempe Human Services Department, assisted by support agencies, will ensure the following response and recovery activities will be completed during and reviewed after implementation of donations management procedures:

- Develop donations management plans.
- Coordinate the Donations Coordination Center (DCC) with private relief organizations.
- Coordinate with the Tempe Public Information Officer (PIO) on public service announcements, press releases, and other media-related support related to donations management.

Support Agency Tasks

- Establish and operate a Donations Coordination Center (DCC).
- Handle resource donations.
- Establish and operate one or more donations staging areas.
- Support Tempe with implementing the Donated Goods Management Function.

Worker Safety and Health

Responding to an emergency or disaster can be inherently dangerous. It is the responsibility of the City of Tempe to ensure that every effort is taken to protect the health and safety of emergency workers who respond to an incident from initial notification through demobilization.

Situation and Planning Assumptions

Tempe employees and contract or contractor personnel are expected to perform all duties within established standards and in a safe and reasonable manner. It is expected that employees will report unsafe or potentially unsafe conditions and defective equipment to their supervisors, correct hazards within their capability and resources, and strive to improve working conditions. In addition to guarding their own safety and the property of the county, employees will do everything possible to safeguard co-workers, the public, and other people affected by their work. Employees shall report immediately to their supervisors any incident or accident occurring to themselves or others.

Concept of Operations

Each Tempe department is responsible for the health and safety of their employees as they perform their assigned functions. It is the responsibility of each elected official and department head to train employees in safe work conditions and procedures; to encourage development and observance of safety rules and regulations; to determine those jobs which require the use of safety clothing and/or equipment; to require the use of safety clothing and/or equipment when appropriate; and, to expedite the elimination of hazards, both to employees and the general public. In addition, it shall be the responsibility of each supervisor to:

- Detect and correct unsafe working conditions and practices. Problems of employee safety beyond the immediate supervisor's control shall be reported immediately to the next person in the chain of command.
- Cease operation of defective and hazardous equipment immediately. Obtain necessary repairs, service, or replacement.
- Assure that all accidents are investigated promptly and reported to risk management. Analyze all accidents to determine cause(s) and develop or review rules, procedures, and methods to prevent recurrence.
- Keep informed on safety subjects through readings, training courses, and discussions with other supervisors and safety representatives.

Protective equipment, including personal protective equipment for eyes, face, head, and extremities, protective clothing, respiratory devices, and protective shields and barriers,

shall be provided, used, and maintained in a sanitary and reliable condition wherever it is necessary by reason of hazards of processes or environment, chemical hazards, radiological hazards, or mechanical irritants encountered in a manner capable of causing injury or impairment in the function of any part of the body through absorption, inhalation or physical contact. All accidents and injuries, regardless of severity, need to be reported immediately to the elected official, department director, or a designated person in the agency or department.

Workers' Compensation or industrial injury claims, and other claims against the City of Tempe, will be administered by the Tempe Finance and Information Technology Department, Risk Management Division. Elected officials and department directors should develop internal reporting procedures to insure timely reporting of claims to a designated person in the department; a report should then be submitted to Risk Management. [NOTE: For Worker's Compensation purposes, a reportable accident is personal injury by accident arising out of and in the course of employment, and medical treatment is sought. Additionally, it is an injury caused by willful act of a third person directed against an employee because of his/her employment. (A.R.S. § 23-901)].

Lead Agency Tasks

The Tempe Finance Department, Risk Management Division, supported by the identified support agencies, will ensure that response and recovery activities will be completed in a safe manner during and reviewed after activation of the Worker Safety and Health section.

Support Agency Tasks

Support agencies include (but are not limited to) all City of Tempe departments. They will provide technical and administrative support as needed to manage worker safety and health.

Prevention and Protection

Prevention activities are designed to reduce the risk of terrorism. Prevention includes those capabilities necessary to avoid, prevent, or stop a threatened or actual act of terrorism. It is focused on ensuring we are optimally prepared to prevent an imminent terrorist attack within the City of Tempe. Preventing an imminent terrorist threat will require prevention core capabilities. In addition, it will trigger a robust and collaborative investigative process. Prevention also includes the intelligence, law enforcement, and homeland defense activities conducted in the event of an act of terrorism in Tempe to determine if follow-on attacks are planned and to thwart and/or apprehend the adversary. The terrorist threat is dynamic and complex; combating it is not the sole responsibility of a single entity or community. Ensuring the security of Tempe requires the execution of terrorism prevention through extensive collaboration with government and non-governmental entities, international partners, and the private sector. Tempe will foster a rapid, coordinated, effective terrorism prevention effort that reflects the full range of capabilities critical to avoid, prevent, or stop a threatened or actual act of terrorism in Tempe.

Protection activities are designed to reduce the risk of terrorism. Protection includes capabilities to safeguard against acts of terrorism and man-made or natural disasters. It is focused on actions to protect the public and critical assets, systems, and networks against the greatest risks to Tempe in a manner that allows our interests, aspirations, and way of life to thrive. Tempe will create conditions for a safer, more secure, and more resilient City by enhancing protection through cooperation and collaboration with all sectors of society. The protection capabilities are achieved through specific mission activities. These include, but are not limited to, critical infrastructure protection, cyber security, border security, immigration security, protection of key leadership and events, maritime security, transportation security, defense of agriculture and food, defense against weapons of mass destruction (WMD) threats, and health security.

Situation and Planning Assumptions

The complexity, scope, and potential consequences of a terrorist threat or incident require that there be a rapid and decisive capability to resolve the situation. The resolution to an act of terrorism demands an extraordinary level of coordination of law enforcement, criminal investigation, protective activities, emergency management functions, and technical expertise across all levels of government. The incident may affect a single location or multiple locations, each of which may be an incident scene, a hazardous scene, and/or a crime scene simultaneously.

In addition to the planning assumptions and considerations identified in the Basic Plan, the law enforcement and investigative response to terrorist threats or incidents, particularly those involving WMD and chemical, biological, radiological, nuclear, or explosive (CBRNE) material, are based on the following assumptions and considerations:

- A terrorist threat or incident may occur at any time of day with little or no warning, may involve single or multiple geographic areas, and may result in mass casualties.
- The suspected or actual involvement of terrorists adds a complicating dimension to incident management.
- The response to a threat or actual incident involves law enforcement and investigative activity as an integrated element.
- In the case of a threat, there may be no incident site, and no external consequences, and, therefore, there may be no need for establishment of traditional Incident Command System (ICS) elements such as an Incident Command Post.
- An act of terrorism, particularly an act directed against a large population center within Tempe involving chemical, biological, radiological, nuclear, or explosive materials, will have major consequences that can overwhelm the capabilities of county government to respond and may seriously challenge existing state and federal response capabilities.
- In the case of a biological attack, the effect may be temporally and geographically dispersed, with no determined or defined “incident site.” A biological attack employing a contagious agent may require quarantine by federal, state, local, and tribal health officials to contain the disease outbreak.

Concept of Operations

Prevention Activities:

- The Arizona Counter Terrorism Information Center (ACTIC) is the focal point for managing and ensuring distribution of operational and threat awareness among county and municipal government organizations. This is accomplished through their terrorism liaison officers.
- Tempe Police Department will act as the conduit to the ACTIC and the Tempe EOC. They will provide situational information from the EOC to the ACTIC and appropriate intelligence and information regarding threats to the EOC.
- Prevention activities are part of the intelligence branch in the planning section of the emergency operations center. The information provided will be used to guide and support response and recovery operations.

Protection Activities:

- The Arizona Counter Terrorism Information Center (ACTIC) conducts threat and vulnerability analysis for all threats and hazards affecting critical infrastructure and key resources within the City. The ACTIC is responsible for managing the information

developed and coordinating protection efforts among county and municipal government organizations. This is accomplished through their terrorism liaison officers.

- Protection activities are part of the intelligence branch in the planning section of the emergency operations center. The information provided will be used to guide and support response and recovery operations.

Lead Agency Tasks

The Lead agency, the Tempe Police Department, assisted by Support agencies, will ensure that prevention and protection activities are completed during, and reviewed after, an emergency or disaster event.

Support Agency Tasks

Support agencies will provide the Lead agency with the technical and administration support necessary for the Lead agency to manage the Prevention and Protection Activities functions.

TEMPE, ARIZONA
EMERGENCY OPERATIONS PLAN

ANNEX C - INCIDENTS

Purpose

This section provides an overview of the particular hazards or incident types that the City of Tempe may be subject to, and details the response (by hazard) stipulating additional support required for each situation only if it differs from the Basic Plan.

Background

The City of Tempe is vulnerable to the adverse effects of natural, man-made or technological disasters and enemy attack, which may result in loss of life, property damage and social disruption. A vulnerability analysis conducted for the City of Tempe identified critical and non-critical facilities as well as loss estimates and potential human exposure.

The following hazards or incident specific events are addressed in this section:

- Air Quality Emergencies
- Civil Disturbances
- Common Carrier Accidents
 - Aircraft Accidents
 - Bus Accidents
 - Truck Accidents
 - Train Accidents
- Electrical Power Outages
- Fire and Explosion
- Hazardous Materials
- Heat Wave Emergencies
- Influenza Pandemic
- Palo Verde Nuclear Generating Station (PVNGS)
- Storms and Floods
 - Guadalupe Flood Retarding Structure
 - Reach 11 Dikes
 - Salt / Verde River Dam Failures
 - Tempe Town Lake
- Terrorist Incidents

Air Quality Emergencies

The purpose of this Hazard Specific Appendix is to set forth policies and procedures to reduce air pollution during Air Quality Emergencies.

Situation Overview

The City of Tempe, along with the surrounding metropolitan area, has been designated by the U.S. Environmental Protection Agency (EPA) as a serious nonattainment area for ozone, carbon monoxide (CO), and particulate matter (PM 2.5 and PM 10). Carbon monoxide is most likely to reach an unhealthful level in the metropolitan area on calm days during the winter, when a temperature inversion forms that traps cold air and pollutants near the surface. Ozone is most likely to reach an unhealthful level on calm days during the summer when the temperature is warm. Particulate matter is most likely to reach an unhealthful level at any time of the year during calm or windy conditions.

Planning Assumptions

The Maricopa County Air Quality Department and the Arizona Department of Air Quality (ADEQ) monitors all three pollutants (ozone, carbon monoxide, and particulate matter) on a daily basis. This information is used by ADEQ to make daily forecasts of pollution levels for the coming evening and the next day. Under certain circumstances, the Governor may declare an Air Quality Emergency. Arizona Revised Statutes (ARS) Section 49-465(b) states: *“if the Governor declares that an emergency exists. . . , the Governor shall prohibit, restrict or condition the employment schedules for employees of this state and its political subdivisions, and on a voluntary basis only, may encourage private employers to develop similar work rules to restrict vehicle emissions during air quality emergencies.”*

Concept of Operations

ADEQ issues a health watch when the highest concentrations of ozone or particulate matter levels may approach the federal health standard. At this point, people with respiratory or other health problems that make them more sensitive to air pollution are advised to limit their outdoor activity.

ADEQ issues a High Pollution Advisory (HPA) when the highest concentrations of ozone or PM levels may exceed the Federal health standard. At this point, pollution levels are reaching unhealthy levels for everyone, not just people with respiratory problems. HPAs encourage people to limit outdoor activity, and reduce driving and other activities that cause air pollution. An HPA also alerts businesses to implement their travel reduction plans. In addition, the Maricopa County Air Quality Department may issue a *no burn day* restriction

prohibiting all fireplace, woodstove and outdoor burning devices. This includes the use of manufactured logs.

When the City of Tempe is notified of a High Pollution Advisory (HPA), it will encourage its employees when possible to use an alternative method of getting to work such as car or vanpooling, telecommute, riding a bike or the bus to work (trip reduction program).

If the Governor declares an Air Quality Emergency, the Arizona Division of Emergency Management will notify the Maricopa County Department of Emergency Management (MCDEM). MCDEM will subsequently notify each of the communities in the non-attainment area of the Governor's order.

The Emergency Operations Center (EOC) **will not** be activated to accomplish implementation of this Section.

All expenses associated with this incident will be charged to a cost center that will be provided by the EOC Finance Section Chief. Each City department or agency will maintain records of emergency expenditures (including time and materials) to validate their emergency response activities should reimbursement become available. Where it is possible, normal administration procedures will be followed. Emergency expenditures will be incurred in accordance with Tempe City Code, Chapter 26A Procurement.

City Tasks

Fire Medical Rescue Department Administration:

- Review all pertinent City of Tempe plans that would support operations.
- Notify City of Tempe officials about the Air Quality Emergency.

City Manager:

- Notify Department Directors about the Air Quality Emergency.
- Recommend actions to reduce the number of outside meetings, such as telephone conference, etc.
- Determine which employees, if any, should remain at home the following day.

Department Directors

- Maintain a listing of department personnel who are subject to the provisions of the Governor's order.

ESF Activations

Any of the following ESFs could be activated to support this incident, as appropriate:

ESF #1, ESF #2, ESF #3, ESF #4, ESF #5, ESF #6, ESF #7, ESF #8, ESF #15.

CIVIL DISTURBANCES

The purpose of this Hazard Specific Appendix is to restore law and order and to protect life and property in the event of a Civil Disturbance within the City of Tempe.

Situation Overview

Civil disturbances are those organized or spontaneous group activities that disrupt the peace and threaten life, health, property or legally constituted authority. Civil disturbances may occur in the City of Tempe with little or no warning. Terrorist activities may take the form of or include civil disturbances. See Annex C - "Terrorist Incident" for responding to a terrorist incident.

Planning Assumptions

Civil disturbances may be accompanied by other criminal activities such as vandalism, arson, looting, sabotage, sniping, or bomb threats.

Concept of Operations

This section assumes a wide spectrum of civil disorder situations and recognizes that response will vary accordingly. The Tempe Police Department is responsible for preserving the peace, suppressing civil disorder, and performing law enforcement functions in the City of Tempe; other law enforcement agencies are authorized to provide mutual aid support to the City upon request. The Tempe Police Department is responsible for notifying Tempe officials.

All operations will follow the Incident Command System (ICS) and National Incident Management System (NIMS) general approach toward responding to emergencies. ICS is a standardized incident management concept designed to allow responders to adopt an integrated organizational structure equal to the complexity and demands of any single incident or multiple incidents without being hindered by jurisdictional boundaries. NIMS provides a consistent approach for local, state and federal governments to work effectively and efficiently together to prepare, respond, or recover from incidents, regardless of size, cause, or complexity.

The Tempe Police Department will establish an on-scene Incident Command post and coordinate with other agencies as appropriate. See also Annex A: ESF #13 Public Safety and Security, ESF #15 External Affairs, and Annex B: Support.

All expenses associated with this incident will be charged to a cost center that will be provided by the EOC Finance Section Chief. Each City department or agency will maintain records of emergency expenditures (including time and materials) to validate their emergency response activities should reimbursement become available. Where it is

possible, normal administration procedures will be followed. Emergency expenditures will be incurred in accordance with Tempe City Code, Chapter 26A Procurement.

City Tasks

Tempe Police Department

- PREPAREDNESS/READINESS ACTIVITY - Identify and maintain a list of critical facilities that may be vulnerable to civil disturbances.
- Establish an on-scene Incident Command post and assume primary responsibility for on-scene management of the emergency.
- Provide security of critical facilities as the situation warrants.
- Provide and set up barricades for crowd control.
- Begin traffic control procedures as appropriate.
- Warn the public of any potentially dangerous situations.
- Establish holding areas for processing of violators.
- Apprise the Mayor of ESF #13 Public Safety and Security status.

Emergency Manager (Fire Chief)

- Activate ESF #13 and other ESFs as needed.
- Activate the Emergency Operations Center (EOC) as needed.
- Develop a schedule for staffing and operating the EOC from “activation” to “stand-down”.

Tempe Fire Medical Rescue Department:

- Assist the Police Department in establishing an on-scene Incident Command Post.
- Receive clearance from the Emergency Operations Center (EOC) before allowing forces to enter the affected area.

Mayor:

- Establish policy and issue emergency legislation and declarations when appropriate.
- Represent the City when negotiations take place with leaders of the civil disturbance.

City Manager

- Support ESF #13 operations at the Emergency Operations Center (EOC) as required.

ESF Activations

Any of the following ESFs could be activated to support this incident, as appropriate:

ESF #1, ESF #2, ESF #3, ESF #5, ESF #13, ESF #15.

Common Carrier Accidents

The purpose of this Hazard Specific section is to ensure an effective and rapid response to a common commercial carrier accident in order to minimize loss of life, expedite recovery efforts and to provide appropriate control and security measures for the incident site.

Situation Overview

Common commercial carriers, defined as aircraft, trucks, and buses, transport people and goods above and through the City of Tempe by air and roads. Regardless of their nature or location, commercial carrier accidents can involve local, state and federal agencies. Due to this involvement and the immediacy of the control problem, it is imperative that Tempe officials be cognizant of their role as well as the responsibilities of other concerned agencies.

Planning Assumptions

A common commercial carrier accident may occur in the City of Tempe involving an aircraft, truck, bus or other commercial vehicle. There will be survivors requiring extrication, on-site treatment and emergency transportation. Secondary effects of fire and disruption of gas, water, and electrical distribution in the immediate vicinity will occur. Hazardous materials (HAZMAT) may be involved and the appropriate HAZMAT response measures will have to be taken (see Annex A - ESF #10 Hazardous Materials).

Concept of Operations

Tempe emergency response forces (Police & Fire Medical Rescue Department) respond to a variety of incidents on a daily basis, including fires, automobile accidents, medical emergencies, hazardous materials response, and technical rescues. Communications from the field will be sent through normal channels to the respective communications center or to the Emergency Operations Center (EOC) if activated. Automatic and mutual aid agreements will be implemented as soon as it is apparent that effective response to the disaster will be beyond the capability of the Tempe resources and/or if the crash site is near or crosses jurisdictional boundaries.

Tempe Police will assist the Tempe Fire Medical Rescue Department in establishing an Incident Command post. Following a rapid survey of the crash scene and damaged areas, Tempe Police will implement their Standard Operating Procedures (SOPs) for the scene, including scene preservation. Tempe Police will establish traffic controls, ensuring ingress & egress for emergency response vehicles. Tempe Police will direct teams to conduct a detailed search of the area noting wreckage and debris, covering and guarding bodies and body parts until removal is authorized.

Conditions in the affected area may necessitate the shutting down of certain utilities. Tempe Fire Medical Rescue will follow their SOPs for utility shut-down and restoration with the affected utility companies. Tempe Police, in coordination with Tempe Fire Medical Rescue, may recommend evacuation, establishing evacuation assembly areas until congregate care facilities can be arranged and staffed.

Tempe Fire Medical Rescue will assume responsibility for on-scene management of the accident site. In a Mass Casualty situation, Tempe Fire Medical Rescue will implement their Standard Operating Procedures (SOPs) for activating the Maricopa County Medical Alerting Systems to put local area hospitals on alert. Search and Rescue teams will be assigned to search for and remove survivors. Medical triage teams, medical transport, and other response functions will be managed by Tempe Fire Medical Rescue per their Standard Operating Procedures (SOPs).

Aircraft Accidents

Central Arizona is in a zone of converging commercial, military and general aviation traffic. Air traffic from Phoenix Sky Harbor International Airport and other nearby airfields could require an emergency response to an aircraft disaster occurring in the City of Tempe.

If the crash site involves a military aircraft, the wreckage site may become, at the responding military authority's request, Federal property until the site is released by that authority. The military on-scene commander will assume on-scene responsibility.

Tempe Emergency Management (Fire Chief):

- Notify the FAA's Albuquerque Air Route Traffic Control (1-505-856-4500) to request a temporary flight restriction over the crash site, if required.
- Notify Luke Air Force Base (AFB); 623-856-5800 or 623-856-5600 if a military aircraft is involved.
- Notify the Maricopa County Medical Examiner's Office 602-506-1138 if there are fatalities.
- If helicopter support is needed, request support from the Arizona Department of Public Safety.
- As soon as possible, forward the following information to the Maricopa County Emergency Operations Center (EOC), 602-273-1411:
 - The location of the accident.
 - The number of injuries or deaths, if known.
 - Whether the aircraft is military or civilian.
 - The type of aircraft (passenger, cargo, helicopter).
 - The best available ingress and egress routes for emergency vehicles.
 - Any additional assistance required (law enforcement, fire, medical, military, etc).

- Forward the following information (when available) to the Maricopa County Emergency Operations Center (EOC):
 - The aircraft identification numbers.
 - The owner(s) of the involved aircraft.
 - The name and address of the pilot.
 - A description of property damage.
 - The location of known survivors.
 - A brief statement of circumstances surrounding the incident.
 - Whether weapons were aboard if the aircraft was military.
 - Whether U.S. Mail was aboard.

Conditions in the affected area may necessitate the shutting down of certain utilities. Coordinate the priorities for shut-down and restoration with the utility companies involved.

The Maricopa County Emergency Operations Plan provides added details and discusses the roles of other agencies that support aircraft crash disaster operations. Services of these agencies will be provided when the disaster is reported.

Bus Accidents

Buses and coaches transiting the City of Tempe are subject to motor vehicle accidents. Response procedures to accidents involving large numbers of individuals are the same as regular road accidents, with the exception of increased logistics problems involved with the transportation of greater numbers of victims.

The Department of Public Safety (DPS) will be in charge of on-scene operations when the location of the accident is on a state highway.

All expenses associated with this incident will be charged to a cost center that will be provided by the EOC Finance Section Chief. Each City department or agency will maintain records of emergency expenditures (including time and materials) to validate their emergency response activities should reimbursement become available. Where it is possible, normal administration procedures will be followed. Emergency expenditures will be incurred in accordance with Tempe City Code, Chapter 26A Procurement.

Truck Accidents

Commercial and private trucks transiting the City of Tempe are subject to vehicle accidents. Response procedures for accidents involving trucks are similar to other vehicular road accidents, with the exception of an increased potential for these vehicles to carry hazardous materials and the resulting increased possibility of hazmat spills. DPS will be in charge of on-scene operations when the location of the accident is on a state or federal highway.

Response procedures include, but are not limited to, activation of Emergency Support Function (ESF) #10 (Hazardous Materials), ESF #4 (Fire Services), ESF #13 (Public Safety and Security), and others as needed.

Train Accidents

Rail transport is a means of conveying passengers and goods by way of wheeled vehicles running on rails (track). In the City of Tempe, Union Pacific Rail Road (RR) track runs north to south approximately ¼ mile west of Mill Avenue, and east of Mill Avenue between Apache Boulevard and Broadway Road. The tracks cross several major street arterials in Tempe. Response procedures for accidents involving trains are similar to other vehicular accidents, with the exception of an increased potential for these vehicles to carry hazardous materials and the resulting increased possibility of HAZMAT spills.

The U.S. Department of Transportation, Federal Railroad Administration, Office of Railroad Safety, regulates the railroad industry. The Hazardous Materials Division administers a safety program that oversees the movement of hazardous materials such as petroleum, chemical, and nuclear products. Hazardous Materials (HAZMAT) transported in commerce are regulated by the United States Department of Transportation (USDOT) under Title 49 Code of Federal Regulations (CFR).

Response procedures include, but are not limited to, activation of Emergency Support Function (ESF) #10 (Hazardous Materials), ESF #4 (Fire Services), ESF #13 (Public Safety and Security), and others as needed.

City Tasks

Tempe Fire Medical Rescue Department

In daily operations, the Tempe Fire Medical Rescue Department responds to incidents in Tempe involving hazardous materials. The goal of responding forces is to stabilize the incident, leaving clean-up operations to hazardous materials specialists. See Annex A – ESF #10 Hazardous Materials or the Maricopa County Local Emergency Planning Committee (LEPC) Plan.

ESF Activations:

Any of the following ESFs could be activated to support this incident, as needed:

ESF #1, ESF #2, ESF #3, ESF #4, ESF #5, ESF #6, ESF #7, ESF #8, ESF #9, ESF #10, ESF #12, ESF #13, ESF #15.

ELECTRICAL POWER OUTAGES

The purpose of this Section is to provide guidance in the recovery from potential large-scale or extended power outages with the potential to impact public health and safety.

Situation Overview

The primary providers of commercial electrical power in Tempe are Salt River Project (SRP) and Arizona Public Service (APS). Because the major electric utilities in the western states are interconnected through an extensive grid system operated by the Western Electricity Coordinating Council (WECC), the failure of a major transmission line in a location well outside the state could result in large-scale power outages in the City of Tempe.

A lack of adequate generation and transmission capabilities in certain areas might also cause shortages. While this interconnectivity increases the number of ways in which a power failure could occur, it also increases the options available for the restoration of power.

Local thunderstorms, particularly during the summer monsoon season, are capable of producing widespread power failures in the east valley. Environmental factors such as excessive summer heat can have a significant effect on electrical demands in the City of Tempe and the surrounding area.

Planning Assumptions

If a power outage is large enough to warrant opening the Tempe Emergency Operations Center (EOC), but not large enough to affect other cities and towns, the electrical provider will send a representative to the Tempe EOC. The representative will keep the City of Tempe up to date on power restoration efforts through contact with the utility's EOC.

If a power outage is large enough to affect multiple jurisdictions, the electrical provider will send a representative to the County or State EOC, and the Tempe EOC will receive updates from the County or State EOC.

A prolonged power outage occurring during a Heat Advisory, Excessive Heat Watch, or Excessive Heat Warning will increase the number of individuals requiring assistance, straining City of Tempe resources.

Traffic management plans will be implemented for street intersections with stoplights in affected areas.

Because some telephone systems rely on electric power, access to the 9-1-1 system may be limited in affected areas.

Locally owned water companies that rely on wells may be unable to pump potable water.

Water treatment facilities may be unable to operate at full capacity, or perhaps even operate at all.

Utility companies have provided dry ice to its customers during extended power outages in the past and can be expected to do so during future situations of a similar nature.

The City's Continuity of Operations Plan (COOP) determines which critical functions of the Tempe city government would continue to operate.

Concept of Operations

Notification of a significant power outage will come from the utility company. The utility representative will provide information regarding specific need requirements of the impacted areas to the Tempe EOC (if activated).

As a general rule, the Tempe EOC will not be activated when power outages or curtailments occur, unless outage is expected to last for an extended period of time and affect a major portion of Tempe. The involved utility will be asked to send a representative to the Tempe EOC unless it has a representative in the State or County EOC.

The Tempe Community Development Department will coordinate closely with the utility companies by sending a representative to the Tempe EOC if not already present in the State or County EOC.

The Tempe Community Services Department may need to establish cooling centers for members of the public affected by the power outage, especially when an outage occurs during extended periods of high heat stress. Tempe will direct and control its emergency operations and manage its resources. If city resources are totally committed, County support may be available.

All expenses associated with this incident will be charged to a cost center that will be provided by the EOC Finance Section Chief. Each City department or agency will maintain records of emergency expenditures (including time and materials) to validate their emergency response activities should reimbursement become available. Where it is possible, normal administration procedures will be followed. Emergency expenditures will be incurred in accordance with Tempe City Code, Chapter 26A Procurement.

City Tasks:

Mayor:

- Declare a local emergency if deemed necessary.

City Manager:

- Maintain contact with the Tempe Public Information Officer (PIO) to ensure timely and accurate dissemination of information.
- Provide situation updates as received.
- Activate Emergency Support Functions (ESFs) as needed.

Tempe Police Department

- Be prepared to perform traffic management at controlled intersections in affected areas, particularly those areas controlled by stoplights.
- Increase patrols in affected areas for crime prevention and to ensure 9-1-1 access for residents whose telephones fail as a result of the power outage.

Tempe Public Works

- Be prepared to perform traffic management at controlled intersections in affected areas, particularly those areas controlled by stoplights.
- Monitor sewage treatment and disposal facilities in affected areas.
- Monitor drinking water facilities.

Tempe Community Development Department:

- Coordinate closely with the utility and the Tempe EOC to ensure that the areas affected by an outage are notified as far in advance as possible.

Tempe Community Services Department:

- Identify, establish, and operate shelters outside the power outage area or in buildings within the power outage area that are powered by generators. Reference Annex A – ESF #6 Mass Care.

Tempe Public Information Officer (PIO):

- Work with the Tempe Communications and Media Relations Office/Government Relations to provide the whole community with vital information through all communication mediums available. Reference Annex A - ESF #15 (External Affairs).

Support Agency Tasks:

Salt River Project (SRP)

- Provide wet and dry ice to customers who are without power.
- Inform customers of the distribution points.

Arizona Public Service (APS)

- Provide wet and dry ice to customers who are without power.
- Inform customers of the distribution points.

Maricopa County Environmental Services Department:

- Monitor cooling centers for proper sanitation and food handling procedures.
- Monitor wastewater treatment and disposal facilities.
- Check regulated facilities such as restaurants and grocery stores for evidence of food spoilage.
- Provide general sanitation advice to the public.

Maricopa County Public Health Department:

- Monitor for disease outbreaks and other health-related problems in areas that have experienced extended periods without refrigeration or interruption of sanitation services.
- Monitor for increased morbidity and mortality.

Maricopa County Department of Air Quality:

- Increase air quality monitoring to determine whether the use of generators has increased pollution levels.
- Issue public warnings if necessary.

The American Red Cross Grand Canyon Chapter and the Salvation Army:

- Support the ESF #6 Mass Care lead agency.

ESF Activations:

The following ESFs may be activated to support this incident:

ESF #1, ESF #2, ESF #3, ESF #5, ESF #6, ESF #7, ESF #8, ESF #12, ESF #13, ESF #15.

FIRE AND EXPLOSION

The purpose of this section is to provide support for extraordinary fire and explosion emergencies, to include wild land fires, affecting or threatening the City of Tempe. This section applies only to extraordinary fire and explosion emergencies that exceed the normal response capabilities of the City of Tempe and not as the result of bomb threats or terrorist activity.

Situation Overview

The Fire Management Office (FMO) of the Arizona State Land Department makes an annual assessment to determine state wild land fire conditions. Each spring, the Governor of Arizona declares a state of emergency to exist due to hazardous fire conditions throughout the State. The action frees emergency funds for the use in suppressing fires when it is determined that state or local government property is involved or that the lives and property of a considerable number of citizens are endangered. The determination allows the FMO to arrange for the assistance required.

The City of Tempe has the responsibility for any fire suppression activities within its boundaries.

Concept of Operations (See Basic Plan and ESF #4 (Fire Services)).

The Tempe Fire Medical Rescue Department will establish a Unified Command post and will assume responsibility for on-site management. The Tempe Police Department will provide control and security of the affected area. The Tempe EOC may be activated for incidents that are extraordinary fire and explosion emergencies.

Fires on state, county, and/or tribal land that threaten Tempe should be reported to the Tempe Fire Medical Rescue Department and the Fire Management Office of the State Land Department.

All expenses associated with this incident will be charged to a cost center that will be provided by the EOC Finance Section Chief. Each City department or agency will maintain records of emergency expenditures (including time and materials) to validate their emergency response activities should reimbursement become available. Where it is possible, normal administration procedures will be followed. Emergency expenditures will be incurred in accordance with Tempe City Code, Chapter 26A Procurement.

City Tasks:

Mayor:

- Declare a local emergency if deemed necessary.

City Manager:

- Maintain contact with the Tempe Public Information Officer (PIO) to ensure timely and accurate dissemination of information.
- Provide situation updates as received.

Emergency Manager (Fire Chief):

- Activate Emergency Support Functions (ESFs) as needed.

Tempe Fire Medical Rescue Department:

- Establish an on-scene Unified Command post and assume primary responsibility for on-scene management of the emergency.
- Request mutual aid assistance from other fire departments, as required.
- For fires on state or county land adjoining the Tempe, request assistance from the Fire Management Office of the State Land Department.
- For fires on tribal land adjoining Tempe, coordinate with the tribal fire department per mutual aid agreement.
- For fires in the City of Scottsdale adjoining the Tempe, coordinate with the Scottsdale Fire Department per mutual aid agreement.

Tempe Police Department

- Assist the Fire Department in establishing an on-scene command post.
- Provide security of facilities as the situation warrants.
- Establish traffic and personnel access control procedures.
- Warn the public of potentially dangerous situations.

Tempe Community Development Department:

- Inspect damaged buildings for structural integrity.

ESF Activations:

The following ESFs could be activated to support this incident, and others, as needed:

ESF #4, ESF #5, ESF #8, ESF #13, ESF #15.

HAZARDOUS MATERIALS

SITUATION OVERVIEW

Coordination of the public and private response that may be required and/or requested to minimize the impact of hazardous materials (HAZMAT) accidents/incidents on health, safety, property and the environment, and to minimize the exposure of the populace to the effects of an accidental release of HAZMAT through the establishment of effective warning, evacuation, decontamination, and recovery procedures is covered in:

Tempe Emergency Operations Plan (EOP):

- **BASIC PLAN**
- **ANNEX B – Support, ESF #10 (Hazardous Materials),**
- **ANNEX E – Local Emergency Planning Committee (LEPC) Plan.**

HEAT WAVE EMERGENCIES

The purpose of this section is to describe emergency response activities and additional support required for heat wave emergencies in the City of Tempe that may not be covered elsewhere in this Emergency Operations Plan (EOP).

SITUATION OVERVIEW

Periods of prolonged excessive heat can result in life-threatening situations for a large segment of the population, particularly among elderly persons who do not have access to air-conditioning. Documented cases of fatality counts of over 100 have occurred in other U.S cities during the past few years as a result of prolonged heat waves.

By recognizing a heat wave in its developmental stages, the Town can take actions that will enable citizens to avoid life-threatening conditions.

Power outages combined with excessive heat can be particularly serious in that they can deprive large segments of the population of access to air-conditioning in their homes.

Planning Assumptions

The Tempe Community Services Department will establish cooling site shelters as required during heat wave emergencies.

Extended heat emergencies may be progressive in nature, straining first response personnel as well as medical/health providers.

Concept of Operations

The Phoenix Office of the National Weather Service (NWS) will issue two types of heat related messages based on four factors—temperature, humidity, sky coverage, and expected duration. The combination of factors that will trigger one of these heat-related messages varies with the time of year; for instance, factors that may result in a high heat warning in early may might not result in one in mid-July. These two NWS products are:

EXCESSIVE HEAT WATCH: Issued by the NWS when heat indices in excess of 105 degrees Fahrenheit during the day combined with night-time low temperatures of 80 degrees Fahrenheit or higher are forecast to occur for two consecutive days.

EXCESSIVE HEAT WARNING: Issued within 12 hours of the onset of the following criteria: heat index of at least 105 degrees Fahrenheit for more than 3 hours per day for 2 consecutive days, or heat index more than 115 degree Fahrenheit for any period of time.

The Tempe EOC may not be activated to accomplish implementation of this section. However, coordination between the energy utility and the cooling site shelters may be necessary and may be accomplished by the City.

The Community Services Department will identify any community need for cooling centers and establish as appropriate. If necessary, the American Red Cross and the Salvation Army may support City operations.

All expenses associated with this incident will be charged to a cost center that will be provided by the EOC Finance Section Chief. Each City department or agency will maintain records of emergency expenditures (including time and materials) to validate their emergency response activities should reimbursement become available. Where it is possible, normal administration procedures will be followed. Emergency expenditures will be incurred in accordance with Tempe City Code, Chapter 26A Procurement.

City Tasks:

Mayor:

- May declare a local emergency in the event an extended heat wave results in extraordinary impacts.

Emergency Manager / Fire Chief:

- Distribute heat emergency information to appropriate Tempe departments
- Collect information regarding Tempe department actions taken.
- Advise Tempe officials of the emergency actions.

Tempe Police Department

- Provide security and traffic direction as needed for cooling centers and activities.
- Assume responsibility for evacuation operations when initiated by the Mayor.
- Assist individuals with access and functional needs and any other citizens that need assistance in the evacuation process.
- Designate pickup points for persons lacking transportation.

Tempe Public Information Officer:

- Coordinate public messaging regarding cooling center services being provided.

Tempe Community Services Department:

- Identify cooling centers to be opened (reference ESF #6 Mass Care).
 - Use existing structures as shelter sites whenever possible.
 - Create temporary sheltering facilities when appropriate.
 - Ensure facilities and services are accessible to the whole community.
- Provide emergency cooling centers operations.
 - Provide staffing and security.

- Coordinate with support agencies (e.g. American Red Cross, Salvation Army, Arizona Humane Society, etc.) to augment services as appropriate.
- Contact the Maricopa County Animal Care and Control to implement plans to provide relief to domestic animals, in association with the cooling center.

Other Tempe Departments:

- Encourage staff and encourage field staff to monitor conditions of citizens most likely to suffer during a prolonged heat wave.

Support Agency Tasks

National Weather Service (NWS):

- Issue excessive heat watches or warnings.

Salt River Project (SRP):

- May provide free wet and dry ice to affected customers when power interruptions lead to extended outages in their service areas.

Arizona Public Service (APS):

- May provide free wet and dry ice to affected customers when power interruptions lead to extended outages in their service areas.

ESF Activations:

The following ESFs may be activated to support this incident:

ESF #3, ESF #4, ESF #5, ESF #6, ESF #7, ESF #8, ESF #12, ESF #13, ESF #15.

INFLUENZA PANDEMIC

The purpose of this section is to ensure continuity of essential government services during a public health emergency by achieving pre-designed coordination among Tempe departments and the elected and administrative authorities of Tempe.

Tempe Influenza Pandemic Response Plan – The City of Tempe is responsible for developing a pandemic influenza response plan to protect the health of its employees and their families as well as ensure the delivery of essential City services when faced with a severely reduced workforce and the disruption of services and supplies essential to City operations. The Tempe Continuity of Operations Plan (COOP) determines which critical functions of the city government would continue to operate.

Situation Overview

According to the World Health Organization (WHO), “An influenza pandemic (or global pandemic) occurs when a new influenza virus subtype appears, against which no one is immune.” In past pandemics, influenza viruses have spread worldwide within months, and are expected to spread even more quickly given modern travel patterns as well as urbanization and overcrowded conditions in some areas. There may be as little as one to six months warning before outbreaks begin in the United States. Outbreaks are expected to occur simultaneously, preventing shifts in resources that commonly occur in other natural disasters. An influenza pandemic is considered to be a high-probability event, and some experts consider it to be inevitable.

In Arizona, an influenza pandemic would result in numerous persons falling ill with the virus. The number of persons hospitalized would exceed the capacity of Arizona’s healthcare institutions. Additionally, the number of deaths due to influenza-like illness would rise above regular influenza seasonal rates. The Arizona Influenza Pandemic Response Plan was developed to promote an effective and coordinated response, from Phase I through the Post Pandemic Phase. It is based on the U.S. Department of Health and Human Services’ *Pandemic Influenza Plan (2005)* and the *Pandemic Influenza Incident Appendix to the State Emergency Response and Recovery Plan (SERRP)*. The response activities of the plan will be carried out in collaboration with the Arizona Division of Emergency Management (ADEM), local health departments and other local, state, and federal agencies. [NOTE: Refer to the Maricopa County Emergency Operations Plan (EOP) Annex C “Pandemics” Hazard Specific Index, and/or the Arizona Pandemic Influenza Response Plan (2011) for details: <http://www.azdhs.gov/pandemic-flu/documents/plans/az-pandemic-influenza-response-plan.pdf>].

The World Health Organization (International and national pandemic planning) has retained the use of a six-phased approach and grouped them so they range from the absence of a new virus subtype to resolution of the pandemic. The phases are:

- **Phase 1-3 (Limited Human Spread)**
- **Phase 4 (Sustained Human-to-Human Spread)**

- **Phase 5-6 (Widespread Human Infection or Pandemic)**
- **Post-Peak**
- **Post Pandemic**

The Arizona Influenza Pandemic Response Plan follows the WHO guidelines and the national HHS model of prescribing necessary activities and identifying responsible parties by the first three periods containing six phases (see the Arizona plan for specific definitions of the phases). The main plan provides a general overview of the ADHS response followed by subject-specific supplements.

Planning Assumptions

The Arizona Influenza Pandemic Response Plan is based on the following assumptions:

- An influenza pandemic is likely to occur sometime in the future.
- A new virus subtype will likely emerge in a country other than the United States, although a novel strain could first emerge in the United States.
- Although there may be isolated pockets, the pandemic could affect all geographic areas of the state.
- When the pandemic occurs, vaccines and medicines will be in short supply and will have to be allocated on a priority basis.
- The federal government has assumed responsibility for devising a liability program for vaccine manufacturers and persons administering the vaccine.
- Arizona's temporary residents, winter visitors, migrant workers and tourists will create a potential vaccination target population of nearly double that of the permanent resident population.
- The emergency response element will require the substantial interaction of state and local agencies in addition to the local health departments.
- Tempe government will be severely affected by a pandemic; it is estimated that 20% to 30% of the Tempe workforce is likely to be directly affected by the disease and additional employees are likely to need to stay home to care for sick family members. At the height of the pandemic, up to 40% of the workforce may be unavailable.
- Delivery of basic commodities such as fuel, groceries, etc., is likely to be severely disrupted.
- Health care facilities will be overwhelmed and surged beyond their normal capacity.
- Mortuary services will be overwhelmed both at the public and private sector levels and immediate assistance from sources outside the County will be needed.

Concept of Operations

All Tempe departments will implement actions to deal with the pandemic and its effects. These actions will focus on two primary areas:

- Protecting the health of employees and their families.
- Ensuring their ability to provide essential services when faced with a severely reduced workforce and the disruption of services and supplies essential to their operations.

In the event of a public health emergency, the City of Tempe may receive Strategic National Stockpile (SNS) assets from the Maricopa County Department of Public Health (MCDPH) for dispensing to Tempe employees and their families as adopted by agreement (2013).

Tempe has identified essential services in the context of an influenza pandemic. Essential services have been defined as any service that, if not delivered or is interrupted for 12 weeks, may result in significant hardship or danger for citizens or employees, or may significantly interfere with response or recovery operations. A 12-week timeline was established to support a sustained response that would be required if multiple waves of influenza pandemic occurred as suggested in federal guidance.

The City Manager will consult with the Mayor so policy duties can be performed to protect the health, safety, and welfare of Tempe (see Basic Plan - Emergency Declaration Process). A line of succession has been established to provide departmental authority if management becomes incapacitated (see Annex B - Support). A state declaration and subsequent local proclamation would be expected in the later stages of a pandemic alert or outset of a federally declared pandemic. The City Manager will provide briefings to elected officials, staff and the public as needed.

City government may implement special leave guidelines (e.g. sick and/or potentially contagious employees will be required to stay home during an influenza pandemic) in accordance with Tempe Personnel Rules to assure that essential city operations continue. The City of Tempe may develop departmental/discipline strategies for each pandemic threat level and other measures that will be utilized city-wide. The City Manager will consult with the Mayor and Council, department directors, and others to implement measures to assure that essential operations continue in Tempe.

The Tempe EOC may be activated as appropriate. The Tempe Emergency Operations Plan (EOP) directs all disaster response and recovery activities for incidents occurring in the Tempe; the Emergency Manager is the Fire Chief.

The Emergency Manager / Fire Chief will receive updates from state and county public health/emergency management authorities. The Terrorism Liaison Officers (TLO) may also be recipients of public health intelligence. The Emergency Manager / Fire Chief, TLOs, and the Tempe Police Chief will meet and brief the City Manager about relevant pandemic intelligence.

All expenses associated with this incident will be charged to a cost center that will be provided by the EOC Finance Section Chief. Each City department or agency will maintain records of emergency expenditures (including time and materials) to validate their emergency response activities should reimbursement become available. Where it is possible, normal administration procedures will be followed. Emergency expenditures will be incurred in accordance with Tempe City Code, Chapter 26A Procurement.

City Tasks:

Mayor:

- May declare a local emergency in the event an influenza pandemic results in extraordinary impacts.
- Establish policy and issue emergency legislation and declarations in accordance with Tempe City Code.
- Represent the City when meeting with public health officials.
- Activate the City's Continuity of Operations Plan when the situation warrants.

City Manager:

- Consult with the Mayor.
- Brief elected officials, staff and the public as needed.

Tempe Finance Director:

- Address budget and revenue needs during pandemic, including determining the economic impact of influenza pandemic on finances. (A pandemic can reduce revenues and increase emergency expenditures.)

Tempe Risk Management Officer:

- Serve as the influenza pandemic liaison with county and state health departments, county and state emergency management, regional and local emergency planning or emergency management representatives including local hospitals, business and schools. Support departmental activities/responses as determined by the City Manager.

Tempe Fire Medical Rescue Department:

- Assist the public health department in establishing and operating point of distribution (POD) sites.
- Assist with Metropolitan Medical Response System activities when needed.

Tempe Police Department

- Provide security for emergency pharmaceuticals.
- Provide security and traffic control for point of distribution (POD) sites.
- Establish and enforce isolation and quarantine areas in conjunction with the Maricopa County Department of Public Health.

Police Department Terrorism Liaison Officers (TLO):

- Maintain liaison with statewide intelligence community and recipients of public health intelligence.

Tempe Public Works Department (Streets Division):

- Provide and set up barricades for points of distribution (POD) sites.

- Provide and set up barricades for isolation and quarantine areas as determined by public health authorities.

Tempe Department Heads:

- Ensure the planning, development and maintenance and implementation of Standard Operating Procedures (SOPs) to support Tempe city government operations.

Support Agency Tasks:

Arizona Department of Health Services:

- Serves as the main conduit for communications with the Centers for Disease Control (CDC).
- Provides support for local health departments
- Provides regular updates on pandemic status and response activities.

Maricopa County Department of Public Health:

- Recruit sentinel sites and other reporting sources as appropriate to the pandemic phase/level.
- Ensure timely and consistent reporting from sentinel sites and other reporting sources.
- Provide county surveillance information to state surveillance personnel; maintain regular communications with state surveillance personnel.
- Conduct additional primary surveillance as needed.
- Set-up and administer mass vaccination sites.
- Implement isolation and quarantine as needed.

Maricopa County Department of Emergency Management:

- Coordinate activities for county departments.
- Serve as the main conduit for communications between the State and the City of Tempe.

ESF Activations:

The following ESFs may be activated to support this incident:

ESF #2, ESF #3, ESF #4, ESF #5, ESF #7, ESF #8, ESF #13, ESF #15.

PALO VERDE NUCLEAR GENERATING STATION (PVNGS)

The scope of this section is to provide broad objectives that will provide the greatest protection of life and health, the environment and property of the residents of the City of Tempe due to a major accident at the Palo Verde Nuclear Generating Station (PVNGS) and to provide effective response to inquiries.

Situation Overview

The PVNGS is the largest facility designed for the peaceful use of nuclear power in the United States and is licensed and inspected by the Nuclear Regulatory Commission (NRC). Planning guidance and acceptance criteria for NRC licensees require the state and local governments to develop radiological emergency plans and emergency preparedness procedures. These plans and procedures are outlined in Nuclear Regulation 0654 (NUREG-0654) and Federal Emergency Management Agency Radiological Emergency Preparedness 1 (FEMA REP 1).

Response procedures for an emergency at PVNGS are detailed in the Joint State / County Off-Site Emergency Response Plan for Palo Verde. The plan describes the organization for emergencies, classified emergencies, and defines and assigns off-site responsibilities and authorities. Planning and coordination of emergency response tasks, as well as operational activities, are accomplished, by direction, through the County staff at the Maricopa County EOC.

NUREG-0654/FEMA REP 1 establishes a 10-mile Plume Exposure Pathway Emergency Planning Zone, commonly referred to as the EPZ, around the plant. The planning basis for the size of the EPZ is determined on the Protective Action Guide (PAG) defined as the projected absorbed dose to individuals in the general population which warrants protective actions. Within the EPZ, shelter and/or evacuation are the principle immediate protective actions to be taken for the general public, and reception and care centers are pre-established to shelter displaced individuals.

NUREG-0654 also establishes an ingestion exposure pathway emergency planning zone, commonly referred to as the IPZ, as a defined area of 50 miles radius from the facility within which food or potable water may become contaminated as a result of a release of radioactive materials. The principle protective actions to be taken generally concern agricultural products and may include impounding of foodstuffs, removal of surface soil contamination, ensuring contaminated products do not enter the market place, and ensuring that animals do not graze on the open range within contaminated areas.

Four emergency classifications are used to notify Federal, State and County officials and response organizations of an incident or accident at PVNGS.

- Unusual Event: Indicates a minor problem has taken place; no release of radioactive material is expected.

- **Alert:** Indicates a minor problem and a small amount of radioactive material could be released inside the plant.
- **Site Area Emergency:** Indicates a more serious problem is taking place. Small amounts of radioactive material could be released near the plant, and if special action needs to be taken, sirens will be sounded. The Emergency Alert System (EAS) will be used to direct protective action procedures.
- **General Emergency:** The most serious of all emergency classifications and warns that radioactive material could be released outside the plant site. Sirens will be sounded to initiate protective action procedures and information will be provided over the EAS.

Planning Assumptions

The City of Tempe is located outside of the 50-mile Ingestion Exposure Pathway Emergency Planning Zone and will not be directly affected by an accident at PVNGS. However, a major accident at PVNGS could result in numerous inquiries to Tempe officials regarding the status of the emergency.

Concept of Operations

In the event of an accident at PVNGS, which results in a release of radioactive materials to the environment, the primary response effort will be concentrated in, and resources committed to, the plume exposure EPZ. As control is established and that concentration of effort is reduced, response activities will concentrate on the ingestion exposure pathway, primarily in the area of plume travel, but also including areas outside the plume's path.

The Maricopa County Department of Emergency Management will activate the Emergency Operations Center by direction of the Maricopa County Board of Supervisors and will assume responsibility for coordination of County response forces and volunteers. Prompt warning to the public of a radiological emergency is vital in assuring that protective action instructions will be received early enough to implement effective protective actions. Maricopa County is normally responsible for warnings in the EPZ.

The Arizona Division of Emergency Management will activate the State EOC by direction of the Governor and will assume coordination of State response forces and volunteers. The State element of Operations Directorate is responsible for activating the statewide system to issue warnings and public advisories for the protection of the public health and control of contaminated materials throughout the IPZ.

The Arizona Division of Emergency Management is responsible for State government's Off-Site Emergency Response Plan and will coordinate State and local agencies' emergency actions. The Arizona Radiation Regulatory Agency (ARRA) will evaluate the radiological hazards and recommend appropriate protective actions.

The Maricopa County EOC will be activated and provide information on request to queries concerning plant status and protective actions directed at public safety and health from an incident at the plant.

City Tasks:

No tasks are assigned since Tempe is located outside the 50-mile emergency planning zone. The Maricopa County EOC (602-273-1411) will be activated and provide information on request to queries concerning plant status. Tempe officials should be aware of the general concepts of emergency response operations of the PVNGS and work closely with the County to stay abreast of current information to include protective actions.

STORMS AND FLOODS

The City of Tempe may be subjected to a variety of storm and/or flood situations with related property damage during any time of the year. The purpose of this Section is to describe specific emergency response activities that may be required in the event of flooding caused by windstorms, thunderstorms, runoffs, and failure of flood retarding structures (FRS) in the City of Tempe.

Situation Overview

The City of Tempe participates in the National Weather Service's (NWS) StormReady program. This voluntary program recognizes communities across the country that demonstrate severe weather readiness. Tempe received its first StormReady designation in 2007. Tempe is one of 7 StormReady Communities in Maricopa County.

Planning Assumptions

A list of common weather-related terms is located in the Definitions Section of this EOP under "Weather Related Definitions". The possible situations that may be encountered with this hazard are categorized as follows:

Windstorms - Windstorms are usually characterized as straight line winds capable of producing strong outflows up to and in excess of 100 miles per hour, with or without precipitation. They are generally short-lived and frequently develop with little or no warning. Windstorms may occur at anytime throughout the year, but are more prevalent during the monsoon season (June-September). Windstorms may approach tornado strength (called downbursts) and may precede thunderstorms and lightning. Windstorms without precipitation can create strong turbulent winds that pick up loose dirt and sand particles in such quantities as to reduce visibility considerably. Generally, they move across the valley in a northwesterly direction and can give the appearance of solid walls of dust visible from considerable distance.

Thunderstorms - Thunderstorms have many of the same characteristics as windstorms, but may also include tornadoes and lightning. Lightning may strike some miles from the parent cloud. Tornadoes can be imbedded in thunderstorm clouds and are commonly preceded by heavy rain and frequently by hail.

Floods - Heavy localized rain leading to heavy or continuous runoff on the Salt and Verde River watershed areas may result in water releases by the Salt River Project. Extreme releases in the Salt and Verde River systems MAY directly affect the citizens of the City of Tempe. Major street and low lying area flooding may result in traffic congestion.

Damage and problems that may result from windstorms, thunderstorms and floods may include one or more of the following:

- Power lines down.

- Major power outages.
- Telephone outages.
- Structural damage.
- Fires and power surges caused by lightning strikes.
- Road and street congestion due to traffic light outages.
- Road and street closures/congestion due to flooding or debris.
- Water and/or wastewater service disruption.
- Traumatic injuries or death of citizens in severe instances.

For typical storms with associated local flooding and wind damage, operations will be performed by normal City departments that routinely handle such emergencies. These departments act independently within their normal operating procedures to address problems related to the emergency.

Heavy rain leading to continuous runoff on the Salt and Verde River watershed areas may result in water releases by the Salt River Project (SRP), which manages several dams and reservoirs on the Salt and Verde rivers that produce hydroelectricity. Protecting lives and property downstream of these structures involves various local, county, state and federal partners, including the City of Tempe, Salt River Project, Flood Control District of Maricopa County, Arizona Department of Water Resources (Dam Safety Division), Maricopa County Department of Emergency Management, and private partners, such as the Arizona Grand Resort (as it relates to the Guadalupe FRS).

For large scale disasters with major or catastrophic situations, the Emergency Operations Plan (EOP) and the Emergency Operations Center (EOC) will be activated. The Tempe EOC will exercise primary direction and control during a storm or flooding disaster and control emergency response operations within its jurisdiction, including public warning, evacuation, and security of the affected area.

Concept of Operations

For typical storms with associated local flooding and wind damage, operations will be performed by normal City departments that routinely handle such emergencies. These departments will act independently within their normal Standard Operating Procedures (SOPs) to address problems related to the emergency.

For large-scale disasters with major or catastrophic windstorm/thunderstorm/flood situations, the Tempe Emergency Operations Center (EOC) may be activated.

The Tempe EOC, if activated, will assume emergency response management within its jurisdiction, to include warning, evacuation and security of the affected areas.

Notification and distribution of severe weather information will be available from the National Weather Service, Salt River Project and the Flood Control District of Maricopa County.

All expenses associated with this incident will be charged to a cost center that will be provided by the EOC Finance Section Chief. Each City department or agency will maintain records of emergency expenditures (including time and materials) to validate their emergency response activities should reimbursement become available. Where it is possible, normal administration procedures will be followed. Emergency expenditures will be incurred in accordance with Tempe City Code, Chapter 26A Procurement.

- **Guadalupe Flood Retarding Structure (FRS)**

The Guadalupe FRS, located midpoint between Baseline and Guadalupe Roads on the west side of Interstate 10, was built protect lives and property downstream of the structures, including Interstate-10 and residential, commercial and recreational developments. The Guadalupe FRS was designed to detain water only during times of flooding, specifically floodwater runoff from Pima Wash, which has a tributary watershed of 1.72 square miles, on the east flank of South Mountain.

The Guadalupe FRS is a small earthen flood control structure consisting of three (3) dams: North Dam No. 1, North Dam No. 2, and East Dam. The Guadalupe FRS is grass-lined within the reservoir pool and is used as a golf course (Phantom Golf Course) at the Pointe at South Mountain (PSM) Resort. The PSM Resort is responsible to maintaining the emergency spillway, erosion control of the embankments, and landscaping. The Flood Control District (FCD) of Maricopa County is responsible for the structural and functional integrity of the structure.

The Flood Control District (FCD) will monitor internal ALERT rainfall and runoff gages and will notify Maricopa County Department of Emergency Management (and other as outlined in the FCD Emergency Action Plan (EAP) for Guadalupe FRS) when heavy rains are predicted or are occurring in the area of South Mountain Park

When water is discharging or expected to discharge through the principal spillway, FCD will notify the City of Tempe, MCDEM, and other agencies as outlined in the FCD EAP for Guadalupe FRS.

A failure of the East Dam will cause flooding east of I-10, affecting the City of Tempe and the City of Guadalupe. Flow will cross I-10 and continue northeast until it reaches the Superstition Freeway (U.S. 60) on the north and Kyrene Road on the east. A failure of either of the North Dams will cause flows to run south to north, remaining west of I-10. The flow will change to a westerly direction, emptying into the Salt River bed and inundating areas of Tempe and Phoenix.

The Flood Control District of Maricopa County will dispatch observers to monitor the situation during times of severe weather and will notify the Maricopa County Department of Emergency Management when conditions warrant action:

- Pool inundation at:
 - 10% (7.3 ft. depth),
 - 50% (17.9 ft. depth), and
 - 90% (23.6 ft. depth) reservoir capacity.

- Discharge from the principal spillway.
- Discharge from the emergency spillway.
- Potential or actual dam failure of North Dams No. 1, 2, or East Dam.

- **Reach 11 Dikes**

The Reach 11 Dikes are an integral part of the Central Arizona Project (CAP) that runs through north Phoenix and north Scottsdale. It begins at Cave Creek Road north of Deer Valley Road in Phoenix and terminates at about 108th Street near Cactus Road in Scottsdale, totaling approximately 15 miles. The primary function of the dikes is to intercept and detain floodwaters originating within the watershed to the north of the dike system, thereby providing cross drainage protection for the CAP canal and for the communities immediately downstream.

Four individual detention basins were created by dike spurs which provided for the existing major road crossings at the time of construction, those being Tatum Boulevard, Scottsdale Road, and Pima Road. Dikes 3 and 4 are independent basins and each is designed to retain the projected 500-year storm and resulting runoff. Dikes 1 and 2 also form individual basins, however, they have interconnecting dike spurs at Tatum Boulevard. The interconnection will allow flow from one basin to another when the water surface elevation in either basin reaches 1547 feet.

Water impounded in the four detention basins is released through outlet structures into the CAP canal. Each outlet structure consists of two gates, two 72-inch pipes and baffles. Each gate is rated 375 cfs for a combined flow from all eight gates of 3000 cfs, which is the maximum capacity of the CAP.

CAP owns and maintains the dikes. The CAP Emergency Action Plan establishes initiating conditions and provides guidelines for the response to be carried out by CAP personnel. Emergency action procedures include: detection, decision-making, and notification. State, County, and local emergency management officials are responsible for their jurisdictions when notified of possible flooding from the dikes.

The CAP Engineering Manager is directly responsible for the maintenance of the Reach 11 Dikes and for implementing the Emergency Action Plan (1999). The Reach 11 Dikes Standard Operating Procedures (SOP) are used for normal operations. The Emergency Action Plan is activated if inflows are extremely high, if the dikes appear to be failing while impounding storm water, or there is a possibility the dikes will overtop.

The CAP Emergency Action Plan uses three (3) response levels listed in ascending order of severity: Response Level 1 – Alert; Response Level 2 – Problem; Response Level 3 – Failure. The CAP Emergency Operations Center (EOC) is activated at Response Level 1, the lowest of the three response levels. The CAP EOC notifies the Maricopa County Department of Emergency Management (MCDEM) as each Response Level is reached and keeps MCDEM informed of all significant events affecting the dikes. MCDEM is tasked

with certain notification responsibilities, depending on the response level. For example, activation of the County EOC is recommended in the event of a failure or impending failure.

The Tempe Emergency Operations Center will be activated if the CAP declares a Level 2 or Level 3 status at any of the four (4) dikes. Failure of Dikes 2, 3 or 4 during a Probable Maximum Flood (PMF) would likely inundate portions of Tempe. The Tempe EOC will coordinate efforts to warn affected citizens and evacuate affected areas in accordance with Standard Operating Procedures (SOPs).

Descriptions - Reach 11 Dikes:

- **Dike 1 (Cave Creek Road to Tatum Boulevard).** A total of 33,690 acre-feet of water would be released, with a maximum flow rate of 121,388 cfs. The initial flow from a breach at the center of Dike 1 would be generally to the south-southwest toward Lookout Mountain and Shadow Mountain. Most of the flooding would be east of I-17 and the inundation area would generally 2-3 miles wide. A smaller component of the flood pattern would go to the southeast from the north end of Shadow Mountain, enter the Indian Bend Wash drainage area in the vicinity of 32nd Street and Acoma Road, and follow Indian Bend Wash to its confluence with the Salt River. The width of the flooding would be well under a mile at most locations for this component of the flood pattern.
- **Dike 2 (Tatum Blvd. to Scottsdale Road).** A total of 30,530 acre-feet of water would be released, with a maximum flow rate of 133,470 cfs. The initial flow from a breach at the center of Dike 2 (56th Street alignment) would be generally to the south toward Mummy Mountain. Most of the flooding would be between Tatum Boulevard and 64th Street south of the canal, and entering the Indian Bend Greenbelt south of Shea Boulevard, reaching the intersection of Scottsdale and McCormick Parkway approximately 5 hours later. The primary inundation area from a breach at the center of Dike 2 would be about two (2) miles in width. Relatively minor areas of flooding would occur at other locations as much as three (3) miles from the primary inundation area.
- **Dike 3 (Scottsdale Road to Pima Road).** A total of 15,970 acre-feet of water would be released, with a maximum flow rate of 57, 603 cfs. The primary inundation area from a breach at the center of Dike 3 (Greenway-Hayden Road alignment) would be about two (2) miles in width until it reached Indian Bend Wash in the vicinity of the intersection of Scottsdale Road and McCormick Parkway. Relatively minor areas of flooding would occur at other locations as much as three (3) miles from the primary inundation area. Most of this additional flooding would take place at various points just south of the CAP canal and along streets that cross the primary inundation area.
- **Dike 4 (Pima Road to the base of McDowell Mountains (near 108th Street).** A total of approximately 22,610 acre-feet of water would be released with a maximum flow rate of 101,561 cfs. The flow from a breach at the center of this dike would generally be to the south, reaching Indian Bend Wash in the vicinity of the

intersection of Scottsdale Road and McCormick Parkway, the same point at which the primary inundation area from a breach of Dike 3 reaches Indian Bend Wash.

The primary inundation area from this scenario is similar to the Dike 3 failure with three significant differences:

- 1) The initial flow begins at a point farther to the east,
- 2) Because of the larger volume of water released, the inundation patterns is wider (2 to 3 miles in width in most areas) and
- 3) It extends considerably farther to the east of Indian Bend Wash than the inundation pattern for the Dike 3 failure.

Like the Dike 3 failure, it follows Indian Bend Wash south to its intersection with the Salt River between Scottsdale and Hayden Roads. Relatively minor areas of flooding (one to two feet deep) would occur at a few locations up to two miles from the primary inundation area, mostly along streets and washes that cross the primary inundation area. The flooding will affect a portion of the City in Tempe that lies north of the Salt River.

- **Salt River / Verde River Dams and Lakes:**

There are six (6) dams and their associated reservoirs maintained on the Salt and Verde Rivers by the Salt River Project (SRP). In the event of a failure of one or more of the SRP dams, the Maricopa County Emergency Operations Center (EOC) will broadcast a warning over the Emergency Alert System (EAS). The warning will describe the area to be evacuated (based on the flood scenario category). The County EOC will notify all affected cities, town, and school districts (where applicable). The County EOC will notify other agencies, including but not limited to: County Department of Transportation, Flood Control District of Maricopa County, American Red Cross, Arizona Division of Emergency Management, Arizona Dept. of Water Resources, and the National Weather Service.

Salt/Verde River Dams Descriptions:

- **Roosevelt Lake / Theodore Roosevelt Dam**—: Located on the Salt River 76 miles northeast of Phoenix, the dam was completed in 1911 and modified in 1989-1996. The lake is 22.4 miles long, with 128 miles of shoreline and almost 21,500 surface acres of water.
- **Apache Lake /Horse Mesa Dam**: Located on the Salt River 65 miles northeast of Phoenix, the dam was constructed between 1924 and 1927. The lake is 17 miles long, with 41 miles of shoreline and 2,600 surface acres of water.
- **Canyon Lake /Mormon Flat Dam**: Located on the Salt River 51 miles northeast of Phoenix, the dam was constructed between 1923 and 1925. The lake is 10 miles long, with 28 miles of shoreline and 950 surface acres of water.
- **Saguaro Lake / Stewart Mountain Dam**: Located on the Salt River 41 miles northeast of Phoenix, the dam was constructed between 1928 and 1930. The lake is 10 miles long, with 22 feet of shoreline and 1,264 surface acres of water.

- **Horseshoe Lake / Horseshoe Dam**—: Located on the Verde River 58 miles northeast of Phoenix, the dam was constructed between 1944 and 1946, and modified in the mid-1990's. The lake is 5 miles long, with 27 miles of shoreline and 2,700 surface acres of water.
- **Bartlett Lake / Bartlett Dam**: Located on the Verde River 48 miles northeast of Phoenix, the dam was constructed between 1936 and 1939, and modified in 1996. The lake is 12 miles long, with 33 miles of shoreline and 2,815 surface acres of water.

Dam Failure Scenarios:

Eight dam failure scenarios were evaluated by the Bureau of Reclamation in its 1997 report. The travel times associated with the various scenarios are measured from the initial failure; the flood wave dissipates as it travels downstream.

- **Stewart Mountain Dam fails with Saguaro Lake** at normal conservation pool. Maximum flow rate = 150,000 cfs; arrives five (5) hours after dam failure
 - **Bartlett Dam fails with Bartlett Lake** at normal conservation pool. Maximum flow rate = 478,000 cfs; arrives seven (7) hours after dam failure.
 - **Mormon Flat Dam fails with Canyon Lake** at normal conservation pool, causing overtopping and failure of Stewart Mountain Dam. Maximum flow rate = 300,000 cfs; arrives six (6) hours after dam failure.
 - **Horseshoe Dam fails with Horseshoe Lake** at normal conservation pool, causing overtopping and failure of Bartlett Dam. Maximum flow rate = 836,000 cfs; arrives nine (9) hours after dam failure.
 - **Horse Mesa Dam fails with Apache Lake** at normal conservation pool, causing overtopping and failure of Mormon Flat and Stewart Mountain dams. Maximum flow rate = 850,000 cfs; arrives six (6) hours after dam failure.
 - **Horse Mesa Dam fails during a major flood condition**, causing overtopping and failure of Mormon Flat and Stewart Mountain dams. Maximum flow rate = 1,185,000 cfs; arrives six (6) hours after dam failure.
 - **Horseshoe Dam fails due to overtopping** and the subsequent flood wave results in overtopping and failure of Bartlett Dam. Maximum flow rate = 1,931,000 cfs; arrives six (6) hours after dam failure.
 - **Theodore Roosevelt Dam fails with Roosevelt Lake** at normal conservation pool, causing overtopping and failure of Horse Mesa, Mormon Flat, and Stewart Mountain dams. The maximum flow rate = 2,600,000; arrives seven (7) hours after Roosevelt Dam failure.
- **TEMPE TOWN LAKE**

Tempe Town Lake is located within the Salt River just north of the Arizona State University football field. It is contained on the west by an inflatable dam just east of Hardy and on the east by a second inflatable dam just east of the Indian Bend Wash confluence.

The Town Lake is created by the impoundment of water within the Salt River channel

through the use of a series of four air-inflatable gates. The Town Lake has a capacity of approximately 3170 acre feet with a maximum depth from the base to the crest of the gate of 19 feet. When full, Town Lake has a water surface area of 220 acres. It is approximately 1000 feet in width and 10,450 feet long. The upstream limit of the lake is a low height gate structure that is just above the confluence with the Indian Bend Wash. The downstream limit of the lake is located about 200 feet downstream of Grade Control Structure No. 4, or about 1750 feet downstream of the railroad crossing of the Salt River.

The Salt River channel downstream of Town Lake is a stabilized floodway, consisting of soil cement and gabion stabilized riverbanks and a graded stabilized channel invert. The average width of the floodway for 3200 feet downstream of the gates is 960 feet. The channel gradient is 0.1717 percent. The channel section is essentially trapezoidal with a series of small terraces on each channel bank. The channel invert is depressed 3.0 feet below the channel bed elevation at the bank line.

The Tempe Town Lake Emergency Warning System was created to keep users of the lake safe from flash floods, high winds, and lightening. The system combines weather information, weather sensors, communications equipment, visual warnings, and public education to help lake users assess their personal safety and respond accordingly. The warning system towers are mounted on the north side of Town Lake at three locations: at the upstream and downstream dams, and midway between Rural Road and Mill Avenue bridges. Each tower contains warning sirens and strobe beacons that are used to identify safety hazards: a white light flashes when the wind reaches 15 mph; a yellow light flashes when lightening is detected within 10 miles; a red light and siren means that you must evacuate the lake and secure your boat as quickly as possible. Emergency Warning System instructions are posted around Tempe Town Lake.

Law enforcement and security will be provided by Tempe Police Department and the appropriate Tempe Public Works division.

City Tasks

Tempe Police Department

- Plan for an effective response to Town Lake Dam emergencies.
- Provide protection for the public and their property.
- Disseminate emergency information to visitors as quickly and efficiently as possible.
- Notify necessary agencies of emergency.
- Control access to and from the Town Lake during the emergency.
- Assist Town Lake Operations Center with the evacuation of patrons during an emergency.
- Assist Town Lake Operations Center with the removal of homeless individuals when water is being released from the Town Lake.

Tempe Fire Medical Rescue Department

- Establish a command post.

- Plan for an effective response to Town Lake emergencies.
- Assist Town Lake Operations Center with the evacuation of patrons during an emergency.
- Assist Town Lake Operations Center with any medical emergencies that may occur in or around the Town Lake.

Tempe Public Works

- Provide support to rescue operations.
- Maintain a resource list of all appropriate vehicles and tools and ensure that they are available to support emergency operations.
- Furnish and place road barricades.
- Provide lights for night operations.
- Provide debris clearance and removal.
- Provide potable water supplies.

Support Agency Tasks

Maricopa County Department of Emergency Management (MCDEM)

- Notify the City of Tempe when water is being released into the Salt River from the Granite Reef Dam.
- Activate the county EOC, if needed.
- Establish contact with the Water Utilities Department
- Assist the Water Utilities Department with contacting resources in case of an emergency.

ESF Activations:

Any of the following ESFs could be activated to support this incident, as needed:

ESF #1, ESF #2, ESF #3, ESF #5, ESF #6, ESF #7, ESF #8, ESF #9, ESF #10, ESF #11, ESF #12, ESF #13, ESF #14, ESF #15.

TERRORIST INCIDENTS

The purpose of this Section is to provide an overview of the concept of operations for management of response to a terrorist incident that defines coordination with other government agencies and provides response and recovery procedures to protect citizens and property should an incident occur within Tempe.

Situation Overview

Tempe may be subjected to a terrorist incident with the primary purpose of destroying the public's confidence in the government's ability to protect its citizens. Terrorists often use threats to create fear among the public, to try to convince citizens that their government is powerless to prevent terrorism, and to get immediate publicity for their cause.

The objectives of terrorism distinguish it from other violent acts aimed at personal gain, such as criminal violence. It is the calculated use of violence or the threat of violence to inculcate fear, intended to coerce or to intimidate governments or societies in the pursuit of goals that are generally political, religious, or ideological.

Tactics used by terrorists to obtain their goals may include bombing, arson, hijacking, kidnapping, creating ecological disasters, occupation of a building, attacks on facilities, sabotage, hostage taking, assassination and perpetration of hoaxes.

Terrorist methods may include conventional weapons or, for more effect, chemical, biological, radiological, nuclear or explosive (CBRNE) devices or weapons. This annex deals primarily with terrorist incidents using CBRNE devices or weapons, but is adaptable to terrorist incidents using conventional weapons. In a terrorist incident, the area of operations could potentially span a number of political boundaries and involve numerous jurisdictions.

Planning Assumptions

Local law enforcement agencies have the capability to respond to suspected terrorist incidents and make the determination as to whether or not the incident should be classified as a terrorist act.

Concept of Operations

The Federal Bureau of Investigation (FBI) is the lead agency for criminal investigations of terrorist acts or terrorist threats and intelligence collection activities within the United States. The local FBI office activates a crisis management team to establish the Joint Operations Center (JOC) in the affected area, possibly collocated with the Tempe Emergency Operations Center.

The Arizona Radiation Regulatory Agency (ARRA) is the state lead agency in terrorist incidents involving nuclear material. The department of energy, the lead federal agency for radiological incidents, will implement the federal radiological emergency response plan to coordinate radiological responses. ARRA will assist in assessing the situation, developing protective action recommendations, coordinating the release of public information regarding the event, and serving as the primary state resource of technical information regarding the on-site conditions and the off-site radiological effects.

The Department of Health and Human Services (DHHS) is a supporting federal agency in terrorist incidents involving biological or chemical material. DHHS will assist in threat assessment, consultation, agent identification, epidemiological investigation, hazard detection and reduction, decontamination, public health support, medical support and pharmaceutical support operations.

The U.S. Environmental Protection Agency (EPA) is a supporting agency in terrorist incidents involving hazardous materials as defined under the Comprehensive Environmental Response, Compensation and Liability Act of 1980(CERCLA). The EPA will implement the national oil and hazardous substances pollution contingency plan to coordinate the environmental response, which provides environmental monitoring, decontamination and long-term site restoration operations.

The Arizona Counterterrorism Information Center (ACTIC), designed to coordinate homeland security efforts among state, federal, local, tribal and border community agencies, will utilize Terrorism Liaison Officers (TLOs) to detect and deter terrorist activities. Additionally, through intelligence gathering, analysis and dissemination of information, emergency planning and preparedness will build a capacity to respond and recover from a large-scale weapon of mass destruction event.

Operational boundaries may be used to control access to an affected area, target public information messages, divide operational sectors among responders, and facilitate assessment of potential effects on the population and the environment. These operational boundaries may include the following:

- Crime scene boundary - The crime scene boundary defines the law enforcement crime scene. Access to the crime scene may be restricted on authority of the FBI, DPS and local law enforcement.
- Hazardous materials boundary - The hazardous materials boundary defines the hazardous materials site, which may be referred to in technical operations as the “working point” (nuclear) or the “hot zone” (biological/chemical). Depending on the spread of contaminants, the hazardous materials site may include some portions of the crime scene and the surrounding community. Access into this area may be restricted to response personnel wearing protective clothing and using decontamination procedures.
- Disaster boundary - The disaster boundary defines the community-at-risk which may need to take protective actions such as sheltering, evacuation or quarantine. Access into this area may or may not be restricted on the authority of the state or local department of health.

The overall response to a terrorist incident, whether domestic or international, includes two major components:

Crisis management response involves measures to identify, acquire, and plan the use of resources to anticipate, prevent, mitigate and/or resolve a terrorist threat or incident. Crisis management response is implemented under the primary jurisdiction of the law enforcement agencies at all levels of government.

Consequence management response involves measures to alleviate the damage, loss, hardship or suffering caused by emergencies. It includes measures to protect public health and safety, restore essential services, and provide emergency relief to affected agencies and organizations. Consequence management response is implemented under the primary jurisdiction of the affected political subdivision, with support from the federal government.

Technical operations constitute an important support component to both crisis management and consequence management response to a terrorist incident involving weapons of mass destruction (WMD). Technical operations address aspects of WMD material that are not encountered in standard law enforcement disaster operations. Technical operations involve measures to identify the WMD agent or device; assess the threat posed by the WMD agent or device; provide consultation to decision makers concerning the implications of the WMD agent or device for crisis management and consequence management; render safe, transfer, and/or dispose of a WMD agent or device; and decontaminate response workers and the affected population and environment.

Weapons of mass destruction are categorized into several major areas that include chemical, biological radiological, nuclear, or explosive weapons (CBRNE):

Nuclear or radiological combines two of the major categories of terrorism and range from the actual detonation of nuclear weapons or devices to acts of nuclear threats or extortion. As an example, it can take the form of the release of radioactive substances, such as the radioactive contamination of drinking water, to acts of sabotage in and against nuclear power stations.

Biological weapons are regarded as infectious agents (replicating) such as bacteria, viruses and fungi or toxins (non-replicating), which are poisons produced from replicating agents, other living organisms and plants which are pathogenic to man.

Chemical weapons are defined as compounds which, through their chemical properties, produce lethal or damaging effects and are classified by their effects: nerve agents (Tabun, Sarin, Soman, VX), blood agents (hydrogen cyanide, cyanogen chloride, arsine), choking agents (phosgene) or blister agents (mustards, lewisite).

Explosive materials are considered WMD agents and can be used independently as an explosive or as a dispersal device for spreading other types of agents such as a Radiological Dispersal Device (RDD) or "dirty bomb".

The lead agency for crisis management response for terrorist incidents within the United States is the Federal Bureau of Investigation of the Department of Justice (DOJ-FBI). The FBI coordinates crisis management response operations throughout a terrorist incident.

Response to a chemical, biological, radiological, nuclear, or explosive (CBRNE) terrorism site closely resembles a response to a hazmat situation with the following modifications:

- Law enforcement is the lead agency for terrorist incidents, but fire services are best equipped for HAZMAT situations. Close coordination will be required. The precedence of law enforcement responsibilities may be displaced by significant health and safety issues.
- The site control zone distances for some of the chemical agents may have a radius distance in excess of several miles.
- Mass decontamination may be required before victims can be transported for medical attention.
- Increased attention will be required to detect physiological clues about the nature of the hazard and to recognize and react to signs and symptoms.
- Biological agents may be difficult to diagnose until symptoms appear, which could result in delays of several days until the disease is detected.
- Protection from chemical and biological agents can be accomplished by evacuation or in-place sheltering.

The FBI has procedures in place to mobilize federal assets, including consequence management organizations, at the first sign of a potential WMD crisis. Response time planning should be 6-12 hours.

The Department of Energy and Department of Defense can provide, through the FBI, their nuclear emergency search team (NEST) with the capabilities to measure radiation, identify radiation sources, identify weapons, render nuclear weapons and devices to a safe condition, limit radiation damage of an explosion if one has occurred, and to decontaminate contaminated areas.

The 91st Weapons of Mass Destruction Civil Support Team of the Arizona National Guard has a detection and response capability that can be employed in suspected terrorist events. [See “Support – 91st WMD CST” at the end of this Section.]

Information sharing about possible terrorism activity is coordinated through the Tempe Police Department and other law enforcement agencies.

All expenses associated with this incident will be charged to a cost center that will be provided by the EOC Finance Section Chief. Each City department or agency will maintain records of emergency expenditures (including time and materials) to validate their emergency response activities should reimbursement become available. Where it is possible, normal administration procedures will be followed. Emergency expenditures will be incurred in accordance with Tempe City Code, Chapter 26A Procurement.

City Tasks

Terrorist incidents are unpredictable in scope and size and will require the activation of the Tempe Emergency Operations Plan (EOP) and the Emergency Operations Center (EOC) (refer to Basic Plan and ESF #5 Emergency Management). It can be expected that a number of federal and state agencies will assist local authorities in responding to the incident.

During a terrorist incident, operational transition from crisis management to consequence management, and the corresponding shift in lead agencies, may be complex. Transition could be immediate and clearly defined, or both crisis management and consequence management operations could overlap.

Tempe Police Department

Pre-incident

- Identify potential terrorist capabilities and intentions, as well as conduct an evaluation of general or specific vulnerabilities.
- Maintain liaison with state and federal law enforcement agencies that can provide information regarding potential or known terrorists, potential or expected targets, and methods normally used against these type targets.
- Develop a Standard Operating Procedure (SOP) to identify whether an incident is a terrorist act.
- Contact FBI (602-279-5511) on determination of a terrorist incident with FBI jurisdiction.

Post-Incident

- Ascertain whether the incident is a terrorist act. If the incident is identified as a terrorist act, initiate notification procedures necessary to activate the federal response.
- Establish an on-scene command post and, with support from the Fire Department, establish an on-site control plan.
- Recommend activation of the EOC.
- Control access to the affected area.
- Provide warning to the public.
- Collect and disseminate information and intelligence.
- Provide law enforcement and security protection for the personnel and equipment of supporting units.
- Be prepared to secure the scene, awaiting specialized equipment if necessary. Federal response to a terrorist incident may take several hours.

Tempe Fire Medical Rescue Department

- Dispatch Special Operations Team and command post personnel to establish on site control plan.
- Conduct operations at the scene with consideration to a contaminated environment and decontaminate victims before transport. Notify hospitals which patients were contaminated.
- If the incident involves radiological hazards, hazardous chemicals or biological agents, utilize self-contained breathing apparatus and proper protective clothing.
- Advise the Police Department to clear the scene of all persons not protected by such equipment, and secure the evacuation hot zone, as determined by Tempe Fire Medical Rescue.
- Establish a contamination reduction corridor at the edge of the hot zone for suspected contaminated persons and equipment.
- Segregate clothing and equipment used near the scene until they can be monitored for contamination.
- When removing injured persons from the incident scene do it rapidly and avoid contact whenever possible. Open wounds should be covered immediately.
- Injured persons believed to be contaminated should be wrapped in blankets to avoid contamination of other persons and equipment.
- Notify the Maricopa County Department of Emergency Management and request mutual aid, if necessary.
- A terrorist incident location is a crime scene, and removal of material or persons from the area should be cleared through the Tempe Police Chief.

Tempe Community Development Department

Close coordination will be necessary with law enforcement and the fire department to ascertain contaminated or other unsafe areas before proceeding with the following:

- Provide barricading.
- Conduct debris clearing.
- Provide assessment of the damage and emergency repairs to city property.
- Be prepared to assist in traffic control and evacuation.

The on-scene Incident Command System would be expanded and integrated into the City of Tempe EOC will be primarily responsible for interagency coordination in addition to their primary function of setting priorities for response, concentrating on preservation of life and property and the establishment of security.

Support Agency Tasks

91ST WMD CST (See current Maricopa County Emergency Operations Plan)

- The Weapons of Mass Destruction Civil Support Team (WMD CST) is a full-time, federally funded, Arizona National Guard Unit that is stationed at Papago Park Military Reservation in Phoenix, Arizona.
- The 91st WMD CST is designed augment local and regional terrorism response capabilities in events known or suspected to involve weapons of mass destruction. WMD events are incidents involving hostile use of chemicals (such as chemical warfare agents, biological, or radiological agents). The team can be enroute within three hours of notification to support civil authorities in the event or suspicion of a WMD attack. The CST is a consequence management organization.
- The 91st WMD CST is not intended to replace the first responder, but will augment local resources with special capabilities as the first *military* responder. The team integrates with the National Incident Management System (NIMS) in support of the local Incident Commander providing a crucial capability between the initial local response and that of follow-on state and federal assets. The CST is a force multiplier adding to an overall response package of local, state and federal assets. **The 91st CST provides rapid confirmatory analysis of chemical and radiological hazards, as well as presumptive identification of biological agents at a WMD incident.** The team uses special military and commercial detection, identification, and communications equipment and is trained for WMD response. Advice on event mitigation, medical treatment, follow-on resources, and other response concerns are provided to the Incident Commander.
- Requests for assistance may be made directly to the team commander by an Incident Commander through the Phoenix, Mesa and Tucson Regional Dispatch Centers, through a Regional Fire Coordination Center or the State Metropolitan Medical Response System (MMRS). Designated state on-scene coordinators may also make direct requests. At first notification of a probable WMD, the 91st CST Commander to respond immediately without an official declaration to valid civil requests that involve imminent threat to life and property. The team is on-call 24 hours, 7 days a week. The 91st CST can be enroute within 3 hours of notification. Primary mode of transportation is 8 modified commercial vehicles, and the unit is also air-transportable. No cost incurred to the State of Arizona or jurisdictional entities to utilize the CST due to the fact that it is federally funded. The team may also be formally requested through government emergency management channels to support deliberate stand by missions for major events or high profile events.

Homeland Security Advisory System (See current Maricopa County Emergency Operations Plan).

Homeland Security Presidential Directive 3 authorizes the development of the Homeland Security Advisory System, a comprehensive means to disseminate information regarding the risk of terrorist acts to federal, state, and local authorities, as well as to the general public. This system provides warnings in the form of a set of graduated “threat conditions”

that increase as the level of risk increases. At each threat condition, federal departments and agencies implement a corresponding set of protective measures to further reduce vulnerability or increase response capability during a period of heightened alert.

The Department of Homeland Security color-coded Terrorism Threat Advisory Scale has been replaced with a new system called the National Terrorism Advisory System (NTAS). NTAS alerts will include a clear statement on the nature of the threat, which will be defined in one of two ways:

- “Elevated threat” warns of a credible terrorist threat against the United States
- “Imminent threat” warns of a credible, specific, and impending terrorist threat against the United States.

Depending on the nature of the threat, alerts may be sent to law enforcement, distributed to affected areas of the private sector, or issued more broadly to the public through both official and social media channels—including a designated DHS webpage (www.dhs.gov/alerts), [Face Book](#), and via Twitter [@ntasalerts](#). NTAS alerts and posters will also be displayed in places such as transit hubs, airports and government buildings.

NTAS threat alerts will be issued for a specific time period and will automatically expire. Alerts may be extended if new information becomes available or as a specific threat evolves.

ESF Activations:

Any of the following ESFs could be activated to support this incident, as needed:

ESF #1, ESF #2, ESF #3, ESF #4, ESF #5, ESF #6, ESF #7, ESF #8, ESF #9, ESF #10, ESF #11, ESF #12, ESF #13, ESF #14, ESF #15.

TEMPE, ARIZONA
EMERGENCY OPERATIONS PLAN

ANNEX D - Tribal Relations

TRIBAL RELATIONS

(See current Maricopa County Emergency Operations Plan)

Annex D describes the policies, responsibilities, and concept of operations for effective coordination and interaction of Tempe incident management activities with those of Tribal governments and communities during potential or actual incidents on Tribal lands. The processes and functions described in the Annex help facilitate the delivery of incident management programs, resources, and support to Tribal government and individuals.

TEMPE, ARIZONA

EMERGENCY OPERATIONS PLAN

ANNEX E -Local Emergency Planning Committee (LEPC)

COUNTY LOCAL EMERGENCY PLANNING COMMITTEE (LEPC) PLAN

(See Maricopa County Emergency Operations Plan)

The purpose of this Annex is to coordinate the public and private response that may be required or requested to minimize the impact of hazardous materials (HAZMAT) accidents/incidents on health, safety, property and the environment, and to minimize the exposure of the populace to the effects of an accidental release of HAZMAT through the establishment of effective warning, evacuation, decontamination, and recovery procedures.