



2016 NORTH CAROLINA EMERGENCY OPERATIONS PLAN

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North Carolina Department of Public Safety

Emergency Management

Pat McCrory, Governor
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NORTH CAROLINA EMERGENCY OPERATIONS PLAN PROMULGATION

North Carolina Emergency Management (NCEM) is committed to enhancing the state's resiliency by actively collaborating, communicating and coordinating to prevent, mitigate, respond and recover from disasters. The purpose of the North Carolina Emergency Operations Plan (NCEOP) is to describe a system for effective use of resources to preserve the health, safety and welfare of those affected during emergencies.

The NCEOP establishes a framework of policy and guidance for worst-case emergency management operations. The plan institutes responsibilities for state agencies as well as private volunteer and non-profit organizations that compose the State Emergency Response Team (SERT). North Carolina Emergency management is granted the responsibility and authority to respond to emergencies and disasters by the Governor via North Carolina General Statute §166A (The North Carolina Emergency Management Act). The NCEOP is intended in all instances to be consistent with the National Incident Management System (NIMS).

North Carolina Emergency Management is committed to refining these best-practices as we respond and learn from actual disaster and emergency experiences, planning activities, and training and exercises efforts.

In recognition of the emergency management responsibilities of North Carolina Emergency Management, I hereby promulgate the North Carolina Emergency Operations Plan.

Michael A. Sprayberry

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NORTH CAROLINA EMERGENCY OPERATIONS PLAN (NCEOP)

FOREWARD

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The NCEOP establishes a comprehensive framework of policy and guidance for state and local disaster preparedness, response, recovery and mitigation operations. The plan details capabilities, authorities and responsibilities. It establishes mutual understanding among federal, state, local and other public and private non-profit organizations. The NCEOP is designed for worst case scenarios – to include catastrophic events.

The NCEOP describes a system for effective use of federal, state, and local government resources as well as private sector resources necessary to preserve the health, safety and welfare of those persons affected during various emergencies. It is intended in all instances to be consistent with the National Incident Management System (NIMS).

North Carolina General Statute §166A establishes the authority and responsibilities of the Governor, state agencies, and local government for emergency management in North Carolina. The Secretary of the Department of Public Safety is responsible to the Governor for all State emergency management activities. North Carolina Emergency Management (NCEM) fulfills this role for the Secretary.

The NCEOP establishes responsibilities for state departments, private volunteer organizations, and private non-profit organizations that make up the State Emergency Response Team (SERT). The NCEOP incorporates a functional approach that groups the types of assistance to be provided under NC Emergency Support Functions (NCESF) and responsibilities assigned to SERT sections for addressing needs at the state and county levels. Each function is assigned a lead state agency, which has been selected based on that agency's authorities, resources, and capabilities in a particular functional area. Additionally, each function is assigned a NCEM Office of Primary Responsibility (OPR), which coordinates interaction between primary and support agencies and the federal, state, and local emergency management structure. A corresponding federal Emergency Support Function (ESF) is also identified for each.

State assistance will be provided under the overall coordination of the SERT Leader, acting for NCEM, Department of Public Safety, on behalf of the Governor.

The Basic Plan describes the concepts of response and recovery operations using an all-hazards approach. Annex A and its appendices detail functional responsibilities for state departments and agencies, private sector groups and volunteer organizations. Annex B contains selected event-specific emergency response plans.

This EOP serves as the foundation for standard operating procedures to efficiently and effectively implement state response and recovery activities.

NORTH CAROLINA EMERGENCY OPERATIONS PLAN (NCEOP)

RECORD OF CHANGES

June 2016

The NCEOP was revised in December 2015 and is now the 2016 NCEOP, dated June 2016.

CHANGE TYPE	NUMBER	CHANGE DATE	DATE POSTED	AUTHORIZED BY
Rev	1	June 2016	July 2016	M. Sprayberry

Key: Change = Ch Update = Up Revision = Rev

Change – After annual plan review, a change constitutes the least invasive of the three plan management processes and is conducted annually. A change includes but is not limited to variations in phone numbers, office symbols, locations, etc. A change, despite the level of magnitude, requires a record of changes sheet within the plan to be completed. A change requires a formal signature by the NCEM Deputy Planning Chief.

Update – After annual plan review, if less than 25% of the content within the plan requires a change, an update is constituted. An update could be minor organizational, procedural, and/or situational changes. An update, despite the level of magnitude, requires a record of changes sheet within the plan to be completed. Also, an update requires a formal signature by the NCEM Planning Chief.

Revision – After annual plan review, if greater than 25% of the content within the plan requires a change, a revision occurs. A revision constitutes the most invasive level of change to organization, procedure, situation, overall format, and governing policy. A revision requires a formal signature by the NCEM Director.-

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I. INTRODUCTION

A. PURPOSE

The purpose of the North Carolina Emergency Operations Plan (NCEOP) is to establish a framework that enables a systematic, coordinated, and effective response to emergencies and disasters occurring in the state. The NCEOP incorporates national preparedness guidance as outlined in Presidential Policy Directive 8 (PPD-8) and is consistent with the National Incident Management System (NIMS).

B. SCOPE

This plan is designed to address all of the hazards and threats likely to require a state response in any part of North Carolina. This plan is scalable allowing it to be used in all emergencies and disasters, from those requiring a minimal state response to worst-case, state-wide disasters. The NCEOP applies to all State Emergency Response Team (SERT) departments and agencies tasked to provide assistance in a disaster or emergency situation.

The NCEOP is composed of the Basic Plan, functional annexes and hazard specific annexes. The Basic Plan describes the fundamental policies, strategies, and concept of operations to be used by North Carolina Emergency Management (NCEM) in the command and control of any incident from the onset of response through the recovery phase. Functional annexes support the Basic Plan by providing specific information on policies, processes, roles and responsibilities for NCEM and SERT functions that are common across multiple hazards. The hazard specific annexes identify the unique response details that apply to a specific hazard and describe how those details affect the Basic Plan.

II. SITUATION AND ASSUMPTIONS

A. SITUATION

With a 2013 population of 9,848,000 living in an area of 52,712 square miles, North Carolina is vulnerable to a wide variety of natural and technological hazards. Some of these hazards are limited to specific areas, such as those around nuclear power plants, while others, such as winter storms, may occur anywhere in the state. However, the diverse population, economy and geography of North Carolina make some areas more susceptible to certain hazards. From the Atlantic coast to the Blue Ridge Mountains, the state is divided into three well developed physiographic areas. These are identified as the Coastal Plain, the Piedmont, and the Mountains. Each of these has climates, populations and geographic features that influence both the likelihood of a particular hazard and its impact on the state.

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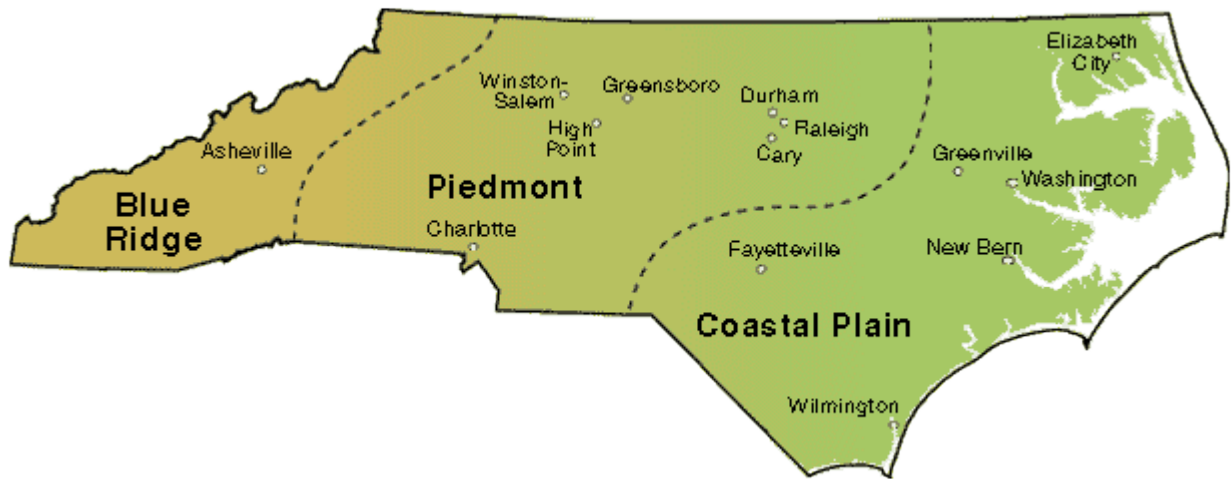


Figure 1. Map of North Carolina Physiographic Regions

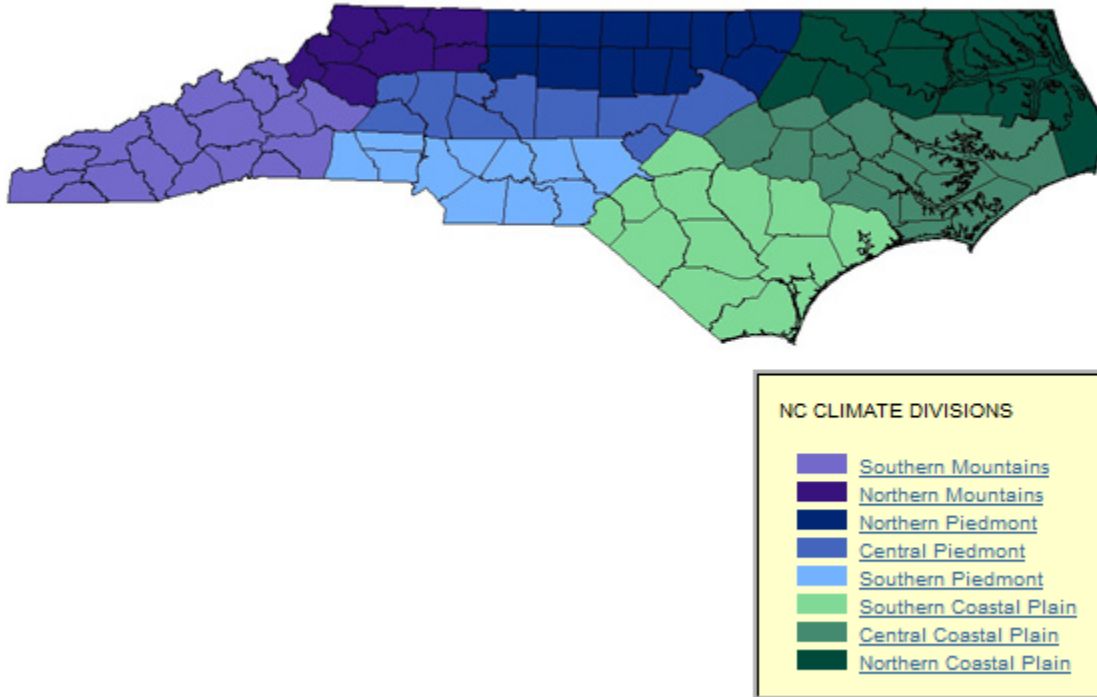


Figure 2. Map of North Carolina Climate Divisions

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a. COASTAL PLAIN

Comprising almost the entire eastern half of the state, the Coastal Plain encompasses the tidewater area and the interior portion. While the tidewater area is generally flat and swampy, the interior portion is gently sloping and well drained. The elevation drops from 200 feet at the western boundary to sea level. The more than 300 miles of barrier island beaches and protruding coastline of the Coastal Plain are threatened by the hurricanes that impact the state twice in an average year. These storms bring high winds, thunderstorms, and flooding due to heavy rains that may threaten homes and valuable agricultural resources while placing ferry and bridge systems at risk. Since the Coastal Plain serves as a major tourist destination and a popular place to retire, these populations are also at an increased risk during hurricane season. It is not just the coastline that is at risk as hurricanes are capable of travelling hundreds of miles inland. Hurricanes are not the only weather related threat to the Coastal Plain as violent thunderstorms bring localized flooding and tornadoes while winter storms can paralyze transportation and cause widespread power outages.

The Coastal Plain is home to many large corporate farming, livestock and food processing operations. Because of this, drought and foreign animal disease hazards could have significant adverse impacts.

The Coastal plain is susceptible to a number of technological hazards as well. An incident at the nuclear power plant in Brunswick County could require an emergency response as could an incident at a number of industrial facilities, many of which are also located near Wilmington. Large oil spills could threaten the coastline from either ships transiting offshore or those heading into the Port of Wilmington. If any of these events occur during the summer tourist season response would be greatly complicated as the population of many coastal communities double during that time.

b. PIEDMONT

Rising from the Coastal Plain is the Piedmont which extends from 200 feet to nearly 1,500 feet at the base of the Mountains. The agricultural economy thrives in this area due to the gently sloping fertile terrain. Drought is a part of the state's climate and can affect large areas at a time. The greatest effects are felt in the Piedmont and Coastal Plain due to the dependence on water by farmers and livestock. Wake and Mecklenburg Counties, and their respective adjacent counties, are located in the Piedmont and are the principal metropolitan areas in North Carolina. Mecklenburg County and surrounding areas contain the Charlotte metropolitan area while Wake County is home to the state's capital, Raleigh. These large population centers increase the vulnerability of residents to hazards, including terrorism and hazardous weather. Nuclear

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power plants serve as a potential target for terrorism and are located near the major metropolitan areas of Raleigh, Charlotte, and Wilmington. Because of their materials, these power plants can also create hazards on their own through failure, error, or in conjunction with other natural hazards.

Severe weather accounts for the greatest economic loss in North Carolina and is often attributed to summer thunderstorms. Although tornadoes and other varieties of severe weather can happen anywhere in the state, climatology suggests they occur more frequently in the Piedmont and Coastal Plain regions. On average, 40 to 50 thunderstorm days occur each year, bringing heavy rain, wind, lightning, hail and tornadoes.

c. MOUNTAINS

The Mountains stretch upward from 1,500 feet along the eastern boundary to 6,684 feet at the summit of Mount Mitchell, the highest peak in the eastern United States. There are 125 peaks above 5,000 feet and 43 peaks that exceed 6,000 feet in this area. The Mountains is the smallest region of the three and the most sparsely populated. As such, technological hazards are less likely in the Mountains though terrorism could occur anywhere. Snow, sleet, and freezing rain occur more frequently over the Mountains and western Piedmont. The impacts of winter weather create hazardous travel conditions along major routes that extend into the Mountain region. Although they can occur at any location in North Carolina, earthquakes are more predominant in the Mountains and can have a devastating effect on life and property. Heavy rains can also create flooding and landslide conditions that further increase vulnerability, especially for those that travel to enjoy a variety of recreational activities such as skiing and hiking.

B. RESOURCES

In keeping with NIMS, emergency operations in North Carolina are handled at the lowest level of government that can efficiently respond and manage an incident. Each county in North Carolina has emergency management personnel who are trained and ready to respond. County resources and capabilities vary greatly from those in large metropolitan areas to those in small rural ones. Should a county experience an incident that exceeds its capabilities it will ask for assistance. Additionally, other state and federal resources are available should the resources of local government become overwhelmed or exhausted.

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a. LOCAL GOVERNMENT RESOURCES

In North Carolina, trained local government emergency personnel are almost always the first to respond to any emergency. These include city and county law enforcement, firefighting and emergency medical services (EMS) personnel. Though some municipalities have an emergency management staff and operate an emergency operations center (EOC), all counties have staff and an EOC, making them the primary local government emergency management resource. Each county has an emergency operations plan and personnel capable of managing an emergency from their EOC. If resource requirements exceed that of the affected county, there are existing mutual aid agreements with neighboring counties that facilitate the flow of additional resources into the affected county.

b. STATE GOVERNMENT RESOURCES

NCEM, a division of the North Carolina Department of Public Safety (DPS), operates three branch offices, two warehouses and an EOC. The State EOC is located in Raleigh at the North Carolina Joint Force Headquarters (JFHQ) building. The State Warning Point (SWP) is also located at the State EOC. Each branch office is led by a branch manager and has planning and administrative staff. The manager is responsible for the five area coordinators who are the primary NCEM representative for the 6-8 counties in their area. Figure 3 shows the branches and the 15 areas for which coordinators are responsible. During emergencies, the branch offices become Regional Coordination Centers (RCCs) to provide operational information sharing and resource coordination between the state and counties. The two state warehouses maintain stocks of common emergency supplies such as bottled water, tarps and meals ready-to-eat (MRE). During emergencies they will serve as state staging areas and warehouse personnel can transport supplies using NCEM trucks or contracted haulers.

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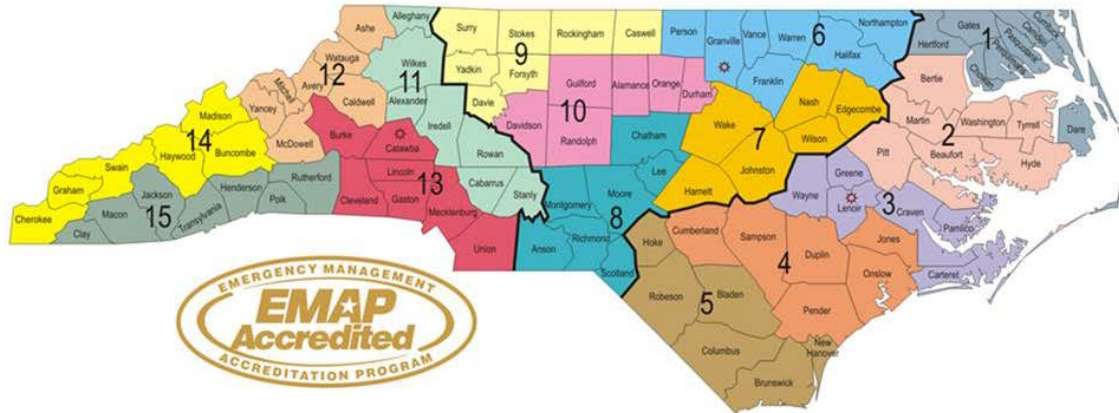


Figure 3. North Carolina Emergency Management Branches and Areas

The North Carolina National Guard (NCNG), headquartered at the JFHQ, strengthens the level of response that is provided during a disaster. One asset provided by the NCNG are Mission Ready Packages, which are assembled response and recovery capabilities that are organized, developed, trained, and exercised prior to an emergency or disaster. Based on NIMS resource typing, Mission Ready Packages build upon this concept by integrating mission limitations, required support, operational footprint, and estimated costs. They include credentialed personnel who have been identified as possessing the knowledge, skills, and abilities needed to conduct that specific mission. Mission Ready Packages for North Carolina also incorporate Civil Air Patrol and county resources.

c. OTHER STATE RESOURCES

Private sector, non-profit, and voluntary organizations provide resources and technical expertise that support both state and local operations during a disaster.

d. OUTSIDE RESOURCES

If North Carolina resources aren't adequate to meet the needs during a disaster, the state has the ability to call upon outside resources to further supplement response and recovery efforts.

Federal agency resources, along with those from other states, can be accessed and mobilized to assist in operations that have extended beyond the capacities of state and local governments.

Resources from other states are requested through the Emergency Management Assistance Compact (EMAC). This compact establishes procedures for resource requests and its pre-negotiated rules on financing, liability and insurance facilitates quick and effective response.

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All EMAC operations in North Carolina are conducted under the command and control of NCEM and assisted by the EMAC Assistance Team, a group of trained and experienced personnel. EMAC requests for resources are initiated through the NCEM EMAC Coordinator following the verification of a State of Emergency declaration.

d. HAZARD & THREAT ANALYSIS

The state’s hazards and threats are identified in the Threat Hazard Identification Risk Assessment (THIRA) and the State Hazard Mitigation Plan (SHMP), which are in alignment with guidance set forth by PPD-8. The following natural and technological hazards have been identified as being significant enough to warrant a hazard specific annex. For hazards not listed below, NCEM will conduct operations in accordance with this Basic Plan.

<i>Natural Hazards</i>	
Hurricanes	Winter Storm
Drought	Earthquake
Foreign Animal Disease	
Communicable Disease and Biohazard Response	
<i>Technological Hazards</i>	
Terrorism	Oil/Petroleum Products Spill
Radiological Emergency	Food Emergency

Table 1. Hazards referenced in the NCEOP

C. PLANNING ASSUMPTIONS

1. City and county governments will develop plans to respond to emergencies and disasters using resources to the extent of their capabilities.
2. City and county governments will respond to emergencies in ways that are consistent with NIMS and the Incident Command System (ICS).
3. Counties will enter into mutual aid agreements with each other as necessary to most effectively use their resources in response to emergencies and disasters.
4. The State Emergency Operations Center and the RCCs are the primary locations from which state operations will be conducted under the direction and control of the SERT Leader, normally the NCEM Director. Should the Raleigh-based State EOC become untenable, operations will relocate to

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an Alternate EOC in accordance with the North Carolina Emergency Management Continuity of Operations Plan (COOP).

5. SERT agencies have emergency resources and expertise that local governments do not.
6. Federal agency resources and expertise, along with those from other states, can be mobilized to augment local and state efforts when the emergency or disaster is beyond the capabilities of both governments.
7. A disaster or emergency may significantly impact critical infrastructure and will require response to support survivor needs.
8. Immediate response efforts will be hindered by cascading events during some incidents.

III. CONCEPT OF OPERATIONS

By order of the Governor, North Carolina has adopted NIMS and the Incident Command System as an approach for effectively managing emergency operations. These systems provide a rational model to prioritize and manage emergency operations in order for disaster response protocols to remain flexible.

There are five critical mission areas for emergency preparedness at the local, state and federal levels of government: prevention, protection, response, recovery and mitigation. These mission areas are the general responsibilities of all governments working together. Emergency operations, a byproduct of preparedness activities, are initiated in rapid response to the situation.

The NCEOP will be activated when a disaster has occurred or is imminent. The Governor may issue an executive order or proclamation of State of Emergency that activates the emergency prevention, protection, response, recovery and mitigation aspects of local, state, and inter-jurisdictional disaster plans that apply to the disaster area. The NCEM Director may also activate the plan if a disaster threatens prior to the Governor's decision to issue an executive order or proclamation of a State of Emergency. The State EOC will be activated by the NCEM Director when the Governor declares a State of Emergency or when there is an immediate threat to life and property.

Emergency operations are handled at the lowest level of government which can effectively and efficiently respond to an incident. When local government resources are exhausted or a needed capability does not exist during an event, local governments can request assistance from the state. Some events can occur slowly, giving the state time to plan for activation. Other events may occur rapidly, causing an immediate activation of the SERT. The SERT will be activated when a disaster has occurred or is imminent. NCEM responds quickly

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to disasters when the resources of local government are exhausted or when a needed resource does not exist within the local jurisdiction.

The SERT is comprised of subject matter experts from state agencies, private industry, and voluntary organizations which provide technical expertise and coordinate resources used to support local operations. During a major emergency, these representatives join the SERT Leader at the State EOC to coordinate relief efforts and provide support to local and county governments. The SERT is activated on a limited or full-scale basis as deemed appropriate by the SERT Leader. In the event of full activation (Level 2 or 1), all SERT agencies will be represented in the State EOC. The SERT Leader is responsible to the Secretary of the Department of Public Safety and to the Governor for the overall operation of the SERT during activations. Upon activation of the SERT, agencies are authorized in coordination with the SERT leader to initiate and carry out assigned missions, including tasking of designated support agencies.

The three field branch offices are transformed into Regional Coordination Centers which function as Multi-agency Coordination Centers during an event. They provide central locations for operational information sharing and resource coordination in support of on-scene efforts. RCCs are available to provide guidance and aid local governments seeking assistance. Branch office personnel may respond to the county to facilitate ongoing information exchange. Each county is responsible for emergency management in its jurisdictional boundaries and will conduct emergency operations according to established plans and procedures. If a disaster or emergency is beyond the capabilities of local government, requests for state and federal assistance will be made to the State EOC.

If resource needs extend beyond the capability of the state agencies, mutual aid agreements and EMAC can be activated in order to procure necessary resources. The SERT Leader may request assistance as necessary from un-impacted counties via the state mutual aid agreement and from other states under EMAC.

Recovery planning will be implemented while local emergency response efforts are ongoing. Preparations are made for a rapid deployment of resources necessary to facilitate recovery. Should the emergency evolve into a disaster with appropriate declarations, state personnel will augment the Joint Field Office (JFO) once established and continue recovery activities from the State Disaster Recovery Operations Center after the Federal Emergency Management Agency (FEMA) closes the JFO.

The State EOC is manned seven days a week, 24 hours per day for normal day-to-day operations with one or more operations duty officers. The SERT/EOC is activated fully or partially depending on the level of emergency.

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NC State Emergency Operations Center (EOC) Activation Levels	
Activation Level 5	Normal day-to-day operations. <u>The State EOC is not activated.</u>
Activation Level 4	Any disaster/emergency that is likely to be within the capabilities of local government and results in only minimal need for state assistance. State agencies that would take action as part of normal day-to-day responsibilities are notified. Only NCEM personnel are located in the State EOC. <u>The State EOC is not activated.</u>
Activation Level 3	Any disaster/emergency that is likely to require the assistance of several state agencies. All emergency support function agencies are alerted; however, the State EOC is activated and staffed only with NCEM personnel and essential SERT agencies.
Activation Level 2	Any disaster/emergency that will require large scale state and possibly federal recovery assistance. The State EOC is fully activated with 24-hour staffing from all SERT members.
Activation Level 1	Any disaster/emergency that requires continued involvement of all SERT members after the event (e.g. hurricane, winter storm). The State EOC is fully activated with 24-hour staffing from all SERT members. The National Response Framework is activated with deployment of the Federal Emergency Response Team (ERT) to the State EOC for response and recovery activities.

Figure 4. NC State EOC Activation Levels

The Robert T. Stafford Disaster Relief and Emergency Assistance Act (PL 93-288, as amended) provides the authority for the federal government to respond to disasters and emergencies in order to provide assistance to save lives and protect public health, safety, and property. Designated departments and agencies have been assigned responsibilities under the National Response Framework. These agencies are grouped under Emergency Support Functions (ESFs). Each ESF is headed by a primary agency, which has been selected based on its authorities, resources, and capabilities in the particular functional area. Other agencies have been designated as support agencies for one or more ESFs based on their resources and capabilities to support the functional area. The ESFs serve as the primary mechanism through which federal response assistance will be provided to assist the state in meeting response requirements in an affected area. Federal assistance will be provided under the

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overall direction of the Federal Coordinating Officer (FCO). Federal assistance is to supplement state and local government response efforts. ESFs will coordinate with the FCO and the affected state to identify specific response requirements, and will provide federal response assistance based on state identified priorities.

The following table identifies the FEMA ESF to the corresponding North Carolina Emergency Support Functions (NCECF).

FEMA Emergency Support Function (ESF)	NC Emergency Support Function (NCECF)
ESF #1 – Transportation	NCECF #1 – Transportation NCECF #1A – Air Operations/State and Regional Disaster Lift
ESF #2 – Communications	NCECF #2 – Communications
ESF #3 – Public Works and Engineering	NCECF #3 – Public Works and Engineering
ESF #4 – Firefighting	NCECF #4 – Firefighting
ESF #5 – Emergency Management	NCECF #5A – Worker Safety and Health Support NCECF #5B – Situation and Documentation NCECF #5C – Weather Support NCECF #5D – Reconnaissance and Damage Assessment NCECF #5E – Risk Management Section
ESF #6 – Mass Care, Housing, Emergency Assistance and Human Services	NCECF #6 – Mass Care and Human Services
ESF #7 – Logistics Management and Resource Support	NCECF #7 – Resource Support NCECF #7A – Volunteer and Donations Management NCECF #7B – Military Support
ESF #8 – Public Health and Medical Services	NCECF #8A – Disaster Medical Services
ESF #9 – Search and Rescue	NCECF #9 – Search and Rescue
ESF #10 – Oil and Hazardous Materials Response	NCECF #10 – Hazardous Materials
ESF #11 – Agriculture and Natural Resources	
ESF #12 – Energy	NCECF #12 – Energy
ESF #13 – Public Safety and Security	NCECF #13 – Law Enforcement
ESF #14 – Long Term Community Recovery	NCECF #14 – Community Recovery and Mitigation
ESF #15 – External Affairs	NCECF #15 – Public Information
	NCECF #16 – Animal Protection

Table 2. Corresponding Federal and State Emergency Support Functions

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IV. ORGANIZATION AND ASSIGNMENT OF RESPONSIBILITIES

North Carolina General Statute (NCGS) 166A establishes the authority and responsibilities of the Governor, state agencies, and local government for emergency management. The Secretary of the Department of Public Safety is tasked with oversight and control of emergency management in North Carolina and is responsible to the Governor for all state emergency management activities.



Figure 5. General SERT Organizational Structure

The SERT is organized to provide, coordinate, and arrange for emergency assistance to the counties. At the section level, this organization is identical to that under which NCEM conducts routine business. Appropriate NCEM sections and branches prepare and maintain standard operating procedures to fulfill duties and responsibilities.

1. The **SERT Leader** is responsible to the Secretary of the Department of Public Safety and to the Governor for the overall operation of the SERT during activation. The SERT Leader is normally the NCEM Director. At full activation (Level 2 or 1), this position must be occupied 24 hours per day.
2. The **Public Information Section** serves as the liaison with the print, electronic and social media during activation. They prepare and distribute news releases and social media messages as needed and support news conferences. Public Information Officers work within the Joint Information System (JIS) before, during and after the emergency and operate in the Joint Information Center (JIC) during activation. They ensure all necessary emergency information is made available to the at-risk population in a variety of formats. At full activation, this section must be manned 24 hours per day.
3. The **Recovery Section** is responsible for public and individual assistance.

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4. The **Operations Section** is responsible for coordinating and directing state government and emergency management field activities in response to emergencies and recovery from disasters. Operations section functions include Human Services and Agriculture, Infrastructure, Emergency Services, Hazardous Materials, and Field Operations. The Operations Section also coordinates military (mainly NCNG) support to emergency response and disaster recovery efforts. At full activation, the Operations Section Chief position must be occupied 24 hours per day.
5. The **Planning Section** is responsible for collecting, formatting, archiving and distributing emergency/disaster information. This section documents SERT activities daily in Situation Reports (SitRep), and is responsible for short-term (24-hour) planning of statewide SERT activities during emergencies and disasters. At full activation, the Planning Section Chief position must be occupied 24 hours per day.
6. The **Logistics Section** is responsible for acquiring, collecting and moving state and donated resources to enhance response to and recovery from emergencies and disasters. Furthermore, they establish and maintain communications and data processing capabilities within the SERT and NCEM while developing and maintaining facilities required to support disaster operations. It contracts and purchases goods and services necessary for state response and recovery actions. At full activation, the Logistics Section Chief position must be occupied 24 hours per day.
7. The **Fiscal Section** is responsible for processing invoices and assuring prompt payment for goods and services necessary to support emergency response and disaster recovery efforts. In addition, the Fiscal Section is responsible for documenting all disaster-related costs and projecting state funding requirements. At full activation, the Fiscal Section must be operational approximately 13 hours per day.
8. The **Risk Management Section** is responsible for providing support to the SERT with geographical information, information technology, communications, and infrastructure coordination. Risk Management is also responsible for conducting and maintaining statewide vulnerability assessments for all natural hazards and developing mitigation policies, programs and strategies that will lessen both current and future vulnerability. This support is generally assigned to or provided through other sections during activations. At full activation, the Risk Management Section must be operational 24 hours per day.

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The SERT is comprised of senior representatives of state agencies, volunteer and nonprofit organizations, and corporate associates who have knowledge of their organizations' resources. SERT members have the authority to commit the resources to emergency response. As the situation develops or if additional assistance is required, SERT agency representatives may be deployed as All-Hazard Incident Management Teams (IMT) to affected counties to provide on-scene coordination and assistance. SERT agencies are responsible for the following:

- Provide departmental liaisons to function as members of the SERT to represent their agencies in preparedness, response, and recovery activities, to include the commitment of their departments' resources and to maintain knowledge of EOC procedures.
- Provide equipment, facilities, and trained personnel as available and required by a specific emergency.
- Review this plan together with annexes and appendices as necessary to ensure portions applicable to each SERT agency are accurate and current.
- Develop and maintain supporting plans, resource inventory lists, standard operating procedures, and alerting lists.
- Plan and provide for the safety of employees and protection of state property in the disaster area.
- Coordinate actions with the SERT and other agencies having related tasks.
- Participate in exercises to test emergency plans and procedures.
- Provide for record keeping and documentation of disaster related fiscal records.
- Inform counterpart agencies at local level of the situation.

RCCs coordinate response and recovery operations and the deployment of outside resources to the counties. Branch managers can assign Area Coordinators to respond immediately to the disaster or emergency site to assess the situation, coordinate activities of state agencies on the scene, and relay any recommendations or requests for resources to the SERT.

County and local governments are responsible for preparing evacuation plans and conducting evacuation operations when conditions require. County Commissioners may declare local States of Emergency and request state assistance on the county's behalf. County EOCs are staffed with elected officials and senior representatives of county departments and volunteer organizations.

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Representatives within the county EOC receive information, coordinate tasking of resources, and make population protection decisions. County EOCs will coordinate response and recovery operations and the deployment of outside resources to cities. Local emergency management coordinators from non-impacted counties may be dispatched to affected counties as members of All Hazard IMTs and EOC Overhead Teams. The primary responsibilities of these teams are to assist local coordinators, serve as liaison officers for ongoing assessments, and relay local recommendations or requests for resources to the State EOC.

V. DIRECTION, CONTROL AND COORDINATION

The Governor delegates authority to the Secretary of the Department of Public Safety in accordance with NCGS 166A. The Secretary of the Department of Public Safety will serve as the State Coordinating Officer (SCO) and will be responsible for direction and control of state operations. The Secretary of the Department of Public Safety also delegates authority to the NCEM Director.

Based on the severity and magnitude of the situation, the Governor may request that the President declare a major disaster or an emergency for the state. NCEM will alert FEMA that a request for federal assistance will be submitted. FEMA may pre-deploy a Liaison Officer to the State EOC and deploy an Emergency Response Team Advanced Element when a Presidential declaration appears imminent. This request for assistance will go from the Governor through FEMA. FEMA will conduct an eligibility review, which will be submitted with the request to the President. With a Presidential declaration, FEMA is authorized to use the authority of the Stafford Act and to reimburse for public assistance recovery claims against the Disaster Relief Fund.

Federal assistance will be provided to the state through a Unified Coordination Group assigned to the Joint Field Office. The Secretary of Homeland Security may appoint a Federal Coordinating Officer. According to the

National Recovery Framework, the federal government will provide assistance using Emergency Support Functions.

Initial recovery is marked by the establishment of the JFO. FEMA establishes the JFO near the disaster site and provides reservists who have appropriate expertise. NCEM and other state agencies provide liaison and augmentation as required at the JFO. NCEM personnel remain at the JFO as long as necessary to coordinate long-term assistance to survivors.

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VI. INFORMATION COLLECTION, ANALYSIS, AND DISSEMINATION

The SERT Leader will require preparation of a Situation Report, a recurring report that documents past, current and planned activities existing during an operational period in response to an emergency. Additionally, the SERT Leader will approve a daily Incident Action Plan (IAP) that is often published at the beginning of each operational period and establishes general control objectives which reflect the overall strategy and specific action plans. The Operations Section Chief will issue mission assignments to SERT members based on local government's identified resource shortfalls. To satisfy IAP operational objectives, resource tasking to state agencies will be accomplished through a mission assignment approach.

NCEM may receive initial notification or warning of a disaster from multiple sources, including local emergency management agencies or county warning points, the National Weather Service, the State Highway Patrol Warning Point, and the National Hurricane Center. The State EOC Operations Officer on duty will notify key NCEM and DPS officials, SERT agencies, and the local emergency management agency or county warning point in accordance with standing operating guidelines. The Operations Officer will also notify FEMA and other agencies as appropriate for the situation. Upon notification by the State EOC, each SERT agency is responsible for conducting its own internal notifications. The SERT may be called to assemble at the State EOC for an initial briefing and discussion of response requirements.

VII. COMMUNICATIONS

Emergency communications are intended to be of limited duration. These include information and reports, surveillance of threatening conditions, and 24-hour radio, telephone, and internet capability. If emergency preparedness communications become overwhelmed or destroyed, other state agency systems will be utilized as necessary to augment state communications, assist with lifesaving operations, and disseminate operational guidance. Individual agencies will retain operational control of their communications systems and equipment during emergency operations. As the incident progresses, there is a gradual transition from emergency back to normal communications. Emergency support is removed once normal communications have been fully restored.

For additional details, reference the State Communications Plan.

VIII. ADMINISTRATION, FINANCE AND LOGISTICS

FEMA will conduct an eligibility review, which will be submitted with the request to the President. With a Presidential declaration, FEMA is authorized to use the authority of the Stafford Act and to reimburse for public assistance response and recovery claims against the Disaster Relief Fund.

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For additional details, reference the North Carolina State Recovery Framework.

IX. PLAN DEVELOPMENT AND MAINTENANCE.

This plan will be reviewed annually, or as conditions warrant, utilizing a whole community approach to ensure complete applicability among North Carolina residents. The plan is also tested during periodic exercises and after action review forums. Each SERT agency is responsible for ensuring applicable portions of the plan remain accurate and up-to-date. Changes to the plan will be published and distributed as necessary.

Recommended changes should be made in the form of substitute language and forwarded to the NC Department of Public Safety, North Carolina Emergency Management, Attention: Planning & Homeland Security Section, 4236 Mail Service Center, Raleigh NC 27699-4713. Changes to the plan will be published and distributed as necessary. This plan supersedes the NC EOP published in June 2012.

X. AUTHORITIES AND REFERENCES

A. LINES OF SUCCESSION

The Governor has general direction and control of all aspects of the state Emergency Management Program. This includes all aspects of preparations for, response to, recovery from, and mitigation against war or peacetime emergencies. During the absence of the Governor from the state, the Lieutenant Governor becomes acting Governor. The Lieutenant Governor will also become Governor upon the death, resignation, or removal from office of the Governor. As prescribed by law, the continuing line of succession as acting Governor incorporates the President of the Senate and Speaker of the House of Representatives.

B. DELEGATION OF EMERGENCY AUTHORITY

- a. S.L. 2012-12 ([HB843](#)). Also known as the “Modernize NC Emergency Management Act,” HB 843 represents the most comprehensive update and reorganization of our state’s emergency management statutes since their enactment over three decades ago. The legislation’s primary purpose is to consolidate and reorganize the statutes that establish emergency management authorities for state and local governments currently found in Article 1 of G.S. Chapter 166A (North Carolina Emergency Management Act of 1977) and Article 36A of G.S. Chapter 14 (Riots and Civil Disorders). Cities and counties that declare a state of emergency prior to this date should operate under existing law, but are *strongly advised* to comply with the new limitation on lawfully possessed

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firearms and ammunitions if they elect to impose restrictions or prohibitions on dangerous weapons.

- b. S.L. 2012-90 ([SB798](#)), “Various Changes to Emergency Management Act,” contains Sections 1 through 6 that went into effect on June 28, 2012, and Sections 7 through 12 are effective October 1, 2012. SB798 extends the expiration dates of gubernatorial disaster declarations, expands the liability protection for private property owners whose property is used for emergency management purposes, formally establishes the State Emergency Response Team (SERT), expands the functions of the Division of Emergency Management, and creates the Joint Legislative Emergency Management Oversight Committee.
- c. S.L. 2012-33 ([HB741](#)), “Emergency Vehicle Length Act,” amends G.S. 20-116(d) to extend to 45 feet the legally allowed length of state and local government law enforcement and emergency management vehicles (under current law, the length limitation for these vehicles was 40 feet).
- d. S.L. 2012-38 ([HB149](#)), “Terrorism Criminal Offense Act,” creates a new criminal offense of terrorism. Amending G.S. Chapter 14 to create a new Article 3A (G.S. 14-10.1), “terrorism” is defined as committing an act of violence (which is already a violation of G.S. 14-17) or any other felony acts of assault, use of force or violence against a person, or use of explosives, or uses of nuclear, biological, or chemical weapons of mass destruction, with the intent to intimidate the civilian population or an identifiable group of the civilian population or influence, through intimidation, the activities or conduct of the federal, state, or local government.
- e. [NCGS 166A](#). NC Emergency Management Act of 1977 only in effect until September 30, 2012, HB843 repeals Article 1 and recodifies as Article 1A. This Act establishes the authority of the Governor, state agencies, and local governments in mitigation and prevention of, protection against, response to, and recovery from natural and man-made disasters or intentional acts.
- f. [NCGS 14.288](#). Article 1A of Chapter 166A recodifies Article 36A of NCGS 14 (Riots and Civil Disorders), which establishes the authority of state and local governments to respond to rioting and civil disorder.
- g. [NCGS 115C-242](#). Use of NC School Buses. This act establishes the authority to use NC school buses for emergency management purposes during disasters declared in accordance with NCGS 166A.
- h. [NCGS 143B-259.2](#). Powers and duties of the Secretary of the Department of Public Safety. This act establishes the authority of the Secretary of

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the Department of Public Safety to coordinate activities of all state agencies and resources in response to a disaster.

C. PROVISIONS FOR COOP

North Carolina Emergency Management is committed to enhancing the quality of life for its citizens by assisting people to effectively prepare for, respond to, recover from, and militate against all hazards and disasters. To accomplish this mission, NCEM must ensure operations can be performed efficiently with minimal disruption, especially during an emergency. Continuity is an essential element in the responsible and reliable delivery of emergency services to North Carolina.

Should the State EOC be lost when SERT activation is required, a relocation of primary emergency operations to an alternate facility will take place. The NCEM Director will determine when to activate the Continuity Plan. The Emergency Relocation Group will sustain operations at the relocation facility until all necessary NCEM/SERT personnel arrive. Arrangements will also be made to accommodate and govern the SERT.

The NCEM Director will designate personnel to continue day-to-day operations for continuity purposes. Authority for activation may be delegated to the NCEM Duty Officer. NCEM Section Chiefs will notify personnel and provide instructions as required. The following divisional line of succession will be followed as necessary during Continuity Plan activation: Director, Deputy Director (Operations Chief), Plans Chief, Logistics Chief, Recovery Chief, Risk Management Chief, Deputy Operations Chief, Deputy Plans Chief, Deputy Logistics Chief, Deputy Recovery Chief, Operations Branch Managers.

D. RECORD RETENTION

Each department of state government is responsible for establishing its own records retention program in accordance with the laws governing that department. Emergency management records and files are reviewed annually and records identified for retention are sent to the State Records Center.

E. LEGAL IMMUNITIES AND LIABILITIES

As a result of HB843, §166A-19.60 recodifies §166A-14, §166A-19.61 recodifies §166A-6.15, and §166A-19.62 recodifies §166A-6.15.1. Several provisions in NCGS 166A provide for the protection of individuals involved in training for and conducting emergency operations. Questions pertaining to these matters should be referred to the North Carolina Justice Department.

FUNCTIONS AND RESPONSIBILITIES

June 2016

I. INTRODUCTION

A. PURPOSE

To specify functions and responsibilities that the State Emergency Response Team (SERT) will undertake in order to effectively respond to emergencies and disasters resulting from natural and technological hazards.

B. SCOPE

This annex assigns functional responsibilities to appropriate state departments and agencies, as well as private sector groups and volunteer organizations. These responsibilities are identified in emergency support functions, specifically North Carolina Emergency Support Functions (NCESF). These functions are identified by number and correspond (where possible) with similarly numbered Federal ESFs.

II. SITUATION AND ASSUMPTIONS

A. SITUATION

Individual state departments and agencies, private sector groups, and volunteer agencies have special resources and capabilities that will be crucial to effective prevention of, protection against, response to, recovery from, and mitigation of a full range (to include catastrophic events) of emergencies and disasters.

B. ASSUMPTIONS

Agencies will offer their special resources and capabilities in accordance with NC General Statute 166A.

III. ORGANIZATION AND ASSIGNMENT OF RESPONSIBILITIES

As described in the Base Plan and various appendices to this annex.

IV. CONCEPT OF OPERATIONS

As described in the Base Plan and various appendices to this annex.

V. DIRECTION, CONTROL AND COORDINATION

As described in the Base Plan and various appendices to this annex.

SERT PUBLIC INFORMATION SECTION

June 2016

A. PURPOSE

This appendix describes the Public Information Section (also known as the Joint Information System (JIS)) of the State Emergency Response Team (SERT) during activation.

B. MISSION

The Public Information Section (or JIS) is responsible for communicating with the print, electronic and social media during SERT activation. This section maintains message templates as necessary and prepares others on an as-needed basis. The JIS insures all necessary emergency information is available in as many public venues as possible.

C. ORGANIZATION

The Communications Director reports directly to the Secretary of Public Safety and works directly with the SERT Leader during SERT activation. The Communications Office is organized to rapidly disseminate emergency information and to provide the SERT a public relations arm as described in Tab A. The Emergency Management Public Information Officer coordinates with the Communications Office.

D. TABS

- a. SERT Public Information Section

NORTH CAROLINA EMERGENCY OPERATIONS PLAN (NCEOP)
ANNEX A | APPENDIX 1 | TAB A
SERT PUBLIC INFORMATION SECTION (NCESF-15)
June 2016

I. INTRODUCTION

A. PURPOSE

The purpose of this appendix is to provide guidance and procedures to carry out the public information function to support preparation, response and recovery efforts surrounding disasters.

B. SCOPE

This appendix applies to natural or man-made disasters that threaten North Carolina.

II. SITUATION AND ASSUMPTIONS

A. SITUATION

After the occurrence of a disaster, it can be expected that normal means of communications in the affected areas will either be disrupted or incapacitated. Limited and incomplete information may be expected from the disaster area. Normal means of disseminating messages and information to the public may be severely affected or cease to exist, and demand for information concerning the disaster could be overwhelming.

B. ASSUMPTIONS

1. The demand for public information in the disaster area may exceed the capability of the local government. Additional support may be requested from the state. Evacuees being hosted outside the regular media market for their communities will need information regarding impact and re-entry. The State Emergency Response Team (SERT) has primary responsibility for collecting and disseminating this information.
2. Information originally received from the disaster area may be incomplete, vague, erroneous, and/or difficult to confirm.
3. Media communications facilities may suffer extensive destruction and/or loss of power may severely disrupt the normal information flow.

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III. ORGANIZATION AND ASSIGNMENT OF RESPONSIBILITIES

A. LEAD STATE AGENCY

1. DEPARTMENT OF PUBLIC SAFETY (DPS)

NORTH CAROLINA EMERGENCY MANAGEMENT (NCEM)

- a. Provide the following types of information during emergencies/disasters: location, type, extent of damage, and casualties; state agency response actions; assistance available to disaster victims.
- b. Coordinate state emergency public information efforts.
- c. Provide a public information representative to field emergency response team operations.
- d. Provide news conferences, news releases and social media messages as warranted and in a timely manner.
- e. Coordinate consumer protection/information matters with the North Carolina Departments of Justice and Insurance.
- f. Coordinate public health messages with the NC Departments of Health and Human Services and Agriculture and Consumer Services.
- g. Coordinate with the federal Public Information Officer (PIO) during a presidentially declared emergency or disaster.
- h. Use the Emergency Alert System (EAS) and Wireless Emergency Alerts (WEA) as necessary and appropriate to disseminate emergency information to the public.

COMMUNICATIONS OFFICE

- a. Coordinate with public information officers of business and industry involved in the response/recovery efforts.
- b. Use the media to disseminate public information as necessary.
- c. Coordinate with other agencies to ensure accurate and current

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information is released.

- d. Serve in a public information support role to state agencies in disaster in which their agency is the lead agency for response.
- e. Develop, maintain, and conduct a program for dissemination to the media and the public, information relating to specific disasters and recommended protective actions.
- f. Coordinate with Donations Management on release of information concerning needed volunteer services and goods.

B. SUPPORTING AGENCIES

1. OFFICE OF THE GOVERNOR

**GOVERNOR'S PRESS OFFICE
NC COMMISSION ON VOLUNTEERISM & COMMUNITY SERVICE**

2. STATE GOVERNMENT PUBLIC AFFAIRS OFFICES

- a. Provide public information regarding emergency actions taken.
- b. Coordinate public information activity with the SERT and use the Joint Information System prior to release to ensure consistency of information/instructions to the public.
- c. Staff EOC as appropriate for the situation.

IV. CONCEPT OF OPERATIONS

A. GENERAL

The NC Department of Public Safety Communications Office will serve as lead agency for coordination of public information activities. When response to a disaster situation is confined to one or two departments, the communications offices of those departments will be in demand from reporters and news organizations. The Department of Public Safety will support those agencies as needed and will assist in coordination of emergency public information.

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B. NOTIFICATION

The NCEM Duty Officer will notify the Emergency Management PIO and the Department's Communications duty officer that an emergency has occurred or that such potential exists. According to the severity and nature of the situation, public information support agencies will also be notified.

C. RESPONSE ACTIONS

1. INITIAL

- a. Push messages out via traditional and social media as warranted.
- b. Staff EOC as needed.
- c. Conduct initial press briefing.

2. CONTINUING

- a. Provide trained public information personnel to support local response and recovery efforts.
- b. Provide updates to news media on disaster situation and actions the state is taking regarding the situation.
- c. Share accurate information with the Governor's Hotline and 2-1-1 center as necessary.
- d. Coordinate with SERT sections to ensure accurate and current information is released to the public.
- e. Monitor trends and rumors within the Governor's Hotline and 211; take action to correct rumors and erroneous information.

D. RECOVERY ACTIONS

1. INITIAL

- a. Coordinate with Donations Management to determine what volunteer goods and services are most needed in the disaster area.
- b. Provide coverage for the Joint Field Office (JFO) and/or the Joint

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Federal/State Information Center (JIC), as necessary.

2. CONTINUING

- a. Continue to coordinate with local governments and state agencies on recovery efforts.
- b. Coordinate with state and local agencies and, using an outreach program, provide emergency information to individuals, families, business and industry directly or indirectly affected by the disaster. Information should include news about safety of structures, food, location of medical aid and shelters, etc.

V. DIRECTION, CONTROL AND COORDINATION

1. LOCAL

Local governments designate a public information officer to coordinate emergency public information during disasters and to carry out public education programs during pre-disaster periods. During disasters, the County EOC serves as a central coordinating center for public information. Local governments will develop procedures for carrying out the public information function. When the demand for public information exceeds the capability of the local government, additional support may be requested from the state.

2. STATE

The State EOC will serve as the central coordinating facility for receiving and disseminating public information. Communications officers (also referred to as PIOs) from lead and support agencies will locate in the EOC's JIC as required to facilitate the flow of public information. The SERT Public Information Section will coordinate with other sections since the protective actions taken during disasters involve their resources.

3. FEDERAL

After a federally declared disaster, a state/federal JIC will be opened to provide response and recovery information to individuals, families, business and industry directly or indirectly affected by the disaster. The Department of Public Safety Communications Office will coordinate with NCEM and FEMA to ensure there is adequate PIO representation in the Joint Field Office to help coordinate public information needs during recovery.

SERT RECOVERY SECTION

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A. PURPOSE

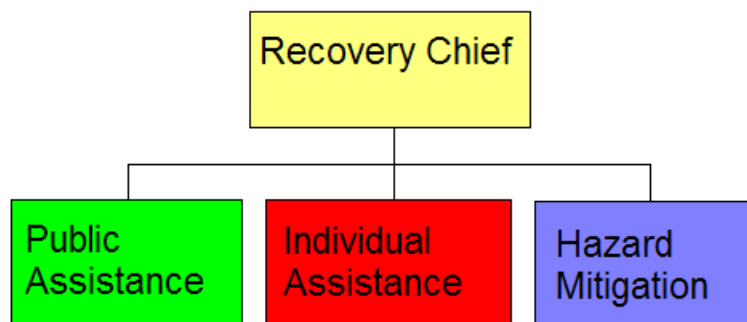
This appendix describes the Recovery Section of the State Emergency Response Team (SERT) during activation. Responsibilities described here are carried out under NCEOP-14, Community Recovery and Mitigation, as defined in the North Carolina Disaster Recovery Guide. The federal counterpart is ESF-14, Community Recovery and Mitigation, coordinated through the U.S. Department of Homeland Security, Emergency Preparedness and Response, Federal Emergency Management Agency (FEMA). Mitigation activities outside of SERT activation are described in the State Natural Hazard Mitigation Plan (sometimes referred to as the 322 Plan).

B. MISSION

The mission of the federal, state, and local governments, as well as private disaster relief organizations in disaster recovery operations, is to provide immediate assistance to reduce or relieve human suffering, and support the restoration of essential services. The state will coordinate and direct those operations when local government resources are inadequate or exhausted. The state will request and coordinate assistance from other states, the federal government, and private disaster relief organizations as necessary and appropriate.

C. ORGANIZATION

The Recovery Chief reports directly to the SERT Leader and leads recovery activities as listed below. The Recovery Section is organized into three branches shown below.



D. CONCEPT OF OPERATIONS

1. NC PUBLIC ASSISTANCE BRANCH

Serves as the direct contact between the Federal Emergency Management Agency and the applicant. Program guidance is provided through the *Recovery Public Assistance Administrative Plan*.

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Reimbursement is available to all organizations and communities meeting requirements. Trained grant managers help applicants through the reimbursement process.

- a. This category of aid is available to public (and certain private nonprofit) entities to fund the repair, restoration, reconstruction, or replacement of a public facility or infrastructure that is damaged or destroyed by a disaster. Eligible applicants include state governments, local governments, any other political subdivision of the state, and Native American tribes. Certain private-nonprofit (PNP) organizations may also receive assistance. Eligible PNPs include educational, utility, irrigation, emergency, medical, rehabilitation, and temporary or permanent custodial care facilities (including those for the aged and disabled), and other PNP facilities that provide essential services of a governmental nature to the general public. PNPs that provide “critical services” (power, water--including water provided by an irrigation organization or facility, sewer, wastewater treatment, communications and emergency medical care) may apply directly to FEMA for a disaster grant. All other PNPs must first apply to the Small Business Administration (SBA) for a disaster loan. If the PNP is declined for a SBA loan or the loan does not cover all eligible damages, the applicant may re-apply for FEMA assistance. As soon as practicable after the declaration, the state, assisted by FEMA, conducts the applicant briefings for state, local, and PNP officials to inform them of the assistance available and how to apply for it.
- b. A Request for Public Assistance must be filed with the state within 30 days after the area is designated eligible for assistance. Following the applicant’s briefing, a kick-off meeting is conducted where damages will be discussed, needs assessed, and a plan of action put in place. A combined federal/state/local team proceeds with project formulation, which is the process of documenting the eligible facility, the eligible work, and the eligible cost for fixing the damages to every public or PNP facility identified by state or local representatives.

The team prepares a project worksheet (PW) for each project. Projects fall into the following categories:

- Category A. Debris removal
- Category B. Emergency protective measures
- Category C. Road systems and bridges
- Category D. Water control facilities

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- Category E. Public buildings and contents
 - Category F. Public utilities
 - Category G. Parks, recreational, and other
- c. For insurable structures within special flood hazard areas (SFHA), primarily buildings, assistance from FEMA is reduced by the amount of insurance settlement that could have been obtained under a standard NFIP policy. For structures located outside of a SFHA, FEMA will reduce the amount of eligible assistance by any available insurance proceeds. FEMA reviews and approves the PWs and obligates the federal share of the costs (which cannot be less than 75%) to the state. The state then disburses funds to local applicants. Projects falling below a certain threshold are considered “small.” For small projects, payment of the Federal share of the estimate is made upon approval of the project and no further accounting to FEMA is required. For large projects, payment is made on the basis of actual costs determined after the project is completed; although interim payments may be made as necessary. Once FEMA obligates funds to the state, further management of the assistance, including disbursement to sub grantees, is the responsibility of the state. FEMA will continue to monitor the recovery progress to ensure the timely delivery of eligible assistance and compliance with the law and regulations.

2. NC INDIVIDUAL ASSISTANCE BRANCH

Ensures that individuals and families have access to the full range of state and federal programs made available in the aftermath of a disaster. Develops and maintains partnerships with state, federal and voluntary organizations that deliver resources to disaster victims.

- a. This category of aid provides money and services to people in the declared area whose property has been damaged or destroyed and whose losses are not covered by insurance. The following types of individual assistance are provided:
- *Temporary Housing.* Homeowners and renters receive funds to rent a different place to live or a temporary housing unit when rental properties are not available.
 - *Repair.* Homeowners receive grants to repair damage from the disaster that is not covered by insurance. The goal is to make the damaged home safe and functional.

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- *Replacement.* Under rare conditions, homeowners receive limited funds to replace their disaster damaged home.
 - *Permanent Housing Construction.* Homeowners and renters receive direct assistance or a grant for the construction of a new home. This type of assistance occurs only in very unusual situations, in insular areas or remote locations specified by FEMA/EPR where no other type of housing is possible.
 - *Other Needs Assistance (ONA).* Applicants receive grants for necessary and serious needs caused by the disaster. This includes medical, dental, funeral.
 - *Personal property, transportation, moving and storage, and other expenses that FEMA/EPR approves.* The homeowner will need to apply for a SBA loan before receiving assistance.
- b. Small Business Administration Disaster Loans
- The U.S. Small Business Administration (SBA) can make federally subsidized loans to repair or replace homes, personal property or businesses that sustained damages not covered by insurance. The Small Business Administration can provide three types of disaster loans to qualified homeowners and businesses.
 - *Home disaster loans*
 - *Business physical disaster loans*
 - *Economic injury disaster loans*
 - The SBA disaster loan program is the primary form of disaster assistance for many individuals.
- c. Other Individual Assistance as defined in NCEOP-14, NC Disaster Recovery Guide:
- Disaster Unemployment Assistance
 - Legal Services
 - Special Tax Considerations
 - Crisis Counseling

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3. HAZARD MITIGATION BRANCH

Part of North Carolina Emergency Management (NCEM) which can help citizens, state and local officials and business leaders reduce the impacts of natural hazards on homes, businesses and communities.

- a. This category of aid provides funding for measures designed to reduce future losses to public and private property. Hazard mitigation refers to sustained measures enacted to reduce or eliminate long-term risk to people and property from natural hazards and their effects. The Hazard Mitigation Branch provides guidance in development of appropriate mitigation activities and administers funding provided through state and federal sources. These funds are administered by the Branch and passed through to state agencies, local governments and non-profit organizations. In the long term, mitigation measures reduce personal loss, save lives, and reduce the cost to the nation in responding to and recovering from disasters.

Hazard Mitigation activities primarily utilizes funding awarded through presidentially declared disasters and annually occurring non-disaster programs

- Presidentially Declared Disaster:
 - Hazard Mitigation Grant Program (HMGP)
 - Annually occurring Mitigation Grant programs:
 - Pre-Disaster Mitigation (PDM) program
 - Flood Mitigation Assistance (FMA) program
 - Severe Repetitive Loss (SRL) program
 - Repetitive Flood Claims (RFC) program
 - Earthquake Consortium Grant
 - State of North Carolina Disaster Fund
- b. Two sections of the Stafford Act, §404 and §406, can provide hazard mitigation funds when a federal disaster has been declared. In each case, the federal government can provide up to 75% of the cost, with some restrictions.
 - c. Through the HMGP, authorized by §404 of the Act, communities can apply for mitigation funds through the state. The state, as grantee, is responsible for notifying potential applicants of the

SERT RECOVERY SECTION

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availability of funding, defining a project selection process, ranking and prioritizing projects, and forwarding projects to FEMA for funding. The applicant, or sub grantee, carries out approved projects. The state or local government must provide a 25% match, which can be fashioned from a combination of cash and in-kind sources. Federal funding from other sources cannot be used for the 25% nonfederal share with one exception. Funding provided to states under the Community Development Block Grant program from the Department of Housing and Urban Development can be used for the nonfederal share.

- d. The amount of funding available for the HMGP under a disaster declaration is finite and is limited to 15% of FEMA/EPR's estimated total disaster costs for all other categories of assistance (less administrative costs). Section 322 of the Disaster Mitigation Act of 2000 emphasizes the importance of planning in reducing disaster losses. Eligible mitigation measures under the HMGP include these:
 - Acquisition or relocation of property located in high hazard areas
 - Elevation of flood prone structures
 - Seismic rehabilitation of existing structures
 - Strengthening of existing structures against wildfire
 - Dry flood proofing activities that bring a structure into compliance with minimum NFIP requirements and state or local code
 - Provide continuous power sources for critical infrastructure
- e. Up to 7% of the HMGP funds may be used to develop state and/or local mitigation plans. FEMA/EPR's primary emphasis for HMGP funds, where appropriate, is the acquisition and demolition, relocation, elevation, or flood proofing of flood damaged or flood prone properties (nonstructural measures).
- f. Up to 5% of the HMGP funds may be used for activities, clearly falling under the goal of mitigation, for which benefits are unproven or not clearly measurable and which the state has listed as priority in its hazard mitigation plan.

4. OTHERS

SERT Partner support as defined under NCEOP-14, NC Disaster Recovery Guide.

SERT RECOVERY SECTION

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E. REFERENCES

- a. North Carolina Disaster Recovery Guide
- b. NCEM Recovery Public Assistance Administrative Plan
- c. NCEM State Hazard Mitigation Plan
- d. North Carolina State Recovery Framework

F. TABS

- a. Reconnaissance and Damage Assessment

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RECONNAISSANCE AND DAMAGE ASSESSMENT
(NCESF-5D and NCESF-3)

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I. INTRODUCTION

A. PURPOSE

This appendix establishes processes for collecting and archiving data immediately following an emergency or disaster.

B. SCOPE

Reconnaissance and damage/impact assessment under the Operations Section is limited to the response phase of a disaster. The responsibility for damage/impact assessment passes to the State Emergency Response Team (SERT) Recovery Section (Public Assistance, Individual Assistance and Mitigation) during the recovery phase. Documenting and archiving damage reports continue to remain functions of the SERT Planning Section.

II. SITUATION AND ASSUMPTIONS

A. SITUATION

Damage is likely widespread and severe. It is imperative immediately to collect damage information and publish assessments in Situation Reports.

B. ASSUMPTIONS

1. The NC Wing of the Civil Air Patrol (CAP) will be the primary source of air assets to support reconnaissance and damage assessment.
2. When possible, the North Carolina National Guard (NCNG) will task at least two Blackhawk helicopters for aerial reconnaissance.
3. Individuals capable of conducting ground reconnaissance and damage assessment will be assigned to damage assessment teams.
4. Local resources will be damaged to the extent that reconnaissance and damage assessment capability will be limited or non-existent at the local level.
5. Roads and highways may be damaged to the extent that all or most reconnaissance and damage assessment must be from the air.

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III. ORGANIZATION AND ASSIGNMENT OF RESPONSIBILITIES

A. LEAD STATE AGENCY

1. DEPARTMENT OF PUBLIC SAFETY (DPS)

NORTH CAROLINA EMERGENCY MANAGEMENT (NCEM)

- a. The SERT Recovery Section, in coordination with the SERT Operations Section, is responsible for setting requirements and establishing priorities for aerial and ground reconnaissance to make preliminary damage assessments through the disaster response phase.
- b. The SERT Mitigation Branch is responsible for managing aerial and ground reconnaissance operations.
- c. The SERT Operations and Recovery Sections assist the Mitigation Branch by coordinating and managing ground reconnaissance through Damage Assessment Teams.
- d. The SERT Recovery Section is responsible for damage assessment documentation through the disaster response and recovery phases.

B. SUPPORTING AGENCIES

1. DEPARTMENT OF PUBLIC SAFETY (DPS)

NATIONAL GUARD (NCNG)

- a. Provide appropriate personnel and assets for aerial reconnaissance.

CIVIL AIR PATROL (CAP)

- a. Provide appropriate personnel and assets for aerial reconnaissance.

2. DEPARTMENT OF TRANSPORTATION (DOT)

- a. Provide qualified personnel to Field Deployment Teams for ground reconnaissance and damage assessment.

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RECONNAISSANCE AND DAMAGE ASSESSMENT
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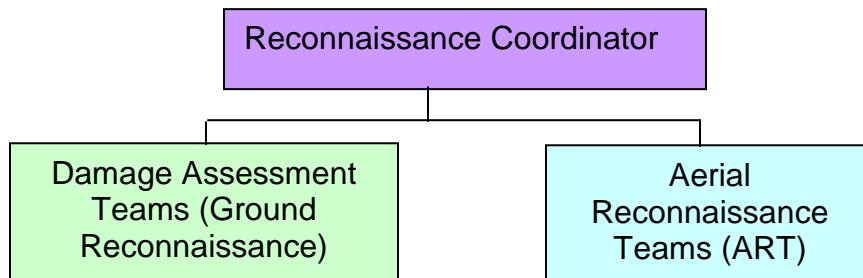
3. DEPARTMENT OF COMMERCE (DOC)

- a. Provide qualified personnel to Field Deployment Teams for ground reconnaissance and damage assessment, particularly as it relates to electrical power generation and communications infrastructure.

IV. CONCEPT OF OPERATIONS

A. GENERAL

Requirements for reconnaissance and damage assessment will be set by the SERT Recovery Section. Actual reconnaissance and damage assessment operations will be conducted under the direction of the SERT Mitigation Section Reconnaissance Coordinator who will set schedules according to established requirements and guidance from the SERT Leader. Reconnaissance and Damage Assessment operations are organized as follows.



There may be one or more SERT established aerial reconnaissance teams (ART) each consisting of a team leader, a FEMA representative (as appropriate), a NCNG Officer in Charge (as appropriate), a hazardous materials specialist, mapping specialist(s), and documentation specialist(s). Each ART will be issued at least one video camera and one digital still camera.

B. NOTIFICATION

Reconnaissance team members and Damage Assessment Team members will be notified of activation through existing channels within the NCEM Communications Branch.

C. RESPONSE ACTIONS

Reconnaissance and damage assessment actions are as documented in this tab. Priority will normally be given to assessment of damage to major infrastructure and mass care facilities such as communications towers,

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electrical power lines, health/medical facilities, roads and bridges, waste water treatment plants, airports, railroads, government buildings, and shelters.

D. RECOVERY ACTIONS

Reconnaissance and damage assessment responsibilities to include setting requirements and priorities for information pass to SERT Recovery Section (Public Assistance) at the outset of the recovery phase of a disaster. The SERT Recovery Section will continue damage assessment documentation.

V. DIRECTION, CONTROL AND COORDINATION

1. STATE

Reconnaissance and preliminary damage assessment tasking will come from the SERT Recovery Section to the SERT Reconnaissance Coordinator (also known as Aerial Reconnaissance Team Coordinator). State agencies will provide resources to accomplish these tasks consistent with established priorities and asset availability. The SERT Recovery Chief will establish requirements for reconnaissance according to likely damage severity and location of the most critical infrastructure resources. The Reconnaissance Coordinator will set schedules for ground and aerial reconnaissance according to requirements established by the Recovery section and according to capability/availability of reconnaissance assets. Damage Assessment Teams will conduct ground reconnaissance for damage assessment purposes and report results to the SERT Reconnaissance Coordinator.

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A. PURPOSE

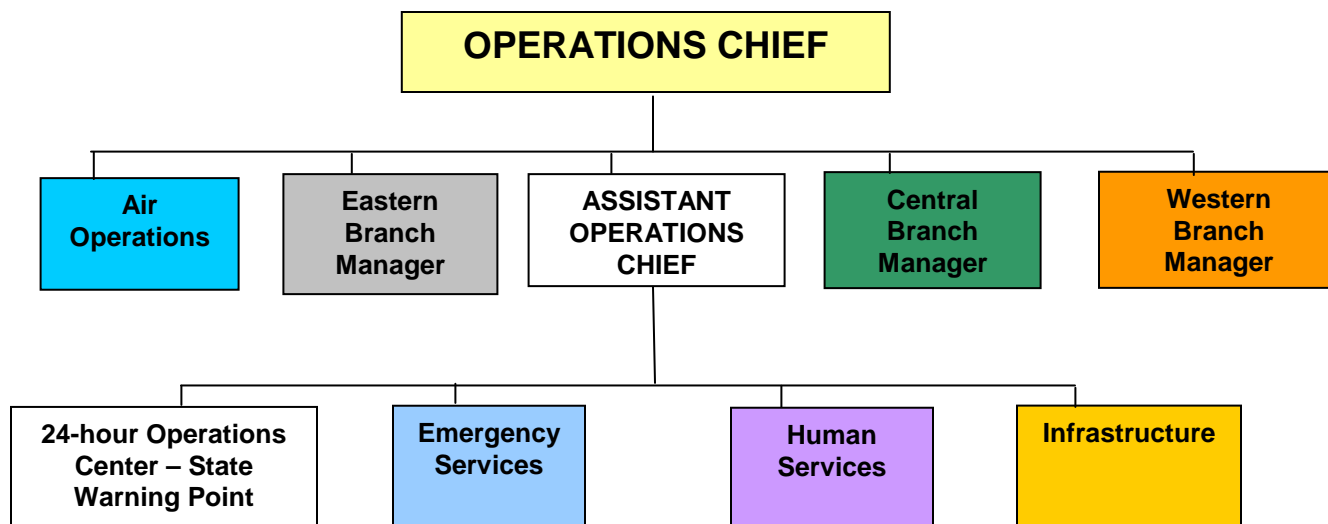
This appendix describes the Operations Section of the State Emergency Response Team (SERT) during activation.

B. MISSION

The Operations Section is responsible for coordinating and directing state government and emergency management field activities in response to emergencies and recovery from disasters.

C. ORGANIZATION

The Operations Chief reports directly to the SERT Leader and leads emergency response and recovery activities as listed below:



D. CONCEPT OF OPERATIONS

1. HUMAN SERVICES BRANCH

Coordinates shelter activation during response to emergencies and disasters. They work closely with multiple state agencies and with service organizations such as the American Red Cross and the Salvation Army to ensure basic human needs of the public are satisfied during emergencies and disasters. Activities under purview of this branch include mass care and shelter operations, public safety and health, responder safety and health, volunteer efforts to aid disaster victims, emergency information and assistance for tourists, impact assessment, mental health, and agriculture. For agriculture, the Human Services Branch coordinates emergency management activities in response to and recovery from agricultural emergencies and disasters. It deals with NC Veterinary authorities regarding issues associated with the care and safety of

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domestic, wild and livestock animals. It also coordinates emergency management activities with those of the NC Department of Agriculture & Consumer Services to assess agricultural damage and to reduce immediate and future crop and dollar loss. At full activation, this branch must be manned 24 hours per day.

2. INFRASTRUCTURE BRANCH

Plans, coordinates and arranges for infrastructure recovery after a disaster. Such activities include, but are not limited to debris removal, repair of highways and bridges, restoration of sewer and water systems, building inspection, and reconstitution of electrical and telephone service. The Infrastructure Branch is manned by members from the NCEM Risk Management Section and members from the NCEM Recovery Section (Public Assistance) who are assigned to Operations during activations. At full activation, the Infrastructure Branch must be manned 24 hours per day.

3. EMERGENCY SERVICES BRANCH

Provides coordinated state assistance to supplement local resources in response to medical care needs to victims of a major disaster. It provides guidelines for those agencies directly or indirectly involved in firefighting and support to fire and rescue resources. It supports both urban and non-urban search and rescue activities. It coordinates response when actual or potential discharge and/or release of hazardous materials occurs, and it coordinates activities of all state law enforcement resources supporting local authorities in response to emergencies requiring state assistance. At full activation, it must be manned 24 hours per day.

4. FIELD OPERATIONS BRANCHES

Advises counties on the need for state support and arranges and coordinates that support. Field Operations is organized in three branches - western, central, and eastern.

Each branch office is responsible for preparing and maintaining standard operating procedures, guidelines, and checklists in support of this plan.

For emergency operations, the SERT Leader may activate Branch Offices at an enhanced level, Field Deployment or Strike Teams, and other specialized facilities and teams as necessary. All field operations will be organized and operated in a manner consistent with NIMS. The NCEM Operations Section will maintain standing operating procedures for Branch Offices and other specialized offices and teams. An activated Branch Office may be established as a Regional Coordination Center (RCC) to support and state disaster relief personnel and equipment (search and rescue teams, NC National Guard, emergency medical

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service teams, debris clearance teams, public works strike teams, security teams, etc.).

a. The functions of the RCCs are to:

- Support incident management policies and priorities
- Facilitate logistical support and resource tracking
- Information resource allocation decisions using incident management priorities
- Coordinate incident-related information
- Coordinate and resolve interagency and intergovernmental issues regarding incident management policies, priorities and strategies

b. RCCs operate under the Field Standard Operations Guideline. Team allocation and deployment to the RCC is managed by the Operations Chief.

5. TYPE 3 ALL-HAZARD INCIDENT MANAGEMENT TEAM (AHIMT)

AHIMTs in North Carolina are comprised of experienced emergency response personnel who have served in key positions within their own organization and/or jurisdiction. Members have varying areas of expertise in emergency management, fire service, emergency medical service, government finance, public information and other areas. All members are experienced in the operation of Emergency Operations Centers, field command posts and have varying experience with the operation of staging areas, bases, camps and Joint Information Centers. Type 3 AHIMT members all have training and experience working in an ICS structure to manage disasters as defined by the AHIMT Workgroup.

Type 3 AHIMT members are credentialed in Command and General Staff positions by the AHIMT Workgroup. A Type 3 All-Hazards Incident Management Team consists of; an Incident Commander, Public Information Officer, Safety Officer, Liaison Officer, Operations Section Chief, Planning Section Chief, Logistics Section Chief and a Finance/Administration Section Chief. The eight person Type 3 AHIMT is designed to assist in the management of complex incidents and/or events. The AHIMT works for and with the local jurisdiction requesting assistance.

AHIMTs may be deployed in-state to assist with the operation of

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Emergency Operations Center, field Command Posts, staging areas and bases. Based upon the mission requests from the impacted community, their mission may differ from deployment to deployment. The number of IMT members and ICS positions filled within a team will also vary based upon the mission requested.

AHIMTs will respond fully self-sustaining for a minimum of three days. After that period, self-containment will again depend upon the capabilities and information contained within the mission request.

AHIMTs may deploy out of state through Emergency Management Assistance Compact (EMAC) mission requests to support emergency response in impacted communities of other states who are members of the EMAC.

When deployed, it is the responsibility of the AHIMT Leader to ensure that all costs and expenditures follow state and/or EMAC financial guidelines. All costs, to include salaries, equipment, meals and lodging must be captured with daily reports and end of deployment reports. These reports should be captured and provided on a daily basis to the Branch Manager for the AHIMT deployed. The end of deployment records should be completed and filed with the Branch Manager and EMAC Coordinator within two weeks of returning home. The Team Leader will also provide copies of all generated products to the Branch Manager for file purposes. The team will gather upon return and complete an after action report to be filed as well.

6. 24-HOUR OPERATIONS CENTER

Responsible for receiving and disseminating communications between field agencies and the SERT. It operates a message-processing center in support of SERT activities according to standing operating guidelines and/or procedures. It operates 24 hours per day during normal day-to-day activities and at all levels of activation.

7. AIR OPERATIONS (STATE AND REGIONAL DISASTER AIRLIFT)

Coordinates use of air assets from the NC National Guard, the NC Wing of the Civil Air Patrol, and others during disasters and emergencies.

E. REFERENCES

- a. NCEM Standing Operating Guidelines for Field Operations
- b. NCEM Disaster Field Operations Guidebook

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F. TABS

- a. Air Operations/State and Regional Disaster Airlift (SARDA)
- b. Public Works and Engineering
- c. Fire Fighting
- d. Worker Safety and Health Support
- e. Mass Care
- f. Disaster Medical Services
- g. Public Health
- h. Search and Rescue
- i. Hazardous Material
- j. Animal Protection
- k. Energy
- l. Law Enforcement

AIR OPERATIONS/STATE & REGIONAL DISASTER AIRLIFT (SARDA) (NCESF-1)

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I. INTRODUCTION

A. PURPOSE

The purpose of this appendix is to establish consistent policies, organizational structures, and procedures for the use of aviation support during emergencies in North Carolina.

B. SCOPE

This appendix establishes parameters for the effective integration of aviation assets into disaster response and recovery activities.

II. SITUATION AND ASSUMPTIONS

A. ASSUMPTIONS

1. Disasters will result in a need for aircraft to support operations in the impacted area.
2. State government is responsible for planning, organizing, directing, managing, and controlling Air Operations/State & Regional Disaster Airlift (SARDA) operations prior to activation of the National Response Framework (NRF). After activation of the NRF, the State Air Operations Coordinator (AOC) must contact the Federal Coordinating Officer (FCO) and then coordinate missions closely with NCESF-1 at the Disaster Field Office (DFO).
3. Aviation assets used in disaster aviation support operations in North Carolina will remain under the command of their parent organization/owner/operator.
4. The AOC will coordinate disaster air operations.
5. Airspace control and management rests with the Federal Aviation Administration (FAA).
6. The AOC can activate all or part of the SARDA plan.
7. Aircraft, aircrews, support and supplies may be pre-positioned at staging areas in order to be in a position to respond after a disaster strikes.

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(SARDA) (NCESF-1)**

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8. Civil Air Patrol (CAP) missions are coordinated within the State Emergency Response Team (SERT) and must be approved by either the Commander, NC Wing CAP (if a state mission) or by the US Air Force (if a federal mission).

III. ORGANIZATION AND ASSIGNMENT OF RESPONSIBILITIES

A. LEAD STATE AGENCY

1. DEPARTMENT OF PUBLIC SAFETY (DPS)

NORTH CAROLINA EMERGENCY MANAGEMENT (NCEM)

B. SUPPORTING AGENCIES

1. DEPARTMENT OF PUBLIC SAFETY (DPS)

CIVIL AIR PATROL (CAP)

- a. Assist in air search and land rescue.
- b. Assist in aerial surveillance of surface routes and traffic.
- c. Provide aerial courier and messenger service.
- d. Provide light transport flights for personnel and supplies.
- e. Provide aerial reconnaissance and photographic flights for damage assessment.
- f. Provide fixed, mobile, and airborne communications.
- g. Provide aircraft to support disaster air operations as available.
- h. Provide personnel and equipment to support communications as available.

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(SARDA) (NCESF-1)**

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C. COOPERATING AGENCIES

1. DEPARTMENT OF PUBLIC SAFETY (DPS)

NC STATE HIGHWAY PATROL

STATE BUREAU OF INVESTIGATION (SBI)

NATIONAL GUARD (NCNG)

AIR OPERATIONS COORDINATOR (AOC)

- a. Act as liaison among aviation resource agencies.
- b. Maintain and update aviation resource list and track status of resources during emergencies.
- c. Identify necessary staffing and activate selected components.
- d. Identify the need for temporary flight restrictions and coordinate the requests with the FAA.
- e. If requested by the FAA, establish restricted airspace management.
- f. As necessary, identify and establish a forward staging area and the associated logistical support necessary for operations.
- g. Brief the State Emergency Operations Center (EOC) on the status of air operations, including current missions, available aircraft by type, locations of staging areas, and proposed priorities for aviation support.
- h. Advise State EOC personnel on aircraft capabilities, recommendations for appropriate mission by type of aircraft, and restrictions or costs associated with use of private sector aircraft.
- i. Respond to requests for aviation support from the State EOC.
- j. Maintain Daily Aviation Activity Logs including all missions flown.
- k. Coordinate maintenance and logistical support for aircraft.

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- I. Other operational, managerial and administrative support as needed.

AIR OPERATIONS OFFICER (AOO)

- a. Coordinate flight tasking, sequencing and frequency assignments for military air operations.
- b. Report all flight related data and logistics support requests through the Air Logistics Section (ALS).
- c. Provide aircraft to support disaster air operations as available.
- d. Provide personnel and equipment to support communications as available.

AIR LOGISTICS SECTION (ALS)

- a. The ALS will be comprised of State Aviation Chief Pilots (SACP) from each of the aviation support agencies.
- b. Responsible for contacting all SACPs in times of need to obtain current aircraft availability, locations and capabilities.
- c. During State Emergency Response Team activation, the ALS is responsible for assisting the AOC in the State EOC by tracking flight hours, fuel costs, support personnel scheduling, passenger manifests, cargo shipments, billing, contracting and other tasks as assigned by the AOC.
- e. Provide aircraft to support disaster air operations as available.
- f. Provide personnel and equipment to support communications as available.

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2. DEPARTMENT OF ENVIRONMENTAL QUALITY (DEQ)
DIVISION OF MARINE FISHERIES
3. DEPARTMENT OF TRANSPORTATION (DOT)
DIVISION OF AVIATION
4. DEPARTMENT OF AGRICULTURE AND CONSUMER SERVICES
(DA&CS)
NC FOREST SERVICE
5. DEPARTMENT OF COMMERCE (DOC)
6. NC WILDLIFE RESOURCES COMMISSION
DIVISION OF LAW ENFORCEMENT
7. UNC MEDICAL AIR OPERATIONS

IV. CONCEPT OF OPERATIONS

A. GENERAL

Most aviation support will be limited in scope to the site of the disaster area during the assessment. For early reconnaissance flights, the AOC may be called during the initial stages of the event assessment.

During Level I, the AOC may select a location and alert additional staff to support forward air operations. Aviation Liaisons may also be positioned in the EOC. The Aviation Logistics Section will address the coordination and allocation of resources, staging, logistics, intelligence, reporting, and communications for air support.

During Level II, the AOC would be requested to join state personnel in the State EOC. The AOC is the central point of contact for disaster aviation support activities. Depending on the severity of the situation, or the anticipated levels of air operations, additional staffing may be activated at the State EOC, an airport, or other appropriate facility to support this function.

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(SARDA) (NCESF-1)**

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Funding will be in accordance with the Robert T. Stafford Disaster Relief and Emergency Assistance Act (Public Law 93-288, as amended).

B. NOTIFICATION

North Carolina Emergency Management, via the State EOC, will notify the AOC when aviation support is required. The AOC will notify the appropriate aviation asset holders as deemed necessary for the incident.

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PUBLIC WORKS AND ENGINEERING (NCESF-3)
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I. INTRODUCTION

A. PURPOSE

To provide Public Works and Engineering support to assist local governments in needs relating to lifesaving or life protecting following an emergency or disaster.

B. SCOPE

Public Works and Engineering involves technical advice and evaluations, engineering services, construction management and inspection, emergency contracting, emergency repair of water, wastewater and solid waste facilities.

II. SITUATION AND ASSUMPTIONS

A. SITUATION

A major disaster will cause significant property damage. Structures will be destroyed or severely weakened; homes, public buildings, bridges, and other facilities will have to be reinforced or removed to ensure safety. Debris may make streets and highways impassable and public utilities will be damaged and may be partially or fully inoperable.

A major disaster may affect the lives of many response personnel, preventing them from performing their prescribed emergency duties. Resources in the immediate disaster area may be damaged or inaccessible resulting in inability to meet emergency requirements. State resources may be required to be deployed from outside the affected area to ensure a timely, efficient, and effective response. Many disaster situations have the potential to create sewage and waste disposal problems. Facilities may be damaged or destroyed creating additional public health problems. Emergencies may involve hazardous chemicals, sewage, waste, pesticides, or radiation that may threaten the environment critical to health and safety.

B. ASSUMPTIONS

1. Each agency will be responsible for debris removal or requesting the same from property and waterways under its general authority.
2. Each agency will be responsible for essential planning and employee safety and protection of state property during debris removal operations.
3. State agencies will not remove debris from private property without a

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PUBLIC WORKS AND ENGINEERING (NCESF-3)
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properly executed "Right-of-Entry" agreement.

4. All state departments having engineering capabilities within their agencies should be prepared to provide assistance in emergencies.
5. Local governments will use their own engineering personnel and those prearranged under mutual aid agreements. Additional engineering services required beyond state and local capabilities will be secured through contracts with private organizations or through prearranged agreements with other governmental organizations.
6. The Department of Environmental Quality (DEQ) sets regulations for waste treatment facilities and will monitor the restoration of damaged wastewater systems to a safe, functioning condition.
7. Regulations for the safety of the public water supply and clean air are set by DEQ. DEQ will monitor the restoration of systems to a safe, clean level.
8. Assistance from the state may be needed to clear debris, perform damage assessment, conduct structural evaluations, make emergency repairs to essential public facilities, reduce hazards by stabilizing or removing structures, and provide emergency water for human health needs and firefighting.
9. Access to the disaster areas will be dependent upon the re-establishment of emergency routes. In many locations debris clearance and emergency road repairs will be given top priority to support immediate lifesaving emergency response activities.
10. Rapid damage assessment of the disaster area will be required to determine potential workload.
11. Emergency environmental waivers, legal clearances and "Rights-of-Entry" (on private property), will be needed for disposal of material from debris clearance activities.
12. Significant numbers of personnel with engineering and construction skills along with construction equipment and materials will be required to assist in the response and recovery from the disaster.

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III. ORGANIZATION AND ASSIGNMENT OF RESPONSIBILITIES

A. LEAD STATE AGENCY

1. DEPARTMENT OF PUBLIC SAFETY (DPS)

NORTH CAROLINA EMERGENCY MANAGEMENT (NCEM)

- a. Serve as lead agency to plan, administer, and coordinate damage assessment throughout the state in response to emergencies.
- b. Gather, compile, and submit damage and needs assessment data as the situation may require.
- c. Plan, direct, and coordinate a multiple state agency emergency response to request from affected jurisdictions requiring public works assistance concerning debris collection, removal, and reduction; engineering services support; sewage and waste disposal facility repairs; and air and water quality evaluation and support.
- d. Coordinate Public Works and Engineering response by directing resources and prioritizing needs.
- e. Coordinate debris collection, removal and reduction assistance provided by U.S. Army Corps of Engineers, Small Business Administration, Farmers Home Administration, Individual Assistance Grant Program, and Public Assistance Program.
- f. Coordinate local government requests for assistance.
- g. Assist local governments and state agencies in preparation of project applications for federal assistance. With the assistance of the Department of Administration and the Department of Insurance, coordinate use of available state engineers for damage assessments, surveys, overviews, and reports during response and recovery operation.

B. SUPPORTING AGENCIES

1. DEPARTMENT OF TRANSPORTATION (DOT)

- a. Assume the lead role for vegetative debris removal on NCDOT maintained right-of-ways during and after an emergency or disaster.
- b. When debris removal from private property is ordered by the Governor, select and designate pick-up points on the right-of-way of public roads and streets to receive disaster related debris removed from private property.
- c. Provide coordination as needed for debris removal off right-of-way when it is a threat to health and safety, and has been so ordered by the Governor.
- d. Provide assistance in clearing wreckage from public property as requested by the Governor after a disaster.
- e. Provide consultation and appropriate engineering evaluations as necessitated by damage to state highway systems (roadways, bridges, signs, traffic signals).

2. DEPARTMENT OF ENVIRONMENTAL QUALITY (DEQ)

DIVISION OF WATER QUALITY (DWQ)
DIVISION OF LAND RESOURCES (DAM SAFETY PROGRAM)
DIVISION OF MARINE FISHERIES (DMF)
DIVISION OF WASTE MANAGEMENT (DWM)

- a. Assume the lead role for coordinating the response to sewage and waste disposal problems resulting from an emergency.
- b. Assist with damage assessment and restoration of wastewater treatment plants.
- c. Provide information, guidance, and instructions concerning standards for emergency wastewater treatment problems.
- d. Provide assistance, information, and guidance for emergency disposal of materials that adversely affect air quality.
- e. Notify the Division of Water Resources, Public Water Supply

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PUBLIC WORKS AND ENGINEERING (NCESF-3)
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Section, when public water supplies are threatened due to contamination caused by spills or other emergencies.

- f. Assist local governments in evaluating ramifications from chemical spills or releases that adversely affect the environment.
- g. Apply enforcement criteria as situation demands.
- h. Assume the lead role in coordinating the emergency response to air and water quality problems resulting from an emergency.
- i. Evaluate water quality when public water supplies are threatened by contamination resulting from any spill or emergency.

DIVISION OF WATER RESOURCES, PUBLIC WATER SUPPLY SECTION

- a. Provide technical advice when existing water supply has been disrupted due to power failure or other circumstances.
- b. Initiate boil water advisories for the period of time until water supply has been reestablished.
- c. Assist in damage assessment and restoration of water supply.
- d. Provide consulting assistance as required for public water supply concerns and emergencies.

3. DEPARTMENT OF AGRICULTURE AND CONSUMER SERVICES (DA&CS)

NC FOREST SERVICE (NCFS)

- a. Assist in damage assessment of state-owned property.
- b. Assist with debris removal from state-owned property.
- c. Provide personnel and equipment to assist in coordination of debris removal when environmental concerns exist.
- d. Provide food and lodging for debris removal personnel as requested.
- e. Assist Department of Transportation in obtaining permits and clearances for disposal of debris and wreckage.

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4. DEPARTMENT OF INSURANCE (DOI)

OFFICE OF STATE FIRE MARSHAL (OSFM)

- a. Provide engineering services support for damage surveys and other technical support as needed to respond to missions assigned to Public Works and Engineering.

5. DEPARTMENT OF HEALTH AND HUMAN SERVICES (DHHS)

DIVISION OF PUBLIC HEALTH (DPH)

- a. The State Laboratory will provide environmental laboratory services as requested.
- b. Provide assistance to local public health organizations.
- c. Human Ecology and Epidemiology will provide support as required.
- d. Office of the Chief Medical Examiner will provide assistance to community medical examiners as requested.

IV. CONCEPT OF OPERATIONS

A. GENERAL

Public Works and Engineering support supplements local emergency response actions immediately following a disaster. Representatives of Public Works and Engineering agencies will report to the State EOC upon request to coordinate response to public works and engineering requests for assistance. Primary agencies will determine, according to the nature of the emergency/disaster, which support agencies need to be SERT participants. The NCEM Communications Branch will recall selected support agencies or place them on alert as appropriate.

B. NOTIFICATION

In the event a disaster occurs or if the potential for a disaster exists, NCEM will notify lead and supporting agencies.

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PUBLIC WORKS AND ENGINEERING (NCESF-3)
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C. RESPONSE ACTIONS

1. INITIAL

- a. Coordinate with supporting agencies to inventory available personnel, equipment, and materials.
- b. Alert field personnel to prepare for response activities.
- c. Establish priorities and develop plans for mobilization.
- d. Preposition resources as appropriate.
- e. If there is advance warning, remove resources to safe location.

2. CONTINUING

- a. Public Works and Engineering agencies will provide personnel for damage assessment.
- b. Reassess priorities to ensure critical requests are being addressed.
- c. Track resources and re-allocate as necessary.

D. RECOVERY ACTIONS

1. INITIAL

When requested, agencies will provide personnel and equipment to assist in the recovery phase.

2. CONTINUING

- a. Continue damage assessment process.
- b. Re-evaluate priorities and make appropriate changes.
- c. Continue to support on-going missions with needed resources.
- d. Coordinate with local governments to accomplish off system work as required.
- e. Coordinate with the SERT/NCEM Public Assistance Branch to arrange

for disaster cost reimbursement to local governments.

V. DIRECTION, CONTROL AND COORDINATION

1. LOCAL

Each jurisdiction within the state is responsible for its own requirements. Only when local and mutual aid resources are exhausted or projected to be exhausted may the jurisdiction request assistance from the state. Local governments will use their own engineering personnel and those under pre-arranged mutual aid agreement and/or contracts to conduct public works response and recovery missions, and should have pre-arranged agreements or contracts in place for debris removal and disposal.

Local governments are normally responsible for the operation of local sewage and waste disposal systems in accordance with state standards. Reports and/or requests for assistance are made to the nearest Department of Commerce field office that notifies the Department of Environmental Quality (DEQ). Local governments maintain a capability to monitor and react to local air and water contamination to ensure readings are compatible with public health standards and requirements.

2. STATE

Public Works and Engineering has been categorized into five support elements. The primary agencies for these categories include the Department of Public Safety, North Carolina Emergency Management (damage assessment), Department of Transportation (debris removal), Department of Administration (engineering services), Department of Environmental Quality (sewage and waste disposal), Department of Environment and Natural Resources (air/water quality), and the Department of Health and Human Services (testing/sampling).

FIRE FIGHTING (NCESF-4)

June 2016

I. INTRODUCTION

A. PURPOSE

To provide guidelines for those agencies directly or indirectly involved in providing firefighting support or fire resources in response to emergencies requiring state assistance.

B. SCOPE

The Fire Fighting function involves managing and coordinating fire fighting activities, including the detection and suppression of fires, providing personnel, equipment, and supplies in support of local agencies involved in rural and urban firefighting operations.

II. SITUATION AND ASSUMPTIONS

A. SITUATION

The management of a large firefighting operation is complex, often involving hundreds of people and several different agencies and jurisdictions. Fires resulting from catastrophic disasters will place extraordinary demands on available resources and logistics support systems. A major disaster may result in many urban, rural and wildland fires. Ignition sources of little concern under normal conditions could cause many fires during and after earthquakes, hurricanes, etc. These fires will have the potential to spread rapidly, cause extensive damage, and pose a serious threat to life and property. Fire departments not incapacitated by the disaster event will be totally committed to these fires. Firefighting resources normally may be difficult to obtain and use because of the disruption to communication, transportation, utility, and water systems.

B. ASSUMPTIONS

1. Many urban, rural, and wildland fires may result from or occur coincidentally with a major disaster. Large, damaging fires will be common.
2. At the time of a disaster, there may be major wildfires burning elsewhere in the state. These fires could draw upon the same resources (people, equipment, and supplies) that would be needed to support firefighting and other emergency operations. It must be assumed that some firefighting resources will become scarce, resulting in the disaster-related firefighting operations competing for resources with wildfire suppression operations

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going on elsewhere.

3. Landline communications may be interrupted. Radio communication will be relied upon heavily, necessitating the request for back-up communications.
4. Wheeled-vehicle access may be hampered by bridge failures, debris, etc., making conventional travel to the fire location extremely difficult or impossible. Aerial attack by air tankers, helicopters, and quick response teams, may be essential in these situations. Helicopters may be scarce and usable airports congested.
5. Many of the resources commonly available for use in fighting large fires may be scarce or unavailable.
6. Wildland firefighting techniques may have to be applied to rural and urban fire situations, particularly where water systems are inoperative. Aerial delivery of fire retardants or water for structural protection may be essential. In the case of mass fires, the clearing of fire breaks and use of burning-out and backfiring techniques will be used.
7. Efficient and effective mutual aid among the various federal, state, and local fire agencies requires the use of the ICS together with compatible firefighting equipment and communications.

III. ORGANIZATION AND ASSIGNMENT OF RESPONSIBILITIES

A. LEAD STATE AGENCY

1. DEPARTMENT OF INSURANCE (DOI)

OFFICE OF STATE FIRE MARSHAL (OSFM)

OSFM has the authority of the Insurance Commissioner to use any available resources to fulfill its mission in support of fire suppression, to include assigning of volunteer fire resources to locations throughout the state.

- a. Exercise the statutory mandate assigned to DOI for structural fire suppression in the state.
- b. Exercise the primary support function for forest fire suppression in support of the NC Forest Service.

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- c. Oversee statewide fire training, providing standards and qualification levels for individuals functioning in the rescue specialty.
- d. Exercise control during major fire suppression over the coordination required to temporarily reallocate resources, personnel, and equipment to other areas where they are needed. This includes staging, security, and refueling.
- e. Assume responsibility for loaned equipment and personnel. This includes accountability, maintenance and repair, and a provision for return of the equipment to the original jurisdiction when it is no longer needed.
- f. Provide engineers to assist with damage assessment.
- g. Implement the NC Association of Fire Chiefs Emergency Response Plan (NCAFC ERP) as necessary.

2. DEPARTMENT OF AGRICULTURE AND CONSUMER SERVICES (DA&CS)

- a. Direct all operational and tactical activities.
- b. Exercise the primary support function for structural fire suppression in support of the OSFM.
- c. Conduct a forest fire public awareness program to prevent forest fires.
- d. Control outdoor burning permits.

B. SUPPORTING AGENCIES

1. DEPARTMENT OF PUBLIC SAFETY (DPS)

NORTH CAROLINA EMERGENCY MANAGEMENT (NCEM)

- a. Assist the OSFM and the NC Forest Service with fire suppression efforts.
- b. Ensure coordination among all the resource providers and the supporting agencies.
- c. Provide key personnel as needed and as requested by NCEM Area Coordinators or Branch Managers to the Incident Commander in the

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affected area to perform support functions as required on site.

- d. Provide search and rescue resources as may be required by the particular fire suppression scenario.
- e. Maintain around-the-clock response coordination for forces committed in the field.
- f. Provide all essential coordination for the dispatch, arrival, entry, and reporting of necessary personnel into the fire suppression area.
- g. Upon recommendation of the NC Forest Service, prepare the Fire Suppression Assistance Compact request for the Governor's signature, specifying the facts supporting the request.

NORTH CAROLINA STATE HIGHWAY PATROL (SHP)

- a. Provide traffic control activities and be available to assist local law enforcement as requested.
- b. Reroute traffic around the affected area as required by circumstances and as requested by the local jurisdiction.
- c. Coordinate traffic control for ordered evacuations, establish roadblocks as the situation may dictate, and assist pedestrian traffic where critical.
- d. Provide any service or logistical support in support of fire suppression which may be directed by the Governor, the Secretary of DPS, the State Emergency Response Team (SERT), or as may be determined necessary by the Patrol Commander, appropriate Zone Director, or Troop Commander.
- e. During a State of Disaster declared by the Governor, coordinate all law enforcement activity required for the protection of life and property.
- f. In coordination with the local jurisdiction, prevent all unauthorized reentry into a fire suppression area which has been evacuated.

NORTH CAROLINA NATIONAL GUARD (NCNG)

- a. Assist the fire suppression effort as the situation may warrant.
- b. Provide heavy vehicles for logistical and transportation requirements

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as requested.

- c. Supply field generators as required by the Incident Commander and SERT support coordination.
- d. Provide helicopter support for short notice fly-overs of the fire suppression area and for tactical observations as requested.
- e. Provide wreckers for moving incapacitated firefighting engines and trucks as the situation may require.
- f. Provide helicopter support for moving equipment and personnel as needed. Provide water-bucket qualified aircrews for fire suppression as requested.

DIVISION OF ADULT CORRECTION AND JUVENILE JUSTICE

- a. Serve as a support agency in fire suppression and rescue activities as requested by the SERT. Since each situation will differ, the requirements will also vary in requests for personnel, supplies, and equipment.
- b. Provide food to the committed forces in the affected area as requested by the Incident Commander and coordinated through the SERT.

2. DEPARTMENT OF HEALTH AND HUMAN SERVICES (DHHS)

**DIVISION OF HEALTH SERVICE REGULATION (DHSR)
OFFICE OF EMERGENCY MEDICAL SERVICES (OEMS)**

- a. Work with the OSFM in the SERT to provide joint response in areas of mutual concern.
- b. Coordinate the medical response aspect inherent in the OSFM function to include extrication and other emergency medical technical concerns.
- c. Coordinate the deployment of emergency medical equipment and personnel in response to fire suppression.
- d. Coordinate ambulance services in response to SERT requests to include air ambulance services accessible through the Helicopter Consortium.

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DIVISION OF PUBLIC HEALTH (DPH)

- a. Provide State Laboratory support as required.
- b. Provide Environmental Epidemiology support such as chemical exposure, ozone, etc.
- c. The Office of the Chief Medical Examiner will provide support as required.

DIVISION OF SOCIAL SERVICES (DSS)

- a. Support mass care activities as required.

**DIVISION OF MENTAL HEALTH, DEVELOPMENTAL DISABILITIES,
AND SUBSTANCE ABUSE SERVICES (MHDDSAS)**

- a. Provide immediate and long-range counseling as necessary.

3. DEPARTMENT OF TRANSPORTATION (DOT)

- a. Support fire suppression activities as requested by the SERT.
- b. Provide road-clearing work in support of fire suppression and/or rescue operations to facilitate access, assist initial response, or provide debris removal off right-of-way during a recovery phase.
- c. Provide maintenance, repair and/or fuel to fire suppression or rescue vehicles and equipment as requested and as coordinated through the SERT.
- d. Assist with road closings, detours, and other traffic control measures by furnishing and installing necessary signs, barricades, and other required devices.
- e. Assist in the reporting of forest fires.

4. DEPARTMENT OF NATURAL AND CULTURAL RESOURCES (DNCR)

DIVISION OF PARKS AND RECREATION (DPR)

- a. Assist in detection and reporting of forest fires.

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- b. Provide equipment and personnel to assist in fire control in, adjacent to, or threatening a state park and other areas as requested and capable.

5. NC WILDLIFE RESOURCES COMMISSION (WRC)

- a. Encourage fire prevention through daily contacts with hunters and fishermen.
- b. Assist in the detection of forest fires and in the patrolling of fire areas.
- c. Provide assistance in controlling forest fires through the use of commission aircraft, vehicles, and radios as requested.

6. QUASI-GOVERNMENTAL AND PRIVATE VOLUNTEER ORGANIZATIONS

AMERICAN RED CROSS (ARC)

- a. Obtain damage assessment surveys of affected areas and determine the kinds of services that must be provided.
- b. Manage Red Cross Mass Care (feeding and sheltering) including 24-hour Disaster Health Services (physical and mental) for evacuees and to support personnel if their (support personnel) current plans are insufficient or need augmentation.
- c. Provide food at fixed and mobile feeding stations.
- d. Provide emergency information concerning welfare to evacuees.
- e. Assist government agencies in disseminating official warnings.
- f. Maintain a current inventory of ARC owned equipment and supplies and of available sources for additional supplies and equipment.
- g. Maintain or establish agreements with organizations which have shelter facilities to be used for disaster mass care operations.
- h. Recruit and train disaster personnel and maintain rosters of available paid and volunteer staff.

THE SALVATION ARMY

- a. Assist in mass and individual feeding as required and as coordinated through the SERT.
- b. Provide emergency shelter within capabilities and after consultation within the SERT.
- c. Provide clothing, food, furniture, and household supplies to victims as needed.

IV. CONCEPT OF OPERATIONS

A. GENERAL

The lead and supporting agencies named will manage and coordinate the state firefighting activities. Mobilizing resources in support of local wildland, rural and urban firefighting activities will accomplish this. Established firefighting organizations, processes, and procedures will be used. Responsibility for situation assessment and determination of resource needs lies with the local Incident Commander. Requests for firefighting assistance and resources will be handled in accordance with mutual aid agreements and/or from the local Emergency Management Agency to the State EOC. The State EOC will coordinate requests for federal non wildland fire resources as necessary. Actual firefighting operations will be managed under the incident command system. Situation and damage assessment information will be transmitted to the State EOC in accordance with established procedures.

Priority will be given to saving lives and protecting property, in that order. Mutual aid agreements exist through G.S. 58-83-1 and the North Carolina Association of Rescue and EMS.

B. NOTIFICATION

The initial notification is passed from NCEM to the appropriate SERT agencies. The OSFM, who are on 24-hour call, will respond as called and assigned. Notification of other OSFM or DOI personnel will follow the Department's standard operating procedures for recall. The NC Forest Service will be notified by the State EOC.

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C. RESPONSE ACTIONS

1. INITIAL

- a. Once the SERT is activated for response to a requirement for fire suppression missions, the OSFM SERT representative will assume control, respond to fire operational needs as required, evaluate information being reported, and initiate field staff assignments.
- b. Once the SERT is activated for response to a requirement for forest fire suppression, the Department of Agriculture and Consumer Services and the NC Forest Service will assume their responsibility for the lead role in forest fire suppression activities.
- c. Communication links between SERT and essential attack and support elements will be established.
- d. An initial situation and damage assessment will be obtained through established procedures.
- e. Non wildland fire resource requests will be submitted through SERT where the OSFM will evaluate, allocate, and account for committed personnel and equipment.
- f. The NC Forest Service will track all wildland fire generated resource requests.
- g. The OSFM SERT representative will dispatch a team to the site when deemed necessary in order to provide for accountability in the acceptance and assignment of firefighting units from other parts of the state.
- h. Set up and maintain staging areas in safe and accessible areas.
- i. Arrange for housing and feeding of responding personnel.

2. CONTINUING

- a. Determine and resolve issues regarding resource shortages, interagency conflicts, and policy matters.
- b. Maintain a complete log of actions taken, resource orders, records, and reports.

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- c. Provide for the return of equipment to the parent jurisdiction when it is no longer needed.
- d. Coordinate federal firefighting resources if requested.
- e. Withdraw or re-deploy resources as needed.

D. RECOVERY ACTIONS

1. INITIAL

- a. De-obligate personnel and equipment.
- b. Compile reports of costs incurred during response and submit to the NCEM Public Assistance Branch.

2. CONTINUING

- a. Assist with damage assessment, debris removal and other recovery tasks as directed.
- b. Review and evaluate plan for adequacy and workability during the response.

V. DIRECTION, CONTROL AND COORDINATION

1. LOCAL

In most North Carolina counties, the County Fire Marshal serves as the "leader" of the fire service. Fire departments are generally made up of organized and trained units using paid and volunteer personnel and serve a specific geographical area, providing service to local governments. The primary concern of these departments is fires within their jurisdictions, although some fire departments include rescue and EMS personnel. Through mutual aid agreements, local fire departments support the NC Forest Service in the control and prevention of forest fires.

2. STATE

In the event of a SERT activation, OSFM has been given the authority by the Insurance Commissioner / State Fire Marshal to use any resource available to fulfill its mission in support of fire suppression. The OSFM is responsible for implementing plans, controlling resources, verifying needs,

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and collecting and transmitting credible information to the State EOC.

The Department of Agriculture and Consumer Services, through the NC Forest Service, is the lead agency in forest fire suppression in the state. As such, it directs all operational and tactical activities during such emergencies. Statewide forestry resources are divided into three regions: the Coastal Plain, Piedmont, and the Mountains. Each region is comprised of a number of districts with a total of 13 districts in the state. Each county has two to fifteen permanently assigned state forestry personnel.

3. FEDERAL

The primary agency for the Federal ESF-4 is the U.S. Department of Agriculture, U.S. Forest Service. Coordination with and support of state and local fire suppression organizations will be accomplished through the State Forester, in cooperation with the State Fire Marshal and NCEM. The continuing "Federal-State Agreement for Fire Suppression" between NC and the Federal Emergency Management Agency (FEMA) allows for financial assistance for damages resulting from a forest fire. Procedures for requesting fire suppression assistance from FEMA are outlined in the NC Recovery Manual.

WORKER SAFETY AND HEALTH SUPPORT (NCESF-5A)

June 2016

I. INTRODUCTION

A. PURPOSE

The purpose of this appendix is to provide guidelines for implementing worker safety and health support functions during potential or actual emergencies and disasters. Additionally, this appendix describes the actions needed to ensure that threats to responder safety and health are anticipated, recognized, evaluated, and controlled consistently so that responders are properly protected during incident management operations.

B. SCOPE

The State Emergency Response Team (SERT) activates the Department of Labor (DOL), Occupational Safety and Health (OSH) Division as the coordinator for worker safety and health technical support. The DOL then coordinates mechanisms and processes used to provide technical assistance for carrying out incident safety management activities include identification and characterization of incident hazards, assessments and analyses of health risks and exposures to responders, medical monitoring, and incident risk management.

II. SITUATION AND ASSUMPTIONS

A. SITUATION

A significant natural disaster or man-made incident may create conditions which would adversely affect the safety and health of emergency responders. A significant disaster such as an outbreak of tornadoes or a Category 4 or 5 hurricane would result in hazards such as downed trees and power lines or severely damaged or collapsed structures. In addition, secondary events such as fires, explosions, flooding and hazardous material releases may compound the problems and threaten both survivors and rescue personnel.

B. ASSUMPTIONS

1. Emergency Management activation of the State Emergency Response Team activates the DOL, Occupational Safety and Health Division as the coordinator for worker safety and health technical support.
2. DOL, OSH Division assistance and coordination may also be requested during the course of an incident if specific needs are identified by other departments or individual agencies.

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3. Private-sector and public-sector employers are responsible for the safety and health of their employees.
4. NC employers are responsible for worker health and safety pursuant to the Occupational Safety and Health Act of NC (NCGS §95-129) and in some cases 40 CFR 311, Worker Protection. This responsibility includes allocating sufficient resources for safety and health programs, training staff, purchasing protective clothing, and equipment as needed, and correcting unsafe or unsanitary conditions.
5. Worker safety and health representatives work with the SERT or local Incident Commander regarding the release of general occupational safety and health information.

III. ORGANIZATION AND ASSIGNMENT OF RESPONSIBILITIES

A. LEAD STATE AGENCY

1. DEPARTMENT OF PUBLIC SAFETY (DPS)

- a. Provides resources, including personnel and equipment, to support and assist NC emergency response agencies and federal organizations in protecting first responders and recovery workers during a local or nationally significant incident.

B. SUPPORTING AGENCIES

1. DEPARTMENT OF LABOR (DOL)

OCCUPATIONAL SAFETY AND HEALTH DIVISION (OSH)

- a. Safety and health representatives work with the SERT or local Incident Commander regarding the release of general occupational safety and health information
- b. Allocate sufficient resources for safety and health programs, training staff, purchasing protective clothing and equipment as needed, and correcting unsafe or unsanitary conditions.

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IV. CONCEPT OF OPERATIONS

A. GENERAL

The DOL coordinates state and federal safety and health assets to provide proactive consideration of potential hazards. They ensure the availability and management of safety resources needed by responders and shares responder safety-related information. They coordinate among state agencies, local, and federal governments, and private-sector organizations involved in incident response.

B. NOTIFICATION

Upon notification of an incident, representatives from local, state, and federal governments and the private sector involved in incident characterization, stabilization, and cleanup will meet as directed by the SERT Leader/Incident Commander to identify and resolve conflicts, share information, and provide the SERT Safety Coordinator/Incident Command Post (ICP) Safety Officer with the information necessary to manage responder safety and health risks.

C. RESPONSE ACTIONS

1. INITIAL

- a. Provide staff to support the SERT Safety Coordinator/Incident Command Post Safety Officer.
- b. DOL personnel will serve as technical specialists in other ICS elements as required.
- c. Identify likely hazards associated with potential incidents and the preventative actions that can be taken to reduce or eliminate illnesses and injuries that may result from hazardous exposure.

2. CONTINUING

- a. Evaluate the need for longer term epidemiological medical monitoring and surveillance of responders.
- b. Division resolves technical, procedural, and risk assessment conflicts, if necessary through formal recourse to the SERT Safety Coordinator/ICP Safety Officer, SERT Leader or Incident Commander before they adversely affect the consistency and accuracy or the advice and information provided to responders and

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response organizations.

D. RECOVERY ACTIONS

1. INITIAL

- a. Collect and manage data (exposure data, accident/injury documentation, etc.) to facilitate consistent data-formatting and data-sharing among response organizations.
- b. Carry out responder exposure monitoring, including task-specific exposure monitoring for toxins and physical stressors (e.g., noise, heat/cold, ionizing radiation).

2. CONTINUING

- a. Provide occupational safety and health technical advice and support to the SERT Safety Officer and ICP Safety Officer(s) involved in incident management.
- b. Representatives from local, state, and federal governments and the private sector involved in incident characterization, stabilization, and cleanup will meet as directed by the SERT Leader/Incident Commander to identify and resolve conflicts, share information, and provide the SERT Safety Coordinator/ICP Safety Officer with the information necessary to manage responder safety and health risks.

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MASS CARE AND HUMAN SERVICES (NCESF-6)
June 2016

I. INTRODUCTION

A. PURPOSE

To coordinate efforts to provide emergency shelters, feeding, water, distribution of relief supplies for victims of a disaster, and disaster welfare information.

B. SCOPE

Mass Care and Human Services will ensure the provision of sheltering during a disaster, including those individuals with access and functional needs such as hearing, sight, or other physical restrictions and non-English speaking groups. The function will provide food and essential water requirements for disaster victims and emergency workers and provide emergency first aid to disaster victims and workers at mass care facilities and at designated sites within the disaster area. They are responsible for coordinating relief efforts provided by volunteer organizations, providing clothing and mental health counseling to disaster victims, and coordinating emergency first aid in shelters, fixed feeding sites, and emergency first aid stations.

II. SITUATION AND ASSUMPTIONS

A. SITUATION

A significant natural or man-made disaster may cause severe damage to structures and may rapidly overwhelm the capacity of local government. Disaster victims may be forced from their homes, depending on such factors as time of occurrence, area demographics, building construction, and existing weather conditions. Family members may be separated immediately following a sudden-impact disaster. Shelter registration, feeding, provisions of water and clothing are fundamental functions necessary for the care of disaster victims.

B. ASSUMPTIONS

1. All coordination for sheltering will be accomplished through the State Emergency Response Team (SERT) in the State Emergency Operations Center (EOC).
2. Local officials will relay mass care situation reports to the State EOC.
3. People who are care dependent have requirements that will differ from those of other citizens. Local jurisdictions have the responsibility to provide

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adequate assistance to these individuals to meet their specific needs. State agencies will assist local jurisdictions as appropriate in meeting the needs of these individuals.

4. Shelters and feeding sites may need to be set up quickly with no advance notice.
5. Damage from catastrophic disaster events may cause extended displacement and damage to the infrastructure.
6. Some people may self-evacuate when advance warning of impending disaster is available.
7. Sheltering and feeding operations may be required for significant numbers of people.
8. Some victims will go to public shelters while others will find shelter with friends or relatives. Many victims will remain with or near their damaged homes.
9. Victims of disasters often require mental health counseling to cope with the stress and uncertainty of the personal catastrophe.
10. Agreements exist between local governments and local volunteer organizations for assistance in mass care activities.
11. A significant influx of disaster workers may strain the resources of impacted areas.

III. ORGANIZATION AND ASSIGNMENT OF RESPONSIBILITIES

A. LEAD STATE AGENCY

1. DEPARTMENT OF HEALTH AND HUMAN SERVICES (DHHS)

DIVISION OF SOCIAL SERVICES (DSS)

- a. Coordinate with mass care support agencies.
- b. When necessary, obtain from local DSS Departments in affected jurisdictions resource inventory lists to include personnel rosters, shelter listings, and numbers of shelter managers.

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- c. Coordinate requests for assistance with support agencies.
- d. Assess situation and prioritize activities.
- e. Coordinate with the SERT Donations Management Branch and volunteer agencies to assist disaster victims during shelter/mass care situations.
- f. Assist, when requested, local social services departments in organizing resources to provide food and water requirements for shelter population.
- g. Coordinate with the SERT Donations Management Branch regarding inventories of food in identified warehouses.
- h. Request necessary assistance with transportation of food from identified warehouses to mass care feeding sites.
- i. Track and report the status of mass care operations.
- j. Maintain a listing of all volunteer organizations active in mass care in the disaster area.
- k. The SERT Human Services Branch will coordinate activities with Federal ESF-6.

B. SUPPORTING AGENCIES

1. AMERICAN RED CROSS (ARC)

- a. Support the management and coordination of sheltering, feeding, supplemental disaster health services, emergency first aid, distribution of emergency relief items, and Disaster Welfare Inquiry (DWI) services to the disaster-affected population.
- b. Establish and operate mass care shelters and feeding facilities for victims requiring these services.
- c. Provide casualty and illness information to appropriate authorities.
- d. Within its agreements, coordinate the provision of relief efforts by any and all volunteer organizations actively engaged in providing assistance to disaster victims.

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- e. Coordinate the recruitment and assignment of personnel for mass care operations.
- f. Coordinate registration of shelter residents.
- g. Provide families a variety of services and tools to communicate with families during times of emergency.

2. DEPARTMENT OF PUBLIC INSTRUCTION (DPI)

- a. Support sheltering activities with personnel and facilities, specifically through contractual agreement between local school boards and the ARC.

3. DEPARTMENT OF HEALTH AND HUMAN SERVICES (DHHS)

DIVISION OF MENTAL HEALTH, DEVELOPMENTAL DISABILITIES AND SUBSTANCE ABUSE SERVICES (MHDDSAS)

- a. Coordinate with the SERT Human Services Branch to provide counseling services to disaster victims during shelter stays.
- b. Prepare required data for requesting federal crisis counseling assistance as necessary.

DIVISION OF AGING AND ADULT SERVICES (DAAS)

- a. Promote the exchange of technical and statistical information relevant to needs and outcomes of the aging and disabled populations from NCEM to area agencies on aging and county departments of social services.
- b. Collaborate as requested with NCEM, DSS and other human service agencies to assist local jurisdictions in meeting the needs of individuals requiring functional support sheltering services.
- c. Collaborate as requested with NCEM, Division of Health Service Regulation and Division of Public Health, for individuals needing medical support sheltering services.
- d. Support recovery efforts by assigning and deploying appropriate personnel to assist county departments of social services, area agencies on aging, and other local entities as requested.

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- e. Provide technical and statistical information on homeless services (emergency shelters, grants programs) and emergency services (weatherization assistance program and heating/air conditioning repair and replacement programs.)

DIVISION OF PUBLIC HEALTH (DPH)

- a. Provide health guidelines and medical rules and regulations for the acceptance, handling and issue of used clothing.
- b. Provide health and medical inspection and oversight in the public interest as required to public and private facilities accepting and dispensing used clothing.
- c. Provide professional input as concerns the redistribution of used clothing.
- d. Assist in health oversight as necessary resulting from disaster situations requiring expedient supply of food and water.
- e. Support the SERT Emergency Services Branch in provision of medical personnel to staff State Medical Support shelters.

DIVISION OF SERVICES FOR THE BLIND (DSB)

- a. Provide technical and statistical information concerning needs relating to required services for blind residents.
- b. Provide assistance as needed at State EOC and field sites.
- c. Coordinate with the SERT Human Services Branch to assist as required.
- d. Ensure the NCEM Joint Information Center (JIC) is kept informed of any specialized materials/announcements/programs required to assist in keeping the blind populations informed (Braille information, programs, etc.).

DIVISION OF SERVICES FOR THE DEAF AND HARD OF HEARING (DSDHH)

- a. Provide technical and statistical information concerning needs relating to the required services for deaf and hard of hearing residents.

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- b. Provide assistance as needed at the State EOC and field sites.
- c. Coordinate with the SERT Human Services Branch to assist as required.
- d. Ensure the NCEM JIC is kept informed of any specialized materials, /announcements, and /programs required to assist in keeping the deaf and hard of hearing population informed.

DIVISION OF VOCATIONAL REHABILITATION SERVICES (DVRS)

- a. Monitor and report disruptions to programs that promote employment and independence for state residents with disabilities.
- b. Ensure continued determination of eligibility for Social Security disability (Title II), Supplemental Security Income disability (Title XVI), and Medicaid disability (Title XIX).
- c. Assist as necessary the Federal Emergency Management Agency (FEMA) in processing disaster assistance claims under the Individual Assistance Program.

DIVISION OF CHILD DEVELOPMENT AND EARLY EDUCATION (DCDEE)

- a. Provide technical and statistical information on child care facilities statewide.
- b. Coordinate with the SERT Human Services Branch as required.
- c. Approve temporary emergency child care services established for disaster victims and emergency workers as required.
- d. Assist with shelter operations as required.

DIVISION OF EARLY INTERVENTION AND EDUCATION

- a. Provide technical and statistical information on the operational needs of the four residential schools (three for the deaf and one for the blind).
- b. Monitor and report disaster caused disruptions to early intervention services.

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4. DEPARTMENT OF PUBLIC SAFETY (DPS)

NORTH CAROLINA EMERGENCY MANAGEMENT (NCEM)

- a. Provide assistance as needed through field services personnel.
- b. Coordinate requests for resources from all state agencies.
- c. Request federal assistance as required.

DIVISION OF ADULT CORRECTION AND JUVENILE JUSTICE

- a. Make institutions under its control available for shelters where practical.
- b. Support mass feeding activities.

NORTH CAROLINA NATIONAL GUARD (NCNG)

- a. Provide available feeding resources to dislocated population.

5. THE SALVATION ARMY (TSA)

- a. Provide mass feeding with mobile and/or fixed sites.
- b. Establish and operate centers for the purpose of receiving and distributing donated emergency supplies.
- c. Disaster casework and case management.
- d. Trained personnel to provide emotional and spiritual care.
- e. Coordinate with other SERT Human Services agencies and organizations to address unmet needs.

6. DEPARTMENT OF AGRICULTURE AND CONSUMER SERVICES (DA&CS)

- a. Coordinate animal issues for SERT Human Services Branch through the AgEOC and State Agriculture Response Team.
- b. Support Mass Feeding operations through SERT Logistics Section by providing access to food commodities and distribution

resources.

IV. CONCEPT OF OPERATIONS

A. GENERAL

Requests for mass care assistance will be coordinated through the SERT. Primary and Support Agencies for mass care will have representatives in the State EOC for as long as necessary.

B. NOTIFICATION

Primary and support agencies for mass care will be notified NCEM Operations and advised that a disaster has occurred or that the potential exists.

C. RESPONSE ACTIONS

1. INITIAL

- a. Verify available resources to determine adequacy of personnel, food, and water supplies for implementation of initial mass care activities.
- b. Deploy personnel and resources.
- c. Review policies and procedures and ensure personnel are informed.
- d. Establish communications with personnel in the field as well as with the Division of Social Services and ARC personnel in local jurisdictions.
- e. Prepare for activation of Disaster Welfare Inquiry System and for informing the public of this service.
- f. Assess anticipated level of response by ARC chapters and other organizations during the first few days.

2. CONTINUING

- a. Open and operate shelters.
- b. Provide meals at fixed locations and mobile feeding as required.
- c. Provide emergency first aid in shelters, fixed feeding sites, and emergency first aid stations.

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- d. Distribute potable water and ice.
- e. Distribute emergency relief items as needed.
- f. Staff and supply shelters, feeding units, emergency first aid stations, and the DWI operation.
- g. Establish communications between shelters, feeding units, emergency first aid stations, and relief operation location(s).
- h. Coordinate activities of all public shelters that fall under the ARC shelter guidelines.
- i. Monitor evacuation activities to ensure shelters are opened in all counties as needed.
- j. Monitor occupancy levels and ongoing victims' needs and provide the SERT Plans Section a daily report on shelter openings and closings.
- k. Coordinate the provision of additional and relief staff and the replenishment of shelter supplies.
- l. Monitor shelter occupancy levels to coordinate consolidation as appropriate.
- m. Coordinate with the SERT Emergency Services Branch to ensure people with medical needs are having their needs attended to in an appropriate setting.
- n. Coordinate mass feeding locations to ensure optimal logistics for public service.
- o. Assist in providing food for individuals not in shelters and who are unable to go to mass feeding sites.
- p. Coordinate with the SERT Emergency Services Branch for the provision of medical services to include mental health services in shelters.

D. RECOVERY ACTIONS

1. INITIAL

- a. Coordinate with local emergency management coordinators, local ARC personnel, and federal agencies to determine continued shelter needs.
- b. Assist with long term placement of disaster victims where needed due to damage to their homes.
- c. Continue to provide food, clothing, and emergency first aid as needed.

2. CONTINUING

- a. Monitor shelter closings and occupancy levels.
- b. Assist shelter residents in obtaining information regarding disaster assistance available.

V. DIRECTION, CONTROL AND COORDINATION

1. LOCAL

Mass care activities begin immediately after the disaster occurs, or beforehand if advance warning merits and assistance is requested by the counties in the support of their mass care activities. Local governments will identify facilities for use as shelters and special needs shelters. Decisions to open and close shelters are responsibilities of local governments. Local governments will coordinate opening and closing of shelters with the ARC.

2. STATE

Mass care activities will be coordinated through the State Emergency Operations Center (EOC). The lead and supporting agencies will provide staff at the State EOC on a 24-hour basis for the duration of the Mass Care activation. Each agency assigned to mass care activities will develop disaster plans that have been coordinated through the mass care lead state agency. These plans are to be operational in nature and will be used upon activation of mass care along with necessary supporting documents.

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- a. The SERT Human Services Branch will coordinate the activities of all public shelters. Shelters operated by ARC will be operated under the ARC Shelter Guidelines. This includes shelters opened before, during, and after the disaster.
- b. The SERT Human Services Branch will monitor evacuation activities to ensure sufficient shelters are opened as needed.
- c. The SERT Emergency Services Branch will support any shelter requiring medical services and/or personnel beyond ARC resource capabilities.

3. FEDERAL

When resources beyond those at the state and local level are required, assistance will be requested from the Federal ESF-6. This will be accomplished through the State EOC.

DISASTER MEDICAL SERVICES (NCESF-8A)

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I. INTRODUCTION

A. PURPOSE

The purpose of this appendix is to provide coordinated state assistance to supplement local resources in response to medical care needs following a declared disaster event or at the request of emergency management.

B. SCOPE

The intent of Disaster Medical Services is to supplement county governments affected by the disaster from resources available within the Division of Health Service Regulation (DHSR), Office of Emergency Medical Services (OEMS), NC Emergency Management (NCEM), including supporting departments and agencies, and resources available from the State Medical Response System inclusive of the State Medical Assistance Teams, the National Disaster Medical System (NDMS), Disaster Medical Assistance Teams (DMATs), Emergency Medical Services Systems, Acute Care Hospitals, and the Association of Rescue and EMS. The OEMS fulfills its role as lead ESF-8 agency by coordinating non-local medical assets to augment local needs as identified by mission assignments from emergency management.

Disaster Medical Services involves supplemental assistance to local governments in planning, response, mitigation, and recovery of a major emergency or disaster. These activities include, but are not limited to, assessment of medical needs, provision of medical care personnel and medical equipment and supplies, coordination assistance for transportation of medical supplies and personnel, coordination assistance for evacuation of patients, provision of emergency responder health and safety, provision of medical command and control, and Emergency Medical Services.

II. SITUATION AND ASSUMPTIONS

A. SITUATION

A significant natural disaster or man-made event that overwhelms the local jurisdiction's standard of care capability would define a need for a declaration of emergency. This may require that state medical care assistance be provided. Hospitals, nursing homes, community health centers, rural health centers, university health centers, assisted living facilities, funeral homes, hospital morgues, and other medical facilities may be severely damaged or totally destroyed depending on the disaster. Even undamaged or slightly damaged facilities may be unusable due to the lack of utilities. Staff may be unable to report for duty because of personal

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injuries or lack of communications and transportation.

Medical facilities that remain in operation and have the necessary utilities and staff will probably be overwhelmed with walking-wounded and seriously injured victims who are brought there immediately after the occurrence. In the face of increases in demand and the damage sustained, medical supplies (including pharmaceutical) and equipment will probably be in short supply. Most health care facilities usually maintain only a small inventory to handle their day-to-day short-term patient loads. Restocking of medical supplies could be hampered depending on communication and transportation disruptions. Disruptions in personnel, product, and physical plant could seriously impair access to healthcare in impacted areas.

Uninjured persons who require daily medications may have difficulty in obtaining these medications because of damage/destruction of normal supply locations and general shortages within the disaster area. Man-made events, such as those involving hazardous materials, could cause a demand for specialized medical care personnel and equipment. Intentional or unintentional exposures to infectious agents could create a need for specific levels of protection for healthcare workers and possible substantial decreases in the healthcare workforce. Isolation surge capacity needs could also create a need for alterations and augmentation of existing product, pharmaceuticals, and physical plant in healthcare facilities. In addition to physical injuries, the stress imposed on individuals affected by a disaster may produce a need for increased mental health outreach and crisis counseling to prevent or resolve further emotional problems.

B. ASSUMPTIONS

1. The initial resources within the affected disaster area will most likely be inadequate to treat all casualties at the scene or treat them in local health care systems.
2. Additional resources will be urgently needed to supplement local jurisdictions for triage, tracking of patients and medical resources, treatment of casualties in the disaster area, and transport to appropriate facilities. In a major disaster, there will probably be a need for transportation of patients, possibly by air, to the nearest metropolitan areas with sufficient concentrations of medical assets where patient needs can be matched with the necessary definitive medical care.
3. Damage to chemical and industrial plants, sewer lines, and water distribution systems and secondary hazards such as fires will result in toxic environmental and health hazards to the surviving population and response personnel including exposure to hazardous chemicals, and contaminated

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water supplies, crops, livestock, and food products.

4. Pandemic outbreaks will create needs for additional personnel, product, pharmaceuticals, and alteration in physical plant to meet surge capacity needs. Alternate care facilities, field hospitals and home care may be needed to augment existing healthcare facilities statewide.
5. Additional state and federal capabilities may be needed to supplement and assist the local jurisdictions.
6. Additional transportation will be needed to evacuate patients to the appropriate hospital or medical facility and to transport fatalities to funeral homes and hospital morgues.
7. Disaster conditions may increase the potential for injury or illness.
8. Emergency response personnel may be confronted with situations which can result in emotional distress causing disorientation, and which may hamper their ability to continue functioning in their current position. Supervisors of emergency response workers are encouraged to monitor these workers for indications of symptoms.
9. State Disaster Medical Services will be activated upon the request from a county or regional level emergency management entity for assistance following the occurrence and/or declaration of a disaster.
10. Disaster Medical Services personnel will have the capability to deploy with the State Emergency Response Team (SERT) All-Hazard Incident Management Teams, as well as with any resources sent to the impacted area.
11. State Disaster Medical Services will have field deployment capability with the ESF-8 Healthcare Facilities Rapid Assessment Teams. Teams consist of healthcare facility specialists designated by OEMS for immediate assessment of healthcare entity status and capabilities.
12. In accordance with assignment of responsibilities in this appendix and further tasking by the lead state agency, each participating support agency will contribute to the overall response but retain control over its own resources and personnel.
13. The SERT Emergency Services Branch will be the primary source of medical response information for distribution to state officials involved with response operations.

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14. Federal medical response and public health response will be coordinated with the SERT Emergency Services Branch.
15. The SERT Emergency Services Branch will not release medical information on individual patients to the general public to ensure patient confidentiality protection.
16. Appropriate information on casualties and patients will be provided for the American Red Cross (ARC) for inclusion into the Disaster Welfare Information (DWI) System for access by the public.
17. All deaths occurring as a result of a disaster fall under the NC State Chief Medical Examiner's jurisdiction. The management of mass fatalities will be coordinated through a joint effort between ESF-8 and the Division of Public Health.
18. Disaster Medical Services will coordinate requests with SERT Emergency Services for other healthcare resources through the Emergency Management Assistance Compact (EMAC) as necessary.

III. ORGANIZATION AND ASSIGNMENT OF RESPONSIBILITIES

A. LEAD STATE AGENCY

1. DEPARTMENT OF HEALTH AND HUMAN SERVICES (DHHS)

DIVISION OF HEALTH SERVICE REGULATION (DHSR) OFFICE OF EMERGENCY MEDICAL SERVICES (OEMS)

- a. Provide leadership in coordinating and integrating the overall state efforts that provide medical assistance to a disaster-affected area.
- b. Coordinate and direct the activation and deployment of state resources of medical personnel, supplies, equipment, and pharmaceuticals with Public Health as needed.
- c. Assist in the development of local capabilities for the on-site coordination of all emergency medical services needed for triage, treatment, transportation, tracking, and evacuation of the affected population with medical needs.
- d. Establish and maintain the cooperation of the various state medical

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and related professional organizations in coordinating the shifting of Emergency Medical Services resources from unaffected areas to areas of need.

- e. Coordinate with the SERT Military Support Branch to arrange for medical support from military installations.
- f. Coordinate the evacuation of patients from the disaster area when evacuation is deemed necessary.
- g. Coordinate the catastrophic medical sheltering response by implementing the Medical Support Sheltering Plan.

B. SUPPORTING AGENCIES

1. DEPARTMENT OF HEALTH AND HUMAN SERVICES (DHHS)

DIVISION OF MEDICAL ASSISTANCE (DMA)

- a. Administer the North Carolina Medicaid Program to provide medical services for public assistance recipients as listed in “Scope of Services, NC Medicaid Program” to include hospital care, physician bills, and laboratory and x-ray services.

DIVISION OF MENTAL HEALTH, DEVELOPMENTAL DISABILITIES AND SUBSTANCE ABUSE SERVICES (MHDDSAS)

- a. Provide available personnel and space at regional mental institutions in support of area mental health agencies as the situation warrants.
- b. Coordinate and direct assistance in mental health and crisis counseling matters.
- c. Maintain liaison with National Institute for Mental Health and other appropriate federal agencies.
- d. Confirm, consolidate, and evaluate information from local governments and determine the need for federal assistance with mental health problems.
- e. Arrange for and support crisis-counseling service as needed.

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OFFICE OF RURAL HEALTH AND COMMUNITY CARE (ORHCC)

- a. Work with local and state leaders to design and implement strategies for improving health care access for rural and underserved residents.
- b. Provide technical and financial assistance to underserved communities in developing and maintaining primary care health and dental centers.

DIVISION OF PUBLIC HEALTH (DPH)

- a. Provide coordination for the delivery of medical goods to hospitals through the NC Strategic National Stockpile Distribution Plan.
- b. Provide guidance on the evaluation and treatment of contagious diseases, chemical exposures and radiologic casualties.
- c. Provide laboratory support to clinical laboratories in medical facilities.
- d. Provide support, as requested, from the seven Public Health Regional Surveillance Teams (PHRSTs).
- e. Provide guidance on health and safety measures for emergency workers including but not limited to Personal Protective Equipment (PPE), prophylactic medications and vaccines.

2. DEPARTMENT OF PUBLIC SAFETY (DPS)

NORTH CAROLINA EMERGENCY MANAGEMENT (NCEM)

- a. Request medical assistance from other states and the federal government as required.
- b. Arrange the transfer of packaged-disaster hospitals or components where feasible.
- c. Provide identification cards and coordinate transportation in regulated areas.

NORTH CAROLINA NATIONAL GUARD (NCNG)

- a. Provide limited emergency medical care to sick and injured people.

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- b. Provide manpower to assist in setting up temporary hospital facilities that have been provided by other agencies.
- c. Assist with the transportation of disaster teams, medical personnel, and supplies into the disaster area.
- d. Assist with the transportation and evacuation of victims to permanent facilities.

STATE HIGHWAY PATROL (SHP)

- a. Assist with traffic control as requested by the State Emergency Response Team (SERT).
- b. Assist emergency responders and other authorized responders to obtain access into controlled areas.
- c. Provide logistics for Field Hospitals set up by State Medical Assistance Teams as needed based on type and size of disaster.
- d. Assist SMRS deployments by providing space and logistical support for receiving, storing and distributing drugs from the Strategic National Stockpile.

3. STATE MEDICAL RESPONSE SYSTEM

- a. Provide and/or coordinate appropriate medical treatment services for mobile, short-notice tasking medical facilities such as field medical services and medical coordination in the field, deployable, scalable field medical units, HAZMAT medical units, alternate care facilities, and medical support shelters.
- b. Assist Public Health with mass prophylaxis and mass casualty triage.
- c. Assist with National Disaster Medical System (NDMS) airhead or other patient transportation operations.
- d. Provide health and medical services to SERT workers.
- e. Prepare, maintain, and implement in cooperation with Public Health necessary procedures for receiving, storing, and distributing medications and supplies delivered to North Carolina from the Strategic National Stockpile.

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- f. Assist with responder rehabilitation.
- g. Augment healthcare personnel in existing facilities

4. NC ASSOCIATION OF RESCUE AND EMS, INC. (NCAREMS)

- a. Assist in obtaining manpower, equipment and other resources as requested.

5. NORTH CAROLIA BAPTIST MEN

- a. Provide logistical and medical assets for ESF-8 when available.

6. AMERICAN RED CROSS (ARC)

- a. Provide supportive counseling for the family members of victims.
- b. Provide available personnel to assist in temporary infirmaries, immunization clinics, morgues, hospitals, and nursing homes.
- c. Provide information to families on available health resources and services.
- d. Assist with other tasks in accordance with the current NC Memorandum of Understanding.

IV. CONCEPT OF OPERATIONS

A. GENERAL

The Department of Health and Human Services (DHHS) Division of Health Service Regulation (DHSR) Office of Emergency Medical Services (OEMS) serves as lead agency assigned to Disaster Medical Services. OEMS will be responsible for the provision and coordination of services to include personnel, medical product, physical plant, and pharmaceuticals to meet medical needs and thus provide access to healthcare for NC citizens before, during and after a disaster. Resources available within OEMS, the support agencies of Disaster Medical Services, private enterprise, and community voluntary agencies will be used to accomplish assigned missions. The lead agency will make available sufficient staff to be present in the State EOC to coordinate the activities of Disaster Medical Services.

North Carolina OEMS will use the State Medical Asset/Tracking Tool (SMARTT) to retrieve information on the status of healthcare facilities and

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obtain real time capabilities/resources to include personnel, transportation assets, specific medical products, pharmacy, and bed counts. This system will be used to disseminate information to NC healthcare facilities and EMS systems across the state. OEMS will use ServNC to register, deploy, and track state assigned ESF-8 response and recovery personnel. ServNC will assist in the credentialing and mission tasking of all personnel deployed by OEMS for ESF-8 missions. NCOEMS will use the ServNC electronic program to deploy and manage all medical teams sanctioned by North Carolina Emergency Management and the lead state agency for ESF-8. ServNC will be used to assemble rosters of personnel, communicate deployment information, and track missions.

The NC Department of Agriculture & Consumer Services' (DA&CS) Multi-Hazard Threat Database will be used to monitor licensed facilities and EMS systems statewide potentially threatened by manmade and natural disasters. This database will serve as a mapping tool for the transfer, tracking, treatment, and transport of patients across the state during the disaster. The database will serve as a tracking and mapping tool to report progress of the re-establishment of medical care in licensed facilities and EMS systems during the recovery phase of a disaster.

The NC Disease Event Tracking and Epidemiologic Collection Tool (NC DETECT) will be used to provide statewide early event detection and syndromic surveillance, as well as situational awareness capabilities, to local, regional, and state public health practitioners and hospital-based users. NC DETECT currently is able to view data from emergency departments, the Carolinas Poison Center (CPC), the Pre-hospital Medical Information System (PreMIS), a select group of urgent care centers in the Mecklenburg County region, the Piedmont Wildlife Center and the North Carolina State University College of Veterinary Medicine Laboratories.

As a federal resource, NDMS has established and maintains a network of hospital beds across the country with North Carolina being a part of this network. These are available upon activation of NDMS by the U.S. DHHS following a request through the normal disaster response channels. For support of emergency responses wholly within the state, information regarding the availability, location, and types of beds can be obtained from the statewide bed and resource tracking system known as the SMARTT.

B. NOTIFICATION

Upon occurrence of a potential or actual natural disaster or man-made event, the State EOC will be activated by the Director of Emergency Management. Disaster Medical Services SERT Liaison will be notified by the Emergency Services manager by telephone and email and advised of the situation.

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C. RESPONSE ACTIONS

1. INITIAL

- a. Notify relevant ESF-8 Partners.
- b. Conduct initial assessments of medical needs.
- c. Assess resource availability and applicability.
- d. Provide technical support to EM for evacuation decisions.

2. CONTINUING

- a. The SERT Emergency Services Branch will continuously acquire and assess information about the disaster. Primary source of information will be from the County EOC through the Branch Offices or county deployment teams. All information will be made immediately available to the Emergency Services ESF leads.
- b. Resources, including personnel, will be deployed as needed and appropriate. State Medical Assistance Teams will be activated and deployed as needed through the OEMS and in consultation with the SERT Leader. When National Disaster Medical System assets outside of the state are requested, the SERT Emergency Services Branch will coordinate through OEMS with NDMS or other HHS representatives for the deployment of those assets.
- c. National Guard assets may be needed to support Disaster Medical Service requirements. Missions will be assigned to the National Guard through coordination with the National Guard representative in the State EOC who will activate and deploy the necessary military units. OEMS will coordinate medical missions with the NC National Guard as needed.
- d. Medical transportation is the responsibility of the local authorities. The SERT Emergency Services Branch will request state, interstate, and federal medical transportation assistance when county or state resources are inadequate to meet the needs.
- e. The SERT Emergency Services Branch will maintain a journal of Disaster Medical Service activities for each major action, occurrence, or event.

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- f. OEMS/ESF-8 will make recommendations and requests through Emergency Services to the SERT Logistics Chief for the use of the Emergency Management Assistance Compact (EMAC) when needed and as indicated by assessment data.

D. RECOVERY ACTIONS

1. INITIAL

- a. Assess the status of all licensed facilities and their ability to render medical care to their communities post incident. This will include EMS Systems, hospitals, long term care facilities, state psychiatric facilities, assisted living facilities, group homes, community health centers, rural health centers, university health centers, and school health centers. ESF-8 will also assess the medical status of any state supported medical support shelter.
- b. Plan with specific Division of Health Service Regulation staff, SERT partners, and affected facilities/centers to develop a strategy to reestablish healthcare. DHSR may establish a support cell and may ask for partners to assist with the planning and strategic plan development as needed. The support and planning team may include representatives from designated support agencies or other entities as deemed appropriate by the ESF-8 lead agency.
- c. Implement any needed changes in normal State DHSR procedures as needed to re-establish safe care in facilities/centers. Reports on progress and associated timelines will be given to the SERT leader and the Director of Health Service Regulation.
- d. Evaluate progress of reestablishment of facilities and centers and recommend appropriate changes to the strategic plan with the affected facilities/centers. Continue to provide guidance and technical assistance to the affected healthcare community and report the ongoing evaluation to the Director of Health Service Regulation.

V. DIRECTION, CONTROL AND COORDINATION

1. LOCAL

Locally available medical resources will be used to the extent possible to meet the immediate needs in the jurisdiction. Requests for assistance will

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be transmitted from the County EOC through the appropriate Branch Office and to the State EOC. Local governments have annexes incorporated into their emergency operations plan that maintains comprehensive emergency medical plans, including provisions for coordination among all elements of the local medical system. Agreements exist between jurisdictions and other secondary providers. Counties use appropriate local mental health facilities and personnel and provide mental health and crisis counseling services to victims and emergency response workers affected by the disaster. Local governments may request Critical Incident Stress Management Teams directly or through the SERT Emergency Services Branch when necessary.

2. STATE

The SERT Emergency Services Branch is the primary coordination source of medical response and information for all state officials involved with response operations. Field response operations will be coordinated through the county EOC by state ESF-8. Support agencies may also be requested to provide information for the ESF-8 support cell to assist in coordinating Disaster Medical Services.

Once a local assessment has been completed and a medical support mission has been directed to ESF-8, local and state assets from the non-affected area may be mobilized to respond per the mission assignment. Those assets include activation of the State Medical Response System (SMRS).

OEMS will also coordinate the request and management of federal medical assets from the U.S. Department of Health and Human Services as well as the U.S. Department of Homeland Security. OEMS does this through existing liaison relationships with the National Disaster Medical System (NDMS) and the Interstate Resource Coordination Team (IRCT) from HHS.

Throughout the response period, the SERT Emergency Services Branch will evaluate and analyze medical assistance requests and responses, and develop and update assessments of medical status. The SERT Emergency Services Branch will maintain accurate and extensive logs to support after action reports and other documentation of the disaster conditions. The SERT Emergency Services Branch coordinates requests for Critical Incident Stress Management Teams (CISM). However, CISM is not coordinated by Disaster Medical Services. OEMS can assemble support personnel through employees, partners, and/or relevant support agencies to assist the ESF-8 with the assessment and coordination of medical assets and capabilities. This “support cell” may be located in a reasonable and convenient location as requested by OEMS and will report to the ESF-8 lead in the Emergency Services Branch of the State EOC.

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3. FEDERAL

The Interstate Resource Coordination Team (IRCT) from the U.S DHHS will be the lead for the Interstate Regional Emergency Support Function #8 (ESF #8 Health and Medical). The ASPR based IRCT will establish a Regional EOC and will provide administrative support to the regional response activities. The IRCT will then coordinate all requests with the Federal Coordinating Officer (FCO) and the State ESF-8 Lead Agency representatives.

NDMS will be able to send representatives to assist the Division of Health Service Regulation Rapid Assessment Team and to the disaster area to assist in determining specific medical needs and priorities. Disaster Medical Assistance Teams (DMATs) will assist in providing care for ill or injured victims at the site of a disaster at the state's request. Placement locations and specific missions of all NDMS or HHS assets will be coordinated by OEMS.

PUBLIC HEALTH (NCESF-8B)

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I. INTRODUCTION

A. PURPOSE

The purpose of this appendix is to coordinate assistance to supplement local resources in response to public health needs following a disaster. Resources will be furnished when local resources are not adequate and local governments request public health assistance.

B. SCOPE

Public health involves identifying and meeting the health and environmental needs of a major emergency or disaster. The Department of Health and Human Services (DHHS) directs the provision of public health assistance through all resources within DHHS and supporting departments and agencies available to accomplish assigned missions. Public health activities include assessment of public health needs, human health surveillance, food and drug device safety, public health information, vector control, biological hazards, and victim identification and mortuary service.

II. SITUATION AND ASSUMPTIONS

A. SITUATION

A significant natural disaster or man-made incident that overwhelms the affected counties would call for state public health assistance. A significant disaster such as an outbreak of tornadoes or a Category 4 or 5 hurricane would result in public health threats such as problems related to indoor environment, food, vectors, and general health conditions. Disasters directly caused by infectious agents such as pandemic influenza, anthrax, and other biological and chemical terrorist agents will require support to the local public health system by state resources.

B. ASSUMPTIONS

1. Damage to chemical and industrial plants, sewer lines, and water distribution systems will result in environmental and public health hazards to the surviving population and response personnel including exposure to hazardous chemicals and contaminated water supplies, crops, livestock, and food products.
2. Assistance will be required to maintain the continuity of public health services.
3. Disruption of sanitation services and facilities, loss of power, and massing

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of people in shelters may increase the potential for disease.

III. ORGANIZATION AND ASSIGNMENT OF RESPONSIBILITIES

A. LEAD STATE AGENCY

1. DEPARTMENT OF HEALTH AND HUMAN SERVICES (DHHS)

- a. Provide leadership in directing and coordinating state efforts to provide public health assistance to the affected area.
- b. Provide for the epidemiological investigation of a known or suspected threat caused by nuclear, biological, or chemical agents.
- c. Facilitate laboratory testing in support of clinical laboratories on specimen from persons that may have been exposed to a nuclear, biological, or chemical agent.
- d. Provide for the procurement and allocation of immunizing agents and prophylactic antibiotics.
- e. Provide for the distribution of the Strategic National Stockpile.
- f. Coordinate appropriate conditions for quarantine and isolation in order to prevent further transmission of disease.
- g. Issue guidelines for prophylaxis and treatment of exposed and affected persons.
- h. Direct and coordinate the activation and deployment of personnel, supplies, and equipment in response to requests for state assistance.
- i. Establish monitoring systems for the protection of public health.
- j. Provide guidance and assistance to local public health departments, health care entities and the general public.
- k. Test water supplies in coordination with the SERT Infrastructure Branch.
- l. Investigate disease outbreaks.

OFFICE OF THE CHIEF MEDICAL EXAMINER

- a. Investigate and certify deaths.
- b. Assist local medical examiners in mass fatality incidents.
- c. Advise local government of necessity for temporary morgue and body storage (refrigerator trucks) if local facilities are inadequate.
- d. Maintain emergency supply of body bags.
- e. Oversee and provide body-processing services including victim identification (coordinate with State Bureau of Investigation (SBI) and Federal Bureau of Investigation (FBI)) and determination of cause of death.
- f. Work with SBI and FBI to ensure collection of evidence from bodies of victims.
- g. Provide Death Certificate, report of investigation, and other reports, including autopsy as required.
- h. Coordinate the release of remains to next of kin with assistance of the NC Funeral Director Association.
- i. Request assistance from the Disaster Mortuary Response Team (DMORT) if state resources become overwhelmed.

B. SUPPORTING AGENCIES

1. DEPARTMENT OF AGRICULTURE AND CONSUMER SERVICES (DA&CS)

- a. Monitor disaster related health problems relating to animal disease, food or drug contamination, or hazardous exposure to pesticides or fertilizer.
- b. Implement animal disease control procedures.
- c. Provide personnel for a disaster team when requested.
- d. Assist in inspection of restaurants, mass feeding sites, and food distribution centers.

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2. DEPARTMENT OF HEALTH AND HUMAN SERVICES (DHHS)

- a. Support the Department of Public Health as required.

3. DEPARTMENT OF ENVIRONMENTAL QUALITY (DEQ)

- a. Support the Department of Public Health as required.

4. NC FUNERAL DIRECTORS ASSOCIATION (NCFDA)

- a. Assist in the notification of next of kin.
- b. Facilitate the coordination, preparation, and transportation of the remains of victims to appropriate destinations.

IV. CONCEPT OF OPERATIONS

A. GENERAL

The Department of Health and Human Services, Division of Public Health will be responsible for the coordination of services, equipment, supplies, and personnel to meet the public health needs resulting from disasters. Staff and material resources currently existing within the primary and support agencies, private industry, and community volunteer organizations will be employed to meet the public health needs.

B. NOTIFICATION

When a disaster occurs, or when the potential for disaster exists, the lead and supporting agencies will be notified by State EOC staff via telephone or digital pagers. Agencies will be asked to report to the State EOC or to be on standby as the situation dictates.

Each Public Health agency is responsible for insuring that sufficient and qualified program staff are available to support the Public Health Emergency Support Function and to carry out the activities tasked to their agency on a continuous basis. Individuals representing agencies that are part of the staffing of the State EOC will have extensive knowledge of the resources and capabilities of their respective agencies and have access to the appropriate authority for committing such resources during the activation.

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C. RESPONSE ACTIONS

1. INITIAL

- a. Assess public health needs.
- b. Review and prioritize requests for assistance relating to communicable disease outbreaks, medical countermeasures and vector control.
- c. Determine personnel and resource needs.

2. CONTINUING

- a. Continue to verify the nature and extent of public health problems.
- b. Establish appropriate monitoring and surveillance procedures.
- c. Activate resources.
- d. Move supplies, equipment and support personnel to staging areas.
- e. Establish communications.
- f. Initiate public information program.

D. RECOVERY ACTIONS

1. CONTINUING

- a. Public Health Agencies will continue to assess long-term issues and will assist local governments in developing plans of action.

V. DIRECTION, CONTROL AND COORDINATION

1. LOCAL

The management of public health is primarily the responsibility of local government. When a disaster occurs which overwhelms the resources of local government, additional public health assistance may be requested from the state. In accordance with NIMS, the county EOC will serve as the conduit for requests up to the state and as the coordinator for resources delivered down to the local level.

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Local public health agencies are organized to address four broad areas of concern:

- Health Intelligence – local health departments will be alerted to health-threatening disasters and will report public health problems to DHHS DPH, regardless of whether assistance is required.
- General Health and Sanitation – health departments will provide general guidance and direction on public health matters.
- Epidemiology – health departments will take appropriate measures to investigate and control disease outbreaks in order to prevent widespread epidemics.
- Vector Control – health departments will take measures to control animals and/or insects carrying disease-causing bacteria or virus.

2. STATE

The Division of Public Health will coordinate all public health activities from the State EOC. Support agencies will provide staff in the State EOC as requested for the duration of the event. Where necessary, DPH will serve to assist local agencies in obtaining services from appropriate state agencies in order to fill their missions. At the state level, this activity is led by DEQ and DPH will assist as needed in coordinating those requests to DEQ.

SERT Public Health activities will be implemented upon a request from a county for assistance following the occurrence of an emergency or disaster (natural or man-made) and determination has been made that a state response is warranted.

3. FEDERAL

The US Department of Health and Human Services will serve as the lead agency for Federal ESF-8, Health and Medical Services. A Federal Regional ESF 8 representative will locate in the State EOC and will maintain coordination to monitor current public health assistance requests. There will be close coordination between DPH and OEMS on any request for federal assistance. Federal assistance must be requested by and are subordinate to state public health activities.

SEARCH and RESCUE (NCESF-9)

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I. INTRODUCTION

A. PURPOSE

The purpose of this appendix is to provide state support to local governments by using state resources in missing person, swift water/flood, and urban/disaster Search and Rescue (SAR) activities during daily events as well as actual or potential disasters.

B. SCOPE

Search and rescue activities include emergency incidents that involve locating missing person(s), boats lost at sea, downed aircraft, extrication if necessary, and treating victims upon rescue. Swift water and flood search and rescue activities includes locating victims and effecting safe rescue(s) in a moving water environment by ground, water, or air. Urban/disaster search and rescue activities include locating, extricating, and coordinating the immediate medical assistance to victims trapped in collapsed structures.

II. SITUATION AND ASSUMPTIONS

A. SITUATION

A major disaster may cause many people to be in life threatening situations that require prompt rescue and medical care. Since the first 72 hours are crucial to minimizing the mortality rate, search and rescue must begin immediately. Search and rescue personnel may be required to deal with extensive damage to buildings, roadways, public works, communications, and utilities. Secondary events such as fires, explosions, flooding and hazardous material releases may compound the problems and threaten both survivors and rescue personnel.

The most common SAR missions in North Carolina involve lost persons, missing aircraft, and watercraft. The extent may vary from a few individuals looking for a single person to a full-scale SAR operation involving local, state, and federal agencies in addition to private sector and volunteer groups looking for many individuals, missing aircraft or watercraft.

B. ASSUMPTIONS

1. All available and trained SAR resources will be committed and additional specialized resources may be needed from the state.

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2. Coordination and direction of local efforts, including volunteers, will be required.
3. Damaged areas will have access restrictions and not be readily accessible except, in some cases, by air or water.
4. Secondary events will threaten survivors, as well as SAR personnel.
5. Search operations will be conducted at the lowest level of government compatible with operational requirements.
6. The state has 7 designated, trained, and equipped urban search and rescue teams. In the event of a catastrophic disaster with wide spread building collapse, the SERT Emergency Services Branch will coordinate the deployment of necessary teams.
7. The Emergency Services Branch will coordinate with ESF-9 for federal urban search and rescue support if the event exceeds state capabilities.
8. In the event of disaster involving building collapse, there will be convergent volunteers but their capabilities will be limited.
9. Workmen's Compensation will not be available for convergent volunteers assisting in urban search.
10. The level of urgency may be high, and as such, may require specialized resources, such as aircraft, to affect the rescue(s).
11. The Emergency Services Branch maintains a current typed resource database of specialized resources including missing person, swift water/ flood, and urban/disaster search and rescue.

III. ORGANIZATION AND ASSIGNMENT OF RESPONSIBILITIES

A. LEAD STATE AGENCY

1. DEPARTMENT OF PUBLIC SAFETY (DPS)

NORTH CAROLINA EMERGENCY MANAGEMENT (NCEM)

- a. Provide a liaison to local government and coordinate assistance and/or response from state and federal governments and private SAR

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organizations.

- b. Organize and appropriately train emergency management personnel for participation in all aspects of SAR operations.
- c. Coordinate additional training for state and local government agencies and volunteer organizations to ensure an acceptable level of SAR preparedness.
- d. Ensure specialized resources are capable by maintaining training records, applications, and typing criteria.
- e. Maintain current directory of qualified resources for search and rescue.
- f. Coordinate air assets to transport specialized resources in a timely fashion following the Air Operations Tab.
- g. The North Carolina Wing of the Civil Air Patrol (CAP) will provide an Incident Commander (IC) for air search operations as tasked by the US Air Force Rescue Coordination Center (AFRCC) or approving and accepting a mission request from emergency management. After receiving a mission number from AFRCC or approving and accepting a mission request from emergency management, provide personnel for ground, lake or river SAR operations.

B. SUPPORTING AGENCIES

1. DEPARTMENT OF PUBLIC SAFETY (DPS)

NORTH CAROLINA STATE HIGHWAY PATROL (SHP)

- a. Conduct air and ground search as directed.
- b. Provide immediate assistance (including traffic control and law enforcement) as required to local authorities during the onset of the emergency.
- c. Conduct searches on highways.

NORTH CAROLINA NATIONAL GUARD (NCNG)

- a. Conduct air and ground search as directed.
- b. Conduct swift water/flood search and rescue using qualified civilian

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helicopter aquatic rescue technicians.

- c. Conduct stranded personnel rescue and injured personnel extraction through operating aircraft with rescue hoist, short-haul, or Heli-Basket operations capability.
- d. Conduct annual recurrent qualification training with pilot(s), crew chief(s), and qualified civilian rescuers.

2. DEPARTMENT OF ENVIRONMENTAL QUALITY (DEQ)

DIVISION OF MARINE FISHERIES

- a. Act as guides in coastal areas.
- b. Provide air, sea, and land transportation suitable for SAR missions.
- c. Provide SAR teams.

3. NC WILDLIFE RESOURCES COMMISSION

- a. Act as guides in woodland and water search areas.
- b. Provide air, water, and land transportation suitable for SAR missions.
- c. Provide SAR teams.

4. DEPARTMENT OF NATURAL AND CULTURAL RESOURCES (DNCR)

DIVISION OF PARKS AND RECREATION

- a. Act as guides in state park search areas.
- b. Provide transportation and make state park facilities available to support search and rescue.
- c. Provide SAR teams.
- d. Provide security and traffic control support.

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5. DEPARTMENT OF AGRICULTURE AND CONSUMER SERVICES (DA&CS)

NC FOREST SERVICE (NCFS)

- a. Provide air and ground search and rescue as directed.
- b. Act as guides within the state forest areas.
- c. Provide two small mobile headquarters to function in a search management role as required.

6. DEPARTMENT OF INSURANCE (DOI)

OFFICE OF STATE FIRE MARSHALL (OSFM)

- a. Provide search and rescue training.
- b. Coordinate and mobilize qualified resources from fire and rescue services statewide through the NC Association of Rescue and EMS and the NC Firemen's Association.

7. NC SEARCH AND RESCUE ADVISORY COUNCIL (NCSARAC)

- a. Provide and recommend personnel, equipment, education, and training for the effective delivery of search and rescue in NC.

IV. CONCEPT OF OPERATIONS

A. GENERAL

The SERT Emergency Services Branch will provide support to local search and rescue operations. North Carolina Emergency Management, as the lead agency, will coordinate the provision of other state personnel and equipment.

B. NOTIFICATION

Upon notification by the State EOC of a potential or actual event requiring response, SERT search agencies will be notified by telephone or by pager. All support agency contact persons for the SAR emergency support function will be instructed to alert their contacts throughout the state to ensure all resources are available. The Emergency Services Branch will provide daily situation reports, starting D-3, to all specialized state teams

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(USAR, Swiftwater).

C. RESPONSE ACTIONS

1. INITIAL

- a. State and local resources from outside the disaster area are committed through coordination with other agencies with SAR resources.
- b. Transportation will be provided, if available, or may be the responsibility of the resource agency. Coordination with the SERT Logistical Support Services Branch may be required. Resources may be pre-positioned if necessary.

2. CONTINUING

- a. Coordination between state, local, and if requested, federal SAR resources is controlled by NCEM.
- b. SAR resources are reassigned as needed and requested.
- c. SAR resources are withdrawn when no longer needed.
- d. NCEM will use the Emergency Management Assistance Compact (EMAC) to support search and rescue missions if requests overwhelm capable state resources.

D. RECOVERY ACTIONS

1. INITIAL

- a. Provide SAR resources to assist recovery efforts upon request.
- b. Maintain normal day-to-day operations.
- c. Return all activities expeditiously to pre-emergency status.

2. CONTINUING

- a. Maintain and update all plans and programs.
- b. Modify all aspects of this plan which prove impractical or operationally ineffective.

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V. DIRECTION, CONTROL AND COORDINATION

1. LOCAL

Organization of the search and rescue function varies from county to county. The Emergency Management Coordinator, Rescue Chief, or law enforcement may be designated as the search coordinator. Mutual aid agreements usually exist among emergency services groups. Local emergency services support federal agencies when the search and rescue occurs on federal land. When a SAR situation exceeds the capabilities of local government, assistance from the state may be requested through normal emergency management channels.

2. STATE

State government agencies assist local government in planning, training, and obtaining resources. The state may assume operational control of any SAR mission when requested by the local government or whenever the situation involves multi-county areas and/or the Governor directs. When deemed appropriate by the SERT leader, NCEM will activate the State EOC and notify SERT search agencies that state assets are required to augment SAR efforts.

3. FEDERAL

Federal ESF-9 will coordinate urban search and rescue support to state and local SAR operations through the SERT Emergency Services Branch. SAR activities on federal property, such as national parks, will be under the direction and control of the federal agency under whose jurisdiction the emergency occurs.

The US Air Force Rescue Coordination Center has jurisdiction of air search operations for incidents involving aircraft.

The US Coast Guard Rescue Coordination Center has jurisdiction of search missions over coastal and navigable inter-coastal waterways.

HAZARDOUS MATERIALS (NCESF-10)

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I. INTRODUCTION

A. PURPOSE

The purpose of this appendix is to provide state support to local governments in response to an actual or potential discharge and/or release of hazardous materials following a disaster. This ESF will be activated either in response to a disaster for which the Governor (through the Department of Public Safety) determines that state assistance is required to supplement the response efforts of the affected local governments; or in anticipation of a disaster which may result in a declaration from the Governor and subsequent federal declaration under the Robert T. Stafford Disaster Relief and Assistance Act.

B. SCOPE

This appendix provides for a coordinated response to actual or potential discharges and/or releases of hazardous materials by employing all local, state and federal resources available for minimizing the threat during a disaster. This appendix establishes the lead coordination roles and the specification of responsibilities among state agencies that may be brought to bear in response actions. This appendix is applicable to all state departments and agencies with responsibilities and assets to support the local response to actual and potential discharges and releases of hazardous materials.

Response to oil discharges and hazardous substance releases will be in accordance with the State Oil Spill Plan and the National Contingency Plan (NCP). The two plans effectuate the response powers and responsibilities created by the Comprehensive Environmental Response, Compensation, and Liability Act (CERCLA), as amended, the authorities established by Section 311 of the Clean Water Act (CWA), as amended, and the Oil Pollution Act (OPA). This appendix does not impede or negate the use of or request for the activation of the National Response Team (NRT) or Federal Regional Response Team (RRT).

II. SITUATION AND ASSUMPTIONS

A. SITUATION

A natural or other catastrophic disaster could result in numerous situations in which hazardous materials are released in the environment. Fixed facilities (e.g., chemical plants, tank farms, laboratories, operating hazardous waste sites which produce, generate, use, store, or dispose of hazardous materials) could be damaged so severely that existing spill

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control apparatus and containment measures are not effective. Hazardous materials that are transported may be involved in rail accidents, highway collisions, pipeline, air, or waterway mishaps. Abandoned hazardous waste sites could be damaged, causing further degradation of holding ponds, tanks, and drums. The damage to or rupturing of pipelines transporting materials that are hazardous if improperly released will present serious problems.

B. ASSUMPTIONS

1. Situations involving hazardous materials emergency response are generally handled at the local level.
2. Counties may be overwhelmed by the extent of the response effort required to assess, mitigate, monitor, clean up, and dispose of hazardous materials released into the environment.
3. There may be numerous incidents occurring simultaneously in separate locations, both inland and along the Atlantic coastal waters.
4. Standard communications equipment and practices (phone lines, radio, etc.) may be disrupted or destroyed.
5. Response personnel, cleanup crews, and response equipment may have difficulty reaching the site of a hazardous material release because of the damage sustained by the transportation infrastructure (roads, rails, bridges, airports, etc.) or the remoteness of the incident.
6. Additional response/cleanup personnel and equipment will be needed to supplement existing capabilities and to provide backup or relief resources.
7. Laboratories responsible for analyzing hazardous materials samples may be damaged or destroyed, depending on the severity of the disaster.
8. Air transportation may be needed for damage reconnaissance and to transport personnel and equipment to the site of a release.
9. Emergency exemptions may be needed for disposal of contaminated material.

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III. ORGANIZATION AND ASSIGNMENT OF RESPONSIBILITIES

A. LEAD STATE AGENCY

1. DEPARTMENT OF ENVIRONMENTAL QUALITY (DEQ)

- a. Provide technical assistance related to environmental concerns and enforcement authority to the state on-scene coordinator for spill containment and clean-up of oil and other hazardous substances.
- b. Activate coastal or inland Federal Regional Response Teams (RRTs) or request federal assistance for spill containment and clean-up.
- c. Provide communication with contiguous states and the federal government through the coastal and inland response agencies (U.S. Environmental Protection Agency or U.S. Coast Guard).
- d. Provide laboratory analyses in instances of suspected oil or hazardous substance spills for samples collected and sent by the Division of Air Quality (DAQ) or Division of Water Resources (DWR) representative in the field.
- e. Maintain a data management system compatible with Emergency Management for the documentation of any hazardous materials spills and releases.
- f. Take appropriate enforcement actions for unlawful hazardous materials releases where such action is legally enforceable, coordinating with the State Bureau of Investigation (SBI) when appropriate.
- g. Sample potentially contaminated bodies of water for analysis.
- h. Provide technical assistance in the decision to prohibit use of water sources.
- i. Advise as to restrictions on the use of non-drinking water or seafood as deemed necessary.
- j. Consult the Public Water Supply (PWS) Section on drinking water restrictions.

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B. SUPPORTING AGENCIES

1. DEPARTMENT OF ENVIRONMENTAL QUALITY (DEQ)

DIVISION OF WASTE MANAGEMENT (DWM)

- a. Coordinate with the Department of Health and Human Services (DHHS) Division of Health Service Regulation, Radiation Protection Section in identifying hazardous waste, transporters, treaters, and storage and disposal facilities for the proper identification, handling, procedures, and other management alternatives for emergency spills.
- b. Provide liaison with local health departments (with solid waste responsibilities) for regulating storage sites for hazardous compliance materials.
- c. Provide regulating evaluation of temporary storage sites for hazardous waste prior to the emergency.
- d. Dispatch state or regional personnel to the State EOC and to the incident site when applicable when directed.
- e. Provide for technical assistance in determining if certain spills are hazardous waste.
- f. Assist responsible party by providing technical assistance on packing containers, labels, and other required standards for transporting hazardous waste.
- g. Assist responsible party in identifying hazardous waste, transporters, treaters, and storage and disposal facilities for proper identification, handling procedures and other management alternatives for emergency spills.
- h. Make any submitted contingency plan from any hazardous waste storage treatment or disposal facility available for emergency response.
- i. Issue emergency permits for required hazardous waste management activities associated with the clean-up, treatment or disposal of hazardous waste spills.

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- j. Coordinate with the DHHS Division of Public Health (DPH) and U.S. Center for Disease Control (CDC) to evaluate the public health impact of spills or other emergency management activity where there is a probability of significant public health impact.

DIVISION OF WATER RESOURCES (DWR)

DIVISION OF AIR QUALITY (DAQ)

- a. Respond as appropriate to the spill scene, assess the extent of environmental damage and provide on-scene liaison with NCEM and the United States Coast Guard (USCG) or the U.S. Environmental Protection Agency (EPA).
- b. Analyze air, water and soil samples for possible contamination.
- c. Assert state jurisdiction and order clean-up actions if no federal official has arrived on scene and assumed control or if the spill is outside federal jurisdiction.
- d. Review containment and cleanup methods proposed by the responsible party if the spill is within state jurisdiction. Monitor these methods if cleanup is within federal jurisdiction.
- e. Advise the SERT Leader on the feasibility and effectiveness of the containment and cleanup methods being used.
- f. Provide on-scene liaison with federal On-Scene Coordinator (OSC) concerning state environmental policies and regulations.
- g. Request activation of the Region IV RRT or request federal assistance for containment and cleanup.
- h. Assist in the technical decision to restrict use of water resources.
- i. Halt or restrict the use of non-drinking water as necessary.
- j. Consult with PWS on restrictions to be placed on use of drinking water supply.
- k. Serve on the federal RRT and situate the state representative to the federal RRT at the State EOC to facilitate liaison between SERT and the federal RRT during such times as the SERT is activated for an oil spill response.
- l. Enforce state environmental regulations and initiate prosecution

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under state law or regulations if circumstances warrant. Assist the Attorney General as necessary.

- m. Participate in damage assessment.
- n. Communicate with adjacent state DWR and DAQ officials concerning the impact of the spill.
- o. Obtain and evaluate technical data and information for SERT.

DIVISION OF MARINE FISHERIES (DMF)

- a. Monitor areas accessible by fresh and salt water marine life.
- b. Close containment or suspected areas to the taking of all marine life.
- c. Confiscate or prevent the sale of marine life from contaminated or suspected areas.
- d. Take samples of marine life that may have been exposed or contaminated to be analyzed by DEQ.
- e. Act as guides in coastal areas.
- f. Perform law enforcement function in event of violation of fishing regulations, felony, breach of peace, or on-site deputation by county sheriff, or as may be directed.
- g. Provide transportation and assist in rescue.
- h. Provide expert consultation in marine biology.

2. DEPARTMENT OF NATURAL AND CULTURAL RESOURCES (DCR)

DIVISION OF PARKS AND RECREATION (DPR)

- a. Monitor state park system facilities and resources.
- b. Provide equipment and personnel to assist in control activities in or near state parks.
- c. Regulate or prohibit entry into and use of contaminated state parks.
- d. Provide shelter for evacuees and emergency workers within

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available resources.

- e. Act as guides in state park areas.
- f. Provide assembly areas for equipment and personnel as facilities allow.
- g. Provide law enforcement assistance as requested.

3. NC WILDLIFE RESOURCES COMMISSION (WRC)

- a. Monitor game, fish, and wildlife (game and non-game) periodically in impacted area during and after emergency.
- b. Collect specimens of game fish and wildlife for transfer to indicated laboratories to determine contamination and use of salvaged meats.
- c. Close contaminated areas to the taking of game fish and wildlife.
- d. Act as guides in woodland areas.
- e. Perform law enforcement assistance as directed.
- f. Provide air, water and land transportation and assist in rescue.
- g. Respond to and investigate reports of fish kill in inland waters.
- h. Provide consultation in wildlife management and biology.
- i. Collect or otherwise control the migration of migratory forms of game fish and wildlife if found to be necessary.

4. DEPARTMENT OF AGRICULTURE AND CONSUMER SERVICES (DA&CS)

- a. Restrict the sale, production, distribution and warehousing of contaminated livestock, produce and processed food products.
- b. Provide sampling and monitoring assistance.
- c. Provide food commodities for evacuees when directed.
- d. Locate and report sources of uncontaminated feed for livestock.
- e. Conduct the initial investigation of incidents involving pesticides, and

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if it is determined that people, fish and wildlife, water or other components of the environment could be adversely affected, advise the respective state agency.

- f. Provide assistance for pesticide emergencies.

NC FOREST SERVICE (NCFS)

- a. Provide equipment and personnel for decontamination operations, including earth moving and wash down.
- b. Provide air and land transportation.
- c. Provide emergency feeding.
- d. Act as guides in forest areas.

5. DEPARTMENT OF PUBLIC SAFETY (DPS)

DIVISION OF ADULT CORRECTION AND JUVENILE JUSTICE

- a. Evacuate on a priority basis any inmates housed in prison facilities that might be affected by the discharge of hazardous materials.
- b. Provide transportation equipment, uniformed personnel, and related services to include the support of law enforcement personnel as may be directed.
- c. Provide food service support as directed.
- d. Develop plans for the evacuation of inmates and other affected DPS personnel within the evacuation zone.
- e. Provide supervision and inmate labor for cleanup.

NORTH CAROLINA EMERGENCY MANAGEMENT (NCEM)

- a. Activate the State EOC as necessary.
- b. Coordinate all communications with contiguous states, the federal government, and local government.
- c. Establish and maintain liaisons with federal, state and local officials in the affected area.

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- d. Facilitate damage assessment and assist in the coordination of response, if required.
- e. Maintain a data management system compatible with the DAQ and DWR for the documentation of oil and hazardous materials spills.
- f. Direct the activities of the seven State Hazardous Materials Regional Response Teams (NCRRT).
- g. Appoint a state On-Scene Coordinator. Activate a State RRT when appropriate.

STATE HIGHWAY PATROL (SHP)

- a. Coordinate aerial transportation of personnel or equipment upon request for hazardous materials or elements thereof.
- b. Coordinate aerial reconnaissance upon request for hazardous materials when practical.
- c. Coordinate all law enforcement and traffic control measures.
- d. Establish and maintain communication links between and among local authorities, the SERT, the Secretary of Public Safety or his/her designee, and the site of the emergency.
- e. Provide traffic control in support of evacuation, reroute traffic around contaminated area and report problems to the SERT.
- f. Provide traffic control and security in the vicinity of shelters when opened.
- g. Maintain a log of all persons and vehicles entering and leaving the evacuated area.
- h. Provide assistance to county and municipal law enforcement agencies in warning and evacuating.
- i. Provide security for state property, facilities and personnel as requested.
- j. Provide assistance in the transport of samples.

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NORTH CAROLINA NATIONAL GUARD (NCNG)

- a. Provide aviation support through short notice helicopter transportation as directed, aerial evacuation of personnel from threatened area, and transportation of needed supplies and equipment.
- b. Furnish ground transportation by providing trucks and buses with drivers to transport individuals and groups being evacuated from contaminated or threatened areas; trucks and drivers for transporting supplies and equipment; operators to drive school buses and other equipment required during an evacuation, and trucks, water tanks, and drivers for hauling drinking water.
- c. Provide equipment and personnel for search and rescue missions.
- d. Provide equipment and personnel to establish and operate field kitchens as directed by the SERT Leader.
- e. Assist in decontamination operations by providing a limited number of trained personnel and equipment to operate decontamination showers, providing trained personnel and equipment to support decontamination of equipment, and assisting in operating decontamination points as required.
- f. Protect public and private property.
- g. Provide traffic control assistance in support of law enforcement agencies during evacuation and reentry phases of an emergency operation.
- h. Provide limited emergency medical assistance.
- i. Make armories and other NCNG facilities available for support functions when not required for NCNG use.
- j. Provide generators and floodlight sets as requested.
- k. Provide wreckers to support evacuation.
- l. Manage hazardous materials exposure of NCNG personnel and maintain exposure records.

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6. CIVIL AIR PATROL (CAP)

- a. Provide aerial courier and messenger service.
- b. Provide light transport flights for movement of personnel and supplies.
- c. Provide fixed, mobile and airborne communications.
- d. Assist with search and rescue missions.

7. DEPARTMENT OF HEALTH AND HUMAN SERVICES (DHHS)

OFFICE OF EMERGENCY MEDICAL SERVICES (OEMS)

- a. Coordinate emergency medical services at accident sites and shelters.
- b. Provide technical information on available emergency medical personnel.
- c. Devise plans to quickly marshal ambulance and rescue resources.

RADIATION PROTECTION SECTION (RPS)

- a. Dispatch a Radiation Protection Emergency Team (RPET) to the incident site, if required.
- b. Establish and supervise a system for radiological monitoring, excluding the monitoring of vehicles and people at traffic control points during evacuation.
- c. Designate a representative to coordinate technical activities.
- d. Recommend measures to lessen the adverse effects on the health of the public and emergency workers.
- e. Recommend measures to control the spread of radioactivity.
- f. Determine the types of radiological technical expertise required, if any, from other federal, state and local governmental agencies and private industries and requests through the SERT that those agencies provide such expertise and assistance.
- g. Identify fixed and supporting medical care facilities willing to accept

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and able to properly treat suspected or actual radiation contaminated victims.

- h. Serve as lead agency for radiological damage assessment for land, crops, livestock, and other personal property.
- i. Assume control of all radiation related technical activities in the recovery operation.
- j. Hazmat agencies will assist in radiation protection through interaction between other federal, state, and local agencies.

8. DIVISION OF PUBLIC HEALTH (DPH)

- a. The State Laboratory of Public Health will provide services as necessary.
- b. Coordinate local public health activities as necessary.
- c. Provide assistance from the Epidemiology Section and the CDC to evaluate the public health impact of spills and other hazardous materials as necessary.
- d. Support search and rescue missions as required.
- e. Environmental Health Section will collect shellfish samples for analysis; embargo and dispose of unprocessed shellfish; request the DMF enforce the embargo; embargo processed shellfish under authority delegated by the DA&CS; collect milk samples for analysis; request that the U.S. Department of Agriculture embargo contaminated milk; order local water supply plants to cease operations and close intake systems where deemed necessary and ensure all responders are appropriately trained in accordance with 29CFR §1910.120, and provide liaison with local health departments and provide technical assistance and consultation as needed.

9. DEPARTMENT OF TRANSPORTATION (DOT)

DIVISION OF HIGHWAYS (DOH)

- a. Erect and maintain such signs, lights, barricades or other traffic control devices as deemed appropriate to maintain or control traffic along the affected routes or detour routes on NC DOT maintained highways.

- b. Monitor and report road conditions.

10. DEPARTMENT OF LABOR (DOL)

OCCUPATIONAL SAFETY AND HEALTH DIVISION (OSH)

- a. Assist in efforts to ensure safety at hazardous materials work sites.

IV. CONCEPT OF OPERATIONS

A. GENERAL

SERT agencies will coordinate efforts that supplement local response activities involving hazardous materials. Local, state, and federal officials will maintain close coordination. SERT hazardous materials activities are generally confined to the response phase of a disaster. Additional hazardous materials events during the recovery phase of a disaster are handled as separate events.

B. NOTIFICATION

Upon occurrence of a disaster or when the potential exists, the SERT Operations Section will notify primary and support hazardous materials agencies and advise what actions are required.

C. RESPONSE ACTIONS

1. INITIAL

- a. Identify initial resource requirements.
- b. Assess the situation including:
 - Nature, amount, and locations of real or potential releases of hazardous materials;
 - Pathways to human and environmental exposure;
 - Probable direction and time of travel of the materials;
 - Potential impacts on human health, welfare, safety, and the environment;
 - Types, availability, and location of response resources, technical support, and cleanup services; and
 - Priorities for protecting human health, welfare, and the environment.

2. CONTINUING

- a. Receive damage information from field teams.
- b. Continue to assess support and clean-up requirements and establish response priorities.
- c. Validate priorities and identify the resources required.
- d. Work with local governments, and other agencies to maximize use of available assets and identify resources that are required from outside the local area. Initiate actions to locate and move resources into the disaster area.

D. RECOVERY ACTIONS

1. INITIAL

- a. Develop a disaster recovery plan (DRP) based on the known and continuing impacts to the affected community to include impacts to infrastructure, local government, industry and economy, and community residents.
- b. Identify, notify, and assign involved agencies and assets that will be required to assist in recovery efforts based on the DRP.

2. CONTINUING

- a. Continue to assess recovery needs and the results of recovery actions.
- b. Maintain recovery records to include financial records for submission to the SERT Recovery Section unless otherwise directed.
- c. Continue environmental monitoring of affected area.

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V. DIRECTION, CONTROL AND COORDINATION

1. LOCAL

The initial response to a hazardous materials emergency will be at the local level. Should the incident be beyond the capabilities of that jurisdiction, requests for assistance will be made in accordance with local mutual aid agreements or requests to the state through the State EOC.

2. STATE

SERT hazardous materials agencies will direct efforts to supplement the local response actions, immediately following a disaster involving hazardous materials. Hazardous material operations will secure, remove and dispose of hazardous materials from the disaster area, and will initiate other tasks as necessary. Activation of an NCRRT may be indicated based on existing guidelines.

3. FEDERAL

The National Contingency Plan (NCP) serves as the basis for planning and deployment of federal resources when responding to releases or threats of releases of oil or hazardous substances. Response actions under the Federal ESF-10 will follow policies, procedures, directives, and guidance developed to carry out the provisions in the NCP.

ANIMAL PROTECTION (NCESF-11)

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I. INTRODUCTION

A. PURPOSE

The purpose of this appendix is to help protect domesticated and wild animal resources, public health, food supply, and environmental resources. This appendix will also ensure the humane care and treatment of animals during disasters in order to increase compliance by citizens who may disregard evacuation recommendations due to an inability to evacuate their companion animals.

B. SCOPE

Animal Protection actions will be aimed at all animals, whether owned, stray, or domestic, that may need help during disaster situations.

II. SITUATION AND ASSUMPTIONS

A. SITUATION

Any disaster that threatens humans usually threatens animals as well. Whether it is a natural disaster or one related to human activities, caring for animals, either domesticated or wild, will pose special problems. Depending on the circumstances and nature of the catastrophe, it may be necessary to provide water, shelter, food, and first aid for more animals than anticipated facilities can house or handle. It may require relocation or relief efforts for pets, livestock, wildlife, or possibly exotic animals.

Under some conditions, there could be a shortage of equipment, trained personnel, or even the loss of sheltering resources. Emergency personnel may be in contact with panic-stricken pet owners, people concerned about the welfare of animals, and those who do not prioritize emergency care support for animals. It will be necessary for emergency responders to develop and maintain communication capability with disparate people and organizations.

B. ASSUMPTIONS

1. Animal protection planning will enhance care and recovery for animals and people during emergencies. In keeping in compliance with the PETS Act, these plans will include measures to identify housing and shelter, communicating information to the public, proper animal care, reunification, fostering, adoption, and release (in the case of wildlife).

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2. Public information will be issued through various forms of media. This information will include locations where farm animals and pets may be accepted during emergency or disaster conditions.

III. ORGANIZATION AND ASSIGNMENT OF RESPONSIBILITIES

A. LEAD STATE AGENCY

1. DEPARTMENT OF AGRICULTURE AND CONSUMER SERVICES (DA&CS)

- a. Serves as member of the State Emergency Response Team (SERT).
- b. Lead and partner with the State Agricultural Response Team (SART).
- c. Coordinate resources to rescue and shelter companion animals in disasters.
- d. Control disease and provide for the feeding of livestock and other farm animals.
- e. Provide for the management of volunteers and donations.
- f. Coordinate support agency activities through the SART.

B. SUPPORTING AGENCIES

1. NC STATE UNIVERSITY

NC STATE EXTENSION

- a. Provide technical advice to the SERT.
- b. Provide personnel and equipment necessary and useful for response to animal emergencies.
- c. Provide partnership with the SART and County Animal Response Teams (CARTs).

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COLLEGE OF VETERINARY MEDICINE (CVM)

- a. Provide technical and academic advice and assistance to the SERT and SART.
- b. Provide necessary personnel and equipment for response to animal emergencies.
- c. Assist the SART with donation accounts as requested.

2. DEPARTMENT OF HEALTH AND HUMAN SERVICES (DHHS)

DIVISION OF PUBLIC HEALTH (DPH)

- a. Provide human ecology and epidemiology support as required for rabies, tick-borne disease, etc. to prevent disease outbreaks.
- b. Provide environmental health recommendations as needed to ensure shelter activities do not adversely affect human health.

3. DEPARTMENT OF ENVIRONMENTAL QUALITY (DEQ)

NC ZOOLOGICAL PARK

- a. Provide guidance to the SERT on the control and protection of exotic animals that are affected by the disaster.
- b. Provide personnel and equipment as required to control or protect exotic animals.

4. NC WILDLIFE RESOURCES COMMISSION

- a. Provide guidance to the SERT on the control and protection of wildlife affected by a disaster.
- b. Provide personnel and equipment as required to protect wildlife.

IV. CONCEPT OF OPERATIONS

A. GENERAL

The Department of Agriculture & Consumer Services (DA&CS) manages and coordinates animal protection activities during emergencies and

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disasters. The State Agricultural Response Team is an interagency partnership established as part of the SERT under leadership from the DA&CS. SART Partners support DA&CS in this mission through agency-specific tasks, volunteer management, donations management and the coordination of volunteer response groups when planning for and responding to an emergency affecting livestock and companion animals.

The SART mission is to develop and implement procedures and train participants to facilitate a safe, environmentally sound and efficient response to animal emergencies on the local, county, state and federal level. Responsibility for situation assessment and determination of resource needs lies primarily with county emergency management offices, County Animal Response Teams (CART), and local incident commanders. The State Emergency Response Team, the federal Emergency Response Team (ERT), and the Joint Field Office (JFO) rely on local assessments of impact and needs.

When local capabilities are exceeded, requests for animal protection assistance and resources such as food, medicine, shelter material, specialized personnel, and additional veterinary medical professionals, will be transmitted from the local emergency management office to the State EOC and communicated to the Agriculture Emergency Operations Center (Ag EOC). Should the need for federal resources exist, the State EOC will coordinate requests for federal assistance. The coordination and tasking of these national level resources will be done at the Ag EOC in conjunction with State EOC incident objectives.

Issues involving exotic animals, animals that are usually kept in a controlled environment, such as zoos, circuses, or carnivals, will be handled by local Animal Control, wildlife resources or zoological personnel and returned to controlled environments.

Domestic animals and livestock that are displaced, lost, strayed, surrendered, homeless or otherwise in danger shall be the responsibility of their owners or designees when possible. For these animals, Animal Control will take a leadership role where ownership cannot be established or when owners cannot be contacted or either cannot care for their animals. Animal Control may receive assistance from NCDA&CS and NC State Extension. County Animal Response Teams may assist in this mission as requested by county emergency management personnel. Other volunteer groups may also assist in this function with a prior signed Memorandum of Agreement or Understanding and written approval of the State Veterinarian or Incident Commander at the Ag EOC. Those animals will be sheltered, fed, and returned to their owners if possible. Otherwise, they will be disposed of properly.

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Actual animal protection operations will be managed in accordance with the National Incident Management System (NIMS). Situation assessment information will be transmitted according to established procedures.

B. NOTIFICATION

This appendix and implementing procedures will be activated in the event of a disaster causing a major requirement for animal protection. The SERT Leader will determine when it is necessary to initiate animal protection activities and notify the DA&CS SERT partner for management.

C. RESPONSE ACTIONS

1. INITIAL

- a. Assess the needs and numbers of affected animals.
- b. Support animal rescue personnel as required.
- c. Support evacuation-sheltering operations by helping identify volunteers, supplies and equipment.
- d. Support the opening of existing or temporary rescue animal shelters for stray, lost, and homeless pets by supplementing through the SERT partnerships of SARTs/CARTs, DA&CS, NCSU CVM and NC State Extension.
- e. Provide support to control wild and exotic animals.

2. CONTINUING

- a. Support sheltering and feeding of animals including assisting with volunteer and donations management at the state level.
- b. Support opening of additional shelters as required.
- c. Make media appeals based on actual needs for donations, search for owners, and other needs as required.

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D. RECOVERY ACTIONS

1. INITIAL

- a. Support efforts to identify owners of lost, strayed, and homeless animals and return them to their rightful owners.
- b. Support efforts to foster or adopt animals without owners or whose owners can no longer care for them.
- c. Support euthanasia operations when animals, such as companion pets, cannot be adopted or owner cannot be found.

2. CONTINUING

- a. Continue recovery actions as listed above.
- b. Deactivate and demobilize resources as the situation dictates.

V. DIRECTION, CONTROL AND COORDINATION

1. LOCAL

Animal owners are responsible for the protection of their pets. Animal owners should plan for animal care during disasters as they prepare their family preparedness plan. Counties, usually through their Animal Control Officers, will protect animals affected by any disaster to include rescue, shelter, control, feeding, and preventive immunization of animals left homeless, surrendered, lost, or strayed as a result of the disaster. County Animal Response Teams may be organized to manage and coordinate animal protection activities. CARTs mirror SART in their makeup and include all local level partners that can assist animals in catastrophic events.

2. STATE

The DA&CS manages and coordinates animal protection activities during emergencies and disasters. They work with the SART, local emergency management coordinators and Federal Coordinating Officers (FCOs) to provide animal protection assistance to local jurisdictions in the form of guidance, policy, food, water, medicine, and other resources as may be required. The SART encourages and assists the establishment of County Animal Response Teams. The state has built additional sheltering capacity in the form of Companion Animal Mobile Equipment Trailers (CAMET) and

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trained volunteers in the Veterinary Response Corps (NCVRC). These assets are distributed across the state and may be engaged via county to county mutual aid or requests to the state via emergency management channels and WebEOC. NCVRC management is accomplished via ServNC through DA&CS.

3. FEDERAL

USDA Animal Care and Veterinary Services provide coordination and integration of federal resources through NIMS structured support centers. Animal care assists with implementation of PETS Act activities and Veterinary Services does the same for livestock and equine activities. Assistance includes personnel, technology, feed, veterinary support, assistance with reimbursement procedures, and resource requests.

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I. INTRODUCTION

A. PURPOSE

The purpose of this appendix is to establish a systematic approach for addressing disruptive energy events that threaten or affect the citizens, economy, or government of North Carolina. Additionally, this appendix strives to reduce the impact of disruptive energy events and support a timely recovery.

B. SCOPE

This appendix provides a framework for addressing disruptions to any sector of the state's energy portfolio. During a disaster, energy is required to support immediate response operations, maintain the functionality of critical infrastructure, and facilitate recovery.

II. SITUATION AND ASSUMPTIONS

A. SITUATION

Energy disruptions threaten the commerce, transportation, communications, government, and health of the state's citizens. During any given year, North Carolina faces the possibility of an energy disruption through accidental, natural, systematic or deliberate incidents. An energy emergency has the potential to produce substantial cascading effects and adversely affect the delivery of essential needs such as food, water, shelter, and medical treatment.

B. ASSUMPTIONS

1. The energy system is complex by nature, with multiple cross-sector interdependencies. A disruption in one sector is likely to affect other parts of the system and involve multiple providers.
2. Each sector and commodity within the state's energy portfolio is vulnerable to disruption.
3. Energy industry entities are responsible for repairing their privately owned infrastructure and restoring energy supplies.
4. Energy industry entities have internal plans to respond to energy disruptions.
5. Federal resources and expertise will be mobilized when energy disruptions exceed the capabilities of state and local governments.

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6. Affected areas may be inaccessible via ground transportation.
7. Coordination of energy industry representatives may be required.

III. ORGANIZATION AND ASSIGNMENT OF RESPONSIBILITIES

A. LEAD STATE AGENCY

1. DEPARTMENT OF ENVIRONMENTAL QUALITY (DEQ)

STATE ENERGY PROGRAM (SEP)

- a. Upon activation, report to the State EOC and staff the NCESF-12 cell within the Operations Section Infrastructure Support Group.
- b. Gather information about the condition of the state's energy supply and infrastructure from commercial news sources, government information sharing systems, industry information services and private sector contacts.
- c. Share pertinent information with the SEP, North Carolina Emergency Management, Federal ESF-12, and energy industry partners as appropriate.

2. DEPARTMENT OF PUBLIC SAFETY (DPS)

NORTH CAROLINA EMERGENCY MANAGEMENT (NCEM)

- a. Serves as coordinating agency for state resources.
- b. Administers the North Carolina Mutual Aid System.
- c. Provides space and communications for the NCESF-12 cell when activated.
- d. Provides a communications link with local and federal government for the exchange of status information and resource requests.
- e. Coordinates damage assessment within the disaster area and on-scene recovery efforts.
- f. Maintains communications with the Nuclear Regulatory Commission (NRC) and nuclear facilities in responding to and recovering from

radiological nuclear power plant emergencies.

B. SUPPORTING AGENCIES

1. DEPARTMENT OF PUBLIC SAFETY (DPS)

STATE HIGHWAY PATROL (SHP)

- a. Coordinate all law enforcement and traffic control measures.
- b. Provide additional assistance as may be directed.

NORTH CAROLINA NATIONAL GUARD (NCNG)

- a. Provide generators to supply emergency power to critical facilities.
- b. Provide manpower and equipment for clearing debris where electrical service restoration is taking place.
- c. Provide other support to local governments as resources and tasking allow.

2. DEPARTMENT OF COMMERCE (DOC)

NORTH CAROLINA UTILITIES COMMISSION (NCUC)

- a. Monitor private electrical and natural gas utilities.
- b. Provide guidance, instruction, and oversight to all governmental and private organizations involved in power distribution systems.
- c. Maintain effective communications with agencies and organizations during response and recovery operations.

3. DEPARTMENT OF TRANSPORTATION (DOT)

- a. Provide manpower and equipment for clearing debris on or near state-maintained roadways to areas where electrical service restoration is taking place.
- b. Provide support for DOT and NCEM vehicles and equipment used in response and recovery.
- c. Facilitate applications to the Federal Motor Carrier Safety

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Administration (FMCSA) for waivers of driver hour limits, if required.

4. DEPARTMENT OF ENVIRONMENTAL QUALITY (DEQ)

DIVISION OF AIR QUALITY (DAQ)

- a. Facilitate applications to the U.S. Environmental Protection Agency (EPA) for waivers of environmental requirements for motor vehicle fuels in response to a disruption of petroleum supplies.

5. NORTH CAROLINA ELECTRIC MEMBERSHIP CORPORATION (NCEMC)

- a. Provide status reports to NCEM on electrical service restoration and energy reserves.
- b. Coordinate activities with the Utilities Commission.

6. ELECTRICITIES OF NC, INC.

- a. Provide status reports to NCEM on electrical service restoration and energy reserves.
- b. Coordinate activities with the Utilities Commission.

7. U.S. DEPARTMENT OF ENERGY (DOE)

**OFFICE OF ELECTRICITY DELIVERY AND ENERGY RELIABILITY,
INFRASTRUCTURE SECURITY AND ENERGY RESTORATION (ISER)**

- a. Coordinate federal information gathering and promulgation on the condition of energy supplies and distribution systems, restoration efforts and recovery.
- b. Assist with requests for federal emergency response actions.
- c. Locate fuel for transportation, communications, emergency operations and national defense.
- d. Coordinate with local and tribal governments to assess the condition of energy infrastructure and prioritize restoration activities.
- e. Facilitate Jones Act waiver applications.

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8. U.S. ARMY CORPS OF ENGINEERS (USACE)

- a. In coordination with the U.S. Department of Energy, supply emergency electrical generation capacity.

9. LOCAL GOVERNMENTS

- a. Identify a local ESF-12 coordinator and develop a plan.
- b. Develop a list of critical infrastructure for priority restoration to be referenced in the local ESF-12 plan and include energy requirements for each facility.
- c. Establish contacts with local energy providers for coordination prior to and during disruptive energy events.
- d. Municipalities that operate their own electric distribution systems are responsible for restoring the functionality of their own infrastructure.
- e. Provide status reports to NCEM on service outages and restoration activities.

10. PRIVATE SECTOR PARTNERS

Electricity	Natural Gas	Petroleum	Propane
Dominion Duke Energy Progress Energy Electricities Electric Cooperatives	Williams Pipeline Piedmont Natural Gas PSNC Energy	Colonial Pipeline Kinder-Morgan Pipeline Charlotte Terminal Greensboro Terminal Selma Terminal American Petroleum Institute NC Petroleum & Convenience Marketers Association Local Distribution Companies	Dixie Pipeline Apex Terminal NC Propane Gas Association Local Distribution Companies

ELECTRIC UTILITIES

- a. Assess the extent of damage to transmission and distribution systems and provide status reports to the NCESF-12 partners.
- b. Coordinate with state and local government to establish an electrical service restoration listing of critical facilities.
- c. Provide specially trained personnel and equipment for efficient

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restoration of the electrical distribution systems. An operator may choose to exercise Memorandums of Agreement with other companies to bring in the resources needed for timely restoration.

NATURAL GAS PARTNERS

- a. Assess the extent of damage to natural gas infrastructure and the availability of resources and provide a status report to the NCESF-12 partners.
- b. Identify and address safety hazards caused by damaged pipelines.
- c. Restore functionality of the natural gas distribution system.

PETROLEUM PARTNERS

- a. Pipeline operators will assess the extent of damage to hazardous liquid and gas pipelines and the availability of resources and provide a status report to the NCESF-12 partners.
- b. Terminal operators will assess the extent of damage to terminal infrastructure (racks, manifolds, storage and breakout tanks) and the availability of resources and provide a status report to NCESF-12 partners.
- c. Pipeline and terminal operators will make repairs and restore pipeline functionality.
- d. Local propane distribution companies will assess the extent of damage to propane distribution infrastructure and the availability of resources and provide a status report to NCESF-12 partners.
- e. Local propane distribution companies will coordinate with local emergency management personnel to recover displaced propane tanks.

IV. CONCEPT OF OPERATIONS

A. GENERAL

The SEP continually monitors emergent or potential disruptions to the state's energy supply. Upon detection of an energy disruption, the SEO will notify NCEM, partner agencies, and energy industry partners as appropriate. The SEO will monitor the disruption's impact on the state's energy infrastructure, conduct analyses, and provide recommended actions.

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The energy industry (electrical utilities, natural gas, propane, petroleum) provides for the production, transmission, and distribution of energy. The vast majority of energy infrastructure is privately owned, and the responsibility for restoration of service rests with the operator of the system.

The SEP and NCEM benefit from the cooperation of privately owned energy industry partners to understand the impact of disruptive energy events on their operations, the potential degradation of service delivery, and provide subject matter expertise depending upon the situation. The SEO and NCEM work with members of the energy industry and government agencies to coordinate response activities and prioritize restoration for critical infrastructure.

The Electric Membership Cooperatives and Electricities of North Carolina serve as liaisons between their member providers and the NCEM Infrastructure Support Group. Individual municipal power systems or cooperatives are responsible for restoring the functionality of their own infrastructure.

State, county, and local governments will pre-identify critical infrastructure that should have priority for energy restoration. These priorities will be communicated to the appropriate energy industry partners for incorporation into their internal restoration planning processes.

The NCESF-12 cell will coordinate energy industry response and restoration activities with other ESFs in order to facilitate a timely recovery.

CLASSIFICATION OF ENERGY SHORTAGES AND TRIGGER POINTS

Energy shortages are classified as mild, moderate, or severe depending on their duration, the amount of supply reduction, and the area or number of citizens affected. Additional information on the classification process, criteria, and Energy Office response actions is available in Section 2.2 of the North Carolina Energy Assurance Plan. Information on types of energy shortages is available in Section 2.3.

These triggers are guidelines. Factors such as weather, expected duration, affected area, population or critical infrastructure will determine the appropriate level of response. Much of the data used to classify an energy shortage is produced on a monthly basis, and the preliminary classification of a specific shortage may be revised as more data becomes available.

1. Mild Shortage: a 5-10% supply reduction lasting up to one week due to an isolated incident or degradation of service reliability. Commodity spot prices will increase rapidly, driving up retail energy prices.

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2. Moderate Shortage: a 10-15% supply reduction lasting up to three weeks due to an escalating incident or prolonged degradation of service reliability. Energy suppliers may declare force majeure, go on allocation, or request government assistance. Distributors may have difficulty meeting contract obligations, and there may be shortages at the retail level. Energy providers may implement curtailment plans.
3. Severe shortage: a 15% or greater supply reduction that persists for several weeks. Commodities may be unavailable on the spot and retail markets. Utilities may implement protective action plans to maintain grid integrity. Government agencies may be called upon to provide relief.

DEMAND REDUCTION MEASURES

Demand reduction measures are intended to reduce the consumption of a specific energy resource. Lower consumption may be required to extend available supplies or to restore stability to a distribution system. Measures can be implemented on a voluntary or mandatory basis depending on the severity, cause, and expected duration of an energy emergency. Section 5.4 of the North Carolina Energy Assurance Plan describes each measure in detail, and provides estimated demand reductions for individual measures.

1. Electricity

- a. Public/Government Measures. The following measures reduce the overall demand by curtailing non-essential consumption:
 - HVAC temperature set-back;
 - Reduce hot water temperatures;
 - Operating hours reductions/closings; and
 - Limit the use of electronic signage/advertising and other non-essential lighting.
- b. Utility Protective Actions. Utilities may act in order to preserve the integrity of the integrated electrical grid.
 - Curtailment of non-firm service
 - Voltage reductions
 - Load shedding

2. Natural Gas

- a. Public/Government Measures. The following measures reduce the overall demand by curtailing non-essential consumption:

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- Reduce temperature of heat spaces;
- Reduce hot water temperatures;
- Compressed work weeks for facilities heated using natural gas; and
- Operating hours reductions/closings.

b. Industry Actions. Providers may act to maintain line pressure and continuity of service. Curtailment of customers with interruptible service contracts.

3. Petroleum

a. Public/Government Measures. The following measures reduce the overall demand by curtailing non-essential consumption:

- Reduce or restrict non-essential travel;
- Implement no-idling policy;
- Encourage use of multi-passenger travel;
- Highway Speed Reductive;
- Fuel purchasing restrictions;
 - Odd/Even Schema
 - Minimum Fuel Purchase
 - Maximum Fuel Purchase
 - Priority End Users
- Speed Enforcement; and
- State Fuel Set-Aside Program.

b. Industry Actions. Disruptions may result in supply shortages.

- Petroleum suppliers may declare force majeure.
- Terminal operations may go on allocation.

4. Propane

a. Public/Government Measures. The following measures reduce overall demand by curtailing non-essential consumption:

- Reduce temperature of spaces heated with propane; and
- Reduce hot water temperatures.

b. Industry Actions. Disruptions may result in supply shortages. Curtail delivery of fuel for non-essential purposes.

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B. NOTIFICATION

Upon notification of an emergency or when the potential exists for a disaster, NCEM will notify agencies tasked in this appendix. Upon identification of a disruptive energy event that affects or has the potential to affect the state's energy supply or distribution infrastructure, the SEP will notify NCEM. Upon declaration of an energy emergency, the NCESF-12 Cell will notify the stakeholders listed in the NCESF-12 Notification Checklist in Enclosure. Should communications systems become inoperable, the State Energy Office will send representatives to the Emergency Operations Center.

C. RESPONSE ACTIONS

1. INITIAL

- a. Gather information on the current energy situation including:
 - The cause and extent of the disruption;
 - Realized or potential effects on the state energy supply;
 - Realized or potential impact to energy consumers;
 - Estimated time to repair / replace infrastructure and restore service;
 - Current restoration priorities;
 - Potential sources of alternative supplies; and
 - Requests for government assistance.

2. CONTINUING

- a. Assist local and state entities with energy related requests on an as-needed basis.
- b. Establish a reporting schedule for updates on industry restoration activities.
- c. Provide energy industry stakeholders with information that may assist their response operations and collect situation updates for NCEM leadership.
- d. Communicate state restoration priorities to energy providers in accordance with Section 2.3.5 of the North Carolina Energy Assurance Plan.
- e. Provide NCEM leadership with a practical analysis of the situation that includes a short-term projected outlook and potential mitigation measures.

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- f. Provide information to the SERT Public Information Officer to inform the public about the disruption and government response efforts.
- g. Administer statutory authorities pertaining to energy conservation as directed by NCEM leadership.

D. RECOVERY ACTIONS

1. INITIAL

- a. Continue to track the availability, pricing, and usage of energy within the state.
- b. Inform the State Coordinating Officer (SCO) and Federal Coordinating Officer (FCO) regarding the restoration of energy supplies.

2. CONTINUING

- a. Maintain communications with energy industry stakeholders to track restoration progress.
- b. Communicate with local government officials to verify that recovery is progressing.
- c. Assist in the coordination of resupply efforts.
- d. Provide information to NCEM Public Information Officer to inform the public about restoration efforts and progress.

ENERGY EMERGENCY TRIGGERS AND CHECKLISTS

NCESF-12 CELL ACTIVATION CHECKLIST

Note: The following are guidelines. Factors such as weather, expected duration, affected area, population or critical infrastructure will determine the appropriate level of response.

<u>ACTIVATION LEVEL</u>	<u>ACTIONS TAKEN</u>
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Level 5 – Level 4

- + Normal operations; monitor phase by all stakeholders

Trigger: N/A*

* The NCESF-12 cell will prepare for activation when the National Hurricane Center advises that a tropical cyclone threatens the southeastern or mid-Atlantic coastline.

<u>ACTIVATION LEVEL</u>	<u>ACTIONS TAKEN</u>
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Level 3 (Mild Shortage)

- + Review operating guidelines, continue monitoring and review/analyze results

Trigger:

Isolated incident/degradation of service reliability.
 5 to 10% Supply reduction lasting up to one week.

- + Communicate with energy providers to determine extent, cause, and expected duration of the disruption
- + Communicate with affected jurisdictions to identify energy shortages
- + Coordinate public information efforts with NCEM JIC
- + Provide situation updates to NCEM
- + Recommend voluntary demand reduction Measures

<u>ACTIVATION LEVEL</u>	<u>ACTIONS TAKEN</u>
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Level 2 (Moderate Shortage)

- + Continue all Mild Shortage actions

Trigger:
 10-15% Supply reduction lasting up to three weeks

- + Coordinate with energy providers to identify and recommend voluntary conservation measures
- + Advise NCEM regarding declaration of Energy Emergency
- + Recommend mandatory demand reduction measures

<u>ACTIVATION LEVEL</u>	<u>ACTIONS TAKEN</u>
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Level 1 (Severe shortage)

- + Continue all Moderate Shortage actions

Trigger:
 >15% supply reduction lasting more than three

- + Recommend declaration of Energy Emergency
- + Recommend implementation of Petroleum Set-Aside Plan weeks

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PETROLEUM SHORTAGE (NC ENERGY EMERGENCY)

USAGE PROFILE

Petroleum is primarily used as a transportation fuel, as well as for heating, auxiliary electric generation and industrial purposes. North Carolina’s petroleum supply originates along the Gulf Coast, where crude oil is refined and finished product is inserted into the Colonial and Plantation interstate pipelines. The two interstate pipelines bring fuel to terminals in Charlotte, Greensboro, and Selma. Both interstate pipelines operate as common carriers and serve additional markets. Some distillate products are imported via the Port of Wilmington. An insignificant amount is imported to border communities via truck. Trucks transport petroleum products from the three terminals to distributors and retailers.

TRIGGERS

Note: The following are guidelines. Factors such as weather, expected duration, affected area, population or critical infrastructure will determine the appropriate level of response.

The NCESF-12 cell will prepare for activation when the National Hurricane Center advises that a tropical cyclone threatens petroleum refining or transportation infrastructure along the Gulf Coast.

Level 3 (Mild Shortage) Up to 10% supply reduction lasting up to one week

Response actions: Continue monitoring and determination actions.
 Communicate with suppliers and provide situation update to NCEM.
 Coordinate public information announcements with NCEM JIC.
 Coordinate with other ESFs to address energy requirements.
 Recommend voluntary conservation measures.

Level 2 (Moderate Shortage) 10-15% supply reduction lasting up to three weeks

Response actions: Continue all mild shortage actions.
 Recommend mandatory conservation measures.

Level 1 (Severe Shortage) >15% supply reduction lasting more than three weeks

Response actions: Continue all moderate shortage actions.
 Recommend implementation of Petroleum Set-Aside plan.
 Notify U.S. Department of Energy, ESF-12.

RESOURCES

List of Stakeholders	NC Energy Assurance Plan 1.2.5
Types of Shortages	NC Energy Assurance Plan 2.3.3
Infrastructure Summary	NC Energy Assurance Plan 3.3.4
Transportation Summary	NC Energy Assurance Plan 3.4.4
Conservation Measures	NC Energy Assurance Plan 5.4.4

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ENERGY (NCESF-12)

June 2016

ELECTRICITY SHORTAGE (NC ENERGY EMERGENCY)

USAGE PROFILE

Reliable and affordable electricity is essential to the health, safety, and welfare of the people and economy of North Carolina. All sectors of the economy rely on electricity. Approximately 90% of electric power used in North Carolina is generated in state or at plants operated by the three principal investor-owned utilities (IOUs), Duke Power, Progress Energy and Dominion North Carolina. As of 2009, North Carolina's primary sources of energy for electricity generation were coal (62%), nuclear (32%), natural gas (3%) and renewables (3%). There are three nuclear generating stations in the State, in Southport, New Hill, and Mecklenburg County.

TRIGGERS

Note: The following are guidelines. Factors such as weather, expected duration, affected area, population or critical infrastructure will determine the appropriate level of response.

Level 3 (Mild Shortage)	Isolated outage or service degradation affecting >2500 customers, restoration anticipated within 48 hours.
Response actions:	Continue monitoring and determination actions. Query utility about expected duration and grid-protective measures. Identify any affected critical infrastructure. Coordinate with other ESFs to address energy requirements. Coordinate public information announcements with NCEM JIC.
Level 2 (Moderate Shortage)	Region-wide outage or service degradation affecting >10,000 customers, restoration anticipated within 168 hours.
Response actions:	Continue all mild shortage actions. Recommend voluntary conservation measures.
Level 1 (Severe Shortage)	Widespread and persistent outage or service degradation affecting >20,000 customers, restoration not expected within 168 hours.
Response actions:	Continue all moderate shortage actions. Recommend mandatory conservation measures. Notify U.S. Department of Energy, ESF-12.

RESOURCES

List of Stakeholders	NC Energy Assurance Plan 1.2.1
Vulnerabilities	NC Energy Assurance Plan 2.1.3
Types of Shortages	NC Energy Assurance Plan 2.3.3
Infrastructure Summary	NC Energy Assurance Plan 3.3.1
Conservation Measures	NC Energy Assurance Plan 5.4.2

NATURAL GAS SHORTAGE (NC ENERGY EMERGENCY)

USAGE PROFILE

North Carolina imports natural gas via the Williams-Transco pipeline, which originates in Mont Belvieu, TX. The pipeline is a common carrier, serving additional markets. Natural gas is primarily used for electrical generation, climate control, water heating, and cooking. Gas is a growing segment of the State’s energy profile, and is increasingly used for electrical generation. It is transported throughout the State via transmission, distribution, and service pipelines. Natural gas is marketed by Piedmont Natural Gas, PSNC Energy, and several local distribution companies.

TRIGGERS

Note: The following are guidelines. Factors such as weather, expected duration, affected area, population or critical infrastructure will determine the appropriate level of response.

Level 3 (Mild Shortage) Up to 10% supply reduction lasting up to one week

Response actions:	Continue monitoring and determination actions. Communicate with suppliers and provide situation update to NCEM. Coordinate public information announcements with NCEM JIC. Coordinate with other ESFs to address energy requirements. Recommend voluntary conservation measures.
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Level 2 (Moderate Shortage) 10-15% supply reduction lasting up to three weeks

Response actions:	Continue all mild shortage actions. Query electric utilities about the potential for cascading effects. Query gas providers about expected duration and curtailment measures. Recommend mandatory conservation measures.
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Level 1 (Severe Shortage) >15% supply reduction lasting more than three weeks

Response actions:	Continue all moderate shortage actions. Notify U.S. Department of Energy, ESF-12.
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RESOURCES

List of Stakeholders	NC Energy Assurance Plan 1.2.3
Vulnerabilities	NC Energy Assurance Plan 2.1.4
Types of Shortages	NC Energy Assurance Plan 2.3.2
Infrastructure Summary	NC Energy Assurance Plan 3.3.2
Conservation Measures	NC Energy Assurance Plan 5.4.3

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NCESF-12
 ENERGY DISRUPTION REPORTING WORKSHEET

TRACKING INFORMATION

DATE: / /	TIME: _____	NEXT REPORT EXPECTED: _____
EVENT: _____		REPORT TAKEN BY: _____
REPORTING ORGANIZATION: _____		
CONTACT NAME: _____		
CONTACT INFORMATION: _____		

EVENT SUMMARY

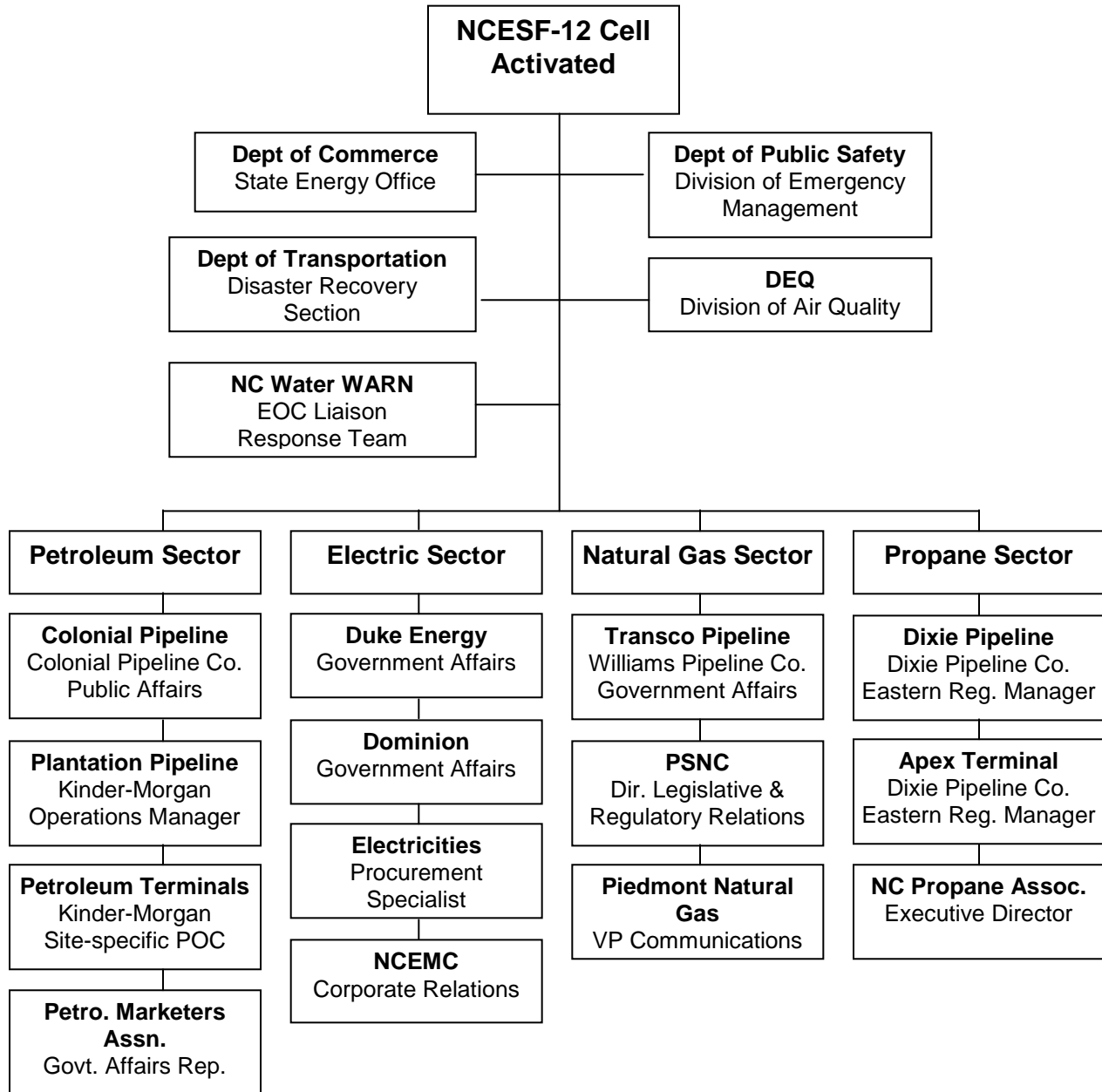
CAUSE (IF KNOWN):
AREA AFFECTED:
POPULATION(S) AFFECTED:
ENERGY SUPPLY IMPACT(S):
CRITICAL INFRASTRUCTURE(S) AFFECTED:
CONSUMER IMPACT(S):

RESPONSE ACTIVITIES

CURRENT RESPONSE/RESTORATION ACTIVITIES:
ESTIMATED TIME TO REPAIR/RESTORE:
ALTERNATIVE SOURCES OF SUPPLY:
SUPPORT REQUEST(S):

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**NCESF-12 CELL NOTIFICATION CHECKLIST
 FOR ENERGY EMERGENCIES**



The entities listed on this notification chart are responsible for major sections of energy infrastructure serving North Carolina. It is not an exhaustive list, and additional notifications may be required due to the characteristics of a specific event.

Refer to the NCESF-12 Emergency Contact List for the specific names, phone numbers, and/or email addresses of listed entities.

LAW ENFORCEMENT (NCESF-13)

June 2016

I. INTRODUCTION

A. PURPOSE

The purpose of this appendix is to provide coordination for all state law enforcement resources to support local law enforcement during and following public disturbance, riots and/or emergency situations.

B. SCOPE

The State Emergency Response Team (SERT) Emergency Services Branch will coordinate law enforcement activities during public disturbances, riots and/or emergency situations.

II. SITUATION AND ASSUMPTIONS

A. SITUATION

1. EMERGENCY CONDITIONS

Emergencies, man-made or natural, may be of such magnitude as to overwhelm the resources of local law enforcement. Security and protection of the public and its property will be essential.

2. RIOTS

Riots are public disturbances involving an assemblage of three or more persons which by disorderly and violent conduct, or the imminent threat of disorderly and violent conduct, results in injury or damage to persons or property or creates a clear and present danger of injury or damage to persons or property (G.S. §14-288.2).

B. ASSUMPTIONS

1. Local government will be overwhelmed by the extent of response effort required to support evacuations, provide security, control traffic and carry out other law enforcement activities.
2. Local police and sheriff's departments will activate existing mutual aid agreements before requesting state assistance.
3. The SERT will develop a contingency plan to deploy state resources in the event that local control of the emergency is insufficient to assure adequate protection for lives and property.

LAW ENFORCEMENT (NCESF-13)

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III. ORGANIZATION AND ASSIGNMENT OF RESPONSIBILITIES

A. LEAD STATE AGENCY

1. DEPARTMENT OF PUBLIC SAFETY (DPS)

COMMISSIONER OF OPERATIONS

- a. In conjunction with the NCEM Emergency Services Program Manager, monitor potential emergencies that may require the deployment of state law enforcement resources in support of the affected law enforcement agencies.
- b. Provide additional law enforcement resources to impacted areas.

B. SUPPORTING AGENCIES

1. DEPARTMENT OF PUBLIC SAFETY (DPS)

STATE HIGHWAY PATROL (SHP)

- a. Provide uniform personnel for highway law enforcement, traffic control, security, public disturbance, and riot response.

NORTH CAROLINA NATIONAL GUARD (NCNG)

[When ordered by the Governor]

- a. Provide trained military police for traffic control.
- b. Provide military forces to assist local law enforcement in the emergency area for security, control of entrance to and exit from disaster area, and protection of people and crowd control.
- c. Provide a Rapid Reaction Force specifically trained for response to public disturbances and riots.

ALCOHOL LAW ENFORCEMENT (ALE)

- a. Detect and prosecute violators of alcoholic beverage control laws during disasters and emergencies.

LAW ENFORCEMENT (NCESF-13)

June 2016

- b. Assist local law enforcement with security, traffic control, or transportation as needed.

DIVISION OF ADULT CORRECTION AND JUVENILE JUSTICE

- a. Provide uniformed personnel to support/assist law enforcement with security, traffic control, and related services as directed.

2. DEPARTMENT OF ENVIRONMENTAL QUALITY (DEQ)

DIVISION OF MARINE FISHERIES (DMF)

- a. Enforce laws and regulations in state coastal waters.
- a. Provide law enforcement support as necessary and requested.

DIVISION OF PARKS AND RECREATION (DPR)

- a. Provide law enforcement support as necessary and requested, especially regarding laws on or related to state park lands and waters.

STATE BUREAU OF INVESTIGATION (SBI)

- a. Assist in law enforcement as necessary and requested, including investigation and staff law enforcement specialists.

3. DEPARTMENT OF TRANSPORTATION (DOT)

DIVISION OF HIGHWAYS

- a. Develop, maintain and implement the Emergency Highway Traffic Regulation Plan.

DIVISION OF MOTOR VEHICLES LICENSE AND THEFT BUREAU (DMV-L&T)

- a. Assist local law enforcement as requested.
- b. Assist emergency management officials with special vehicle registration matters for emergency vehicles.

LAW ENFORCEMENT (NCESF-13)

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4. NC WILDLIFE RESOURCES COMMISSION

- a. Provide law enforcement support as necessary and requested, especially on state rivers and lakes.

IV. CONCEPT OF OPERATIONS

A. GENERAL

Local law enforcement agencies are encouraged to request assistance first from agencies with which they have existing mutual aid agreements before asking the state for assistance. In a gubernatorial or legislatively declared state of emergency, when it is determined by the lead state agency that local control of the emergency is insufficient to assure adequate protection for lives and property in accordance with the North Carolina Emergency Management Act, the Governor may deploy state law enforcement resources to the emergency area.

B. NOTIFICATION

Upon notification that a public disturbance, riot and/or emergency situation has occurred or the potential for one exists, emergency management will alert the Commissioner of Operations and appropriate law enforcement Agencies. Based upon the severity of the situation, agencies will be asked to report to the State EOC.

C. RESPONSE ACTIONS

1. INITIAL

- a. Local and state law enforcement agencies from within the emergency area will be committed.
- b. State law enforcement agencies will monitor local situations in preparation for possible commitment.
- c. Local law enforcement resources from outside the emergency area will be committed when requested by mutual aid.

2. CONTINUING

- a. Local law enforcement agencies will respond to law enforcement and security requirements within their capabilities.

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- b. State law enforcement resources will be deployed to the emergency area upon receiving a request or when it is determined local law enforcement agency resources are insufficient to assure adequate protection for lives and property.

D. RECOVERY ACTIONS

1. INITIAL

- a. State law enforcement agencies and National Guard resources will further supplement the needs of local law enforcement and fulfill the enforcement and security requirements of other state and volunteer entities involved in recovery.
- b. Operations will be demobilized as directed by the State EOC.

2. CONTINUING

- a. Continue those operations necessary to protect people and property.
- b. Assist with the reconstitution of local law enforcement agencies as necessary.

V. DIRECTION, CONTROL AND COORDINATION

1. LOCAL

County sheriffs and local chiefs of police are responsible for law enforcement within their jurisdictions. Most counties have mutual aid agreements between law enforcement agencies. When local resources are exhausted, state assistance is requested through emergency management channels.

2. STATE

The SERT Emergency Services Branch will coordinate law enforcement activities when a public disturbance, riot and/or emergency situation occurs or when the potential for disaster exists. According to the severity, agencies will be asked to report to the State EOC. If the public disturbance, riots and/or emergency situation are isolated to one area of the state, a representative of the law enforcement division from that area will be dispatched to the affected agency to establish a state law enforcement liaison and to monitor and coordinate state law enforcement activities. State resources will be dispatched

LAW ENFORCEMENT (NCESF-13)

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from the State EOC, including an NCEM Area Coordinator, should the situation require.

3. FEDERAL

In the event a public disturbance, riot and/or emergency situation exceed state capabilities, the state Legislature or Governor may request federal assistance.

COMMUNICATIONS (NCESF-2)

June 2016

I. INTRODUCTION

A. PURPOSE

The purpose of this appendix is to provide communications support for state and local response before, during, and after an emergency. This plan describes how state government and State Emergency Response Team (SERT) communications systems are typically used in directing and controlling emergency operations. This plan also provides a platform for compatibility and interoperability among all agencies.

B. SCOPE

Appropriate SERT agencies coordinate communications support to state and local disaster response elements. The assets of the lead and support agencies are typically used in emergency and disaster situations, as well as day-to-day operation. The Statewide Interoperability Coordinator is assigned to the SERT Operations Section during activations and serves as the coordination point for all State EOC communications activities.

II. SITUATION AND ASSUMPTIONS

A. SITUATION

All communications systems are vulnerable to natural and technological disasters. Individuals and agencies responding to and recovering from disasters will require large amounts of information. This information will be essential for dispatching resources and will continue to be needed when certain communications systems are inoperable. In such cases, all available remaining means of communications will be necessary to assure the quickest possible response.

B. ASSUMPTIONS

1. Initially, local emergency services will focus on lifesaving activities and reestablishing control in the disaster area.
2. Initial reports of damage will be fragmented and will provide an incomplete picture of the damage to communications facilities.
3. Weather and other environmental factors may restrict deployment of mobile or transportable communications equipment into the disaster area.
4. The affected area's ability to communicate with other parts of the state could be impaired.

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5. Careful consideration of sites will be required to establish staging areas for centralized communications in the field.

III. ORGANIZATION AND ASSIGNMENT OF RESPONSIBILITIES

A. LEAD STATE AGENCY

1. DEPARTMENT OF PUBLIC SAFETY (DPS)

NORTH CAROLINA EMERGENCY MANAGEMENT (NCEM)

- a. Perform needs assessments and provide information to DIT personnel.
- b. Serve as a point of contact for DIT, local government and Federal Emergency Management Agency (FEMA) personnel.
- c. Ensures all requests are addressed and routed to the proper organization.
- d. Maintain and operate WebEOC.

B. SUPPORTING AGENCIES

1. DEPARTMENT OF INFORMATION TECHNOLOGY (DIT)

- a. Provide telephone lines and equipment to meet disaster needs.
- b. Handle all requests for communications resources, including interaction with Federal ESF-2 personnel.

2. DEPARTMENT OF PUBLIC SAFETY (DPS)

STATE HIGHWAY PATROL (SHP)

- a. Maintain Voice Interoperability Plan for Emergency Responders (VIPER).

CIVIL AIR PATROL (CAP)

- a. Stage CAP mobile units as necessary to provide disaster scene communications.

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- b. Provide and transport emergency power generators when necessary.

NORTH CAROLINA NATIONAL GUARD (NCNG)

- a. Stage HF-equipped mobile units as needed at a disaster scene to provide communications into and out of an area.
- b. Provide multi-line satellite telephone service as needed.

UNC CENTER FOR PUBLIC TELEVISION

- a. Maintain tower facilities and respond to problems to support the SERT.

AMATEUR RADIO EMERGENCY SERVICE (ARES)

- a. Serve as a backup system for priority communications and as a primary system for routine communications.

IV. CONCEPT OF OPERATIONS

A. GENERAL

Operational activities outlined in this plan will be executed in accordance with all North Carolina general statutes and policies of the Department of Public Safety. They will also be consistent with the National Incident Management System (NIMS) and the National Response Framework (NRF).

B. NOTIFICATION

The NCEM 24-Hour Operations Center will notify the lead and support communications agencies when an emergency or the potential for an emergency exists. These agencies will either be requested to report to the State EOC or to be on standby.

C. RESPONSE ACTIONS

1. INITIAL

- a. Determine which vital communications services are inoperative.
- b. Verify location of available assets and determine a time frame for

COMMUNICATIONS (NCESF-2)

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deploying those assets.

- c. Position communications assets to meet immediate needs.

2. CONTINUING

- a. Prioritize the deployment of resources based on critical needs and availability.
- b. Continue response activities until they are complete.
- c. Monitor surviving systems and resource requests to meet needs.

D. RECOVERY ACTIONS

1. INITIAL

- a. Determine communications assets available to support the Recovery phase.

2. CONTINUING

- a. Initiate repair/replacement activities as soon as possible for equipment and systems used by SERT agencies and local governments.

V. DIRECTION, CONTROL AND COORDINATION

1. LOCAL

Counties are responsible for their own communications needs and systems. Counties will continue using existing communications equipment and service vendors as much as possible during emergencies and disasters. Counties will route those requirements that cannot be met locally to the SERT through the State EOC Communications Center.

2. STATE

State agencies are responsible for their own communications needs and systems. In the event of a disaster, the state will assess damage to its communications systems and make repairs using existing resources as much as possible. If additional resources are needed, the state will call on FEMA for assistance. The state will also attempt to respond to resource requests from local governments. If the state does not have

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adequate resources from which to draw, local government requests will be forwarded to FEMA.

3. FEDERAL

ESF-2 (Communications) personnel described by the National Response Framework monitor disaster situations and determine when there is a need for federal response. FEMA's communications liaison from the National Communications System will contact state personnel to prepare for Joint Field Office (JFO) operations and to determine whether federal resources will be needed for state and local governments.

MILITARY SUPPORT (NCESF-7C)

June 2016

I. INTRODUCTION

A. PURPOSE

The purpose of this appendix is to provide for military support to the state during disasters and/or civil unrest.

B. SCOPE

The scope of military support operations varies. Federal military support will be provided, as available, through the Federal Emergency Management Agency (FEMA) Defense Coordinating Officer.

II. SITUATION AND ASSUMPTIONS

A. SITUATION

A large-scale disaster will result in widespread loss or damage to the civilian infrastructure. In addition, there may be widespread displacement of people because of damage to or loss of structures and housing. To quickly assess effects on the population and to provide immediate response, an impact assessment will be required immediately following a disaster.

B. ASSUMPTIONS

1. A catastrophic disaster will overwhelm the resources of local government.
2. North Carolina National Guard (NCNG) resources will be made available to assist civil authorities provided that support does not interfere with an essential military mission.
3. To assist local officials, the Governor may order all or any part of the NCNG to active duty.
4. NCNG assistance will be limited to missions that can be accomplished more effectively by the Guard than other agencies of government.
5. Federal military assistance may be requested when the disaster exceeds the capabilities of local and state resources. Such requests must be routed through the State EOC to FEMA's Federal Coordinating Officer (FCO)..
6. During a disaster, when waiting for instructions from higher authority would preclude effective response, a National Guard Commander may take action necessary to save human life, prevent immediate human suffering, or lessen

MILITARY SUPPORT (NCESF-7C)

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major property damage or destruction. The Commander will report his/her actions to higher military and civil authority as soon as possible. NCNG Assistance will not be delayed for lack of reimbursement commitment or for lack of liability certification from the requestor.

7. Military support to civil authorities will terminate as soon as possible after civil authorities are capable of handling the emergency.
8. Counties surrounding or adjoining military installations are encouraged to enter into Memoranda of Agreement with the local military base for support during local emergencies. Such memoranda should address financial accounting and liability, operations liability, and commercial operations.

III. ORGANIZATION AND ASSIGNMENT OF RESPONSIBILITIES

A. LEAD STATE AGENCY

1. DEPARTMENT OF PUBLIC SAFETY (DPS)

NORTH CAROLINA NATIONAL GUARD (NCNG)

- a. Provide a representative of the SERT at the Emergency Operations Center (EOC).
- b. Provide military support to civil authorities. Missions may include, but are not limited to:
 - Communications;
 - Debris clearance;
 - Medical and refugee evacuation;
 - Search and rescue;
 - Food and water supply;
 - Transportation;
 - Health, sanitation and medical services;
 - Housing and shelter;
 - Maintaining law and order;
 - Emergency repair of streets, roads, and bridges;
 - Transportation;
 - Damage assessment;
 - Emergency flood control; and
 - Aviation support.
- c. Coordinate all air missions in support of the SERT.

MILITARY SUPPORT (NCESF-7C)

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IV. CONCEPT OF OPERATIONS

A. GENERAL

The NCNG will operate from the State EOC to coordinate mission requests in support of other SERT agencies and to advise the SERT Leader on NCNG capabilities and resources. The NCNG will provide military support to civil authorities in accordance with the North Carolina National Guard State Area Command Operation Plan.

When ordered into active duty by the Governor, the Adjutant General will mobilize personnel and equipment in and around the disaster area or potential disaster area as required to restore/preserve law and order and to provide support for the other SERT activities as directed by the SERT Leader. In disasters of sufficient magnitude to require federal Department of Defense (DOD) response, the NCNG Adjutant General and his staff will serve as liaison between North Carolina and the active component commander.

B. NOTIFICATION

When a disaster has occurred or is imminent, the North Carolina Emergency Management (NCEM) Operations Chief will notify military support agencies by office or cellular telephone. NCNG will use existing unit alert and mobilization plans to notify troops.

C. RESPONSE ACTIONS

1. INITIAL

- a. Personnel and equipment resources will be staged as necessary.

2. CONTINUING

- a. Impact and needs assessments will be ongoing.
- b. Personnel and equipment resources will be deployed.

D. RECOVERY ACTIONS

1. INITIAL

- a. Evaluate and coordinate military assistance requests.

MILITARY SUPPORT (NCESF-7C)

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2. CONTINUING

- a. Relieve military units as soon as mission is complete or when civilian forces can assume mission responsibility

V. DIRECTION, CONTROL AND COORDINATION

1. LOCAL

Each local jurisdiction is responsible for the management of disasters to the extent its resources allow. When local and mutual aid resources have been exhausted, local jurisdictions may request assistance from the state.

2. STATE

Requests for military support are received in the State EOC and forwarded to the NCNG Adjutant General for approval. If the NCNG can support the request, the mission will be scheduled. The NCNG emergency coordinating officer will keep mission status information.

3. FEDERAL

Requests for federal military assistance will be made by NCEM to FEMA. In the event of a major disaster or when the potential for a major disaster exists, FEMA will dispatch a Defense Coordinating Officer to the North Carolina EOC. This officer will help prepare and coordinate requests for federal military resources.

SERT PLANNING SECTION

June 2016

I. INTRODUCTION

A. PURPOSE

The purpose of the State Emergency Response Team (SERT) Planning Section is to conduct planning activities during disasters, emergencies, and significant planned events.

B. SCOPE

This appendix covers the core functions carried out by the SERT Planning Section which include:

- Resource Tracking
- Developing and Disseminating the following
 - Reports containing disaster and incident information
 - Incident Action Plans (IAPs)
 - Demobilization Plans
- Technical Expertise (event specific)
- Meteorological Support

II. SITUATION AND ASSUMPTIONS

A. SITUATION

The core functions performed by the SERT Planning Section are consistent for all hazards, regardless of impact or geographical area.

B. ASSUMPTIONS

1. There will be an immediate and continuing demand for information regarding the impact, magnitude, and damages arising out an emergency.
2. Counties, North Carolina Emergency Management (NCEM) branch offices, and SERT agencies will provide the most reliable information via WebEOC during an emergency.
3. For planning activities at the State Emergency Operations Center (SEOC), internet and phone resources will be the primary methods of communicating emergency information.
4. NCEM staff sent into the impacted area will be self-sustaining for at least 72 hours.
5. During recovery, increased staff will be required at field locations.

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6. Sufficient manpower will be available to provide 24-hour weather support at the SEOC.
7. Sufficient data will be available to allow meaningful tailored forecasts and briefings.

III. ORGANIZATION AND ASSIGNMENT OF RESPONSIBILITIES

A. LEAD STATE AGENCY

1. DEPARTMENT OF PUBLIC SAFETY (DPS)

NORTH CAROLINA EMERGENCY MANAGEMENT (NCEM)

- a. Coordinate overall efforts to activate and maintain NCEM's information management systems in support of the SERT.
- b. Provide staff support resources for the SERT Planning Section both at the State EOC and Joint Field Office.
- c. Provide meteorological analysis to the SERT Leader.
- d. Track requested, approved, and deployed resources to the NCEM branch level.
- e. Provide planning support to SERT Operations Section and key decision makers during an event.
- f. Coordinate the collection of information to develop an Incident Action Plan (IAP) for the next operational period.
- g. Coordinate overall efforts to collect, process, and report emergency response and recovery information from counties, NCEM branch offices, and State agencies.
- h. Coordinate with other SERT partners to develop a demobilization plan.

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B. SUPPORTING AGENCIES

1. DEPARTMENT OF PUBLIC SAFETY (DPS)
2. DEPARTMENT OF ADMINISTRATION (DOA)
3. DEPARTMENT OF AGRICULTURE AND CONSUMER SERVICES (DA&CS)
4. DEPARTMENT OF COMMERCE (DOC)
5. DEPARTMENT OF PUBLIC SAFETY (DPS)
6. DEPARTMENT OF CULTURAL RESOURCES (DCR)
7. DEPARTMENT OF ENVIRONMENTAL QUALITY (DEQ)
8. DEPARTMENT OF HEALTH AND HUMAN SERVICES (DHHS)
9. DEPARTMENT OF INSURANCE (DOI)
10. DEPARTMENT OF JUSTICE (DOJ)
11. DEPARTMENT OF LABOR (DOL)
12. DEPARTMENT OF PUBLIC INSTRUCTION (DPI)
13. DEPARTMENT OF REVENUE (DOR)
14. DEPARTMENT OF TRANSPORTATION (DOT)
15. OFFICE OF THE SECRETARY OF STATE
16. OFFICE OF THE STATE CONTROLLER
17. STATE CLIMATE OFFICE
18. NATIONAL WEATHER SERVICE
19. NATIONAL HURRICANE CENTER
20. STORM PREDICTION CENTER
21. SOUTHEAST RIVER FORECAST CENTER

C. Federal Counterpart

Federal ESF-5, Emergency Management, U.S. Department of Homeland Security/Emergency Preparedness and Response/Federal Emergency Management Agency.

IV. CONCEPT OF OPERATIONS

A. GENERAL

The Situation Unit will monitor a variety of information sources (primarily WebEOC and social media) in order to collect, format, archive and distribute emergency/disaster information in a variety of report formats. Situation reports will be the primary method of distributing regular report information to the SERT. Situation reports will be developed using statistical, narrative, and graphical information from response and recovery operations that regularly describe the progress of the emergency workers and future operational strategies. This information must accurately describe the impacted area and the effect to the infrastructure.

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At a minimum, the following information is required to describe the emergency/disaster event:

- (a) Deaths
- (b) Boundaries of the disaster area
- (c) Political boundaries
- (d) Status of transportation infrastructure
- (e) Status of communications infrastructure
- (f) Status of electrical infrastructure
- (g) Status of medical infrastructure
- (h) Hazard specific information
- (i) Weather data affecting the impacted area
- (j) Activated Emergency Management facilities
- (k) Shelter information
- (l) Mass feeding information
- (m) Immediate or life threatening needs

The Resource Unit will monitor and track the assignment of resources to the NCEM Branch Level, manage the State EOC check in/check out process, and develop Incident Action Plans. IAPs will be published daily for the next 24 hour operational period (0700 – 0700). Considerations in preparing the IAP include among other things the SERT Leader's priorities, available State resources, and the status of previously planned activities. At full activation, Situation and Documentation goes on 24 hours per day.

Technical Specialists will maintain current technical data on the existing emergency/disaster and provide advice to the SERT Leader for decisions on issues including but not limited to evacuation recommendations, resource protection, and shelter activation/operations.

The Weather Officer will provide timely, tailored weather support for SERT operations. The Weather Officer will be available, as appropriate, on a 24-hour basis to provide any weather briefing or forecast the SERT may require. One-hour notice is usually required for special, non-routine briefings.

B. NOTIFICATION

At the onset of a disaster/emergency event, the SERT Leader will direct the Emergency Management Division staff to assume their duties as members of the SERT Planning Section. Support agency staff for this function will activate as appropriate. The Planning Section Chief will continually assess staff resources during disaster/emergency events and request additional staff from the SERT Leader as necessary.

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C. RESPONSE ACTIONS

1. INITIAL

The initial action period for the SERT Planning Section may begin prior to partial activation of the SERT and continue as long as necessary. Specific responsibilities are as follow:

- a. Provide meteorological analysis and support information to the SERT Leader.
- b. Test the operability of SERT Planning Section IT systems hardware/software, determine its state of readiness, modify or replace hardware/ software, and activate hardware/software systems.
- c. Set up check in and check out system(s) at State EOC.
- d. Collect and process disaster/emergency information for use by the SERT, including information from remote locations.
- e. Prepare briefings and reports and other materials based on input from SERT members in support of response operations, including field operations.
- f. Operate an active Situation Room in the State EOC to display emergency/disaster information such as maps, charts, and event status.
- g. Coordinate the flow of information between the federal level and the branch/county level.

2. CONTINUING

- a. Continue to provide meteorological analysis and support information to the SERT Leader.
- b. Check in and check out SERT staff during shift changes at the State EOC.
- c. Continue to collect and process disaster/emergency information for use by the SERT, including information from remote locations.
- d. Continue to prepare briefings and reports and other materials based

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on input from SERT members in support of response operations, including field operations.

- e. Track resource assignment to the NCEM Branch level.
- f. Provide technical advice to the SERT Leader to respond to technical questions from the media and the public.
- g. Prepare planning reports and develop special reports describing specific actions, priorities or contingency planning requirements, as requested by the SERT Leader or other proper authority.

D. RECOVERY ACTIONS

1. INITIAL

- a. Mobilize SERT Planning Section functions to field locations in support of recovery operations as necessary. When possible, co-locate operations with FEMA.
- b. Establish an information systems interface FEMA's Local and Wide Area Networks.
- c. Test the operability of SERT Planning Section IT systems hardware/software, determine its state of readiness, modify or replace hardware/ software, and activate hardware/software systems.
- d. Provide technical advice as needed to the SERT Leader or the Governor's Authorized Representative (GAR) to respond to technical questions of the media and public interest.
- e. Prepare planning and special reports to describe specific actions, priorities or contingency planning requirements, as requested by the SERT Leader, GAR, or State Coordinating Officer.

2. CONTINUING

- a. Continue to prepare planning and special reports to describe specific actions, priorities or contingency planning requirements, as requested by the SERT Leader, GAR, or State Coordinating Officer.

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V. DIRECTION, CONTROL AND COORDINATION

1. LOCAL

County emergency management programs use various methods to manage information. For example, one county may use staff to manage information, while another might keep the information management function as part of the county emergency management coordinator's duties.

2. STATE

The SERT Planning Chief reports to the SERT Leader, and provides oversight to the functions performed by the SERT Planning Section

3. FEDERAL

ESF-5, Emergency Management, as described in the National Response Framework (NRF), is the federal counterpart to the SERT Planning Section. During activations of the SERT, the State EOC or JFO, ESF-5 is treated as a staff level function of the Federal Coordinating Officer (FCO). Where possible, Incident Action Planning and Situation Reporting activities will be coordinated with FEMA.

SERT LOGISTICS SECTION

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A. PURPOSE

This appendix describes the Logistics Section of the State Emergency Response Team (SERT) during activation, including processes and procedures for resource management, transportation management, donations and volunteer management, and military support.

B. MISSION

The Logistics Section procures, stores and transports state and donated resources in support of disaster response and recovery operations. It processes resource requests from local governments, state agencies, and division organizations and tasks appropriate agencies to satisfy these requests. Resources include supplies, equipment, and personnel.

C. ORGANIZATION

The Logistics Chief reports directly to the SERT Leader and is responsible for overall logistics activities. The Logistics Coordinator (Deputy Logistics Chief) controls the Section's day-to-day activities.

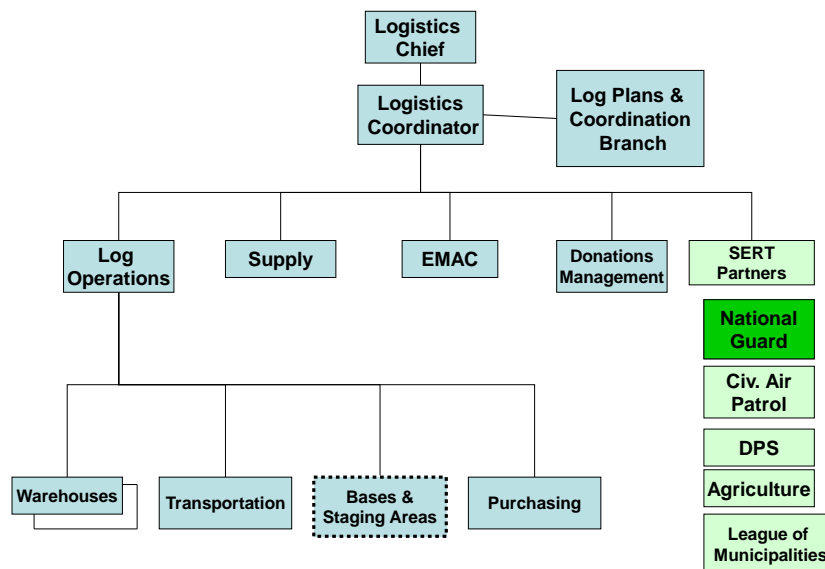


Figure 1

D. CONCEPT OF OPERATIONS

1. LOGISTICS PLANS AND COORDINATION BRANCH

The nerve center of the Logistics Section. At full activation, the Branch operates 24 hours a day and is responsible for:

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- a. Initial processing of resource requests and coordination of sourcing solutions.
- b. Tasking subordinate branches and SERT partners to fill resource requests or to accomplish logistics missions.
- c. Logistics situational awareness.
- d. Logistics planning for future operations.

2. LOGISTICS OPERATIONS BRANCH

Consists of two warehouses, a purchasing unit, an ESF-1 Transportation Unit, and the SERT civilian transportation contractor's representative. At full activation, the Branch operates 24 hours a day. The Log OPS BRANCH is responsible for:

- a. Warehouse Operations.
- b. Inventory Management.
- c. Purchasing, transporting, staging and issuing supplies and equipment.
- d. Management of all transportation requirements.

3. SUPPLY SERVICES BRANCH

Responsible for supply and services support to the State Emergency Operations Center and to response teams deploying to the field. For deploying teams, the Branch provides staging facilities, vehicle support, supplies, mail and equipment. At full activation, the Branch operates 12-14 hours a day.

- a. Supports EOC operations
- b. Links with FEMA LOG Operations
- c. Supports ongoing Recovery operations
- d. Supports JFO operations

4. EMERGENCY MANAGEMENT ASSISTANCE COMPACT (EMAC) BRANCH

Responsible for coordinating mutual aid during a disaster. At full activation, the Branch operates 24 hours a day.

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5. DONATIONS MANAGEMENT COORDINATION TEAM

Responsible for managing public donations and volunteer offers. In addition, through the Governor's Information Hotline, they gather and disseminate to the Human Services Section information about people who require individual assistance. At full activation, the Branch operates 12-14 hours a day. The Branch Manager is the Governor's liaison for volunteers. In accordance with a Memorandum of Agreement with NC Division of Emergency Management, Adventists Disaster Services provides representatives to man the Donations Management Coordination Team and to operate a State Donations warehouse if necessary.

6. LOGISTICS SERT PARTNERS

The Logistics Coordinator and members of the Logistics Plans and Coordination Branch task SERT partners to satisfy resource requests and to perform other missions via WebEOC. Their roles and capabilities are described below.

- a. The NC National Guard (NCNG) provides manpower and equipment to assist in disaster response. They provide a liaison team in the State EOC which processes resource requests assigned to them by the Logistics Plans and Coordination Branch. The NCNG Liaison Branch operates 24 hours a day during Level 1 EOC activations. NCNG assets are organized into standardized force packages designed to accomplish specific missions.

Each force package is described on a one page document which summarizes the mission(s) it is capable of performing, the number of personnel, the type and quantity of vehicles and equipment in the package, and the daily cost. Force package descriptions and a master index can be found in the Logistics Folder of the WebEOC File Library.

The NCNG also provides the leadership and core personnel of the Air Operations Branch. The Air Operations Branch is responsible for command and control of air support and search and rescue (SAR) assets during a disaster. The Civil Air Patrol (CAP) provides a liaison officer to the Air Operations Branch. The SERT Mission Assignment Coordinator (MAC) assigns all requests for air SAR assets to the Air Operations Branch for action. The Air Operations Branch is assigned to the SERT Operations Section and operates 24 hours a day during Level 1 EOC activations.

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- b. The Department of Administration provides support to the SERT in several areas. The State Capitol Police provide State EOC Security. State Parking Systems Division ensures parking for the SERT and Federal EOC partners. Motor Fleet Management Division provides motor pool support. Division of Purchase and Contract manages and operates the SERT Purchasing Unit. The State Property Office provides facilities to support disaster needs.
- c. The Department of Agriculture and Consumer Services (DA&CS) has trucks and refrigerated trailers which can be used for transportation requirements. Additionally, the DA&CS operates a food bank which can be used to support mass feeding and shelter operations. The DA&CS can also provide resources needed to respond to agricultural disasters such as bird flu, hoof-and-mouth disease outbreaks, and other animal disease emergencies, and operates 24 hours a day during Level 1 EOC activations.
- d. The Division of Adult Correction has a variety of resources which include: manpower intensive requirements, approximately 200 buses and vans with drivers, several special law enforcement teams, and tracking teams useful for Search and rescue operations. The Division of Adult Correction operates 24 hours a day during Level 1 EOC activations.
- e. Law Enforcement Support Services (LESS), another Division of Public Safety, does not provide representation in the EOC, but can be a source of supplies and equipment. Their warehoused assets are on file in the Logistics Section. LESS operates 8-12 hours a day during Level 1 EOC activations.
- f. The N.C. League of Municipalities facilitates mutual aid between North Carolina cities. It provides a representative to the Logistics Section during activation and operates 24 hours a day.

7. LOGISTICS CONCEPTS FOR DISASTER RESPONSE

The Logistics Concept for all disaster response operations is as follows:

- a. Maintain warehoused stocks of basic disaster supplies (food, water, etc.) for immediate response needs.
- b. Maintain convenience contracts with vendors to purchase additional supplies/equipment and to fill the procurement pipeline for follow-on supplies during large disasters. Operate a purchasing unit to procure items not available within the State.

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- c. Employ a transportation contractor who can procure commercial trucks and trailers for disaster transportation requirements. Operate an ESF-1 Transportation Coordination Cell consisting of representatives from appropriate State Agencies to coordinate use of State transportation assets when required.
- d. Deliver most resources to one, designated County Receiving and Distribution Point per county unless a county requests delivery to another location. Support local government operation of Points of Distribution (POD) for public distribution of disaster supplies (food, water, tarps, ice).
- e. Maximize effectiveness of military support for response operations by organizing National Guard units into force packages tailored to specific response missions.
- f. Make maximum use of mutual aid assets, both nationally through the Emergency Management Assistance Compact and through intra-state mutual aid between local governments.
- g. Use resources available from Logistics SERT Partners wherever possible.
- h. Integrate Federal partners into our EOC processes, particularly the FEMA Logistics and Corps of Engineers representatives of the FEMA Emergency Response Team (Advance) (ERT-A).
- i. Maintain the capability to establish both a mobile Joint Reception, Staging, Onward Movement and Integration (JRSOI) site and a base or camp for response workers in an area impacted by a disaster.
- j. Ensure effective management of donations and volunteers to include a proactive donations management information campaign.

8. CONCEPT FOR PROCESSING RESOURCE REQUESTS

The Logistics Plans and Coordination Branch processes all resource requests assigned to the Logistics Coordinator before any agency is tasked to fill a request. The role of personnel in the Logistics Plans and Coordination Branch is to coordinate with requestors, the Logistics Branches, or Logistics SERT Partners as necessary to develop good sourcing recommendations to satisfy requests. The Logistics Coordinator approves or denies resource requests, or makes recommendations to the Logistics Chief, based on the level of authority delegated by the Logistics

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Chief. Approved requests are tasked to a SERT Partner, EMAC or Logistics Operations Branch for items in stock or items which require purchasing action.

Databases support the process. WebEOC is used for customers to make requests, for EOC personnel to query for additional information and for the Logistics Plans and Coordination Branch personnel to task Logistics Branches or SERT Partners to take action to satisfy requests.

The Logistics Resources Database and Resource Manager are used to provide real time asset visibility of available commodities, equipment, and response teams and to share essential process information among all Logistics players. The Logistics database is used to:

- a. View inventory balances at multiple locations.
- b. Issue and receive inventory.
- c. Record purchases and view purchase lists.
- d. View convenience and contract information.
- e. Schedule and manage all transportation missions by truck and mission number.
- f. Produce hand receipts and bills of lading.
- g. Complete FEMA Action Request Forms (ARF) and to view lists of all FEMA resource requests for a disaster.
- h. Provide situational awareness information and management reports to assist in managing logistics processes.

The Logistics process is complex and difficult to manage. Logistics personnel are a limited asset. It is, therefore, essential to make maximum use of information technology to provide the asset visibility, data communication among logistics players, and information necessary for effective management of logistics processes.

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E. REFERENCES

- a. JRSOI Plan
- b. Logistics Standard Operating Procedures (Log SOP)
- c. Warehouse Standard Operation Procedure

F. TABS

- a. Transportation
- b. Communications
- c. Resource Support
- d. Volunteer and Donations Management
- e. Military Support

TRANSPORTATION (NCESF-1)

June 2016

I. INTRODUCTION

A. PURPOSE

The purpose of this appendix is to provide for movement of resources in support of local governmental entities, volunteer organizations and other emergency response organizations requiring transportation capacity to perform emergency assistance missions.

B. SCOPE

The provision of state transportation includes overall coordination of transportation assistance requests from local governments and state agencies, allocation of public and private transportation resources needed for the transportation of people, goods and services to and from the affected area, and assisting with recovery operations as necessary.

II. SITUATION AND ASSUMPTIONS

A. SITUATION

A significant disaster may severely damage the transportation infrastructure. Local transportation activities may be hampered by damaged surface transportation infrastructure and disrupted communications.

B. ASSUMPTIONS

1. Many local resources may be unavailable due to the level of damage to the transportation infrastructure or insufficient to handle the situation.
2. The state will provide transportation for resources requested by local government and may be required to provide transportation assets to assist local government in evacuation of citizens.
3. Clearing of access routes may be slow. Coordination between the local government and the State Emergency Response Team (SERT) Logistics Section and the SERT Infrastructure Branch may be required to organize emergency relief.
4. Damage to the transportation infrastructure may require use of air and water transportation assets.

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III. ORGANIZATION AND ASSIGNMENT OF RESPONSIBILITIES

A. LEAD STATE AGENCY

1. DEPARTMENT OF PUBLIC SAFETY (DPS)

**NORTH CAROLINA EMERGENCY MANAGEMENT (NCEM)
LOGISTICS SECTION**

- a. Manage the emergency transportation function, coordinate with supporting agencies and prioritize the requests for transportation services in consultation with the SERT Leader and other SERT agencies.

B. SUPPORTING AGENCIES

1. DEPARTMENT OF PUBLIC SAFETY (DPS)

CIVIL AIR PATROL (CAP)

- a. Provide aerial courier and messenger service.
- b. Coordinate light transport flights for movement of personnel and supplies.
- c. Provide fixed, mobile and airborne communications.
- d. Provide reconnaissance support for both ground and air missions.
- e. As appropriate, provide transportation for aerial sampling and monitoring with teams from the Department of Health and Human Services (DHHS) Radiation Protection Section.

DIVISION OF ADULT CORRECTION AND JUVENILE JUSTICE

- a. Provide transportation to support evacuation missions, equipment, uniformed personnel and related services for the support of law enforcement personnel as may be directed.
- b. Provide transportation for the evacuation of inmates and other affected department personnel.

TRANSPORTATION (NCESF-1)

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NORTH CAROLINA NATIONAL GUARD (NCNG)

- a. Provide aviation support, including helicopter transportation for the SERT, as directed.
- b. Provide aerial evacuation of personnel from threatened areas.
- c. Provide transportation of needed supplies and equipment, transportation for Aerial Monitoring Team from the Radiation Protection Section, and reconnaissance support as part of Aerial Reconnaissance Teams (ART).
- d. Provide ground transportation as directed. However, NCNG will not be a primary source for routine transportation requirements.

2. DEPARTMENT OF TRANSPORTATION (DOT)

DIVISION OF HIGHWAYS (DOH)

DIVISION OF PUBLIC TRANSPORTATION

- a. Erect and maintain signs, lights, barricades or other control devices as needed to maintain or control traffic along the emergency routes or required detour routes on DOT maintained highways.
- b. Monitor and report road conditions.
- c. Provide radio communications support for DOT assets involved in traffic control operations.
- d. Mark and maintain required evacuation routes on DOT maintained highways.
- e. Consult with the SERT Infrastructure Branch to maintain up-to-date information regarding debris removal on transportation access routes.
- f. Take the lead in deciding on lane reversal on interstate highways to facilitate ordered evacuations.

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3. DEPARTMENT OF ADMINISTRATION (DOA)

MOTOR FLEET MANAGEMENT

- a. Operate motor pools in support of disaster locations as may be requested by the SERT.

4. DEPARTMENT OF AGRICULTURE AND CONSUMER SERVICES (DA&CS)

NORTH CAROLINA FOREST SERVICE (NCFS)

- a. Transport emergency food supplies through food distribution and state farms operations from DA&CS owned warehouses or other sources to distribution and/or mass feeding locations in disaster areas.
- b. Respond to requests for other available transportation assets in support of emergency/disaster requirements.

5. DEPARTMENT OF COMMERCE (DOC)

- a. Coordinate transportation resource data from supporting state departments.
- b. Maintain information on private transportation industry assets that can be employed during disasters under agreement with the NC Motor Carriers Association and the NC Chapter of the National Defense Transportation Association.

6. DEPARTMENT OF THE ENVIRONMENTAL QUALITY (DENR)

DIVISION OF MARINE FISHERIES (DMF)

- a. Provide air, sea and land transportation.

DIVISION OF PARKS AND RECREATION

- a. Provide transportation in state parks.

7. NORTH CAROLINA WILDLIFE RESOURCES COMMISSION

- a. Provide air, land and water transportation.

8. DEPARTMENT OF PUBLIC INSTRUCTION (DPI)

- a. Coordinate with county school systems to provide buses for evacuation.

IV. CONCEPT OF OPERATIONS

A. GENERAL

Local governments will use their transportation assets and prearranged supporting resources to the extent necessary and available. If the extent of the disaster exceeds the transportation resources of the local government, state assistance will be provided upon request.

Contracted truck and charter bus transportation services, as well as state government transportation resources available to the State Emergency Response Team (SERT), will be used to assist local emergency operations and other state agencies in meeting the requirements of moving people, supplies and equipment. Resources will be allocated according to the following priorities: evacuation of persons from danger areas; transporting materials, equipment, and people required in support of local emergency response activities as requested through the State EOC; and maintenance of traffic movement for evacuation and re-entry.

The Logistics Section is responsible for transportation operations, and the Logistics Operations Branch Manager serves as the State Transportation Coordinator. State Logistics employs a civilian transportation contractor to provide contract trucks and trailers to move most resources in response to a disaster. The transportation contractor will provide a representative in the State EOC to procure transportation assets as directed by the State Transportation Coordinator.

An ESF-1 Transportation Cell, consisting of transportation representatives from appropriate state agencies, will be established in the EOC under the control of the State Transportation Coordinator whenever state assets are required to assist with evacuation operations. As a minimum for evacuation operations, the ESF-1 Cell will consist of representatives from the Division of Public Transportation, Division of Public Instruction, Department of Public Safety, and a representative from the civilian charter bus company currently under state contract. The ESF-1 Cell may also be established during other contingencies when significant, non-bus transportation assets are required from other state agencies for the disaster response.

TRANSPORTATION (NCESF-1)

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B. NOTIFICATION

Transportation agencies will be notified by the Logistics Chief, Coordinator or Logistics Operations Manager located at the State EOC by telephone or pager and advised of the situation.

C. RESPONSE ACTIONS

1. INITIAL

- a. The Transportation Contractor's EOC representative is notified to report to the EOC.
- b. ESF-1 Cell representatives are notified by the Logistics staff if it is decided to activate the cell.
- c. Transportation resources are pre-staged if appropriate.
- d. Satisfy transportation request and requirements for delivery of resources to local government and requesting state agencies.

2. CONTINUING

- a. Continue to satisfy requests.
- b. Continually reassess priorities to assure the most urgent transportation needs are being addressed appropriately.
- c. Send resources to staging areas as applicable and appropriate.
- d. Continually track committed resources and redeploy as necessary.

D. RECOVERY ACTIONS

1. INITIAL

- a. Coordinate requests for transportation resources to assist in recovery activities.
- b. Coordinate with support agencies to develop recovery actions.

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2. CONTINUING

- a. Provide transportation resources as necessary throughout the recovery period.

V. DIRECTION, CONTROL AND COORDINATION

1. LOCAL

Local governments have transportation assets that are used to support normal functions within the community and which may also be used during emergencies. These include administrative and utility vehicles (sedans, pick-ups, dump trucks), special purposes vehicles (water tankers, tractor-trailers), local school activity buses and public school buses (as prearranged between local government and local school boards).

2. STATE

The Logistics Operations Branch Manager, as the State Transportation Coordinator, will provide transportation support as requests for assistance come through the State EOC. Most state requirements will be handled using contract transportation assets. If additional assets are required, or when it is prudent to use state agency assets for transportation requirements, the State Transportation Coordinator will coordinate directly with these support agencies. If significant assets are required from state agencies, the ESF-1 Cell will be established.

3. FEDERAL

The U.S. Department of Transportation is responsible for coordinating federal emergency transportation assistance to affected state and local governmental entities. If the transportation demands exceed the resources of North Carolina agencies, federal transportation resources will be requested. U.S. DOT is also responsible for coordinating transportation assistance for federal agencies with disaster mission assignments that lack sufficient transportation capabilities necessary to perform their emergency missions. The federal government maintains a contract with a civilian transportation company to handle most requirements.

RESOURCE SUPPORT (NCESF-7A)

June 2016

I. INTRODUCTION

A. PURPOSE

The purpose of this appendix is to provide resource support prior to, during, and following an emergency or disaster event, including a catastrophic disaster.

B. SCOPE

Resource support involves the provision of logistical support to state and local emergency organizations during the entire period of a disastrous event. This includes the procurement of emergency relief supplies, space, office equipment, office supplies, telecommunications, contracting services, transportation services, and personnel required to support emergency operational activities. It also provides for logistical support for requirements not specifically identified in the other emergency support functions, resources unique to the emergency itself. Resource support involves the effort and activity necessary to evaluate, locate, procure, and provide essential material resources throughout the event.

II. SITUATION AND ASSUMPTIONS

A. SITUATION

Communities have been isolated due to problems with the transportation and communications infrastructure. County emergency operation centers are inundated with emergency telephone calls and resource capabilities become overwhelmed. State government has the capacity to meet most foreseeable logistical requirements. However, there will be shortages of a wide variety of supplies necessary for emergency population survival such as cots, sheets, blankets, pillows, pillowcases, tents for temporary shelter, and plastic and paper items for mass feeding.

B. ASSUMPTIONS

1. Successful and sustained emergency operations are contingent upon an efficient and effective logistics effort.
2. Transportation of resources may require staging areas. Counties must pre-designate staging areas to support their county operations and plan for integration of state provided assets. The state will designate Regional Staging Areas to support catastrophic disasters and survey annually.

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3. Supplies and equipment will be provided from current state stocks or from commercial sources.

III. ORGANIZATION AND ASSIGNMENT OF RESPONSIBILITIES

A. LEAD STATE AGENCY

1. DEPARTMENT OF PUBLIC SAFETY (DPS)

NORTH CAROLINA EMERGENCY MANAGEMENT (NCEM)

- a. Direct and coordinate logistics operations.
- b. Provide resource support for the State EOC, State Emergency Response Team (SERT), emergency management offices and other state supported field locations.

B. SUPPORTING AGENCIES

1. DEPARTMENT OF ADMINISTRATION (DOA)

DIVISION OF PURCHASE AND CONTRACT (P&C)

- a. Provide personnel for the Purchasing Unit in the State EOC during disaster activations.
- b. Ensure personnel are trained and exercised periodically.
- c. Coordinate procedures with NCEM Logistics Chief.

MOTOR FLEET MANAGEMENT

- a. Operate motor pools in support of response and recovery operations.

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STATE PROPERTY OFFICE (SPO)

- a. Provide facilities needed by the SERT for response and recovery operations.
- b. Make available a tabulation of properties that may be available as requested by the SERT.
- c. Provide assistance in locating appropriate lodging, meals, or other support services for emergency workers.
- d. Provide janitorial, mail, courier, and other general administrative services as required.
- e. Through State Capitol Police, provide security services for the State EOC and other emergency management facilities.
- f. Provide surplus property listing for use during emergency situations.

2. DEPARTMENT OF AGRICULTURE AND CONSUMER SERVICES (DA&CS)

- a. Provide the SERT with information related to available emergency resources and supplies.

3. DEPARTMENT OF COMMERCE (DOC)

- a. Provide the SERT with information related to available emergency resources and supplies.

4. DEPARTMENT OF PUBLIC SAFETY

DIVISION OF ADULT CORRECTION AND JUVENILE JUSTICE

- a. Provide transportation, equipment, uniformed personnel, inmate labor, and related services as may be directed.
- b. Provide a representative to the SERT Logistics ESF-1 Transportation Cell, when activated, who is able to coordinate use of buses and passenger vans to assist with evacuation operations.

NORTH CAROLINA STATE HIGHWAY PATROL (SHP)

- a. Provide transportation, equipment, uniformed personnel, and related

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services as may be directed.

5. DEPARTMENT OF ENVIRONMENTAL QUALITY (DEQ)

- a. Provide the SERT with information related to available emergency resources and supplies.

6. DEPARTMENT OF HEALTH AND HUMAN SERVICES (DHHS)

DIVISION OF HEALTH SERVICE REGULATION (DHSR)

- a. Provide the SERT with information related to available emergency facilities, resources, supplies, and/or personnel resources.

7. DEPARTMENT OF LABOR (DOL)

- a. Provide the SERT with information related to available emergency resources, supplies, and/or personnel resources.

8. DEPARTMENT OF PUBLIC INSTRUCTION (DPI)

- a. Provide the SERT with information related to available or potential emergency facilities, resources, supplies, and/or personnel resources.
- b. Provide a representative to the SERT Logistics ESF-1 Transportation Cell who is able to coordinate use of school buses to assist with evacuation operations.

9. DEPARTMENT OF TRANSPORTATION (DOT)

- a. Provide a representative to the SERT Logistics ESF-1 Transportation Cell to provide assistance with communication between public transportation sub recipients.
- b. Provide a list of transportation agencies.
- c. Identify potential federal funding sources and identify other financial resources that may be available for public transportation grantees during an emergency.

**10. NORTH CAROLINA OFFICE OF INFORMATION TECHNOLOGY SERVICES
(ITS)**

STATE INFORMATION PROCESSING SERVICES (SIPS)

- a. Provide the SERT with communications and information systems support for services or hardware.

IV. CONCEPT OF OPERATIONS

A. GENERAL

All available state owned resources may be used during emergency operations. Primarily, resource distribution will occur through the State EOC or area commands and from state warehouses. Resources that cannot be provided from state assets will be secured through direct procurement from federal or vendor resources.

B. NOTIFICATION

NCEM will notify SERT members of an impending or occurring disaster situation. Emergency management standing operating procedures for SERT notification will be used.

C. RESPONSE ACTIONS

1. INITIAL

- a. Assess potential resource needs and evaluate the Disaster Buy List, which is a standing list of requirements for each type of disaster.
- b. Prepare the Emergency Operations Center for operational activation.
- c. Maintain a resource tracking and accounting system using the Logistics Resource Database.
- d. Provide the SERT Leader with resource status reports.
- e. Identify procurement resources required in the impacted area.
- f. Identify potential facility locations in the impacted area.
- g. Manage occupation of the Joint Field Office (JFO) by state personnel.

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- h. Ensure that the state component to the JFO is operational within 12 to 24 hours of site selection and establishment decision, provided the pre-designated site and communications facilities are usable and operable.

2. CONTINUING

- a. Continue to assess disaster reports to identify potential resource needs.
- b. Continue operation of the State EOC as long as necessary.
- c. Continue to monitor and track resource requests and provide decision makers with accurate and concise information.
- d. Continue to provide the SERT Leader with resource status reports.
- e. Continue to support all state supported field locations.
- f. Provide for the full range of logistical requirements of the agencies participating in the disaster response and recovery efforts.
- g. Determine availability and provide supplies stocked in state distribution facilities.
- h. Provide security enforcement services to the State EOC.
- i. Coordinate with the SERT Fiscal Section to insure proper accounting for all expenditures and purchases.

V. DIRECTION, CONTROL AND COORDINATION

1. LOCAL

All requests for state resources should be made through the county emergency management coordinators. Municipalities should coordinate their resource requests through the appropriate county EOC. County requests for resources should be directed to the State EOC for assignment by the Mission Assignment Coordinator (MAC). Each county will maintain one County Receiving and Distribution Point (CRDP) to ensure the county has the ability to receive state resources during a disaster. The CRDP should have at least 2,000 to 3,000 square feet of warehouse space to store pallets of emergency supplies, material handling equipment sufficient to unload supplies from tractor trailers, sufficient outside parking area to

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store at least 10, 53 foot cargo trailers, and designated personnel trained to operate the facility. Counties must designate a sufficient number of points of distribution (POD) to support distribution of disaster supplies (food, water) to 20 percent of their populations and report these locations to the Logistics Section so that they are available for use during disasters. Counties must also plan to provide staffing and equipment to operate these PODs or report to the Logistics Section the locations needing state support to operate.

2. STATE

The NCEM Logistics Section Chief is responsible for management of Logistics support and reports to the SERT Leader. The Logistics Chief will coordinate the logistics operations of all state agencies. State logistics operations will be coordinated through the State EOC. NCEM staff will provide personnel augmentation to the Logistics Section so it can meet the increased personnel requirements of activation. Upon notification of implementation of the NCEOP, the Logistics Chief will determine which pre-designated augmentation personnel from other state agencies and within NCEM are required for the State EOC and the State Emergency Management Warehouse.

3. FEDERAL

The Federal Emergency Management Agency (FEMA) will be the initial contact point for emergency operations. The Federal Coordinating Officer (FCO) will be the single conduit for accessing federal resources during disaster events. FEMA Region IV will provide a Logistics Liaison Officer to the Logistics Section of the SERT.

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I. INTRODUCTION

A. PURPOSE

The purpose of this appendix is to ensure the most efficient and effective use of unaffiliated volunteers, unaffiliated organizations, and unsolicited donated goods to support all ESFs during incidents of significance in North Carolina that require a state response.

B. SCOPE

This appendix provides guidance on the state's role in supporting the management of masses of unaffiliated volunteers and unsolicited donated goods. Any reference to volunteer services and donated goods in this appendix refers to unaffiliated volunteer services and unsolicited goods, unless otherwise stated. Unaffiliated volunteers, also known as spontaneous volunteers, are individuals who offer to help or who self-deploy to assist in emergency situations without coordinating their activities. They are considered "unaffiliated" because they are not part of a disaster relief and/or emergency response organization. The guidance in this appendix ensures the effective and efficient acceptance, management and delivery of solicited and unsolicited donated goods and services to affected areas. Volunteer and donations management requires effective coordination among many supporting agencies and organizations.

II. SITUATION AND ASSUMPTIONS

A. SITUATION

During and following a major disaster, requirements for goods and services will exceed local and state capabilities. Volunteer and donations management will play a major role in meeting these needs. However, the state will need to provide leadership and direction so that the public donates goods and services that are needed and does not burden the system with unneeded goods and services that only detract relief efforts. Special actions will be required to avoid unsolicited donations becoming a burden to response and recovery operations.

B. ASSUMPTIONS

1. Local volunteer resources will be inadequate to deal with the disaster. State, and possible federal, assistance will be required.
2. Individual and/or groups of volunteers will go to the affected area and offer assistance.

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3. An organized volunteer disaster response effort will be required.
4. Sufficient personnel will be available from one or more support agencies to staff and operate the state's Multi-Agency Donations Warehouse, Governor's Emergency Information Bilingual Hotline, and local emergency volunteer centers.
5. The Governor's Emergency Information Bilingual Hotline, if necessary, may also serve as the state's Donations and Volunteer Hotline.
6. When emergency conditions subside after a disaster, individuals and relief organizations from outside the disaster area may begin to collect materials and supplies to meet the needs of the survivors.
7. Appropriate messages will be provided to the media to provide the public with guidance about donating product, services, and/or cash.
8. Should a large-scale or catastrophic event occur, unsolicited donated goods may come from around the state, country, or the world.
9. Donated goods may arrive in a disaster area day or night without warning.
10. Donated goods may arrive unsorted or with minimal packaging.
11. The amount of donated goods and services will increase with the amount of media attention the disaster receives.
12. Non-useful and unwanted donations will occur, to include unsorted or dirty clothing, used mattresses, perishable foodstuffs and worn-out or cast-off items (i.e., junk). Disposal sites and procedures will be required for surplus, unneeded and junk donations.
13. NC Voluntary Organizations Active in Disaster (NCVOAD) member organizations will offer assistance by receiving and distributing donated goods to distribution centers at the local level.
14. Affected local government(s) will be able to establish distribution centers within their jurisdictions.
15. Resource gaps tied to medical supplies and pharmaceuticals will be addressed through the Department of Health and Human Services, Division of Public Health first through all available means. The Multi-Agency Donations Warehouse may accept medical supplies with the exception of pharmaceuticals due to DEA licensure requirements.

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III. ORGANIZATION AND ASSIGNMENT OF RESPONSIBILITIES

A. LEAD STATE AGENCY

1. OFFICE OF THE GOVERNOR

NC COMMISSION ON VOLUNTEERISM AND COMMUNITY SERVICE

- a. Serves as the lead agency and designates one staff person to manage, coordinate, maintain and control donations management (donated goods, volunteers, and donated cash). That person serves as the State Donations Management Coordinator.
- b. Leads the Volunteer and Donations Coordination Team (VDCT) in the Donations Coordination Center and coordinates activities with the FEMA Voluntary Agency Liaison (VAL).
- c. Coordinates with support agencies to determine available resources and needs.
- d. Maintains contact with volunteer and donations management liaisons in local county emergency management agencies.
- e. Remains cognizant of the activities and needs of NCVOAD member organizations through collaborative efforts with the NCVOAD representative in the State Emergency Response Team (SERT) Human Services Section.
- f. Activates web-based on-line tools used for recording and management of donated goods, volunteer service, or cash donation offers.
- g. Activates and maintains a 24-hour, toll-free telephone number (Governor's Emergency Information Hotline) for individuals to call to obtain emergency information (shelter locations, feeding site locations, road closings, etc.). Operators may speak English, Spanish, or communicate with the deaf and hard of hearing callers by answering a TTY toll-free phone number. The same phone number is used to answer questions about making offers of donated product, registering as a volunteer, and to obtain information about making cash donations.
- h. Staffs the hotline by using various support agencies, volunteer organizations, and community volunteers.

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- i. Creates and executes an event-specific media messaging campaign for donated goods, volunteers and donated cash.
- j. Manages the NC Disaster Relief Fund should it be activated by the Governor.

B. SUPPORTING AGENCIES

1. DEPARTMENT OF PUBLIC SAFETY (DPS)

NORTH CAROLINA EMERGENCY MANAGEMENT (NCEM)

- a. Establishes a separate location (outside the EOC, but closely co-located) Donations Coordination Center for the VDCT members to work if the situation dictates a significant expansion to the team.
- b. Assist in the arrangement for transportation that might be required during the receipt, movement and distribution of donations.
- c. Arranges for technical and other resource support when opening the state's Multi-Agency Warehouse in accordance with the Memorandum of Agreement between Adventists Community Services and NCEM.
- d. Provides telephones, computers, other equipment and supplies necessary for the operation of the Governor's Emergency Information Bilingual Hotline.
- e. Provides a liaison to interface with the VDCT and monitors offers to determine if resource offered can support any needs requested by stakeholders.
- f. Establishes additional donations management facilities as needed.

DIVISION OF ADULT CORRECTION AND JUVENILE JUSTICE SECURITY SERVICES

- a. Coordinates available inmate labor to assist at the North Carolina's Multi-Agency Warehouse.

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2. DEPARTMENT OF ADMINISTRATION (DOA)

STATE PROPERTY OFFICE (SPO)

- a. Provides information, if requested by the State Donations Management Coordinator, of any state-owned facility that might be used as a Multi-Agency Warehouse.

3. DEPARTMENT OF AGRICULTURE AND CONSUMER SERVICES (NCDA&CS)

EMERGENCY PROGRAMS DIVISION

- a. Coordinates the use of the state fairgrounds in Raleigh and other facilities.
- b. Arrange for the transport of donated food items to the state's Multi-Agency Warehouse or local distribution sites, if needed.
- c. Conduct inspections of potential suspect food donations at the Multi-Agency Warehouse at the request of the State Donations Management Coordinator.
- d. Provide a liaison to collaborate companion animal donations activities with the State Donations Management Coordinator.

4. DEPARTMENT OF HEALTH AND HUMAN SERVICES (DHHS)

- a. Inform the State Donations Management Coordinator of identified needs within DHHS divisions and/or offices that could be satisfied by offers of donated goods or volunteer services.
- b. Assists the State Donations Management Coordinator in the management of donated pharmaceuticals through the Division of Public Health.

OFFICE OF EMERGENCY MEDICAL SERVICES (OEMS)

- a. Inform the State Donations Management Coordinator of any disaster response activity by NC Medical Reserve Corps units.
- b. Collaborate with the State Donations Management Coordinator and the Logistics Facilities Unit in a large-scale or catastrophic disaster if it is determined a warehouse is needed for storing donated

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pharmaceuticals and/or medical supplies.

STATE GOVERNMENT CABINET-LEVEL AGENCIES (NC DEPARTMENT OF ADMINISTRATION, NC DEPARTMENT OF COMMERCE, NC DEPARTMENT OF PUBLIC SAFETY, NC DEPARTMENT OF CULTURAL RESOURCES, NC DEPARTMENT OF ENVIRONMENTAL QUALITY, NC DEPARTMENT OF HEALTH AND HUMAN SERVICES, NC DEPARTMENT OF REVENUE, NC DEPARTMENT OF TRANSPORTATION)

- a. Provide agency staff (employees) to serve as hotline operators at the Governor's Emergency Information Bilingual Hotline.

5. NORTH CAROLINA VOLUNTARY ORGANIZATIONS ACTIVE IN DISASTER (NCVOAD) ADVENTIST COMMUNITY SERVICES (ACS)

- a. Provide liaison to the VDCT to assist in the state's process for accepting/refusing offers of donated product, if requested.
- b. Manage the state's Multi-Agency Warehouse, including transportation, product delivery and distribution, and other volunteer services.
- c. Provide ACS volunteers to assist in warehouse operations.
- d. Accept assignment of spontaneous volunteers through the state's volunteer registration system to support event-specific volunteer needs of the organization.
- e. Coordinate appropriate disposal of unwanted or unusable donated goods.

AMERICAN RED CROSS (ARC)

- a. Coordinate with appropriate agencies to identify any needs of survivors which could be met using donated goods or the services of spontaneous volunteers.
- b. Inform the State Donations Management Coordinator of identified needs for products that might be donated.
- c. Provide organizational donation phone numbers to the Governor's Emergency Information Bilingual Hotline for reference.

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- d. Accept assignment of spontaneous volunteers through the state's volunteer registration system to support event-specific volunteer needs of the organization.

THE SALVATION ARMY (TSA)

- a. Provide a liaison to the VDCT to assist in the state's process for accepting/refusing offers of donated product, if requested.
- b. Inform the State Donations Management Coordinator of any event-specific TSA donated goods warehousing and distribution efforts.
- c. Provide organizational donation phone numbers to the Governor's Emergency Information Bilingual Hotline for reference.
- d. Inform the State Donations Management Coordinator of any identified needs of survivors which could be met using donated goods or the services of spontaneous volunteers.
- e. Accept assignment of spontaneous volunteers through the state's volunteer registration system to support event-specific volunteer needs of the organization.

FOOD BANKS OF NORTH CAROLINA

- a. Provide a liaison to the VDCT to assist in the state's process for accepting/refusing offers of donated product, if requested.
- b. Prepare procedures to accept unsolicited donations of food and other appropriate products when received through the state's web-based donated goods system or from the state's Multi-Agency Warehouse.
- c. Provide organizational donation phone numbers to the Governor's Emergency Information Bilingual Hotline for reference.
- d. Inform the State Donations Management Coordinator of any identified needs of survivors which could be met using donated goods or the services of spontaneous volunteers.
- e. Accept assignment of spontaneous volunteers through the state's volunteer registration system to support event-specific volunteer needs of the organization.

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NORTH CAROLINA BAPTIST MEN

- a. Provide a liaison to the VDCT to assist in the state's process for accepting/refusing offers of donated product, if requested.
- b. Provide organizational donation phone numbers to the Governor's Emergency Information Bilingual Hotline for reference.
- c. Inform the State Donations Management Coordinator of any identified needs of survivors which could be met using donated goods or the services of spontaneous volunteers.
- d. Be prepared to accept assignment of spontaneous volunteers through the state's volunteer registration system to support event-specific volunteer needs of the organization.

METHODIST DISASTER RESPONSE

- a. Provide organizational donation phone numbers to the Governor's Emergency Information Bilingual Hotline for reference.
- b. Inform the State Donations Management Coordinator of any identified needs of survivors which could be met using donated goods or the services of spontaneous volunteers.
- c. Accept assignment of spontaneous volunteers through the state's volunteer registration system to support event-specific volunteer needs of the organization.

UNITED WAY OF NC

- a. Collaborate with the Governor's Emergency Information Bilingual Hotline prior to dispensing certain event-specific information over the 2-1-1 network.
- b. Collaborate with the State Donations Management Coordinator and the Office of the Governor by serving as the fiscal agent for the NC Disaster Relief Fund, if activated.

6. NORTH CAROLINA ASSOCIATION OF VOLUNTEER ADMINISTRATION (NCAVA)

- a. Establish and staff an Emergency Volunteer Center for managing spontaneous volunteers at the request of local emergency

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management, if necessary.

- b. Support local emergency management's efforts for volunteer and donations management.

7. NORTH CAROLINA INTERFAITH DISASTER RESPONSE (NCIDR)

- a. Inform the State Donations Management Coordinator of any identified needs of survivors which could be met using donated goods or the services of spontaneous volunteers.

8. GOVERNOR'S OFFICE OF HISPANIC/LATINO AFFAIRS

- a. Recruit bilingual community volunteers to serve as operators for the Governor's Emergency Information Bilingual Hotline, if activated.
- b. Translate or interpret emergency information into Spanish to support volunteer and donations management efforts.

9. NORTH CAROLINA PSYCHOLOGICAL ASSOCIATION (NCPA)

- a. Provide the Governor's Emergency Information Bilingual Hotline with mental health professionals to support the personal needs of hotline operators.
- b. Respond to callers who may need assistance.

10. CORPORATION FOR NATIONAL AND COMMUNITY SERVICE

- a. Provide coordination on the Federal Emergency Management Agency's (FEMA) mission tasking of AmeriCorps programs and members into North Carolina.

11. TRIBAL AND LOCAL GOVERNMENTS

- a. Prepare plans to accept offers of donated goods and volunteer services.
- b. Identify local volunteer coordinators who can set-up an Emergency Volunteer Center where they will match spontaneous volunteers with local organizations or agencies that need volunteers after a disaster event.
- c. Coordinate with local volunteer, community and religious

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organizations to manage and operate local distribution sites.

- d. Identify a receiving and distribution point to be used in times of disaster.
- e. Identify an alternate distribution point for contingency purposes.
- f. Assess local needs for donated goods and volunteers and communicate the needs through WebEOC to the State Donations Management Coordinator in the SERT Logistics Section.

IV. CONCEPT OF OPERATIONS

A. GENERAL

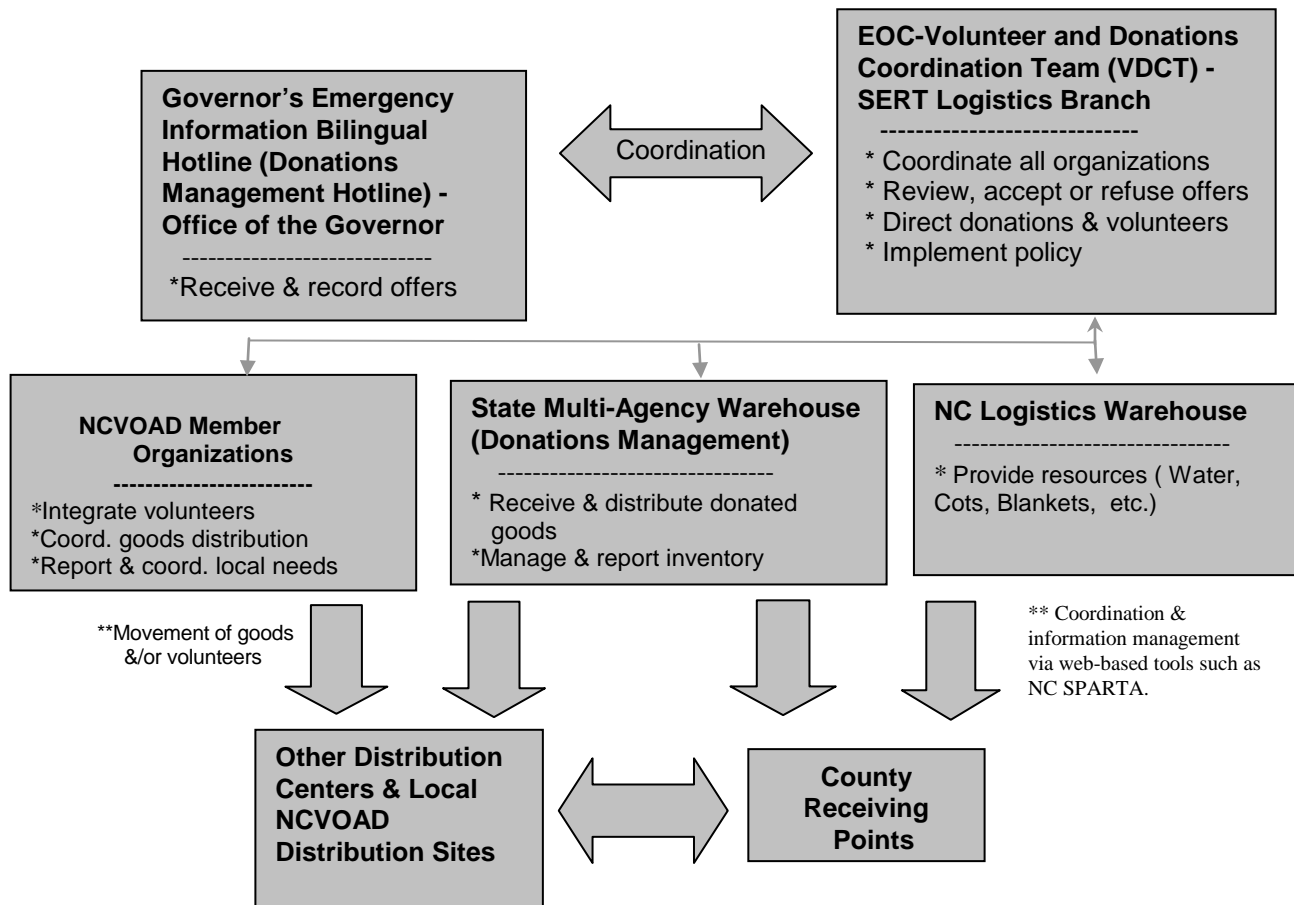
The state manages unsolicited donations and volunteers by conducting a vigorous information campaign to publicize needs and by staffing an organization at the state level to receive public offers and manage them effectively. The organization consists of a hotline to receive all offers, a coordination team in the State EOC to manage the offers and direct them effectively, a donations management warehouse to receive donated goods, and local VOAD organizations to distribute goods and utilize volunteers. The organizational components are tied together through the use of networked software to facilitate information management and coordination.

The State Donations Management Coordinator will implement a public information campaign at the onset of the disaster to encourage donations of money and specific goods and services needed to address the particular nature of the disaster. Initial speeches by the Governor and senior state officials will inform the public of the donations policy and how the public can best contribute. The State Donations Management Coordinator will continue the public information effort throughout disaster operations by coordinating with the Governor's Press Office and the Joint Information Center.

This schematic shows the organizational concept for volunteer and donations management and how the Hotline, Coordination Team, Warehouse and NCVOAD organizations function together to achieve effective management of offers.

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The State Donations Management Coordinator will activate the Governor's Emergency Information Bilingual Hotline where operators will provide callers with emergency information such as shelter locations, feeding sites, and road closures. The type of event and its projected impact and severity will be used as triggers for activating the hotline. Type and length of activation are event-specific. If donated goods, volunteers or cash donations are needed or if unsolicited offers become an issue, the Hotline will also serve as a Donations and Volunteer Hotline. Phone operators will electronically capture donor information for offers of donated goods and those who want to volunteer. Operators will encourage cash donations be made to voluntary organizations active in the response/recovery effort and to other disaster relief funds as directed by the Governor. Phone operators will not accept offers of donated goods, match volunteers with organizations, or accept cash donations; rather they record the information for action by the Volunteer and Donations Coordination Team in the EOC.

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The State Donations Management Coordinator will provide the Hotline supervisors with priority emergency information and instructions necessary for electronically capturing donor information related to goods, volunteers, and cash.

A Volunteer and Donations Coordination Team is formed to assist in the management of the donations effort and to ensure it is coordinated with the state's overall incident action plan. The VDCT may be located in the State EOC or in a nearby location. The State Donations Management Coordinator serves as the VDCT leader. The team includes representatives from several NCVOAD organizations and a liaison from SERT Logistics.

As part of the response effort, the State Donations Management Coordinator and SERT Logistics Section will forward specific requests to meet local needs to the state's Multi-Agency (Donations Management) Warehouse, operated by Adventist Community Services. When and where it is appropriate, emergency supplies may also be moved from the NCEM logistics warehouse to distribution points operated by any NCVOAD member organization to satisfy unmet local needs.

The state's Multi-Agency Warehouse is critical in the process of receiving donated goods, by sorting and storing them and by distributing them through NCVOAD member organizations to distribution sites in localities where the goods are needed. VDCT members direct donors to send accepted goods to the state's Multi-Agency Warehouse.

CONCEPT FOR DESIGNATED DONATIONS

A designated donation is an offer of a donation made to, and accepted by, an organization or a specific donation requested by an organization. Inquiries concerning offers of donations designated for a specified organization will be referred to that organization. The organization accepting or receiving the donation will follow its own logistics policies and procedures. The State Coordinator and VDCT members will discourage donors from sending unsolicited donations directly to the state's Multi-Agency Warehouse or the disaster site. Donors will be advised electronically when their offers have been accepted. Some inappropriate offers may not be accepted. The State Donations Management Coordinator and VDCT members will consider the need for donated products in the long-term recovery efforts of NCVOAD organizations.

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CONCEPT FOR SOLICITED/UNSOLICITED DONATED GOODS

Unsolicited goods are those donations that arrive, but have not been requested by an agency. Solicited goods are those which are advertised as needs. The state's Multi-Agency Warehouse will operate a checkpoint(s) on the perimeter of its facility to screen for unsolicited goods. Donated products, solicited or unsolicited, that can be used will first be directed to a NCVOAD organization that has agreed to accept such goods. Otherwise, goods will be received and stored for later use. Some donors may be asked to hold their donation until the product is needed. Donated goods that are determined to be a health hazard or unsuitable for use by any organization involved in the disaster operation will not be accepted. Pharmaceuticals and medical supplies are generally not accepted from the general public. However, in a large-scale or catastrophic event when pharmaceuticals and/or medical supplies may be needed, the State Donations Management Coordinator will collaborate with NCEM and the Department of Health and Human Services to determine the best methodology for accepting such.

Used mattresses will not be accepted at the Multi-Agency Warehouse. Clothing (new or used) will generally not be accepted. Unusable items that cannot be turned away will be destroyed or donated to suitable charities.

Acceptance, Management and Disposal: Offers of solicited or unsolicited donated goods are accepted if they are needed. The public learns how to make offers of donated goods through various methods including press releases, press conferences, and social media. Offers are input in a web-based system for review by the State Donations Management Coordinator and/or members of the VDCT. Once accepted, the donated product management is provided by Adventist Disaster Services at a Multi-Agency Warehouse by utilizing a web-based system designed specifically for managing donated product in disasters. The product tracks donor information, donation category and quantity, storage location in warehouse, and distribution date. Offers of product that is not needed may be negotiated for another product or refused. Product remaining in the Multi-Agency Warehouse when the warehouse is closing is distributed via NCVOAD member organizations, many of which are engaged in recovery efforts

CONCEPT FOR TRANSPORTATION

The transportation of goods from the donor to the state's Multi-Agency Warehouse or the receiving organization will be the responsibility of the donor. Exceptions may be made on a case-by-case basis, but only for

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those items most desperately needed. Transportation of donated disaster supplies from the state's Multi-Agency Warehouse to NCVOAD member organization distribution points may be by any appropriate means. NCVOAD organizations will arrange pick-up of goods with the State's Multi-Agency Warehouse. Exceptions may be made on a case-by-case basis for items urgently needed to allow transportation to be provided to distribution points through the SERT Logistics Section, Ground Support Unit. NCVOAD member organizations, in coordination with the State Donations Management Coordinator and SERT Logistics, will be responsible for transporting donated disaster supplies in their custody. In certain events, the State Coordinator may collaborate with the Business EOC to determine the availability of no-cost corporate transportation for moving priority-needed donated goods within the state. The federal government will not provide transportation of donations from the donor to the state's Multi-Agency Warehouse or the affected area.

CONCEPT FOR VOLUNTARY SERVICES

Individuals interested in volunteering their service will be encouraged to affiliate with recognized NCVOAD member organizations, other private volunteer organizations, or Citizen Corps Councils and their established programs (i.e. Community Emergency Response Teams, Medical Reserve Corps, etc.). Unaffiliated volunteers will be discouraged, through media messaging, from going directly into any disaster site. Emergency managers will be asked to identify requirements for volunteers with specific technical skills. Volunteer agencies and NCVOAD member organizations may also identify their needs to the local emergency management coordinator. Spontaneous volunteers from the public sector will be encouraged to register on NC's web-based volunteer registration system or to call the Governor's Emergency Information Bilingual Hotline for volunteer registration assistance. The VDCT will review volunteer offers collected by the Hotline and attempt to match them with agencies/organizations seeking volunteers with particular skills and/or interests.

Professional medical volunteers and support medical volunteers will be encouraged to register on-line with ServNC, a web-based system that screens and verifies credentials through the N. C. Board of Medical Examiners, NC Board of Nursing, NC Veterinary Medical Board or other appropriate licensing agency. Local government and volunteer organizations involved in disaster operations may request spontaneous volunteers from the VDCT. State agency requests for spontaneous volunteers will be made through WebEOC. If volunteers require housing and feeding, the agency with whom they are matched will arrange for these accommodations. Volunteers serving in Citizen Corps programs (Community Emergency Responses Teams, Medical Reserve Corps, etc.)

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will be encouraged to serve locally. An Emergency Volunteer Center (aka Volunteer Reception Center), under the direction of the tasked agency for this appendix, may be opened at the request of a local Emergency Management Coordinator. The center will be located near the disaster site and provide a walk-in location for spontaneous volunteers to register to help, and a place for NCVOAD member organizations, other voluntary organizations and agencies to register their need for the service of volunteers. Spontaneous volunteers will be matched with one of the organizations that express the need for help.

CONCEPT FOR CORPORATE DONATIONS

Corporate offers of bulk items will be accepted if they are needed in the disaster response and relief efforts. The Business Emergency Operations Center coordinates both solicited and unsolicited goods and services using the approved web-based donations tool with its partners. The VDCT may also receive unsolicited corporate donations. All corporate donors are specifically requested to store their donations, and distribute only when the donated resource matches an existing resource request. If the corporate donor is not able to distribute, then a request shall be made to the Logistics Section, Ground Support Unit to facilitate transport. Corporate offers of volunteer services are discussed between the BEOC manager and the State Donations Management Coordinator.

CONCEPT FOR PUBLIC AWARENESS/INFORMATION MESSAGING

The State Donations Management Coordinator will implement a public information campaign at the onset of a disaster event to encourage donations of money and specific goods and services needed to address the particular nature of the disaster. Through consistent messaging efforts in Press Conferences and/or interviews, the Governor and senior state officials will inform the public of the donations policy and how the public can best contribute. The State Donations Management Coordinator will continue the public information messaging effort throughout disaster operations by coordinating with the Press Secretary in the Office of the Governor and the Public Information Officer at the NC Department of Public Safety.

REQUESTS FOR SERVICES (VOLUNTEERS)

Requests from state agencies, local government or private volunteer organizations for volunteers to assist in affected jurisdictions that are received by the State Donations Management Coordinator and/or the VDCT will be forwarded to a local Emergency Volunteer Center, or the local emergency management coordinator. This does not preclude direct coordination with private voluntary organizations by local jurisdictions.

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Completed requests for volunteer services will be filed by the State Donations Management Coordinator or VDCT members.

B. NOTIFICATION

Notification requirement for activation of Governor's Emergency Information Bilingual Hotline includes a preliminary notice (intent to activate) to state agencies that provide hotline phone operators. A follow-up notification provides detailed activation information such as date/time and operator shift-assignment schedule.

Notification requirement for activation of web-based systems for donated goods and volunteer services includes informing the President of NCVOAD, the Governor's Press Office and the Joint Information Center.

Notification requirement of the NC Disaster Relief Fund includes informing the President of United Way of NC (fiscal agent for the fund), the Governor's Press Office and the Joint Information Center.

A confirmation notification for all activations is provided to the Logistics Chief, SERT Leader and senior staff in the Office of the Governor (even though these individuals may have been part of the decision-making process).

C. RESPONSE ACTIONS

1. INITIAL

- a. Several response activation decisions are required initially, including activating the Governor's Emergency Information Bilingual Hotline, solicit for donations (goods and services), open a Multi-Agency (donated goods) warehouse, and the NC Disaster Relief Fund...
- b. If the hotline is activated, initial steps for activation include coordinating with the 10 Cabinet-level agencies to provide state employees to work in shifts at the hotline.

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2. CONTINUING

- a. To ensure continuity in the operation of the hotline, the operator staffing patterns must continue to be developed for future shifts.
- b. Continue to monitor the need for donated goods and volunteer services by participating in NCVOAD conference calls and communicating with NCVOAD leadership and local emergency management coordinators. If donations are solicited; continue to accept or refuse the offers based on survivor needs.
- c. Continue to process financial donations for the NC Disaster Relief Fund, if activated for the disaster.

D. RECOVERY ACTIONS

1. INITIAL

- a. Governor's Emergency Information Hotline: through conversations between the State Donations Management Coordinator and the NCEM Recovery Section Chief, the hotline is transitioned into a Recovery function that is managed by the Recovery Section. The operation requires full-time phone operators who are hired by NCEM. The hotline may be physically located at the Joint Field Office.
- b. Donated Goods: If a Multi-Agency Warehouse is opened during the response phase, it may be open in the initial stage of recovery
- c. Volunteer Services: If volunteers are needed in the initial phase of recovery, the need is addressed through messaging via press releases, press conferences, social media, etc.
- d. NC Disaster Relief Fund: The fund, if activated, will be open early in the event and remain open to receive donations in the initial phase of recovery.

2. CONTINUING

- a. Governor's Emergency Information Hotline: the hotline, under the direction of NCEM's Recovery Section Chief, will remain open until it is determined by them to no longer be needed.
- b. Donated Goods: The Multi-Agency Warehouse, if opened, will be closed after the initial phase of recovery. Any offers of donated building materials or supplies will be forwarded by the State Donations

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Management Coordinator to the NCVOAD member organizations that are active in the continuing response phase by repairing or rebuilding homes that were damaged or destroyed by the disaster.

- c. Volunteer Services: NCVOAD member organizations will notify the State Donations Management Coordinator when they need volunteers in the continuing recovery phase. Most member organizations have their own cadre of trained volunteers they utilize in recovery.
- d. NC Disaster Relief Fund: If activated, the fund continues to receive donations. Financial contributions are distributed to vetted NCVOAD member organizations that are engaged in long-term recovery efforts by repairing or rebuilding homes that were damaged or destroyed by the disaster. Funds are distributed via a documented and tested Request for Proposal process.

V. DIRECTION, CONTROL AND COORDINATION

1. LOCAL

Local governments and volunteer agencies will be encouraged to develop and implement volunteer and donations management plans. Local emergency managers and other recommended individuals and groups will receive donations management and managing spontaneous volunteers training by NCEM if requested.

2. STATE

The Commission on Volunteerism and Community Service will designate an individual to serve as the State Donations Management Coordinator. The State Donations Management Coordinator will create a statewide strategy for managing unaffiliated volunteers, unsolicited donated goods, and undesignated cash. They will have a work station in the Logistics Section at the State Emergency Operations Center during SERT activation. In addition to determining if offers of donated goods are needed and available to meet local needs as determined by local emergency management officials, the State Coordinator may activate a volunteer and donations coordination team to review and accept/refuse offers of donated goods after a disaster. The VDCT will consist of members one or more NCVOAD organizations and a representative of NCEM Logistics Branch. VDCT membership is scalable and may increase in larger scale/catastrophic events.

The state will have a system to manage and coordinate appropriate offers of unaffiliated volunteer services, unsolicited donated goods, and cash. The State Coordinator will have a system for operating a toll-free, bilingual hotline (call

VOLUNTEER AND DONATIONS MANAGEMENT (NCESF-7A)

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center) for disbursing emergency information and information/ inquiries related to donated goods, spontaneous volunteers, and cash donations. The hotline will have the capability to communicate with deaf, hard-of-hearing and/or speech-disabled callers.

Rather than donations of food, clothing or other items, the state will encourage donations of cash to established NCVOAD member organizations that are providing services to disaster survivors or to the NC Disaster Relief Fund if activated for the event. The state will primarily collaborate with NCVOAD member organizations that have established structures in place to receive and distribute appropriate donated goods to disaster survivors. They will also encourage unaffiliated volunteers (individuals and groups) to affiliate with a recognized NCVOAD member organization, a local volunteer center, and/or to participate through their local Citizen Corps program to facilitate their service involvement in disaster relief activities.

The decision to activate the Governor's Emergency Bilingual Hotline is made after discussion between the State Donations Management Coordinator, SERT Leader and senior staff in the Office of the Governor. The decision to activate the NC Disaster Relief Fund is made after discussion between the State Donations Management Coordinator and senior staff in the Office of the Governor. The decision to open a multi-agency donated goods warehouse is made by the State Donations Management Coordinator, after conversations with the President of NCVOAD and the Logistics Coordinator. The decision to activate the web-based tool for volunteer management is made by the State Donations Management Coordinator, after conversations with the President of NCVOAD.

All available means will be used to educate the public, emergency management community, elected officials, and the media on the strategy and principles for managing donations.

3. FEDERAL

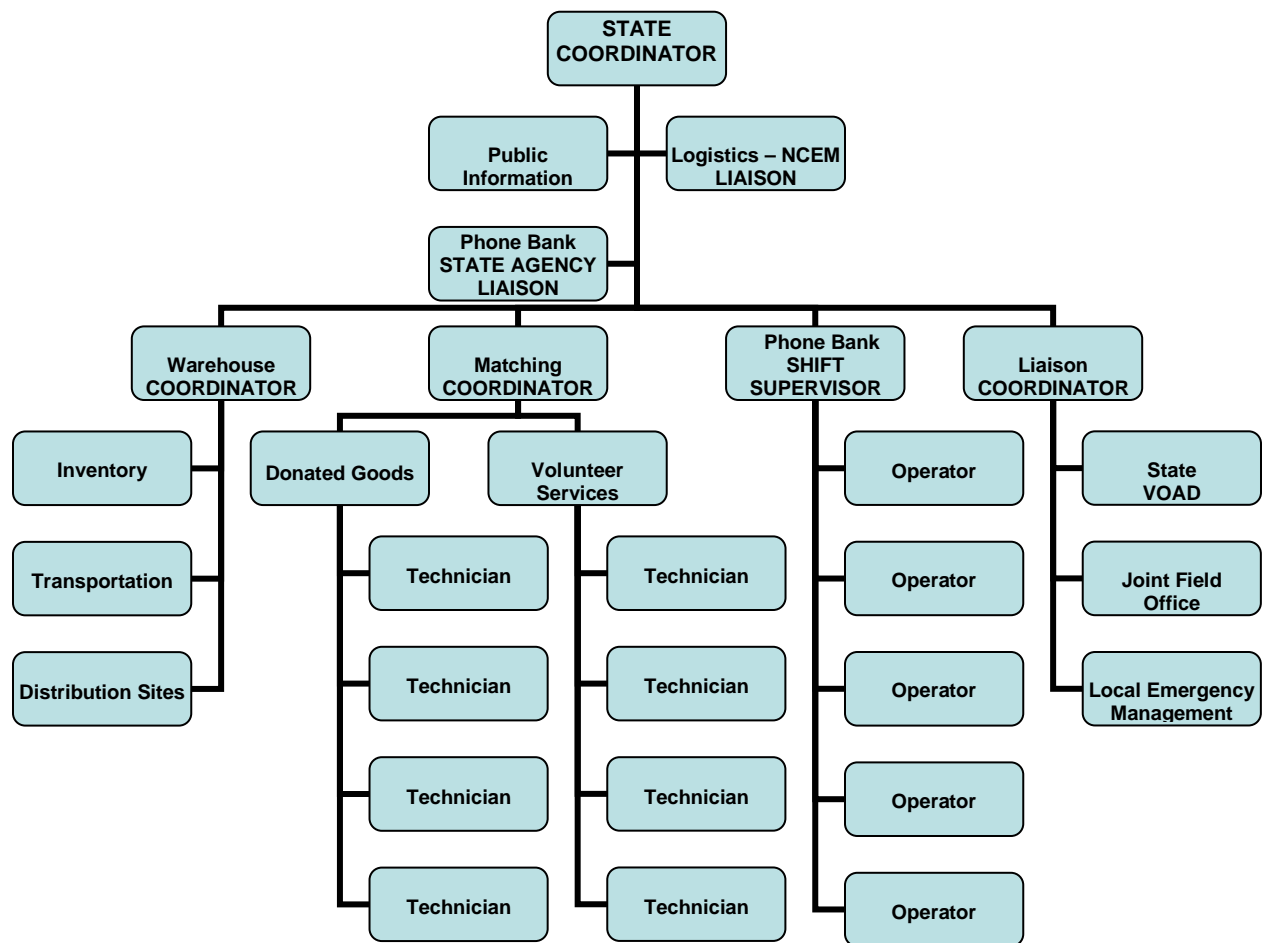
The State Donations Management Coordinator communicates and coordinates with the FEMA Regional Voluntary Organization Liaisons (VALs) who are deployed for the disaster. Some VALs are specifically designated as a Donations Management VAL.

VOLUNTEER AND DONATIONS MANAGEMENT (NCESF-7B)

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NC Volunteer and Donations Coordination Team Organization Chart

NC VOLUNTEER AND DONATIONS MANAGEMENT Volunteer and Donations Coordination Team (VDCT) (Organized under the SERT Logistics Section)



SERT FISCAL SECTION

June 2016

A. PURPOSE

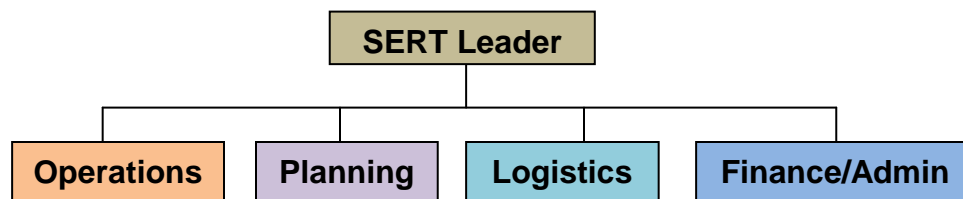
This appendix describes the role of the Finance/Admin Section for the activation of the State Emergency Operations Center and the capturing of costs of the State Emergency Response Team (SERT) during activation for disasters and and/or events and payments to vendors.

B. MISSION

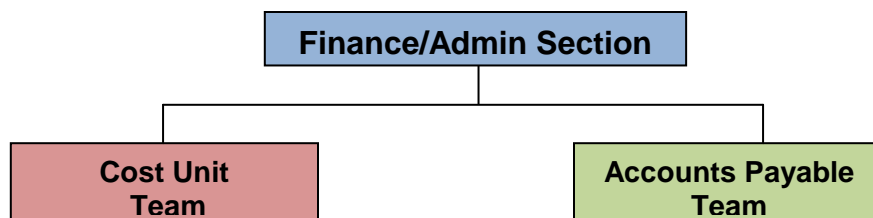
The Finance/Admin Section receives actual or estimated expenditures from state agencies when activated. The information is used to inform the SERT Leader, Department of Public Safety (DPS), Governor's Office and other state agencies on actual or estimated costs the state will incur for the response phase of a disaster and or an event. Additionally, works with the Federal Emergency Management Agency (FEMA) to ensure comprehensive management of financial resources and allocation of funds for emergency management activities during times of emergencies and disasters. Upon receipt of invoices from the vendor, ensures the vendor is paid in a timely manner.

C. ORGANIZATION

The Finance/Admin Section falls under the SERT Leader and is constituted with staff from North Carolina Emergency Management (NCEM) and augmented with staff members from the Department of Public Safety Budget and Controller's Office.



The Finance/Admin Section Leader (NCEM Executive Officer) is the principal advisor to the SERT Leader and leads the following teams as listed below:



The size of the disaster and/or event will determine if the Cost Unit Team

SERT FISCAL SECTION

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and Accounts Payable Team will need to be augmented with DPS Budget and Controller's Office personnel. For small disasters and/or events NCEM Executive Officer and Accounting Technician will collect the expenditures and do the required reporting for the Cost Unit and Accounts Payable teams. DPS Budget personnel will be used to assist in collecting expenses during activation and response. The DPS Controller's Office, Account Payable Section will be utilized to pay vendors as quickly as possible for commodities, equipment purchased, rented equipment and other expenses incurred during the activation and response period. Temporary employees may be hired to supplement the team positions depending on the size and duration of the event.

D. CONCEPT OF OPERATIONS

The Fiscal Section supports SERT response and recovery operations by collecting expenditure reports from state agencies and advising the SERT Leader on the financial activities and expenditures before, during and after the response phase and/or event. The following are primary responsibilities of the Section:

1. Track costs incurred from internal and external sources throughout the event, beginning with the State Emergency Operations Center (SEOC) activities phase using the NCSPARTA Finance-Incident Expenditure board.
2. Coordination and establishment of disaster and/or event cost centers and funding with Department Budget and Controller's office and Office of State Budget and Management.
3. Monitor and provide financial impact of emergency and/or disaster costs to the Secretary of DPS, SERT Leader and staff, Office of State Budget and Management, and other state agencies.
4. Ensure NCEM compiles adequate documentation of disaster expenditures to allow appropriate reimbursement of disaster costs.
5. Ensure timely processing of vendors' invoices for approval and payment.
6. Assist in direct billing and payment for food and lodging for disaster response personnel as directed by the SERT.
7. Coordinate with DPS to adjust the P-Card spending levels for designated card holders for disaster expenditures.
8. Provide timely and accurate financial and budgetary information to

SERT FISCAL SECTION

June 2016

the SERT Leader and staff in the following areas:

- Disaster cost center establishment
- Running total of disaster expenditures
- P-Card guidance and status
- General fiscal issues

1. FINANCE/ADMIN SECTION LEADER

- a. Initiate the Fiscal Section SEOC Activation Checklist.
- b. Monitors WebEOC and enters significant events or taskings, as needed.
- c. Assists with collecting and analyzing expenditure data in order to work with Functional Leads in ensuring state agencies are reporting their expenditures in WebEOC.
- d. Approves P-Card request transactions and provides data and information to the SERT Leader other state agencies.
- e. Coordinates and resolves financial issues with the Department Controller and Budget Office.
- f. Disseminates information to SERT partners and NCEM personnel on financial issues.
- g. Provides guidance to SERT partners on collecting and retrieving expenditures for reimbursements.
- h. Ensure all NCEM expenditures, such as labor, equipment, materials and supplies, contracts, and rentals, have been captured for reimbursement following the event.
- i. Coordinates with the Assistant Director for Logistics on estimated expenditures for requests for Direct Federal Missions (DFM) and Emergency Management Assistance Compact (EMAC) requests.
- j. Coordinates with the Recovery Section for the preparation and submission of the initial SF-424 (Request for Federal Assistance) and associated documents for federally declared disasters.

SERT FISCAL SECTION

June 2016

- k. Ensures required expenditure reports are submitted and/or downloaded from the Finance Tracking Board to the Plans Section for inclusion in their various reports be established reporting times.

2. COST UNIT TEAM

- a. Track all expenditures for NCEM to include invoice, contract, E-Procurement and P-Card purchases, direct billing, DFM, EMAC, lodging, meals and other costs related to the event.
- b. Track expenditures from state agencies during the event using the Finance Tracking Board. Notify the NCEM Functional Leads when state agencies are not reporting their information.
- c. Track expenditures from state resources i.e., NCHART, Urban Search and Rescue Teams, Regional Response Teams (Hazardous Materials) and other teams and individuals that are considered state resources.
- d. Ensure cost centers and budgets are established.
- e. Uses the Fiscal Section State EOC Activation Checklist to ensure activities are submitted and monitored.
- f. Coordinates with the functional leads to ensure state agencies are reporting their event expenditure costs daily in the NCSPARTA Finance-Incident Expenditure Board.
- g. Prepares reports for the SERT Leader, DPS, and other state and federal agencies as needed or required.
- h. Monitors WebEOC for anticipated and/or estimated and actual expenditures.
- i. Coordinates with the Logistics Section on anticipated and actual costs and resources, commodities, and equipment ordered and received.
- j. Coordinates with the Regional Coordination Centers on their expenditures and are submitted.
- k. Forwards copies of invoices for payment to the Account Payable team for payment.

SERT FISCAL SECTION

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3. ACCOUNTS PAYABLE TEAM

The Accounts Payable (AP) Team will be activated for medium to large scale events for processing, coding, and payment of invoices related to the event. Due to the size and complexity of the event, the AP team will be located at the SEOC or at their normal work facility.

- a. Processes vendors' invoices for approval and payment, including coding to the appropriate disaster cost center and charting of account lines.
- b. Coordinates with the Logistics Section on processing and tracking E-Procurement requests.
- c. Develops and maintains internal tracking of daily expenditures and disaster costs.
- d. Retains copies of invoices and contracts for reimbursement submission.

E. CONCLUSION OF THE EVENT

At the conclusion of the disaster and/or event, collect the following documents for reimbursement:

1. Invoices/receipts
2. Contracts
3. Time sheets (for overtime)
4. Other documents to support reimbursement

F. REFERENCES

- a. DPS Policies and Procedures Manual
- b. NC Disaster Recovery Guide
- c. Office of State Budget and Management Budget Manual
- d. NCEM Comprehensive Recovery Plan
- e. US Department of Homeland Security, Financial Management Guide
- f. 44 Code of Federal Regulations, Part 13
- g. 2 Code of Federal Regulations, Part 200
- h. NC DPS Purchasing and Logistics Manual
- i. NC DPS Accounts Payable Policy
2. 10 NC DPS Travel, Travel Allowance, and Reimbursement Policy

SERT RISK MANAGEMENT SECTION (NCESF-5F)

June 2016

A. PURPOSE

This appendix describes the Risk Management Section of the State Emergency Response Team (SERT) during SERT activation.

B. MISSION

The Risk Management Section provides geospatial information system (GIS), communications, infrastructure, and information technology support for North Carolina Emergency Management (NCEM) and for the SERT upon activation.

C. ORGANIZATION

The Risk Management Section Chief reports directly to the SERT Leader and is responsible for overall geospatial activities. During SERT activations, Risk Management members are organized by task as follows:

- a. Geospatial Information System support personnel are assigned to the SERT Planning and Homeland Security Section.
- b. National Flood Insurance Program personnel are assigned to the SERT Recovery Section.
- c. Communications personnel are assigned to the SERT Logistics Section.
- d. Infrastructure personnel are assigned to the SERT Operations Section.
- e. Information technology personnel are assigned to the SERT Logistics Section.

D. CONCEPT OF OPERATIONS

The Risk Management Section Chief will be available to the SERT Leader for executive duties as assigned. Risk Management members with specific duties assigned above will report to applicable SERT sections upon activation. Risk Management members without specific assignments will be available on call as assigned by the SERT Leader or Risk Management Section Chief.

EVENT SPECIFIC PLANS

June 2016

I. INTRODUCTION

A. PURPOSE

The purpose of this annex is to establish a systematic approach for responding to natural and technological hazards that affect North Carolina.

B. SCOPE

This annex contains event-specific appendices that describe actions and procedures for response to emergencies and disasters resulting from natural and technological hazards.

II. SITUATION AND ASSUMPTIONS

A. SITUATION

North Carolina is susceptible to a variety of natural and technological hazards. Event-specific plans are necessary to ensure prompt and effective assistance is provided to citizens affected by all hazards.

B. ASSUMPTIONS

In every case, event-specific plans included as appendices to this annex are written and designed for the most intense natural and technological hazard events.

III. ORGANIZATION AND ASSIGNMENT OF RESPONSIBILITIES

As described in the Basic Plan and various appendices to this annex. Event specific appendices are prepared to accommodate event types to which thought has been given and for which sufficient planning has been done, or for which much experience has been gathered. Additional appendices will be added as appropriate.

IV. CONCEPT OF OPERATIONS

As described in the Basic Plan and various appendices to this annex.

EVENT SPECIFIC PLANS

June 2016

V. APPENDICES

- A. Appendix 1 Hurricanes**
- B. Appendix 2 Winter Storms**
- C. Appendix 3 Drought**
- D. Appendix 4 Foreign Animal Disease**
- E. Appendix 5 Terrorism**
- F. Appendix 6 Oil/Petroleum Products Spill**
- G. Appendix 7 Communicable Disease and Biohazard Response**
- H. Appendix 8 Radiological Emergency Response**
- I. Appendix 9 Food Safety**
- J. Appendix 10 Earthquake**

HURRICANE OPERATIONS PLAN

June 2016

I. INTRODUCTION

A. PURPOSE

This appendix outlines hurricane-specific actions and coordination procedures the State Emergency Operations Center (EOC) and the State Emergency Response Team (SERT) take and follow when a hurricane threatens North Carolina.

II. SITUATION AND ASSUMPTIONS

A. SITUATION

Hurricanes are the events most likely to affect large areas of North Carolina and to require full-scale activation of the SERT. This appendix will be activated when a tropical storm threatens the US southeast or the mid-Atlantic coastline.

B. ASSUMPTIONS

1. The hurricane is of the most severe variety. A Category 5 hurricane has formed in the Atlantic Ocean or the Caribbean Sea and is approaching the North Carolina coast, and will strike with winds greater than 155 mph and a storm surge greater than 18 feet.
2. It will create a zone of total destruction extending 100 miles wide and 100 miles inland.
3. Immediately following landfall, there will be no operational telephones, cell phones, commercial electric power, municipal water supplies, or medical facilities in the zone of total destruction. Fallen trees will block many roads.
4. A zone of partial destruction will extend another 100 miles inland.

III. ORGANIZATION AND ASSIGNMENT OF RESPONSIBILITIES

A. LEAD STATE AGENCY

1. DEPARTMENT OF PUBLIC SAFETY (DPS)

NORTH CAROLINA EMERGENCY MANAGEMENT (NCEM)

- a. Incident Management Teams (IMTs) may be organized to provide pre-impact and post-impact liaison between coastal counties, the

HURRICANE OPERATIONS PLAN

June 2016

SERT, and the Regional Coordination Center.

- b. IMTs will ensure state resources are properly accounted for at county receiving points and they ensure optimum use of state resources.
- c. IMTs will conduct damage assessment through ground reconnaissance.

CIVIL AIR PATROL (CAP)

- a. Supports and participates in aerial reconnaissance to assess damage immediately after hurricanes strike.
- b. Aerial Reconnaissance Teams (ART) will collect quick visual evidence of hurricane damage and to allow optimum deployment and distribution of state resources during the hurricane recovery period. .

IV. CONCEPT OF OPERATIONS

A. GENERAL

North Carolina Emergency Management (NCEM) Branch Offices become Regional Coordination Centers (RCCs) during hurricane operations. An RCC is established to provide for coordinating emergency management activities and space. Personnel are usually assigned to RCCs from NCEM, NCNG, NC Forest Service, and the Office of the State Fire Marshall. Other SERT agencies may provide personnel as required. Initially, the RCC will be located in the branch office of the counties affected by the hurricane. RCCs may be established at other locations as required. The Emergency Management Operations Section maintains a standing operating procedure for RCCs.

Incident Management Teams (IMTs) may be organized to provide pre-impact and post-impact liaison between coastal counties, the SERT, and the Regional Coordination Center. They advise counties on the availability and use of state and federal resources. IMTs ensure state resources are properly accounted for at county receiving points and they ensure optimum use of state resources. Additionally, IMTs conduct damage assessment through ground reconnaissance. IMTs are normally led by NCEM Area Coordinators assigned by the SERT Leader and are composed also of representatives from NCNG, NC Division of Forest Resources, and the Office of the State Fire Marshall. IMTs may be assigned to counties as the SERT Leader determines appropriate. The Emergency Management Operations Section maintains a standing operating procedure for IMTs.

HURRICANE OPERATIONS PLAN

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B. RESPONSE ACTIONS

PRE-LANDFALL

- a. When the National Hurricane Center advises that a hurricane or tropical storm is threatening the US southeastern or mid-Atlantic coastline, the SERT Leader directs SERT activation to Level 4. (The EOC operational levels are defined in terms for hurricanes at Attachment 2.) At Level 4, SERT agencies are directed to prepare to activate the state EOC.
- b. When the National Hurricane Center forecasts tropical storm force winds (35 knots/39 mph or higher) to impact North Carolina within 72 hours, the SERT Leader directs elevation to Level 3. The SERT Leader directs a partial activation of Emergency Management Division staff and key SERT agencies. The State EOC begins publishing situation reports and incident action plans for the next 24-hour operational period. The EOC staff prepares and delivers briefings for key state officials. The Chief of Operations may send Incident Management Teams (IMTs) to counties to assist with the coordination of protective actions. Under direction of the SERT Leader, duly assigned field staff and other identified SERT agency representatives prepare for deployment and setup of the Branch Office(s) as Regional Coordination Centers.
- c. When the National Hurricane Center issues a *Hurricane Watch* along any portion of the North Carolina coastline, the SERT leader directs elevation to activation Level 2. All necessary SERT agencies are activated in the state EOC. The SERT Leader prepares a State of Disaster Proclamation for the Governor and prepares a request for federal disaster assistance. The SERT Leader directs assembly of supplies and equipment to support the Branch Office(s) and preparation for deployment. The SERT Leader directs deployment of personnel and equipment/supplies to the Branch Office(s). Additionally, the SERT leader will request co-location of a Federal Coordinating Officer (FCO) and an Incident Management Assistance Team (IMAT).
- d. Additionally, the SERT Technical Advisor, in consultation with the Chief of Operations advises coastal counties on evacuation of vulnerable populations. All evacuations are planned to be initiated during daylight hours and completed before the arrival of tropical storm force winds.

HURRICANE OPERATIONS PLAN

June 2016

POST-LANDFALL

- a. Upon hurricane landfall, the SERT Leader directs elevation to Level 1. The State EOC is now fully activated to assist with immediate response and recovery efforts. The Civil Air Patrol and ARTs begin an aerial reconnaissance of the disaster area as soon as the weather conditions allow. ARTs will coordinate their efforts with the FEMA Rapid Needs Assessment (RNA) Team. The State EOC determines priorities for immediate assistance using damage reports from the counties and ART information. The State EOC also prepares to receive up to 100 additional people from FEMA, the Army Corps of Engineers, and other federal and volunteer agencies.
- b. Within twenty-four (24) hours, the RCCs and the FEMA-established Mobilization Center will be operational to manage post-impact response and recovery efforts. Within four days, the Mobilization Center is operational to administer disaster assistance.
- c. At the direction of the Chief of Operations, the EOC staff assigns inventory and dispatches resources to the Branch Office(s) in support of response activities.
- d. The Branch Office(s) can provide quick, operational resource support to the disaster area. When the SERT Leader determines that immediate needs are met, the EOC and Branch Office(s) will demobilize. The Joint Field Office (JFO) manages all long-term recovery actions and operates until all priority recovery activities are accomplished.

C. RECOVERY ACTIONS

1. INITIAL

- a. The JFO coordinates state and federal recovery actions and programs that support the overall recovery process. Examples are Public Assistance, Individual Assistance, Small Business Administration loans, and Hazard Mitigation grants.

HURRICANE OPERATIONS PLAN

June 2016

V. REFERENCES

- a. North Carolina General Statute 166-A
- b. The National Response Framework (December 2004)
- c. The Coastal Region Evacuation and Shelter - Standing Operations Guide

VI. TABS

- A. Protective Action Guidance for Hurricane Threats
- B. EOC Operational Levels (Hurricane Terms)
- C. NCEM Branch Office Operations
- D. Field Deployment Teams or Strike Teams
- E. Aerial Reconnaissance Teams (ART)
- F. Information Management
- G. Communications
- H. Interstate 40 Emergency Lane Reversal and Evacuation Plans

PROTECTIVE ACTION GUIDANCE FOR HURRICANES

June 2016

1. **Purpose.** This guidance document outlines the coordination procedures that the State Emergency Response Team (SERT) and local emergency management will follow in the development of protective action recommendations.
2. **Situation.** This guidance document becomes effective when the state EOC escalates to Activation Level 3.
3. **Mission.** State and local emergency management officials are responsible for developing protective action strategies that will help ensure the public's safety when hurricanes threaten North Carolina.
4. **Protective Action Outline.** A protective action, as defined in this guidance document, is any activity or strategy that a state or local government undertakes to help ensure the public's safety when a hurricane threatens the state. To help maximize both the public's safety and the overall effectiveness of these actions, state and local emergency management officials must coordinate the implementation of these protective actions. Specific protective actions that will be coordinated include the following:
 - a. Emergency public information dissemination
 - b. Evacuation orders
 - c. Host shelter locations
5. **Concept of Operation.** All protective action decisions will be coordinated with state emergency management officials to foster intergovernmental consistency and support. In most instances, actual implementation (e.g., ordering an evacuation) is the responsibility of local government officials.

Protective action coordination is initiated when the SERT Leader elevates the operational level of the state EOC to Level 3. At Level 3, teams deploy to appropriate county EOCs, and key SERT agencies are activated in the state EOC.

The State EOC will use conference calls as the primary mechanism for coordinating intergovernmental protective action implementation. The coordination conference calls are designed to develop a protective action plan for each oceanfront county. These plans will reflect likely actions at the state and local level in response to hurricane advisories. Coordination conference calls will take place according to a schedule set by the SERT Leader or may be managed at the Branch level.

The management process for protective action development and conference calls

PROTECTIVE ACTION GUIDANCE FOR HURRICANES

June 2016

is as follows: Counties will identify necessary protective actions in response to the most recent hurricane advisory package. Each county EOC will develop a preliminary protective action plan. The State EOC or the Branch Office (RCC) Managers will conduct briefing calls for affected areas to include the eight (8) oceanfront counties and all counties along predefined evacuation corridors. Appropriate National Weather Service forecast offices will participate as well. Each county EOC will outline its preliminary protective action plan. Each call will include a weather briefing and an outline of all support needed from the SERT for carrying out the plan, e.g., law enforcement support or mass care support.

If the SERT Leader determines the proposed protective action plan from a county EOC and its team needs improvement, the state EOC, the county team leader, and the SERT Leader will work together to revise the plan. The SERT Leader will consult with the Secretary of Public Safety and the Governor regarding protective action plans as necessary.

Coordination with neighboring states is important. As necessary, prior to implementation of an operational plan, the SERT Leader will host an interstate information conference call with the Virginia Department of Emergency Services and the South Carolina Emergency Preparedness Division.

6. **Plan Development.** Protective action plan implementation must be coordinated between state (State EOC, Branch Office(s)) and local (county) emergency management officials. The development of these operational plans is a two phase process:
 - a. **Planning Element:** One or all of the following actions will be coordinated during the planning element as part of an operational plan:
 - (1) County EOC activation
 - (2) State of Emergency declarations
 - (3) Public information news releases
 - (4) Evacuation route traffic control points and staffing responsibilities
 - (5) Evacuation order issuance
 - (6) Shelter locations and support needs
 - (7) Modified evacuation routes, e.g., Barco Diversion
 - (8) Variable message board placement
 - (9) Ferry operations
 - b. **Operational Element:** Counties and Branch Offices are responsible for providing regular operational plan updates to the EOC staff. These updates will address the current status of the operational plan and its protective action strategies. The EOC staff is responsible for providing operational updates to the SERT Leader.

PROTECTIVE ACTION GUIDANCE FOR HURRICANES

June 2016

7. **General State Recommendations.** The SERT Leader, in conjunction with the SERT and team leaders, may (based on rigorous analysis) recommend the following general protective action decisions for local government during a hurricane threat.
 - a. Public information dissemination plan beginning at Level 4
 - b. Partial county EOC activation at Level 3
 - c. Local State of Emergency declaration at Level 3 / 2
 - d. Full scale county EOC activation at Level 2
 - e. Mandatory coastal evacuation during Level 2 (within the Hurricane Watch phase based on data from the 1987 Eastern North Carolina Hurricane Evacuation Study)
 - f. Initial shelter locations open along the I-95 corridor during Level 2
 - g. Mandatory substandard housing evacuation, i.e., mobile homes and modular homes, during Level 3 for any county forecasted to receive winds speeds of tropical storm force (35 knots/39 mph) or greater.

Note: *The SERT Leader will only recommend protective actions after a thorough investigation of all available data and extensive communication with appropriate local governments.*

RESPONSE & RECOVERY CHECKLISTS FOR HURRICANES

June 2016

D-DAY MINUS 3

Emergency Services

- ✓ SERT personnel are contacted, put on alert and provided information on the impending storm.
- ✓ Check breakout room to ensure all phones, fax, printer, computer equipment and lines work properly. Put in request for all phone & computer lines that have been disconnected to be reinstated and ready for use by the SERT.
- ✓ Monitor weather reports
- ✓ Start discussion of I-40 lane reversal depending on the strength of the storm and the predicted strength 24 hours before landfall.
- ✓ Place SORT on Stand by for special needs issues, field hospitals, DMAT, mobile ER, etc.

Human Services

- ✓ Notify core Human Services team representatives and request they monitor EM Web site.
- ✓ Confirm opening of general population shelter operations.
- ✓ Place SERT representatives and resources on alert.
- ✓ Request a 72-hour staffing schedule from each agency.
- ✓ Monitor weather reports.
- ✓ Review SERT administrative procedures with SERT representatives.
- ✓ Insure breakout room is ready for operations.
- ✓ Request SERT representatives encourage their local counterparts report to local EOC.
- ✓ Identify and respond to special population concerns.
- ✓ Review Hurrevac projections and census data to project potential daily commodity requirements.
- ✓ Compose and publish a recommended shelter listing for each risk county.
- ✓ Coordinate with Regional Coordination Center(s) on Post Impact Comfort Stations (PICS) operations.
- ✓ Notify Humane Society of the United States/SPCA. Mobilize/deploy the Companion Animal Mobile Equipment Trailers (CAMETs).

Infrastructure Support

- ✓ Coordinate with the utilities for pre-staging resources.
- ✓ Identify road closures due to construction.
- ✓ Notify Infrastructure SERT agencies to be on standby status and verify staffing.
- ✓ Ensure phones, fax, computers, printer, and other resources in the Infrastructure Support Section are operationally ready.

Planning Support

- ✓ Initiate recommendations for SERT leader based upon hurricane advisories.
- ✓ Establish limited operations in the Planning Support breakout room.

RESPONSE & RECOVERY CHECKLISTS FOR HURRICANES

June 2016

- ✓ Begin publishing an Incident Action Plan.

Logistics and Fiscal Unit

- ✓ Alert all SERT support agencies.
- ✓ Test all communications equipment in Logistics room.
- ✓ Assist with staff/SERT refresher training.
- ✓ Identify expedient training needs and support materials.
- ✓ Bring closure to non-disaster purchasing activities.
- ✓ Alert Temporary Solutions of anticipated personnel needs.
- ✓ Remind staff to document all emergency duty activities.
- ✓ Verify systems and connectivity in breakout rooms and Situation Room.
- ✓ Verify the operational readiness of EOC applications including WebEOC.
- ✓ Verify operational readiness of EOC audio/visual and display resources.
- ✓ Review and verify Information Services deployment package.
- ✓ Provide Information Services support for division staff.
- ✓ Provide network support for SERT agencies.
- ✓ Review Information Services' activation staffing pattern.
- ✓ Identify activation needs for additional phone lines or temporary suspended lines.
- ✓ Start obtaining quotes for lodging needs.
- ✓ Request EMAC A-Team

Public Information

- ✓ Apprise other state government public-information offices of situation.
- ✓ Contact FEMA REG-IV - Coordinate Hurricane Preparedness info with other states.
- ✓ Review/revise 100 Series¹ pre-scripted news releases as appropriate (Citizens Begin Preparing; Three-Day Emergency Kits; Prepare Your Farm for Weather Disasters; etc.) then e-mail to media, post on Web page and WebEOC.
- ✓ EOC public information functions handled by DPS.
- ✓ Respond to news media queries as needed.

¹100 Series releases deal with pre-event preparation; 200 Series releases cover general post-event subjects; 300 Series concern public health and safety issues.

D-DAY MINUS 2

Emergency Services

- ✓ Provide update information to SERT agencies on the impending storm.
- ✓ Start discussion and coordination of evacuation procedures for Ocracoke Island with their local officials.
- ✓ Coordinate with Human Services to assist any special needs facilities that may require evacuation.
- ✓ Coordinate with Infrastructure for the placement of information signs along the identified evacuation routes that are not already in place.

RESPONSE & RECOVERY CHECKLISTS FOR HURRICANES

June 2016

Human Services

- ✓ Begin confirming open shelter locations for risk to host counties.
- ✓ Contact trained recruits for Community Relations (CR).
- ✓ Provide updated event information to SERT agencies.
- ✓ Confirm status of TSA mobile canteens to support PICS.
- ✓ Request representative to EOC.
- ✓ Request activation of hotlines for TTY and Donation Management.
- ✓ Begin communications with FEMA HS and EM branch offices.
- ✓ Agricultural impact assessment (crops and livestock).

Infrastructure Support

- ✓ Maintain communications with all electric utility providers, DOE, Office of Energy Emergencies, and Dixie Pipeline.
- ✓ Energy and DMV coordinate the wavier of restrictions for weight and height limits for utility equipment supporting power restoration.
- ✓ Notify Energy to poll utilities to determine current preparedness status.
- ✓ Develop current resource list for debris clearances.
- ✓ Coordinate with local governments, where landfall is projected, to identify and prepare debris disposal and storage sites.
- ✓ Review Public Information releases related to debris management issues.
- ✓ Request road clearance priority maps from target counties.
- ✓ Notify area coordinators to complete Infrastructure Branch questionnaire by target counties.
- ✓ Notify and update Infrastructure SERT members to be in readiness stage.
- ✓ Organize work and overhead teams
- ✓ Check and prepare equipment

Planning Support

- ✓ Establish full operations in the Planning Support breakout room.
- ✓ Continue publishing Incident Action Plan and add situation reports, and daily summaries.
- ✓ Continue providing recommendations to SERT leader based upon hurricane advisories.

Logistics and Fiscal Unit

- ✓ Move to the SEOC and establish the Logistics Support Branch.
- ✓ Mobilize the Donations Management Group.
- ✓ Initiate staffing pattern for internal support.
- ✓ Begin/update resource tracking on NC SPARTA (WebEOC).
- ✓ Activate the purchasing cell in G-111 (Fiscal Unit).
- ✓ Mobilize transportation contractor to EOC.
- ✓ Mobilize SERT agencies to EOC.
- ✓ Notify CAP for Branch Office/ EOC support.
- ✓ Notify ITS/STS for Branch Office/ EOC support.
- ✓ Establish internal support for the EOC.

RESPONSE & RECOVERY CHECKLISTS FOR HURRICANES

June 2016

- ✓ Cancel scheduled training programs.
- ✓ Support expedient training activities (to include WebEOC).
- ✓ Contact DPS - P&C to coordinate emergency activities.
- ✓ Publish work schedule.
- ✓ Identify personnel shortfalls and take action to meet needs.
- ✓ Deploy Information Services support staff to Eastern (Regional) Branch Office as required.
- ✓ Set up server, workstations, printers, and hubs at Eastern Branch Office as required.
- ✓ Test connectivity between Eastern Branch Office and Raleigh.
- ✓ Deploy additional EOC systems as required.
- ✓ Provide Information Services support for entire NCEM staff.
- ✓ Provide network support for all SERT agencies.
- ✓ Implement Information Services activation staffing pattern.
- ✓ Initiate Information Services purchases for supplies as required.

Public Information

- ✓ Contact FEMA REG-IV -- Coordinate Hurricane Preparedness info with other states.
- ✓ Check out JIC equipment (computers, phones, fax machines, supplies, etc.)
- ✓ Check "go-kits." Start documenting costs (materials and hours).
- ✓ Review/revise 100 Series² pre-scripted news releases as appropriate (Citizens Begin Preparing; Three-Day Emergency Kits; Prepare Your Farm For Weather Disasters; etc.) then e-mail to media, post on Web page and WebEOC.
- ✓ Schedule OPENet live show on preparedness (Tuesday or Thursday, as appropriate).
- ✓ Issue a Media advisory regarding ground rules for Media Center and a briefing schedule in Media Center.

²100 Series release deal with pre-event preparation; 200 Series releases cover general post-event subjects; 300 Series concern public health and safety issues. Notify field staff and LEMCs by e-mail of releases being distributed.

D-DAY MINUS 1

Emergency Services

- ✓ SERT personnel report to state EOC.
- ✓ Establish 24-hour staffing pattern within ESG.
- ✓ Evacuate coastal areas.
- ✓ Provide security for rest stops and public shelters as requested.
- ✓ Pre-identify Technical Rescue (Swift water and USAR teams) discuss forward deployment.
- ✓ Place four RRTs on standby for possible HAZ-MAT missions.
- ✓ NDMS will identify all available hospital beds with assistance from the RAC's & OEMS.

RESPONSE & RECOVERY CHECKLISTS FOR HURRICANES

June 2016

Human Services

- ✓ Community Relations Volunteers
 - ✓ Team coordinated
 - ✓ Set up "go-kits" to support five teams
 - ✓ Arrange for special transportation for each team, if required.

Infrastructure Support

- ✓ Maintain communications with all electric utility providers, DOE, Office of Energy Emergencies, and Dixie Pipeline.
- ✓ Establish communications with DOT engineers in each of the target counties.
- ✓ Divers and inspection team placed on stand by to check the Oregon Inlet Bridge once the storm has passed.
- ✓ Coordinate with DOT for fueling stations, and continue to monitor NCNG fuel requests from Logistics.
- ✓ Plan for coordination of debris clearance and road openings, with critical routes given priority for maintaining open: I-40, Hwy 17, 58, 64, 70, 264, and 421.
- ✓ Coordinate pre-location of Forestry debris clearance resources.
- ✓ District chain-saw crew lists are to be compiled and number available tallied.
- ✓ DENR review data on water and sewer capabilities in target counties.
- ✓ Develop list of PDA, Inspection, Grant Management teams anticipated.
- ✓ Identify SERT Infrastructure agencies' response and readiness capabilities.
- ✓ Refine priority list of debris clearance maps. Contact FEMA Infrastructure Support and establish communications and POC.
- ✓ Coordinate with DOI to provide resource support from codes enforcement inspectors for structural inspections of buildings in target counties.
- ✓ Final request to area coordinators for completion of the Infrastructure Branch questionnaire by target counties.
- ✓ Infrastructure Support SERT agency representatives activated at EOC.
- ✓ Request administrative support for Infrastructure Support operations.

Planning Support

- ✓ Develop protective action strategies based on hurricane advisories.
- ✓ Support coordination of protective action strategies at the local government level.
- ✓ Draft a state of emergency proclamation.
- ✓ Continue providing recommendations for SERT leader based upon hurricane advisories.
- ✓ Continue publishing Incident Action Plan, situation reports, and daily summaries.

Logistics and Fiscal Unit

- ✓ Evaluate resource needs for the next operational period.
- ✓ Continue internal support requirements of the SEOC.
- ✓ Continue supporting Eastern Branch Office setup.
- ✓ Have donations manager verify VOLAG POCs.
- ✓ Coordinate with Human Services on comfort stations.
- ✓ Coordinate with Infrastructure on debris clearance.

RESPONSE & RECOVERY CHECKLISTS FOR HURRICANES

June 2016

- ✓ Support other D-DAY MINUS 1 activities.
- ✓ Support expedient training activities.
- ✓ Continue to identify personnel shortfalls.
- ✓ Deploy additional EOC systems as required.
- ✓ Provide Information Services support for all NCEM staff.
- ✓ Provide network support for all SERT agencies.
- ✓ Implement Information Services activation staffing pattern.
- ✓ Initiate purchases for needed Information Services resources.
- ✓ Clarify finance needs.

Public Information

- ✓ Contact FEMA REG-IV -- Coordinate hurricane preparedness info with other states.
- ✓ JIC is activated and fully staffed by the SERT EEI staff (DPS - PAO) with support from state PIOs.
- ✓ Keep SERT PIOs apprized of storm's potential.
- ✓ Request PDA teams keep cost and damage figures by county.
- ✓ Review/revise 100 Series pre-scripted news releases as appropriate (WATCH ISSUED; WARNING ISSUED; THREAT OF STORM INCREASES; PETS AND SHELTERS, etc.), then post on Web page and WebEOC.
- ✓ NCEM representatives (branch managers, area coordinators and PIOs) on noon news on TV, radio talk shows (morning and afternoon drive time).
- ✓ Live radio and TV SitReps to local and national media
 - ✓ Briefings at scheduled times -- 0900, 1100, 1600, 2100
- ✓ Request to Logistics - aircraft with video recording capability to fly storm path and/or coast as soon as safe flying conditions return following the hurricane. Videotape to be made available to all media and shown to public at selected sites following the storm.

D-DAY

Emergency Services

- ✓ Provide security to damaged areas, rivers and the intercoastal waterway.
- ✓ Continue shelter security.
- ✓ Enforce curfews implemented by local governments.
- ✓ Provide medical support and transportation for injured disaster victims.
- ✓ Provide fire support to impacted areas.
- ✓ Access need of RRTs, SORT, DMAT and Technical Rescue teams.

Human Services

- ✓ Mass Care
 - ✓ Monitor shelter operations
 - ✓ Identify locations to deploy comfort stations
- ✓ Monitor event.
- ✓ Stage PICS for deployment on D + 2.

RESPONSE & RECOVERY CHECKLISTS FOR HURRICANES

June 2016

Infrastructure Support

- ✓ Identify power grid damage and review priority response list.
- ✓ Maintain communications with all electric utility providers, DOE, Office of Energy Emergencies, and Dixie Pipeline.
- ✓ Maintain staff at EOC with Progress Energy, Electricities, and Electric Cooperatives customer service representatives.
- ✓ Identify transportation system damage and develop priority response list.
- ✓ Start thinking about airports and plan for recovery.
- ✓ Divers and inspection team to check the Oregon Inlet Bridge and report results.
- ✓ Continue to plan for coordination of debris clearance and road openings.
- ✓ Organize crews with DOT trucks and personnel.
- ✓ Coordinate the organization of Forestry chainsaw teams for deployment.
- ✓ Identify water and sewer system damage and refine priority response list.
- ✓ Review initial damage assessment reports to determine response actions.
- ✓ Damage Assessment teams on stand by for deployment: PA writing SOP for JFO operations and coordinating with FEMA group.
- ✓ Identify debris clearance list based on priority list submitted on D-DAY MINUS 1 and coordinate with appropriate agencies.
- ✓ Support debris clearance activities by coordination of DOC, DOT, and Forestry resources.

Planning Support

- ✓ Prepare for immediate response and recovery activities.
- ✓ Draft a “major” presidential disaster declaration request.
- ✓ Continue providing recommendations for SERT leader based upon hurricane advisories.
- ✓ Continue publishing Incident Action Plan, situation reports, and daily summaries.

Logistics and Fiscal Unit

- ✓ Fulfill D-DAY MINUS 1 resource requirements.
- ✓ Coordinate aviation assets for missions.
- ✓ Ensure requested supplies are delivered when safe to travel.
- ✓ Evaluate resource needs for the next operational period.
- ✓ Coordinate for the immediate delivery of required resources.
- ✓ Support the Eastern Branch Office requirements to become operational.
- ✓ Provide SERT leader with a list of deployed and available resources ready for deployment.
- ✓ Support expedient training activities.
- ✓ Continue to identify personnel shortfalls.
- ✓ Provide network support for all SERT agencies.
- ✓ Maintain adequate Information Services’ supplies.
- ✓ Initiate purchases as required to support the mission.
- ✓ Provide to Fiscal Unit total expenditures once during each operational period.

RESPONSE & RECOVERY CHECKLISTS FOR HURRICANES

June 2016

Public Information

- ✓ Contact FEMA REG-IV -- Coordinate hurricane response and recovery information with other states.
- ✓ JIC is activated and fully staffed as needed with other state agency PIOs.
- ✓ Monitor news media for storm information.
- ✓ Use "A Rapid Response" as needed and coordinate with LEMCs.
- ✓ Review/revise 100, 200 and 300 Series pre-scripted news releases as needed, then post on Web page and WebEOC:
 - ✓ State response preparations
 - ✓ Homeowner/property owner precautions
 - ✓ Recovery related issues (insurance, pictures of property, important papers, etc.)
 - ✓ Issue PSAs on recovery topics
 - ✓ Evacuation routes -- coordinate with DOT and SHP
 - ✓ Shelter locations -- what to take; pets in shelters
 - ✓ Evacuation and re-entry information
 - ✓ Shelters
 - ✓ Traffic conditions
 - ✓ Public health and safety topics
 - ✓ Donations Management
- ✓ Media advisory on response activities, especially to radio and TV outlets in the impacted area.
 - ✓ Branch managers, area coordinators and EEI staff on noon news on TV, radio talk shows (morning and afternoon drive time)
- ✓ Notify field staff and LEMCS by e-mail of releases being distributed.
- ✓ Live radio and TV SitReps to local and national media.
 - ✓ Briefings at scheduled times -- 0900, 1100, 1600, 2100
- ✓ Coordinate with governor's press office for tour of affected area for governor and/or DPS secretary for D-DAY PLUS 1 or D-DAY PLUS 2 (depending on time of impact).
 - ✓ Brief Community Relations representatives.D-DAY PLUS 1

Emergency Services (D-DAY PLUS 1 to D-DAY PLUS 7)

- ✓ Assist with re-entry, if deemed safe.
- ✓ Provide security to damaged areas, rivers and the intercoastal waterway.
- ✓ Conduct search of impacted area for stranded victims as requested.
- ✓ Continue shelter security.
- ✓ Enforce curfews implemented by local governments.
- ✓ Provide medical support and transportation for injured disaster victims.
- ✓ Provide fire support to impacted areas.
- ✓ Assess need for RRTs, SORT, DMAT and Technical Rescue teams.

Human Services

- ✓ Monitor shelter openings.
- ✓ Monitor progress of the evacuation.

RESPONSE & RECOVERY CHECKLISTS FOR HURRICANES

June 2016

- ✓ Coordinate Donations Management / voluntary Organizations.
- ✓ Notify AVMA to be on alert.
- ✓ Deploy or redeploy PICS as required.

(D-DAY PLUS 1 to D-DAY PLUS 7)

- ✓ Monitor shelter and feeding operations.
- ✓ Continue CR Support.
- ✓ Monitor reports for housing needs.
- ✓ Consult with PDA teams and insurance industry for impact assessment information
- ✓ Coordinate re-supply for PICS.
- ✓ Continue to update PIO.
- ✓ Re-broadcast PSA.
- ✓ Monitor PICS re-supply requirements.
- ✓ Support the development of a re-entry plan for each impacted county.
- ✓ Compose short and long-term housing needs plan by evaluating each county.
- ✓ Establish an operational calendar for meetings and travel.
- ✓ Monitor human and animal welfare issues.
- ✓ Develop a listing of fixed income citizens requiring special support (CC, meals etc.).
- ✓ Monitor potential public health threats.

Infrastructure Support

- ✓ Energy conducts utility damage assessment and coordinates their activities.
- ✓ Maintain communications with all electric utility providers, DOE, Office of Energy Emergencies, and Dixie Pipeline.
- ✓ Identify priority road clearances and deploy DOT personnel and equipment as needed.
- ✓ Identify road closures needed and erect barricades to ensure public safety.
- ✓ Identify debris clearance request and personnel needed.
- ✓ Move pre-assigned strike teams and overhead teams into staging area.
- ✓ Organize additional chainsaw teams and overhead teams for possible deployment.
- ✓ Establish coordination between SERT at EOC and NCFS Operations Center.
- ✓ Continue coordination to establish debris management sites.
- ✓ Activate DENR field staff to assist in coordination of debris site establishment and conduct site visits for approval.
- ✓ Establish PDA plan with FEMA.
- ✓ Area coordinators redefine debris clearance priority list based on current data.
- ✓ Implement mutual aid agreements within the state and surrounding states based on current information for infrastructure needs.
- ✓ Coordinate Public Information releases to inform the public on proper debris management procedures.
- ✓ Maintain Infrastructure SERT staff representation.

Planning Support

- ✓ Manage incoming damage assessment data.

RESPONSE & RECOVERY CHECKLISTS FOR HURRICANES

June 2016

- ✓ If warranted, submit declaration request.
- ✓ Continue publishing Incident Action Plan, situation reports, daily summaries and executive reports.

Logistics

- ✓ Evaluate resource needs for next operational period.
- ✓ Mobilize resources necessary for mission support.
- ✓ Coordinate for a news release on donations, volunteer information and toll-free number.
- ✓ Provide SERT leader with available and deployed resource status daily.
- ✓ Identify and support resource requirements for inspection teams (Preliminary Damage Assessment).
- ✓ Continue Information Services support for the entire SERT support staff (ongoing).
- ✓ Manage mutual aid requests

Public Information

- ✓ Coordinate with FEMA REG-IV -- Response and Recovery Info.
- ✓ JIC is activated and full staffed as needed with other state agency PIOs.
- ✓ Deploy PIOs equipped with "go-kit" to Forward SERT as needed.
- ✓ Monitor news media for storm information.
 - ✓ Use "Rapid Response," as needed
- ✓ Review/revise 200 and 300 Series pre-scripted news releases as needed, then post on Web page and WebEOC:
 - ✓ Evacuation and re-entry information
 - ✓ Shelters
 - ✓ Traffic conditions
 - ✓ Public health and safety topics
 - ✓ Donations Management
- ✓ Notify field staff and LEMCS by e-mail of releases being distributed.
- ✓ Media advisory, especially to coastal radio and TV outlet, on Response activities.
 - ✓ Branch managers, area coordinators and EEIG staff on noon news on TV, radio talk shows (morning and afternoon drive time)
- ✓ Live radio and TV SitReps to local and national media.
 - ✓ Briefings at scheduled times -- 0900, 1100, 1600, 2100
- ✓ Escort media in major damage areas (pool media if necessary).
 - ✓ Need 4WD vehicle capable of carrying four to six passengers with video cameras
- ✓ Coordinate with governor's press office for tour of affected area for governor and/or DPS secretary for D-DAY PLUS 1 or D-DAY PLUS 2 (depending on time of impact).
 - ✓ Coordinate/schedule Community Relations teams.

D-DAY PLUS 2

Recovery Section (Individual Assistance)

RESPONSE & RECOVERY CHECKLISTS FOR HURRICANES

June 2016

- ✓ Identify JFO location with FEMA.
- ✓ Identify staff to support JFO operations.

Human Services

- ✓ Deploy Community Relations (CR) teams to meet with local officials.
- ✓ Compose business, agriculture and residential PDA reports.

Infrastructure Support

- ✓ Energy submits anticipated restoration schedule.
- ✓ Maintain communications with all electric utility providers, DOE, Office of Energy Emergencies, and Dixie Pipeline.
- ✓ Redefine equipment and personnel needs for debris removal activities.
- ✓ Monitor road closures and prepare status reports.
- ✓ Provide resource support for overhead teams as needed.
- ✓ Continue to coordinate chain-saw teams request and deploy resources based on IAP.
- ✓ Continue SERT EOC and NCFS Operations Center communication and staffing.
- ✓ Continue debris site establishment coordination and site inspections by field staff as possible.
- ✓ DENR continues to provide staff support at EOC in Infrastructure Support Section.
- ✓ Area coordinators redefine debris clearance priority list based on current data.

Planning Support

- ✓ Continue operational support to the state EOC.
- ✓ Prepare for limited mobilization to a JFO.
- ✓ Continue moving required resources to the Regional Coordination Center(s).
- ✓ Continue publishing Incident Action Plan, situation reports, daily summaries and executive reports.

Logistics and Fiscal Unit

- ✓ Evaluate resource needs for the next operational period.
- ✓ Support initial JFO resource requirements.
- ✓ Assess donation and volunteer needs with donations manager.
- ✓ Determine POCs for donations and volunteers at the local level. Provide the SERT leader with available and deployed resource status.
- ✓ Complete initial identification of personnel to support recovery operations.
- ✓ Assess initial JFO requirements for Information Services.
- ✓ Initiate acquisition process to fulfill JFO requirements.
- ✓ Manage mutual aid requests
- ✓ Provide continued Information Services and network support for all SERT agencies.
- ✓ Initiate purchases as required to support Information Services.

Public Information

- ✓ Coordinate with FEMA REG-IV -- Response and Recovery Info.

RESPONSE & RECOVERY CHECKLISTS FOR HURRICANES

June 2016

- ✓ Begin preparations for Joint Field Office -- equipment and staffing.
- ✓ JIC is activated and staffed as needed with other state agency PIOs.
- ✓ PIOs equipped with "go-kit" deployed as needed.
- ✓ Monitor news media for storm information.
 - ✓ Use "Rapid Response" as needed Review/Revise 200 and 300 Series prescribed news releases and FEMA "boilerplate," as needed, then post on Web page and WebEOC:
 - ✓ Evacuation and re-entry information
 - ✓ Shelters
 - ✓ Traffic conditions
 - ✓ Public health and safety topics
 - ✓ Donations Management
 - ✓ Teleregistration
- ✓ Notify field staff and LEMCS by e-mail of releases being distributed.
- ✓ Media advisory, especially to coastal radio and TV outlets, on response activities.
 - ✓ Branch managers, area coordinators and EEIG staff on noon news on TV, radio talk shows (morning and afternoon drive time)
- ✓ Live radio and TV Sit Reps to local and national media.
 - ✓ Briefings at scheduled times -- 0900, 1100, 1600, 2100
- ✓ Escort media in major damage areas (pool media if necessary)
 - ✓ Need 4WD vehicle to carry four to six people with video cameras
- ✓ Coordinate with governor's press office for tour of affected area for governor and/or DPS secretary for D-DAY PLUS 1 or D-DAY PLUS 2 (depending on time of impact).
 - ✓ Community Relations teams deployed.

D-DAY PLUS 3

Recovery Section

- ✓ Identify locations and define the type(s) of recovery centers.
- ✓ Acts as liaison between DDS and NCEM to establish IFG operations.

Human Services

- ✓ Focus on mass care and shelter operation.

Infrastructure Support (D-DAY PLUS 3 to D-DAY PLUS 7)

- ✓ Continue to maintain communications with all utility providers, DOE, Office of Energy Emergencies, and Dixie Pipeline.
- ✓ Continue to maintain communications with DOT field offices for updates on road conditions and status.
- ✓ Forestry continues to support overhead team in providing strike teams for debris clearance activities.
- ✓ DENR continues to support the establishment of debris management sites, and conducts site visits with field staff.
- ✓ Maintain SERT staffing as needed for Infrastructure Support operations at EOC.

RESPONSE & RECOVERY CHECKLISTS FOR HURRICANES

June 2016

Planning Support (D-DAY PLUS 3 to D-DAY PLUS 7)

- ✓ Continue operational support to the state EOC.
- ✓ Provide operational support to a JFO.
- ✓ Continue moving required resources to affected areas.
- ✓ Continue publishing Incident Action Plan, situation reports, daily summaries and executive reports.

Logistics and Fiscal Unit (D-DAY PLUS 3 to D-DAY PLUS 7)

- ✓ Evaluate resource needs for the next operational period.
- ✓ Continue supporting PICS and debris removal teams.
- ✓ Brief SERT leader on available and deployed resources.
- ✓ Assess resource requirements for the next operational period.
- ✓ Assess donations and volunteer needs.
- ✓ Determine need for an unsolicited donations warehouse.
- ✓ Continue supporting JFO operations.
- ✓ Coordinate training activities with deploying FEMA staff.
- ✓ Continue personnel support activities.
- ✓ Continue JFO assessment and resource acquisition process for Information Services.
- ✓ Develop Information Services JFO staffing pattern.
- ✓ Provide continuing support of Information Services for all SERT agencies.
- ✓ Provide continuing network support for all SERT agencies.
- ✓ Initiate purchases of Information Services resources as needed.

Public Information

- ✓ Coordinate with FEMA REG-IV -- Response and Recovery Info.
- ✓ Begin preparations for DFO -- equipment and staffing.
- ✓ JIC is activated and staffed as needed with other state agency PIOs.
- ✓ PIOs equipped with "go-kit" deployed as needed.
- ✓ Monitor news media for storm information.
- ✓ Use "Rapid Response," as needed
- ✓ Review/revise 200 and 300 Series pre-scripted news releases and FEMA "boilerplate" as needed, then post on Web page and WebEOC:
 - ✓ Evacuation and re-entry information
 - ✓ Shelters
 - ✓ Traffic conditions
 - ✓ Public health and safety topics
 - ✓ Donations Management
 - ✓ Teleregistration
- ✓ Notify field staff and LEMCS by e-mail of releases being distributed.
- ✓ Media advisory, especially to coastal radio and TV outlets, on Response activities.
 - ✓ Branch managers, area coordinators and EEI staff on noon news on TV, radio talk shows (morning and afternoon drive time)
- ✓ Live radio and TV SitReps to local and national media.
 - ✓ Briefings at scheduled times -- 0900, 1100, 1600, 2100

RESPONSE & RECOVERY CHECKLISTS FOR HURRICANES

June 2016

- ✓ Escort media in major damage areas (pool media if necessary).
 - ✓ Need 4WD vehicle capable of carrying four to six people with video cameras
- ✓ Coordinate with governor's press office for tour of affected area for governor and/or DPS secretary for D-DAY PLUS 1 or D-DAY PLUS 2 (depending on time of impact).
- ✓ Community Relations teams deployed.

D-DAY PLUS 4

Public Information

- ✓ Emphasis shifts to Recovery Phase.
- ✓ If Presidential Disaster Declaration is received, coordinate equipment and staffing with FEMA REG-IV to set up the JFO and shift PIO operations to JFO. {See FEMA PIO Field Manual for additional information on Public Information Operations in a JFO and possible news releases related to recovery efforts.}
- ✓ State JIC remains activated and staffed as needed with other state agency PIOs until such time as the JFO becomes operational or media interest declines to point where PIO activities can be handled by DPS-PIO.
- ✓ NCEM PIOs equipped with "go-kit" deployed as needed
- ✓ Monitor news media for storm information.
 - ✓ Use "Rapid Response" as needed
- ✓ Review/revise both 200 and 300 Series pre-scripted state and FEMA "boilerplate" as needed, then post on Web page and WebEOC:
 - ✓ Evacuation and re-entry information
 - ✓ Shelters
 - ✓ Traffic conditions
 - ✓ Public health and safety topics
 - ✓ Donations Management
 - ✓ Teleregistration
- ✓ Media advisory, especially to coastal radio and TV outlets, on response activities.
 - ✓ Branch managers, area coordinators and EEIG staff on noon news on TV, radio talk shows (morning and afternoon drive time)
- ✓ Live radio and TV SitReps to local and national media. (These may stop on D-DAY PLUS 4 or when JFO becomes operational.)
 - ✓ Briefings at scheduled times -- 0800, 1000, 1600, 2100
- ✓ Escort media in major damage areas (pool media if necessary).
 - ✓ Need 4WD vehicle capable of carrying four to six people with video cameras
- ✓ Community Relations teams deployed.

NORTH CAROLINA EMERGENCY OPERATIONS PLAN (NCEOP)
ANNEX B | APPENDIX 1 | TAB B
EOC ACTIVATION LEVELS FOR HURRICANES
June 2016

The state EOC will operate at escalating activation levels during tropical event threats. These levels indicate the status and/or threat of the event.

- Level 5 *Event:* Normal day-to-day operations.
- Action:* Monitor the tropics for storms that might affect North Carolina.
- Level 4 *Event:* National Hurricane Center advises that a tropical event is developing into a potential threat along the US southeastern or mid-Atlantic coastline.
- Action:* All SERT agencies are notified of an impending threat and are requested to make necessary preparations for limited or full scale activation in the state EOC.
- Level 3 *Event:* National Hurricane Center advises that tropical storm force winds from a tropical event are a potential threat to North Carolina between forty-eight and 72 hours.
- Action:* The EOC is partially activated with key SERT agencies. Incident action plans and situation reports are initiated.
- Level 2 *Event:* National Hurricane Center forecasts require a Hurricane Watch (hurricane conditions are likely within the next 36 hours) along any portion of the North Carolina coastline.
- Action:* All necessary SERT agencies report to the EOC for a full-scale activation. Counties are advised to begin evacuations during daylight hours to ensure evacuations are complete before the arrival of gale force winds.
- Level 1 *Event:* Hurricane force conditions affect North Carolina.
- Action:* As weather conditions permit, emergency response and recovery teams deploy to begin providing emergency services and to establish disaster field offices, disaster recovery centers, and the Branch Office(s).

NCEM BRANCH OFFICE OPERATIONS

June 2016

1. **Mission.** To provide a coordinating element to directly apply assigned, operational resources to the affected area and respond to emergencies on a mission assignment basis and allow for situation assessment and projected resource planning. As conditions warrant, the Branch Office(s) can be used to support and stage disaster relief personnel and equipment such as search and rescue teams, emergency medical service teams, debris clearance teams, public works strike teams, and security teams. Should it become necessary, Branch Office(s) may establish and operate Multi-Agency Coordination Centers as described in the National Incident Management System (NIMS).
2. **Concept of Operations.**
 - a. The number of counties and/or magnitude of the disaster event will dictate the configuration of Branch Offices. Current plans for hurricanes call for the SERT Leader to direct emergency activation of the Branch Office(s) as Regional Coordination Centers (RCCs). The RCC(s) will receive operational direction from the State EOC, and all resource requests will be processed through the State EOC. Additional branch offices may be established as required.
 - b. The Branch Office(s) will be managed in a manner consistent with the National Incident Management System (NIMS).
 - c. The State Emergency Response Team in Raleigh is responsible for obtaining a resource needs assessment for the impacted area. Stockpiling and pre-positioning the resources and personnel near the disaster area may expedite distribution of resources to the end user.
 - d. The Branch Office will evaluate the disaster impact and establish priorities related to life, property and the environment at risk. The Branch manager will coordinate the establishment of priorities with the SERT Leader and/or the Operations Section Chief to ensure consistency between the NCEOC and the Branch Office(s).

INCIDENT MANAGEMENT TEAMS (IMT)

June 2016

1. **Mission.** To support local government at receiving and distribution points and with incident management in response to and recovery from a hurricane event and to collect preliminary damage assessment data.
2. **Concept of Operations.**
 - a. Incident Management Team members will be available for deployment with 24 hours notice during hurricane season. The NCEM Operations Branch Chief may activate teams as required within 24 to 48 hours of achieving EOC Activation Level 4. The Team Leader will be the first member identified and activated with concurrence of the applicable county emergency manager. Other members will be activated as the Team Leader sees fit. IMTs will attend county briefings and planning meetings as required. They will ensure all State resources are properly checked in at the county receiving point, and they will provide advice to the counties on the availability and appropriate use of State resources. They will serve as liaisons between county government and the SERT as well as the Branch Office(s). IMTs will be deactivated and re-deployed when the SERT Leader determines their presence at county EOCs is no longer necessary. IMTs may be used at any time during a hurricane event.
 - b. IMTs also collect preliminary damage assessment data through ground reconnaissance.
3. **Organization.** IMTs may be led by assigned NCEM Area Coordinators. Team members may include personnel from the NC National Guard, the Office of the State Fire Marshal, the NC Forest Service, the Department of Transportation, Department of Commerce, Local Emergency Managers, and other SERT agencies as appropriate.

AERIAL RECONNAISSANCE TEAMS (ART)

June 2016

1. **Mission.** As part of preliminary damage assessment, to deploy rapidly and fly over severely impacted areas providing reports on the extent and location of hurricane damage. ARTs will coordinate activities with the FEMA Rapid Needs Assessment (RNA) Team.

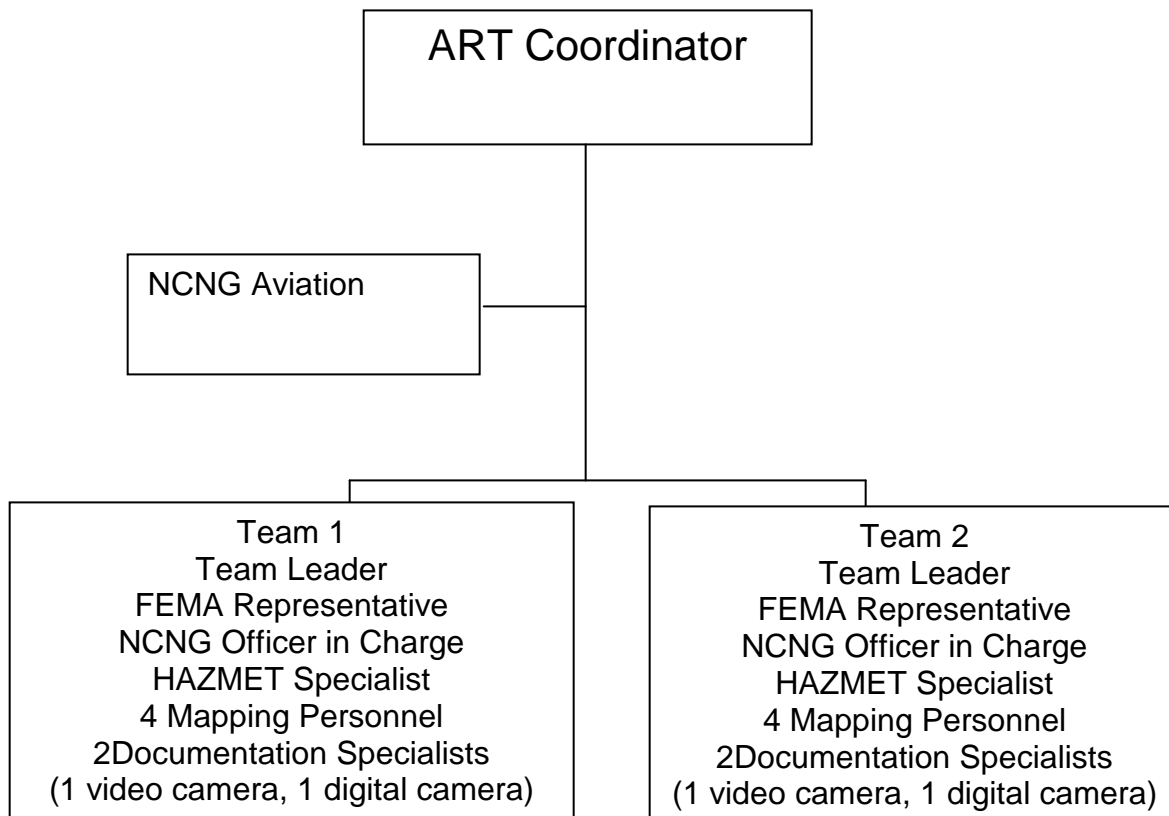
2. **Concept of Operations.** The ARTs are led by an ART Coordinator assigned from the SERT Mitigation Section. He/she schedules aerial reconnaissance according to requirements established by the SERT Planning Section. ARTs will be deployed immediately after a major hurricane impacts North Carolina and weather conditions permit liftoff by helicopter. If available and depending on the projected path of the hurricane, two Blackhawk helicopters will be deployed from Salisbury to Raleigh at least 24 hours before a hurricane impacts North Carolina. Two ARTs will deploy from the RDU airport at the National Guard Aviation Center and fly to counties impacted by a hurricane. One helicopter will fly the impacted area where the hurricane eye's center moved over land. The other helicopter will fly the eastern eye wall where hurricane winds are expected to have been most severe. Both helicopters will fly these areas, county by county, observing and noting the following: 1) the severity of the damage, 2) specific impact information and locations, i.e. estimated houses damaged, roads washed away, bridges out, power lines down, etc., 3) record by video and digital camera image records of the damage from the air and 4) determine what immediate state assistance may be needed.

If possible the information being recorded by the ARTs will be sent back to the State EOC by one or more of the following methods:

- a. By voice transmission between the ART leader and the State EOC as fly-over occurs
 - b. By video transmission between the ART leader and the State EOC as fly-over occurs
 - c. By voice transmission using a satellite phone once the helicopter lands in an impacted county
 - d. By telephone once a team lands in an impacted area
 - e. By fax machine once a team lands in an impacted area
 - f. By hand delivering the reports and maps back to the State EOC when the ARTs return to Raleigh.
3. **Organization.** The ARTs are composed of the following:

AERIAL RECONNAISSANCE TEAMS (ART)

June 2016



4. **ART Information Mission Objectives.** To identify, for each affected county, the status of Infrastructure and mass care structures. Priorities include:

- a. Telephone and communications towers
- b. Electrical power lines
- c. Roads and Bridges
- d. Health\Medical Facilities
- e. Waste and Water Treatment Plants and Systems
- f. Airports and Railroads
- g. Main Government buildings
- h. Shelters
- i. Mapped areas of significantly impacted areas

INFORMATION MANAGEMENT

June 2016

1. **Concept of Operations.** Operational priorities will be outlined in incident action plans developed for each operational period (determined by the SERT Leader) and situation reports outlining accomplished activities will be published for each operational period. The state EOC staff and field staff are responsible for submitting all reports to the Planning & Homeland Security Section at prescribed times, which are based on the 24-hour operational period.
2. **Procedures.**
 - a. At the request of the Governor's office, the Planning & Homeland Security Section will develop status reports on all impacted counties; these reports are outside the scope of the statewide situation report. Once requested by the Governor's office, the Section will produce this report once a day at the end of the operational period.
 - b. The Planning & Homeland Security Section will facilitate operational briefings in the situation room as directed and at the end of each operational period. These briefings will detail the status of current actions within the State EOC, Regional Coordination Centers (RCCs), and impacted counties.
 - c. Information collection and management is managed through written reports and action plans, coordination conference calls, e-mail, and weather systems: HURREVAC, Data Transmission Network, and Contel.
 - d. The Planning & Homeland Security Section is responsible for maintaining information in HURREVAC. This tool maintains storm track information and helps in development of protective action recommendations. The Technical Support Services Branch (Logistics Section) is responsible for maintaining the systems that provide the state EOC with weather data and imagery.
 - e. The Planning & Homeland Security Section, with assistance and input from the EM Governor's Liaison, is responsible for drafting Governor's State of Emergency and Disaster proclamations and for drafting a request for federal disaster assistance through a presidential disaster declaration.

NORTH CAROLINA EMERGENCY OPERATIONS PLAN (NCEOP)

ANNEX B | APPENDIX 1 | TAB F

INFORMATION MANAGEMENT

June 2016

f. Hurricane emergency information is managed according to this matrix.

ACTIVITY	TIME	RESPONSIBLE OFFICE	REMARKS
Incident Action Plan	Daily by 1900 for next day implementation	Situation and Documentation	Data submitted by counties and BCP
Situation Report	1000, 1600, & 2100	Situation and Documentation	Statewide activities for the past 24-hours
Flash Report	As Required	Situation and Documentation	A concise report to document and quickly dispatch information on breaking developments
Coordination Conference Call	0000, 0600, 1200, & 1800	Situation and Documentation	Intended protective actions at task force
EOC Operational Briefing	0700 & 1900	Situation and Documentation	EOC status and field activities at shift change
Governor's Summary Report	As Required	SERT Leader	Daily account of past and future activities
State of Emergency Declaration Draft	D - 1	Situation and Documentation	Indication disaster situation in state
Federal Disaster Assistance Draft	D - Day	Situation and Documentation	Financial assistance to support recovery

g. The Public Information Section will coordinate and issue press releases as required.

3. Enclosures:

1. Operational Period Time Line
2. Press Release Index

NORTH CAROLINA EMERGENCY OPERATIONS PLAN (NCEOP)

ANNEX B | APPENDIX 1 | TAB F | ENCLOSURE 1

OPERATIONAL PERIOD TIMELINE

June 2016

0400	Deadline for Situation Reports to be submitted to NCEOC
0500	National Hurricane Center Tropical Cyclone Advisory
0600	Protective Action Coordination Conference Call with Selected Counties in Affected Areas
0630	Protective Action Coordination Conference Call with Remaining Counties in Affected Areas
0700	Day Shift Arrives
0700	SERT Briefing
0730	Night Shift Departs
0800	24-Hour Operational Period Begins
0800	SERT Planning Meeting
0900	Deadline for Situation Reports to be submitted to NCEOC
1000	Publish NCEOC Situation Reports
1000	Governor's Briefing (as required)
1100	National Hurricane Center Tropical Cyclone Advisory
1200	Protective Action Coordination Conference Call with Selected Counties in Affected Areas
1230	Protective Action Coordination Conference Call with Remaining Counties in Affected Areas
1300	Deadline for Mission Requests (Next Operational Period)
1500	Deadline for Situation Reports to be submitted to NCEOC
1600	Publish NCEOC Situation Reports
1700	National Hurricane Center Tropical Cyclone Advisory
1800	Publish Event Situation Report
1800	Protective Action Coordination Conference Call with Selected Counties in Affected Areas
1830	Protective Action Coordination Conference Call with Remaining Counties in Affected Areas
1900	Night Shift Arrives
1900	SERT Briefing
1930	Day Shift Departs
2000	Deadline for Situation Reports to be submitted to NCEOC
2100	Publish NCEOC Situation Reports
2300	National Hurricane Center Tropical Cyclone Advisory
0000	Protective Action Coordination Conference Call with Selected Counties in Affected Areas
0030	Protective Action Coordination Conference Call with Remaining Counties in Affected Areas

NORTH CAROLINA EMERGENCY OPERATIONS PLAN (NCEOP)

ANNEX B | APPENDIX 1 | TAB F | ENCLOSURE 2

PRESS RELEASE INDEX

June 2016

Number	File Name	Subject/Slug Line
Pre-event Preparation		
NR-101	3-DAY.WPD	Three-Day Emergency Kit Good idea
NR-102	AGRI.WPD	Preparing Your Farm For Weather Disasters - NCDA
NR-103	HURIPREP.WPD	<i>(Weather System)</i> May Affect North Carolina, Citizens Begin Preparing
NR-104	WATCH.WPD	<i>(Storm)</i> Watch Issued For <i>(Region)</i> North Carolina <i>(Storm Name)</i> Expected to Make Landfall <i>[Day / Time]</i>
NR-105	WARNING.WPD	<i>(Storm)</i> Warning In Effect For <i>(Region)</i> North Carolina Evacuations Begin in <i>[Region]</i> Counties
NR-106	THREAT.WPD	Threat of <i>(Storm Name)</i> Increases; State Continues Protective Actions
NR-107	SHIFTS.WPD	<i>(Storm Name)</i> Shifts, Threatens <i>[Region]</i> North Carolina's <i>[Region]</i> Residents Must Prepare Quickly
NR-108	EVACUATE.WPD	<i>(City - County)</i> Officials Order Evacuation of <i>(Location)</i>
NR-109	MANDEVAC.WPD	Mandatory Evacuation Ordered
NR-110B	BLOCKED.WPD	<i>(Name of Major Evacuation Route)</i> is Blocked -- State Issues Alternate Route for Evacuees {BROADCASTERS}
NR-111B	TRAFFIC.WPD	North Carolina Roads One-way Only To Speed Evacuation {BROADCASTERS}
NR-112	REGION.WPD	<i>[Regional]</i> Shelters Open To Evacuees From <i>[Region]</i>

PRESS RELEASE INDEX

June 2016

Number	File Name	Subject/Slug Line
NR-113	RAPIDLY.WPD	Hurricane <i>[name]</i> Coming Ashore Rapidly -- Residents Are Urged To Shelter in Their Homes
NR-114	EYE.WPD	Eye of Hurricane <i>[name]</i> To Pass Over <i>[Region]</i> At <i>[time]</i>
NR-115	IMPACT.WPD	Hurricane <i>[name]</i> Crosses State, <i>[region]</i> North Carolina May Be Affected
NR-116	GOVTCLOS.WPD	<i>(Officials)</i> Closes Government Offices in <i>(Watch / Warning)</i> Counties For <i>[Day & Morning / Afternoon]</i>
NR-117	BLUESIGN.WPD	Blue Signs & Message Boards Guide Evacuees
NR-118B	EVACSIGN.WPD	Motorists Urged to Follow Evacuation Route Signs {BROADCASTERS}
NR-119	HIGHWIND.WPD	People in Manufactured Housing and Low-lying Areas Need to Seek Shelter
Post-Event - General		
NR-201	LIFTED.WPD	Hurricane <i>[Watch / Warning]</i> Lifted -- Local Officials Implement Re-Entry Plans
NR-202	REENTER.WPD	Residents Re-enter <i>[affected / evacuated]</i> Areas -- Heavy Surf Conditions Expected Off Coast
NR-203	COORD.WPD	Disaster Relief Donations Must Be Coordinated to Meet Public Need - Donations Mgt.
NR-204	COORD-2.WPD	Toll-Free Hotlines for Disaster Relief - Donations Mgt.
NR-205	DONATION.WPD	Want to Donate? Hotline Numbers - Donations Mgt.
NR-206	CONSUMER.WPD	Beware When Hiring Home Repair Contractors
NR-207	INSURANC.WPD	Filing Insurance Claims

PRESS RELEASE INDEX

June 2016

Number	File Name	Subject/Slug Line
Post-Event - NR-301	Health & Safety WATER.WPD	Public Water May Be Contaminated
NR-302	FLOODWAT.WPD	Drinking Water Advisory
NR-303	BOILWATR.WPD	Boil Water Advisory - Div. Water Resources (public water sources)
NR-304	LIFTWATR.WPD	Boil Water Advisory LIFTED - Div. Water Resources
NR-305	CONCERNS.WPD	Disaster Causes Health Concerns (<i>Septic/Water/Food</i>) - Div. Public Health
NR-306	H&SAFETY.WPD	Health & Safety Important in Clean-up Following (<i>Event</i>)
NR-307	MOSQRAIN.WPD	Rainy Weather May Increase Mosquito Problems – Div Public Health
NR-308	AFTER.WPD	Public Health Tips For After the Storm
NR-309	BUGSNAKE.WPD	Rainy Weather May Bring Out Bugs & Snakes
NR-310	SNAKES.WPD	Flooding Brings Out Snakes
NR-311	POSTSTRM.WPD	The Storm Has Passed, But the Danger Lingers
NR-116	GOVTCLOS.WPD	(<i>Officials</i>) Closes Government Offices in (<i>Watch / Warning</i>) Counties For [<i>Day & Morning / Afternoon</i>]
NR-117	BLUESIGN.WPD	Blue Signs & Message Boards Guide Evacuees
NR-118B	EVACSIGN.WPD	Motorists Urged to Follow Evacuation Route Signs {BROADCASTERS}
NR-119	HIGHWIND.WPD	People in Manufactured Housing and Low-lying Areas Need to Seek Shelter

COMMUNICATIONS

June 2016

1. The State EOC will use the Internet (specifically NC SPARTA [WebEOC]) and the Emergency Management Division's web site as the primary mechanism for information dissemination during hurricane threats. Hurricane advisory packages, forecast track, wind profiles, and a county status page are available on the web site. To ensure accurate information is available on the web site, the Division will update the web site at the end of each operational period and/or at the conclusion of each coordination conference call.
2. The SERT will rely on conference calls to facilitate coordination of hurricane response activities in affected areas. The Planning Section, consistent with established operational periods and reporting time lines, will establish a coordination conference call schedule.
3. Communications between the State EOC and any field operations is via WebEOC, telephones, faxes, e-mail, the World Wide Web (web server), radio, and satellite telephone.
4. The Emergency Management Technical Support Services Branch (Logistics Section) is responsible for design, acquisition, implementation and support of the Division's information infrastructure. The information infrastructure includes the following components:

file servers	network operating systems	desktop computers
communications servers	world wide web services	laptop computers
network hubs	electronic mail services	personal printers
group printers	mail gateways	print services
10BaseT & fiber cable	weather collection systems	
applications software	productivity software	
5. Division Email. Emergency Management's electronic mail system uses Lotus Notes. Division staff at all locations have access to Lotus Notes either through direct connection to the Division's local area network or via dial-up. Division staff email addresses follow a standardized naming convention: <first name+last name>@ncdps.gov.
6. Division Web Server. The Technical Support Services Branch (Logistics) maintains a World Wide Web server for dissemination of emergency management related information to the public. This web services software is Novell Web Server (revision 3.0), running on a Compaq Proliant 5000 server. The website address for North Carolina Emergency Management is <http://www.nccrimecontrol.org/Index2.cfm?a=000003,000010>.
7. WebEOC (NC SPARTA) is an Internet based system used to transmit resource

COMMUNICATIONS

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requests and information during emergencies and disasters. NCEM Geospatial & Technology Management personnel assigned to the Logistics Section for activation are responsible to maintain and administer WebEOC.

8. Weather Systems. Risk Management office is also responsible for supporting and maintaining the Division's weather collection and dissemination systems. The Division uses several different sources for weather information.
 - a. Data Transmission Network (DTN) Weather Sentry. Daily use, current weather conditions, watches & warning. Data is delivered via satellite.
 - b. HURREVAC. HURREVAC provides a graphical plot of the National Hurricane Center Forecast Advisory to assist government officials in making various evacuation decisions. Inland Winds are incorporated into HURREVAC for use by inland counties to assess the threat from high winds over non-coastal areas. Data is acquired through Internet connection.
 - c. Miscellaneous Weather Sources. With the proliferation of the Internet there are now many weather sites available on the world-wide-web that provide current weather information as well as tropical storm information. These sites are usually maintained by universities, local television stations, national news organizations, or federal government entities such as the National Weather Service. However, due to the volume of requests, these public sites may not be available during times of greatest need.

STATE SUPPORT TO COASTAL EVACUATION

June 2016

1. Two plans are in place for State support to coastal evacuation in North Carolina.
 - a. The Interstate 40 Emergency Lane Reversal Plan
 - b. The State Highway Patrol Coastal Evacuation Plan (to be used in conjunction with the NCEM Coastal Region Evacuation and Sheltering Standing Operating Guide).

It is important (even critical) to note the two plans listed above use many of the same resources and cannot be executed concurrently.

2. Hurricanes are the events most likely to require execution of the I-40 Reversal Plan or the State Highway Patrol Coastal Evacuation Plan. The decision-making process will begin when the National Hurricane Center forecasts that tropical storm force winds (sustained winds of 39 – 73 MPH) may impact southeast North Carolina within 72 hours. At that time the State Emergency Response Team (SERT) Leader will direct elevation of SERT activation to Level 3. The SERT Operations Chief will notify the I-40 Reversal Control Group and the State Highway Patrol of these actions.
3. When tropical storm force winds are forecasted to impact southeastern North Carolina within 48 hours, the NCEM Operations Chief will activate the Reversal Control Group or notify the State Highway Patrol as appropriate.
4. Should the choice be to activate the State Highway Patrol Coastal Evacuation Plan, the State Highway Patrol will lead the effort with support as required from other SERT agencies.
5. Should the choice be to activate the I-40 Reversal Plan, the following apply:
 - a. The Reversal Control Group is comprised of senior staff from Public Safety (Division of Emergency Management and the State Highway Patrol) and the Department of Transportation (Operations Chief Engineer and Department of Motor Vehicle). This group will confer at regularly scheduled intervals in accordance with the I-40 Reversal Plan, and, upon reaching a consensus, will jointly recommend to their Department Secretaries that eastbound lanes on designated sections of I-40 be reversed as part of the regional evacuation.
 - b. The Governor will make the final decision regarding I-40 eastbound lane reversal after having received a joint recommendation from the Secretaries of DPS and DOT.
 - c. The Reversal Control Group will use the following indicators to determine if and/or when to recommend I-40 eastbound lane reversal.

STATE SUPPORT TO COASTAL EVACUATION

June 2016

- (1) Strength/intensity of the hurricane. At a minimum the threat should be in the upper range of wind velocity (sustained winds of 103 mph or greater) of a Category II hurricane.
 - (2) Track/movement: The potential landfall of the hurricane should be within a window from 50 miles north to 100 south miles of Wilmington.
 - (3) Tourist population. Medium to maximum tourist population (height of tourist season). Reversal may not be necessary for smaller tourist populations.
 - (4) Traffic volume. Medium to maximum volume is anticipated (based upon combined population of residents and tourist).
 - (5) Expected onset of tropical storm force winds (sustained speeds of 39 mph – 73 mph) as a function of time calculated from the forward speed of the storm.
 - (6) Expected start of the evacuation and required clearance time (the average clearance time for Wilmington is 8 hours).
 - (7) Time of day. Counties are advised to **conduct evacuations during daylight hours** to ensure evacuations are complete before the arrival of tropical storm force winds. Lane reversal should only be implemented during daylight hours and during mandatory evacuations.
6. References.
- a. Interstate 40 Emergency Reversal Plan
 - b. State Highway Patrol Coastal Evacuation Plan
 - c. CRES - SOG

WINTER STORM OPERATIONS PLAN

June 2016

I. INTRODUCTION

A. PURPOSE

This appendix describes actions and procedures followed by the State Emergency Operations Center (EOC) and the State Emergency Response Team (SERT) when severe winter storms threaten or impact North Carolina.

B. SCOPE

The SERT Leader activates this plan when severe winter weather threatens North Carolina. Severe winter weather will generate problems including but not limited to power outages, downed trees, stranded motorists, and dangerous exposure to severely cold temperatures.

II. SITUATION AND ASSUMPTIONS

A. SITUATION

This appendix assumes a worst-case scenario and provides inherent flexibility to deal with lesser impacts. Rare but potential blizzard conditions include temperatures 20°F and below, winds 35 mph or greater and sufficient falling and/or blowing snow in the air frequently to reduce visibility to 1/4 mile or less for a duration of at least 3 hours.

B. ASSUMPTIONS

Emergency responders will have to deal with blizzard or near blizzard conditions in the Mountains and western Piedmont, dangerous ice accumulations in the Piedmont and western Coastal Plain and severe thunderstorms and high winds in the eastern Coastal Plain.

III. ORGANIZATION AND ASSIGNMENT OF RESPONSIBILITIES

A. LEAD STATE AGENCY

1. DEPARTMENT OF PUBLIC SAFETY (DPS)

NORTH CAROLINA EMERGENCY MANAGEMENT (NCEM)

- a. Supports local government efforts through resource and technical assistance during emergencies and coordinates state and federal response and recovery activities.

WINTER STORM OPERATIONS PLAN

June 2016

- b. The Operations Section is responsible for coordinating overall response and recovery efforts. During winter weather threats, Operations is specifically responsible for coordinating actions such as evacuation, sheltering, and debris removal. In addition, Operations is responsible for emergency activation of Branch Offices (and/or Multi Agency Coordination Centers) in likely impact areas to assist with the response effort.
- c. The Planning & Homeland Security Section is responsible for all information management during winter weather threats. These responsibilities include tracking and managing resource requests, publishing incident action plans and situation reports, and establishing/maintaining operational time lines.
- d. The Logistics Section is responsible for providing equipment and resources that support winter weather response and recovery efforts and for coordinating, providing technical services such as GIS, and performing analysis work to identify potential damage areas. Logistics may provide this support in the field at Branch Offices and centrally at the State EOC.
- e. The Public Information Section is responsible for coordinating delivery of public information that relates to SERT activity and family preparedness during winter weather threats.
- f. The Fiscal Unit Section is responsible for coordinating all financial activity during winter weather threats. This includes establishing cost centers for disaster operations and tracking and paying all expenses incurred by emergency operations.
- g. The Recovery Section is responsible for identifying hazard reduction measures that can be incorporated into the response and recovery efforts. If a presidential disaster declaration is issued, the Recovery Section manages the long-term recovery effort, which includes the delivery of Public Assistance, Individual Assistance, and the Hazard Mitigation programs.

IV. CONCEPT OF OPERATIONS

A. GENERAL

When the National Weather Service issues a Winter Storm Watch for any portion of North Carolina, the State EOC normally elevates to Activation

WINTER STORM OPERATIONS PLAN

June 2016

Level 4 (See Tab A). At Level 4, the Division of Emergency Management communications staff notifies SERT agency representatives of the impending winter hazards threat.

When the National Weather Service issues a Winter Storm Advisory for any portion of North Carolina, the State EOC normally elevates to Activation Level 3. SERT agencies are notified of the increasing threat, and the SERT Leader directs operation of the State EOC by Emergency Management staff. Activated staff will include the lead SERT meteorologist, Planning staff, Communications Branch Manager, Operations Chief and Operations Branch Managers, Logistics Chief with support staff, and the lead SERT Public Information Officer. The State EOC will begin publishing situation reports for the event and incident action plans for the next 24-hour operational period. The Emergency Management Field Staff will prepare for Branch Office operations.

When the National Weather Service issues a Winter Storm Warning for any portion of North Carolina, the SERT Leader will normally direct the State EOC to elevate to Activation Level 2. At Level 2, the SERT Leader activates all necessary SERT agencies in the State EOC and Branch Offices. Logistics will begin to provide and coordinate resource support for the Branch Office(s). The Planning & Homeland Security Section will assist the EM Governor's Liaison in drafting a State of Emergency Proclamation to be forwarded to the Governor for signature.

Once it becomes evident that Winter Storm Warning conditions are significantly affecting one or more of the Emergency Management geographic branches, the SERT Leader will normally direct elevation of the EOC to Activation Level 1 and activation of multiple Branch Offices as necessary. To support this activation, the SERT Leader will direct the Governor's Liaison, the Fiscal Unit Chief and support staff to operational duties. Logistics will continue to provide support for Branch Offices. The Planning & Homeland Security Section will assist the Governor's Liaison as he/she begins to draft a request for federal disaster assistance, and coordinate with Operations and Recovery/Hazard Mitigation to begin damage assessment activity.

V. TABS

A. EOC Activation Levels

WINTER STORM EOC ACTIVATION LEVELS

June 2016

The State EOC will operate at escalating activation levels during winter storm threats. These levels indicate the status and/or threat magnitude of the event.

ACTIVATION LEVELS

- Level 5** Event: Normal day to day operations.
- Action: Monitor the weather for winter storms that might affect North Carolina.
- Level 4** Event: The National Weather Service issues a Winter Storm Watch. Adverse winter weather is possible within the next 12 to 36 hours for any portion of North Carolina.
- Action: SERT agencies are notified of an impending threat and key SERT agencies are requested to make necessary preparations for a limited or full scale activation in the State EOC.
- Level 3** Event: The National Weather Service issues a Winter Storm Advisory. Winter conditions are expected to cause significant inconveniences and may be hazardous for any part of North Carolina.
- Action: SERT agencies are notified of the increasing threat and the State EOC is staffed with Emergency Management personnel. Incident action plans and situation reports are initiated and the field staff prepares for Branch Office operations.
- Level 2** Event: The National Weather Service issues a Winter Storm Warning. Hazardous winter weather is occurring, is imminent, or is likely for any part of North Carolina.
- Action: Necessary/key SERT agencies report to the State EOC for a partial for full-scale activation. The appropriate Branch Office becomes operational.
- Level 1** Event: Winter Storm conditions significantly impact one or more of the Emergency Management geographical branches.
- Action: Multiple Branch Offices become operational as necessary.

NORTH CAROLINA EMERGENCY OPERATIONS PLAN (NCEOP)
ANNEX B | APPENDIX 3
DROUGHT ASSESSMENT AND RESPONSE PLAN
June 2016

I. INTRODUCTION

A. PURPOSE

This appendix supports outlines drought-specific actions and coordination procedures the State Emergency Operations Center (SEOC), the State Emergency Response Team (SERT), and other state agencies take and follow when drought conditions threaten North Carolina. It is intended to provide a systematic, effective method for assessing and responding to the impacts of drought on water supply and agriculture in North Carolina.

II. SITUATION AND ASSUMPTIONS

A. SITUATION

Drought is a cyclical weather phenomenon that can have a profound impact upon the physical environment and social systems of North Carolina. These impacts are often ambiguous and complex. They are usually related to such water use activities as agriculture, commerce, tourism, fire suppression, and wildlife preservation. Reductions in electrical power generation and water quality are also likely. Because drought is progressive in nature and comes on slowly, it is often not recognized until it reaches a severe level.

North Carolina needs a Drought Response Plan that provides a system for assessing a drought cycle's progress and for determining when to institute a formal drought response from state government. Such a plan enhances North Carolina's ability to apply limited resources and reduce the effects of drought.

B. ASSUMPTIONS

1. Drought reduces the amount of water available for agriculture, municipalities, industry, commerce, tourism, fire suppression, and wildlife. Reduction of electrical power generation and water quality deterioration is likely.
2. The state of North Carolina will respond through a coordinated effort between the State Emergency Response Team and those agencies and commissions represented on the North Carolina Drought Management Advisory Council (DMAC) (§ 143-355.1). The NC Forest Service will use certain water sources to respond to a wildland or grassland fire.

NORTH CAROLINA EMERGENCY OPERATIONS PLAN (NCEOP)
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DROUGHT ASSESSMENT AND RESPONSE PLAN
June 2016

III. ORGANIZATION AND ASSIGNMENT OF RESPONSIBILITIES

A. LEAD STATE AGENCY

1. DEPARTMENT OF PUBLIC SAFETY (DPS)

NORTH CAROLINA EMERGENCY MANAGEMENT (NCEM)

- a. Support local government efforts during drought emergencies and to coordinate state and federal emergency activities.

B. SUPPORTING AGENCIES

1. NORTH CAROLINA DROUGHT MANAGEMENT ADVISORY COUNCIL (DMAC)

- a. Makes water supply assessments and projections.
- b. Selects or develops specific formats for routine and special reports regarding water supply.
- c. Identifies need for additional water supply information.
- d. Compiles all assessments of water supply capability to withstand drought impact.

IV. CONCEPT OF OPERATIONS

A. RESPONSE ACTIONS

In the event the Governor declares an extreme water supply emergency, the Environmental Management Commission (EMC) under NC General Statute 143 may authorize “any county, city, or town, in which an emergency has been declared to divert water in the emergency area sufficient to take care of the needs of human consumption, necessary sanitation and public safety”, and “to make such reasonable rules and regulations governing the conservation and use of diverted waters...” The NC Department of Environmental Quality, Division of Water Resources, in representing the Commission, monitors existing raw water supplies and identifies alternate/emergency sources and evaluates system operations.

DROUGHT ASSESSMENT AND RESPONSE PLAN

June 2016

1. INITIAL

- a. North Carolina uses a dual system of assessment and response to deal effectively with drought.
- b. The assessment system calls for representatives from state and federal agencies to form task forces that can rapidly evaluate and assess water availability and drought impacts and disseminate the information.
- c. Task forces are designed to assess the range of needs that can result from drought.
- d. Task forces are generally chaired by a middle-to-senior level management employee in the responsible state agency.

2. CONTINUING

- a. Upon request of the governing body of a county, city, or town, determine whether satisfaction of water needs for human consumption, necessary sanitation, and public safety require emergency action.
- b. Provide direction for all drought response activities within their assigned areas of responsibility using normal programs and available resources
- c. Identify and report to the North Carolina Drought Management Advisory Council (DMAC) all drought related problems and response activities.
- d. Identify and report to the State Hazard Mitigation Officer potential drought-effect mitigation measures that may be selected for funding under Section 404 of the Stafford Act (Hazard Mitigation Grant Program) in the event of a presidentially declared disaster.
- e. As emerging drought conditions are identified and assessed, impacts are reported to the State Emergency Operations Center, concerned departments of State government, and the North Carolina Drought Management Advisory Council (DMAC) for further analysis and development.
- f. Response might range from media announcements to funding and allocation of resources. Any action taken to solve a given drought problem constitutes response.
- g. Should an emergency situation arise, the North Carolina Drought

DROUGHT ASSESSMENT AND RESPONSE PLAN

June 2016

Management Advisory Council (DMAC) will notify the State Emergency Response Team. SERT actions may include: develop an Incident Action Plan (IAP) for drought response based upon current and developing conditions; review unmet needs identified by task forces and lead agencies; identify potential drought mitigation measures, and determine when to deactivate as problems subside.

V. TABS

- A. Agricultural Task Force
- B. Economic Impact Task Force
- C. Energy Loss Task Force
- D. Health Task Force
- E. Water Sources Task Force

AGRICULTURE TASK FORCE

June 2016

I. INTRODUCTION

A. PURPOSE

North Carolina periodically experiences drought conditions. Drought can cause devastating impact on the State's agriculture industry. Timely assessments of agricultural impacts are necessary as drought conditions escalate. The purpose of the Agriculture Task Force is to make these assessments and report them to the North Carolina Drought Management Advisory Council (DMAC), the SERT, and other state agencies as appropriate.

II. SITUATION AND ASSUMPTIONS

A. SITUATION

The Agriculture Task Force will be activated only during periods of drought or anticipated drought. Since the Palmer Drought Severity Index has recognized shortcomings as it relates to the onset and severity of agricultural drought, the North Carolina Department of Agriculture and Consumer Services will activate the task force if one or more of the following should occur.

B. ASSUMPTIONS

1. Subnormal precipitation effecting growing seasons in any major agricultural area of North Carolina.
2. The Governor requests activation.
3. The North Carolina Drought Management Advisory Council requests activation.

III. CONCEPT OF OPERATIONS

A. GENERAL

Drought is progressive in nature, and its impact might go unrecognized until it has reached a severe level. Additionally, drought impacts are different and occur at different stages depending upon the economic or human activity under consideration. The Agriculture Task Force is established to provide a coordinated approach to assessing the impacts of drought on agriculture. The chairman of the Agriculture Task Force may call on other agencies for participation as necessary.

AGRICULTURE TASK FORCE

June 2016

B. RESPONSE ACTIONS

1. INITIAL

The Agriculture Task Force will be activated only during periods of drought or anticipated drought. Since the Palmer Drought Severity Index has recognized shortcomings as it relates to the onset and severity of agricultural drought, the North Carolina Department of Agriculture and Consumer Services will activate the task force if one or more of the following should occur:

2. CONTINUING

- a. Review guidelines and procedures. Update them as necessary
- b. Assemble and evaluate impact data.
- c. Assess current and potential agricultural drought severity.
- d. Identify potential sources for drought assistance.
- e. Recommend SERT response levels and activities.
- f. Prepare agricultural assessment reports for the DMAC and the SERT.
- g. Maintain supporting data and records of activities.

C. RECOVERY ACTIONS

1. INITIAL

- a. An inventory of available special resources with cost data and procedures for activation.
- b. A list of key points of contact in support service agencies and agricultural industries.
- c. A list and description of appropriate and available response actions.
- d. A projection of drought impacts on the agricultural economy.
- e. Procedures for coordinating with other drought task forces.
- f. Regular and special reports to the North Carolina Drought Management Advisory Council, the SERT and other government

AGRICULTURE TASK FORCE

June 2016

agencies as appropriate.

2. CONTINUING

- a. The Agriculture Task Force will terminate activities according to drought severity indicators. The task force will prepare a final report for the DMAC at termination.

ECONOMIC IMPACT TASK FORCE

June 2016

I. INTRODUCTION

A. PURPOSE

Drought can cause devastating impact on the state's economy. Timely assessments of economic impacts are necessary as drought conditions escalate. The purpose of the Economic Impact Task Force is to make these assessments and report them to the North Carolina Drought Management Advisory Council, the SERT, and other state agencies as appropriate.

II. CONCEPT OF OPERATIONS

A. GENERAL

Drought is progressive in nature, and its impact might go unrecognized until it has reached a severe level. Additionally, drought impacts are different and occur at different stages depending upon the economic or human activity under consideration. The Economic Impact Task Force is established to provide a coordinated approach to assessing the impacts of drought on the state's economy. The chairman of the Economic Impact Task Force may call on other agencies for participation as necessary.

The Economic Impact Task Force is an assessment group that serves as a collection point for data on the condition of the state's economy. This task force identifies the potential impacts of drought and tracks their occurrence and intensity. It does **not** become involved in the response of various agencies to a declared drought emergency. Development of new data sources is appropriate as necessary, but, where possible, Economic Impact Task Force data collection should be from existing sources. Findings and recommendations of this task force are assimilated into the overall state drought assessment and are intended to assure effective response capabilities, as well as to provide documentation for any emergency declaration.

B. RESPONSE ACTIONS

1. INITIAL

- a. The Economic Impact Task Force will be activated by the North Carolina Drought Management Advisory Council as necessary during periods of drought.
- b. When activated, the Economic Impact Task Force will meet according to a schedule established by its chairperson.

ECONOMIC IMPACT TASK FORCE

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- c. The Economic Impact Task Force will study the feasibility and enlist involvement of appropriate individuals concerned with the use of economic simulation models to project drought related economic impacts on a regional and statewide basis.
- d. Following activations, task force procedures will be reviewed and updated.
- e. Identify actual and potential economic impacts in regions of the state identified by other task forces as most likely to be affected by drought.

C. RECOVERY ACTIONS

1. INITIAL

- a. Identify assessment resource shortfalls and necessary tools for effective assessment procedures. Take action to meet these assessment needs.
- b. Provide recommendations for mitigation and response to actual and potential economic drought impacts.
- c. Prepare regular and special reports for the North Carolina Drought Management Advisory Council, the SERT, and other government agencies as appropriate.

2. CONTINUING

- a. The Economic Impact Task Force will terminate activities according to drought severity indicators and the sequence of actions listed in Tab A. The task force will prepare a final report for the DMAC at termination.

ENERGY LOSS TASK FORCE

June 2016

I. INTRODUCTION

A. PURPOSE

Drought can cause serious impact on the capability to meet energy needs—specifically in those areas of the state that depend on generation of hydroelectric power. Timely assessments of energy impacts are necessary as drought conditions escalate. The purpose of the Energy Loss Task Force is to make these assessments and report them to the North Carolina Drought Management Advisory Council, the SERT, and other state agencies as appropriate.

II. CONCEPT OF OPERATIONS

A. GENERAL

Drought is progressive in nature, and its impact might go unrecognized until it has reached a severe level. Additionally, drought impacts are different and occur at different stages depending upon the economic or human activity under consideration. The Energy Loss Task Force is established to provide a coordinated approach to assessing the impacts of drought on energy availability. The chairman of the Energy Loss Task Force may call on other agencies for participation as necessary.

The Energy Loss Task Force is an assessment group that serves as a collection point for data on the condition of the state's economy. This task force identifies the potential impacts of drought and tracks their occurrence and intensity. It does not become involved in the response of various agencies to a declared drought emergency, nor does it initiate data collection activities. Findings and recommendations of this task force are assimilated into the overall state drought assessment and are intended to assure effective response capabilities, as well as to provide documentation for any emergency declaration.

B. RESPONSE ACTIONS

1. INITIAL

- a. The Energy Loss Task Force will be activated by the North Carolina Drought Management Advisory Council as necessary during periods of drought.
- b. When activated, the Energy Loss Task Force will meet according to a schedule established by its chairperson.

ENERGY LOSS TASK FORCE

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2. CONTINUING

- a. Contact and coordinate with appropriate utilities to provide a continuing assessment of all impacts on the energy operating system.
- b. Identify, outline, and determine geographic hydroelectric energy impacts resulting from loss of adequate water levels.
- c. Assist private and public utilities in implementing their response plans.
- d. Assess all apparent and ramifying implications pertinent to the immediate problems such as societal, social, economic, and environmental consequences of the situation.
- e. Gather information on hydroelectric energy loss, make impact assessments and prepare regular and special reports for the North Carolina Drought Management Advisory Council, State Emergency Response Team, and other government agencies as may be required.
- f. Establish procedural tasking for the evaluation of specific hydroelectric energy loss.
- g. Exchange timely information with private and public utilities on hydroelectric energy loss assessment and response requirements.

C. RECOVERY ACTIONS

1. INITIAL

- a. Advise and recommend courses of action in energy loss response and recovery to the North Carolina Drought Management Advisory Council and the State Emergency Response Team.
- b. Emphasize and suggest appropriate actions (including conservation) to the geographical area concerned.
- c. Monitor and report adverse effects of water shortage on hydroelectric plants including utility redirection of energy supply.

2. CONTINUING

- a. The Energy Loss Task Force will terminate activities according to drought severity indicators and the sequence of actions listed in Tab A. The task force will prepare a final report for the DMAC at termination.

HEALTH TASK FORCE

June 2016

I. INTRODUCTION

A. PURPOSE

The Health Task Force is established to investigate and specify adverse health conditions caused by water shortages during drought and report this information to the North Carolina Drought Management Advisory Council. The Health Task Force may make response recommendations to the North Carolina Drought Management Advisory Council and the State Emergency Response Team.

II. CONCEPT OF OPERATIONS

A. GENERAL

Drought is progressive in nature, and its impact might go unrecognized until it has reached a severe level. Additionally, drought impacts are different and occur at different stages depending upon the economic or human activity under consideration. The Health Task Force is established to provide a coordinated approach to assessing the health impacts of drought on energy availability. The chairman of the Health Task Force may call on other agencies for participation as necessary.

The Health Task Force is an assessment group that serves as a collection point for data on drought conditions. This task force identifies the potential impacts of drought and tracks their occurrence and intensity. It does not become involved in the response of various agencies to a declared drought emergency, nor does it initiate data collection activities. Findings and recommendations of this task force are assimilated into the overall state drought assessment and are intended to assure effective response capabilities, as well as to provide documentation for any emergency declaration.

The Health Task Force is a data collection and assessment group only, and it exercises no operational authority over its member agencies.

The Health Task Force develops information from a variety of sources. Analysis, evaluation, and reporting will focus on major problems present or likely to occur. Such data and reports will be exchanged freely among the various assessment task forces and will be presented as they develop to the overall Drought Assessment System

HEALTH TASK FORCE

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B. RESPONSE ACTIONS

1. INITIAL

- a. The Health Task Force will be activated during periods of drought or anticipated drought as directed by the North Carolina Drought Management Advisory Council
- b. When activated, the Health Task Force will meet according to a schedule established by its chairperson.

2. CONTINUING

- a. Contact and coordinate with appropriate government and private agencies concerning drought related health problems.
- b. Investigate and evaluate environmental health aspects of the drought situation.
- c. Investigate and evaluate epidemiological ramifications of the drought throughout the affected area.
- d. Examine the effects of water shortage on foods and drugs.
- e. Evaluate drought related veterinary health problems, particularly those associated with meat and poultry diagnostics which may pose a danger to human consumption.
- f. Evaluate and report drought effects on home health services, group care, detention centers, and medical centers.
- g. Evaluate and report the effects of drought on the aging population.
- h. Determine the requirements for mental health counseling for drought related difficulties.

C. RECOVERY ACTIONS

1. INITIAL

- a. Assess the effects of water restriction measures on community health.
- b. Prepare reports to the North Carolina Drought Management Advisory Council and the State Emergency Response Team as required.

HEALTH TASK FORCE

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2. CONTINUING

- a. Health Task Force will terminate activities according to drought severity indicators. The task force will prepare a final report for the DMAC at termination.

WATER SOURCES TASK FORCE

June 2016

I. INTRODUCTION

A. PURPOSE

The Water Sources Task Force is established to investigate and specify available water sources during drought, and report this information to the North Carolina Drought Management Advisory Council. These assessments are based upon the ad hoc water situation in the state and differ from all other assessments in that they bring to bear the very latest information.

II. CONCEPT OF OPERATIONS

A. GENERAL

Drought is progressive in nature, and its impact might go unrecognized until it has reached a severe level. Additionally, drought impacts are different and occur at different stages depending upon the economic or human activity under consideration. The Water Sources Task Force is established to provide a coordinated approach to assessing the impacts of drought on citizens Water Sources. Members of the Water Sources Task Force are as listed in paragraph 1 above. The chairman of the Water Sources Task Force may call on other agencies for participation as necessary.

The Water Sources Task Force is an assessment group that serves as a collection point for data on drought conditions. This task force identifies the potential impacts of drought and tracks their occurrence and intensity. It does not become involved in the response of various agencies to a declared drought emergency, nor does it initiate data collection activities. Findings and recommendations of this task force are assimilated into the overall State drought assessment and are intended to assure effective response capabilities, as well as to provide documentation for emergency declarations.

The Water Sources Task Force is a data collection and assessment group only, and it exercises no operational authority over its member agencies.

The Water Sources Task Force develops information from a variety of sources. Analysis, evaluation, and reporting will focus on major problems present or likely to occur. Such data and reports will be exchanged freely among the various assessment task forces and will be presented as they develop to the overall Drought Assessment System.

WATER SOURCES TASK FORCE

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B. RESPONSE ACTIONS

1. INITIAL

- a. The Water Sources Task Force will be activated during periods of drought or anticipated drought as directed by the North Carolina Drought Management Advisory Council
- b. When activated, the Water Sources Task Force will meet according to a schedule established by its chairperson.

2. CONTINUING

- a. Identify and locate surplus water in problem areas as well as adjacent and adjoining soil and water conservation districts.
- b. Identify water conservation measures to minimize water consumption and extend available resources.
- c. Monitor water supply and demand to make recommendations on how to allocate existing supplies.
- d. Form special working teams as necessary.
- e. Establish procedures for evaluation of specific water resources.
- f. Provide weekly assessments of current and potential water supply.
- g. Monitor and evaluate local methods for measuring water supply and water use during water shortage conditions.
- h. Provide timely information to local officials to encourage community cooperation for water conservation.
- i. Explore and report possibilities for supplementing local water supplies.
- j. Emphasize mandatory conservation as soon as there are visible or measurable signs that water supplies are significantly lower than seasonal norms and are diminishing.
- k. Stress stringent conservation measures during water shortage emergencies.
- l. Recommend rationing only when supply is clearly inadequate to meet projected demands.

WATER SOURCES TASK FORCE

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C. RECOVERY ACTIONS

1. INITIAL

- a. Prepare reports to the North Carolina Drought Management Advisory Council and the State Emergency Response Team as required.
- b. Monitor water supply conditions and the effectiveness of water conservation measures.
- m. Advise and recommend water conservation phasing to agriculture and community water supplies.
- n. Emphasize voluntary conservation when conditions indicate the potential for serious water supply shortages.

2. CONTINUING

- a. The Water Sources Task Force will terminate activities according to drought severity indicators. The task force will prepare a final report for the DMAC at termination.

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I. INTRODUCTION

A. PURPOSE

This appendix outlines actions and procedures the State Emergency Operations Center (EOC), the Agriculture Emergency Operations Center (Ag EOC), and the State Emergency Response Team (SERT) take when a Foreign Animal Disease (FAD) threatens susceptible animals in North Carolina. North Carolina will seek the assistance of and cooperate with the United States Department of Agriculture (USDA) on a local and national level in accordance with their FAD Plan.

B. SCOPE

This appendix will be activated in coordination with the State Veterinarian's Office or designees and North Carolina Emergency Management (NCEM) when there is a credible FAD threat to North Carolina.

II. SITUATION AND ASSUMPTIONS

A. SITUATION

There are a number of facilities and animal population groups in North Carolina that are vulnerable to naturally occurring diseases as well as potential targets for biological terrorist attacks. Response to both of these events may involve local, state, federal and private agencies.

Agribusinesses that breed and produce susceptible animals in the hundreds or thousands within the confines of a single operation make an attractive target for such events. A major outbreak of a foreign animal disease could cripple the affected industry and dependent businesses for years. Export and production would decrease. Businesses would fail. Tax revenue generated directly and indirectly would diminish dramatically. North Carolina's ability to export that type of susceptible animals would virtually end for three to five years. If the disease spread to other states, it could have a devastating impact on the United States' ability to feed its people and to compete in the global marketplace. In the case of FADs with significant human health effects, the response urgency and economic impact may be much greater.

Activation will be a result of notification of NCEM through the State Emergency Response Team by the North Carolina Department of Agriculture and Consumer Services (DA&CS), which will likely be the first state agency to detect a potential for FAD. The State Veterinarian (SV) is the responsible individual within NCDA&CS for FADs and coordination with the SERT.

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B. ASSUMPTIONS

1. In the event of a naturally occurring or terrorist initiated FAD outbreak in North Carolina, North Carolina Department of Agriculture and Consumer Services through the State Veterinarian (SV) will take a lead role and serve as a technical advisor to the SERT Leader under the NCEOP in the response.
2. In any FAD event, the United States Department of Agriculture's Area Veterinarian in Charge will collaborate with the SV Office in the state and will lead the national response.
3. For the purpose of plan development, a worst-case scenario was assumed, involving the discovery of Foot and Mouth Disease (FMD) at one or more production sites in the swine industry.
4. Because animals are exported out of the state and out of the country, an infection could rapidly become a national or multinational event. The costs associated with the loss of animals, production, exports, and indirect items may be in the billions of dollars. Any delay in detection of a FAD and implementation of this plan may increase these costs.
5. If a zoonotic disease were involved, DA&CS would share the lead agency role with the NC Department of Health and Human Services, Division of Public Health with specific responsibility for human health and well-being. Also, the response safety and health plan would become extremely important to assure the well-being of all personnel.

III. ORGANIZATION AND ASSIGNMENT OF RESPONSIBILITIES

A. LEAD STATE AGENCY

1. DEPARTMENT OF AGRICULTURE & CONSUMER SERVICES (DA&CS)

- a. The NCDA&CS through the State Veterinarian is the lead state agency for FAD events and serves as a technical advisor to the SERT Leader. Official communication and documentation for FAD events will be through NCSPARTA (WebEOC) and supplemented by radio, telephone, and written memo as necessary.
- b. DA&CS State Veterinarian's Office is responsible for assigning task force leaders to the infected premises to coordinate identifying, testing, tagging and isolating diseased animals that test positive. When the Branch Offices and ICPs are established, the SV assigns

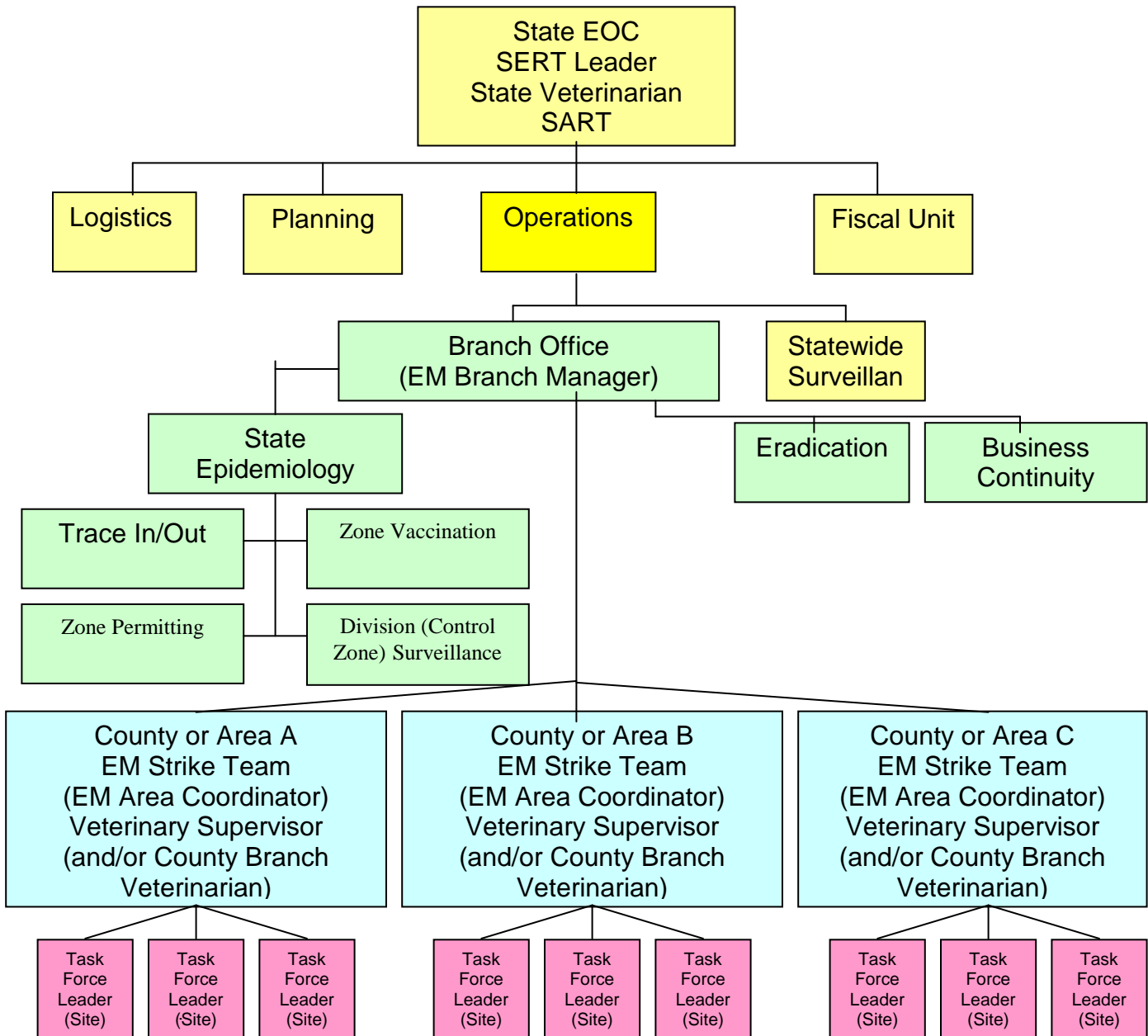
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the SDVS, DVS, and other qualified personnel as appropriate.

- c. The State Veterinarian is responsible for assigning appropriate resources for quarantining affected premises, ensuring the depopulating of designated animals, disposing of dead animals, decontaminating of the premises, and coordinating with the SERT and USDA.
- d. The State Agricultural Response Team (SART) will be coordinated through the Ag EOC and will assist with development and implementation procedures and train participants to facilitate a safe, environmentally sound and efficient response to animal emergencies on the local, county (CARTs), and state levels. These teams (SARTs, CARTs and other NGOs) are organized and operated using broad principles of the National Incident Management System appropriate to FAD incident response.
- e. For FAD emergencies, the SERT is organized as detailed below:

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- f. These adjustments to the classic SERT organization occur during a FAD incident. At this time, the Department of Agriculture and Consumer Services, through the State Veterinarian, requests activation of the SERT and the Ag EOC, which will activate the State Agricultural Response Team under DA&CS. SART integrates into Ag EOC Operations to provide expertise in animal and agricultural related activities. In addition, SART provides

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special expertise:

- Veterinary Resource Management
 - Epidemiology
 - Surveillance
 - Search and Rescue
 - Shelter Operations
 - Biosecurity Protocol implementation/recovery
- g. SART is a partnership of animal related groups/agencies designed to operate under the direction of the SV through the Ag EOC to respond to natural disasters and infectious disease incidents involving animals or the protection thereof.
- h. In the case of a FAD incident, the SV (or designee) and primary section leaders are co-located with the SERT.
- i. For a FAD incident, the Statewide Surveillance Activity is organized under the Operations Section of the Ag EOC. This activity coordinates border and facility surveillance as well as surveillance at other points of potential disease entry, such as airports, port, rail, and mail facilities.
- j. At the Regional and County Operational Centers, members of SART or other non-governmental organizations (NGO) manage the veterinary and animal related activities while the members of the SERT will be engaged in emergency management.
- k. The head of Epidemiology is located at the SERT or Ag EOC as needed and coordinates all disease spread detection and prevention efforts such as trace in/out, permitting and vaccination control. This is the disease free section of investigations of all exposed and susceptible premises within the control zones.
- l. Investigators who are on newly infected premises will work in field operations (infected section) or remain out of the EM Branch Office for three days.
- m. Field operations is responsible for veterinary activities to include management of control zones and all on-farm procedures for infected and exposed premises to include the euthanasia, burial and decontamination.
- n. Division Veterinary Supervisors are assigned to the EM Branch

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Office and manage the quarantine areas within their regions and the task force leaders on each infected and exposed premises.

- o. County (or area) branch veterinarians will be established as the number of infected premises expands beyond the number manageable on the regional level.
- p. The task force leaders manage all hot premises tasks, including dealing with the owner, task force, contractors, and the media.
- q. Permitting (business continuity) will be responsible for assisting in healthy animal containment and movement in and out of quarantined areas, as well as dealing with animals unable to be moved through interstate travel.
- r. The NCEM Branch Offices provide ready access to the NCSPARTA (WebEOC) system. The capacity of Foot and Mouth Disease to spread suggests that several branch offices may be necessary early in an outbreak, both to address eradication efforts and business continuity issues for negative producers. The State Veterinarian will provide the mission statement for each branch office and will assign, based on availability, a Senior Division Veterinary Supervisor (SDVS) or other qualified veterinarian or DA & CS representative to each branch office to serve as a liaison with the EOC on veterinary issues.
- s. Division Veterinary Supervisors (DVSs) are key members of FDT who oversee veterinary activities (quarantine, euthanasia, disposal, and decontamination) at multiple infected sites. These DVSs are assigned by the DVS at the branch office or the SV from the EOC. Non-veterinary personnel may be asked to carry out some of these tasks following appropriate instruction and equipping by the DVS or other qualified veterinary personnel.
- t. Task Force Leaders (TFL) or site coordinators serve as eyes and ears for DVS on individual infected or exposed sites. TFLs will be assigned by the SV or DVS and will be generally familiar with FMD and the procedures for dealing with it. Once a FAD has been confirmed and multiple sites are involved, the TFL may not be veterinarians or veterinary technicians. DVS retain supervisory responsibilities for activities on all sites under their purview.

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B. SUPPORTING AGENCIES

1. DEPARTMENT OF PUBLIC SAFETY (DPS)

NORTH CAROLINA EMERGENCY MANAGEMENT (NCEM)

- a. Incident Command Posts (ICPs) manned by NCEM Incident Management Teams (IMT) are bound to decisions made by veterinary authorities (within the scope of the Incident Response Plan) in concert with appropriate operational emergency managers. ICPs will be located at county EOCs or elsewhere as necessary to accomplish their missions. Access to NCSPARTA (WebEOC) is important to the operation of the ICP. Division boundaries may cross county lines. These divisions (Field Deployment Teams [FDT]) oversee FMD activities at multiple sites and are normally led by Emergency Management Area Coordinators. As with branch offices, rapid spread of FMD may require qualified individual resources other than EM Area Coordinators.
- b. Should the outbreak spread sufficiently to make span of control from the branch offices reach unacceptable levels, the NCEM Operations Chief may direct insertion of an additional management echelon between the branch office and several counties. Should this occur, incident command post activities would relocate to the branch locations. Benefits should be weighed carefully against cost before establishing this new echelon. The number of qualified personnel and amount of equipment and resources available limits implementation of additional echelon structures. Access to the NCSPARTA (WebEOC) system is important to the successful operation of a branch location.
- c. Due to the unique nature of FAD emergencies and the action decisions required, there will be more direction to the ICPs and Branch Offices from the SERT, and specifically from the SV, than with other types of SERT Operations. If the disease is zoonotic, the protection of human health and well-being becomes a priority at all levels but will be directed from the SERT.
- d. Four branches comprise the SERT Operations Section: Emergency Services, Human Services, Infrastructure Support, and Field Services. The State Agricultural Response Team (SART) will integrate into this organization with four similar branches during FAD incidents. Operations will establish an Incident Command Post at the nearest County Emergency Operations Center to the quarantine

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area(s) and eliminate the FAD disease with minimum human and economic impact in accordance with the laws of North Carolina.

- e. The SERT Planning Support Branch, working with SART personnel, will prepare a FAD planning document to include this appendix; specific procedures for containment, euthanasia, disposal, and decontamination; estimated resource requirements, and other material that may be useful in response to a FAD outbreak. When an outbreak occurs and the EOC is activated, the Planning Section will establish a 24-hour situation room for tracking and reporting. Whenever necessary and possible, the Planning Section will provide a representative at the ICP or Branch Office.
- f. SERT Logistics will coordinate resource requests and provide liaison with such groups and the United States Department of Homeland Security (DHS) Federal Emergency Management Agency (FEMA), and the United States Department of Agriculture Animal and Plant Health Inspection Service (APHIS), National Veterinary Stockpile (NVS). Logistics will track and manage resource requests at the State EOC. Logistics will also establish an identification office in the vicinity of the Incident Command Post to provide identification badges to all persons authorized entry into the Incident Command Post, affiliated activity locations, and the quarantined area. There will be close coordination by Logistics with the industry, the DA&CS Consumer Geographical Information System (CGIS), and other organizations such as the Employment Security Commission to identify and document the impact of a FAD event.
- g. The SERT Joint Information Center (JIC) manages all information released to the public. Close coordination with the DA &CS and any other lead agencies for this activity is important.

2. FEDERAL GOVERNMENT

- a. Federal agency involvement is expected in any FAD Incident. Their involvement is expected to include FAD event verification through initial site investigation and laboratory analysis. Additional support may be provided through a wide variety of services including, but not limited to the U. S. Department of Agriculture, U. S. Department of Homeland Security, and the U. S. Department of Defense. Federal agencies will work in conjunction with the DA&CS, North Carolina Emergency Management and the Department of Public Safety. The SV and SERT must be prepared to proceed with FAD incident response independent of federal agency participation.

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3. COUNTY EMERGENCY MANAGEMENT

- a. Local emergency management agencies will be requested to provide general support to State Veterinarian's Office in response to Foreign Animal Diseases. Any Foreign Animal Disease outbreak is expected to require response on a statewide basis. In the event of zoonotic disease, County Public Health will be focused on protecting public health and well-being and may require local emergency response assets. Local emergency managers are expected to provide such support as their resources allow and as may be required by the SV. County Animal Response Teams (CARTs) may develop procedures and train personnel to respond to FAD incidents and other animal related emergencies. The SV and SERT must be prepared to conduct a FAD incident response with limited or no local emergency response.

IV. CONCEPT OF OPERATIONS

A. GENERAL

When the North Carolina Department of Agriculture and Consumer Services receives a report of an illness in susceptible animals at a producer in North Carolina that appears to be a FAD, the State Veterinarian or designee coordinates with the USDA to assign a Foreign Animal Disease Diagnostician (FADD) to the premises to investigate the report. The SV will assign appropriate state veterinary personnel to assist the USDA. Following an initial investigation, the event will be classified as Not Likely, Suspect, or Highly Suspicious. In the case of "Not Likely," no notification outside of the NCDA will be made.

B. NOTIFICATION

When the USDA notifies the SV that a FAD event is Suspect, the SV notifies North Carolina Emergency Management. The NCEM Duty Officer will notify senior management and the entire Operations Branch. Otherwise, NCEM will continue normal daily activities. This constitutes Level 4 activation status for SERT. The SV may request SERT to notify the SART of the event for awareness purposes. SV will notify NCEM should the event be determined not to involve a FAD.

When SV notifies NCEM that a FAD has been classified the event as Highly Suspicious or that a FAD event has been confirmed in the United States outside of North Carolina, or in other countries that may directly affect North Carolina, the SERT will be elevated to Level 3 activation. This level activation requires assembly of appropriate SERT and SART

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members at the EOC, including the SV. The SV will identify the Taskforce Leader (TL) to the SERT. The North Carolina State Highway Patrol will be placed on alert to impose a quarantine area around the designated premises in accordance with instructions from the SV and TL. Local law enforcement will be requested to assist in these quarantine efforts. NCEM branch managers and area coordinators will assist in briefing State Highway Patrol and local law enforcement operations. Should the SV determine that a FAD threat does not exist, the SERT will return to Level 4 and the Highway Patrol and local law enforcement assets will be taken off alert.

When the USDA notifies the SV that quarantined or other susceptible animals have FAD, the SV will notify the SERT of the confirmed classification. The SERT will be elevated to Level 2 activation. The SV through the DVS and TL will establish quarantine/control areas consisting of the infected premises, the infected zone, and the surveillance zone.

Examination and testing of susceptible animals will be expanded beyond the initial infected premises to other operations within the control area. NCEM and DA &CS will brief the Secretaries of Public Safety and Agriculture and Consumer Services, and, with their approval, ask the Governor to declare a State of Emergency and request a similar declaration from the U.S. Secretary of Agriculture. If a zoonotic disease is suspected, DHHS will be included in all briefings and the decision process. The State Highway Patrol and local law enforcement will continue enforcing the quarantine on the original site and within the expanded quarantine area.

When SV determines the FAD has spread beyond the original infected premises, NCEM will order for a Level 1 activation to increase support to the response effort. The SV may continue the alert status of SART in dealing with the closure, debriefing, cleanup, documentation of the FAD event.

C. RESPONSE ACTIONS

1. INITIAL

- a. Introduction/ Definitions and Abbreviations
- b. Investigation and Case Characterization
- c. Epidemiology: Surveillance/ Geographical Information System (GIS)

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- d. Establish Incident Command Organization and Facilities
- e. Protection, Decontamination, Bio-Security, and Safety
- f. Containment, Quarantine, Traffic Control, and Scene Security
Quarantine Orders, Move Permits, Fiscal Unit, Procurement, and
Legal Support

2. CONTINUING

- a. As the FAD event progresses, the number of infected premises or quarantine areas may increase requiring implementation of area commands under the National Incident Management System. All of these groups will remain under the direction of the SV and the SERT throughout the event.
- b. Depopulation and Disposal (Burial, etc.)
- c. Interagency Liaison and Coordination (i.e. Public Health and Wildlife Resource Commission)
- d. Public Affairs and Media Management
- e. Logistics, Supply, Transportation, Human Services, and Sheltering
- f. Medical Support and Human Factors
- g. Business and Industry Liaison
- h. Research and Laboratory Support
- i. History, Forms, and Reporting (WebEOC, etc.)

V. TABS

- A. State Border and Traffic Security
- B. FAD Containment and Quarantine
- C. Depopulation and Disposal of FAD Infected Animals
- D. FAD Decontamination
- E. Incident Management Teams for FAD
- F. FAD Abbreviations and Glossary

STATE BORDER AND INTERSTATE TRAFFIC SECURITY FOR FOREIGN ANIMAL DISEASE (FAD)

June 2016

1. **Purpose.** This tab establishes plans to monitor traffic entering North Carolina to assure infected animals are not imported and that those animals without proper permits are removed, quarantined, or denied entry into North Carolina.
2. **Situation.**
 - a. **Background.** If FAD is diagnosed in another state, it is important to secure North Carolina's borders to prevent introduction of the virus. Border security focuses on efforts that will prevent interstate movements of infected or contaminated susceptible animals, equipment, etc. from states that are infected with FAD. Animals found in transit on NC roadways from areas infected with FAD must be addressed through quarantine or controlled transportation routing actions that would remove them from the State.
 - b. **Current.** There have been no instances of foreign animal disease in North Carolina, but cases may be confirmed in one or more other states. It will be necessary to closely control entry of susceptible animals into and any movement of them within NC.
3. **Assumptions.**
 - a. The threatening disease is highly infectious and could be devastating for large portions of North Carolina's susceptible animal populations.
 - b. An outbreak of FAD that has zoonotic potential could bring significant human health problems and could cripple the North Carolina's agricultural economy.
 - c. Strict control of North Carolina's borders and the movement of susceptible animals within the State will be an effective measure for FAD prevention. Restricting the importation of susceptible animals and monitoring the entry of equipment, personnel and vehicles from infected areas will lessen the probability of FAD contamination within NC.
4. **Mission.** According to instructions from the State Veterinarian, the SERT is to secure North Carolina borders and major highway throughways to an extent sufficient to prevent the spread of FADs from other states. The success of this mission depends on close coordination with the State Agriculture and Emergency Management Agencies in adjacent States and clear communication of policies and requirements to the impacted industries and the public.

STATE BORDER AND INTERSTATE TRAFFIC SECURITY FOR FOREIGN ANIMAL DISEASE (FAD)

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5. **Concept of Operations.**

- a. Monitoring points will be established at appropriate locations including weigh stations and visitor centers. Entry points to North Carolina on the five major Interstate Highways (I-26, I-40, I-77, I-85, and I-95) will receive priority attention with regard to placement of law enforcement personnel to monitor movement of vehicles carrying livestock, produce, equipment, etc. Visitor centers and weigh stations may also be used as information dissemination sties.
- b. The State Highway Patrol and county and local law enforcement officers will accomplish other highway and road surveillance through routine patrol. The State Veterinarian will provide screening criteria and help in determining the risk of questionable shipments for law enforcement officers.
- c. Monitoring will include vehicles that normally haul livestock (including horse trailers). These vehicles will be stopped and inspected for proper permits. Any officer who detects susceptible animals without proper permits will promptly notify the State or Ag EOC communications officer to provide information to the State Veterinarian (or his designee) of the origin of the animal shipment in question. Then, the offending vehicle will be escorted across the border and out of North Carolina or to designated quarantine areas.
- d. Officers may stop any other vehicle that may contain produce, livestock, animal products and/or equipment from an infected area. Drivers hauling such items should have proof of origin. The State Veterinarian will be notified of vehicles lacking proper paperwork. If the State Veterinarian determines contamination is likely, the offending vehicle will be escorted across the border and out of North Carolina into the state from which it entered or to designated quarantine areas. The State Veterinarian will notify the appropriate neighboring state's veterinary office before an offending vehicle leaves North Carolina.

6. **Organization.** The SERT Emergency Services Branch, through appropriate SERT Branch Offices, will establish locations, schedules, and identify personnel necessary to secure borders.

7. **Responsibilities.**

- a. The NC Department of Agriculture and Consumer Services (NCDA &CS) through the State Veterinarian is the lead state agency for FAD incidents and is responsible to provide appropriate criteria by which certain animals, equipment, and personnel are to be denied entry into or evicted from North Carolina.

STATE BORDER AND INTERSTATE TRAFFIC SECURITY FOR FOREIGN ANIMAL DISEASE (FAD)

June 2016

- b. The SERT Operations Section, Emergency Services Branch, is responsible for supporting the State Veterinarian in FAD incident response and coordinating FAD border and throughway control activities statewide.
- c. The SERT Branch Offices are responsible for coordinating FAD border and throughway control activities in their assigned areas.
- d. The North Carolina State Highway Patrol (NCSHP) is responsible for manning border monitoring points as required and appropriate according to instructions from the SERT Emergency Services Branch and the Branch Offices. The NCSHP is also responsible to afford particular attention to animal transport vehicles within the State as a part of normal patrol activities.
- e. County and local law enforcement are responsible for manning border control monitoring points as required and appropriate according to instructions from the SERT Emergency Services Branch and the Branch Offices. County and local law enforcement activities are also responsible to afford particular attention to animal transport vehicles within the State as a part of normal patrol activities.

FOREIGN ANIMAL DISEASE (FAD) CONTAINMENT AND QUARANTINE

June 2016

1. **Purpose.** This tab documents plans to prevent the spread of a Foreign Animal Disease (FAD) by quarantine and containment of designated animals, equipment, and personnel.
2. **Situation.**
 - a. **Background.** A major outbreak of a Foreign Animal Disease could cripple for years North Carolina's agribusiness industry and those other businesses that depend on it. Export and production would decrease. Businesses would fail. Tax revenue generated directly and indirectly would diminish dramatically. The State's ability to export that type of livestock would virtually end for three to five years. And, if the disease spreads to other states, it could have a devastating impact on the United States' ability to compete in the global marketplace. If the disease is zoonotic, then the threat to human health and well-being would greatly increase the socio-economic impact and the response and recovery resource requirements.
 - b. **Current.** A *FAD* incident in NC is classified by the NC Department of Agriculture and Consumer Services (NCDA&CS) State Veterinarian (SV) as "Highly Suspect" or "Confirmed". Significant portions of the State's susceptible animal population are threatened. Depending on the extent of infection, quarantine may be required for a single farm/premises, several farms/premises, an entire county, several counties, or the entire state.
3. **Assumptions.**
 - a. The disease is very contagious, and it is critical to maintain strict bio-security.
 - b. Laboratory confirmation may not be possible before the disease has spread well beyond its initial point. Quarantine of several areas or one very large area may be necessary.
 - c. The NCDA &CS does not have sufficient resources to administer and enforce the quarantine. The NCDA &CS calls upon the NC Division of Emergency Management (NCEM) for assistance through its State Emergency Response Team (SERT).
 - d. The State Veterinarian (or his designee) through the SERT would establish smaller areas (Zones) for enhanced bio-security within larger quarantine cordons.

FOREIGN ANIMAL DISEASE (FAD) CONTAINMENT AND QUARANTINE

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4. **Mission.** To contain foreign animal disease in as small an area as possible until it can be eradicated.

5. **Concept of Operations.**
 - a. Containment and quarantine activities will be conducted under the direction of the NCDA&CS SV with support and assistance from the SERT and particularly from the State Highway Patrol (SHP), the NC National Guard (NCNG), and local law enforcement and emergency response agencies. The State Veterinarian or a designated representative will participate as the lead state agent during a FAD outbreak on the SERT, representing the NCDA &CS and providing technical guidance in addressing the FAD emergency. The State Veterinarian's Office will work collaboratively with the USDA Area Veterinarian-in-Charge on FAD events.

 - b. Quarantine area size and shape will be set to be consistent with established bio-security requirements for the specific FAD.

 - c. Quarantine areas and entry/exit points will be set under direction and authority of the SV. A typical structure for a quarantine and decontamination zone is shown below. Decontamination is addressed at Tab D of this appendix.
 - (1) Infected Premises. Entry and exit are restricted. Total decontamination, inside and out, is necessary for all personnel, equipment, vehicles, and supplies to exit premises.

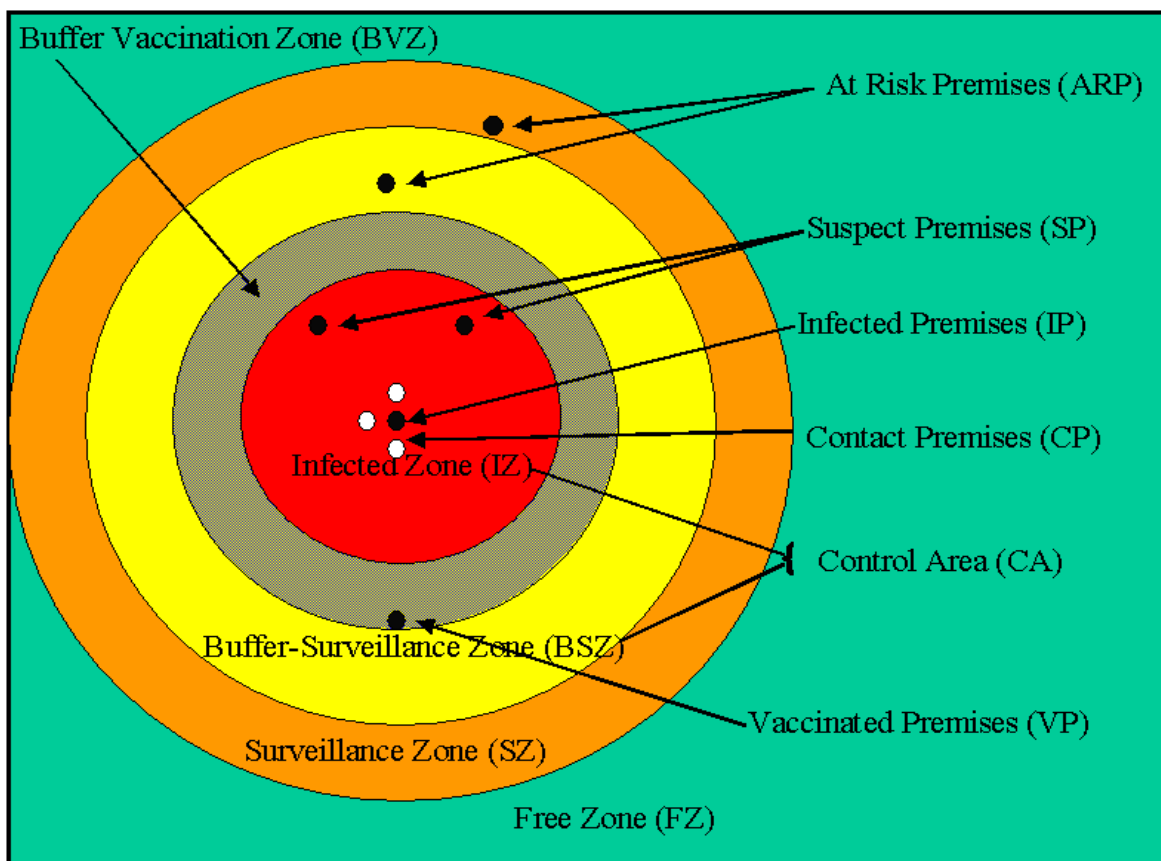
 - (2) Infected Zone. Susceptible animal movements are controlled. Bio-security protocols are required to protect animals from disease entry (NC Standardized Bio-security Protocol). This may equate to the 2-mile ring used in some other disease plans.

 - (3) Surveillance Zones. Surveillance zones can be designated as buffer zones, vaccination, etc depending on measures being implemented within them. Bio-security protocols will be required and permitting for animal/animal product movements as stipulated by SV. This may equate to the 6-mile ring used in some other disease plans

FOREIGN ANIMAL DISEASE (FAD) CONTAINMENT AND QUARANTINE

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Example of Quarantine/Control Area Zones:



- 6. Organization.** Once SERT activation occurs due to a suspected or confirmed FAD incident, all response activities will be coordinated through the SERT and the Ag EOC and the SV's Office. Formal communications will be through the WebEOC System for the purpose of documentation, tracking, and clarity. The SV will designate qualified individuals as Taskforce Leaders (TL) and Division Veterinary Supervisors (DVS) and will define the extent of quarantine required. The DVS will work with the Emergency Management Branch Manager (EMBM) or the Emergency Management Area Coordinator (EMAC) to implement the quarantine and containment procedures. The size and composition of quarantine teams will be determined according to the size of the area and operations involved. NCSHP and local law enforcement are expected to handle the traffic control issues during the early and smaller stages of quarantines. NCNG quarantine teams will be activated when quarantines become so large or lengthy that law enforcement resources are inadequate.

FOREIGN ANIMAL DISEASE (FAD) CONTAINMENT AND QUARANTINE

June 2016

7. Responsibilities.

- a. The NCDA &CS State Veterinarian in coordination with the USDA AVIC will:
 - (1) Exercise overall responsibility for FAD incident investigation, classification, containment, control, and remediation.
 - (2) Appoint qualified TL and DVS.
 - (3) Appoint qualified individuals to serve in key technical areas of FAD incident response.
 - (4) Make decisions and recommendations to the SERT Leader regarding FAD response activities and resource commitment.
 - (5) Coordinate response activities with the NC SERT and USDA.
 - (6) The State Agricultural Response Team (SART) is activated at the request of the SV to address the animal and veterinary related activities during FAD events.
- b. The SERT Operations Section (Emergency Services Branch) will:
 - (1) Coordinate with appropriate agencies to establish law enforcement quarantine teams of sufficient size to cordon the area(s) identified by veterinary authorities.
 - (2) Coordinate with the SERT Logistics Section to arrange for the NCNG to take over from or assist initial quarantine teams as required. Ensure at least one sworn law enforcement officer remains with each quarantine activity even after the NCNG takes over.
 - (3) Provide formal communication through the WebEOC System for purposes of documentation, clarity, and tracking of response activity.
- c. The SERT Operations Section (Human Services Branch) in coordination with the SERT Logistics Section will arrange for establishment and operation of comfort stations to support NCDA &CS quarantine operations.
- d. The SERT Logistics Section will coordinate with the NCNG to take over quarantine enforcement duties from initial quarantine teams as appropriate—generally within 24 to 36 hours of quarantine imposition.

FOREIGN ANIMAL DISEASE (FAD) CONTAINMENT AND QUARANTINE

June 2016

- e. The SHP will serve as lead members of initial quarantine teams and assume initial responsibilities for enforcing traffic control aspects of the quarantines. This “initial” period is expected to be 24 to 36 hours.
 - f. The NCNG will assume quarantine enforcement duties from initial quarantine teams within 24 to 36 hours of imposition and continue those duties until the State Veterinarian lifts the quarantine. NCNG aircraft may be required for reconnaissance. NCNG units tasked with this duty shall be prepared to subsist and operate under field conditions for extended periods (likely two weeks per assignment).
 - g. The Emergency Services Branch (Enforcement Section) and all other State, County, and local law enforcement agencies will assist the Highway Patrol and **National Guard** as necessary with quarantine enforcement activities.
8. **References.**
- a. North Carolina General Statute 166A as codified by HB 843.
 - b. North Carolina General Statute 106 as amended, April 2001.

DEPOPULATION AND DISPOSAL OF FOREIGN ANIMAL DISEASE (FAD) INFECTED ANIMALS

June 2016

1. **Purpose.** This tab documents plans for euthanasia and disposal of animals designated by the State Veterinarian during a Foreign Animal Disease (FAD) incident.
2. **Situation.**
 - a. **Background.** A major outbreak of FAD could have significant impact on human health or cripple for years the State's agribusiness industry and those other businesses that depend on it. Export and production would decrease. Businesses would fail. Tax revenue generated directly and indirectly would diminish dramatically. The State's ability to export susceptible animals would virtually end for three to five years. And, if the disease spreads to other states, it could have a devastating impact on the United States' ability to compete in the global marketplace. To contain and eradicate the disease, it will be necessary to kill significant numbers of susceptible animals and properly dispose of their carcasses.
 - b. **Current.** After consultation with the USDA, the NC Department of Agriculture and Consumer Services (NCDA&CS) through the State Veterinarian (SV) classifies a FAD incident as Highly Suspicious or Confirmed. The SV directs depopulation and disposal of animals within the quarantine area in manners that bio-security is maintained.
3. **Assumptions.**
 - a. Owners of designated animals have limited capability to kill and dispose of their animals in a timely manner to prevent spread of FAD.
 - b. Owners of susceptible animals have sufficient land areas for bio-secure burial of animal carcasses, but have limited equipment necessary for proper burial.
 - c. Other resources for carcass disposal will be available through the SERT, if the owner's or farmer's resources are inadequate.
 - d. Disposal methods (rendering, incinerating, etc.) other than burial may be appropriate in certain instances, but due to the increase in bio-security risks and other considerations (environmental etc.), would be used only in specific situations.
 - e. When local owner/operator resources are exhausted, the State will be able to provide depopulation and disposal assistance through the SERT. State resources for this activity are limited and may not be sufficient to handle a

DEPOPULATION AND DISPOSAL OF FOREIGN ANIMAL DISEASE (FAD) INFECTED ANIMALS

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- widespread outbreak. Contract resources may be required to address a widespread outbreak.
- f. Since every conceivable method of killing animals and disposing of their carcasses is unacceptable for one reason or another, it is impossible to prescribe such methods in advance. Decisions on these methods will be made on an ad hoc basis—taking into account economic, health, environmental and other factors.
 - g. The federal government will be asked to provide depopulation and burial assistance when local and state resources are exhausted.
4. **Mission.** To kill designated animals and dispose of their carcasses such that bio-security is maintained and spread of the disease is prevented.
 5. **Concept of Operations.** When directed by the SV, owners will kill designated animals and dispose of their carcasses according to established procedures and instructions from the Taskforce Leader (TL). Should livestock owners have insufficient resources to kill and dispose of their designated animals in a timely manner, the TL will assign/arrange appropriate and necessary assistance through the SERT Logistics and Operations Sections. Such activities will be communicated and documented through WebEOC.
 6. **Organization.** Depopulation and disposal of designated animals will be accomplished on site (whenever possible) under direction of the TL according to instructions from the DVS.
 7. **Responsibilities.**
 - a. Owners of susceptible animals and farm operators have primary responsibility for depopulation of their designated animals and properly disposing of their carcasses.
 - b. The SV, through the DVS, is responsible to:
 - (1) Authorize the TL to kill and dispose of designated animals.
 - (2) Provide direction and establish policy that will designate animals to be killed to facilitate containment and eradication of the FAD.
 - (3) Establish eradication procedures for depopulation and disposal of designated animals.

DEPOPULATION AND DISPOSAL OF FOREIGN ANIMAL DISEASE (FAD) INFECTED ANIMALS

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- c. The TLs, in coordination with the DVS, are responsible for directing depopulation and disposal activities on premises and ensuring that all personnel, including owners, follow proper procedures to maintain bio-security and prevent the spread of the FAD.
 - d. The SERT Logistics Section is responsible for assisting the NCDA & CS with securing necessary equipment and personnel to effect depopulation and disposal should owners of designated animals be unable to do so. This might be accomplished by:
 - (1) Tasking the NC National Guard (NCNG) or other State resources.
 - (2) Renting or purchasing equipment.
 - (3) Contracting specialty contractors for such services.
 - e. The SERT Operations Section (Infrastructure Branch) is responsible for assisting owners of designated animals by coordinating use of NCDOT or other state agency equipment.
8. **References.**
- a. North Carolina General Statute 166A codified by HB 843.
 - b. North Carolina General Statute 106 as amended, April 2001.

FOREIGN ANIMAL DISEASE (FAD) DECONTAMINATION

June 2016

1. **Purpose.** This tab documents plans for decontaminating people, animals, vehicles, and equipment that have or may have been in contact with a Foreign Animal Disease (FAD).
2. **Situation.**
 - a. **Background.** A major outbreak of FAD could cripple for years the State's agribusiness industry and those other businesses that depend on it. Export and production would decrease. Businesses would fail. Tax revenue generated directly and indirectly would diminish dramatically. The State's ability to export that type of livestock would virtually end for three to five years. And, if the disease spreads to other states, it could have a devastating impact on the United States' ability to compete in the global marketplace.
 - b. **Current.** A FAD incident in North Carolina is classified by the NC Department of Agriculture (NCDA&CS) State Veterinarian (SV) working with the USDA Area Veterinarian-in-Charge (AVIC) as "Highly Suspect" or "Confirmed". Significant portions of the State's susceptible animal population are threatened. The SV has directed decontamination of all persons, vehicles, equipment, materials, and some animals that have been in FAD infected areas such that bio-security is maintained and the disease is prevented from spreading.
3. **Assumptions.**
 - a. Owners of susceptible animals have limited capability to decontaminate people, equipment, vehicles, materials, and animals that may have been in contact with FAD on their premises.
 - b. The SV will be able to develop an effective and workable protocol for decontamination.
 - c. Local fire departments have limited decontamination capabilities, but will require assistance very early in a FAD incident.
 - d. When local resources are exhausted, the State will be able to provide decontamination assistance through the State Emergency Response Team (SERT) Logistics Section and the NC National Guard (NCNG). State resources for this activity are limited and may not be sufficient to handle a widespread outbreak.
 - e. The Federal Government will be able to provide decontamination assistance when local and state resources are exhausted. These

FOREIGN ANIMAL DISEASE (FAD) DECONTAMINATION

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Federal Government resources may be significantly challenged in multi-state FAD incidents.

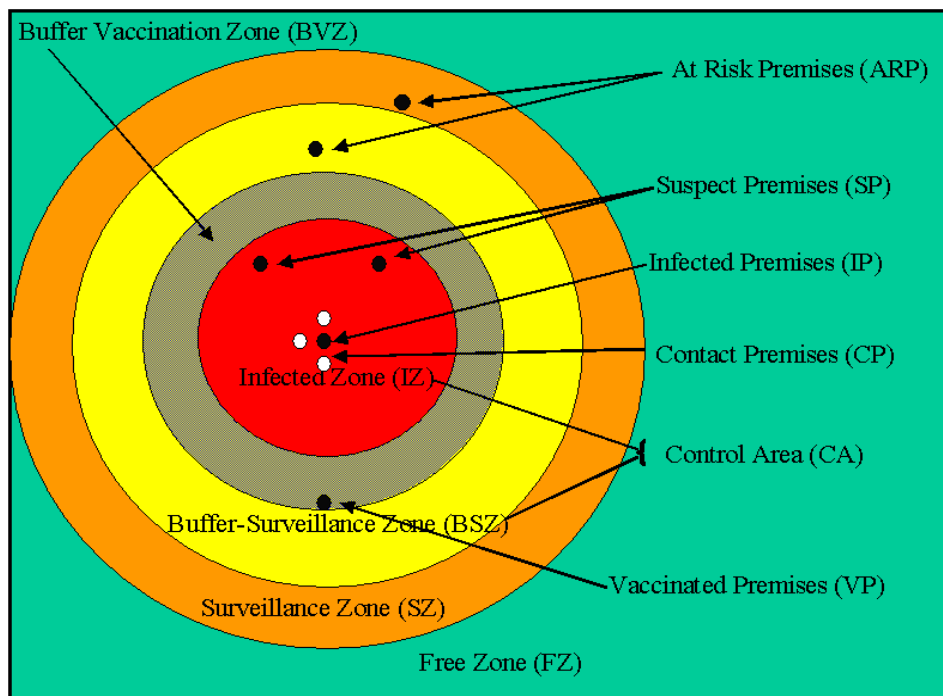
- f. Contracts with specialty contractors may be required to address decontamination activities for a widespread or long-term FAD incident.
4. **Mission.** To decontaminate all persons, vehicles, equipment, material, and animals that have been in FAD infected areas such that bio-security is maintained and the disease is prevented from spreading.
 5. **Concept of Operations.**
 - a. When ordered by the SV (or his designees), the SERT Operations Section (Emergency Services Branch) will coordinate with the designated Division Veterinary Supervisors (DVS), Taskforce Leaders (TL), and local fire departments to arrange for decontamination teams at FAD infected sites. Decontamination is to be accomplished according to instructions and protocols provided by the SV or DVS, and under supervision of the TL. Should the decontamination task exceed local capabilities, the SERT Logistics Section will arrange for additional decontamination teams either through contract to the Special Operations Response Team (SORT), specialty contractors, or the North Carolina National Guard. Should decontamination requirements exceed local and state capabilities, it will be necessary to request assistance from the federal government through the Federal Emergency Management Agency (FEMA) or the United States Department of Agriculture (USDA) National Veterinary Stockpile (NVS) or their 3D contractors.
 - b. Decontamination typically will be accomplished in three zones identical to those listed in Tab C to this appendix. The SV or DVS will establish protocols and procedures for each zone.
 - (1) **Infected Premises.** Entry and exit are restricted. Total decontamination, inside and out, is necessary for all personnel, equipment, vehicles, and supplies to exit premises.
 - (2) **Infected Zone.** Susceptible animal movements are controlled. Bio-security protocols are required to protect animals from disease entry (**NC Standardized Bio-security Protocol**). This may equate to the 2-mile ring used in some other disease plans.
 - (3) **Surveillance Zones.** Surveillance zones can be designated as buffer zones, vaccination, etc depending on measures being implemented within them. Bio-security protocols will be required and permitting for animal/animal product movements as stipulated

NORTH CAROLINA EMERGENCY OPERATIONS PLAN (NCEOP)
ANNEX B | APPENDIX 4 | TAB D
FOREIGN ANIMAL DISEASE (FAD) DECONTAMINATION

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by SV. This may equate to the 6-mile ring used in some other plans.

Example of Quarantine/Control Area Zones:



6. **Organization.** Decontamination will be accomplished on site under direction of the TL according to general instruction from the DVS assigned by the SV. Operational decontamination teams may be from local fire departments, the NCNG, or a federal agency.
7. **Responsibilities.**
 - a. The SV is responsible for:
 - (1) Providing overall direction identification, containment, control, and remediation of North Carolina FAD incidents in coordination with the SERT Leader.
 - (2) Assigning appropriate Division Veterinary Supervisors (DVS) and Taskforce Leaders (TL).
 - (3) Establishing effective FAD decontamination procedures and protocols.
 - (4) Supervising (through the TL) decontamination activities on Hot Premises to ensure established procedures are followed.

FOREIGN ANIMAL DISEASE (FAD) DECONTAMINATION

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- b. The SERT will:
 - (1) Coordinate the support activities by other State, Federal, and local agencies in support of the NCDA &CS's FAD response effort.
 - (2) Carry out the regulatory required management, procurement, finance, and documentation activities in support of the FAD response.
 - c. The DVS is responsible for all animal and veterinary response activities and personnel within his or her assigned area. The DVS is responsible for working with the AC.
 - d. The TL is responsible for directing decontamination activities and insuring decontamination teams follow procedures to maintain bio-security and prevent the disease from spreading.
 - e. The SERT Operations Section (Emergency Services Branch) is responsible for coordinating with local fire departments and emergency response organizations to arrange for decontamination teams.
 - f. Local fire departments are responsible to provide such manpower and equipment as resources allow serving as on-site decontamination teams.
 - g. The SERT Logistics Section is responsible for securing necessary equipment and personnel to effect decontamination should the task be beyond local capabilities. This might be accomplished by:
 - (1) Tasking the NCNG or other State agencies.
 - (2) Renting or purchasing equipment.
 - (3) Contracting for services from organizations such as SORT or USDA APHIS 3D contractors.
 - h. The animal production industry is expected to establish contingency contracts with their normal clean-up and decontamination contractors to be available to respond quickly in the event of a disease outbreak or other catastrophic event.
8. **References.**
- a. North Carolina General Statute 166A codified by HB 843.
 - b. North Carolina General Statute 106 as amended, April 2001.

INCIDENT MANAGEMENT TEAMS FOR FOREIGN ANIMAL DISEASE (FAD)

June 2016

1. **Purpose.** This tab documents plans for the State Emergency Response Team (SERT) to support the NC Department of Agriculture and Consumer Services (NCDA&CS) in its response to the outbreak of FAD in NC by assignment of Incident Management Teams. IMTs should not be confused with Strike teams which are the on-premises technical response teams from the animal production industry.

2. **Situation.**
 - a. **Background.** A major outbreak of a Foreign Animal Disease could cripple, for years, the State's agribusiness industry and those other businesses that depend on it. Export and production would decrease. Businesses would fail. Tax revenue generated directly and indirectly would diminish dramatically. The State's ability to export that type of livestock would virtually end for three to five years. And, if the disease spreads to other states, it could have a devastating impact on the United States' ability to compete in the global marketplace.

 - b. **Current.** The NCDA &CS's State Veterinarian (SV) in collaboration with the USDA Area Veterinarian-in-Charge (AVIC) classifies a FAD incident in North Carolina as "Highly Suspect" or "Confirmed". Significant portions of the State's susceptible animal population are threatened. Time and containment are critical to effective control and remediation of the FAD incident with minimal human health and economic impact.

3. **Assumptions.**
 - a. The disease is very contagious, and it is critical to maintain strict bio-security.

 - b. Laboratory confirmation may not be possible before the disease has spread well beyond its initial point.

 - c. The NCDA&CS does not have sufficient resources to control and remedy the disease. The NCDA&CS, through the SV, calls upon the North Carolina Division of Emergency Management (NCEM) and the State Emergency Response Team (SERT) for assistance.

 - d. The SV requests the SERT establish quarantine areas to assure bio-security of incident sites and take appropriate action to remedy the outbreak.

INCIDENT MANAGEMENT TEAMS FOR FOREIGN ANIMAL DISEASE (FAD)

June 2016

4. **Mission.** To support the NC Department of Agriculture and Consumer Services (NCDA&CS) and the State Veterinarian (SV) in response to and recovery from a Foreign Animal Disease (FAD) incident and to collect and transmit data for inclusion in daily situation reports.

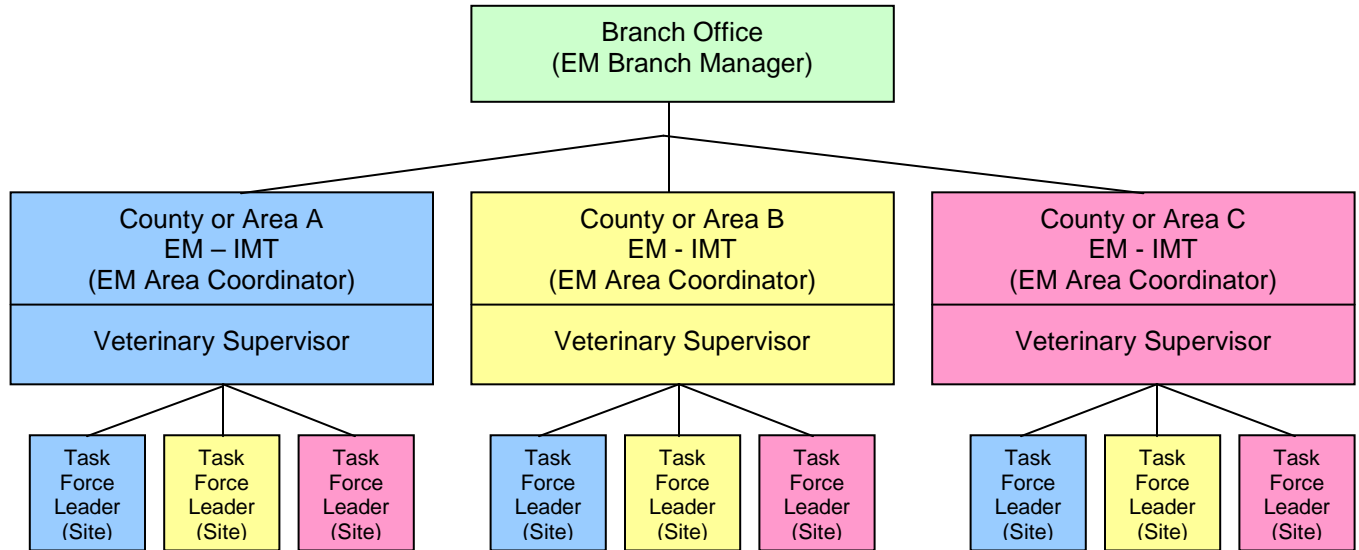
5. **Concept of Operations.** Incident Management Team (IMT) members will be available for deployment on short notice whenever the SV identifies a FAD threat. NCDA&CS personnel will likely already be present at the FAD incident site. The NCEM Operations Branch Chief will identify appropriate Emergency Management Coordinators or Branch Managers and activate teams within 24 hours of SV notification to coordinate with the NCDA&CS assets. Appropriate Veterinary Supervisors (VS) and Team Leaders (TLs) will be identified by the SV. Additional team members will be activated with concurrence of applicable county authorities, State agencies, and the SV. Other members will be activated as the Team Leader sees fit. IMTs will attend county briefings and planning meetings as required. They will ensure all State resources are properly checked in at the county receiving point, and they will provide advice to the counties on the availability and appropriate use of State resources. They will serve as liaisons between county government and the SERT as well as the Branch Office. All formal activity and communications will be handled through the WebEOC System to assure documentation, clarity, and tracking. IMTs will be deactivated and re-deployed when the SERT Leader and the SV determine their presence in the field is no longer necessary.

6. **Organization.**
 - a. For FAD emergencies, the SERT is organized as detailed in the NCEOP (Basic Plan). Its organization may be modified or expanded as necessary to deal with events as they unfold. The NCDA&CS through the SV (State Veterinarian) is the lead state agency for FAD events.

 - b. The Emergency Management field organization for FAD is shown below. The number of IMTs or Branch Offices will be determined by the extent of the FAD incident and the number and locations of quarantine areas. (See also the Integrated Emergency Management/Veterinary field organization chart on page B-4-4.)

INCIDENT MANAGEMENT TEAMS FOR FOREIGN ANIMAL DISEASE (FAD)

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7. Responsibilities.

a. The SV is responsible for:

- (1) Providing overall direction identification, containment, control, and remediation of North Carolina FAD incidents in coordination with the SERT.
- (2) Assigning appropriate Veterinary Supervisors (VS) for Area and identifying necessary Taskforce Leaders (TL).
- (3) Establishing effective FAD remediation procedures and protocols.
- (4) Supervising incident activities to ensure established procedures are followed.

b. The SERT will:

- (1) Coordinate the support activities by other State, Federal, and local agencies in support of the NCDA&CS's FAD response effort.
- (2) Carry out the regulatory required management, procurement, finance, and documentation activities in support of the FAD response.

INCIDENT MANAGEMENT TEAMS FOR FOREIGN ANIMAL DISEASE (FAD)

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- c. The VS is responsible for all animal and veterinary response activities and personnel within his or her assigned area. The VS is responsible for working with the AC.
- d. The TL is responsible for working with the IMT and for supervising and coordinating quarantine, euthanasia, disposal, decontamination and other veterinary activities on the Hot Premises as assigned by the VS or SV. The TL is also responsible to ensure accurate data is kept and transmitted to the SERT for every suspected or infected premises. Data will include the number of animals, method, and dates of depopulation; location and date of burials (or other disposal); and any other information that may be required by the VS, the SERT Leader or the SV.
- e. The NCEM AC is responsible for leading each IMT in support of the SV's designated TL. Team members may include personnel from the NCDA&CS, NCNG, DHHS, Office of the State Fire Marshal, Division of Forest Resources, Department of Transportation, Department of Commerce, and other SERT agencies as appropriate.
- f. The SERT is responsible for coordinating with local fire departments and emergency response organizations to carry out support activities requested by the SV.
- g. Local fire departments are responsible to provide such manpower and equipment as resources allow serving as on-site decontamination teams. TL must be aware that the availability of fire department personnel and resources may be severely limited especially in the case of zoonotic disease.

8. References.

- a. North Carolina General Statute 166A.
- b. North Carolina General Statute 106 as amended, April 2001.

NORTH CAROLINA EMERGENCY OPERATIONS PLAN (NCEOP)

ANNEX B | APPENDIX 4 | TAB F

FOREIGN ANIMAL DISEASE (FAD) ABBREVIATIONS AND GLOSSARY

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APHIS	Animal and Plant Health Inspection Service
AVIC.....	Area Veterinarian-in-Charge
Ag EOC	Agriculture Emergency Operations Center
DPS.....	Department of Public Safety
CEO	Chief Executive Officer
CRDP.....	County Receiving and Distribution Point
DENR	Department of Environment and Natural Resources
DFCO	Deputy Federal Coordinating Officer
DROC.....	Disaster Recovery Operations Center
DSCO.....	Deputy State Coordinating Officer
E&EI	Education and Emergency Information
EOC	Emergency Operations Center
FAD.....	Foreign Animal Disease
FADD.....	Foreign Animal Disease Diagnostician
FCO.....	Federal Coordinating Officer
FMD.....	Foot and Mouth Disease
GAR	Governor’s Authorized Representative
GIS.....	Geographical Information Systems
IAP	Incident Action Plan
ICP	Incident Command Post
ICS	Incident Command System
IFG	Individual and Family Grant
IS.....	Information Systems
JFO	Joint Field Office
NCDA&CS.....	North Carolina Department of Agriculture and Consumer Services
NCEM.....	North Carolina Emergency Management
NCSHP.....	North Carolina State Highway Patrol
NCNG.....	North Carolina National Guard
NFIP	National Flood Insurance Program
NIMS	National Incident Management System
PA	Public Assistance
PAA.....	Public Assistance Appeals
QA.....	Quality Assurance
SA	Staging Area
SCO	State Coordinating Officer
SHP.....	State Highway Patrol (North Carolina)
SART.....	State Agricultural Response Team
SITREP	Situation Report (Also SitRep)
SV.....	State Veterinarian
TL.....	Taskforce Leader
UCS.....	Unified Command System
USDA	United States Department of Agriculture
VS.....	Veterinary Supervisor

FOREIGN ANIMAL DISEASE (FAD) ABBREVIATIONS AND GLOSSARY

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African Swine Fever	(Mistakenly called Hog Cholera in some countries) A highly contagious viral disease of pigs with a potential mortality rate of 100% in the acute phase. Clinical signs (2-6 days after infection) may include blotchy skin cyanosis and extensive hemorrhages in internal organs, especially the lymph nodes, kidneys, and alimentary tract. May be transmitted by ticks. The disease is extremely resistant to environmental conditions and can remain in blood, tissue, or bone marrow for up to 6 months.
Allocated Resources	Resources dispatched to an incident that have not yet checked in with the logistical staging area's or disaster field office's communication center.
Assigned Resources	Resources that have been assigned work tasks and have checked in with their destination's communication center.
Assisting Agency	An agency directly providing support to another agency involved in preparation, response, or recovery.
Communications Center	Receives and routes information about the incident and the status of resources. May include the Message Center for internal information distribution as well as capabilities for intra-agency information transmittal.
Cost Sharing Agreements	Agreements between agencies or jurisdictions to share designated costs related to an incident. These are usually written, but may be verbal between designated authorized representatives of the agencies or jurisdictions.
Depopulation	The killing, culling, or termination of animal life required for disease control by a method approved by the State Veterinarian.
Hog Cholera	(Also called Classical Hog/Swine Fever in some countries) A highly contagious viral disease of pigs with a potential mortality rate of 100%. Clinical signs (2-6 days after infection) may include fever, poor coordination, tendency to huddle, reluctance to move;

FOREIGN ANIMAL DISEASE (FAD) ABBREVIATIONS AND GLOSSARY

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may also include conjunctivitis with an ocular or nasal discharge and purplish discoloration of the abdomen, snout, ears and legs.

Incident Action Plan

The plan that is usually prepared at the beginning of each operational period that contains general control objectives reflecting the overall operational strategy and specific action plans for the next operational period.

Incident Command Post

The location where primary command functions are carried out. As the command function transfers so does the Incident Command Post (ICP).

Incident Management Team

Combinations of personnel with NIMS/ICS training from a variety of agencies capable of establishing a team for local event coordination and management.

Incident Objectives

Statement of strategies and tactical directions of resources. Must be realistic based on available resources, achievable, measurable and yet flexible enough to allow for changes in the situation.

County Receiving and Distribution Point

A location where personnel and equipment are temporarily stored pending assignment, release, or reassignment.

Operational Period

Period of time set for operational actions specified in the Incident Action Plan. Traditionally these periods are initially 12 to 24 hours in length. As the incident winds down, they may cover longer periods of activity.

Planning Meeting

A meeting to select specific strategies and tactics for incident control operations and for services and support planning. These meetings are usually held, at minimum, once every operational period.

Resources

All personnel, equipment, and supplies available, or potentially available, for assignments on specific incident related tasks (Includes only those personnel, equipment or supplies that are tracked).

State Agricultural Response Team

The 501.3(c) organization created in North Carolina following Hurricane Floyd in 1999 to coordinate

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animal related response issues related to disasters. It represents a cooperative effort by the NCDA & CS, NC DPS-DEM, NCSU CES & CVM, Industry Partners, volunteer professionals, and private citizens with a shared interest in animal welfare, wildlife, and the livestock industry. Upon activation by SERT/Division of EM, the partnership of SART acts under the leadership of NCDA & CS through the AG Emergency Operations Center located in the Agriculture Building.

Single Resource

A team of individuals with an independent supervisor, a piece of equipment with its personnel complement or an individual that can be used on an incident.

System

The operational combination of facilities, personnel, resources, and procedures operating within a shared organizational structure with responsibility for accomplishing stated incident objectives.

Task Force

A group of resources with shared communication and leader. It may be pre-established and sent to an incident or it may be created at the incident. For the purpose of an FAD it is the team that carries out the depopulation, disposal, and decontamination on an infected premises.

Technical Specialists

Personnel with special knowledge or skills who are activated only when needed.

Trans-species Infection

An infection that can be passed between two or more species (May include human hosts).

Unit

An organizational group having functional responsibility for a specific incident plan, operational, logistical, or financial activity.

OIL/PETROLEUM PRODUCTS SPILL RESPONSE PLAN

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I. INTRODUCTION

A. PURPOSE

This appendix outlines the procedures for the mobilization and coordination of a multi-organizational response that will contain, control, and manage a discharge of or uncontrolled discharge of oil or petroleum product(s) (further referred to as “Oil Spill”) that threatens the inland, coastal and offshore waters of North Carolina.

B. SCOPE

This appendix includes the anticipated actions of the state, local and federal agencies and private sector organizations to an oil spill that affects the inland, coastal and offshore waters of the state.

II. SITUATION AND ASSUMPTIONS

A. SITUATION

North Carolina is located adjacent to major shipping lanes in the Atlantic Ocean and these shipping lanes carry a significant amount of ocean-going oil and petroleum products up and down the east coast of the United States. The state receives petroleum products through several methods such as, pipeline and terminal operations, vessel, port and terminal operations, as well as inter-state ground transportation.

Because petroleum products are transported in the adjacent waters and on roadways throughout the state, an oil spill can occur anywhere in the coastal zone, the contiguous waters of North Carolina or in the offshore waters of nearby states, or the roadways within the state.

The state has, both within and beyond the waters lying three (3) miles off the state’s coast, substantial interest in those activities that could affect the state’s coastal waters and land areas. Historically, oil spills have affected not only those in the local area but those hundreds of miles away, therefore North Carolina may be affected by a spill event that occurred in another state’s waters.

B. ASSUMPTIONS

1. An oil spill could occur during severe weather, making control and cleanup operations dangerous and/or ineffective.

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2. The oil spill may present a substantial threat to the health, safety and welfare of the public as well as the environment. Threats such as fire or explosion, surface and ground water contamination, marine and aquatic ecosystems contamination are likely to adversely affect the daily lives of citizens, tourism, and access to fisheries and/or natural resources.
3. The responsible party (RP) may not be immediately identified or available to assume containment and/or clean-up operations and prompt exercise of federal control, with state and local support, will be required.
4. Initial efforts to contain and control the spill may fail or be impractical and the response activity may be limited to clean-up of the material and restoration of the affected human and natural resources.
5. There will be substantial interest by the public and the press in the circumstances surrounding the incident and the emergency response efforts and recovery efforts.
6. Timely deployment of resources (state, local and volunteer (personnel and equipment)) may be required to protect sensitive environmental areas of the state. State, local and volunteer response personnel who have been properly trained and equipped in hazardous material emergency response will be deployed by the SERT leader, as required.
7. Emergency transportation of resources (inbound response and outbound disposal) may require permits, licenses, or exemptions.
8. A major oil spill will require joint federal, state and local efforts to perform initial damage/needs assessment information concerning the number, type and magnitude of incidents.
9. A major oil spill will necessitate a long-term recovery program to restore the impacted area.
10. The state will initiate appropriate actions to recover costs from response and recovery and well as damages from the responsible party (RP).
11. Spills of minimal impact may only require the partial activation of this appendix and may involve coordination between the RP and the NC Department of Environmental Quality (DEQ).
12. The USCG and EPA have designated boundaries between coastal and inland zones for the purpose of providing OSCs for response operations as defined in 33 CFR 3. When a spill occurs in one zone and flows or threatens to flow into another, either: (1) the EPA will provide the OSC

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and the USCG will assist the EPA with waterside cleanup operations, or
(2) by mutual agreement the USCG will provide the OSC and resources.

III. ORGANIZATION AND ASSIGNMENT OF RESPONSIBILITIES

A. LEAD STATE AGENCY

1. DEPARTMENT OF ENVIRONMENTAL QUALITY (DEQ)

DIVISION OF COASTAL MANAGEMENT (DCM)

- a. Provide technical assessment of the impact of the spill and clean-up operations pertaining to the marine environment.
- b. Communicate to federal permitting agencies, spill prevention and mitigation measures, which should be incorporated in federal permits for facilities and activities.
- c. Advise SERT Leader on emergency permits for activities within the areas of environmental concern; access points and routes least likely to harm areas of environmental concern; technical advice on any issue concerning the impact of the spill on the State Coastal Reserve; access points and routes least likely to harm the State Coastal Reserve, and identify sensitive estuarine resources and protective measures.
- d. Assist in determining the economic impact on coastal area resulting from the spill.
- e. Participate in the Environmental Technical Advisory Group (ETAG) assisting the SERT Leader.
- f. Assist in coordinating the determination of damages done to natural resources within the coastal zone.
- g. Provide liaison to SERT. Authorized to grant permission for response and cleanup activities as well as issue any required permits within State Coastal Reserve areas.
- h. Evacuate State Coastal Reserve areas when threat exists to public from spill.
- i. Assist in liaison with Minerals Management Service of the US Department of the Interior if the spill originates at oil or gas facilities on the Outer Continental Shelf

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DIVISION OF WATER QUALITY (DWQ)

- a. Respond as appropriate to scene of spill, assess extent of environmental damage and provide on-scene liaison with NCEM, the USCG, or a federal OSC concerning state environmental policies and regulations.
- b. Collect and analyze water and soil samples for possible contamination, maintaining proper chain-of-custody procedures. Provide SERT Leader with a summary of the analysis.
- c. Assert state jurisdiction and order cleanup actions if no federal official has arrived on-scene and assumed control, or if spill is outside federal jurisdiction.
- d. Review containment and cleanup methods proposed by responsible party if spill is within state jurisdiction. Monitor these methods if cleanup is within federal jurisdiction.
- e. Advise SERT Leader on the feasibility and effectiveness of the containment and cleanup methods being used.
- f. Provide on-scene liaison with federal OSC concerning state environmental policies and regulations.
- g. Request activation of the Region IV RRT or request federal assistance for containment and clean up.
- h. Assist in the technical decision to restrict use of water resources.
- i. Halt or restrict the use of non-drinking water as deemed necessary.
- j. Consult with Public Water Supply Section on restrictions to be placed on use of drinking water supply.
- k. In consultation with other DEQ agencies (Coastal Management, Wildlife Resources, Marine Fisheries, and Air Quality), develop and maintain a decision-making methodology concerning the use of dispersants, biological agents, solidifiers, Special Monitoring of Applied Response Technology (SMART), disposal of contact waters, or *in situ* burning.
 - Approval of the chemicals to be used to disperse the oil or approval for *in situ* burning would require authorization of the Director, Division of Water Quality, NC DEQ.

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- Any request of dispersants or *in situ* burning will be addressed on a case by case basis.
 - Guidelines for use are found at www.nrt.org.
- I. Serve on the federal RRT IV and situate a federal representative from the federal RRT at State EOC in order to facilitate liaison between SERT and the federal RRT during such times as SERT is activated for an oil spill response.
 - m. Enforce state environmental regulations and initiate prosecution under state law or regulations if circumstances warrant and assist the state Attorney General as required.
 - n. Participate in the assessment of damages and presentation of same to responsible party, the state and federal OSCs, SERT and the state Attorney General as appropriate.
 - o. Communicate with adjacent states' water quality officials concerning impact of spill.
 - p. Obtain and evaluate technical data and information for SERT.
 - q. Participate in the Environmental Technical Advisory Group (ETAG) assisting SERT Leader.

DIVISION OF AIR QUALITY (DAQ)

- a. Respond as appropriate to scene of spill, assess extent of environmental damage and provide on-scene liaison with NCEM, the USCG, or a federal OSC concerning state environmental policies and regulations.
- b. Collect and analyze air for possible contamination, maintaining proper chain-of-custody procedures. Provide SERT Leader with a summary of the analysis.
- c. Participate in Environmental Technical Advisory Group (ETAG) assisting SERT Leader. Advise SERT Leader on the feasibility and effectiveness of the containment and cleanup methods being used.
- d. Evaluate potential risk to the public on air quality in the state's Class 1 air sheds, and on ozone and particulate non-attainment areas if *in situ* burning is requested. **Approval for *in situ* burning is required from the Director, Division of Air Quality, NC DEQ and is addressed on a case by case basis.

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- e. Serve on the Federal RRT IV and provide division representative with the federal RRT at State EOC in order to facilitate liaison between SERT and the federal RRT during such times as SERT is activated for a Level 1, Level 2, or Level 3 oil spill response.
- f. Enforce state environmental regulations and initiate prosecution under state law or regulations if circumstances warrant; assist the Attorney General, as required, in this regard.
- g. Participate in assessment of damages and presentation of same to responsible party, the state and federal OSCs, SERT and the state Attorney General as appropriate.
- h. Communicate with adjacent states' air quality officials concerning impact of spill.
- i. Obtain and evaluate technical data and information for SERT.

DIVISION OF MARINE FISHERIES (DMF)

- a. Identify sensitive marine habitats and marine areas crucial to the fishing economy.
- b. Render law enforcement assistance as requested by SERT.
- c. Provide land, sea and air transportation.
- d. Operate watercraft as directed by the SERT Leader in support of on-water operations such as booming as well as waterfowl rescue.
- e. Provide sampling and monitoring assistance; act as lead agency concerning fish sampling from marine waters.
- f. Contact appropriate federal specialists and carry out technical consultations.
- g. Provide liaison with National Marine Fisheries Service.
- h. Participate in the ETAG assisting SERT Leader.
- i. In conjunction with the Shellfish Sanitation Services Section of DHHS/DPH – Environmental Health Section, restrict the taking of fish and shellfish from marine waters suspected of contamination due to an oil spill.

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- j. Identify otherwise unaffected marine areas and species and advise the SERT Leader concerning advisories to the public about the edibility of fish products taken from marine waters.
- k. Participate in development decision-making methodology concerning use of dispersants, biological agents, solidifiers, and SMART in marine waters.
- l. Conduct damage assessment and determine valuation of economic losses in marine fishing and shellfish industries for economic recovery from the responsible party
- m. Provide liaison with marine fishing interests in coordination of response and recovery activities.
- n. Provide liaison with the Wildlife Resources Commission for impacted areas and/or species from waters within the jurisdiction of both agencies.
- o. Provide watercraft and crews to support enforcement of USCG-initiated restrictions on waterway use.
- p. Provide aircraft and crews for surveillance/reconnaissance.

DIVISION OF PARKS AND RECREATION

- a. Provide to SERT Leader technical advice on any issue concerning impact of spill on state park facilities.
- b. Evacuation of state parks when threats exist to public safety.
- c. Coordination with other law enforcement agencies.
- d. Provide areas on park property for use as assembly or staging areas for equipment and personnel.
- e. Provide transportation and communication within state park areas.
- f. Determine access points and routes least likely to harm park facilities and advise SERT Leader of same.
- g. Provide a liaison to SERT authorized to grant permission for response and cleanup activities as well as issue any required permits concerning state park facilities.

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- h. Advise SERT Leader concerning damages to state park facilities due to spill.
- i. Provide liaison and carry out technical consultations with U.S. National Park Service if a national park/seashore is threatened.
- j. Evaluate impact of spill on privately owned lands in the Natural Heritage program and serve as liaison between the owner and SERT. Recommend appropriate cleanup actions on such lands.
- k. Advise SERT Leader concerning protection of natural areas from oil spills.
- l. Participate on the ETAG assisting the SERT Leader.

DIVISION OF WASTE MANAGEMENT (DWM)

- a. Identify procedures for storage of oil debris pending disposal.
- b. If oil debris is determined to be hazardous, provide a vendor list to the responsible party for proper waste management.
- c. Issue emergency permits for treatment, storage, disposal, and transportation of debris from oil spill and associated clean-up activities.
- d. Provide vendor list to responsible party to facilitate cost assessment for proper waste management.
- e. Participate on the ETAG assisting the SERT Leader.
- f. Provide oversight for waste stream management.
- g. Identify landfills that will accept oil contaminated solid waste and facilities/vendors that will accept and treat oil contaminated liquid waste.

WILDLIFE RESOURCES COMMISSION

- a. Render law enforcement assistance as requested by SERT.
- b. Identify sensitive inland water habitats.
- c. Provide air, water, and land transportation as requested by SERT.

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- d. Provide sampling and monitoring assistance; act as lead agency concerning fish sampling from inland waters.
- e. Provide liaison to and carry out technical consultations with the US Fish & Wildlife Service and other appropriate federal fish and wildlife specialists.
- f. Participate in the ETAG assisting the SERT Leader.
- g. Operate watercraft as directed by SERT Leader to support on-water operations such as booming as well as wildlife and waterfowl rescue.
- h. Restrict the taking of fish from inland waters suspected of contamination.
- i. In accordance with the US Fish and Wildlife Service's Wildlife Contingency Plan for North Carolina Coastal Areas 1995, cooperate with the US Fish and Wildlife Service. This Wildlife Contingency Plan describes the cooperative actions which will be implemented by the U.S. Fish and Wildlife Services and the North Carolina Wildlife Resources Commission in the event wildlife is threatened or harmed by an oil spill event in North Carolina. For details of this plan, contact the North Carolina Wildlife Resources Commission, or the U.S. Fish and Wildlife Commission.
- j. Calculate and communicate to the Planning and Assessment Branch of the Division of Coastal Management assessment of damage done to fish, wildlife and waterfowl from any state waters and/or adjacent habitat including calculation of values for litigation purposes.
- k. Act as liaison between SERT and interested environmental and conservation groups.
- l. Participate on the ETAG Team assisting SERT Leader.
- m. Identify otherwise unaffected areas of inland waters and species and advise the public concerning their use.
- n. Participate in development of decision making methodology concerning use of dispersants and/or biological agents in inland waters.

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- o. Provide liaison with the NC Division of Marine Fisheries for impacted areas and/or species from waters under the jurisdiction of both agencies.
- p. Provide watercraft and crews to support enforcement of USCG-initiated restrictions on waterway use.

2. DEPARTMENT OF PUBLIC SAFETY (DPS)

NORTH CAROLINA EMERGENCY MANAGEMENT (NCEM)

- a. Maintain and implement the State EOP.
- b. On receipt of a spill report which requires activation of SERT, contact the USCG (Sector North Carolina Command Center) or EPA Region IV and obtain the proposed location of the command post, the time the CP will be activated, and the name of the Federal OSC (FOSC). Dispatch State Emergency Management On-Scene Representative (SEMR) to the CP, to provide on scene assessment, to affect coordination with Federal OSC, to establish communication with State EOC, and to notify other agencies of spill. Ensure either the RP or the State EOC notifies the National Response Center (NRC) of the spill.
- c. Provide radio communications support as needed. Establish incident in WebEOC when directed by SERT Leader.
- d. Through the Geospatial Technology Management (GTM) Section, maintain and graphically display current information on the status and extent of the oil spill.
- e. Activate the SERT and ETAG when necessary.
- f. Activate the State EOC.
- g. Mobilize resources when directed by the SERT Leader.
- h. Coordinate mobilization of resources of local governments and volunteers as necessary to supplement the response by federal and state agencies and/or the responsible party.
- i. Obtain and provide data and information regarding the population, industrial, commercial, and natural resources within the state which may be endangered by the spill.

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- j. Through the State Emergency Management On-Scene Representative, provide communication from SERT to the party responsible for the spill as well as the Federal OSC in order to ensure that each receives timely consultations, advice and decisions regarding the state's position on actions necessary to respond to the spill.
- k. Provide communication from SERT to the party responsible for the spill as well as the Federal OSC in order to ensure that this individual receives timely consultations, advice and decisions regarding the state's position on actions necessary to respond to the spill.
- l. Provide the media with public information concerning the spill using the PIOs at the CP and at the State EOC.
- m. The NCEM PIO in conjunction with the DPS and DEQ PIOs will make the determination to activate the Joint Information System (JIS) and/or the Joint Information Center (JIC).
- n. Maintain contact with emergency management agencies in adjacent states and provide coordination if warranted by the location and magnitude of a spill.
- o. When a spill is of such magnitude that the two states have activated their respective Emergency Operations Centers, furnish a representative in the EOC of an adjacent state in order to facilitate communication and coordination.
- p. Provide representation on the Federal Region IV RRT.

STATE HIGHWAY PATROL (SHP)

- a. Operate the State Warning Point and alert the State EOC on receipt of notification of a spill.
- b. Coordinate all law enforcement, traffic control measures and isolation of the impacted area as needed.
- c. Provide security at established shelters and regulation of motor vehicle traffic where indicated.
- d. Provide communications support as requested by the SERT Leader.

NORTH CAROLINA NATIONAL GUARD (NCNG)

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- a. Provide aviation and ground support as directed by the SERT Leader.
- b. Furnish ground transportation for equipment and personnel when directed by SERT Leader.

CIVIL AIR PATROL (CAP)

- a. Provide aircraft and crews for surveillance and reconnaissance.

3. DEPARTMENT OF COMMERCE (DOC)

DIVISION OF TRAVEL AND TOURISM

- a. Provide economic assessments of the impact of the spill on tourism.
- b. Prepare public information materials regarding the effect of the spill on tourism and travel in the state.

DIVISION OF EMPLOYMENT SECURITY (DES)

- a. Assist the SERT in locating cleanup personnel.
- b. Assess the impact on employment within the affected area.

DIVISION OF COMMUNITY ASSISTANCE (DCA)

- a. Assist the SERT in assessing economic impact of a spill on affected local governments.
- b. Advise SERT Leader on interim strategies for community economic maintenance until disaster recovery resources and operations are fully available.

4. DEPARTMENT OF HEALTH AND HUMAN SERVICES (DHHS)

DIVISION OF SOCIAL SERVICES (DSS)

- a. Carry out appropriate sheltering activities.
- b. Support the American Red Cross and other agencies in shelter staffing at designated Red Cross Shelters.

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DIVISION OF PUBLIC HEALTH (NCPH)

- a. Develop human health risk assessment for ingestion, inhalation, and direct contact related to the spill utilizing data and information provided by partners within the SERT.
- b. Develop and implement disease surveillance to determine the impact of the spill on human health.
- c. Assist in developing prevention messaging as a result of the risk assessment and surveillance activities.
- d. Provide technical support and expertise in the training of workers and of the public related to possible hazards related to the spill.
- e. Coordinate activities with local health departments.

5. DEPARTMENT OF JUSTICE (DOJ)

OFFICE OF THE ATTORNEY GENERAL

- a. Prosecution of civil cases including enforcement of cases, and litigation for recovery of damages arising from spills.
- b. Develop and assist local district attorneys in prosecution of criminal cases arising from spills.
- c. Assist in preparation of standard operating procedures for collection of evidence by agencies involved in assessment of damages to natural resources of the state.
- d. Provide technical assistance to SERT during a Level 2 or 1 spill response regarding procedures to be followed to enhance cost recovery following the spill.
- e. Provide consultation and liaison with legal staff of the Federal OSC and legal representatives of the responsible party as needed.
- f. Request SBI assistance in criminal investigations related to an oil spill and coordinate SBI's activities with respect to investigation and potential prosecution related to the spill.
- c. Support the American Red Cross and other agencies in shelter staffing at designated Red Cross Shelters.

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STATE BUREAU OF INVESTIGATION (SBI)

- a. At the request of the Attorney General, serve as lead agency in criminal investigations of spill events. This may be done at the request of the SERT Leader or at the request of a third party through the Attorney General.
- b. Coordinate local law enforcement criminal investigative activities where necessary, or desirable.

6. DEPARTMENT OF LABOR (DOL)

DIVISION OF OCCUPATIONAL SAFETY AND HEALTH (OSH)

- a. Provide technical assistance and consultation in determination of the potential for, or cause of, worker illness, injury or death, related to oil spills.
- b. Provide technical assistance and consultation with regard to compliance with occupational safety and health standards.
- c. Provide technical assistance and consultation with regard to safety and health monitoring needs.
- d. Provide technical assistance with regard to appropriate safety and health measures.
- e. Provide technical assistance and consultation with regard to NCOSH training requirements.
- f. Enforce North Carolina occupational safety and health regulations, as warranted.
- g. Make technical assistance and consultative services available to the SERT Leader on request to the appropriate persons in the Department of Labor.

7. DEPARTMENT OF TRANSPORTATION (DOT)

DIVISION OF HIGHWAYS (DOH)

- a. Erect and maintain such signs, lights, barricades or other traffic control devices as deemed appropriate to maintain or control traffic along the affected routes or detour routes.

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- b. Remove contaminated sand/soil debris from state-maintained rights of way and dispose at DENR approved sites.
- c. Provide SERT partners lists of contractors/suppliers to assist in the clean-up effort of sites outside the state maintained right of way.
- d. When directed by NCEM, the Division of Highways will develop, let, and administer contracts for the removal of oil from private roads. Such contracts will be pre-approved by NCEM prior to advertisement and award.

DIVISION OF FERRIES

- a. Coordinate movement of ferries through affected waterways with USCG.
- b. Provide transportation or oil spill response personnel and equipment as needed.
- c. Assist in the evacuation of the affected population.

8. US ENVIRONMENTAL PROTECTION AGENCY (EPA)

- a. Provide the Federal On-Scene Coordinator for spills that occur in the inland waters.
- b. Coordinate, direct, and review the work of other agencies, responsible parties, and contractors to ensure compliance with the NCP, RCP and any other documents such as decision documents, consent decrees, administrative orders, and/or lead agency-approved plans.
- c. Notify the appropriate state and federal agencies of any reported discharges or potential discharges.
- d. Determine whether proper response actions have been initiated. If the party responsible for the release or spill does not act promptly in accordance with directions of the OSC, or does not take appropriate actions, or if the party is unknown, the OSC shall respond in accordance with provisions of the NCP, RCP, ACP and agency guidance.
- e. Collects pertinent information on the discharge or release: source and cause; responsible parties; nature, amount, location, direction, and time of discharge; pathways to human and environmental

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exposure; potential impact on and protection priorities for human health, welfare, and safety, and the environment; possible impact on natural resources and property, and estimated response costs.

- f. Consults with and informs RRT members of reported discharges and releases through Pollution Reports (POLREPs).
- g. Consults with the appropriate Regional or District office regarding situations potentially requiring temporary or permanent relocation. In the event of a declared Federal disaster, coordinates with the FEMA Federal Coordinating Officer (FCO) as appropriate.
- h. Appropriately addresses worker health and safety issues prior to and during a response operation.
- i. Coordinates with Scientific Advisors from various agencies, as the OSC deems necessary, regarding possible public health risks and environmental sensitivity.

9. US COAST GUARD (USCG)

- a. Serve as the Federal On-Scene Coordinator for spills that occur in navigable waters, coastal waters, and deep water ports.
- b. Investigate and identify the source of the discharge or the potential discharge.
- c. Identify and notify the responsible party.
- d. Provide aerial support as required.

10. US FISH AND WILDLIFE SERVICE (FWS)

- a. The Federal On-Scene Coordinator may notify the Department of the Interior, Office of Environmental Policy and Compliance Regional Environmental Officer, who may coordinate a response team consisting of a Spill Response Coordinator and Field Response Coordinator. When activation, the team may provide an ecological risk assessment and identify endangered species that may be affected by the spill.

B. SUPPORTING AGENCIES

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1. DEPARTMENT OF ADMINISTRATION (DOA)

- a. Coordinate with the Human Relations Council to provide assistance and advice pertaining to non-discrimination and other similar activities during response and recovery operations.

2. DEPARTMENT OF AGRICULTURE AND CONSUMER SERVICES (DA&CS)

EMERGENCY PROGRAMS DIVISION

- a. Coordinate Food and Agriculture response for DA&CS and partners.
- b. Provide veterinary expertise and coordinate animal response support as requested by NCDEQ.
- c. Provide SERT Liaison as needed.

FOOD AND DRUG PROTECTION DIVISION

- a. Assess the impact of spill on the edibility of food produced or gathered within the affected area.
- b. Restrict the sale, production and distribution, and warehousing of produce, and processed food products suspected of contamination.
- c. Provide food product sampling and monitoring assistance as requested by SERT and within the scope of the competency of the laboratory.

FOOD DISTRIBUTION DIVISION

- a. Provide surplus food commodities for evacuees when directed.
- b. Coordinate with NGOs to provide meals and potable water.

AGRONOMIC SERVICES DIVISION

- a. Assess the damage to agricultural lands and turf (golf courses) negatively impacted by the oil that is carried inland by winds and or flooding.
- b. Assess the impact of oil on water sources used for irrigation.

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- c. Serve as technical resource for recovery of damaged agricultural lands and turf.

RESEARCH STATIONS DIVISION

- a. Provide open space for staging of equipment and personnel at the Tidewater Research Station in Plymouth, NC.

OFFICE OF THE COMMISSIONER

- a. Advise SERT Leader concerning advisories to the public about safety of food products.
- b. Provide liaison with U.S. Department of Agriculture and the U.S. Food and Drug Administration on questions of food safety and acquisition of emergency food supplies.
- c. Monitor availability of food supplies in affected areas.
- d. Assist in public and media information through participation in the SERT and the Joint Information System (JIS).

NC FOREST SERVICE

- a. Provide heavy equipment for gaining access to remote or inaccessible spill locations.
- b. Within the available resources provide equipment and personnel for contaminated debris removal.
- c. Provide air and land transportation as directed by the SERT Leader.

3. DEPARTMENT OF CULTURAL RESOURCES (DCR)

OFFICE OF ARCHIVES AND HISTORY – HISTORIC PRESERVATION OFFICE

- a. Identify sensitive terrestrial and submerged archaeological and historical areas.
- b. Advise SERT Leader concerning impact of spill on known archaeological or historical sites.
- c. Inspect spill areas to determine presence and significance of historical or archaeological sites.

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- i. Provide liaison on-scene to: assist SERT in choosing least-impact access points and staging areas; monitor clean-up activities and advise SERT concerning impact on archeological and historical sites by machinery and cleanup crews; assess potential for vandalism to burial sites and advise SERT concerning security needs, and provide damage assessments.
- d. Serve as liaison with appropriate federal officials concerning Section 106 of the National Historic Preservation Act.
- e. Participate on the ETAG to assist the SERT Leader.

OFFICE OF ARCHIVES AND HISTORY – HISTORIC SITES SECTION

- a. Advise the SERT Leader concerning impact of spill on historic facilities owned by the state.
- b. Evaluate historic sites when circumstances warrant.
- c. Provide coordination with law enforcement agencies.
- d. Provide assembly or staging areas for equipment and personnel needed at other locations.
- e. Advise SERT Leader concerning access points and routes least likely to harm historic sites owned by the state.
- f. Provide damage assessments to SERT Leader.

4. UNIVERSITY OF NORTH CAROLINA SYSTEM (UNC SYSTEM)

**UNC SEA GRANT COLLEGE PROGRAM
UNC WATER RESOURCES RESEARCH INSTITUTE
UNC COASTAL STUDIES INSTITUTE
UNC-CH INSTITUTE OF MARINE SCIENCE
UNC-W CENTER FOR MARINE RESEARCH
ECU INSTITUTE FOR COASTAL SCIENCES AND POLICY
NCSU CENTER FOR MARINE SCIENCES AND TECHNOLOGY**

- a. Assist in assessing the impact of a major oil spill on the environment or on the health of North Carolina residents.

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IV. CONCEPT OF OPERATIONS

A. GENERAL

A multi-organizational oil spill response network will be deployed when oil poses a threat to the public health and welfare of the environment. Included in this network are resources of the federal, state, and local governments, the responsible party, oil spill response contractors and cooperatives, and volunteer groups and individuals. The USCG or EPA using the Incident Command System (ICS) concept will lead this response.

Federal statutes and regulations require that any person in charge of a vessel or facility shall, as soon as he/she has knowledge of any discharge from such vessel or facility in violation of section 311(b)(3) of the Clean Water Act, immediately notify the National Response Center (NRC) or the USCG or EPA OSC for the geographic area where the discharge occurs.

On receipt of notification of a discharge, the NRC will promptly notify the appropriate Federal OSC, and the State EOC. The OSC shall ensure notification of the appropriate state agency of any state that is or may reasonably be expected to be affected by the discharge.

B. RESPONSE ACTIONS

The responsible party (RP) is required to take immediate and effective actions to mitigate the effects of any spill and to cleanup and restore the incident site. While nearly all discharges will involve some level of response by appropriate governmental agencies, discharges which pose or present a substantial threat to public health or welfare will involve local, state, and federal response personnel, and the RP, and will follow the priorities listed below:

- First: Protection of human life, health, and safety of the general public and the emergency personnel.
- Second: Protection of valuable environmental, cultural, historical and archeological resources.
- Third: Protection of business and commerce.

In any emergency event, the state will provide coordination of all measures taken with respect to public safety and protection.

Only properly equipped and trained personnel will be permitted to engage

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in containment, control or clean-up activities, whether such personnel are from federal, state, or local agencies or from private contractors, cooperatives or volunteer organizations.

The state's response to an oil spill incident will be based on the following system to classify the severity of the release. On-scene personnel or the Unified Command shall advise the State EOC of the size of the spill and the State Emergency Management On-Scene Representative (SEMR) shall recommend to the SERT Leader a level to be assigned to the incident.

The table illustrates the relationship between the amount spilled, the federal terminology and the state levels of response. In federal terminology, the word "potential" is used in conjunction with "minor", "medium" or "major" to indicate the size of the potential spill, should there be a release.

State Response	Amount Spilled	Federal Terminology
Level 4	None, but substantial risk	Potential
Level 3	<1,000 gallons (Inland) <10,000 gallons (Coastal)	Minor
Level 2	1,000-10,000 gal (Inland) 10,000-100,000 gal (Coastal)	Medium
Level 1	>10,000 gallons (Inland) >100,000 gallons (Coastal)	Major

At any level of response, on-scene personnel are encouraged to advise the North Carolina Emergency Management if circumstances indicate the serious likelihood for further deterioration of the situation with regard to the size of the spill, increases in the area impacted, or unanticipated involvement of sensitive resources or vulnerable property.

- **Level 4** is a situation in which no oil has yet reached the waters of the state but there is significant potential for the spill to enter these

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waters. Under federal terminology, this is a **potential oil spill** and the report given by the federal authorities might also indicate a likely size of the spill. Therefore the information received might indicate a potential minor, potential medium, or potential major spill.

- Response activities at **Level 4** will be undertaken by on scene federal, state or local personnel toward the rescue of any endangered persons, followed by efforts at containment of the oil or hazardous substance in order to prevent a release into the waters. If available data indicates that the potential for a major spill is highly likely, appropriate state and local personnel will be notified of this potential.
- Spill **Level 4** is designated as a situation in which no spill has occurred but there is a potential for a spill. The NCEM communications officer shall initiate notifications consistent with the current "Oil/Petroleum Spill" checklist found in the *Operations Manual*. At this level the communications officer may also contact the USCG, EPA, or other organization which has personnel on scene, to determine the potential for a spill and its probable size.
- A **Level 3** oil spill emergency involves an incident in which oil or petroleum products are spilled in the following amounts:
 - less than 10,000 gallons of oil or product enters the coastal or marine waters; or
 - less than 1,000 gallons enter the inland waters.
 - The federal terminology for such a situation is a **minor spill**.
 - For spills of **Levels 3-1** in state waters, the NCEM communications duty officer shall always contact either USCG Sector North Carolina [Command Center], or the EPA Region IV Tel Duty OSC (See Tab D for telephone numbers), as appropriate, to determine if there is a need for NCEM and DENR personnel to respond. If such a need arises, obtain the following information: (1) name of On-Scene Coordinator, (2) location of Command Post, (3) time of activation of Command Post.
 - State response in a **Level 3** oil spill may include the following steps:
 - a. Response by regional DENR Division of Water Quality and an NCEM area coordinator.
 - b. On scene efforts by federal, state and local personnel towards rescue of endangered persons, containment of the spill, recovery of oil or product, and an appropriate assessment of potentially adverse environmental consequences.

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- c. Notifications per the “Oil/Petroleum Spill” checklist.
 - d. Alert SERT Agencies.
 - e. Alert ETAG.
 - f. Additional response to the situation will be dictated by circumstances.
- A **Level 2** oil spill involves:
 - Release of between 10,000 and 100,000 gallons in the marine or coastal waters; or
 - Between 1,000 and 10,000 gallons in the inland waters.
 - The federal terminology for such a situation is a **medium spill**.
 - State response in a **Level 2** oil spill may include the following steps:
 - a. Notifications per the “Oil/Petroleum Spill” checklist.
 - b. Level of SERT activation, including ETAG, at the discretion of the SERT Leader.
 - c. Additional response to the situation will be dictated by circumstances.
 - d. Response by regional DENR Division of Water Quality and a NCEM area coordinator / Branch Manager.
- A **Level 1** oil spill involves the following spill:
 - More than 100,000 gallons of oil into the coastal or marine waters; or
 - More than 10,000 gallons of oil or product in the inland waters.
 - The federal terminology for such a situation is a **major spill**.
 - **Level 1** spill is considered a major emergency. Significant state and local resources will be required, and the State EOC will be activated for the purposes of coordinating the response.

1. INITIAL

The initial public safety response is normally initiated by the local emergency response organizations. The RP’s initial response will be directed toward stopping the discharge, containing the discharged product, and commencement of cleanup and removal of the oil. Oversight and surveillance of the RP’s actions are done at the state and federal levels.

When a discharge is within or potentially affecting the coastal waters of North Carolina, the initial response and monitoring of the RP’s response will be taken by the USCG. Response to discharges into or upon

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navigable waters in the inland zone will be monitored by an EPA OSC. The roles of both the USCG and EPA OSC are to ensure an effective and immediate removal of the discharge or mitigation or prevention of a substantial threat of a discharge. All of the actions by the Federal OSC will be closely coordinated with the State Emergency Management On-Scene Representative (SEMR).

Through North Carolina Emergency Management (NCEM) Area Coordinators or Regional Coordination Centers (RCC), the state will provide guidance and assistance to local government and volunteer agencies engaged in the response activities. When so directed by the State Emergency Response Team (SERT) leader, or if so requested by a county emergency management coordinator, the NCEM Area Coordinator in whose area the spill occurs, or duty area coordinator, will become the State Emergency Management On-Scene Representative (SEMR) and will coordinate the use of all state resources through the Unified Command system with the USCG or EPA Federal OSC as appropriate.

2. CONTINUING

For a discharge in which the party responsible is unable or unwilling to respond effectively, the state or Federal OSC, to the extent possible under the circumstances, will so advise the RP of his/her responsibilities. If the situation continues, the OSC shall take necessary response actions to include removing or arranging for the removal of the discharge through the appropriate DEQ division representative.

If the discharge results in a substantial threat to the public health or welfare of North Carolina, including but not limited to fish, shellfish, wildlife, other natural resources, and public and private beaches and shorelines, the Federal OSC, under the direction of the NCP, must direct all federal, state, and private actions to remove the discharge or prevent the threat of such discharge. In such situations, North Carolina will assume a position of support to this response.

C. RECOVERY ACTIONS

1. INITIAL

If initial efforts to contain and control the release or spill are unsuccessful, the state's efforts will be principally directed toward supporting rapid and safe clean-up of the spilled material and the restoration of damaged natural and man-made resources to their normal state.

Volunteer and Donations Management will be conducted by the NC Commission on Volunteerism and Community Services under the Office of the Governor in accordance with the Emergency Operations Plan. All

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volunteers handling or coming in contact with petroleum products must be appropriately trained and outfitted.

2. CONTINUING

Damage assessments will be conducted by federal, state and local personnel within their areas of expertise or responsibility to determine the value of property and resources damaged or destroyed by the effects of the spill. The NCEM Recovery Section and DENR will lead the state's damage assessment and restoration efforts, and will coordinate with the federal and local agencies involved in assessing local damages.

The state will seek compensation for expenses and damages from the part responsible for the spill, and all such expenses and damages will be documented from the outset of the incident. States have access up to \$250,000, without a FOSC request, from the federal Oil Spill Liability Trust Fund established under OPA'90, and administered by the National Pollution Funds Center.

V. DIRECTION, CONTROL AND COORDINATION

When the spill is within the inland zone under the jurisdiction of EPA, local government first responders will usually be the first government agencies on-scene. The local Incident Commander (IC) will attempt to contact the RP's representative and determine what threats exist to the health and safety of the local population. These threats may include the products involved, fire, explosion, and presence of airborne toxins.

If the RP is not present or available, the IC will establish a Command Post and initiate public safety protection actions under the Incident Command System (ICS). If the RP is represented and a Command Post (CP) has not already been established by the RP, the IC, in conjunction with the RP, will establish a CP and begin coordinated first response functions. Through this effort, the transition to a Unified Command (UC) begins.

Once public safety concerns have been addressed, local efforts will be concentrated on environmental and public health concerns until the arrival of a SEMR or Federal OSC. Direction and control of continuing local efforts will remain with the IC. On arrival of the State EMR, the ICS further transitions toward an UC. At this time, direction and control of the incident may be transferred to the State EMR if the IC so desires and the State EMR agrees. If the RP is not already represented at the CP, they should be encouraged to do so as soon as possible.

Depending on the location of the spill, the CP may be located at the RP's business location or at a site selected by the local IC. In any case, there will be

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only one CP.

On the arrival of the Federal OSC, a fully-functional UCS, consisting of the three levels of government and the RP, assumes overall management of the response to the spill. The UC overlay to the ICS provides a mechanism to involve all the stakeholders in the management of the response so that all responding agencies can work together to solve the common problems that arise during a significant spill. The NCP Section 300.305(c) stipulates where practicable, the framework for the response management structure is a system (e.g., a unified command system), that brings together the functions of the federal government, the state government, and the responsible party to achieve an effective and efficient response, where the Federal OSC maintains authority.

Under section 311(c)(1) of the Clean Water Act (CWA), as amended, the Federal OSC has the authority to direct or monitor all federal, state, and private actions to remove a discharge, and, in case of a substantial threat to the public health and welfare of the United States, the Federal OSC must direct such actions. The Federal OSC, in coordination with the State EMR, will assume responsibility for the environmental protection aspects of the response. The techniques and procedures to be used in containing, removing, and disposal of the spill will be determined cooperatively through the UC. When the spill is within the jurisdiction of the USCG, the USCG has ultimate responsibility for final direction and control decisions after appropriate consultation with local government representatives, the State EMR, and the RP.

VI. REFERENCES

- Public Law 96-510, December 1980, Comprehensive Environmental Response, Compensation and Liability Act (CERCLA), commonly known as Superfund.
- Public Law 99-499, October, 1986, Superfund Amendments and Reauthorization Act, Title III, Emergency Planning and Community Right to Know, also known as SARA Title III.
- Public Law 92-500, Federal Water Pollution Control Act, commonly known as the Clean Water Act (CWA) as amended.
- Public Law 101-380 August, 1990; commonly known as the Oil Pollution Act of 1990.
- North Carolina General Statutes, Chapter 166A, Emergency Management.
- North Carolina General Statute 143.215.75 et seq., the North Carolina Oil Pollution and Hazardous Substances Control Act of 1978.
- 15A North Carolina Administrative Code 02A.0005(a)(Z)
- Executive Order 73, State of North Carolina.

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- National Hazardous Substances Contingency Plan, 40 CFR, Part 300, September 1994.
- Federal Region IV Oil and Hazardous Substance Pollution Contingency Plan. December 1994.
- United States Coast Guard, Sector North Carolina Area Contingency Plan, December, 2006. <http://homeport.uscg.mil/northcarolina>
- United States Coast Guard, Sector Hampton Roads, Mid-Atlantic Area Contingency Plan, September, 2007. <http://homeport.uscg.mil/hamptonroads>
- North Carolina Emergency Operations Plan, April, 2009.
- Common law, and any other state or federal statutes, as applicable.
- http://www.uscg.mil/npfc/laws_and_regulations.asp
- Technical Operating Procedures for State Access under Section 1012 (d) (1) of the
- Oil Pollution Act of 1990 (P.L. 101-380)

VII. TABS

- A. Oil Spill Communications
- B. USCG-EPA Boundary
- C. Oil Spill Telephone Alerts
- D. Dispersants and Bioremediation

OIL SPILL COMMUNICATIONS

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Notification of spills of oil or hazardous substances shall be made to North Carolina Emergency Management at 1-800-858-0368. This telephone number is answered at the State EOC 24 hours per day.

The communications officer at the State EOC will be responsible for notification of appropriate state agencies on being advised of a spill.

Coast Guard Radio

Coast Guard units involved in oil spill response operate radio equipment on the VHF Marine band. The following marine frequencies are identified in the relevant Marine Safety Office plans as being used in the coastal areas of North Carolina:

<u>Channel</u>	<u>Frequency</u>	<u>Usage</u>
6	156.300	Inter-ship safety frequency
12	156.600	Port operations working frequency
13	156.650	Ship to ship - navigation only
16	156.800	Distress, safety and calling
21	157.070	USCG use only
22	157.100	USCG to civilian ships
23	157.150	USCG use only
81	157.075	USCG working frequency for response
83	157.175	USCG working frequency

Private Sector Communications

Oil spill cleanup cooperatives operate portable radio systems on standard commercial frequencies when engaged in oil spill cleanup operations. If common frequencies are not available between the state response members' portable radios and the responsible party's contractor radios, communications problems should be resolved by the Communications Unit Leader in the ICS-established Logistics Section.

Intersystem Coordination

North Carolina Emergency Management field personnel shall establish and maintain communications between the scene and the State EOC by way of the existing state-wide emergency management radio and satellite communications network. Any on-scene member of SERT who needs contact with his supervisors in Raleigh or with SERT can access the State EOC by way of either the emergency management low-band radio system, satellite radio/telephone (**800 MHz / VIPER**), or through the cellular telephone capabilities in the emergency management vehicles. Similarly, these vehicles have the capability for direct radio contact with the following agencies:

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1. North Carolina Highway Patrol
2. North Carolina Department of Transportation
3. North Carolina Wildlife Resources Commission.

In order to effect coordination with the USCG or the EPA, North Carolina Emergency Management on-scene personnel shall report to the field command post established by the Federal OSC or his designee.

USCG/EPA BOUNDARY IN NORTH CAROLINA

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Effective Date Note: By way of docket number USCG-2011-0368, 76 FR 26603, May 9, 2011, Sec. 3.25-20 was amended and reflected in paragraphs (III, IV & V) effective May 9, 2011. For the convenience of the user the revised text is set forth as follows:

33 CFR Sec. 3.25-20 USCG Sector North Carolina Marine Inspection Zone and Captain of the Port Zone. These are the only marine inspection and captain of the port zones in North Carolina.

Captain of the Port (COTP): Means any U.S Coast Guard commissioned, warrant or petty officer who has been authorized by the official Captain of the Port, North Carolina to act on his or her behalf. The official COTP for North Carolina is actually a commissioned U.S Coast Guard officer (Captain / O-6).

Coast Guard Sector North Carolina is located in Wilmington, NC. A subordinate unit, Sector Field Office (SFO) Fort Macon, is located in Atlantic Beach, NC. The COTP North Carolina (Wilmington, NC) will be the pre-designated OSC in the following areas within Federal Region 4. When a roadway is used to delineate a boundary, that boundary shall be to, but shall not include, the roadway.

The boundaries of Sector North Carolina's Marine Inspection Zone and Captain of the Port Zone start at the sea on the North Carolina-Virginia border at latitude 36°33'00" N, longitude 75°52'00" W, proceeding west along the North Carolina-Virginia boundary to the Tennessee boundary; thence southwest along the North Carolina-Tennessee boundary to the Georgia boundary; thence east along the North Carolina-Georgia boundary to the South Carolina boundary; thence east along the North Carolina-South Carolina boundary to the sea at latitude 33°51'04" N, longitude 78°32'28" W; thence southeast on a bearing of 122°T to a point at latitude 33°17'55" N, longitude 77°31'46" W; thence southeast to the outermost extent of the EEZ at latitude 31°42'32" N, longitude 74°29'53.3" W; thence northeast along the outermost extent of the EEZ to a point at latitude 36°33'00" N, longitude 71°29'34" W; thence west to the point of origin; and in addition, all the area described in paragraph (b) of this section.

In addition, Sector North Carolina is responsible for the Marine Inspection and Captain of the Port Zones, starting at a point at latitude 34°26'26" N, longitude 77°31'05" W at the intersection of the Pender County and Onslow County lines on the Atlantic Coast, proceeding north along the boundary of Pender County and Onslow County to the intersection of the Pender County, Duplin County, and Onslow County lines; thence north along the boundary of Duplin County and Onslow County to the intersection of the Duplin County, Onslow County, and Jones County lines; thence northwest along the boundary of Duplin County and Jones County to the intersection of the Duplin County, Jones County, and Lenoir County lines; thence northwest along the boundary of Duplin County and Lenoir County to the intersection of the Duplin County, Lenoir County, and Wayne County lines; thence west along the boundary of Duplin County and Wayne County to the intersection of the Duplin County, Wayne County, and Sampson County

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lines; thence north along the boundary of Sampson County and Wayne County to the intersection of the Sampson County, Wayne County, and Johnston County lines; thence west along the boundary of Sampson County and Johnston County to the intersection of the Sampson County, Johnston County, and Harnett County lines; thence southwest along the boundary of Sampson County and Harnett County to the intersection of the Sampson County, Harnett County, and Cumberland County lines; thence west along the boundary of Cumberland County and Harnett County to the intersection of the Cumberland County, Harnett County, and Moore County lines; thence south along the boundary of Cumberland County and Moore County to the intersection of the Cumberland County, Moore County, and Hoke County lines; thence west along the boundary of Hoke County and Moore County to the intersection of the Hoke County, Moore County, Richmond County, and Scotland County lines; thence southeast along the boundary of Hoke County and Scotland County to the intersection of the Hoke County, Scotland County, and Robeson County lines; thence southwest along the boundary of Robeson County and Scotland County to the intersection of the Robeson County, Scotland County, and North Carolina-South Carolina boundaries; thence southeast along the North Carolina-South Carolina boundary to a point at latitude 33°51'30" N, longitude 78°33'00" W along the North Carolina-South Carolina boundary; thence to the Atlantic Coast at latitude 33°51'04" N, longitude 78°32'28" W; thence southeast to a point on a bearing of 122° T at latitude 33°17'55" N, longitude 77°31'46" W; thence north to a point at latitude 34°26'26" N, longitude 77°31'05" W.

All spills originating from the Marine Transportation Related portion of a facility within the city limits of New Bern, Jacksonville, or Wilmington, NC will have USCG Sector North Carolina as the pre-designated OSC.



OIL SPILL TELEPHONE ALERT LIST

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Federal Agencies

USCG - National Response Center (NRC) Washington, D.C.	800-424-8802
USCG - Sector North Carolina (24-Hour) Wilmington, NC	910-343-3880 / 3881 / 3882
EPA Region IV Tel Duty OSC	404-562-8700

Neighboring States

SC EOC	800-811-8045
VA EOC	804-674-2400

NC State Agencies

DEQ/Wildlife Resources Commission (24-hour dispatch) Raleigh	919-707-0040 919-707-0047 919-707-0048
	Fax 919-662-4385

DEQ/Marine Fisheries Division (24-hour dispatch) Morehead City	800-682-2632 252-726-7021
	Fax 252-726-1654

University of North Carolina System	
UNC Water Resources Research Institute	919-515-2815
NC Sea Grant College Program	919-515-2454
UNC-W Chief Research Officer	910-962-4117
UNC-CH Institute of Marine Sciences	252-726-6841
ECU Inst. for Science and Policy	252-328-6220
ECU School of Medicine, Dean's Office	252-816-2201

DECISION METHOD FOR DISPERSANT AND BIOREMEDIATION TECHNIQUE APPLICATION [NCGS 143-215.84]

June 2016

1. General. The Division of Water Quality of the NC Department of Environmental Quality is responsible for advising the federal OSC of the state's position on the use of dispersant and bioremediation techniques in response to oil spills. If dispersant or bioremediation techniques are being considered for use in a spill, the SERT representative from the Division of Water Quality should be consulted for information on products acceptable to the State and EPA as shown in the NCP Product Schedule.
2. When the OSC proposes the use of dispersants or requests the state's position on use of dispersants in any given oil spill situation, the Division of Water Quality will be contacted (919-733-5083).
3. NCGS 143-215.84(a) contains the following statement that requires the Environmental Management Commission to approve the usage of a dispersant.

"If it is feasible to collect and remove the discharge, the person responsible shall take all practicable actions to contain, treat and disperse the discharge; but no chemicals detrimental to the environment or natural resources shall be used for such purposes unless they have been previously approved by the Environmental Management Commission."

According to NCAC 15A: 02A.0105(a)(2),

The DENR Secretary has delegated the authority to issue permits for the Environmental Management Commission as provided in N.C. General Statutes 143-215.28, and 87-88, and to approve the use of chemicals or other dispersants or treatment materials as provided in G.S. 143-215.84(a) The Secretary has further delegated this authority to Director of the Division of Water Quality. The Secretary or his delegate shall report all such issuances or approvals to the Commission.

4. The following information must be provided to the Director of the Division of Water Quality

Dispersant Information

Dispersant proposed

Toxicity information

Proposed applicator

Proposed application rate

Time frame for dispersant application

DECISION METHOD FOR DISPERSANT AND BIOREMEDIATION TECHNIQUE APPLICATION [NCGS 143-215.84]

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Incident Information

Material spilled

Quantity spilled

Location of the spill

Date/time of the incident

Party responsible for the spill

Cause of the spill

OSC (Name)

5. Applicability

The procedures listed above will be used when a spill occurs within state waters (within three miles of shore), or in waters likely to affect State waters.

Dispersants **are not** to be used in estuarine or inland waters of the State or in ocean waters where they are likely to adversely impact estuarine waters or their associated fisheries resources (i.e. immediate seaward of inlets) unless approval is given by the DEQ Secretary or his/her designated representative.

COMMUNICABLE DISEASE AND BIOHAZARD RESPONSE OPERATIONS PLAN

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I. INTRODUCTION

A. PURPOSE

This appendix supports the State Emergency Operations Plan (SEOP) and outlines the actions and procedures the North Carolina will take in response to a widespread public health threat posed by one or more infectious agents. Such a threat can be a naturally occurring event such as an influenza pandemic, or a bioterrorism act that intentionally exposes individuals to infectious agents.

B. SCOPE

For infectious disease and bioterrorism emergencies, the state's mission is to:

1. Detect and monitor the occurrence of acquired or intentionally disseminated infectious diseases or intoxicants, prevent their spread, and mitigate their severity.
2. Educate the general public and medical community regarding signs and symptoms of infection, personal protective measures and control methods.
3. Communicate NC public health infectious disease information to neighboring states and the federal government.
4. Assist local health departments, hospitals, and other medical treatment facilities in their treatment of the infectious disease.
5. Coordinate federal assistance to the affected regions.
6. Assist local health departments with public health control measures such as surveillance, disease investigation, social distancing, immunization, prophylaxis, mass treatment, and mass fatality management.

II. SITUATION AND ASSUMPTIONS

A. SITUATION

An infectious disease is any medical illness that is caused by microscopic organisms. Invading microorganisms include viruses, fungi, bacteria, and parasites. Sources for these organisms include the environment, animals, insects, and other mammals--including humans. Transmission usually

COMMUNICABLE DISEASE AND BIOHAZARD RESPONSE OPERATIONS PLAN

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occurs by inhalation, ingestion, direct contact or by bites by a vector. Identification, evaluation and mitigation of infectious diseases are essential to protect public health. Infectious diseases can occur naturally, through human error (e.g. food borne outbreaks), or through deliberate acts of bioterrorism.

The situation may be classified as Activation Level 1, 2, or 3. The lowest activation level is SERT Activation Level 3. Example scenarios:

- a. SERT Activation Level 3: An infectious disease outbreak has occurred in a North Carolina community or in a community adjacent to North Carolina. The outbreak is not yet widespread. Local public health and medical capabilities are sufficient to manage the consequences of the event, but the potential exists for a wider outbreak. Alternatively, an environmental alarm has been received that indicates a potential or actual event has occurred.
- b. SERT Activation Level 2: An infectious disease has spread to or occurred in many NC communities, has affected many people, caused an increase in deaths, or has become a potential epidemic. Local public health and medical capabilities are not sufficient. State assistance and mutual aid from other communities is required. Federal assistance could be required. There is confirmation of a bioterrorism event and human cases are being detected.
- c. SERT Activation Level 1: A widespread infectious disease outbreak has occurred. This outbreak is beyond local and state capabilities, and federal assistance may be needed. There is widespread evidence of a bioterrorism event with increasing numbers of human cases.

Many infectious diseases are major threats to human health. The spread of drug-resistant bacteria, emerging diseases and new strains of influenza are of particular concern.

Bioterrorism is defined as the intentional human release of a naturally-occurring or human-modified toxin or biological agent. There has been an increase in acts of bioterrorism.

Numerous surveillance systems are in place to monitor for human health and environmental contamination indicators. Links with veterinary health surveillance systems are also in place in North Carolina to monitor

COMMUNICABLE DISEASE AND BIOHAZARD RESPONSE OPERATIONS PLAN

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zoonotic infectious diseases that may cause human illness.

B. ASSUMPTIONS

1. Any outbreak of an infectious disease could be widespread and become epidemic or even pandemic. Prudent preparation can limit spread and lessen effects.
2. Healthcare facilities may become overwhelmed and unable to accommodate all disease victims. Additional temporary treatment facilities may be created in alternative facilities. Screening facilities will be created to triage people to appropriate care.
3. The CDC may be called to assist in any epidemic with laboratory analyses, staff to trace the disease, and the Strategic National Stockpile (SNS).
4. Public health control measures range from medical countermeasures such as vaccination, sanitation recommendations and social distancing. Such measures, especially when widespread, may disrupt the economy and require large amounts of law enforcement and other manpower resources.
5. Buildings and areas may become contaminated with diseases or biological agents and may be closed until they are disinfected or decontaminated. This may cause interruptions in business and government.

III. ORGANIZATION AND ASSIGNMENT OF RESPONSIBILITIES

A. LEAD STATE AGENCY

1. DEPARTMENT OF PUBLIC SAFETY (DPS)

NORTH CAROLINA EMERGENCY MANAGEMENT (NCEM)

- a. The State Health Director serves as the technical expert and advisor to the SERT Leader and the Governor for infectious diseases and the public health issues of a bioterrorism event.
- b. The OEMS Director serves as the technical expert and advisor to the

COMMUNICABLE DISEASE AND BIOHAZARD RESPONSE OPERATIONS PLAN

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SERT Leader and the Governor for health care entity resource coordination.

- c. The Education and Emergency Information Section maintains liaison with print and electronic media during activation. They distribute news releases, manage press conferences, and insure all necessary emergency information is available in public venues. In an infectious disease event, the representative from the Public Health Team will have the lead responsibility for public information through the Public Health Coordinating Center (PHCC).
- d. The Disaster Medical Services Team is organized and led by OEMS (Division of Facilities Services, DHHS). It coordinates medical treatment resources: facilities, staff, and equipment, through communications with NC major hospital trauma centers and their satellite hospitals. It coordinates with the Public Health Team regarding pharmaceutical distribution to acute care facilities assets of the Strategic National Stockpile (SNS).
- e. The DHHS Human Services Team is led by the DHHS Disaster Coordinator and coordinates special needs areas and all the human services issues not covered by the Public Health Team.
- f. The Public Health Team is responsible for public health issues including identifying and tracking the disease and informing the medical community about preventive and protective measures. The Public Health Team will convene in the Public Health Coordinating Center and operate from that facility. The Office of Public Health Preparedness and Response operates the Public Health Coordinating Center (PHCC) and supports the Public Health Team according to the DPH PHCC SOP.

B. SUPPORTING AGENCIES

1. DEPARTMENT OF HEALTH AND HUMAN SERVICES (DHHS)

DIVISION OF PUBLIC HEALTH PREPAREDNESS & RESPONSE STEERING COMMITTEE

- a. Authorizes updated plans and procedures for public health emergencies. The Public Health Preparedness & Response Steering Committee will meet quarterly. The team and its subcommittees will update this plan, develop additional subordinate

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plans, and develop procedures within their areas of expertise. The state epidemiologist (DHHS), in collaboration with local public health officials, will have responsibility for planning the investigation of human disease events. The State Veterinarian (NCDA&CS) will be responsible for planning animal disease events. The state medical entomologist (DENR) will be responsible for planning for the natural vector or reservoir component of infectious diseases. The Directors of OEMS and SORT will be responsible for planning medical treatment facilities and disaster medical resources. The Director of Emergency Management (under DPS) will be responsible for overall planning and management of declared emergencies in accordance with NCGS166A and the federal Stafford Act. The Public Health Preparedness & Response Steering Committee includes:

2. **DEPARTMENT OF AGRICULTURE AND CONSUMER SERVICES**
3. **DEPARTMENT OF ENVIRONMENTAL QUALITY (DEQ)**
4. **DEPARTMENT OF PUBLIC SAFETY**
5. **STATE BUREAU OF INVESTIGATION**
6. **UNC CENTER FOR PUBLIC HEALTH PREPAREDNESS**

IV. CONCEPT OF OPERATIONS

A. GENERAL

Agencies will be formed into the State Emergency Response Team (SERT) and organized in accordance with the National Incident Management System (NIMS). The lead technical agencies are the Division of Public Health (DHHS), the Office of Emergency Medical Services (OEMS) (Division of Health Service Regulation, DHHS), and the Special Operations Response Team (SORT). Other supporting agencies include the Department of Environment and Natural Resources (DENR), the Department of Agriculture and Consumer Services (NCDA&CS), and the Department of Public Safety (DPS). Activities are divided into a preparation phase, a response phase, and a recovery phase. Response phase actions are based on the size and severity of the disease event.

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B. RESPONSE ACTIONS

1. INITIAL

- a. The Director of Emergency Management, on advice of the State Health Director, will activate the State Emergency Response Team (SERT) and the Emergency Operations Center (EOC).
- b. The Director of Emergency Management then assumes his responsibility as the SERT Leader. The State Health Director becomes a technical advisor to the SERT Leader and the Governor.
- c. The Public Health Command Center will be activated.
- d. The Disaster Medical Services Team within the Emergency Services Office coordinates medical treatment and resources: facilities, staff, and equipment.
- e. Pharmaceutical augmentation through the SNS will be done through the PHCC in conjunction with DMST.
- f. The DHHS staff within the Citizens Services Office will assist in coordinating the response to citizens with special medical needs.

2. SERT ACTIVATION LEVEL 3

- a. All emergency support function agencies are alerted.
- b. A coordinating call is conducted to determine the need for activation and for staff reporting of allied SERT partners to the State EOC.
- c. The Public Health Command Center is alerted and manned, as the level determined in the PHCC SOP.
- d. The PHCC provides assistance to local public health officials.
- e. The Disaster Medical Services Team begins to identify medical resources available from medical treatment centers in NC and to assess those facilities in need of support.
- f. The Special Operations Response Team (SORT) is alerted for

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possible deployment.

- g. An EM Regional Coordination Center (RCC) is activated as determined by the coordinating call.

3. SERT ACTIVATION LEVEL 2

- a. The Governor, on advice from the SERT Leader and the State Health Director, may declare a state of emergency.
- b. The SERT is fully activated with 24-hour staffing from all State Emergency Response Team (SERT) members.
- c. The Public Health Command Center (PHCC) becomes activated per the PHCC SOP. The Strategic National Stockpile Distribution Plan is activated for possible receipt of the stockpile.
- d. The Disaster Medical Services Team coordinates support of affected facilities.
- e. The EM Regional Coordination Center will be activated in the local area.
- f. SORT may be deployed to the affected area to provide additional medical capability at the direction of the Director of Emergency Management.
- g. The SEOP is activated to provide the necessary resources required at this stage of activation.

4. SERT ACTIVATION LEVEL 1

- a. The Governor (on advice from the SERT Leader and the State Health Director) requests federal assistance.
- b. Federal agencies are managed according to the SEOP.
- c. Health and Medical response continues as above with additional resources requested from other states and federal assets.
- d. Alternative care centers, distribution of pharmaceuticals, disease containment procedures and public information will be implemented according to agency plans and coordinated through the NC EOC.

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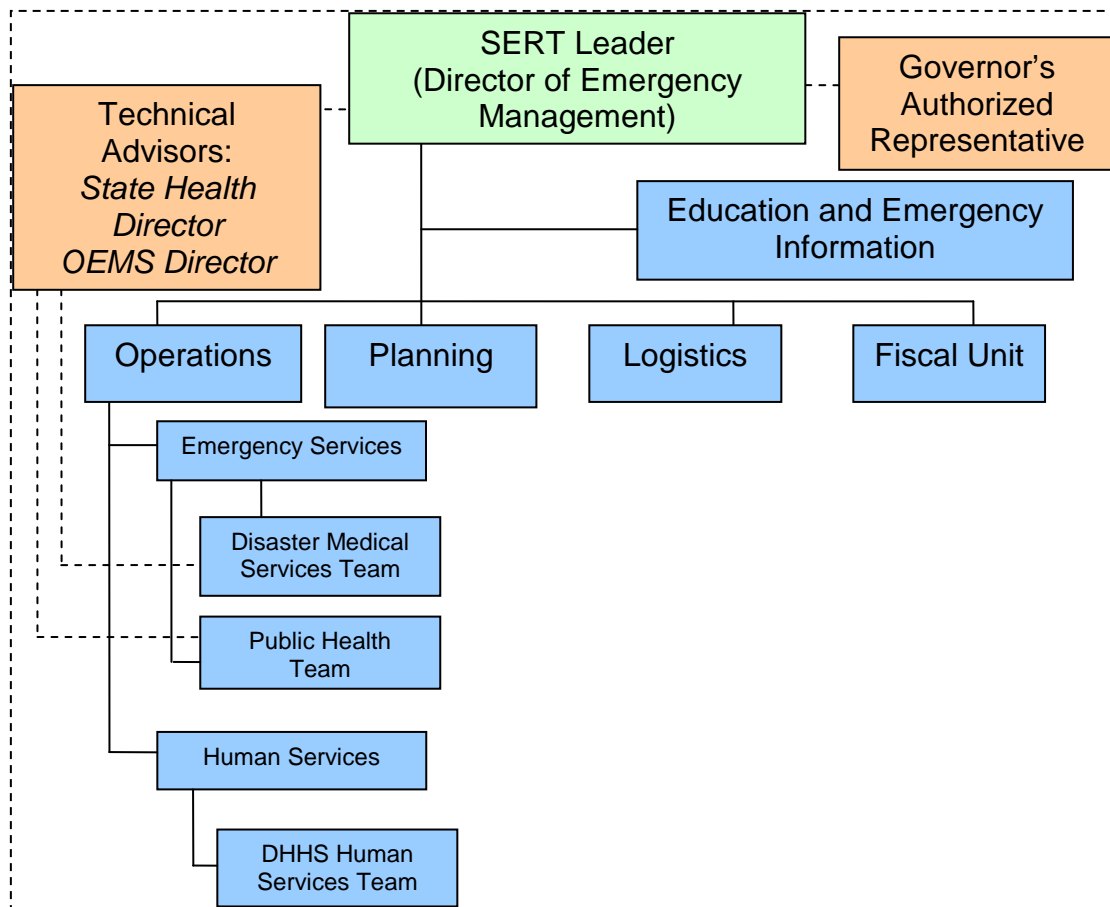
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C. RECOVERY ACTIONS

During the Recovery Phase, SERT will assist individuals, businesses, and local governments to recover from the infectious disease event. Activities may include decontamination and disinfection of facilities, temporary living accommodations, loans to individuals and small businesses, and grants to local governments.

V. DIRECTION, CONTROL AND COORDINATION

For infectious disease and bioterrorism emergencies, the State Emergency Response Team (SERT) is organized as shown below.



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VI. REFERENCES

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12. North Carolina National Veterinary Stockpile Plan

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I. INTRODUCTION

A. PURPOSE

The purpose of this plan is to prepare for early detection and rapid response to minimize impact, and swift recovery to significant threats to food safety and public health.

B. SCOPE

This plan addresses policies and procedures that will minimize the impact of an unintentional, deliberate or natural disaster incident related to the state's food supply. In addition, the plan addresses recovery following an incident. The plan stresses local, state and federal interagency cooperation, as well as cooperation with industry. This cooperation will be essential when responding and recovering rapidly to any attack or threat to the state's food supply.

Pursuant to HSPD-5 *Management of Domestic Incidents*, North Carolina's Food Emergency Response Plan is organized in a manner that allows an easy and efficient transition into the Federal National Incident Management Systems (NIMS), in the event that federal assistance is required.

II. SITUATION AND ASSUMPTIONS

A. SITUATION

North Carolina, the third most agriculturally diverse state in the nation, has extensive national and international exports markets. Food and agricultural production, processing and retail systems is a multi-billion dollar (>\$68 billion) industry in NC and employs ~20% of workforce. Thus, the safety and security of the State's food supply is of paramount importance. Not only will an incident affecting the food chain impact this multi-billion dollar system, but also consumption of the contaminated food item could result in human illness (with an attached potential cost of \$10-83 billion per year in the U.S). The effects of one incident will not only negatively impact North Carolina, but also the nation and other countries. A major outbreak could cripple the affected industry for years. Businesses would fail without a rapid response system that focuses on business resiliency and continuity. Tax revenue generated directly and indirectly would diminish dramatically.

This operations plan will be activated when the consequences of the event exceed the ability of the local government or lead agency to handle the incident; there is a disaster declaration by the governor; more than one

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state agency has become involved in responding to the incident (beyond what transpires for more routine food incidents); or, there is an interstate emergency that has exceeded the joint state's abilities or an Emergency Management Assistance Compact (EMAC) request is made for mutual aid to a state. Activation will be a result of notification of the NC Division of Emergency Management (NCEM) through the State Emergency Response Team (SERT) by the NC Department of Health and Human Services (NCDHHS) Division of Public Health (DPH), NC Department of Environment and Natural Resources (NCDENR), the NC Department of Agriculture and Consumer Services (NCDA&CS), or local health departments.

B. ASSUMPTIONS

1. For the purpose of this plan, the term "food" is defined as any product normally consumed by humans or animals for nourishment.
2. Incident management activities will be initiated and conducted using the principles contained in the National Incident Management System (NIMS).
3. The responsibilities for food safety and food borne disease surveillance are divided among multiple agencies in North Carolina including NCDHHS/DPH, NC DENR, and NCDA&CS. Regulatory authorities, responsibilities, and the initial responder will determine the lead agency, at least initially. The nature of a food emergency will result in the involvement of additional supporting agencies and groups, such as state entities, federal agencies and private industry.
4. Threats to the food supply can come from natural sources, accidental contamination, and deliberate acts as well. This plan will be used to respond to food borne emergencies, regardless of the cause.
5. Law enforcement will become the lead agency for the criminal investigation portion of a response when a food borne disease outbreak or other food-related emergency is determined to be the result of a deliberate or criminal act. Regulatory and public health agencies will maintain normal responsibilities.
6. NCDA &CS, NC DENR, and/or the Local Health Departments will be responsible for field investigations or inspections of retail food markets and food service establishments, food processors, dairy farms and plants, retail and custom meat establishments, shellfish harvesting and monitoring of water quality in shellfish harvesting areas according to agency specific protocols and policies.
7. The Food and Drug Administration (FDA), US Department of Agriculture

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(USDA) and the Centers for Disease Control and Prevention (CDC) may be asked to support a state's response to a food borne emergency.

8. An effective and coordinated response effort will be needed to restore the public's confidence in the food supply in the aftermath of a contamination event.
9. Because of the lack of a uniform regulatory system that ensures the traceability of all products and commodities, tracing may be difficult.
10. Developments in the farm-to-table pathway have greatly increased the number of entry points for contamination and the potential for widespread contamination of the food supply. Because of the lack of security and surveillance at many farms, food processing and packaging plants, and retail food establishments, terrorists have easy access to implement a food borne attack.
11. The local Health Director, in consultation with state agencies, will be primarily responsible for the identification and control of routine food borne disease outbreaks and environmental field investigations in food service establishments (e.g., restaurants, delis, meat markets).
12. State health agencies will be the primary group responsible in cross-jurisdictional outbreaks and will consult with other state agencies with food safety responsibilities.
13. A deliberate act or the receipt of a threat against the food and agricultural community, in and of itself, could initiate response actions at all levels of government, industry, and other stakeholders to minimize public panic.
14. Detection of a food borne emergency in an area outside of North Carolina will prompt implementation of additional preparedness and prevention measures.
15. A deliberate act of contaminating the food pathway will result in additional law enforcement and security response actions at all levels of government, industry, producers and the private sector.
16. Vector/contamination control may require discarding large quantities of agricultural products and organic matter, invoking embargoes or trade restrictions, culling livestock or poultry, and identifying alternative sources of food.
17. Depending on the causative substance of the contamination, contaminated foodstuffs may need to be considered and handled as hazardous waste.

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18. Suspected infected locations, machinery, distribution centers, restaurants, eateries and transport vehicles may need to be cleaned, disinfected and re-evaluated for contamination.
19. Due to the diversity of the type of commodity and geographical location, as well as the impact of the variety of cultures/languages represented in North Carolina, response to and recovery from an emergency will require a coordinated effort of all stakeholders.

III. ORGANIZATION AND ASSIGNMENT OF RESPONSIBILITIES

A. LEAD STATE AGENCY

1. THE GOVERNOR OF NORTH CAROLINA

The Governor, as the head of state government, has key responsibilities relative to the response to a food incident at a state level.

- a. Declares state emergencies that can result in plan implementation.
- b. Coordinating state resources, relative to all potential types of response or incidents, to prepare for, respond to and recover from incidents in an all-hazards context.
- c. In certain conditions or circumstances, amend or rescind orders and regulations to allow for an adequate response.
- d. Leads communication efforts relative to help public, businesses and other organizations, within the state's jurisdiction, cope with the incident and ensuing response.
- e. Encourages state agencies to participate in mutual aid or EMACs with surrounding states, territories or tribal entities to enhance resource sharing.
- f. Commander and chief of the state's military resources.
- g. Requests federal assistance when state resources are overwhelmed. (Some of these responsibilities may be delegated to the Secretary of Public Safety, who is the State Homeland Administrative Agent [SAA]).

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2. LEAD AGENCY – IDENTIFIED BY THE SERT

- a. Establish an area command to manage the response.
- b. Set overall incident-related priorities.
- c. Allocate resources.
- d. Ensure proper incident management.
- e. Monitor incident response to be sure response objectives are met and do not conflict with other agencies.
- f. Identify critical resource needs and report them to individual EOCs or multi-agency coordinating entities.
- g. Ensure short-term recovery transitions into full recovery operations.
- h. Coordinate response activities that involve multiple states.
- i. Coordinate response and support from appropriate federal agencies.
- j. Conduct epidemiological investigation to determine source of illness.
- k. Implement appropriate public health controls to prevent spread.
- l. Direct and/or assist with disease prevention and food safety/defense activities, including epidemiological studies (case control or cohort studies), public health control measures, quarantine, embargo, product recall, evaluation, slaughter, disposal, cleaning and disinfecting, trace-back, vector control and transportation permitting arrangements.
- m. Define restrictions on interstate commerce.
- n. Quarantine livestock and determine proper disposal of animals unfit to enter the food supply.
- o. Implement embargo and safe disposal of contaminated products.
- p. Consult with federal, state and local authorities regarding response and food safety/defense threat warnings.

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- q. Define the affected area and control zone.
- r. Define training requirements for employees of support agencies involved in emergency response operations.
- s. Assist the JIC in the preparation and dissemination of information to the public, producers, processors and other concerned groups.
- t. Maintain a journal of activities that will be shared with the SERT each operational period.

3. DEPARTMENT OF AGRICULTURE AND CONSUMER SERVICES (DA&CS)

DEPARTMENT OF ENVIRONMENTAL QUALITY (DEQ)

DEPARTMENT OF HEALTH AND HUMAN SERVICES

DEPARTMENT OF PUBLIC HEALTH

- a. Conduct appropriate public health epidemiological studies to determine source of illness.
- b. Inspect and investigate state-licensed and other facilities associated with suspected or confirmed food borne illness.
- c. Assist with the recall of products.
- d. Trace forward and back products with suspected ingredients.
- e. Take field actions to mitigate incident (embargo, condemn, quarantine, etc.).
- f. Through the EOC, coordinate with animal or plant production agencies or groups if the investigation requires access to or examination of raw food products.
- g. Coordinate with HazMat teams for disposal of recalled hazardous food items.

4. FOOD AND DRUG ADMINISTRATION (FDA)

- a. Undertake investigations to identify implicated products.
- b. Request and assist firms responsible for implicated product with conducting a recall.

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- c. If warranted, exercise administrative detention of the implicated product.
- d. Provide laboratory surge capacity to process an increased volume of food samples.
- e. Issue press information, such as consumer advisories.
- f. Coordinate the Food Emergency Response Network (FERN) in conjunction with USDA/FSIS and CDC.
- g. Coordinate its investigations with federal, state and local partners.
- h. FDA Office of Criminal Investigations may provide support in a criminal investigation.

5. CENTER FOR DISEASE CONTROL AND PREVENTION (CDC)

- a. Conducting public health surveillance, including food borne disease surveillance, to identify the causes and sources of food borne disease (sporadic cases and outbreaks), to monitor the public health burden of food borne disease, and to identify new and emerging causes of food borne disease.
- b. Coordinating PulseNet, the national molecular sub-typing network for food borne disease surveillance, through which public health laboratories can identify specific strains of food borne bacteria through DNA "fingerprinting" (pulsed-field gel electrophoresis).
- c. Developing state-of-the-art laboratory methods to identify food borne pathogens.
- d. Training and developing the state and local public health workforce to improve food borne disease surveillance, investigation and response.
- e. Assisting state and local health and food safety officials address food borne disease emergencies.
- f. Providing clinical, epidemiological and public health expertise.
- g. Depending on the nature of the threat, enhance procedures for detecting and analyzing the suspected biological or chemical agents.

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- h. Providing laboratory surge capacity to process an increased volume of clinical or food samples.
- i. Collaborating and communicating extensively with the states, FDA and USDA.
- j. Identifying staff to be on continuous alert to assist and possibly be dispatched to a response site.
- k. Issuing health alerts to state health departments and key healthcare provider networks to increase surveillance of new or unusual clusters of illness.
- l. Issuing alerts to the broader public health, medical and other relevant constituencies, as needed.
- m. Developing appropriate messages and guidance for the public.

6. UNITED STATES DEPARTMENT OF AGRICULTURE (USDA)

- a. Assist with disease eradication and food safety threat activities, including quarantine, evaluation, slaughter, disposal, cleaning and disinfecting, epidemiology, trace-back, vector control and transportation permitting arrangements.
- b. Consult with state and local authorities regarding eradication and food safety threat proceedings.
- c. Collect, analyze and disseminate technical and logistical information.
- d. Define training requirements for casual employees or support agencies involved with emergency response operations.
- e. Issue a declaration of extraordinary emergency.
- f. Define the infected area and control zones.
- g. Prepare information for dissemination to the public, producers, processors and other concerned groups.
- h. Inform the public about meat, poultry and egg product food safety issues.

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- i. Allocate funding for compensation to the owner(s) of culled animals.
- j. Define restrictions on interstate commerce.
- k. USDA Office of Inspector General will provide support in a criminal investigation.

7. TRIBAL GOVERNMENTS

The Tribal Chief Executive Officer (CEO) is responsible for the safety and welfare of the members of their tribe. As such, this representative works with the state in the emergency planning process to define the critical roles and responsibilities of the tribe. The Tribal Chief Executive Officer will be responsible for:

- a. Declaring tribal emergencies that can result in the implementation of a tribal response plan or a mutual aid agreement.
- b. Coordinating tribal resources, relative to all potential types of response or incidents, to prepare for, respond to and recover from incidents in an all-hazards context.
- c. Having powers to suspend tribal laws and ordinances to assist with a response.
- d. Providing leadership and communicating with the tribal nation, businesses and other entities to help them cope with the incident response and recovery.
- e. Negotiating mutual aid agreements to enhance resource sharing.
- f. Requesting federal assistance, through the state governor or directly from the federal government, when tribal resources have been overwhelmed.

8. LOCAL GOVERNMENTS

- a. First Responders. First Responders will fill an invaluable role in a food emergency response. Most first responders will be initially organized by local governments, increasing a state's reliance upon local emergency plans. County health departments may provide first notification to the lead state agencies, who will in turn notify the CDC; DHHS, including the FDA; and the USDA. Given that initial response times may ultimately determine the final extent of a food emergency, North Carolina must ensure that all of its local governments have adequately prepared food defense plans.

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- b. **Emergency Management.** The local emergency management will be responsible for developing and maintaining a Local Emergency Operations Plan (LEOP). The LEOP will outline the local response, support and responsibilities in the event of an emergency. The local emergency management also will be responsible for ensuring that the LEOP is consistent with the FERP. In the case of a food supply emergency, local emergency management could provide the initial response or conduct local surveillance support, or other activities associated with a food emergency. The LEOP also will define the unified command that would characterize the local response or support to a food emergency.
- c. **Local Health Departments.** Local health departments will conduct public health and food safety surveillance and are generally notified by local healthcare providers if unusual or reportable symptoms or diseases are identified. Local health departments may be the first to call on the state to activate the FERP, especially if their resources are insufficient to deal with the incident. Local health departments will be supported by the local EOC. Local health directors also have the authority to issue quarantine/isolation orders for people and to embargo food products.
- d. **Local Hospitals.** Local hospitals will coordinate with state agencies and Local Health Departments or related agencies. They will provide treatment to those affected. As the initial point of detection, local hospitals or private physicians provide the reporting that could result in the initial identification of a food incident.
- e. **Local Law Enforcement.** Local law enforcement entities will be the initial responders and evidence gatherers relative to a criminal investigation of a food supply emergency. Local law enforcement will work closely with state law enforcement in this role. It is likely that the local law enforcement effort would be quickly augmented with state and federal law enforcement in a supporting role.
- f. **Local Government.** Depending on the nature of the food emergency and the scope of local involvement, it may be necessary for local government to take actions or make declarations releasing local resources to support a response to a food incident.
- g. **Volunteer Organizations Assisting in Disasters (VOAD).** VOADs are often organized at the state level. These groups have the personnel and resources to provide food and shelter to responders,

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and those within a quarantine or restricted zone. Some of these groups also can provide counseling and other mental health support to responders or impacted citizens. In many emergencies, VOADs arrange and maintain contact between impacted citizens and their families outside the emergency area.

IV. CONCEPT OF OPERATIONS

A. GENERAL

- a. **EMAC and Mutual Aid.** The use of the Emergency Mutual Aid Compacts (EMACs) and established mutual aid agreements will be utilized to supplement local and state resources. The procedures for obtaining authority to request or offer interstate assistance reside with the State Emergency Operations Center (SEOC). Circumstances when interstate interaction might occur include, but are not limited to:

- (1) Contaminated food has been shipped either to or through another state.
- (2) Out-of-state facilities process food produced in the state.
- (3) Outbreak crosses state lines.
- (4) Contaminated food was processed or manufactured in another state.
- (5) State response outstrips state's resources.

- b. **Incident Identification.** Surveillance will be essential in identifying a food emergency or the initial signs of an emergency unfolding. Local sources will be instrumental during the initial identification of an unintentional or deliberate food-related incident.

- (1) These local sources would include:

- (a) Consumers
- (b) Local health departments
- (c) Poison control centers
- (d) Hospitals
- (e) Private practice physicians
- (f) Law enforcement
- (g) Food retailers, manufacturers, and distributors
- (h) Veterinarians
- (i) Processors and producers

- (2) Specific observations that could indicate a food-related incident has occurred include:

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- (a) Routine monitoring and surveillance of food supplies or human illness.
- (b) Discovery of physical characteristic(s) of a food item or agricultural product that suggests possible contamination with a biological or chemical agent (e.g., presence of an unidentified and unexpected powder, a bad odor or an abnormal taste).
- (c) Observation of suspicious behavior or activity by an employee or customer.
- (d) Reports of unusual clusters or types of illness among employees, consumers, or animals.
- (e) A significant security breach in a food-system facility, storage tank or shipping vehicle, or receipt of a threat (via a telephone call or piece of mail) indicating that an agricultural or food product has been or will be contaminated.
- (f) Laboratory evidence of food contamination.

c. Notification and Action Triggers.

- (1) As mentioned above, local sources will be instrumental in the initial identification of an unintentional or deliberate food-related incident. 10A NCAC 41A.0101 lists the diseases and conditions that must be reported by local health care providers to local health departments, who in return report to the State Health Department. Clinical and reference laboratories also have a list of diseases that they are required to report to the State Health Department. The State Laboratory of Public Health (SLPH) would have primary responsibility for testing human samples, as well as some food samples. It is part of, and thus reports to, NC DPH.
- (2) Even if a disease is not on the list of reportable diseases, if an unusual cluster or an outbreak occurs, then it is reportable to State Health Department. The state would notify the appropriate state and federal agencies. Likewise, an unusual cluster of complaints may be received by any agency which may indicate a food emergency has occurred. Notification of a food emergency event between affected agencies, organizations, and private industry will proceed according to Emergency Notification Protocols.
- (3) The FERP will be activated by NCEM upon the request of the lead agency. The FERP will be activated if:

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- (a) An event occurs that exceeds the ability of the local government or lead agency
 - (b) There is a disaster declaration by the Governor
 - (c) More than one state agency has become involved in responding to the incident (beyond what transpires for more routine food incidents)
 - (d) There is an interstate emergency that has exceeded the joint state's abilities.
- (4) The NCDA&CS or NC DENR may identify an unintentional or deliberate food-related incident through consumer complaints, industry notification, or via law enforcement. NCDA &CS's Food Laboratory is networked with SLPH under the Food Emergency Response Network (FERN) and would be the primary agency for testing food samples. The laboratories of NCDHHS/DPH and NCDA&CS share responsibility for testing environmental samples. Collaboration and coordination exists between the laboratories.
- (5) If there is a suspected or confirmed, deliberate contamination of food, sample collection and analysis will be the responsibility of law enforcement (local, state or federal) unless a written request is made to NCDHHS/DPH, NC DENR, and/or NCDA & CS to provide laboratory support. If such a request is made, sample collection and delivery continues to be the responsibility of law enforcement.
- d. **Activation of the State Emergency Operations Center (SEOC).**
Dependent upon the level of the incident, the State EOC may need to be activated. The State EOC is activated when the consequences of the event exceed the ability of the local government or lead agency to handle and the resources for multiple state agencies need to be coordinated. The activation of the State EOC will generally occur in conjunction with both the lead agency and the state's Emergency Management Agency. Representatives from the NCDHHS/DPH, NCDENR, and NCDA &CS are all members of the SERT and provide core services at the State EOC. Industry is a key stakeholder and will have a representative at the State EOC. In all food emergencies, communications between departments, industry, and all stakeholders will be critical to ensure the best possible response. Having appropriate representation of affected agencies and industry in the State EOC will help ensure that consistent communication occurs. Per the State EOC's Standing Procedures, the liaisons or representatives of the core services are identified within the emergency response plans and the contact information for all is maintained and

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updated by the appropriate team leader.

e. **Chain of Command.**

- (1) The local government or lead agency will have the lead for operational management at all five (5) stages of an emergency management life cycle for the local event: preparedness, prevention, mitigation, response and recovery. Once the State EOC has been activated, the Director of EM assigns personnel to the five (5) elements of incident command (command, planning, operation, logistics, and finance and administration). An Incident Management Team (IMT) may be deployed to the local site that has been overtaxed due to the consequences of the event. The State EOC will coordinate with all Federal partners according to the NIMS guidance.
- (2) At the state level, the lead agency may differ depending on the type of incident that occurs. The responsible regulatory agency would initially be the lead agency for protecting the health of the citizens of North Carolina. If the incident is a deliberate act, law enforcement would become the lead agency for the criminal components of the response. NCDHHS/DPH will be responsible for human health surveillance, epidemiological investigation and response.

The NCDA &CS and NC DENR will be responsible for trace back, removal of product from the marketplace, inspections, field investigations, and other activities to ensure the safety of food available to consumers based on regulatory authorities. If two or more agencies need to be the lead, then a Multi-Agency Command (MAC) would be established per NIMS guidelines.

- (3) Once the contaminated food item has been identified, an industry representative will be asked to serve as a liaison in the State EOC to ensure constant and clear communication between regulatory agencies and private industry.
- f. **Interagency Communication.** Effective communication between all affected parties during a food emergency is critical. Communications strategies and plans established in advance of any incident will be most effective and should include every group associated with the response (local, state and federal, and industry).
- g. **Public Information.** Establishment of a Joint Information Center (JIC) in which all agencies, academia and industry are represented will be critical to the development and dissemination of clear and consistent

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communication with health care providers, industry, the media, affected population and the general public.

- h. **Interstate Coordination.** When incidents cross-jurisdictional boundaries or require support from outside states, State EOC will facilitate incident management and policy coordination. The principal functions and responsibilities of State EOC include the following:

 - (1) Ensuring that each agency involved with incident management activities is providing appropriate situational awareness and resource status information;
 - (2) Establishing priorities between states;
 - (3) Acquiring and allocating resources required by incident management personnel in concert with the Incident Command (IC) or Unified Command (UC) involved;
 - (4) Anticipating and identifying future resource requirements;
 - (5) Coordinating and resolving policy issues arising from the incident; and,
 - (6) Providing strategic coordination, as required.

- i. **Food Emergency Response Teams.** It may become necessary to form and activate strike teams (food emergency response teams) to address specific response tasks. These teams could be charged with tasks appropriate to the response, such as: surveillance, sampling, product recalls, trace-backs, embargo, disposal of contaminated materials, decontamination and disinfection, evidence gathering, quarantine, security, public education, sample analysis, or any other operational aspect of mitigating a food emergency. Under ICS, the Planning and Operations Staff will design and staff the strike teams to fulfill specific tasks. The expertise and agencies represented on a team will be a direct function of the response-specific tasks it is assigned. Generally, a team should include experts in the following aspects of the emergency: technical or science, policy, media relations, communications staff, etc. Specific examples of appropriate personnel might include, but are not limited to, epidemiologists, toxicologists, law enforcement personnel, regulatory specialists, representatives of the lead agency, environmental health specialists, etc.

- j. **Food Borne Disease Surveillance and Outbreak Investigations.**

 - (1) Monitoring and providing alerts for cases and outbreaks of human illness

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from any cause, including food borne illness is accomplished within the North Carolina Public Health Information Network (NCPHIN). This network integrates routine disease surveillance, syndromic surveillance through the North Carolina Disease Event Tracking and Epidemiologic Collection Tool (NCDETECT) and the Health Alert Network (HAN).

- (2) Public Health Law (GS 130A-133-143) requires routine collection of certain communicable diseases cases and physicians, school principals, operators of day care centers and restaurants are required to report cases to local health departments. The local health department, along with the State Laboratory of Public Health and the NC Division of Public Health submit communicable disease data into the NC Electronic Disease Surveillance System (NCEDSS). Data from hospital emergency departments, Emergency Medical Services and the Carolina Poison Control Center provide most of the data input for NCDETECT. Some sources of pilot data include information from urgent care centers, wildlife and veterinary laboratories. The NC-HAN is a secure web-based system designed to automatically issue health alerts about public health incidents to key individuals in the North Carolina Division of Public Health, local health departments, hospitals, laboratories and other partners in the event of a public health emergency which could include a food borne outbreak.
- (3) In addition, local health departments, NCDENR, NCDHHS/DPH, and NCDA&CS monitor consumer complaints to determine if there is a trend or problem emerging. NCDHHS/DPH, Communicable Disease Branch, in conjunction with state partners, conducts the following tasks:
 - (a) Surveillance for food borne illnesses and food borne disease outbreaks;
 - (b) Surveillance for food borne illnesses and food borne disease outbreaks;
 - (c) Manage the investigation of food borne illness and outbreaks;
 - (d) Coordinate food borne illness investigations with appropriate food safety officials at the local, state or federal level;
 - (e) Report cases or outbreaks of food borne illness to the state and CDC. Request CDC assistance, if needed; and,
 - (f) Through the JIC, provide health and food safety information and guidance to the public.

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k. **Disease Investigations and Product Contamination Investigations.**

- (1) If public health identifies an incident (e.g., illness) or a disease outbreak that is associated with food, an investigation will be implemented to determine the extent of the illness (e.g., severity and number of cases), the suspected food source, and the scope of the situation. State and local health officials will work with state and local food safety officials to coordinate the human health and food product investigations.
- (2) Generally, the state will be responsible for any related food commodity investigations.
- (3) Local Health Departments, state epidemiologists, NCDHHS, NC DENR and the NCDA &CS are several of the state agencies identified as having responsibilities relative to implementing these tasks.

l. **Laboratory Services.** The NCDA&CS, NC DPH, and SBI all house laboratories that perform testing on human, animal, food, and/or environmental samples. The following are the roles and responsibilities of the laboratories during a food emergency:

- (1) Provide analytical testing of food, environmental and human samples for pathogens, toxins and chemicals (e.g., *Salmonella*, *Listeria*, *E. coli* O157:H7, *Vibrio parahaemolyticus*, organophosphates, heavy metals, ricin, etc).
- (2) Maintain capability for conducting analysis using latest methods.
- (3) Test samples for evidence of contamination by zoonotic or epizootic organisms.
- (4) Perform complex food analyses with high precision and accuracy at an elevated throughput rate for extended periods of time.
- (5) Coordinate information and data sharing with the State EOC, the lead agency, and the food, animal and human health laboratory networks, such as the FERN, NAHRS, PulseNet, and LRN.
- (6) Provide timely reports of lab results.
- (7) Provide guidance to field investigators.
- (8) Be an active member of the outbreak investigation team.

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- m. **Public Information.** In a food emergency, the PIOs from NCEM, NC DPH, NC DENR, NCDA&CS, and industry will work together in a Joint Information Center (JIC) to prepare media materials and conduct media briefings in accordance with ICS principals. These activities will support the local EOCs and the State EOC. The JIC will prepare a communications plan to guide information content and delivery in the emergency. Specific tasks for the JIC during a food emergency include, but are not limited to, the following:
- (1) Activate the JIC, ensuring that all stakeholders are updated.
 - (2) Prepare and update basic fact sheets, key messages and other informational materials for distribution to partners, stakeholders and the public through appropriate established channels.
 - (3) Prepare and publish information that is accessible to the public via the Internet, in coordination with NCEM, NCDPH, NCDENR, NCDA&CS, local health departments (LHD), industry representatives, Law Enforcement (if applicable), and other participating groups.
 - (4) Coordinate with federal, state and local PIOs regarding information release protocols.
 - (5) Prepare and send out media releases in coordination with the lead agency, Communications, the Governor's office, Emergency Management, all state agencies involved, affected LHDs, industry, and other participating groups.
 - (6) Prepare a media release in anticipation of the laboratory confirmation of a presumptive positive, including instructions for the public about proper treatment and access to information about specific sites.
 - (7) Prepare for media briefings. NC has identified the following agencies or groups as having a role in disseminating public information related to a food emergency: NCEM, NCDPH; NCDA&CS, NC DENR, Industry, and law enforcement officials (e.g., SBI, FBI).
- n. **Animal and Plant Production.**
- (1) When animal or crop production is affected in a food emergency, the lead agencies for animal/and or plant production (NCDA&CS) will have the responsibility of coordinating with the lead agency. This coordination will consist of providing animal and plant production liaisons to the State EOC. These individuals will monitor the animal and/or plant response,

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provide support as necessary, provide communication and coordination between the food response and the plant or animal response, and ensure proper activation of the appropriate animal or plant portions of the State EOP.

- (2) In general, these liaisons should have the ability to provide the following support:
 - (a) Contain, compartmentalize, control and eradicate animal diseases that impact human health.
 - (b) Cooperate and provide communication with other agencies and organizations; federal, state and local public health; veterinarians; producers; and animal owners within the state in accordance with ICS principals.
 - (c) Exclude, detect, and control or eradicate serious insect pests and plant diseases.
 - (d) Regulate the sale and use of pesticides that could impact the food supply and human health.
 - (e) Investigate incidents of pesticide misuse relative to a pesticide-based food contamination incident.
 - (f) Embargo pre-harvest food ingredients to protect the food supply.
 - (g) Mobilize expertise in support of the timely and accurate investigation of pesticide, heavy metals and other contamination incidents involving pre-harvest food that carry over to pre- and post-harvest food production.
 - (h) For more details, See the State's Livestock and Crop/Produce Emergency Response Plans.

o. Environmental Protection.

- (1) During the response to a food emergency, it will be necessary to maintain protection of the environment. Issues, such as the disposal of contaminated product, decontamination and disinfection, disposal of contaminated feed, water supply and quality, sampling and other issues related to maintaining environmental quality will be the responsibilities of the agencies or groups assigned to this responsibility.

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- (2) These groups should be prepared to provide the following support:
 - (a) Provide scientific expertise.
 - (b) Provide environmental sampling and analysis.
 - (c) Decontamination support.
 - (d) Facilitate disposal of contaminated materials.
 - (e) Manage environmental permitting.
- (3) NC DENR and/or NCDA&CS will serve as primary points of contacts (POCs) on these issues at the state level.

p. Logistical Support, Communication and Coordination.

- (1) Any food emergency response requiring plan activation is likely to exceed the resource capacity of local responders. In this event, the EM log will be used to identify mission needs and task resources to meet those needs. WebEOC will be used for this interaction and to provide comprehensive and functional communications network between all involved entities. These activities will be managed in the State EOC under a unified or area command.
- (2) Specific tasks associated with these response issues are as follows:
 - (a) Coordinate with federal, state and local law enforcement.
 - (b) Provide logistical support to the lead agency.
 - (c) Coordinate resources.
 - (d) Conduct media briefs (using the JIC).
 - (e) Coordinate EOCs (local, state agencies, and federal).

q. Evidence Gathering, Security and Policing.

- (1) During a food emergency, the personnel from the local county health department, NCDA&CS, NC DENR, FDA, and/or USDA will collect the appropriate samples. Coordination between agencies should take place prior to sample collection to ensure proper regulatory jurisdictional and/or investigation protocols are followed. Integrity of samples will be maintained on all samples through the use of tamper evident seals. Any needed policing and security will be provided by local and state law enforcement. It is likely that these efforts would be augmented with federal support once the scope of the incident exceeded the capabilities of the state entities.
- (2) In the event the outbreak investigation or other evidence suggests that the food emergency was the result of a deliberate or terrorist act, the law

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enforcement (local, SBI, FBI) would assume the lead role relative to the criminal investigative aspects of the response. Some responsibilities associated with this role include:

- (a) Collecting and analyzing the appropriate samples from potentially contaminated items. Other state laboratories (NCDPH, NCDA&CS, NCDENR), upon written request from the SBI or FBI, can perform laboratory analyses.
 - (b) Providing security, law enforcement and traffic control, as required.
 - (c) Supporting response operations and controlling access and movement.
 - (d) Supporting response activities that are under the supervision of the lead agency and the SEOC.
- r. **Transportation.** During a food emergency response, the SERT will coordinate the following support from local, state, inter-state, or Federal resources:
- (1) Provide traffic control, as required.
 - (2) Support response operations relative to access controls.
 - (3) Provide guidance about re-routing traffic.
 - (4) Provide guidance for re-routing traffic in and around the affected area.
 - (5) Monitor and detain, if necessary, outbound and inbound transporters of plant or commodities at state border weigh or inspection facilities.
 - (6) Move soil, plant materials and contaminated food or debris.
 - (7) Identify potential sources of outside assistance, i.e., contractors, equipment sources, etc.
- s. **Legal Support.** The State's Attorney General's office will assist with any legal matters or considerations in the planning and response to a food emergency. Legal matters may include liability, insurance, contracting, definitions of authority, etc. NC has regulations to assist the appropriate agency with right-of-entry into facilities, embargo authority (NCDA & CS and NC DENR), and a broadened embargo law that grants authority to local health directors (in consultation with NC DENR). The Tort Claims Acts covers any personnel working with the State EOC in a food

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emergency. Contracted and EMAC personnel also have state-provided liability protection.

Responsible agencies identified in this document as lead agencies shall work within the legal authority as defined in pertinent laws and regulations.

- t. **Education and Outreach.** NCDHHS, NCDA&CS, NC DENR, industry and academic centers will provide education and information based on timely research to help prepare and respond to emergency situations. In addition, these groups may assist PIOs with developing materials for public dissemination through the JIC. In addition, these agencies/groups will provide their expertise and leadership to solving the problems people have identified.

B. PREPARATION

The U. S. Department of Homeland Security has established the Homeland Security Advisory System. Through this advisory system, various threat levels are communicated to the State Homeland Administrative Agent (Secretary of Public Safety). If information is received concerning a threat to the food chain, appropriate notifications through the NC Food Safety and Defense Task Force will take place, but will include at a minimum: NCDHHS/DPH, NCDA &CS, NC DENR, and the affected industries.

The system is designed to initiate protective measures when detailed information to a specific sector or geographic region is received. It combines threat information with vulnerability assessments and provides communications to public safety officials and the public. When a threat level is associated with a potential threat to the nation's food supply, key personnel or agencies identified in this plan will be notified to determine if any specific preparatory actions should be taken based on the available intelligence. The level of preparatory response will be increased respective to the threat level.

Each of the following threat conditions represents an increasing risk of terrorist attacks. Beneath each threat condition are some suggested protective measures, recognizing that the heads of state departments and agencies are responsible for developing and implementing appropriate agency-specific protective measures.

The Food Safety and Inspection Service (FSIS) is charged with protecting the nation's food supply by providing inspectors and veterinarians in meat, poultry and egg product plants, and at ports-of-entry to prevent, detect and act in response to food safety emergencies. FSIS may assist state and local authorities in disease eradication activities and food borne illness

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emergency investigations.

As the prevention, response and recovery arm of DHS, the Emergency Preparedness and Response (EP&R) Directorate oversees domestic disaster preparedness training and coordinates federal disaster response. The EP&R Directorate works to reduce the loss of life and property and to protect our nation's institutions from all types of hazards through a comprehensive, risk-based emergency management program of preparedness, prevention, response and recovery. EP&R develops and manages the national emergency management training and evaluation system to design curriculums, set standards, evaluate and reward performance in local, state and federal training efforts.

FEMA is a critical part of the EP&R. FEMA's mission is to assist, on a national scale, in prevention, response to and recovery from disasters. In this role, FEMA will coordinate federal emergency management activities relative to disasters. EP&R coordinates access to the Strategic National Stockpile and the National Disaster Medical System.

The Border and Transportation Security (BTS) Directorate oversees major border security and transportation operations. The BTS Directorate is responsible for securing national transportation systems, which move people and products from U.S. borders to anywhere in the country within hours. BTS also provides border management and enforces immigration laws – both to deter illegal immigration and pursue investigations when laws are broken.

a. Threat Conditions

- (1) **Low Condition (Green).** This condition is declared when a low risk of terrorist attacks exists. State agencies should consider the following general measures, in addition to the agency-specific protective measures that they develop and implement:
 - (a) Refining and exercising preplanned protective measures relative to the state's food supply;
 - (b) Reviewing all surveillance and epidemiological information;
 - (c) Ensuring personnel receive proper training about the FERP relative to a food borne disease outbreak or other emergency related to the food supply; and,
 - (d) Institutionalizing a process to assure that all appropriate facilities in the food supply chain are regularly assessed for vulnerabilities to

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terrorist attacks, and all reasonable measures are taken to mitigate these vulnerabilities.

- (2) **Guarded Condition (Blue).** This condition is declared when a general risk of terrorist attacks exists. In addition to the protective measures taken in the previous Threat Condition, state departments and agencies should consider the following general measures, in addition to the agency-specific protective measures that they will develop and implement:
 - (a) Checking communications with designated food emergency response or command agencies/locations;
 - (b) Reviewing and updating food emergency response procedures; and,
 - (c) Providing the public with any information that would strengthen its ability to act appropriately in the event a food-related incident occurs.

- (3) **Elevated Condition (Yellow).** An Elevated Condition is declared when a significant risk of terrorist attacks exists. In addition to the protective measures taken in the previous Threat Conditions, state departments and agencies should consider the following general measures, in addition to any specific measures that they develop and implement:
 - (a) Verifying state laboratory capability and capacity for increased surveillance and surge capacity;
 - (b) Increasing surveillance of critical locations (e.g., food processors, food packaging facilities, large public events that involve serving food, restaurants and retailers);
 - (c) Coordinating food emergency plans with nearby jurisdictions;
 - (d) Verifying existing food borne disease monitoring systems are active within the healthcare community;
 - (e) Verifying existing consumer complaint systems are active within the food regulatory community;
 - (f) Assessing whether the precise characteristics of the threat implicate the food supply and if it requires further refinement of preplanned protective measures; and,

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- (g) Implementing contingency and emergency response plans, as appropriate.
- (4) **High Condition (Orange).** A High Condition is declared when a high risk of terrorist attacks exists. In addition to the protective measures taken in the previous Threat Conditions, state departments and agencies should consider the following general measures, in addition to the agency-specific protective measures that they will develop and implement:
- (a) Activate SERT to appropriate levels (as determined by the SERT Leader)
 - (b) Coordinating necessary food-related security efforts with federal, state and local law enforcement agencies or any National Guard or other appropriate armed forces organizations;
 - (c) Taking additional precautions at public events where food is served and possibly considering alternative venues or even cancellation;
 - (d) Preparing to execute contingency procedures, such as moving to an alternate site or using an alternative food supply source;
 - (e) Restricting threatened facility access to essential personnel only; and
 - (f) Restricting vacation time of critical personnel.
- (5) **Severe Condition (Red).** A Severe Condition reflects a severe risk of terrorist attacks. Under most circumstances, the protective measures for a Severe Condition are not intended to be sustained for substantial periods of time. The protective measures in the previous Threat Conditions, state departments and agencies also should consider the following general measures, in addition to the agency-specific protective measures that they will develop and implement:
- (a) Increasing or redirecting personnel to address critical food emergency needs;
 - (b) Assigning food emergency response personnel, and pre-positioning and mobilizing specially trained teams or resources;

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- (c) Securing food processing and storage facilities;
- (d) Monitoring, redirecting or constraining transportation systems; and,
- (e) Closing public and government facilities.

b. Activation Levels.

- (1) Level 5: Food incident events are routine, restricted to a small population or area, requiring no special application of local or state response resources, terrorism is not suspected and the local or state mechanisms to deal with the events are not stressed.
- (2) Level 4: A food incident has expanded so that local or lead agency resources cannot adequately respond. The FERP is activated to release state support elements to assist with the local, regional or investigative effort. Note – this activation level suggests a likely engagement of other State agencies but does not imply that the State EOC will automatically be activated.
- (3) Level 3: A food incident has been traced to a product originating in another state, shipped to other states, or tied into a distribution network that impacts multiple states. The FERP is activated to supply state resources to support the response in the originating state. Multi-state coordination is required for the response, and federal resources also may be requested by the responding state. The level of activation would include issues identified in Level 4.
- (4) Level 2: A food incident involves a highly contagious disease requiring the activation of additional state response plans relative to human health and disease containment. This level of activation will require internal coordination between lead agencies for the food incident and would require human health, interstate and federal coordination. The level of activation also would include issues identified in Levels 3 and 4.
- (5) Level 1: This level can be reached concurrently with Levels 2, 3 and 4. This level involves the identification of an incident as a deliberate act. In this case, state and/or federal resources will be needed to assist with the criminal investigative portion of the response. In the event the incident is believed or shown to be a deliberate act, law enforcement will take the lead in the criminal investigative portion of the response.

C. RESPONSE ACTIONS

Once this plan has been activated, state and possibly federal resources will be available to assist the lead agency with response to a food emergency. The initial step in a response will be to activate the state's

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EOC, the SERT, and if needed, to activate a MAC, unified or area command. As this occurs, the lead agency will begin coordination with the local or regional emergency operations centers where the response is occurring. This coordination will be directed at providing the necessary logistical support to the localities or regions actively responding. Coordination with the affected industry will be critical in establishing smooth response and recovery.

Response can include, but not be limited to: active surveillance, decontamination of facilities, disposal of contaminated product, quarantine, recalls, trace backs/trace forwards, dispensing treatment or vaccines, etc.

In addition, the state may initiate increased surveillance in the areas surrounding the response and establish channels of communication with neighboring states, either to arrange additional response support or to coordinate a multi-state response.

D. RECOVERY ACTIONS

- a. Identify all areas involved with the response that require recovery activities and support.
- b. Immediate recalls and assurance of the safety of the food supply.
- c. Honest public information coordination, development and dissemination with the goal to re-establish public trust and confidence in the commodity and the food chain in general.
- d. Financial assistance for agencies and industry affected by the emergency.
- e. Industry specific communication about how they will prevent this from happening in future.
- f. Liability protection.
- g. Provide necessary medical assistance (to include mental health service) to those affected by the emergency.
- h. Alternate transportation plans.
- i. Rapid confirmatory samples from laboratories.
- j. Continued surveillance (human and product) to prevent copycat incidents and to re-establish trust in commodity. This will be

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decreased as recovery proceeds.

- k. Provide access control to the affected zone areas if necessary. The affected zone is the area directly impacted and involved in the food emergency.
- l. Provide food and potable water to the affected zone.
- m. Remove controls on food, water, crops and livestock when possible.
- n. Remove access control to affected zones when possible.
- o. Involve community and social service agencies.
- p. Maintain continuity of government.
- q. Restore essential food production and retail services.
- r. Track costs for reimbursement.
- s. Resolve long-term issues related to pre- and post-harvest food production impacted by the food emergency.
- t. Encourage immediate business recovery.
- u. Foster long-term economic recovery.
- v. Foster ongoing confidence in the safety of the food supply.

V. TABS

- A. NC Product Tampering Incident Response Guidelines
- B. FERP Roles and Responsibilities Matrix
- C. FERP Emergency Notification Protocols

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I. NOTIFICATION.

In the event of a product tampering incident, a coordinated response is necessary in order to investigate the crime, secure the food supply, and protect public health. Due to its unique nature, a product tampering incident requires involvement from law enforcement, agriculture officials, and public health. This document is intended as guidance for state and federal agencies charged with responding to a product tampering incident within the state of North Carolina. The following contacts should be made in the event of a product tampering incident in North Carolina:

- Local Law Enforcement and Health Departments: These contacts will normally take place at the local level. In many cases, local law enforcement is the first on scene and will begin notifications. Due to the large number of local law enforcement agencies and health departments that exist in North Carolina, specific contacts for these agencies will not be listed in this document. However, local law enforcement and public health agencies should be notified of any food tampering incident which occurs in their territory.
- North Carolina Department of Agriculture and Consumer Services: NCDA&CS is responsible for regulating the manufacturing, distribution, and retail sales of food product. Many consumer complaints regarding potential product tampering cases come in directly to NCDA&CS. Under the North Carolina Food, Drug, and Cosmetic Act, and the North Carolina Compulsory Meat/Poultry Inspection Law NCDA&CS has the authority to embargo/detain food product that is involved in a product tampering incident. In addition, NCDA&CS has a laboratory with microbiology and chemistry capabilities.
- North Carolina State Bureau of Investigation (SBI): The SBI is the lead state law enforcement agency in North Carolina. They would usually be involved in a product tampering incident if the incident covered multiple jurisdictions or if they were requested by local law enforcement. The SBI has both laboratory and hazmat response capabilities. The SBI laboratory has chemistry and forensic (fingerprints, DNA, etc.) capabilities. Additionally, the SBI has hazmat trained agents who are able to collect evidence in a hazardous environment.
- North Carolina Department of Health and Human Services: NCDHHS authorizes local Environmental Health Specialists to enforce state regulations in food, lodging, child care centers, schools, institutions, and local confinement facilities. The Dairy and Food Protection Branch of NCDHHS regulates the production, transportation, processing, and distribution of Grade

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“A” milk and milk product. In addition, the Shellfish Sanitation Section of NCDHHS implements rules and regulations to ensure the proper sanitation of establishments that process shellfish and crustaceans for sale to the general public.

NCDHHS should be notified in any product tampering case involving those establishments regulated by local health departments, Grade “A” milk or milk product, or shellfish and crustaceans. NCDHHS has general embargo authority for Grade “A” dairy products and shellfish and crustaceans. NCDHHS also has the authority to exercise embargo concerning food or drink in establishments subject to regulation by NCDHHS or are the subject of a communicable disease outbreak investigation.

- North Carolina Office of Public Health Preparedness and Response (PHPR) and the Public Health Regional Surveillance Teams (PHRSTs) support local public health capacity to prevent, prepare for, respond to and recover from public health incidents and events. PHPR should be notified of any product tampering incident. The on-call contact from PHRR will notify the PHRST Team Leader in any and all regions in which the incident has occurred.
- United States Department of Agriculture: The USDA, FSIS has primary jurisdiction in product tampering cases involving federal inspected meat, poultry, and egg products. Given that the presence of meat, poultry, and egg products in an item of food is not always evident, the USDA, FSIS should be notified during any product tampering event to determine their level of involvement. Additionally, the USDA, FSIS has laboratory capabilities located out of state.
- Food and Drug Administration: The FDA has primary jurisdiction in product tampering cases involving food (with the exception of meat, poultry, and egg products), cosmetics, biologics, and medical devices. As noted above, given the complexities of jurisdiction in a product tampering case, the FDA should be notified during any product tampering event to determine their level of involvement. Additionally, the FDA has laboratory capabilities located out of state.
- Federal Bureau of Investigation: The FBI has primary jurisdiction in product tampering cases that involve extortion, cases that are not an isolated incident, or where a weapon of mass destruction may be involved. Additionally, the FBI has laboratory capabilities located out of state.

Mass Notification: In the event of a product tampering incident, each agency listed above (and others as the situation dictates) will be notified via a mass notification

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system. This system will alert the POC's listed above that a product tampering event is underway and provide them with a telephone number for a scheduled conference call. It is the goal of this mass notification system to speed up the time it takes to notify each agency and ensure that accurate information is conveyed to all involved agencies.

II. INCIDENT RESPONSE.

As outlined above, there are several agencies involved in response to a product tampering incident. In order to ensure an effective and coordinated response, Unified Command should be established at the incident site. All responding agencies should report to Unified Command upon arrival at the site. The investigation (law enforcement, public health, and agriculture) will be coordinated within Unified Command. All response activities should be coordinated with personnel within Unified Command prior to commencement. This will help ensure a coordinated response between law enforcement, public health, and agriculture officials. When feasible, these agencies should coordinate investigative activity and interviews to minimize duplication of efforts and potentially conflicting investigative activity. Those in Unified Command should ensure that accurate information is shared with responding agencies in a timely manner. In the event that public and/or media notification is required, the public affairs personnel from each responding agency should attempt to coordinate prior to issuing a statement.

III. EVIDENCE.

In a product tampering incident, the product, packaging, storage location, and the substance introduced during tampering may all be considered evidence. These items have the potential to provide significant forensic leads in the case and may be introduced into a court of law. A chain-of-custody documenting their collection, packaging, and transport is required. Anyone in contact with this evidence may be called upon to testify regarding their actions. As a result, it is important that these items are not handled or disturbed by first responders. Any responding agency should avoid contact with the evidence until law enforcement develops an evidence collection plan. If any items are handled and/or disturbed prior to being collected as evidence, every effort should be made to document all who had contact with the evidence and how the evidence was handled.

IV. SAMPLING AND ANALYSIS.

The sampling and analysis of evidence in a product tampering case is handled on a case by case basis. Given the unique nature of each product tampering case, it is important that representatives from the laboratories that may be used assist in determining what analysis should be conducted and the order of these analyses.

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**NC PRODUCT TAMPERING INCIDENT RESPONSE
GUIDELINES**

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The state of North Carolina is developing a technical advisory group (TAG) of laboratory scientists to assist law enforcement, public health, and agriculture officials in determining the laboratory analyses to be performed on collected samples. In most cases, the lead agency investigating the case will have the lead on determining these analyses with input from the TAG. Prior to submitting an item of evidence to the laboratory, investigators should contact the TAG to develop a sampling and analysis plan. Participants on the TAG will be dependent on the case and the agency with primary jurisdiction. The following are agencies that may be on the TAG:

- North Carolina Department of Agriculture and Consumer Services
- North Carolina State Laboratory of Public Health
- North Carolina State Bureau of Investigation
- United States Department of Agriculture
- United States Food and Drug Administration
- Federal Bureau of Investigation

V. LABORATORY RESOURCES.

The following are laboratory resources that may be available for use in a product tampering case. Determination on which laboratory to use and the analysis to be run will be determined by the agencies in Unified Command based on recommendations from the TAG.

1. North Carolina State Laboratory of Public Health. This lab, which is a part of the Centers for Disease Control Laboratory Response Network (LRN), typically performs microbiological and radiochemistry analyses. This laboratory acts as a primary screening lab for cases involving biological or chemical terrorism agents
2. North Carolina Department of Agriculture and Consumer Services. This lab conducts organic chemistry and routine food microbiology analyses. In order for a sample to be analyzed at this lab, state or federal law enforcement must submit a request.
3. North Carolina State Bureau of Investigation. The SBI lab will perform chemistry and traditional forensic analyses.(fingerprints, DNA, hairs and fibers, etc).

In addition to the aforementioned laboratories, the FDA, the USDA, and the FBI have laboratories which can be used in certain cases. These laboratories, which are located outside of the state of North Carolina, are considered secondary laboratories and will be used primarily in cases where the analyses can not be run by laboratories in North Carolina. The decision regarding which laboratories to use

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and the analyses to be run will be coordinated by the agencies within Unified Command.

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FOOD EMERGENCY RESPONSE PLAN (FERP)
ROLES & RESPONSIBILITIES MATRIX

June 2016

The responsibilities for food safety and foodborne disease surveillance are divided among multiple agencies in North Carolina, including NC CD/DPH/NCDHHS, NC DENR, and NCDA & CS. Initially, regulatory authorities, responsibilities, and the initial responder will determine the lead agency.

The role of lead agency for the remainder of the event will be determined once the principles contained in the National Incident Management System (NIMS) are implemented. The nature of a food emergency will also result in the involvement of additional supporting agencies and groups, such as state entities, federal agencies and private industry.

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FOOD EMERGENCY RESPONSE PLAN (FERP)
ROLES & RESPONSIBILITIES MATRIX
 June 2016

State Department or Agency Roles and Responsibilities							
Role or Responsibility	NCDA & CS	NC CD/ DPH/DHHS	NC DENR	NC PHP&R	NC SLPH	NCEM	NC SBI
Food Safety & Surveillance	P*	S**	P	S	S		
Public Health and Food-Borne Illness, Contamination & Disease Surveillance	S	P	S	P	S		
Illness or Disease Outbreak Investigations	P	P	P	S	S		
Product Contamination Investigations	P (S***)	S	S (P***)		S		
Laboratory Services	P				P		
Public Information	P	P	S	S		S	
Animal & Plant Production	P						
Environmental Contamination			P				
Logistical Support, Communication & Coordination	P	P	P	P		S	S
Evidence Gathering, Security & Policing							P
Transportation							P
Legal Support							P
Education & Outreach	P	P	P	P	S	S	S
Training	P	P	P	P			
Private Sector Coordination	P	P	P	P	S	S	S
Academic Institution Coordination	P	P	P	P	S	S	S

- * Primary Role or Responsibility (each event will have one lead agency; will vary according to event)
- ** Supporting Role or Responsibility
- *** Shellfish and Grade A Milk

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ROLES & RESPONSIBILITIES MATRIX
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Federal and Local Government, Industry, and Academia Roles and Responsibilities						
Role or Responsibility	LHDs	Law Enforcement (Federal, Local)	Federal Partners (FDA, USDA, DHS, CDC, EPA)	Local Partners (EM, first responders, cooperative extension)	Industry Partners	Academia Partners
Food Safety & Surveillance	P		P			
Public Health and Food-Borne Illness, Contamination & Disease Surveillance	P		P			
Illness or Disease Outbreak Investigations	P		P			
Product Contamination Investigations			P			
Laboratory Services	S		S			
Public Information	P		P			
Animal & Plant Production			P	S		
Environmental Contamination	P		P			
Logistical Support, Communication & Coordination		P		P		
Evidence Gathering, Security & Policing		P		S		
Transportation		P		S		
Legal Support		P				
Education & Outreach	P		P		S	P
Training	S		S			
Private Sector Coordination	S				P	S
Academic Institution Coordination	S		S			P

* Primary Role or Responsibility
 ** Supporting Role or Responsibility

EARTHQUAKE OPERATIONS PLAN

June 2016

I. INTRODUCTION

A. PURPOSE

This appendix outlines actions and coordination procedures the State Emergency Operations Center (EOC) and the State Emergency Response Team (SERT) follow when an earthquake has affected North Carolina.

B. SCOPE

The mission of the SERT is to support local government efforts during an earthquake emergency and to coordinate state and federal emergency activities.

II. SITUATION AND ASSUMPTIONS

A. SITUATION

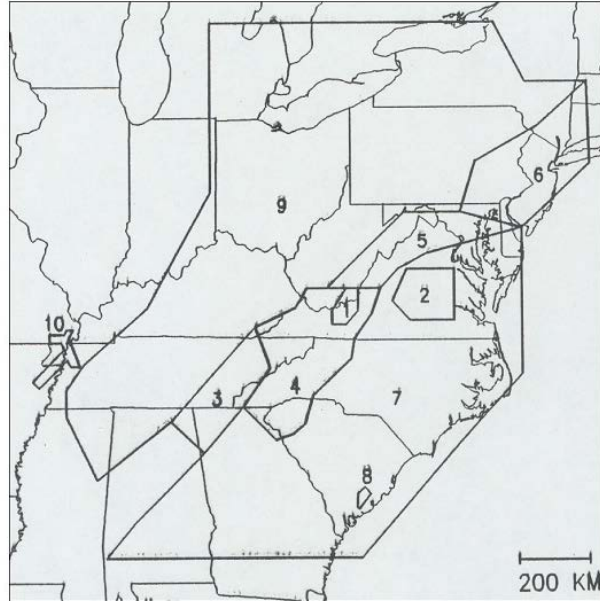
Since the year 1735, twenty-two (22) earthquakes have caused damage in North Carolina. Of these events, only seven were located within the state. In terms of the intensity of ground motion, four earthquakes have caused structural damage as measured on the Modified Mercalli Intensity at level VII [level 7] -- August 31, 1861 Wilkesboro, N.C. (magnitude 5.1); August 31, 1886 Charleston, S.C. (magnitude 7.3); February 21, 1916 Asheville, NC (magnitude 5.5) and July 8, 1926 Mitchell County (magnitude 5.2). The last damaging earthquake struck Henderson County in 1981.

Seismologists have delineated four (4) earthquake source zones, which could generate ground motion of sufficient strength to cause structural damage in North Carolina. These are: Eastern Tennessee Seismic Zone; Southern Appalachian Seismic Zone; Charleston, S.C. Seismic Zone and the Giles County, Virginia Seismic Zone.

NORTH CAROLINA EMERGENCY OPERATIONS PLAN (NCEOP)
ANNEX B | APPENDIX 8
EARTHQUAKE OPERATIONS PLAN
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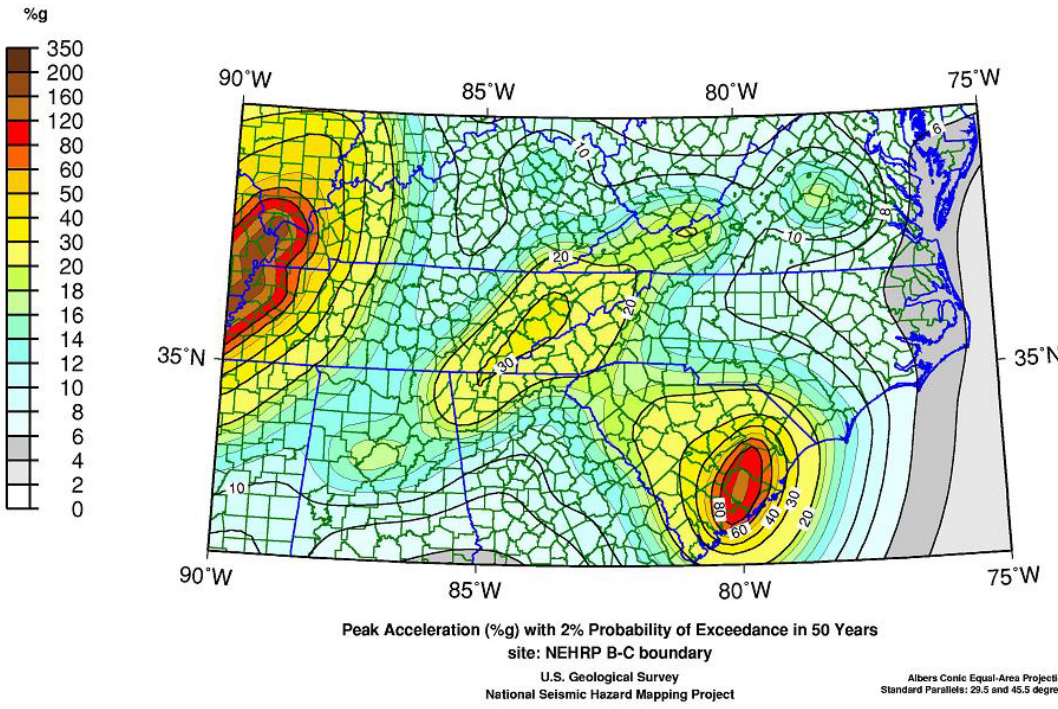
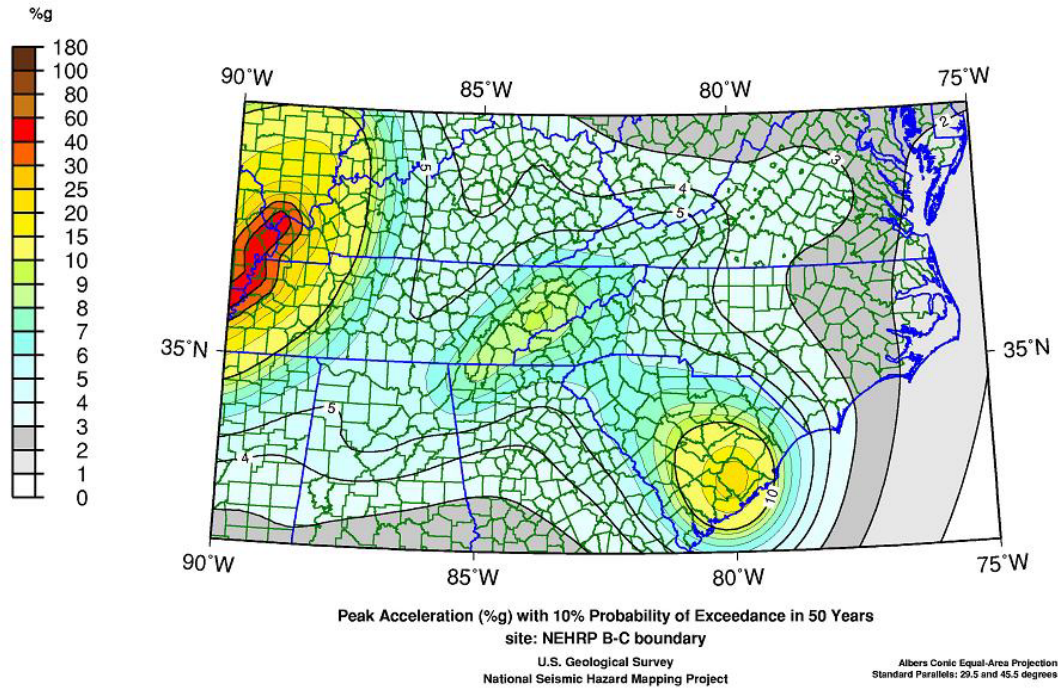
Map of the earthquake source zones in the south-central United States. The earthquake hazard within North Carolina, Virginia, Tennessee, and South Carolina is the accumulation of the hazard from the ten zones inside and adjacent to the states. (source: "Seismic Hazard Assessment for Virginia" by M.C. Chapman and F. Kringold, Virginia Tech, 1994)

- Earthquake source zones:
- 1 - Giles County, Virginia
 - 2 - central Virginia
 - 3 - eastern Tennessee
 - 4 - southern Appalachians
 - 5 - northern Virginia, Maryland
 - 6 - central Appalachians
 - 7 - Piedmont-Coastal Plain
 - 8 - Charleston, South Carolina
 - 9 - Appalachian foreland
 - 10 - New Madrid



To determine the earthquake hazard nationwide, the U.S. Geological Survey has produced two principal earthquake hazard maps: “Peak Acceleration (%g) with 10% Probability of Exceedance in 50 Years” [Figure 2] and “Peak Acceleration (%g) with 2% Probability of Exceedance in 50 Years” [Figure 3]. These maps show the predicted level of acceleration in percent of g (the pull of gravity, “g” = 9.8 meters/sec/sec or 32 feet/sec/sec) with a 10% and 2% probability of exceedance during a 50-year interval. The 10% map represents the level of shaking for a 425-year return period. The 2% map represents the level over a 2,500-year return period.

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For a 10% exceedance (or 90% non-exceedance), the map shows that peak accelerations in North Carolina range from three percent g (3%g) in the Coastal Plain to eight percent g (8%g) along the Blue Ridge Mountains. The table below shows that there is a 90% chance that ground shaking over the next 50 years would be between the threshold of architectural damage with cracks in walls and chimneys to the threshold of architectural failure with chimneys falling. The relationship between levels of acceleration the levels of damage are:

- 3% to 6% g – threshold of architectural damage (walls and chimneys crack).
- 6% to 12% g – threshold of architectural failure (chimneys, unsecured items fall).
- 12% to 24% g – threshold of structural damage (load bearing walls crack).
- 24% to 48% g – threshold of structural failure (buildings fall).

For the 2% exceedance (or 98% non-exceedance), the map shows at least 3% g (threshold of architectural damage) everywhere in North Carolina and architectural damage in all counties west of the Inner Coastal Plain. The upper bound of ground shaking is 30% g in Swain and Graham counties with structural failure in all or parts of Cherokee, Graham, Swain, Polk, Macon, Jackson, Haywood and Madison counties. Also note that structural damage could occur along the border with South Carolina from a large Charleston, S.C. event. Structural damage would also be expected in all counties east of Buncombe and west of Iredell.

To fully understand the expected level of shaking, there is a 90% chance that ground shaking in North Carolina would not exceed architectural damage over most of western North Carolina. There is a 98% chance shaking up to a level to cause structural damage i.e. Modified Mercalli Intensity VII could occur anywhere in North Carolina west of Iredell County or in counties along the border with South Carolina.

Essential Elements of Information (EEI). This information is necessary to determine required response actions and resources (Agencies must be tasked to answer these EEI).

- a. Define the disaster area. What area (counties, cities, and infrastructure) is affected and what is the damage?
 - Number of casualties and displaced personnel?
 - Extent of damage to buildings and structures?

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- Extent of damage to roads and bridges: Which highways are closed and where are they closed? What routes are open into the affected area for use by operational and logistics response units?
- What areas are without power?
- What is the damage to water/sewer systems in the disaster area?
- What is the damage to medical infrastructure?
- Aerial and ground reconnaissance information.

The DHS/FEMA loss estimation software tool, HAZUS, can provide modeling results which have been shown to rapidly estimate the extent of expected damage and the level of that damage.

- b. What communication channels are operational in the affected counties? (Task SERT Communications Unit and/or RCCs to test and report)
 - What county EOCs and RCCs are NOT logged into WebEOC (Internet connectivity)?
 - Telephone circuits to County EOCs (landline and cellular)?
 - Satellite radios?
 - Viper radio network?
- c. What is the damage to the fuel pipelines (gas, diesel, natural gas) and what is the impact on fuel supplies to North Carolina? It will be necessary to develop mapping and tools to display this information.

B. ASSUMPTIONS

1. There will be no warning. Earthquakes strike without warning and can occur at any time, day or night.
2. Assistance from FEMA and other states will be limited. Should North Carolina also be impacted by an earthquake centered in an adjacent state such as Tennessee, South Carolina or Virginia, federal resources and assistance will be focused on the heavier damaged state the earthquake was located in. EMAC assistance may also be prioritized to that state.
3. There will be aftershocks. The main shock may be followed by a series of aftershocks. For example, if the main shock has a magnitude of say 6.0 on the Richter Scale, aftershocks of up to ½

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Richter unit smaller (5.5) could occur. The number of aftershocks per unit of time will decrease in a power law relationship.

For example, if three aftershocks occur between the main shock and one hour, the power law relationship would indicate that three additional aftershocks could occur between one hour and 10 hours (~ ½ day), three more between 10 hours and 100 hours (~5 days) and three more between 100 hours and 1000 hours (~ 50 days). For a larger number of aftershocks, the same rule applies. If 20 aftershocks occur within the first hour following the main shock, then one should expect 20 between one and ten hours, 20 between 10 hours and 100 hours, and 20 between 100 hours and 1000 hours.

Aftershocks following significant earthquakes can be large enough to cause structural damage. The combined effect of the main shock and largest aftershocks can completely collapse a structure that was only significant damaged in the initial event.

4. There will be an immediate need for intelligence and situational awareness on the impacts including information on the functionality of highway and rail bridges and overpasses, hospitals, extent of injuries and disruption of services. Using HAZUS-MH, the DHS/FEMA loss estimation software, initial intelligence estimates on the extent and severity of the impact can be model results estimated using the initial event parameters and then later supplemented by the actual verified or validated observations. Pre-scripted HAZUS runs must be compiled and cataloged to provide leadership the “best-fit” modeling while the actual event location and magnitude is processed through the program. Current run-time for the program is under 30 minutes.
5. Communications systems will be disrupted. There will be disruptions in landlines, cell phones and Internet, which will require alternative means of communication. Satellite phones and ham radio are expected to be operational.
6. North Carolina's response assets will not be sufficient to cope with the event, necessitating the establishment of an EMAC Staging Area for reception, staging, onward movement and integration (RSOI) of EMAC assets. Extensive EMAC support will be required in several areas:
 - Urban Search and Rescue (USAR)
 - Bridge and highway engineers/inspectors

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- Rail inspectors
 - Sewer and water plant technicians.
 - Helicopters, to include medium and heavy lift.
7. Establishment of operational and logistics staging areas and bases to facilitate employment of response personnel. Equipment will be required due to damage to the transportation infrastructure in the disaster area.
 8. The extent of the disaster will generate a large, national public desire to donate money, goods and volunteer services, requiring implementation of the Donations and Volunteer Management Tab to the Logistics Appendix to Annex A of the State EOP.
 9. Minor damage may occur to one or more nuclear power plants, causing an FNF unusual event and possibly taking the plant(s) off line. The temporary loss of that generating power will be more from the impact to the area around the plant(s) rather than damage to the facilities. For example, roads may be blocked with debris or off-site power may be disrupted from the earthquake.
 10. If the earthquake were in the New Madrid region (Ohio, Illinois) MREs (Meals Ready to Eat) and Heater meal vendors would be affected, but North Carolina would not sustain significant damage. The earthquake source zones in the Midwest are just too far from the state.
 11. Necessary decisions and triggers will include, but not be limited to the following.
 - a. The composition, size, and agencies involved in initial damage assessment to answer the EEI, to include command and control of the effort. Trigger is report of an earthquake.
 - b. Decision on type and quantity of state response assets required.
 - c. Decision on the type and quantity of EMAC and in-state mutual aid assets to request.
 - d. Decision to establish EMAC Staging area when anticipated EMAC/in-state mutual aid requirements exceed the number of response personnel that can be handled by the lead RCC.

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Cost for the EMAC staging area (RSOI) is approximately \$20,000 per day for 134 person RSOI organization consisting of a Forestry Type 2 IMT, the NG RSOI force Package, and 30 personnel from several other state agencies.

- e. Decision to establish one or more operational staging areas.
- f. Decision to establish forward Logistics Staging Area (LSA). (Cost is approximately \$10K per day.) The trigger is when the local volume of disaster commodities is high and the need exists to save the 2-4 hours transportation time that is required from an NCEM warehouse or when disruptions to the highway infrastructure limit movement into the disaster area.
- g. Decision to establish one or more forward bases for response personnel (Costs \$1-2 million for 2 weeks) Trigger – Need for base to house 100 or more response workers and local accommodations not available.
- h. Amount of packaged food, water, ice and tarps to purchase on day one to fill the procurement pipeline. Warehouses stock less than one day of supply for 50,000 people. Initial orders must be placed on day one to avoid running out of commodities. Costs for packaged food and bottled water are \$105K per 10,000 people per day.
- i. Establishment of a Donations Management Warehouse. Trigger - Large quantity of donated goods expected.
- j. When/how many IA/PA damage assessment teams to deploy.

III. ORGANIZATION AND ASSIGNMENT OF RESPONSIBILITIES

A. LEAD STATE AGENCY

1. DEPARTMENT OF PUBLIC SAFETY (DPS)

NORTH CAROLINA EMERGENCY MANAGEMENT (NCEM)

- a. The Emergency Services Branch will coordinate fire suppression, initial

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medical treatment, response coordination to hazardous materials incidents, and law enforcement support in the functions of traffic control and security.

- b. The Human Services Branch coordinates the preparedness and response activities relating to mass care, mass feeding, public health services, agricultural programs and services. This branch will assist through providing situational awareness and statistical findings defining the impact of the disaster.
- c. The Infrastructure Support Branch will coordinate the efforts of public utility and infrastructure restoration, and administration of public assistance programs.
- d. Field Branch Offices (RCCs) will be responsible for coordinating on-scene assistance and defining, prioritizing, and requesting local government response needs. Field Branch Offices/RCCs will be responsible to collect and transmit reports from any available ground reconnaissance in the affected area to the SERT Plans Section.
- e. The Logistics Section will be responsible for planning, organizing, and directing logistic operations that include: supplies, equipment, distribution and delivery of supplies, and support services such as establishment of bases for response personnel and logistics staging areas as directed by the SERT Leader. Logistics will coordinate and assist in the response and recovery actions requiring transportation, communications, and resource support services.
- f. The Planning & Homeland Security Section will collect, process, and disseminate information to support event planning and decision making and for coordinating impact planning activities at the field operations level. The Planning & Homeland Security Section will organize and maintain situation information and will be responsible for developing any necessary plans. Geospatial Information System support personnel are responsible to develop and present GIS tools for displaying damage to critical infrastructure.
- g. The 24-Hour Operations Center (24OC) will receive notification of any earthquake with a magnitude of 3.5 or larger within a specified region surrounding North Carolina. Once initial notification is received, the center will immediately gather all available information from the US Geological Survey website or directly from the National

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Earthquake Information Center. Depending on the magnitude of the quake and damages reported, the 24OC will notify the NC DENR Geological Survey Section, Senior NCEM Staff, on-call Area Coordinator, and other state and federal agencies as appropriate.

- h. The Public Information Section will disseminate emergency public information and implement a community relations/outreach program during the event.
- i. The Finance Section will coordinate all financial activities during the event, including internal cost tracking and status of event operating budget(s).
- j. Plan, administer, and coordinate damage assessment throughout the state in response to an earthquake. NCEM will gather, compile, and submit as appropriate, damage/needs assessment data as the situation may require. Using the main shock location and magnitude, an event specific HAZUS-MH run will be made and the results of that modeling will be compiled into the best available estimate of the event's impact. That HAZUS-MH output will be forwarded to FEMA for an immediate disaster declaration determination.
- k. Plan, direct, and coordinate a multi-agency response to requests from affected jurisdictions requiring public works assistance concerning:
 - Debris collection, removal, and reduction
 - Engineering services support
 - Sewage and waste disposal facility repairs
 - Air and water quality evaluation support
 - Coordinate Public Works and Engineering response by directing resources and prioritizing needs.
 - Coordinate debris collection, removal and reduction assistance provided by U.S. Corps of Engineers, Small Business Administration, Farmers Home Administration, Individual Assistance Grant Program, and Public Assistance Program.

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- l. Coordinate local government requests for assistance.
- m. Assist local governments and state agencies in preparation of project applications for federal assistance. With the assistance of the Department of Administration and the Department of Insurance, coordinate use of available state engineers for damage assessments, surveys, overviews, and reports during response and recovery operation.
- n. Request medical assistance from other states and the federal government as required.
- o. Arrange the transfer of packaged-disaster hospitals or components where feasible.
- p. Provide identification cards and coordinate transportation in regulated areas.
- q. Serves as lead agency to plan, administer, and coordinate damage assessment throughout the state in response to an earthquake.
- r. Serves as coordinating agency for state resources.
- s. Provides a communications link with local and federal government for the exchange of status information and resource requests.
- t. Gather, compile and submit as appropriate damage/needs assessment data as required.
- u. Plan, divert and coordinate a multiple state agency emergency response to requests from affected jurisdictions requiring public works assistance concerning debris collection, removal, and reduction; engineering services support; sewage and waste disposal facility repairs; and air and water quality evaluation and support.
- v. Coordinate Public Works and Engineering response by directing resources to the devastated area and prioritizing those needs.
- w. Coordinate debris collection, removal and reduction assistance provided by U.S. Corps of Engineers, SBA, Farmers Home Administration, Individual Assistance Grant Program, and Public Assistance Program.

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- x. Assist local governments and state agencies in preparation of project applications for federal assistance. With the assistance of the Department of Administration and the Department of Insurance, coordinate available state engineers for damage assessment, surveys, overviews, and reports during response and recovery operations.
- y. Maintain a current Memorandum of Understanding with ElectriCities for use of SERT resources and coordination in power restoration.

B. SUPPORTING AGENCIES

1. ALL DEPARTMENTS AND COMMISSIONS

- a. Notify North Carolina Emergency Management when agency receives report of earthquake outside the normal emergency management alerting process.
- b. Provide available equipment, facilities, and trained personnel if available as requested by the SERT Leader.
- c. Develop and maintain supporting documents, procedures and alerting lists for this plan.
- d. Plan and provide for the safety of employees and protection of state property in the event of an emergency.
- e. Coordinate actions with SERT and with departments having related tasks.
- f. Participate in exercises to test emergency plans and procedures.
- g. On request, or by prior arrangement, provide liaison with SERT when activated.
- h. On request, or by prior arrangement, provide liaison to the State EOC when activated.
- i. Provide technical assistance when appropriate.

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2. DEPARTMENT OF PUBLIC SAFETY (DPS)

NORTH CAROLINA NATIONAL GUARD (NCNG)

- a. Provide limited emergency medical care to sick and injured.
- b. Provide manpower to assist in setting up temporary hospital facilities that have been provided by other agencies.
- c. Assist with transportation of disaster teams, medical personnel, and supplies and equipment into affected areas, and evacuation of victims to permanent facilities.
- d. Assist deployments of State Medical Response Teams by providing space and logistical support for receiving, storing and distributing drugs from the Strategic National Stockpile.
- e. Provide personnel and equipment to assist in public works restoration if it is beyond local and county capabilities.
- f. Supply available field generators as required by the Incident Commander and SERT support coordinator for lighting and various other electrical needs.
- g. Assist local law enforcement with area security, control of entrance to and exit from disaster sites and protection of people and property in surrounding area.
- h. Provide a Liaison officer (LNO) to the Branch Office to assist with coordination of National Guard assets.
- i. Provide manpower and tents to set up if necessary at staging areas, rest points and information centers for responders as deemed necessary.
- j. Provide helicopter support for observation, photos, movement of personnel related to the incident.
- k. Provide Multifunction, POD, Logistics and Communications Force Packages.

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STATE HIGHWAY PATROL (SHP)

- a. Provide immediate assistance to local police and authorities during the initial stages incident.
- b. Assist emergency responders and other authorized responders to obtain access into controlled areas.
- c. Provide wrap around logistics for Field Hospitals set up by State Medical Assistance Teams as needed based on type and size of disaster.
- d. Assist with traffic control as requested by the SERT.
- e. Coordinate traffic control functions for evacuations if warranted.
- f. Assist with setting up the inner and outer perimeter of damaged areas.
- g. Provide helicopter support for observation, photos, relay of personnel related to the incident. (SHP helicopters have FLIR, night vision and night sun capabilities).
- h. Upon orders of the Patrol Commander, assist local officials if they have used all available resources or if they need assistance in controlling the present situation. (Patrol will not by virtue of policy circumvent the responsibility of the local sheriff or chief law enforcement officer of any jurisdiction).
- i. Use the Statewide Incident Management Plan implemented by the Department of Transportation (DOT) on state highways where procedures exist to cover corridor plans, long term road closures, detour routes and motorist information.
- j. Provide any service or logistical support (transportation, equipment or uniformed personnel) during an earthquake incident which may be directed by the Governor, Secretary of Public Safety, the SERT Leader or the Patrol Commander.
- k. Assist Emergency responders with other authorized responders to obtain access into areas affected by the earthquake.

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DIVISION OF ADULT CORRECTION AND JUVENILE JUSTICE

- a. Be prepared to provide work crews, buses and vans for transportation, and dogs with handlers.
- b. Provide representation to the Transportation Unit under the SERT Logistics Section to assist in mobilizing buses and passenger vans to move people in the disaster area to shelters.

3. DEPARTMENT OF HEALTH AND HUMAN SERVICES (DHHS)

OFFICE OF EMERGENCY MEDICAL SERVICES (OEMS)

- a. Provide leadership in coordinating and integrating the overall state efforts that provide medical assistance to earthquake affected area.
- b. Coordinate and direct the activation and deployment of state resources of medical personnel, supplies, equipment, and pharmaceuticals (with the Association of Rescue and EMS, Inc as well as with NC Public Health as needed).
- c. Assist in the development of local capabilities for the on-site coordination of all emergency medical services needed for triage, treatment, transportation, tracking, and evacuation of the affected population with medical needs.
- d. Establish and maintain the cooperation of the various state medical and related professional organizations in coordinating the shifting of Emergency Medical Services resources from unaffected areas to areas of need.
- e. Coordinate with the SERT Military Support Branch to arrange for medical support from military installations.
- f. Coordinate the evacuation of patients from the disaster area when evacuation is deemed necessary.
- g. Coordinate the catastrophic medical sheltering response by implementing the Regional Medical Support Sheltering Plan.
- h. Work in conjunction with the NC Trauma Systems and NDMS (National Disaster Medical System) to coordinate patient load and bed

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availability after an earthquake.

DIVISION OF MEDICAL ASSISTANCE (DMA)

- a. Administer the North Carolina Medicaid Program to provide medical services for public assistance recipients as listed in "Scope of Services, N.C. Medicaid Program" to include hospital care, physician bills, and laboratory and X-ray services.

DIVISION OF MENTAL HEALTH, DEVELOPMENTAL DISABILITIES, AND SUBSTANCE ABUSE SERVICES (MHDDSAS)

- a. Provide available personnel and space at state mental health, developmental disabilities, and substance abuse facilities in support of local management entities and their provider network as the situation warrants and if there is no risk to current residents in the facilities.
- b. Coordinate and direct assistance in behavioral health and crisis counseling matters for disaster survivors through the Local Management Entities and their providers. Work with NC Critical Incident Stress Management coordinator to ensure availability of trained professionals capable of supporting critical incident stress management for emergency workers (if requested).
- c. Maintain liaison with National Institute for Mental Health and other appropriate federal agencies.
- d. Coordinate with the NC Psychological Association Disaster Response Network to provide additional trained counselors.
- e. Confirm, consolidate, and evaluate information from local governments and determine the need for federal assistance with disaster behavioral health concerns.
- f. Arrange for and support crisis-counseling service as needed.
- g. Prepare required data for requesting federal crisis counseling assistance as necessary.

OFFICE OF RURAL HEALTH (ORH)

- a. Design and implement strategies for improving health care access for rural and underserved residents.

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- b. Provides technical and financial assistance to underserved communities in developing and maintaining primary care health and dental centers.

DIVISION OF SOCIAL SERVICES (DSS)

- a. Coordinate mass care (care-dependent sheltering) operations.
- b. Track and report the status of mass care operations.
- c. Support primary volunteer agencies to assist disaster victims during shelter/mass care situations.
- d. Assist local social services departments to coordinate mass feeding operations shelter population.
- e. Support voluntary agencies to transport food from identified warehouses to mass care feeding sites, if possible.
- f. Provide situational awareness of active mass care operations, sheltering feeding and recovery support services.

GENERAL COMMUNICABLE DISEASE CONTROL (CD)

- a. Gather communicable disease reporting information from the local health departments and HIV/STD control sections.
- b. Assist local health department and state institutions in the investigation of communicable disease outbreaks.

DIVISION OF PUBLIC HEALTH (NCPH)

- a. Provide health guidelines and medical rules and regulations for public health. This includes health intelligence, general health and sanitation, epidemiology, vector control.
- b. Assist in health oversight as necessary resulting from disaster situations requiring expedient supply of food and water.
- c. Support the SERT Emergency Services Branch in provision of medical personnel to staff special needs shelters.
- d. Human Ecology and Epidemiology will provide professional input

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concerning communicable disease control and the issuance of second hand clothing.

- e. Coordinate assistance to supplement local resources in response to public health needs following a disaster to include the laboratory testing in support of clinical laboratories on specimen from persons that may have been exposed to a nuclear, biological, or chemical agent; and the procurement and allocation of immunizing agents and prophylactic antibiotics.
- f. The distribution of the Strategic National Stockpile. The appropriate conditions for quarantine and isolation in order to prevent further transmission of disease.

OFFICE OF CHIEF MEDICAL EXAMINER (OCME)

- a. Investigate and certify any death in a disaster event including mass fatality incidents.
- b. Advise local government of necessity for temporary morgue and body storage (refrigerator trucks) if local facilities are inadequate following an earthquake.
- c. Maintain emergency supply of body bags.
- d. Oversee and provide body processing services including victim identification (coordinate with SBI and FBI); determining cause of death; collection of evidence from bodies of victims (coordinate with SBI and FBI); provision of death certificate, ME report of investigation and other reports (including autopsy); and coordination of release of remains to next of kin (assistance from NC Funeral Director Association).
- e. Request Disaster Mortuary Response Team (DMORT) if state resources become overwhelmed.

STATE MEDICAL RESPONSE SYSTEM

Provide and/or coordinate appropriate medical treatment services as follows:

- a. Mobile, short-notice tasking medical facilities including Field Medical Services and Medical Coordination in the field, deployable, scalable Field Medical Units; HAZMAT Medical Units; Alternate Care Facilities; Mass Casualty Triage; and Medical Support Shelters.

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- b. Assist Public Health with Mass Prophylaxis.
- c. Assist with NDMS airhead or other patient transportation operations.
- d. Provide health and medical services to SERT workers.
- e. Prepare, maintain, and implement in cooperation with Public Health necessary procedures for receiving, storing, and distributing medications and supplies delivered to North Carolina from the Centers for Disease Control's Strategic National Stockpile.
- f. Assist with responder rehabilitation.
- g. Healthcare Personnel augmentation in existing facilities.

DIVISION OF AGING AND ADULT SERVICES (DAAS)

- a. Promote the exchange of technical and statistical information relevant to needs and outcomes of the aging and disability populations.
- b. Collaborate as requested with mass care support agencies to assist local jurisdictions in meeting the needs of individuals requiring functional support sheltering or feeding services.
- c. Collaborate as requested with mass care support agencies to assist individuals needing medical support sheltering services.
- d. Support recovery operations as requested.

DIVISION OF SERVICES FOR THE BLIND (DSB)

- a. Provide technical advisement and statistical information concerning needs relating to required services for blind residents.
- b. Assist local and state emergency management service providers in conducting outreach and support services.
- c. Ensure the SERT Joint Information Center is kept informed of any specialized materials, announcements, or programs required to keep the blind population informed. (Braille information, programs, etc.)

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DIVISION OF SERVICES FOR THE DEAF AND THE HARD OF HEARING (DSDHH)

- a. Provide technical and statistical information concerning needs relating to the required services for deaf and hard of hearing residents.
- b. Assist local and state emergency management service providers in conducting outreach and support services.
- c. Support Joint Information Center operations to translate informed of any specialized materials/announcements/ programs.

DIVISION OF VOCATIONAL REHABILITATION SERVICES (DVRS)

- a. Monitor and report disruptions to programs that promote employment and independence for state residents with disabilities.
- b. Ensure continued determination of eligibility for Social Security disability (Title II), Supplemental Security Income disability (Title XVI), and Medicaid disability (Title XIX).
- c. Assist as necessary the Federal Emergency Management Agency (FEMA) in processing disaster assistance claims under the Individual Assistance Program.

DIVISION OF CHILD DEVELOPMENT AND EARLY EDUCATION (DCDEE)

- a. Provide technical and statistical information on child care facilities statewide.
- b. Coordinate with the SERT Human Services Branch as required.
- c. Approve temporary emergency child care services established for disaster victims and emergency workers as required.
- d. Assist with shelter operations as required.

DIVISION OF EARLY INTERVENTION AND EDUCATION AND EDUCATION

- a. Provide technical and statistical information on the operational needs of the four residential schools (three for the deaf and one for the blind) and monitor and report disaster caused disruptions to early intervention services.

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OFFICE OF ECONOMIC OPPORTUNITY (OEO)

- a. Coordinate emergency homeless shelters needs with the Division of Social Services, American Red Cross, Salvation Army and VOAD as required.

DIVISION OF HEALTH SERVICE REGULATION (DHSR)

RADIATION PROTECTION SECTION

- a. In the event of an earthquake affecting one of the three Nuclear Power Plants in NC (Harris, McGuire, or Brunswick) or Catawba in SC, each plant's emergency operations plan will be put into effect in conjunction with the State EOP and Earthquake Annex.
- b. If the earthquake causes a radiological release, Radiation Protection will be dispatched to the incident site.
- c. Establish and supervise a system for radiological monitoring as needed.
- d. Recommend measures to lessen the adverse effects on the health of the victims, public and emergency workers.
- e. Recommend measures to control the spread of radioactivity if it is detected.
- f. Determine the types of radiological technical expertise required, if any, from other federal, state and local governmental agencies or private industries.
- g. Identify medical care facilities willing and able to accept and properly treat suspected or actual radiation contaminated victims.
- h. Serve as lead state agency for radiological damage assessment.
- i. In cooperation with appropriate federal agencies assume control of all radiation-related technical activities in the recovery operation.

4. DEPARTMENT OF ENVIRONMENTAL QUALITY (DEQ)

- a. Provide a qualified geologist, normally the Chief of the North Carolina Geological Survey, to serve as Earthquake Technical Advisor to the

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SERT Leader.

- b. Run the Hazards U.S. Multi-Hazard (HAZUS-MH) software as required to estimate earthquake damage. This will require maintenance of an extensive set of 30 pre-scripted HAZUS-MH earthquake scenarios for events located both inside and outside the State which could cause structural damage.
- c. Assume the lead role for coordinating the resource to sewage and waste disposal problems resulting from an earthquake.
- d. Assist with damage assessment and restoration of wastewater treatment plants.
- e. Assist in damage assessment and restorations of water supply.
- f. Provide assistance, information and guidance for emergency disposal of materials that adversely affect air quality.
- g. Notify the Division of Water Resources, Public Water Supply Section, when public water supplies are threatened due to contamination caused by damage to wastewater treatment facilities.
- h. Assist local governments in evaluation ramifications from chemical spills or releases that adversely affect the environment.
- i. Apply enforcement criteria as situation demands.
- j. Assume the lead role in coordinating the emergency response to air and water quality problems resulting from an earthquake.
- k. Evaluate water quality when public water supplies are threatened by contamination resulting from damage to wastewater treatment plants.
- l. Provide consulting assistance as required in public water supply concerns and emergencies.

DIVISION OF WATER RESOURCES

PUBLIC WATER SUPPLY SECTION (PWS)

- a. If contaminated drinking water is known or suspected, notify and update local water supply organizations on the status of the hazardous situation.

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- b. Order local water supply plants to cease operations and close intake systems where deemed necessary.
- c. Provide Assistance in the activation of mutual aid agreements in NC Water WARN or request SERT to supply public water resources needed to assure minimum public impact and maximum business continuity. Help coordinate assistance from nearby water systems when it is needed.
- d. Notify the SERT Logistics Section of the need for emergency potable water and/or provide technical assistance in the treatment and distribution of water.
- e. Provide technical assistance to local public water supply operations when requested.
- f. Maintain a capability to monitor and react to local water contamination as a result of the earthquake to ensure water sample readings are compatible with public health standards and requirements.

5. DEPARTMENT OF INSURANCE (DOI)

OFFICE OF THE STATE FIRE MARSHALL (OSFM)

- a. Dispatch field personnel and exercise control during major fire suppression and collapse structure incidents over the coordination required to temporarily reallocate resources, personnel, and equipment to other areas where they are needed, to include staging, security, and refueling.
- b. Identify specialized teams with the capabilities to perform trench, high angle, HAZMAT and confined space rescue. Assist these teams by providing specialized equipment if local resource equipment becomes strained.
- c. Provide structural engineers to determine stability of structures after an earthquake.
- d. Coordinate with other states through EMAC the deployment of qualified inspectors to perform the Applied Technology Council *“Procedures for Post-earthquake Safety Evaluation of Buildings”* (ATC-20). Inspections would be conducted by two- or three-person volunteer teams (structural engineers, building inspectors,

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firefighters, architects, civil engineers, engineering school students) working an eight-day response. Work starts with a one-day orientation, three 12-hour days of inspections, two days off, two 12-hour days of inspection and a one-day debriefing. In jurisdictions with more experience in this method, the teams have a half-day orientation, followed by three days on, two days off, three days on, and one day off with debriefing. At least 100 to 200 qualified inspectors (50 to 100 teams) would be needed to complete the inspections during a seven (7) to fourteen (14) day period.

6. DEPARTMENT OF AGRICULTURE AND CONSUMER SERVICES (DA&CS)

- a. Monitor disaster related health problems relating to animal disease, food or drug contamination, or hazardous exposure to pesticides or fertilizer.
- b. Dispose of contaminated drugs or vaccines.
- c. Implement animal disease control procedures.
- d. Provide personnel for a disaster team when requested.
- e. Assist NC Department of Health & Human Services (NCDHHS), Environmental Health Section, in inspection of restaurants, mass feeding sites, and food distribution centers.
- f. Assist to coordinate activities to detect and response to food safety emergencies.
- g. Support shelter operations for pets.
- h. Support mass feeding operations with USDA stocks.

DIVISION OF FOREST RESOURCES (DFR)

- a. Provide aviation assets to support the aerial assessment of earthquake damage.
- b. Be prepared to provide a Type II Incident Management Team (IMT) to operate an EMAC staging area (RSOI).
- c. Assist in damage assessment to state-owned property.

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- d. Provide personnel and equipment to assist in coordination of debris removal when environmental concerns exist.
- e. Assist Department of Transportation in obtaining permits and clearances for disposal of debris and wreckage.

7. DEPARTMENT OF LABOR (DOL)

DIVISION OF OCCUPATIONAL SAFETY AND HEALTH (OSH)

- a. Provide technical assistance and consultation in determination of the potential for or cause of, worker illness, injury or death related to work environments.
- b. Make technical assistance and consultative services available to the SERT Leader on request.
- c. Provide public safety media releases to citizens to reduce accidents and injuries.

8. DEPARTMENT OF PUBLIC INSTRUCTION (DPI)

- a. Support sheltering activities with personnel and facilities.
- b. Provide critical communications between local school boards and the American Red Cross.
- c. Provide representation to the NCEOP-1 Transportation Unit under the SERT Logistics Section to assist with mobilization of school buses for movement of personnel in the disaster area to shelters.

9. DEPARTMENT OF TRANSPORTATION (DOT)

- a. Provide representation from Division of Public Transportation to the NCEOP-1 Transportation Unit under the SERT Logistics Section to assist with mobilization of municipal and regional transit buses for movement of personnel in the disaster area to shelters.
- b. Responsible for vegetative and woody event-related debris removal from all state maintained highways.
- c. Provide assistance in cleaning wreckage from Public Property as requested after an earthquake.

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- d. Private consultation and appropriate engineering evaluations as necessitated by damage to state highway systems (roadways, bridges, traffic signals, etc.).
- e. Conduct infrastructure damage assessments on all state-maintained highways in the impacted area.
- f. Responsible for road closures and detours. Road condition reports should be cleared through the NCDOT SERT representative prior to entering into WebEOC.

10. DEPARTMENT OF ADMINISTRATION (DOA)

- a. Serve as the lead state agency for energy activities.
- b. Maintain a “Set Aside Program” for petroleum products.
- c. Provide status reports on energy restoration and distribution to the U.S. Department of energy.
- d. Coordinate with the utility companies to request any special resource that is not available through private industry.
- e. Make recommendations to the Governor for voluntary and/or mandatory conservation efforts during times of energy shortage as a result of an earthquake.

11. DEPARTMENT OF COMMERCE (DOC)

UTILITIES COMMISSION (NCUC)

- a. Monitor private electrical and natural gas disruptions.
- b. Provide guidance, instruction and oversight to all governmental and private organizations involved in power distribution systems.

12. NON-GOVERNMENTAL ORGANIZATIONS

SPECIAL OPERATIONS RESPONSE TEAM

The SORT will work in conjunction with OEMS to optimize the use of medical resources.

- a. Hazardous Materials Medical Response Unit

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- Capable of responding to any Natural, HAZMAT, or terrorist event. Designed for decontamination, treatment of victims and follow-up Health Surveys of victims and responding personnel involved in the initial response.
- Provide medical services up to and including Advanced Life Support with a physician trained in NBC medicine on scene.
- Have supplies and equipment to operate day and night, in inclement weather and treat contaminated persons.

b. Mobile Emergency Room

- Provide treatment to victims or responders to include: minor injuries, injuries requiring sutures, acute cardiac disorders, heat or cold related illness; have medicines for illness normally associated with large populations.
- Capacity is 160 patients per day.

c. Field Treatment Unit

- Provide immediate initial medical treatment to victims or responders including those who are in areas not accessible by vehicle by the use of physician and paramedic back packs.
- If necessary, establish an initial communications facility with the trailer used to carry resources for this unit when the unit is emptied, or with a mobile communication/command van.

d. Field Hospital

- Provide advanced medical treatment for 270 patients a day for 72 hours without restocking (including those exposed to chemical or biological agents). Treatment levels include the capabilities of a field emergency hospital and, except for x-ray capability, includes minor surgery, child deliveries, and dental treatment. One third of the federal stockpile of pharmaceuticals for biological and chemical agents is available to this unit.
- All medical and operational supplies and support necessary for the operation of this unit are organic to it.

e. Communications

- Provide a communications van with connections for Amateur

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Radio, High Band VHF, Aviation Radio, cellular phone, satellite phone, local phone system land line and 30' mast to be used with a dual-frequency antenna for SORT and EMS radios.

f. Water Purification

- Coordinate with DEH PWSS when on-site purification of water is needed to assure proper testing is done to protect public health.
- Process 2000 gallons of potable water a day if needed.
- Purify water from ponds, lakes, or pressurized systems that may be suspected of having been contaminated if needed.

g. General Capabilities of the SORT

- Deploy any combination of the SORT units for a 12 hour or two weeks mission or more upon request.
- Provide a CISD-SORT Critical Incident Debriefing Team upon request.
- NBC medical decontamination unit is deployable in NC in less than 2 hours to provide mass decontamination and medical services in a contaminated environment. This unit also carries complete communication gear and standard NBC detection equipment.
- An overhead team with detection equipment could be flown by helicopter to the incident site to provide advice to local responders.

NORTH CAROLINA ASSOCIATION OF RESCUE AND EMS

- a. Assist in obtaining manpower, equipment, and other resources as requested.

NORTH CAROLINA BAPTIST MEN

- a. Provide mass feeding, logistical and medical assets when available.

AMERICAN RED CROSS (ARC)

- a. Staff and support the management and coordination of sheltering and feeding operations.
- b. Support disaster health services, emergency first aid, and distribution

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of emergency relief items.

- c. Provide leadership for managing family inquiries of affected population.
- d. Establish and operate mass care shelters and feeding facilities for victims requiring these services.
- e. Provide casualty and illness information to appropriate authorities.
- f. Within its agreements, coordinate the provision of relief efforts by any and all volunteer organizations actively engaged in providing assistance to disaster victims.
- g. Coordinate registration of shelter residents.
- h. Provide families a variety of services and tools to communicate with families during times of emergency.
- i. Track and report the status of mass care operations.

THE SALVATION ARMY

- a. Support mass care activities (sheltering and feeding).
- b. Services to disaster workers and victims.
- c. Mass feeding of groups and individuals with mobile canteens.

THE NORTH CAROLINA FUNERAL DIRECTORS ASSOCIATION (NCFDA)

- a. Assist in notification of next of kin and facilitate the coordination, preparation, and transportation of the remains of victims to appropriate destinations.

NC COOPERATIVE EXTENSION SERVICE (CES)

- a. Provide technical advisement for best practices for managing agricultural issues.
- b. Provide technical liaison with NCDA on agricultural matters.

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NORTH CAROLINA ELECTRIC MEMBERSHIP CORPORATION

- a. Provide status reports to the SERT on power restoration and energy reserves.
- b. Coordinate activities with the Utilities Commission.

ELECTRICITIES OF NORTH CAROLINA, INC.

- a. Provide status reports to the SERT on power restoration and energy reserves.
- b. Coordinate with the Utilities Commission to facilitate coordination between all impacted power restorers.

IV. CONCEPT OF OPERATIONS

A. GENERAL

North Carolina Emergency Management operates a 24-hour Operations Center. The Operations Center is the central notification point for the state in the event of an earthquake emergency and will alert appropriate state and local agencies. North Carolina Emergency Management Branch Offices become Regional Coordination Centers (RCCs) during earthquake operations. An RCC is established to provide for coordinating emergency management activities and space. Personnel are usually assigned to RCCs from NCEM, NCNG, NC Forest Service, and the Office of the State Fire Marshall. Other SERT agencies may provide personnel as required.

Initially, the RCC will be located in the branch office of the counties affected by the earthquake. RCCs may be established at other locations as required. The Emergency Management Operations Section maintains a standing operating procedure for RCCs

B. RESPONSE ACTIONS

SERT earthquake actions are divided into three phases: *Initial Response and Assessment* using existing resources and facilities, *Sustained Response* using staging areas, bases and resources established and procured specifically for the current disaster and *Initial Recovery* during which disaster efforts evolve from response to recovery.

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1. OPERATIONS SECTION

The impacted RCC (most likely in the Western Branch) will activate to coordinate earthquake response. RCCs (Branch Offices) not impacted will be prepared for deployment and other support to the impacted RCC.

a. Initial Response and Assessment

- If the earthquake results in a minor tremor with no damage and/or state resources are not requested, the Branch Office/RCC will, upon notification from the 24OC, log incident on the on-call ICS form 214/Unit Log; contact the impacted County Emergency Management Coordinator or his/her designated representative; and brief the 24OC and the County Coordinator on any updates, change of event status or termination of the event.
- If the earthquake results in a tremor with minor damage, state resources are not requested, and/or the Branch/RCC staff responds to the scene, upon notification from the 24OC, the Branch Office/RCC will log incident on the on-call ICS form 214/Unit Log and contact the impacted County Emergency Management Coordinator or his/her designated representative. If necessary and appropriate, the on-call (or closest) area coordinator will respond to the scene. The responding area coordinator will check-in with the 24OC Center when en route, on scene, when leaving the scene and when back at home base. Once on scene, the responding area coordinator will receive an incident briefing from County Coordinator or in his/her absence, the Incident Commander. The responding area coordinator will obtain an ICS 201 briefing packet from the scene, if available. Otherwise, complete a full ICS 201 incident-briefing packet.

The Branch Office/RCC will start a new ICS 214 Unit Log for this specific incident and will coordinate and track state resources and additional requests. The responding area coordinator will assist in or facilitate damage assessment as necessary and report damage assessment information to the Branch Office/RCC and the 24OC, and will provide regular situation information to the 24OC. As the incident nears the second operational period, the responding area coordinator will assist in or facilitate preparation of an incident action plan for RCC involvement.

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- If the earthquake results in a significant tremor that causes considerable damage, evacuations, injuries/fatalities, and/or if State assistance is requested, upon notification from the 24OC, the Branch Office/RCC will log incident on the on-call ICS form 214/Unit Log and contact the impacted County Emergency Management Coordinator or his/her designated representative. The on-call Area Coordinator (or the closest Area Coordinator) will respond on scene. The responding area coordinator will assist in or facilitate damage assessment as necessary and report damage assessment information to the Branch Office/RCC and the 24OC. When the responding area coordinator determines a RCC may be necessary, he/she will notify the Branch Manager and discuss possible locations for a RCC. The Operations Section Chief will designate a back-up Branch Manager for the event.

The Branch Manager will activate the RCC according to standing operating guidelines, coordinate additional EM support personnel to respond on scene to impacted counties, and coordinate the necessary agency representatives to respond to the RCC. The Branch Manager will also coordinate the RCC opening with impacted counties, the on scene Area Coordinators and the 24OC, respond on scene to the RCC to coordinate facility start up and staffing, and determine when the RCC is functional and begin to coordinate the event's state resources and request. The Branch Manager will begin to provide situation information to the 24OC and/or the Operations Section Chief. Information will be provided through NCSPARTA if possible—otherwise by any means available.

- If the earthquake results in major damage, multiple injuries/fatalities, and if State assistance is requested, upon notification from the 24OC, the Branch Office/RCC will log incident on the on-call ICS form 214/Unit Log. The Branch Office/RCC will Contact the impacted County Emergency Management Coordinator or his/her designated representative.

The on-call Area Coordinator (or the closest Area Coordinator) will respond on scene. The responding area coordinator will assist in or facilitate damage assessment as

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necessary and report damage assessment information to the Branch Office/RCC and the 24OC. When the responding area coordinator determines a RCC may be necessary, he/she will notify the Branch Manager and discuss possible locations for a RCC. The Branch Manager will contact the Operations Section Chief for coordination of the opening of a RCC with full functional capability and full staffing at the Branch Office.

The Division's Operations Section Chief will designate a backup Branch Manager from a non-impacted branch office for the event. The Branch Manager will determine which area coordinators respond to impacted counties and which Area Coordinators respond to the Branch Office. Report damage assessment information to the Branch Office/RCC and/or the 24 Hour Operations Center. Area coordinators may need to assist or facilitate damage assessment.

The Branch Manager will respond to the RCC (Branch Office) to coordinate facility start up and staffing, and will activate the RCC according to standing operating guidelines, coordinate additional EM support personnel to respond on scene to impacted counties and coordinate the necessary agency representatives to respond to the RCC. The Branch Manager will determine when the RCC is functional and begin to coordinate response to requests for state resources. The Branch Manager will begin to provide situation information to the 24OC and/or the Operations Section Chief. Information will be provided through NCSPARTA if possible—otherwise by any means available. The Branch Manager will advise the SERT Operations Chief concerning the need for and recommended locations of staging areas and response bases. If the quantity of response assets, state or EMAC, exceed the RCC's ability to manage, the Branch Manager will recommend establishment of an RSOI for the event.

b. Continued Response

The RCC will continue coordinating response to requests for state resources. The RCC will receive, organize, and maintain county situation information. The RCC will continue to provide regular situation information to the 24OC. Information will be provided through NCSPARTA if possible—otherwise by any means available.

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c. Initial Recovery

RCC will maintain operational response during initial recovery operations. RCC will support initial recovery operations through the DROC or JFO. RCC will recommend the response assets and demobilization. The Branch Manager will be responsible for termination of the RCC and completion of all operational, logistical, and financial paperwork to be sent to the Chief of Operations.

2. LOGISTICS SECTION

a. Initial Response and Assessment Phase

- Because of the no-notice character of the disaster, the initial logistics response will be conducted from the EOC and the two NCEM warehouses. The initial phase will last at least three days (possibly longer)--the time it will take to assess needs and plan for and establish staging areas and bases in the disaster area. Logistics priorities for allocation of resources are lifesaving, restoration of communications, emergency operations centers, and life sustaining.
- Upon EOC activation, both warehouses will be activated and staffed with NCEM personnel and the two National Guard warehouse force packages. The transportation/ third party logistics contract will be activated immediately to ensure tractors and trailers are available for delivery of resources. The NCESF-1 Transportation Unit will be activated with representatives from DOT- Division of Public Transportation, Department of Public Safety, Division of Adult Correction, and Department of Public Instruction to provide buses for evacuation or movement of response personnel.
- The Purchasing Unit will alert appropriate disaster contract vendors that the event has occurred and that we will require their goods and services, starting with packaged food, bottled water, tarps, generators, material handling equipment, and bases/camps. Power generation will be a critical, but scarce, resource which will require intensive management throughout the event. The National Guard SERT Liaison will be alerted to prepare for mobilization of troops and aircraft, with an immediate requirement to conduct aerial reconnaissance of the disaster area. Aviation, Multi-Function, POD, and communications Force Packages will be priority for activation. The EMAC unit will broadcast a

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general alert through the EMAC system concerning the earthquake and potential need for any assets identified by the Human Services, Emergency Services and Infrastructure Groups.

- Logistics Plans and Coordination Branch will respond to initial resource request and begin logistics planning for sustained operations in Phase 2 once the EOC staff begins to form an accurate picture of the extent of the disaster. Determining the amount of packaged meals and water to purchase to fill the procurement pipeline once warehoused stocks are exhausted will be a major Branch requirement in the initial response phase. Distribution of disaster supplies (packaged food, water, ice, and tarps may constitute an immediate requirement in the disaster area. Local government Points of Distribution (POD), as well as their County Receiving and Distribution Points (CRDP) may not function due to the effects of the earthquake. National Guard POD Force Packages may be needed immediately to distribute supplies to the public. These PODs may need to be supplied directly from NCEM warehouses if local CRDP are not functioning. Supplies of meals and water may need to be ordered via EMAC from South Carolina Emergency Management warehouse to fill the gap between exhaustion of NC's warehoused stocks and arrival of the initial purchases.

b. Sustained Response

- This phase is characterized by a shift of the effort from fixed warehouses and RCC/county staging areas to forward state staging areas and bases selected to facilitate the sustained operational response.
- An EMAC Staging Area (RSOI) may be required to receive EMAC assets and in-state mutual aid assets and integrate them into the response when the number of mutual aid personnel exceeds the amount that can be handled by the lead RCC. (See paragraph below on Mutual Aid) below and the RSOI Plan, which includes two potential sites per RCC.
- Multiple bases and operational staging areas may have to be established throughout a wide disaster area to support the response workers in specific areas isolated by disruption

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to cross-compartment avenues of movement. These bases may be required to support both locally led response efforts and state led efforts. Civilian repair crews for power and telecommunications companies may require basing support in state bases or local shelters. Establishment of bases will require implementation of the base and camp contract. A base or camp will require four days to establish from the time the decision is made.

- Local points of distribution (PODs) for disaster supplies will be established by this phase, which will be supported from the nearest NCEM warehouse and a forward, state logistics staging area (State LSA), if required. National Guard POD force packages will be required to staff the PODs due to disruption of local plans/personnel to operated PODs. The number of PODs established places a limit on the amount of disaster supplies that can be distributed to the public. It also establishes a throughput capacity and establishes an upper limit on the amount of commodities that should be purchased for a given period of time.
- Establishment of a forward logistics staging area for staging of disaster supplies close to the disaster area will require shifting of NCEM Logistics staff from the state warehouse farthest from the event to the forward LSA. Arrangements must be made to operate the second warehouse (and/or the LSA) with contracted third party logistics assets and/or NG bulk logistics force package. Shift of NCEM Logistics personnel is required to ensure integration of the LSA into the networked logistics inventory and management system. Establishment of a state LSA will require two to three days from the time the decision is made. Implementation will degrade deliveries of commodities and equipment from the second warehouse during the transition.
- Mass feeding operations conducted by VOAD agencies will commence no earlier than event plus two to three days - the time it takes to plan, coordinate and establish field kitchens and required logistics support. Logistics will be required to provide significant resource support for mass feeding sites. Mass feeding and distribution of hot food will begin to replace or reduce the requirement for distribution of packaged food and water via the PODs.

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- Potential disruption of fuel facilities and supplies may require special action to provide fuel for responders. As a minimum, state term contract vendors from unaffected areas may have to be contracted to provide fuel to responders in the disaster area.

c. Initial Recovery Phase

- This phase is characterized by a shift from supporting the response to the recovery effort and by demobilization of resources procured during earlier phases.
- The Supply Unit will assist NCDEM Recovery Section with resources required to launch Preliminary Damage Assessment Teams from the DROC.
- Logistics will coordinate with FEMA IMAT/ERT-A a Joint Field Office (JFO) location and will coordinate with NCDEM Sections concerning their participation in the JFO.
- Resources no longer required for the response effort will be demobilized in accordance with the SERT demobilization plan.
- Warehouse stocks levels of food, water and tarps will be restored to the pre-event level required to support 50,000 people for one day.

3. MUTUAL AID

a. Initial Response and Assessment Phase

- Based upon the assessment of the disaster, the SERT Leader and Staff must decide the type and quantity of EMAC assets to order. The initial assessment must be made early to have a significant effect in the initial response phase. If the number of EMAC and in-state mutual aid assets decided upon exceeds the amount that can be processed by the lead RCC, then the decision to establish and EMAC Staging area (RSOI) must be made. The RSOI requires two to three days to establish from the time the decision is made. EMAC assets ordered and arriving in state prior to the establishment of the RSOI must be processed through the lead RCC or a supporting RCC.

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b. Sustained Response Phase

- The RSOI is established and all EMAC and in-state mutual aid assets in-process and demobilize thru the site. Local and state agency resource requirements that cannot be filled in-house will be processed piecemeal via EMAC or in-state mutual aid.

c. Initial Recovery Phase

- Assets secured through EMAC during earlier phases will be demobilized in accordance with the demobilization plan. The SERT Leader will decide what EMAC-secured assets are required for the recovery phase, such as Public Assistance, Individual Assistance, and Hazard Mitigation. The RSOI may be closed during this phase if the number of recovery resources can be staged more efficiently at the DROC, JFO or other facility.

4. RECOVERY SECTION

- Initial Response and Assessment Phase/Sustained Response: During these two phases, the Recovery Section will assess the situation and prepare for recovery activities.

c. Initial Recovery Phase

- In the event North Carolina is affected by an earthquake significant enough to warrant a federal and/or state declaration; the Recovery Section staff will ensure that eligible government organizations, individuals, and families have access to the full range of state and federal programs made available in the aftermath of a disaster. The Recovery Section will also continue to partner with state, federal and voluntary organizations that deliver resources to disaster victims. Recovery actions will be in accordance with the North Carolina Disaster Recovery Plan.

V. REFERENCES

1. North Carolina Disaster Recovery Plan

EARTHQUAKE OPERATIONS PLAN

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VI. TABS

- A. Tab A. Aerial Reconnaissance Teams (ART)
- B. Tab B. Procedures for Post Earthquake Safety Evaluation of Buildings
- C. ATC-20 Forms
- D. Guidance for Owners and Occupants of Damaged Buildings
- E. Earthquake Synchronization Matrix
- F. Earthquake Intelligence Collection & Initial Analysis Checklist
- G. Modified Mercalli Intensity Scale
- H. Example Seismogram
- I. SERT Response and Initial Recovery Checklist for Earthquake Events
- J. Senior Staff Earthquake Checklist
- K. Public Information Earthquake Checklist
- L. Emergency Services Earthquake Checklist
- M. Human Services Earthquake Checklist
- N. Infrastructure Earthquake Checklist
- O. Planning Earthquake Checklist
- P. Logistics Earthquake Checklist

AERIAL RECONNAISSANCE TEAMS (ART)

June 2016

I. INTRODUCTION

A. PURPOSE

To identify, for each affected county, the status of infrastructure and mass care structures. Priorities include telephone and communications towers, electrical power lines, roads and bridges, health\medical facilities, waste and water treatment plants and systems, airports and railroads, main government buildings, shelters, and mapped areas of significantly impacted areas.

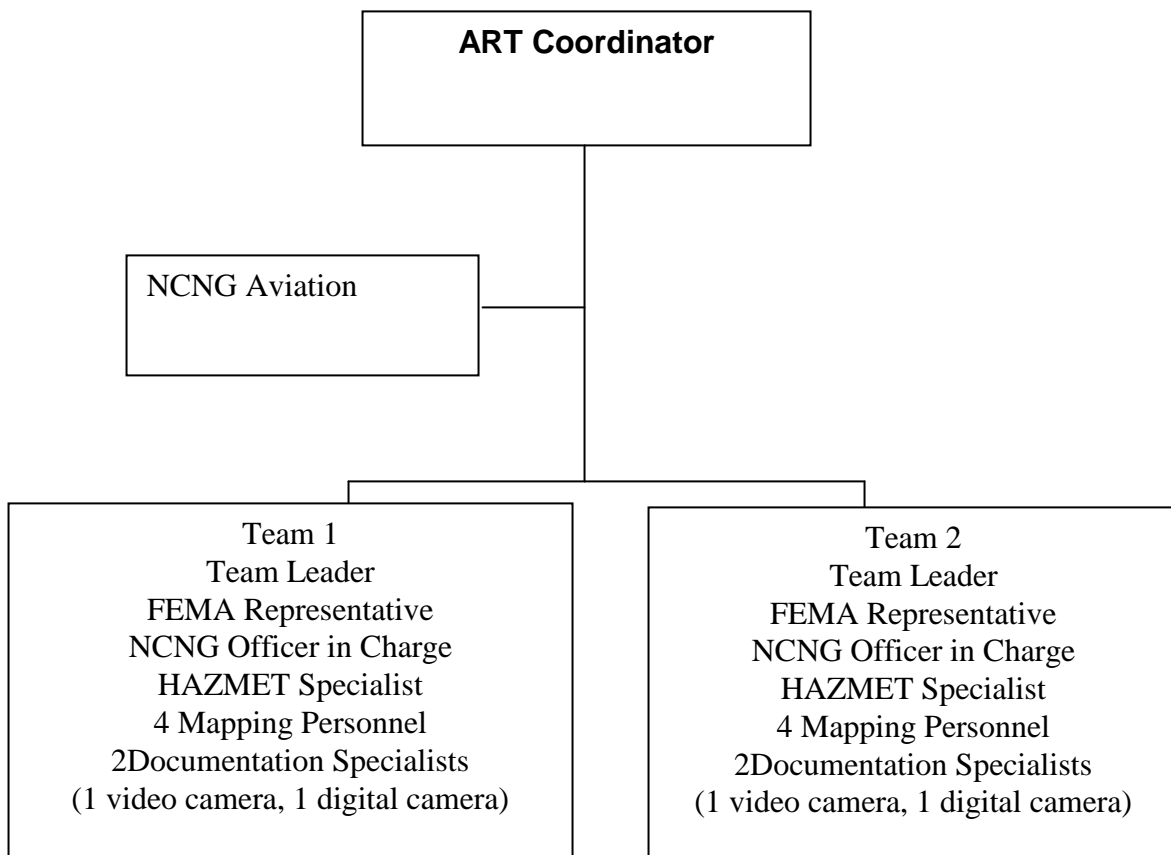
B. SCOPE

As part of preliminary damage assessment, to deploy rapidly and fly over severely impacted areas providing reports on the extent and location of earthquake damage. Aerial Reconnaissance Teams (ARTs) will coordinate activities with the FEMA Rapid Needs Assessment (RNA) Team.

AERIAL RECONNAISSANCE TEAMS (ART)

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II. ORGANIZATION AND ASSIGNMENT OF RESPONSIBILITIES



AERIAL RECONNAISSANCE TEAMS (ART)

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III. CONCEPT OF OPERATIONS

A. GENERAL

The ARTs are led by an ART Coordinator assigned from the SERT Recovery Section. The ART Coordinator schedules aerial reconnaissance according to requirements established by the SERT Planning Section. ARTs will be deployed immediately after a major earthquake impacts North Carolina and weather conditions permit liftoff by helicopter. Two ARTs will deploy from the RDU airport at the National Guard Aviation Center and fly to counties impacted by an earthquake. Helicopters will fly affected areas, county by county, observing and noting the following: the severity of the damage; specific impact information and locations such as damaged houses, roads made impassable, bridges out, power lines down, etc.; record by video and digital camera image records of the damage from the air, and determine what immediate state assistance may be needed.

If possible the information being recorded by the ARTs will be sent back to the State EOC by one or more of the following methods:

- By voice transmission between the ART leader and the State EOC as fly-over occurs
- By video transmission between the ART leader and the State EOC as fly-over occurs
- By voice transmission using a satellite phone once the helicopter lands in an impacted county
- By telephone once a team lands in an impacted area
- By fax machine once a team lands in an impacted area
- By hand delivering the reports and maps back to the State EOC when the ARTs return to Raleigh.

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**PROCEDURES FOR POST EARTHQUAKE SAFETY
EVALUATION OF BUILDINGS**

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1. **MISSION.** When a significant earthquake strikes a community, there is the immediate need for damage inspections throughout the affected areas. These inspections are not “damage assessments” to determine the potential eligibility for federal disaster assistance through a presidential major disaster declaration, rather these are **safety inspections**. Residents need to be kept from using unsafe buildings. It is essential that qualified building inspectors quickly identify structures that are safe for reentry and those that must be avoided. Regular building inspection officials may become overloaded instantly and require additional help.

Under such emergency conditions, qualified volunteer inspectors, including architects, engineers, and building inspectors are needed from unaffected regions and certain other qualified design and construction professionals can provide help with the post earthquake safety evaluations. These volunteers will typically be activated through a pre-existing agreement with state and local emergency management officials.

2. **BACKGROUND.** Procedures for Post Earthquake Safety Evaluation of Buildings (ATC-20) -- The Applied Technology Council (ATC) developed a Procedure for the Post Earthquake Safety Evaluation of Buildings (ATC-20). This is a widely accepted standard for post earthquake safety review and tagging of structures. ATC-20 is designed to train inspectors, facility managers, architects, engineers, contractors and other building professionals, the methodology for post earthquake building evaluation. The procedure is designed to allow the inspector to rapidly review a building and determine if the building can be occupied (green tag), requires additional reviews or has partial damage (yellow tag), or should be closed until demolition or upgrading (red tag). The method developed by the ATC is to:

- Evaluate the extent of damage to structures after an earthquake,
- Placard buildings to inform owners, occupants and the public if a building is safe to enter and occupy,
- Provides information to local, regional and state governmental agencies and others as to the extent and location of damaged structures.

The Disaster Emergency Services Committee of the Structural Engineers Association of Northern California (SEAONC) prepared a list of ten guiding principles for ATC-20 rapid assessments (“tagging”). This is Version 2-03.

- a. Objectives of tagging: The objective of tagging is to get people back into safe homes and businesses as quickly as possible, and to keep people out of unsafe structures. By doing this, tagging aids disaster recovery and reduces demand on relief agencies.

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- b. Tagging is about safety: Tagging should focus on **significant changes** in the **safety** of buildings as a result of the disaster. Tagging should not consider issues of code compliance. The tagging process is not a damage survey, but an assessment of whether the building is safe for entry or occupancy.
- c. Using Green tags (Inspected): Buildings can be damaged and still be safe. Buildings whose safety has not been **significantly** changed by the disaster should be green tagged, even if conspicuously damaged, deficient with respect to the code, or known to be seismically vulnerable.
- d. Using Red tags (Unsafe): Only conditions that are the result of the disaster and that pose an imminent threat to life safety for entry or occupancy in all or most of the structure under expected loads should be red tagged.
- e. Using Yellow tags (Restricted Use): Restricted Use tagging should be used when there is some risk from damage in all or part of the building that does not warrant red tagging. Entry, occupancy and lawful use are restricted in accordance with the area, occupancy duration or other restrictions as written on the placard. If resources are available, restricted areas should be cordoned off and marked with “Area Unsafe” placards (a Red tag with “Area” handwritten before “Unsafe”). When the extent of significant damage is uncertain or cannot be ascertained within the time and resources available to a Rapid Inspection, the building should be yellow tagged, with additional inspection requirements and any restrictions on use or occupancy clearly noted on the placard.
- f. Be thorough: Resources may ultimately not be available to provide Detailed Evaluations to follow up on Rapid Evaluations. Do Rapid Evaluations quickly but carefully. Tags and evaluation forms should be completely filled out, including clear, concise written comments where appropriate to guide occupants, building officials, and possible subsequent inspectors. Enter and evaluate the building interior if it is safe and possible to do so.
- g. Be helpful: Explain the posting and its significance to building occupants who are present. Be sympathetic to their concerns and strive to be reassuring.
- h. Be careful: Take care of yourself. Always work with a partner, use proper safety equipment and procedures and be aware of hazards. The first rule of post-earthquake safety is: Do not enter or walk near a structure that is leaning or unstable.

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- i. Dealing with HAZMATs: Do not enter buildings if discharge of hazardous materials is found or strongly suspected – cordon off the area and notify appropriate authorities (i.e. local fire department). Look for HAZMAT signage, spills or leaking containers/piping. Foul odors and hissing sounds of leaking contents are strong warnings.
- j. Understand the process: Recognize that you are one part of a large, distributed organization involved in responding to the disaster. Know and follow the chain of command, but don't hesitate to offer help/suggestions. Be proactive and flexible within your span of control/responsibility. Improvise as necessary to meet the objectives: getting people back into safe structures and keeping them out of unsafe ones.

3. CONCEPT OF OPERATIONS.

a. Planning and Obtaining Personnel.

- (1) Determining how many inspectors are needed using HAZUS-MH. Once the U.S. Geological Survey determines an earthquake's location, magnitude and depth, an event-specific HAZUS-MH loss estimation can be run.

As part of the results, the computer program automatically generates a table entitled "Building Damage by Count by General Occupancy." This table will list the number of buildings in each county by the five levels of damage -- none, slight, moderate, extensive and complete. For each of these damage classes, the number of buildings will be further broken down into the seven general occupancy classes – agriculture, commercial, education, government, industrial, religion and residential. The minimum number of buildings to inspect in each county would be the sum of the moderate + extensive + complete totals.

HAZUS-MH also generates the Global Summary Report. The number of buildings that have sustained moderate or greater damage is also listed in that report. For a spatial distribution of the number of damaged buildings, the damage count can be plotted in GIS for each census block in the study region.

Using these values, an estimate of the number of inspectors, which will be need, can be determined. On average a two-person team can perform between 15 to 20 inspections per shift. For a 12-hour shift, one-

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hour travel to and from the inspection area and a half hour break each six hours, each inspection would take around 25 minutes.

(2) Determining whether to use personnel from inside or outside the state.

(a) Choice A -- Using personnel from outside the state has both advantages and disadvantages, which are listed below:

Advantages:

- Already trained and experienced.
- Team command and control structure imbedded within the team.
- Whole units can be obtained through EMAC.
- Since these personnel are volunteers, cost would include only transportation to and from North Carolina and lodging plus per diem in state.

Disadvantages:

- Teams will be unfamiliar with North Carolina building codes and building styles.
- Teams will be unfamiliar with North Carolina geography and local governments.
- Teams will need to be integrated into supporting the local building inspection and code enforcement office.
- It would take two to three days to activate, transport, in-process and orient 100 to 200 inspectors.

(b) Choice B -- Deploying personnel from within the state has advantages and disadvantages including the need to rapidly train in-state volunteers in the procedures. The advantages and disadvantages with this choice are:

Advantages:

- Core cadre of personnel from municipal fire departments, USAR structural collapse teams and building inspection / code enforcement offices has already been trained.
- Personnel will have a detailed knowledge of the North Carolina Building Code.

Disadvantage: Volunteers will need a ½ day training on the

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procedures. With a class size of 40 and two instructors teaching simultaneously, 160 ATC-20 inspectors would be trained in one day. That number would grow to over 300 in two days.

- b. Integration with the local building inspection/code enforcement office.

As outlined earlier in the *Guiding Principles of ATC-20 Rapid Assessments (“Tagging”)*, the inspection teams are to assess building safety for the local unit of government. The teams are an extension of the local building department. Experiences local building officials from areas outside the impacted area would need to be mobilized to assist the local building department as an Overhead Team in the performance of the safety inspections.

- (1) Duties of the local building official would be:

- (a) Examine the identification, credentials and training record of the volunteer inspectors and if acceptable issue an INSPECTOR ID number which will be unique to this individual for each deployment and not repeated for the event;
- (b) When the deployment of each inspector ends that temporary credential will be collected;
- (c) Provide documentation to each inspector of the number of building inspected and number of hours worked.

- (2) Duties of the Overhead Team would be:

- (a) Orient new inspectors;
- (b) Brief all inspectors;
- (c) Distribute maps showing areas to inspect;
- (d) Provide “tagging” placards, markers, tape, ATC-20 Rapid Evaluation Safety Assessment Forms, ATC-20 Detailed Evaluation Safety Assessment Forms, and copies of “Guidance for Owners and Occupants of Damaged Buildings” [Examples of these forms, placards and “Guidance for Owners and Occupants of Damaged Buildings” are attached at Enclosure 1 to this TAB];
- (e) Collect the Rapid Evaluation Forms or Detailed Evaluation Forms from the teams at the end of the day;
- (f) Debrief the teams;
- (g) Forward the material to the local building office representative;
- (h) Determine the next day’s inspection locations and
- (i) Restock the supply of inspection placards, inspection forms and supplies.

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- (3) The duties of the two-person inspection teams would be to follow the Guiding Principles for ATC-20 Rapid Assessment and:
 - (a) Travel to the designated inspection area;
 - (b) Perform the inspections using the Rapid Evaluation Form or the Detailed Evaluation Forms;
 - (c) Fill out the appropriate inspection placard and affix the placard to the building;
 - (d) Distribute copies of the “Guidance for Owners and Occupants of Damaged Buildings” to anyone requesting additional information;
 - (e) Be aware of hazards at all times;
 - (f) Return to the pick-up point and return from the inspection area;
 - (g) Turn in the inspection forms;
 - (h) Participate in the debriefing.

Placards are color-coded: Green – INSPECTED, Yellow – RESTRICTED USE, and Red – UNSAFE. **Only colored placards should be used.**

The local GIS department may wish to compile and plot all the completed inspections on maps of the impacted area. In order to maintain a complete set of inspections, copies should be made of the evaluation forms as soon as they are returned to the local building official.

Damage from aftershocks may result in buildings, which were tagged as INSPECTED to be reevaluated as RESTRICTED USE or UNSAFE in follow-on inspections. The local building official will determine when a re-inspection must be done. In addition, some type of quality assurance /quality control re-inspections should be conducted on a random sample of the buildings.

4. **ENCLOSURES.**

- a. Enclosure 1. ATC-20 Forms.
- b. Enclosure 2. Guidance for Owners of Damaged Buildings

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ANNEX B | APPENDIX 8 | TAB B | ENCLOSURE 1
ATC-20 FORMS
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ATC-20 Rapid Evaluation Safety Assessment Form

Inspection

Inspector ID: _____ Inspection date and time: _____ AM PM
 Affiliation: _____ Areas inspected: Exterior only Exterior and interior

Building Description

Building name: _____ Address: _____
 Building contact/phone: _____
 Number of stories above ground: _____ below ground: _____
 Approx. "Footprint area" (square feet): _____
 Number of residential units: _____
 Number of residential units not habitable: _____

Type of Construction

Wood frame Concrete shear wall
 Steel frame Unreinforced masonry
 Tilt-up concrete Reinforced masonry
 Concrete frame Other: _____

Primary Occupancy

Dwelling Commercial Government
 Other residential Offices Historic
 Public assembly Industrial School
 Emergency services Other: _____

Evaluation

Investigate the building for the conditions below and check the appropriate column. Estimated Building Damage (excluding contents)

Observed Conditions:	Minor/None	Moderate	Severe	Estimated Building Damage (excluding contents)
Collapse, partial collapse, or building off foundation	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/> None
Building or story leaning	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/> 0 - 1%
Racking damage to walls, other structural damage	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/> 1 - 10%
Chimney, parapet, or other falling hazard	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/> 10 - 30%
Ground slope movement or cracking	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/> 30 - 60%
Other (specify) _____	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/> 60 - 100%
				<input type="checkbox"/> 100%

Comments: _____

Posting

Choose a posting based on the evaluation and team judgment. *Severe* conditions endangering the overall building are grounds for an *Unsafe* posting. *Localized Severe* and overall *Moderate* conditions may allow a *Restricted Use* posting. Post **INSPECTED** placard at main entrance. Post **RESTRICTED USE** and **UNSAFE** placards at all entrances.

INSPECTED (Green placard) **RESTRICTED USE** (Yellow placard) **UNSAFE** (Red placard)

Record any use and entry restrictions exactly as written on placard: _____

Further Actions Check the boxes below only if further actions are needed.

Barricades needed in the following areas: _____

Detailed Evaluation recommended: Structural Geotechnical Other: _____

Other recommendations: _____

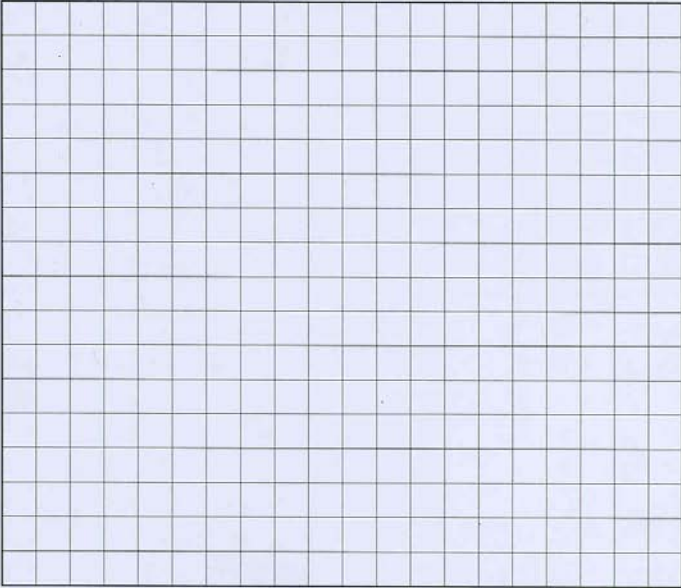
Comments: _____

NORTH CAROLINA EMERGENCY OPERATIONS PLAN (NCEOP)
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ATC-20 FORMS

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ATC-20 Detailed Evaluation Safety Assessment Form				
Inspection Inspector ID: _____ Affiliation: _____ Inspection date and time: _____ <input type="checkbox"/> AM <input type="checkbox"/> PM			Final Posting from page 2 <input type="checkbox"/> Inspected <input type="checkbox"/> Restricted Use <input type="checkbox"/> Unsafe	
Building Description Building name: _____ Address: _____ _____ Building contact/phone: _____ Number of stories above ground: _____ below ground: _____ Approx. "Footprint area" (square feet): _____ Number of residential units: _____ Number of residential units not habitable: _____		Type of Construction <input type="checkbox"/> Wood frame <input type="checkbox"/> Concrete shear wall <input type="checkbox"/> Steel frame <input type="checkbox"/> Unreinforced masonry <input type="checkbox"/> Tilt-up concrete <input type="checkbox"/> Reinforced masonry <input type="checkbox"/> Concrete frame <input type="checkbox"/> Other: _____		
		Primary Occupancy <input type="checkbox"/> Dwelling <input type="checkbox"/> Commercial <input type="checkbox"/> Government <input type="checkbox"/> Other residential <input type="checkbox"/> Offices <input type="checkbox"/> Historic <input type="checkbox"/> Public assembly <input type="checkbox"/> Industrial <input type="checkbox"/> School <input type="checkbox"/> Emergency services <input type="checkbox"/> Other: _____		
Evaluation Investigate the building for the conditions below and check the appropriate column. There is room on the second page for a sketch.				
	Minor/None	Moderate	Severe	Comments
Overall hazards:				
Collapse or partial collapse	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	_____
Building or story leaning	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	_____
Other _____	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	_____
Structural hazards:				
Foundations	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	_____
Roofs, floors (vertical loads)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	_____
Columns, pilasters, corbels	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	_____
Diaphragms, horizontal bracing	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	_____
Walls, vertical bracing	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	_____
Precast connections	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	_____
Other _____	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	_____
Nonstructural hazards:				
Parapets, ornamentation	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	_____
Cladding, glazing	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	_____
Ceilings, light fixtures	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	_____
Interior walls, partitions	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	_____
Elevators	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	_____
Stairs, exits	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	_____
Electric, gas	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	_____
Other _____	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	_____
Geotechnical hazards:				
Slope failure, debris	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	_____
Ground movement, fissures	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	_____
Other _____	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	_____
General Comments: _____ _____				
Continue on page 2				

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ATC-20 FORMS
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ATC-20 Detailed Evaluation Safety Assessment Form		Page 2
Building name: _____ Inspector ID: _____		
<p>Sketch (optional) Provide a sketch of the building or damaged portions. Indicate damage points.</p> <p>Estimated Building Damage If requested by the jurisdiction, estimate building damage (repair cost + replacement cost, excluding contents).</p> <p> <input type="checkbox"/> None <input type="checkbox"/> 0-1% <input type="checkbox"/> 1-10% <input type="checkbox"/> 10-30% <input type="checkbox"/> 30-60% <input type="checkbox"/> 60-100% <input type="checkbox"/> 100% </p>		
<p>Posting If there is an existing posting from a previous evaluation, check the appropriate box.</p> <p>Previous posting: <input type="checkbox"/> INSPECTED <input type="checkbox"/> RESTRICTED USE <input type="checkbox"/> UNSAFE Inspector ID: _____ Date: _____</p> <p>If necessary, revise the posting based on the new evaluation and team judgment. <i>Severe</i> conditions endangering the overall building are grounds for an Unsafe posting. Local <i>Severe</i> and overall <i>Moderate</i> conditions may allow a Restricted Use posting. Indicate the current posting below and at the top of page one.</p> <p> <input type="checkbox"/> INSPECTED (Green placard) <input type="checkbox"/> RESTRICTED USE (Yellow placard) <input type="checkbox"/> UNSAFE (Red placard) </p> <p>Record any use and entry restrictions exactly as written on placard: _____</p> <p>_____</p> <p>_____</p>		
<p>Further Actions Check the boxes below only if further actions are needed.</p> <p><input type="checkbox"/> Barricades needed in the following areas: _____</p> <p>_____</p> <p> <input type="checkbox"/> Engineering Evaluation recommended: <input type="checkbox"/> Structural <input type="checkbox"/> Geotechnical <input type="checkbox"/> Other: _____ </p> <p> <input type="checkbox"/> Other recommendations: _____ </p> <p>_____</p> <p>_____</p> <p>Comments: _____</p> <p>_____</p> <p>_____</p>		

June 2016

INSPECTED

LAWFUL OCCUPANCY PERMITTED

This structure has been inspected (as indicated below) and no apparent structural hazard has been found.

- Inspected Exterior Only
- Inspected Exterior and Interior

Report any unsafe condition to local authorities; reinspection may be required.

Inspector Comments:

Facility Name and Address:

Date _____
Time _____

(Caution: Aftershocks since inspection may increase damage and risk.)

This facility was inspected under emergency conditions for:

_____ (Jurisdiction)

Inspector ID / Agency

**Do Not Remove, Alter, or Cover this Placard
until Authorized by Governing Authority**

RESTRICTED USE

Caution: This structure has been inspected and found to be damaged as described below:

Entry, occupancy, and lawful use are restricted as indicated below:

- Do not enter the following areas: _____
- Brief entry allowed for access to contents: _____
- Other restrictions: _____

Facility name and address:

Date _____
Time _____

(Caution: Aftershocks since inspection may increase damage and risk.)

This facility was inspected under emergency conditions for:

_____ (Jurisdiction)

Inspector ID / Agency

**Do Not Remove, Alter, or Cover this Placard
until Authorized by Governing Authority**

UNSAFE

**DO NOT ENTER OR OCCUPY
(THIS PLACARD IS NOT A DEMOLITION ORDER)**

This structure has been inspected, found to be seriously damaged and is unsafe to occupy, as described below:

Do not enter, except as specifically authorized in writing by jurisdiction. Entry may result in death or injury.

Facility Name and Address:

Date _____
Time _____

This facility was inspected under emergency conditions for:

_____ (Jurisdiction)

Inspector ID / Agency

**Do Not Remove, Alter, or Cover this Placard
until Authorized by Governing Authority**

GUIDANCE FOR OWNERS AND OCCUPANTS OF DAMAGED BUILDINGS

June 2016

This is a reprint of Appendix A of ATC-20-2 *Addendum to the ATC-20 Post-earthquake Building Safety Evaluation Procedures*, which is available from the Applied Technology Council, 201 Redwood Shores Parkway, Suite 240, Redwood City, CA 94065 (Website: www.ATCouncil.org)

This document is intended to provide basic information to owners or tenants of buildings that suffer earthquake damage. Guidance is provided to answer many of the typical questions that arise during the post-earthquake recovery period. The issues covered include (1) the safety evaluation process and the meaning of each of the three safety evaluation postings; (2) the process of securing services to perform repairs; and (3) how to obtain aid from disaster assistance organizations.

Building jurisdictions or other agencies may adapt this chapter for use as a handout or other document if the ATC source document is credited.

A.1 Understanding Safety Assessment Procedures and Postings

If a building you own or in which you reside or work is damaged by an earthquake it should be inspected by safety evaluation personnel working for the local government building jurisdiction. You can contact the jurisdiction to request this safety evaluation. The evaluation may not be possible until a few days after the earthquake, depending on the extent of local damage and the number of available qualified inspectors and engineers assigned to your area. If substantial damage is apparent, do not wait for an official evaluation of the building: the prudent choice is to discontinue use and occupancy of the building to prevent potential injuries that may occur due to collapse or other falling hazard conditions that could occur unexpectedly or as a result of earthquake aftershocks. You may want to engage a design or construction professional at this time to inspect the damage, recommend repair work, obtain emergency permits, or begin repair work, as required. This process is discussed below in Section A.2. When an authorized safety evaluation team from the jurisdiction does arrive it is very important to cooperate with them by providing both information about observed damage and access to the building. The first safety evaluation team to arrive will likely be conducting what is called a Rapid Evaluation. They will spend 15 to 60 minutes inspecting the property, depending on its size, complexity, and extent of damage. Their responsibility is to quickly determine if a building is safe enough to occupy, and if not, to decide what restrictions to place on its use or entry. The inspection will result in one of three posting placards (discussed below) being placed near the entrances to the building indicating the outcome of the team's safety evaluation. The team will also record the inspection findings and posting placard determination on an evaluation form for the jurisdiction.

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Unsafe Posting (Red Placard)

If damage visible from the exterior obviously poses a severe hazard for entry or occupancy, the safety evaluation team may be limited to inspecting only the exterior of the building. In such cases the posting most likely to be used is a red UNSAFE placard. This placard indicates it is unsafe to occupy or enter the building for any reason. Even when a building can be entered for inspection it is still possible that internal damage could pose dangers requiring an Unsafe posting. It is also possible that an otherwise safe building must be posted Unsafe because it is threatened by falling hazards from a nearby building. The legal questions that may arise from such a circumstance are important, but unfortunately they are beyond the scope of this document.

The UNSAFE placard is posted only when there is an immediate risk associated with entry, use, or occupancy. While its meaning may vary somewhat among building jurisdictions, it usually means that the building owner must apply for a permit to enter the building by means acceptable to the jurisdiction.

These means may include engaging an engineer and contractor (See Section A.2 below) to assess the risks and, as necessary, remove falling hazards, shore unstable elements, provide protective scaffolding, or otherwise mitigate hazards.

It is very important to understand that the “red tag” Unsafe posting does not automatically mean that the property has been condemned or will require demolition. Indeed, rarely is damage so severe or the threat to either an adjacent property or important right-of-way so high that an order to demolish a building is issued. Local officials normally will contact and involve the building owner and the owner’s engineer or contractor in the process of making any demolition decisions and allowing for belongings removal. Some building owners may voluntarily choose to demolish their building if repairing it is clearly uneconomical, but again, this is not the usual consequence for buildings posted Unsafe.

There are several options for building owners for the removal of goods from buildings posted Unsafe, depending on the specific condition of a building and the policies of the jurisdiction.

1. The owner, with or without the assistance of a construction professional, proposes to the jurisdiction a method of how and where the building may be entered without hazard in order to remove belongings. If this method is acceptable to the jurisdiction, it allows the owner or tenants to enter the building in accordance with the method. The jurisdiction may require that a permit be obtained. It may also

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require that any entry be under the supervision of the jurisdiction or the construction professional, and that hard hats be worn by those entering the building.

2. At the discretion of the jurisdiction, the owner takes out an emergency permit to perform sufficient work on the building to make it safe to enter to remove belongings. The owner will need to present a hazard mitigation and entry plan that is satisfactory to the jurisdiction. The jurisdiction may require that licensed engineers or contractors prepare this plan and supervise its execution. This plan might include shoring of parts of the building, removal of falling hazards, construction of overhead barriers, or other means that permit safe entry to all or part of the building. This plan may or may not be a part of an overall plan to repair the building.
3. The jurisdiction may believe that the building is so precarious that no hazard mitigation measures are possible that would permit even limited entry to remove belongings. This can occur when the building condition creates an undue risk even to workers attempting to mitigate the hazards. The jurisdiction should invite the owner and the owner's professional construction consultants to propose a mitigation and entry plan. If no hazard and mitigation plan can be proposed that is satisfactory to the jurisdiction, the building would have to be demolished with the belongings still inside. The urgency of this determination will depend on whether the building threatens an adjacent property or important right-of-way.

Jurisdictions have often taken an active role in expediting the above options when the building owner has been unwilling or unable to perform. In the case of tenant demands for access and owner inaction, the jurisdiction may mitigate hazards as necessary to allow for limited belongings access. The jurisdiction may proceed with demolition if the need is pressing and the owner is uncooperative.

Restricted Use Posting (Yellow Placard)

An intermediate posting called Restricted Use is used by the evaluation team to address situations where a clearly unsafe condition does not exist but the observed damage precludes unrestricted occupancy. Unlike the Unsafe posting, the Restricted Use posting does not usually require that the owner obtain a permit to allow entry. For example, if the evaluation reveals damage of a nature that requires that there be no entry to a portion of the building or some restriction on the use or occupancy of the whole building, the yellow RESTRICTED USE placard will normally be used.

Examples of nonstructural damage that could lead to a Restricted Use posting include the loss of use of basic sanitary facilities due to broken water or sewer pipes or damage to a fire sprinkler system required for safe full occupancy. Localized structural damage

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may place a portion of a building in an unsafe condition while other areas remain usable. Overall damage may be such that entry is appropriate for occupants to remove belongings and for contractors to make repairs, but is not appropriate for normal occupancy.

A description of the limits or conditions of continued use will be written on the RESTRICTED USE placard. If you are present when a Restricted Use posting is made, you should ask the inspectors for a clear explanation of the limits placed on entry or occupancy and this verbal explanation should be consistent with the limits as written on the placard. If you return to your property and find a RESTRICTED USE placard that does not adequately explain the limits of entry or use, you should contact the jurisdiction for more specific information before entering the building.

When there is damage that is not a safety hazard but is detrimental to the quality of health or living conditions for long-term occupancy, the jurisdiction may have instructed the inspectors to place a Restricted Use placard. No occupancy or use restrictions would be stated, but the placard would note that the owner must correct the listed deficiencies under a permit.

In addition to posting the entire building, posting may be necessary at specific locations outside a building. In situations in which a potential falling hazard exists, the immediate area below that part of the building may be marked or otherwise barricaded with yellow tape having a message that reads *Do Not Cross Line, Restricted Area—Keep Out*, or similar cautionary wording. Damaged masonry chimneys, parapets, or veneers above outside spaces are examples of falling hazards requiring such barricading.

Inspected Posting (Green Placard)

Where damage does not pose any significant safety hazard, the proper posting should be a green INSPECTED placard. This posting is intended only to inform occupants that the building may be safely occupied; it does not imply that existing damage should be ignored or that repairs are not necessary. If the inspection team was not able to enter the building but found no hazards at the exterior, the INSPECTED placard will be marked “Exterior Only.” If the inspection team was also able to enter the building and found no hazards, the INSPECTED placard will be marked “Exterior and Interior.” If you return to your building and find an INSPECTED placard marked “Exterior Only,” you should request a re-inspection if you believe there are hazards inside the building.

Posting Changes

It is possible that subsequent aftershocks could create new damage or increase the initial damage, causing the need for an Inspected or Restricted Use posting to be changed to a more restricted level of use. If you have evidence that an aftershock has

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substantially increased damage to your building, you should contact the building inspection office to schedule a re-inspection. It is likely that the building inspection office will consider the re-inspection of posted buildings after a major aftershock, even if re-inspections are not requested by the owner.

The Rapid Evaluation team may decide that a more extensive inspection is needed. They will post the building to their best judgment, but they will also request what is called a Detailed Evaluation. The jurisdiction may also require that all Unsafe and Restricted Use postings by Rapid Evaluation teams receive a Detailed Evaluation as a second opinion to ensure that the restrictions on your property use are appropriate. The Detailed Evaluation team will have more time and will have specialist members to conduct a more thorough investigation that may result in a posting different from that given by the Rapid Evaluation team. In the meantime, however, the posting by the Rapid Evaluation team must be observed.

A.2 Steps to Take to Ensure Damage Is Properly Repaired

If your building is damaged in an earthquake and appears repairable, you will need to assess the damage, determine what efforts are necessary for reoccupancy, and begin these efforts. You will probably need the services of design and construction professionals and permits from the local building jurisdiction. Your choice of which construction professional to initially contact will depend on your preliminary assessment of the repair and hazard mitigation needs, your knowledge and acquaintance with the local professionals, and their availability.

You may begin the engagement of design and construction professionals at any time, that is, you need not wait until the Rapid and, if done, Detailed Evaluations are completed. The jurisdiction will usually allow the entry and occupancy of a building to be determined by a design professional engaged by the owner, if their written and signed occupancy recommendations appear reasonable and are posted on the building.

Most architects, contractors, and engineers belong to either a regional or state association that can provide names, phone numbers, and perhaps some information on the type of work in which their members specialize. The building inspection office may also provide similar lists but it is very unlikely that they will offer to recommend any specific firm. Recommendations are perhaps best sought from other individuals, business associates, family, friends, or neighbors who have recently used the services of the type of professional you are seeking. In certain cases an engineering geologist may also be needed when a building site is steeply inclined or has certain soil conditions that must be considered in the repair design. After reviewing the recommendations for and availabilities of architects, contractors, or engineers, you can then begin the process of engaging them. When widespread damage occurs, the resulting demand for construction repairs may cause even legitimate local construction

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professionals to charge higher prices than would normally be expected. Obtaining several bids for the needed repair work can help secure a more reasonable price. Prior to signing any contract to perform repairs or other services, be sure that it contains a complete description of the scope of work and requires that a building permit be obtained. Contractors often require that a percentage of the full contract price be paid before beginning work, but it is generally neither necessary nor prudent to pay the entire amount in advance. For example, state law in California limits the advance payment that must be given to a contractor prior to beginning work to ten percent of the total contract price.

Permits will be needed from the jurisdiction to begin work, and obtaining them might be done by you or by the construction professionals you have engaged. The local building jurisdiction office will be a very busy and perhaps even a confusing place to obtain permits and information needed to initiate repairs after a major earthquake. The specific rules applying to the reconstruction or repair of your building will undoubtedly be somewhat different than those used in non-disaster situations. Since some of the requirements may be waived (e.g., fees) and others may be specially imposed (e.g., soil or engineering reports) under these circumstances, you should definitely inquire about what rules apply to your specific location and extent of damage. There may be situations that require an older structure to be repaired using current standards for earthquake resistance rather than those used in the original construction. Use of these current methods can substantially reduce the damage caused by future earthquakes, but this will also usually raise the cost of the repair work.

In the aftermath of most disasters where large numbers of buildings are damaged or destroyed, there are likely to be opportunists posing as legitimate contractors willing to assist you in making needed repairs. The best way to avoid these unscrupulous or illegal operators is to ask for proof of both a current state contractor's license and a certificate of worker's compensation insurance. Although this evidence cannot necessarily ensure top quality workmanship, it certainly will avoid other problems that can result from using the services of either uninsured or unlicensed individuals.

If you are attempting to make repairs on your own without the help of contractors, be aware that you will still need a building permit or similar authorization and that you must request the required inspections for that work. Certain minor cosmetic work (e.g., replacing or patching cracked interior wall finish materials) may be exempted, but other repairs (e.g., fixing chimneys, or repairing any damaged structural members) will likely need a permit. While this may seem bothersome, it will help prevent challenges to the adequacy of the work performed when a property is sold or if insurance claims are made.

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A.3 Guidelines for Securing Disaster Assistance

The details, limitations, and eligibility requirements for various types of federal, state, or local aid cannot be specifically listed here, because they are subject to change and are often unique to the situation and the disaster. The best source for current information on these subjects will be the locally established disaster application center.

If earthquake-specific coverage is included in an insurance policy covering your property, your first step should be to contact the claims office of the insurance company. You may also be eligible to make a claim for federal or state assistance to cover uninsured losses or deductibles that may apply to your coverage. Whether or not insurance coverage applies to your losses, you should document all the visible damage with photographs and a narrative of what each shows. Also keep a record of the nature, extent, and cost of any emergency repairs made by yourself or others immediately after the earthquake and any other expenses related to the earthquake damage or the loss of use of the building. The importance of such documentation cannot be over-stressed, because the full amount of any insurance settlement or financial assistance that may be available in the form of low interest loans and, occasionally, grants, will require significant proof regarding damages, repairs, and expenses.

Damage to your home may be severe enough to require your family to relocate to temporary or even long term alternative housing. Following a disaster, the local chapter of the American Red Cross is responsible for providing emergency shelters at locations such as schools. Information on the exact locations can be obtained from the Red Cross or local government authorities. Other local nonprofit and community service organizations may also be providing aid including food and clothing, and state and county health departments may offer personal counseling.

If a presidential declaration of a disaster is made, the Federal Emergency Management Agency (FEMA), or other cognizant federal agency, in conjunction with local government, will establish a local Disaster Application Center (DAC). These centers will normally begin functioning several days to a week after a disaster, and their locations will be announced by newspapers and other media. Representatives from local, state and federal agencies with disaster relief responsibility will be assigned to these centers.

FEMA, or other cognizant federal agency, will address the needs of owners or tenants facing long-term displacement from their principal housing. This assistance can take several forms but often is provided by vouchers that cover a portion of the costs to obtain alternative existing housing. Business owners will be able to apply for loans from the federal Small Business Administration (SBA) at the Disaster Application Center. There is also a program for homeowners. These loans are normally made at below-market interest rates and can be applied to repairing or replacing a building; however,

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loan eligibility is based on the ability of the borrower to repay. To verify reported damages and assess the amount of financial assistance you may be eligible to receive, representatives from the jurisdiction processing your assistance claim will normally inspect your building.

NORTH CAROLINA EMERGENCY OPERATIONS PLAN (NCEOP)
 ANNEX B | APPENDIX 8 | TAB C
EARTHQUAKE SYNCHRONIZATION MATRIX
 June 2016

Earthquake Plan Synchronization Matrix		Day 1	Day 2	Day 3	Day 4	Day 5	Day 6	Day N
Response System	Agency	Phase	Initial Response	Sustained Response	Sustained Response	Sustained Response	Sustained Response	Recovery
Damage Assessment (Initial & aftershocks)	Air Ops, HM	Aerial Recon (ART)						
	SHP	Route Recon Reports			Demobilization			
	DOT	Highway/road outage reports						
	I&P	Consolidate Reports (ICS 209)						
(See Infrastructure below)	Recovery, PA						Dispatch PDA Teams	
	GTM, DENR, FEMA	Run damage models (include after shocks)						
Communications	SERT Comm, Telecom Co's	Communications Assessment						
	SERT	Establish Communications to Local EOCs						
	SERT	Deploy mobile communications systems to local EOCs						Demobilization
	SHP	Deploy viper towers						Demobilization
Planning	SERT I&P	SERT IAP						
	I&P, Ops, Log, Rec	Planning for sustained response phase					Recovery Planning	Demob. planning
Operational Staging	SERT OPs, RCC	Determine operational staging area sites						Demobilization
	USAR Teams	Mobilize and Deploy			Staging operations			Demobilization
Search and Rescue	Air Ops, OEMS				USAR Operations			Demobilization
	SERT, OEMS	Establish temporary air & ground medevac collection points						Demobilization
Emergency Medical		Plan & execute medevac of hospital / long term care patients						
	SERT, OEMS		Medical Evac operations					Demobilization
Sheltering	SERT, OEMS		Transfer medevac patients from temp to permanent facilities					
	SERT - HS	Develop sheltering plan						Demobilization
Mass Feeding	SERT - HS, Log	Mass feeding planning	Shelter in unaffected counties & evac displaced persons					Temp Housing Plan
	Logistics, NG	Plan for NG PODs	Establish kitchens & distribution	Conduct mass feeding operations				Demobilization
Support	Logistics, NG	Operate warehouses						
	Logistics, NG, FEMA	Provide power generation equipment						Demobilization
Infrastructure	Cmd Gp, Logistics	Plan & establish LSA in/near disaster area (if needed)						Demobilization
	Cmd Gp, EMAC Unit	Decide & order EMAC assets	EMAC assets arriving					Demobilization
Infrastructure	Cmd Gp, EMAC Unit	Decide need for EMAC staging area (RSO)	RSO est'd decision +3 days					Demobilization
	Logistics	Plan for and establish base(s) (if needed)	Base(s) operational					Demobilization
Infrastructure	SERT IFG	Infrastructure assessment						
	IFG, Power Co's	Assessment	Repairs (SERT base support)					Repairs
Infrastructure	REP, FNP Facilities	Implement FNP Plan for shutdowns/damage assessment	Bring FNP on-line					Repairs
	Telecom Co's	Assessment	Repairs (SERT base support)					Repairs
Infrastructure	DOT, SHP	Highway assessment, temp. repairs, rerouting	Repairs (SERT base support)					Repairs
	Retail Merchants Ass.	Capability reporting						

EARTHQUAKE INTELLIGENCE COLLECTION & INITIAL ANALYSIS CHECKLIST

June 2016

This Earthquake Checklist is an expansion of the current 24OC Checklist for Earthquakes. This checklist only addresses Intelligence Collection and Initial Analysis.

Earthquakes occur without warning. Preplanned intelligence gathering sources and procedures to collect information about the location and extent of impact will enhance emergency response planning.

- 1. Check the source of first reports:** Seismic waves travel at several miles per second. The first reports to the State EOC may come from one of the four nuclear power plants (Catawba, McGuire, Brunswick or Harris) located in or adjacent to North Carolina. Ground motion at or above 0.01 g (1% g) at the plants usually requires the declaration of an UNUSUAL EVENT.

Other reports of shaking will come from all kinds of sources -- citizens, emergency operations centers, law enforcement dispatchers, news reporters. It is essential to determine where the felt report is coming from and what the level of shaking is being reported. Use the Modified Mercalli Intensity Scale to determine the intensity of ground shaking reported. Intensities are given in Roman Numerals (I to XII). An abridged version of that Scale is listed at Enclosure 1.

- 2. Confirm an actual Earthquake:**

There are five (5) sources to determine if an earthquake has occurred.

- a. Look at regional seismic records.**

Did something occur which was recorded on regional seismographs? Two universities (University of Memphis (Tennessee) and Virginia Tech) monitor regional earthquake activity in North Carolina continuously. Check the follow websites to look at the regional seismograms:

- (1) The Center for Earthquake Research and Information (CERI) at University of Memphis – The CERI website is:
<http://www.ceri.memphis.edu/index.shtml>. Select *Recent Helicorder Displays* on the left side of the web page. One can also get directly to the website for CERI's seismic data at:
<http://folkworm.ceri.memphis.edu/heli/>. Select the *Mt. Gibbes Node* of the short period CERI stations. Stations in this mode include Grandfather Mountain, NC; Tryon Peak, NC; Mt. Gibbes, NC; and South Mountain State Park, NC.
- (2) Virginia Tech. – The Virginia Tech Seismological Observatory

EARTHQUAKE INTELLIGENCE COLLECTION & INITIAL ANALYSIS CHECKLIST

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(VTSO) website is: <http://www.geol.vt.edu/outreach/vtso/>. Select [Recent Seismograms](#) under the Virginia Tech Seismic Network stations bullet on the main page. The direct website for the VTSO heliocorder plots is: <http://cannonball.geos.vt.edu/heli/>. Select the left most record (i.e. today's record).

The seismogram with a recent earthquake, especially an event that has been felt, will be obvious. An example is shown at Enclosure 2.

b. Earthquake notification system (ENS)

Check NCEOC's e-mail box for an Earthquake Notification Service (ENS) message from the USGS. The ENS generates an automated e-mail message to the State EOC for any earthquake of magnitude 2.5 or larger within a specified region surrounding N.C. OR

c. Check the USGS hazards website.

Look on the USGS Earthquake Hazards website (<http://earthquake.usgs.gov/eqcenter/recenteqs/>). All recent earthquakes in the U.S. are plotted on the map in real-time. By zooming in on the event, detailed information on location and magnitude can be found. OR

d. Check the USGS "Did you feel it?" website.

Look on the USGS website for "Did you feel it?" (<http://earthquake.usgs.gov/eqcenter/dyfi/>). This site generates maps of felt reports from earthquakes. The intensities are given in Roman Numerals (I to XII) based on the Modified Mercalli Intensity Scale. An abridged version of that scale is listed at the end of this checklist.

e. Contact the USGS 24-hour National Earthquake Information Center (NEIC) duty geophysicist.

Contact the USGS 24-hour National Earthquake Information Center (NEIC) duty geophysicist at 303-273-8680. When reporting location to NEIC, please provide general regional locations (northwest, south-central of a particular city). Remember, in most cases, the scientists are not familiar with county names.

3. Once the location, magnitude and depth of an earthquake is confirmed:

EARTHQUAKE INTELLIGENCE COLLECTION & INITIAL ANALYSIS CHECKLIST

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a. Level IV SERT Activation (Routine)

The event involves minor tremor with no damage, usually an earthquake located within the state with Richter magnitude of 3.5 or less. No damage should occur for events with earthquake intensities less than VI on the Modified Mercalli Intensity Scale. An abridged version of that scale is listed at the end of this checklist. No State assistance is requested

24OC should take the following action:

Prepare EM 43

Notify:

- Division Duty Officer
- On-call Area Coordinator
- State Warning Point
- 24-Hour Ops Center Manager
- Dept Public Affairs
- DENR – Dam Safety
- Dept of Transportation

b. Level III SERT Activation.

The event involves tremor with minor damage. Minor damage would be fallen dishes and architectural damage. For earthquakes located within the state with a Richter magnitude would be between 3.6 and 4.0 could generate minor damage. Minor architectural damage would occur in earthquakes with intensities between VI and VII. No State assistance or resource is requested

24OC should take the following action:

Prepare EM 43

Notify:

- On-call Area Coordinator
- Division Duty Officer (Query about Additional Staff Notifications)
- State Warning Point
- 24-Hour Ops Center Manager
- Dept Public Affairs
- DENR – Dam Safety
- American Red Cross
- Dept of Transportation
- Electricities of NC Inc.

EARTHQUAKE INTELLIGENCE COLLECTION & INITIAL ANALYSIS CHECKLIST

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c. Level II SERT Activation.

The event involves a significant tremor that causes considerable damage. An earthquake located within the state with magnitude greater than 4.1 to 5.5 could generate this level of damage. Felt earthquake intensities would be between VII and VIII. Evacuations, reports of deaths and injuries, and requests for State assistance are to be expected.

24OC should take the following action:

Prepare EM 43

Notify:

- On-call Area Coordinator
- Division Duty Officer (Query about Additional Staff Notifications)
- State Warning Point
- 24-Hour Ops Center Manager
- Dept Public Affairs
- American Red Cross
- NC Public Health
- DENR – Dam Safety
- Electricities of NC Inc.
- FEMA Region IV
- Homeland Security Operations Center (HSOC) (If Media Attention)

Make notifications to activate SERT as directed by SERT leader.

Have the Technical Advisor perform a loss estimation using the DHS/FEMA HAZUS-MH software where the USGS reported location, magnitude and depth are inputs for the computer model.

Have the Plans Section identify the closest in both location and magnitude of the pre-run HAZUS-MH loss estimation analyses. That analysis will provide the SERT with the best available estimate of the potential impact until the HAZUS-MH run can be completed.

- d. Level I SERT Activation.** The event involves a major earthquake with major damage. An earthquake located within the state with a Richter magnitude greater than 5.5 would generate major damage. Felt intensities would be VIII or greater on the Modified Mercalli Intensity Scale. Multiple deaths and injuries and requests for State assistance are expected.

24OC should take the following action:

EARTHQUAKE INTELLIGENCE COLLECTION & INITIAL ANALYSIS CHECKLIST

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Prepare EM 43

Notify: Complete All Level II Notifications

Have the Technical Advisor perform a loss estimation using the DHS/FEMA HAZUS-MH software where the USGS reported location, magnitude and depth are inputs for the computer model.

Have the Plans Section identify the closest in both location and magnitude of the pre-run HAZUS-MH loss estimation analyses. That analysis will provide the SERT with the best available estimate of the potential impact until the HAZUS-MH run can be completed.

4. Initial Analysis

The pre-run HAZUS-MH loss estimations have two types of summary reports – a one-page Quick Report and a 20+ page Global Summary Report. The complete loss estimation analysis includes more than 40 tables and GIS maps showing the impacts spatially. For each pre-run analysis, a set of reports, tables and GIS maps will be available in paper form. In addition, these same materials will be prepared in PDF format to facilitate potential electronic distribution.

The selected pre-run HAZUS-MH loss estimation will be posted to WebEOC as soon as possible as the best available data for planning purposes.

When the event specific HAZUS-MH loss estimation is completed, the summary reports, tables and GIS maps will be converted to PDF format and forwarded to the State EOC for posting on WebEOC.

Enclosures:

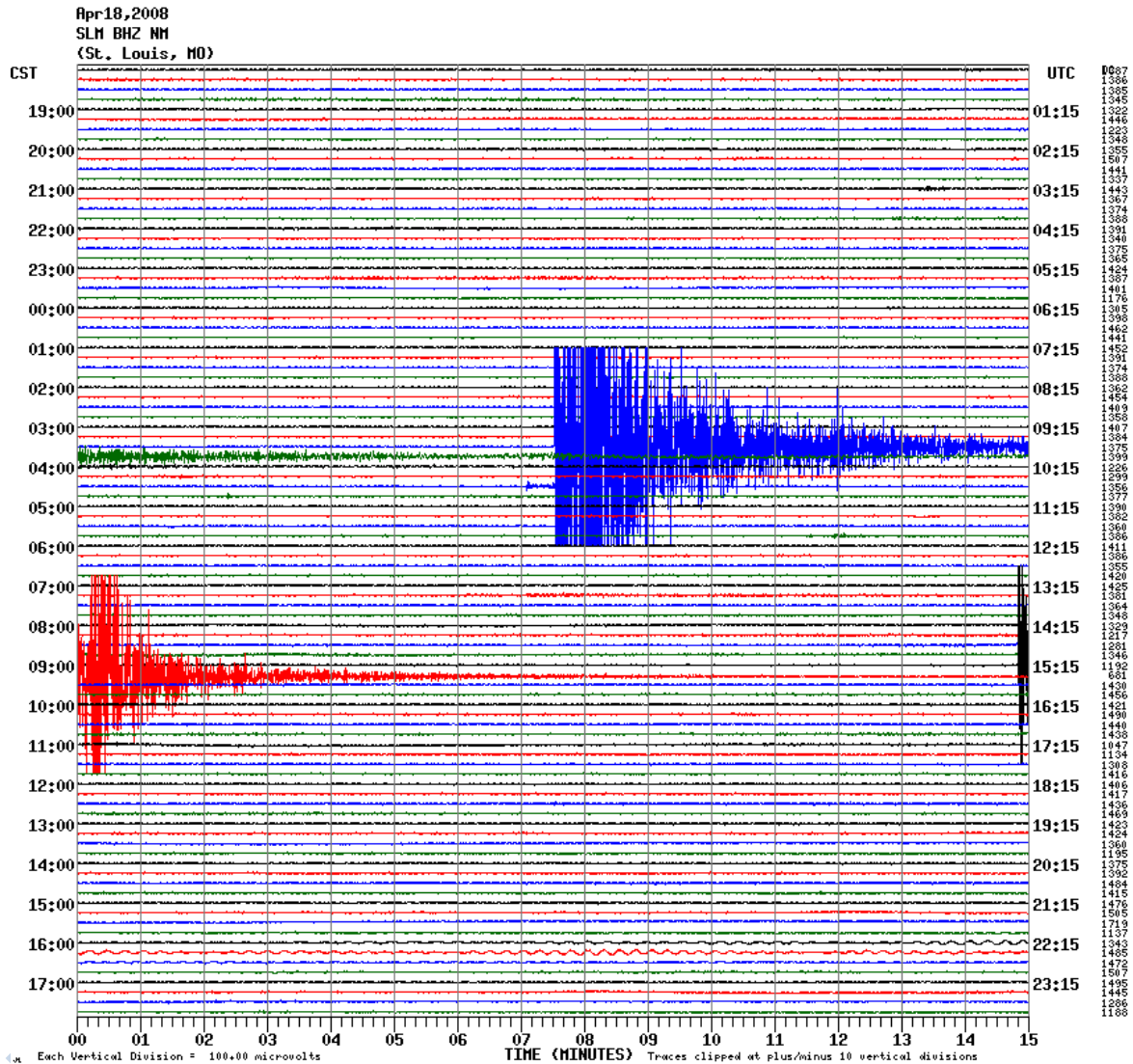
1. Modified Mercalli Intensity Scale
2. Example Seismogram

MODIFIED MERCALLI INTENSITY SCALE

June 2016

- I. Not felt except by a very few under especially favorable conditions.
- II. Felt only by a few persons at rest, especially on upper floors of buildings.
- III. Felt quite noticeably by persons indoors, especially on upper floors of buildings. Many people do not recognize it as an earthquake. Standing motor vehicles may rock slightly. Vibrations similar to the passing of a truck. Duration estimated.
- IV. Felt indoors by many, outdoors by few during the day. At night, some awakened. Dishes, windows, doors disturbed; walls make cracking sound. Sensation like heavy truck striking building. Standing motor vehicles rocked noticeably.
- V. Felt by nearly everyone; many awakened. Some dishes, windows broken. Unstable objects overturned. Pendulum clocks may stop.
- VI. Felt by all, many frightened. Some heavy furniture moved; a few instances of fallen plaster. Damage slight.
- VII. Damage negligible in buildings of good design and construction; slight to moderate in well-built ordinary structures; considerable damage in poorly built or badly designed structures; some chimneys broken.
- VIII. Damage slight in specially designed structures; considerable damage in ordinary substantial buildings with partial collapse. Damage great in poorly built structures. Fall of chimneys, factory stacks, columns, monuments, walls. Heavy furniture overturned.
- IX. Damage considerable in specially designed structures; well-designed frame structures thrown out of plumb. Damage great in substantial buildings, with partial collapse. Buildings shifted off foundations.
- X. Some well-built wooden structures destroyed; most masonry and frame structures destroyed with foundations. Rails bent.
- XI. Few, if any (masonry) structures remain standing. Bridges destroyed. Rails bent greatly.
- XII. Damage total. Lines of sight and level are distorted. Objects thrown into the air.

NORTH CAROLINA EMERGENCY OPERATIONS PLAN (NCEOP)
 ANNEX B | APPENDIX 8 | TAB D | ENCLOSURE 2
Example Seismogram
 June 2016



Seismograph of two earthquakes recorded at Saint Louis University seismograph station SLU on April 18, 2008. The first quake is a magnitude 5.2 main shock. The second is a 4.6 magnitude aftershock that occurred a few hours later. Note the clipped record that shows the event was larger than the recording system could capture. For an earthquake that is felt, the record should be similar. In addition, note the length of the earthquake wave train or coda. The wave train shows ground motion at two or more times background for ten minutes. For a 5+ magnitude event, this is what would be expected. One can see that the coda for the 4.6 aftershock only lasts for half as long (~ 5 min.) compared to the larger event.

SERT Response and Initial Recovery Checklist for Earthquake Events

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1. The enclosed checklists are for SERT use during activations for earthquakes.
2. Enclosures:
 - a. Enclosure 1 – Senior Staff Earthquake Checklist
 - b. Enclosure 2 – Public Information Earthquake Checklist
 - c. Enclosure 3 – Emergency Services Earthquake Checklist
 - d. Enclosure 4 – Human Services Earthquake Checklist
 - e. Enclosure 5 – Infrastructure Earthquake Checklist
 - f. Enclosure 6 – Planning Earthquake Checklist
 - g. Enclosure 7 – Logistics Earthquake Checklist

NORTH CAROLINA EMERGENCY OPERATIONS PLAN (NCEOP)
ANNEX B | APPENDIX 8 | TAB E | ENCLOSURE 1
SENIOR STAFF EARTHQUAKE CHECKLIST
 June 2016

SENIOR STAFF EARTHQUAKE RESPONSE & INITIAL RECOVERY CHECKLIST

D-DAY

Item #	Primary	Actions	Support	Complete	Incomplete
1.	SERT LEADER	Implement State Earthquake Plan.			
2.	SERT LEADER	Establish contact with adjacent states.			
3.	SERT LEADER	Request FEMA ERT-A.			
4.	SERT LEADER	Determine what local government officials are in charge (who survived).			
5.	SERT LEADER	Notify Governor's Office.			
6.	PLANS CHIEF	Define area impacted.			
7.	PLANS CHIEF	Using available intelligence information, determine SERT Activation Level and hours of operation.			
8.	PLANS CHIEF	Determine format and schedule for a SERT Daily Plan.			
9.	PLANS CHIEF	Set manning requirements and hours for breakout rooms.			
10.	PLANS CHIEF	Set shift change times and briefing schedules.			
11.	PLANS CHIEF	Receive, approve, and direct implementation of the first SERT Daily Plan.			
12.	PIO/JIC	Arrange for briefings to the Governor and other high-ranking officials, as required.			
13.	OPS CHIEF	Establish communications with affected Counties and RCC(s).			
14.	OPS CHIEF	Activate other RCC(s).			

NORTH CAROLINA EMERGENCY OPERATIONS PLAN (NCEOP)

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SENIOR STAFF EARTHQUAKE CHECKLIST

June 2016

15.	OPS CHIEF	Conduct Operations Tactics conference call with RCCs.			
16.	OPS CHIEF	Respond to resource requests and decide what resources to deploy to affected RCCs.			
17.	OPS CHIEF	Determine impact on infrastructure.			
18.	OPS CHIEF	Coordinate response between federal and state.			
19.	OPS CHIEF	Establish staging area(s).			
20.	LOG CHIEF	Contact EPLOs / DOD support staff.			
21.	LOG CHIEF	Implement RSOI plan.			
22.	LOG CHIEF	Move commodities to staging area.			
23.	GTM CHIEF	Graphically portray area impacted.			
24.	RECOVERY CHIEF	Organize PDA teams.			
25.	RECOVERY CHIEF	Draft declaration letter.			

NORTH CAROLINA EMERGENCY OPERATIONS PLAN (NCEOP)
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SENIOR STAFF EARTHQUAKE CHECKLIST
 June 2016

SENIOR STAFF EARTHQUAKE RESPONSE & INITIAL RECOVERY CHECKLIST					
D-DAY PLUS 1					
Item #	Primary	Actions	Support	Complete	Incomplete
1.	PLANS CHIEF	Maintain situational awareness and manage over all SERT activities.			
2.	PLANS CHIEF	Receive shift change briefings and provide guidance to SERT agencies.			
3.	SERT LEADER	Approve and oversee implementation of the SERT Daily Plan.			
4.	PIO/JIC	Arrange for briefings to the Governor and other high-ranking officials, as required.			
5.	LOG CHIEF	Start EMAC process for building inspectors.			
6.	OPS CHIEF	Request liaisons from South Carolina, Virginia, and Tennessee.			
7.	PIO/JIC	Coordinate with Gov's Office for damage fly-over flight.			
8.	OPS CHIEF	Evaluation of life and safety population injured/trapped.			
9.	OPS CHIEF	Establish medical/critical resource evacuation/supply routes.			
10.	PIO/JIC	Identify alternative ways to get information to public.			
11.	LOG CHIEF	Advocate CERT assessment in neighborhoods.			
12.	OPS CHIEF	Coordinate with RCC for host county shelters.			
13.	OPS CHIEF	Implement county evacuation plans (when available).			
14.	SERT LEADER	Request Stafford Act Declaration.			
15.	OPS CHIEF	Integrate FEMA IMAT and other assistance.			
16.	OPS CHIEF	Establish Post Impact Comfort Stations (mental health, medical, food, information).			

SENIOR STAFF EARTHQUAKE CHECKLIST

June 2016

Item #	Primary	Actions	Support	Complete	Incomplete
17.	OPS CHIEF	Request additional law enforcement for traffic/access control (EMAC).			
18.	RECOV CHIEF	Verify AG centers are available for Disaster Recovery Centers.			

SENIOR STAFF EARTHQUAKE RESPONSE & INITIAL RECOVERY CHECKLIST

D-DAY PLUS 2

Item #	Primary	Actions	Support	Complete	Incomplete
1.	PLANS CHIEF	Maintain situational awareness and manage over all SERT activities.			
2.	SERT LEADER	Receive shift change briefings and provide guidance to SERT agencies.			
3.	SERT LEADER	Approve and oversee implementation of the SERT Daily Plan.			
4.	PIO/JIC	Arrange for briefings to the Governor and other high-ranking officials, as required.			

SENIOR STAFF EARTHQUAKE RESPONSE & INITIAL RECOVERY CHECKLIST

D-DAY PLUS 3 (and Beyond)

Item #	Primary	Actions	Support	Complete	Incomplete
1.	SERT LEADER	Maintain situational awareness and manage over all SERT activities.			
2.	SERT LEADER	Receive shift change briefings and provide guidance to SERT agencies.			
3.	SERT LEADER	Approve and oversee implementation of the SERT Daily Plan.			
4.	PIO/JIC	Arrange for briefings to the Governor and other high-ranking officials, as required.			

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PUBLIC INFORMATION EARTHQUAKE CHECKLIST
 June 2016

PUBLIC INFORMATION EARTHQUAKE RESPONSE & INITIAL RECOVERY CHECKLIST

D-DAY

Item #	Primary	Actions	Support	Complete	Incomplete
1.	PUBLIC INFO	Issue Emergency Alert System message(s) warning of aftershocks.			
2.	PUBLIC INFO	Issue news releases regarding immediate protective actions <ul style="list-style-type: none"> ▪ Send releases via traditional methods (email, fax) ▪ Follow up with phone calls and dispatch news release via ham radio operators (since power may be out in immediate area) 			
3.	PUBLIC INFO	Notify Governor's Press Office of event, activation of EOC/JIC and plans for media notification.			
4.	PUBLIC INFO	Establish Joint Information Center as part of the Emergency Operations Center (within 6 hours).			
5.	PUBLIC INFO	Place two (2) PIOs on standby to deploy to RCC to handle influx of national and international media. (PIOs to fold into established ICS system at scene).			
6.	PUBLIC INFO	Place mobile communications center on standby for use at/near RCC. (Contact DPS to check availability of LESS or SHP communications center. If unavailable, check with Charlotte Fire).			
7.	PUBLIC INFO	Identify and place on standby technical specialist(s) to deploy with PIOs to RCC.			
8.	PUBLIC INFO	Establish and submit JIC staffing schedule for first five (5) to seven (7) days.			
9.	PUBLIC INFO	Determine impact, if any, to nuclear plants. Recruit and deploy PIOs to support nuclear power plants emergency operations plan if needed.			

NORTH CAROLINA EMERGENCY OPERATIONS PLAN (NCEOP)
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PUBLIC INFORMATION EARTHQUAKE CHECKLIST
 June 2016

Item #	Primary	Actions	Support	Complete	Incomplete
10.	PUBLIC INFO	Issue news releases: <ul style="list-style-type: none"> ○ Earthquake Safety – Safety During and After an Earthquake ○ Earthquake Supplies – Emergency Supplies for an Earthquake ○ Fire Hazards – Turn Off Propane/ Gas to Prevent Fires ○ State Assets – State Responds to Earthquake in <i>REGION</i> ○ Shelters – Shelters Available for Earthquake Victims ○ Road Closings – Earthquake Closes Roads, Damages Transportation Infrastructure 			

PUBLIC INFORMATION EARTHQUAKE RESPONSE & INITIAL RECOVERY CHECKLIST

D-DAY PLUS 1

Item #	Primary	Actions	Support	Complete	Incomplete
1.	PUBLIC INFO	Establish regular media briefing schedule (2 – 3 times daily).			
2.	PUBLIC INFO	Coordinate with Governor’s and Congressional offices on any tours of disaster zone.			
3.	PUBLIC INFO	Arrange for media pool if any air assets are conducting damage assessments by air.			
4.	PUBLIC INFO	Establish Governor’s Hotline to handle citizen inquiries and donations management.			
5.	PUBLIC INFO	Prepare for hundreds of earthquake technical specialists and scientists to descend on area.			

NORTH CAROLINA EMERGENCY OPERATIONS PLAN (NCEOP)
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PUBLIC INFORMATION EARTHQUAKE CHECKLIST
 June 2016

Item #	Primary	Actions	Support	Complete	Incomplete
6.	PUBLIC INFO	Issue news releases: <ul style="list-style-type: none"> ○ Evacuation – Residents in <i>COMMUNITY</i> Should Evacuate ○ Fuel - Earthquake Impacts <i>REGION'S</i> Fuel Supply ○ Damage - Initial Damage Estimates From <i>REGION</i> Earthquake ○ Hotline – Governor’s Hotline Responds to Donations/Inquiries ○ SAR – Search and Rescue Teams Look for Survivors ○ Health – Public Health and Safety Instructions 			

PUBLIC INFORMATION EARTHQUAKE RESPONSE & INITIAL RECOVERY CHECKLIST

D-DAY PLUS 2

Item #	Primary	Actions	Support	Complete	Incomplete
1.	PUBLIC INFO	Continue coordination with Governor’s and Congressional offices on tours of disaster zone.			
2.	PUBLIC INFO	Arrange for media pool if any air assets are conducting damage assessments by air.			
3.	PUBLIC INFO	Publicize information regarding the American Red Cross family reunification plan.			
4.	PUBLIC INFO	Issue news releases <ul style="list-style-type: none"> ○ Damage Detail – Details Emerge on Earthquake Damage to <i>REGION</i> (includes roads, power, pipelines, communications, water/sewer, buildings) ○ DRC Materials - List of materials victims need to bring to Disaster Recovery Centers (can call FEMA or State Individual Assistance hotline) ○ Counseling - Crisis Counseling Services Available to Earthquake Victims 			

NORTH CAROLINA EMERGENCY OPERATIONS PLAN (NCEOP)
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PUBLIC INFORMATION EARTHQUAKE CHECKLIST
 June 2016

PUBLIC INFORMATION EARTHQUAKE RESPONSE & INITIAL RECOVERY CHECKLIST

D-DAY PLUS 3 (and Beyond)

Item #	Primary	Actions	Support	Complete	Incomplete
1.	PUBLIC INFO	Contact largest newspaper in area to explore temporary expanded distribution of papers to affected site. (News papers can contain valuable safety, assistance and recovery information).			
2.	PUBLIC INFO	Post safety and recovery information at shelters and feeding sites.			
3.	PUBLIC INFO	Issue news releases <ul style="list-style-type: none"> ○ Debris – Information and Instructions About Debris Removal ○ Rations – State Distributes Emergency Supplies to Earthquake Victims (details regarding food, water, etc to be picked up at points of distribution) ○ Damage Detail – Additional Details on Earthquake Damage to REGION (update: includes roads, power, pipelines, communications, water/sewer, buildings) 			

NORTH CAROLINA EMERGENCY OPERATIONS PLAN (NCEOP)
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EMERGENCY SERVICES EARTHQUAKE CHECKLIST
 June 2016

EMERGENCY SERVICES EARTHQUAKE RESPONSE & INITIAL RECOVERY CHECKLIST					
D-DAY					
Item #	Primary	Actions	Support	Complete	Incomplete
1.	EMERGENCY SERVICES	SERT personnel are contacted and provided information on the event, put on alert or recalled to EOC at SERT Leader's discretion.			
2.	EMERGENCY SERVICES	Check breakout room to ensure all phones, fax, printer, computer equipment and lines work properly. Put in request for all phone & computer lines that have been disconnected to be reinstated and ready for use by the SERT.			
3.	EMERGENCY SERVICES	Monitor situation reports.			
4.	EMERGENCY SERVICES	Place USAR teams on standby for possible Structural Collapse missions.			
5.	EMERGENCY SERVICES	Place RRTs on standby for possible HAZ-MAT missions.			
6.	EMERGENCY SERVICES	Place SORT on Stand by for special needs issues, field hospitals, DMAT, mobile ER, etc.			
7.	EMERGENCY SERVICES	Place SMAT teams on standby for medical support missions.			
8.	EMERGENCY SERVICES	Coordinate with OSFM to determine need for building inspectors.			
9.	EMERGENCY SERVICES	Coordinate with Logistics to obtain Inspectors via EMAC as needed.			
10.	EMERGENCY SERVICES	Coordinate with Human Services to assist any special needs facilities that may require evacuation.			
11.	EMERGENCY SERVICES	Establish 24-hour staffing pattern within ESG.			
12.	EMERGENCY SERVICES	Provide security for rest stops, public shelters, and localized general LE support as requested.			
Item #	Primary	Actions	Support	Complete	Incomplete
13.	EMERGENCY SERVICES	NDMS will identify all available hospital beds with assistance from the RAC's & OEMS.			
14.	EMERGENCY SERVICES	Provide medical support and transportation for injured disaster victims.			

NORTH CAROLINA EMERGENCY OPERATIONS PLAN (NCEOP)
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EMERGENCY SERVICES EARTHQUAKE CHECKLIST

June 2016

15.	EMERGENCY SERVICES	Provide fire support to impacted areas.			
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EMERGENCY SERVICES EARTHQUAKE RESPONSE & INITIAL RECOVERY CHECKLIST
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D-DAY PLUS 1

Item #	Primary	Actions	Support	Complete	Incomplete
1.	EMERGENCY SERVICES	Assist with re-entry, if deemed safe.			
2.	EMERGENCY SERVICES	Provide security to damaged areas, rivers and the intercoastal waterway.			
3.	EMERGENCY SERVICES	Conduct search of impacted area for stranded victims as requested.			
4.	EMERGENCY SERVICES	Continue shelter security.			
5.	EMERGENCY SERVICES	Enforce curfews implemented by local governments.			
6.	EMERGENCY SERVICES	Provide medical support and transportation for injured disaster victims.			
7.	EMERGENCY SERVICES	Provide fire support to impacted areas.			
8.	EMERGENCY SERVICES	Assess need for RRTs, SORT, DMAT and Technical Rescue teams.			

NORTH CAROLINA EMERGENCY OPERATIONS PLAN (NCEOP)
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HUMAN SERVICES EARTHQUAKE CHECKLIST
 June 2016

HUMAN SERVICES EARTHQUAKE RESPONSE & INITIAL RECOVERY CHECKLIST					
D-DAY					
Item #	Primary	Actions	Support	Complete	Incomplete
1.	HUMAN SERVICES	Activate core agencies (American Red Cross, Division of Social Services, The Salvation Army, Division of Public Health, Department of Agriculture, Emergency Services Program, Office of Citizen Services. <ul style="list-style-type: none"> ○ Trigger: SERT Leader, Chief of Operations or Deputy Chief of Operations directs activating SERT representatives. ○ Trigger: Having received notification of an event having or projected to affect or the event require the evacuation of 5000 or more residents in one or more counties. 			
2.	HUMAN SERVICES	Poll each agency to provide Situation Reports due at start of each shift. <ul style="list-style-type: none"> ○ Trigger: Assess the needs or capacity of partners for situational awareness. 			
3.	HUMAN SERVICES	Request core SERT representatives monitor WebEOC. <ul style="list-style-type: none"> ○ Trigger: Directed by SERT Leader, Chief of Operations or Deputy Chief of Operations. ○ Trigger: Support agencies to maintain and provide situational awareness. 			
4.	HUMAN SERVICES	Request SERT agency representatives develop 72 hour staffing plan. <ul style="list-style-type: none"> ○ Trigger: Directed by SERT Leader, Chief of Operations or Deputy Chief of Operations ○ Trigger: Operation or event projected to last more than twelve (12) hours or operational period. ○ Coordinate with Public Information about the "Safe and Well Program." 			
Item #	Primary	Actions	Support	Complete	Incomplete

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HUMAN SERVICES EARTHQUAKE CHECKLIST

June 2016

5.	HUMAN SERVICES	<p>Initiate daily conference calls to discuss mass feeding operations.</p> <ul style="list-style-type: none"> ○ Trigger: Directed by SERT Leader, Chief of Operations or Deputy Chief of Operations ○ Utilities are out of operations and affected residents will require mass feeding. ○ Coordinate with logistics determination is made to support affected residents with prepared meals. ○ To confirm availability of deployable assets. ○ Assess food retail facilities. ○ Assess animal processing facilities. 			
6.	HUMAN SERVICES	<p>Request communications support via Amateur Radio.</p> <ul style="list-style-type: none"> ○ Trigger: Shelter operations within jurisdictions with limited or without telephone services. 			
7.	HUMAN SERVICES	<p>Track open shelter operations within WebEOC and National Shelter System. Begin discussion of ongoing or scheduled mass care, prepared meals, and companion animals support services.</p> <ul style="list-style-type: none"> ○ Trigger: Opening or reported opening of shelters. Information is provided to mass care support team, SERT leader, hotline and PIO. ○ Trigger: Residents are directed or encouraged to evacuate to shelter. Notify NCDASART and mobilize resources Companion Animal Mobile Equipment Trailers (CAMETs) if needed. 			
8.	HUMAN SERVICES	Contact Human Services liaison for NC State University.			
9.	HUMAN SERVICES	Activate lead support agencies for mass care and animal welfare.			
10.	HUMAN SERVICES	Monitor and update shelter database (WebEOC and NSS).			
11.	HUMAN SERVICES	Coordinate mass feeding support team.			
12.	HUMAN SERVICES	Evaluate impact of projected utility outages.			
13.	HUMAN SERVICES	Establish and submit staffing plan.			

HUMAN SERVICES EARTHQUAKE RESPONSE & INITIAL RECOVERY CHECKLIST

NORTH CAROLINA EMERGENCY OPERATIONS PLAN (NCEOP)
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HUMAN SERVICES EARTHQUAKE CHECKLIST
 June 2016

D-DAY PLUS 1					
Item #	Primary	Actions	Support	Complete	Incomplete
1.	HUMAN SERVICES	Continue tracking shelter and feeding operations <ul style="list-style-type: none"> ○ Trigger: One or more shelters remain open to support residents in one or more counties. ○ Trigger: Infrastructure in one or more counties require continuation of prepared meals operations. ○ Trigger: Need reported during daily conference calls. 			
2.	HUMAN SERVICES	Request additional personnel and logistical support pet friendly shelter operations. <ul style="list-style-type: none"> ○ Trigger: One or more pet friendly shelters remain open to support pets in one or more counties. Recommend NCDA notify AVMA or HSUS. 			
3.	HUMAN SERVICES	Need to open comfort stations. <ul style="list-style-type: none"> ○ Trigger: Reports of large numbers of residents requesting more information about the disaster operation, recovery programs or reports of residents experiencing stress. 			
4.	HUMAN SERVICES	Continue tracking sheltering and feeding operations.			
5.	HUMAN SERVICES	Continue public service announcements for health and safety.			
6.	HUMAN SERVICES	Conduct daily conference calls with mass care support team.			
7.	HUMAN SERVICES	Evaluate requirements for comfort stations			

NORTH CAROLINA EMERGENCY OPERATIONS PLAN (NCEOP)
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HUMAN SERVICES EARTHQUAKE CHECKLIST
 June 2016

HUMAN SERVICES EARTHQUAKE RESPONSE & INITIAL RECOVERY CHECKLIST					
D-DAY PLUS 2					
Item #	Primary	Actions	Support	Complete	Incomplete
1.	HUMAN SERVICES	Monitor shelter and feeding operations.			
2.	HUMAN SERVICES	Coordinate re-supply for feeding kitchens.			
3.	HUMAN SERVICES	Re-broadcast health and safety PSA.			
4.	HUMAN SERVICES	Support the development of a re-entry plan for each impacted county.			
5.	HUMAN SERVICES	Monitor human and animal welfare issues.			
6.	HUMAN SERVICES	Monitor potential public health threats.			

NORTH CAROLINA EMERGENCY OPERATIONS PLAN (NCEOP)
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INFRASTRUCTURE EARTHQUAKE CHECKLIST
 June 2016

INFRASTRUCTURE EARTHQUAKE RESPONSE & INITIAL RECOVERY CHECKLIST					
D-DAY					
Item #	Primary	Actions	Support	Complete	Incomplete
1.	INFRASTRUCTURE	Notify all SERT-GTM/ISG partners of event (advise partners to prepare for extended activation period).			
2.	INFRASTRUCTURE	Establish staff schedule for 24-hour EOC activation.			
3.	INFRASTRUCTURE	Prepare GTM/ISG breakout room for 24-hour EOC activation (i.e. equipment readiness, internet and telephone access, seating, supplies, and other logistics).			
4.	INFRASTRUCTURE	Test and review WebEOC readiness (verify GTM/ISG passwords, information boards, procedures, and other items).			
5.	INFRASTRUCTURE	Monitor/report status of impacted critical infrastructure and key resources (CIKR). <ul style="list-style-type: none"> ○ Identify transportation systems damage (include road & highway, passenger rail & freight, and air & mass transit disruptions). ○ Identify energy systems damage (include power generation, transmission, and distribution, and fuel disruptions). ○ Identify communications systems damage (include telephone, cable, and internet disruptions). ○ Identify commercial facilities and critical manufacturing damage (include banks, pharmacies, building supplies, and other facilities). ○ Identify water and wastewater systems and dam damages. 			

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INFRASTRUCTURE EARTHQUAKE CHECKLIST
 June 2016

Item #	Primary	Actions	Support	Complete	Incomplete
6.	INFRASTRUCTURE	<p><u>Support and coordinate SERT response resources to impacted jurisdictions and state agencies.</u></p> <ul style="list-style-type: none"> ○ Respond to county resource requests. ○ Support SERT response activities. ○ Facilitate and support sector specific plans for CIKR assessment, repair, and restoration. <ul style="list-style-type: none"> ▪ <u>Investor Owned Utilities</u> (Duke Energy, Progress Energy, Time Warner Cable, AT&T, etc.). ▪ <u>NC WaterWARN</u> (coordinate request for mutual aid resources with local stakeholders). ▪ <u>NC Retail Merchants Association</u> ▪ <u>NC Financial Recovery Coalition</u> ▪ <u>NC Telecommunications Industry Association</u> ▪ <u>Others as necessary</u> 			
7.	INFRASTRUCTURE	<p>Support county and local jurisdictions emergency debris response activities (prioritize emergency road & highway clearance and routing, critical facilities access, and others as necessary).</p>			

NORTH CAROLINA EMERGENCY OPERATIONS PLAN (NCEOP)
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INFRASTRUCTURE EARTHQUAKE CHECKLIST
 June 2016

INFRASTRUCTURE EARTHQUAKE RESPONSE & INITIAL RECOVERY CHECKLIST

D-DAY PLUS 1

Item #	Primary	Actions	Support	Complete	Incomplete
1.	INFRASTRUCTURE	Monitor/report status of impacted critical infrastructure and key resources (CIKR). <ul style="list-style-type: none"> ○ Identify transportation systems damage (include road & highway, passenger rail & freight, and air & mass transit disruptions). ○ Identify energy systems damage (include power generation, transmission, and distribution, and fuel disruptions). ○ Identify communications systems damage (include telephone, cable, and internet disruptions). ○ Identify commercial facilities and critical manufacturing damage (include banks, pharmacies, building supplies, and other facilities). ○ Identify water and wastewater systems and dam damages. 			

NORTH CAROLINA EMERGENCY OPERATIONS PLAN (NCEOP)
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INFRASTRUCTURE EARTHQUAKE CHECKLIST
 June 2016

Item #	Primary	Actions	Support	Complete	Incomplete
2.	INFRASTRUCTURE	<p><u>Support and coordinate SERT response resources to impacted jurisdictions and state agencies.</u></p> <ul style="list-style-type: none"> ○ Respond to county resource requests. ○ Support SERT response activities. ○ Facilitate and support sector specific plans for CIKR assessment, repair, and restoration. <ul style="list-style-type: none"> ▪ <u>Investor Owned Utilities</u> (Duke Energy, Progress Energy, Time Warner Cable, AT&T, etc.). ▪ <u>NC WaterWARN</u> (coordinate request for mutual aid resources with local stakeholders). ▪ <u>NC Retail Merchants Association</u> ▪ <u>NC Financial Recovery Coalition</u> ▪ <u>NC Telecommunications Industry Association</u> ▪ <u>Others as necessary</u> 			
3.	INFRASTRUCTURE	<p>Support county and local jurisdictions emergency debris response activities (prioritize emergency road & highway clearance and routing, critical facilities access, and others as necessary).</p>			

NORTH CAROLINA EMERGENCY OPERATIONS PLAN (NCEOP)
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INFRASTRUCTURE EARTHQUAKE CHECKLIST
 June 2016

INFRASTRUCTURE EARTHQUAKE RESPONSE & INITIAL RECOVERY CHECKLIST					
D-DAY PLUS 2					
Item #	Primary	Actions	Support	Complete	Incomplete
1.	INFRASTRUCTURE	Monitor/report status of impacted critical infrastructure and key resources (CIKR). <ul style="list-style-type: none"> ○ Identify transportation systems damage (include road & highway, passenger rail & freight, and air & mass transit disruptions). ○ Identify energy systems damage (include power generation, transmission, and distribution, and fuel disruptions). ○ Identify communications systems damage (include telephone, cable, and internet disruptions). ○ Identify commercial facilities and critical manufacturing damage (include banks, pharmacies, building supplies, and other facilities). ○ Identify water and wastewater systems and dam damages. 			

NORTH CAROLINA EMERGENCY OPERATIONS PLAN (NCEOP)
ANNEX B | APPENDIX 8 | TAB E | ENCLOSURE 5
INFRASTRUCTURE EARTHQUAKE CHECKLIST
 June 2016

Item #	Primary	Actions	Support	Complete	Incomplete
2.	INFRASTRUCTURE	<p><u>Support and coordinate SERT response resources to impacted jurisdictions and state agencies.</u></p> <ul style="list-style-type: none"> ○ Respond to county resource requests. ○ Support SERT response activities. ○ Facilitate and support sector specific plans for CIKR assessment, repair, and restoration. <ul style="list-style-type: none"> ▪ <u>Investor Owned Utilities</u> (Duke Energy, Progress Energy, Time Warner Cable, AT&T, etc.). ▪ <u>NC WaterWARN</u> (coordinate request for mutual aid resources with local stakeholders). ▪ <u>NC Retail Merchants Association</u> ▪ <u>NC Financial Recovery Coalition</u> ▪ <u>NC Telecommunications Industry Association</u> ▪ <u>Others as necessary</u> 			
3.	INFRASTRUCTURE	<p>Support county and local jurisdictions emergency debris response activities (prioritize emergency road & highway clearance and routing, critical facilities access, and others as necessary).</p>			

NORTH CAROLINA EMERGENCY OPERATIONS PLAN (NCEOP)
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INFRASTRUCTURE EARTHQUAKE CHECKLIST
 June 2016

INFRASTRUCTURE EARTHQUAKE RESPONSE & INITIAL RECOVERY CHECKLIST

D-DAY PLUS 3 (and Beyond)

Item #	Primary	Actions	Support	Complete	Incomplete
1.	INFRASTRUCTURE	Monitor/report status of impacted critical infrastructure and key resources (CIKR). <ul style="list-style-type: none"> ○ Identify transportation systems damage (include road & highway, passenger rail & freight, and air & mass transit disruptions). ○ Identify energy systems damage (include power generation, transmission, and distribution, and fuel disruptions). ○ Identify communications systems damage (include telephone, cable, and internet disruptions). ○ Identify commercial facilities and critical manufacturing damage (include banks, pharmacies, building supplies, and other facilities). ○ Identify water and wastewater systems and dam damages. 			

NORTH CAROLINA EMERGENCY OPERATIONS PLAN (NCEOP)
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INFRASTRUCTURE EARTHQUAKE CHECKLIST
 June 2016

Item #	Primary	Actions	Support	Complete	Incomplete
2.	INFRASTRUCTURE	<p><u>Support and coordinate SERT response resources to impacted jurisdictions and state agencies.</u></p> <ul style="list-style-type: none"> ○ Respond to county resource requests. ○ Support SERT response activities. ○ Facilitate and support sector specific plans for CIKR assessment, repair, and restoration. <ul style="list-style-type: none"> ▪ <u>Investor Owned Utilities</u> (Duke Energy, Progress Energy, Time Warner Cable, AT&T, etc.). ▪ <u>NC WaterWARN</u> (coordinate request for mutual aid resources with local stakeholders). ▪ <u>NC Retail Merchants Association</u> ▪ <u>NC Financial Recovery Coalition</u> ▪ <u>NC Telecommunications Industry Association</u> ▪ <u>Others as necessary</u> 			
3.	INFRASTRUCTURE	<p>Support county and local jurisdictions emergency debris response activities (prioritize emergency road & highway clearance and routing, critical facilities access, and others as necessary).</p>			

NORTH CAROLINA EMERGENCY OPERATIONS PLAN (NCEOP)
ANNEX B | APPENDIX 8 | TAB E | ENCLOSURE 6
PLANNING EARTHQUAKE CHECKLIST
 June 2016

PLANNING EARTHQUAKE RESPONSE & INITIAL RECOVERY CHECKLIST					
D-DAY					
Item #	Primary	Actions	Support	Complete	Incomplete
1.	PLANNING	Monitor and assist with collecting essential elements of information.			
2.	PLANNING	Monitor and assist with inputting county/local emergency management activation.			
3.	PLANNING	Identify areas requiring aerial damage assessments and develop an action plan to send tasking to Logistics Air Boss.			
4.	PLANNING	Prepare a SERT Daily Plan in accordance with instructions from the Senior Staff.			
5.	PLANNING	Initiate ICS Form 209, "Incident Status Summary."			

PLANNING EARTHQUAKE RESPONSE & INITIAL RECOVERY CHECKLIST					
D-DAY PLUS 1					
Item #	Primary	Actions	Support	Complete	Incomplete
1.	PLANNING	Gather intelligence information regarding location, property damage, injuries, fatalities, etc...			
2.	PLANNING	Gather information on county/local emergency management activation.			
3.	PLANNING	Prepare a SERT Daily Plan in accordance with instructions from the Senior Staff.			
4.	PLANNING	Prepare situation report in accordance with frequency and format instructions from the Senior Staff.			

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PLANNING EARTHQUAKE CHECKLIST
 June 2016

PLANNING EARTHQUAKE RESPONSE & INITIAL RECOVERY CHECKLIST

D-DAY PLUS 2

Item #	Primary	Actions	Support	Complete	Incomplete
1.	PLANNING	Gather intelligence information regarding location, property damage, injuries, fatalities, etc...			
2.	PLANNING	Gather information on county/local emergency management activation.			
3.	PLANNING	Prepare a SERT Daily Plan in accordance with instructions from the Senior Staff.			
4.	PLANNING	Prepare situation report in accordance with frequency and format instructions from the Senior Staff.			

PLANNING EARTHQUAKE RESPONSE & INITIAL RECOVERY CHECKLIST

D-DAY PLUS 3 (and Beyond)

Item #	Primary	Actions	Support	Complete	Incomplete
1.	PLANNING	Gather intelligence information regarding location, property damage, injuries, fatalities, etc...			
2.	PLANNING	Gather information on county/local emergency management activation.			
3.	PLANNING	Prepare a SERT Daily Plan in accordance with instructions from the Senior Staff.			
4.	PLANNING	Prepare situation report in accordance with frequency and format instructions from the Senior Staff.			

LOGISTICS EARTHQUAKE CHECKLIST

June 2016

LOGISTICS EARTHQUAKE RESPONSE & INITIAL RECOVERY CHECKLIST					
D-DAY					
Item #	Primary	Actions	Support	Complete	Incomplete
1.	LOGISTICS	Determine National Guard troop levels for activation. <ul style="list-style-type: none"> o Trigger: Significant damage in disaster o Deployment time: Decision plus 12-24 hours. area. 			
2.	LOGISTICS	Determine whether to establish forward logistics staging area or support from warehouses. Decide location. Decision requires movement of NCEM staff from eastern warehouse to operate and activation of third party logistics to operate Tarboro. <ul style="list-style-type: none"> o Triggers: Significant damage to large metropolitan area; several county CRDP not operational. o Deployment time: Decision plus 2-3 days. 			
3.	LOGISTICS	Determine whether to establish EMAC Staging Area (RSOI) or stage EMAC assets at RCC. Decide location. <ul style="list-style-type: none"> o Trigger: Number of EMAC assets ordered exceeds capability of RCC to process. o Deployment time: Decision plus 2-3 days. 			
4.	LOGISTICS	Determine whether to establish one or more bases for responders. Decide location(s). <ul style="list-style-type: none"> o Trigger: Undamaged facilities not available for use as bases o Deployment time: Decision plus four days for contract base. 			
5.	LOGISTICS	Determine whether heavy lift helicopters required (EMAC or DOD) <ul style="list-style-type: none"> o Trigger: Road network interdicted & heavy lift required to move responders & supplies to isolated communities. o Deployment time: Unknown for DOD. EMAC, 2-4 days. 			
Item #	Primary	Actions	Support	Complete	Incomplete
6.	LOGISTICS	Determine EMAC logistics assets required from other states. <ul style="list-style-type: none"> o Trigger: Insufficient assets of correct type. o Deployment time: Decision plus 2-4 days 			

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LOGISTICS EARTHQUAKE CHECKLIST

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7.	LOGISTICS	Activate EOC & warehouses & NCNG warehouse support packages.			
8.	LOGISTICS	Activate disaster contracts for transportation.			
9.	LOGISTICS	Alert contract vendors for third party logistics, generators, bases/camps & disaster commodities to potential for contract activation.			
10.	LOGISTICS	Respond to local resource requests and support SERT response activities.			
11.	LOGISTICS	Publish national broadcast to alert potential EMAC requirements.			
12.	LOGISTICS	Begin planning for sustained response: establishment of staging area(s), bases.			
13.	LOGISTICS	Procure follow-on supplies of disaster commodities to supply impacted counties & responders.			
14.	LOGISTICS	Activate the Governor's Hotline.			
15.	LOGISTICS	Increase P-Card limits for NCEM card holders.			
16.	LOGISTICS	Coordinate FEMA IV logistical response.			

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LOGISTICS EARTHQUAKE CHECKLIST
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Item #	Primary	Actions	Support	Complete	Incomplete
17.	LOGISTICS	<p><u>Activate Logistics EOC:</u></p> <ul style="list-style-type: none"> ○ Call Log staff, augmentation personnel, SERT partners (National Guard, Department of Public Safety, Agriculture, Purchase & Contract, League of Municipalities, Donations/Volunteer Management, ESF-1 partners). (<u>Coordinator and Log Officer Supervisor</u>) ○ Test all computers and communications equipment in Logistics room. (<u>All</u>) ○ Alert Temporary Solutions of anticipated personnel needs (reception). (<u>Human Resources</u>) ○ Verify the operational readiness of Logistics databases & WebEOC. (<u>All</u>) ○ Establish staffing pattern and prepare staffing roster for 24 hour operation. (<u>Coordinator</u>) ○ Alert Capital Police for EOC security mission. (<u>Controller</u>) ○ Alert DOA Parking Control; procure parking passes. (<u>Controller</u>) ○ Prepare BDA for EOC feeding/lodging; canvas EOC staff for lodging requirements; contact food vendors. (<u>Log Officer Supervisor</u>) ○ Designate commodities ordering & transportation scheduling team. (<u>Coordinator</u>) ○ Stock EOC Supply closet with office supplies. Distribute copy paper to copier locations and breakout rooms (<u>Supply Unit</u>). ○ Activate Governor's Information Hotline. (<u>Donations & Volunteer Management Coordinator</u>) <ul style="list-style-type: none"> ▪ Coordinate computer voice equipment requirements with Information Services. ○ Activate Donations & Volunteer Management Coordination Team <ul style="list-style-type: none"> ▪ Prepare G111 space and IT requirements) (<u>Coordinator</u>) 			

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LOGISTICS EARTHQUAKE CHECKLIST
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Item #	Primary	Actions	Support	Complete	Incomplete
18.	LOGISTICS	Activate warehouses. (<u>Log Chief, Log Ops</u>) <ul style="list-style-type: none"> o Prepare BDA for food/lodging requirements for each warehouse. 			
19.	LOGISTICS	Alert National Guard to potential missions - particularly multifunction, POD, county logistics liaison, aviation, & bulk logistics force packages. (<u>Log Chief, Coordinator</u>)			
20.	LOGISTICS	Alert Supply Unit to be prepared to stage and train NG Logistics Liaison Teams. (<u>Coordinator</u>)			
21.	LOGISTICS	Alert Motor Fleet to recall vehicles for NCEM support. (<u>Supply Unit Leader</u>)			
22.	LOGISTICS	Order communications equipment & vehicles for county logistics liaison teams. (<u>Supply Unit</u>)			
23.	LOGISTICS	Request NG Warehouse Support force packages. (<u>Coordinator</u>)			
24.	LOGISTICS	Activate transportation contract; contractors representative to the EOC. (<u>Coordinator, Log Ops</u>)			
25.	LOGISTICS	Alert contract vendors for third party logistics, generators, bases/camps & disaster commodities to potential for contract activation. (<u>Log Ops, Purchasing</u>)			
26.	LOGISTICS	Recommend to SERT Leader EMAC A-Team if warranted. (<u>EMAC Unit</u>)			
27.	LOGISTICS	Determine counties needing assistance with CRDP and/or POD operation. (<u>Log Plans, RCC, Ops</u>)			
28.	LOGISTICS	Coordinate mass feeding support requirements with Human Services. (<u>Log Plans</u>) <ul style="list-style-type: none"> o Provide planning liaison to Mass Feeding Coordination Group. 			
29.	LOGISTICS	Begin planning for possible staging area or base deployments. (<u>Log Plans, Log Ops</u>)			
30.	LOGISTICS	Prepare to support evacuation operations with buses/vans. (<u>ESF-1 Unit</u>)			

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LOGISTICS EARTHQUAKE CHECKLIST

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Item #	Primary	Actions	Support	Complete	Incomplete
31.	LOGISTICS	Procure items on "Buy List." (<u>Log Ops, P&C</u>) <ul style="list-style-type: none"> o Order additional 5,000 pound forklifts for Badin and Tarboro Warehouse. o Purchase commodities to restock warehouse and provide to counties. 			
32.	LOGISTICS	Coordinate Governor's Hotline IT & supply requirements. (<u>D&VMCT</u>)			
33.	LOGISTICS	Assess need to establish Donations Management Warehouse. Make recommendation to Logistics Chief. (<u>Coordinator, D&VMCT</u>)			
34.	LOGISTICS	Publish national broadcast to alert potential EMAC requirements. (EMAC Unit)			
35.	LOGISTICS	Coordinate FEMA IV logistical response. (<u>Coordinator</u>)			
36.	LOGISTICS	Assess County Receiving and Distribution Points (CRDPs) in counties.			

LOGISTICS EARTHQUAKE RESPONSE & INITIAL RECOVERY CHECKLIST

D-DAY PLUS 1

Item #	Primary	Actions	Support	Complete	Incomplete
1.	LOGISTICS	Review National Guard troops levels for sufficiency.			
2.	LOGISTICS	Review decisions from D-Day not yet made.			
3.	LOGISTICS	Review EMAC requirements.			
4.	LOGISTICS	Establish National Guard PODs to distribute disaster commodities to impacted counties as required.			
5.	LOGISTICS	Deploy RSOI (EMAC staging area) (if decided)			
6.	LOGISTICS	Deploy forward Logistics Staging Area (if decided)			
7.	LOGISTICS	Establish planning cell for deployment of base(s) if directed.			

Item #	Primary	Actions	Support	Complete	Incomplete
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LOGISTICS EARTHQUAKE CHECKLIST

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8.	LOGISTICS	Respond to local resource requests.			
9.	LOGISTICS	Support SERT response activities <ul style="list-style-type: none"> o Mass sheltering & feeding operations conducted by Human Services. o Medical & general evacuation operations. o EMAC requirements. 			
10.	LOGISTICS	Procure follow-on supplies of disaster commodities to supply impacted counties & responders.			
11.	LOGISTICS	Establish Donations Management Warehouse (if decided).			
12.	LOGISTICS	Receive & integrate FEMA ERT & IMAT into EOC & DROC.			
13.	LOGISTICS	Assess generator requirements & capabilities.			
14.	LOGISTICS	Deploy EMAC Staging Area and/or forward Logistics Staging Area (LSA) to be operational at decision plus 48 hours. (<u>Coordinator</u>)			
15.	LOGISTICS	Establish planning cell for deployment of base(s) if directed. (Log Plans, P&C, Ops/RCC)			
16.	LOGISTICS	Procure material handling and office equipment (copier, fax) for LSA, RSOI, & bases (if decided to establish). (<u>Log Ops, Purchasing</u>)			
17.	LOGISTICS	Monitor on hand balances of disaster commodities & purchase follow-on supplies. (<u>Log Plans, Log Ops, Purchasing</u>)			
18.	LOGISTICS	Prepare delivery schedule for re-supply of commodities to PODs. (<u>Log Plans, Log Ops</u>)			
19.	LOGISTICS	Coordinate FEMA logistics staging activities in support of NC. (<u>Coordinator</u>)			
20.	LOGISTICS	Stage, equip and conduct training for NG Logistics Liaison Teams (if previously decided). (<u>Supply Unit</u>)			
Item #	Primary	Actions	Support	Complete	Incomplete

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21.	LOGISTICS	Procure mass feeding support kit items per WebEOC requests (fuel, port-a-johns, dumpster, storage trailers, reefers, forklift/pallet jacks, etc.). (<u>Purchasing</u>)			
22.	LOGISTICS	Mobilize/stage buses & vans to support evacuations as tasked. (<u>ESF-1</u>)			
23.	LOGISTICS	Prepare list of EMAC assets ordered, with ETAs. Distribute to Ops, RCC & RSOI via WebEOC email. (<u>EMAC Unit</u>)			
24.	LOGISTICS	Stock EOC Supply closet with office supplies. Distribute copy paper to copier locations and breakout rooms. (<u>Supply Unit</u>)			
25.	LOGISTICS	Coordinate establishment of Donations Management Warehouse (if decided) (<u>Coordinator, D&VMCT</u>) <ul style="list-style-type: none"> ○ Coordinate warehouse with State Property Office 			
26.	LOGISTICS	Coordinate PDA Team support requirements with Recovery Section. <ul style="list-style-type: none"> ○ Order vehicles, equipment & supplies (<u>Supply Unit</u>). 			
27.	LOGISTICS	Coordinate facilities use, parking & access badges of FEMA ERT & IMAT teams at the EOC & DROC. (<u>EOC Manager, Coordinator, Supply Unit</u>)			
28.	LOGISTICS	Assess overall generator requirements & capabilities. (Log Plans, Purchasing, NG)			
29.	LOGISTICS	Submit FEMA Action Request form for generator 50 pack. (<u>Log Plans, Log Chief</u>)			

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LOGISTICS EARTHQUAKE CHECKLIST
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LOGISTICS EARTHQUAKE RESPONSE & INITIAL RECOVERY CHECKLIST					
D-DAY PLUS 2					
Item #	Primary	Actions	Support	Complete	Incomplete
1.	LOGISTICS	Review National Guard troop levels for sufficiency.			
2.	LOGISTICS	Review decisions from D-DAY to D+1 not yet made.			
3.	LOGISTICS	Complete deployment of RSOI and/or forward Logistics Staging Area (LSA) to be operational at decision plus 48 hours. (If directed by SERT Leader).			
4.	LOGISTICS	Continue coordination for establishment of base(s) if decided. (Log Plans, P&C, OPS/RCC).			
5.	LOGISTICS	Respond to local resource requests.			
6.	LOGISTICS	Support SERT response activities <ul style="list-style-type: none"> ○ Mass sheltering & feeding operations conducted by Human Services. ○ Medical & general evacuation operations. ○ EMAC requirements. 			
7.	LOGISTICS	Procure follow-on supplies of disaster commodities to supply impacted counties & responders.			
8.	LOGISTICS	Establish Donations management Warehouse (if decided).			
9.	LOGISTICS	Coordinate with FEMA for power generation requirements not filled by vendors.			
10.	LOGISTICS	Deploy EMAC Staging Area and/or forward Logistics Staging Area (LSA) to be operational at decision plus 48 hours. (Coordinator, Log Plans)			
11.	LOGISTICS	Coordinate establishment of base(s) if decided. (Coordinator, Log Plans, P&C)			
12.	LOGISTICS	Monitor on hand balances of disaster commodities & purchase follow-on supplies. (Coordinator, Log Plans)			
13.	LOGISTICS	Prepare delivery schedule for re-supply of commodities to PODs. (Log Plans, Log Ops)			
Item #	Primary	Actions	Support	Complete	Incomplete

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14.	LOGISTICS	Coordinate with FEMA for power generation requirements not filled by vendors. (<u>Log Officer Supervisor</u>)			
15.	LOGISTICS	Deploy NG Logistics Liaison Teams (if previously decided). (<u>Coordinator, Supply Unit</u>)			
16.	LOGISTICS	Mobilize/stage buses & vans to support evacuations. (<u>ESF-1</u>)			
17.	LOGISTICS	Prepare list of EMAC assets ordered, with ETAs. Distribute to Ops, RCC & RSOI. (<u>EMAC Unit</u>)			
18.	LOGISTICS	Stock EOC supply closet with office supplies. Distribute copy paper & spare toner to copier locations and breakout rooms. (<u>Supply Unit</u>)			
19.	LOGISTICS	Coordinate establishment of Donations Management Warehouse (if decided) <ul style="list-style-type: none"> ○ Coordinate warehouse with State Property Office). (<u>Coordinator, D&VMCT</u>) 			

LOGISTICS EARTHQUAKE RESPONSE & INITIAL RECOVERY CHECKLIST

D-DAY PLUS 3 (and Beyond)

Item #	Primary	Actions	Support	Complete	Incomplete
1.	LOGISTICS	Review National Guard troops levels for sufficiency.			
2.	LOGISTICS	Review decisions from D to D+2 not yet made.			
3.	LOGISTICS	Review deployed assets for rotation/demobilization.			
4.	LOGISTICS	Location of, and state representation in, the JFO.			
5.	LOGISTICS	Operate LSA and RSOI (if directed).			
6.	LOGISTICS	Complete establishment of base(s) directed by SERT Leader.			
7.	LOGISTICS	Respond to local resource requests.			

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LOGISTICS EARTHQUAKE CHECKLIST

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Item #	Primary	Actions	Support	Complete	Incomplete
8.	LOGISTICS	Support SERT response activities <ul style="list-style-type: none"> o Mass sheltering & feeding operations conducted by Human Services. o Medical & general evacuation operations. o EMAC requirements. o Base(s) & RSOI. 			
9.	LOGISTICS	Procure follow-on supplies of disaster commodities to supply impacted counties & responders.			
10.	LOGISTICS	Coordinate NLSA with FEMA.			
11.	LOGISTICS	Receive & deploy USACE 50 pack power generators.			
12.	LOGISTICS	Rotate/demobilize assets as directed.			
13.	LOGISTICS	Coordinate establishment of JFO with FEMA Logistics and NCEM sections.			
14.	LOGISTICS	Coordinate EMAC asset rotation, demobilization, & travel arrangements.			
15.	LOGISTICS	Coordinate NLSA with FEMA. (<u>Coordinator</u>)			
16.	LOGISTICS	Monitor on hand balances of disaster commodities & purchase follow-on supplies. (<u>Coordinator, Log Plans, Log Ops</u>)			
17.	LOGISTICS	Prepare delivery schedule for re-supply of commodities to PODs. (<u>Log Plans, Log Ops</u>)			
18.	LOGISTICS	Mobilize/stage buses & vans to support evacuations. (<u>ESF-1</u>)			
19.	LOGISTICS	Prepare list of EMAC assets ordered, with ETAs. Distribute to Ops, RCC & RSOI. (<u>EMAC Unit</u>)			
20.	LOGISTICS	RSOI provide list of EMAC assets staged with estimate time ready for deployment to EMAC cell, Ops, and I&P. (<u>EMAC Unit, RSOI Staff</u>)			
21.	LOGISTICS	Coordinate EMAC asset rotation, demobilization, & travel arrangements. (<u>EMAC Unit, RSOI</u>)			
22.	LOGISTICS	Stock EOC supply closet with office supplies. Distribute copy paper & spare toner to copier locations and breakout rooms. (<u>Supply Unit</u>)			
Item #	Primary	Actions	Support	Complete	Incomplete

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LOGISTICS EARTHQUAKE CHECKLIST

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23.	LOGISTICS	Coordinate establishment of JFO with FEMA Logistics and NCEM sections. (<u>Supply Unit Leader</u>)			
24.	LOGISTICS	Receive & deploy USACE 50 pack power generators. (<u>Log Officer Supervisor</u>)			

DEMOBILIZATION ACTIONS

Item #	Primary	Actions	Support	Complete	Incomplete
1.	LOGISTICS	Review deployed assets for rotation/demobilization.			
2.	LOGISTICS	Whether to implement vendor contracts for PA & IA staffing for recovery phase.			
3.	LOGISTICS	Plan for/accomplish demobilization of warehouses, LSA, RSOI, base(s) and other logistics response assets as directed.			
4.	LOGISTICS	Support SERT demobilization activities <ul style="list-style-type: none"> o Mass sheltering & feeding operations. o Medical & general evacuation operations. o EMAC assets. 			
5.	LOGISTICS	Ensure warehouses restocked with disaster commodities.			
6.	LOGISTICS	Procure commodities to re-stock commodities obtained via EMAC.			
7.	LOGISTICS	Support state recovery operations.			
8.	LOGISTICS	Implement vendor contract for PA & IA staff (if decided).			
9.	LOGISTICS	Assist FEMA with demobilization of federal assets.			
10.	LOGISTICS	As directed, demobilize: <ul style="list-style-type: none"> o Base(s) o LSA o RSOI o Logistics response assets o EMAC Assets o Federal assets 			
11.	LOGISTICS	Procure commodities to restock warehouses. (<u>Log Ops, Purchasing, Log Plans</u>)			
Item #	Primary	Actions	Support	Complete	Incomplete

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12.	LOGISTICS	Procure commodities to replace any commodities obtained from other states via EMAC. (<u>Log Ops, Purchasing, Log Plans</u>)			
13.	LOGISTICS	Recover & return assets obtained from FEMA via action request form. (<u>Coordinator</u>)			
14.	LOGISTICS	Support establishment of JFO (<u>Coordinator</u>) <ul style="list-style-type: none"> o Provide State Logistics liaison to JFO (<u>Supply Unit</u>) 			
15.	LOGISTICS	Coordinate implementation of PA & IA staff vendor contract. (<u>Purchasing, Recovery</u>).			
16.	LOGISTICS	Coordinate payment of invoices for emergency purchases with NCEM-Fiscal & P&C.			
17.	LOGISTICS	Conduct AAR for lessons learned.			

SUPPLEMENTAL INFORMATION

June 2016

A. PURPOSE

This annex contains supplemental information that will be useful during emergency operations.

B. ASSUMPTIONS

SERT members will require quick access to certain background information.

C. TABS

- a. Glossary
- b. Acronyms and Abbreviations
- c. Enabling Legislation
- d. SERT Listing
- e. NCEM Points of Contact for Federal Emergency Support Functions
- f. Hazards and Threats
- g. Core Capabilities List

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Aerial Monitoring Team - Specially equipped aircraft and crew used to monitor nuclear radiation in the atmosphere from fixed nuclear facility releases or fallout. Usually flown by the Civil Air Patrol.

Aerial Reconnaissance Team(s) (ART) – Teams established to provide Preliminary Damage Assessment data through aerial reconnaissance.

African Swine Fever - Hog Cholera

Alternate State Warning Point - The State EOC serves as a backup for the State Warning Point.

Amateur Radio - A service of radio communications, performed by persons interested in the radio art solely for personal gain and without pecuniary interest. Operates in the public interest, convenience or necessity, therefore is available for use in emergency situations.

American Humane Association (AHA) - A national federation of animal welfare agencies responsible for the welfare and protection of homeless animals including disaster relief. When disaster strikes, the American Humane Association (AHA) sends field representatives to affected areas to assess damage and determine needs of the animal population.

American Kennel Club (AKC) - A private organization of dog breeders.

Area Command (Unified Area Command) – An organization established (1) to oversee the management of multiple incidents that are each being handled by an ICS organization or (2) to oversee the management of 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 EOC facility or at some location other than and ICP.

Area Emergency Management Coordinator - Supervisor of the field office of the N.C. Division of Emergency Management which serves certain regions of the State. Serves as a liaison between State and local governments, procures and coordinates State resources.

Base station - A radio which operates at a fixed location, permanently installed. Usually located so that the antenna can be high above average terrain.

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Catastrophic Disaster - For the purposes of this plan, a catastrophic disaster is defined as an event that results in large numbers of deaths and injuries; causes extensive damage or destruction to facilities that provide and sustain human needs; produces an overwhelming demand on state and local response resources and mechanisms; causes a severe long term effect on general economic activity; and severely affects State, local and private sector capabilities to begin and sustain response activities.

CERCLA Hazardous Substance - A Superfund Hazardous Substance listed in Table 302.4 of 40 CFR Part 302.4 which subjects facilities to CERCLA and Title III release notification. (Reportable Quantity Chemicals)

Chemical Transportation Emergency Center (CHEMTREC) - A chemical information center provided by the Federal Government as a source of first response advice in substance/chemical spills. CHEMTREC can usually put those on scene at an emergency in touch with the product shippers.

Civil Air Patrol (CAP) - A civilian auxiliary of the United States Air Force. The CAP provides volunteer pilots, aircraft, communications and ground personnel for emergency use in search and rescue, messenger service, light transport flights, airborne communications, ground search and reconnaissance support.

Civil Disorder - The degeneration of a law abiding group into an unruly, unmanageable and law challenging mob.

Civil Preparedness Guide (CPG) - A FEMA Publication which provides guidance to State and Local Emergency Preparedness Directors and others with emergency responsibilities.

Companion Animals - Animals kept as pets or companions, such as dogs, cats, and birds.

Comprehensive Environmental Response, Compensation, and Liability Act of 1980 (CERCLA) - Legislation (PL 96-510) covering hazardous substance releases into the environment and the cleanup of inactive hazardous waste disposal sites. CERCLA established the "Superfund" to provide resources for these cleanups. Amended and extended by SARA. (See CERCLA)

Continuity of Government (COG) - Plans and procedures for ensuring the survival and operational capabilities of governmental processes and lines of succession. This includes the protection and maintenance of agency and departmental vital records, and the organization of emergency response.

Control Points - Officially designated points such as weigh stations and rest stops where trucks can be inspected, scheduled, turned back, or escorted into a designated reception

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center, warehouse, or distribution center.

Corps of Engineers (COE) - A U.S. Army command within the continental United States that undertakes engineering projects in support of state and local governments which might otherwise be prohibitive.

Cost Sharing Agreements - Agreements between agencies or jurisdictions to share designated costs related to an incident. These are usually written, but may be verbal between designated authorized representatives of the agencies or jurisdictions.

County Receiving and Distribution Point (CRDP) - A location where personnel and equipment are temporarily stored pending assignment, release, or reassignment.

Critical Incident Stress Management Team (CISM) - CISM is a crisis management process in which various types of interventions, focusing on counseling and education, are designed specifically for emergency response workers to mitigate the impact of a critical incident on personnel and to accelerate recovery to those experiencing normal reactions to abnormal events.

Dam Failure - Full or partial collapse of a dam constructed to hold back large volumes of water.

Damage Assessment (DA) - The conduct of on the scene surveys following any disaster to determine the amount of loss or damage caused by the incident. Extent of damage is assessed in all types of disasters such as flash flood, tornado, winter storm, hurricane, nuclear power incident and chemical explosion.

Defense Coordinating Officer (DCO) - Supported and provided by the Department of Defense (DOD) to serve in the field as the point of contact to the Federal Coordinating Officer (FCO) and the ESFs regarding requests for federal military assistance.

Designated Donation - A designated donation is an offer of a donation made to and accepted by an organization or a specific donation requested by an organization.

Direct Effects (DE) - The immediate result of a nuclear detonation considered most hazardous such as blast, heat and initial radiation.

Disaster Application Center (DAC) - The DAC is the primary mechanism for delivery of assistance to individual disaster victims. It is set up by local government. The DAC is a one stop processing center for individuals to apply for many government disaster relief programs.

Disaster Field Office (DFO) - The office established in or near the designated area to support the Federal and State response operations.

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Disaster Medical Assistance Teams (DMATS) - Teams from The Office of the Assistant Secretary for U.S. Health/Office of Emergency Preparedness - National Disaster Medical Assistance (OASH/OEP-NDMS) who assist in providing care for the ill and injured victims at the site of a disaster or emergency.

Disaster Welfare Inquiry (DWI) System - System set up by the Red Cross to collect, receive, and report information about the status of victims and assist the family with reunification within the disaster area.

Disaster/Emergency - Any natural or man-made event which causes sufficient damage to life and property. Disaster and emergency are used interchangeably whenever a situation calls for a crisis response, however emergencies can be handled with resources routinely available to the community. A disaster calls for a response that exceeds local capabilities.

Distribution Centers - Facilities operated by local governments, local churches, community based organizations, and voluntary agencies for providing donated goods directly to disaster victims.

Division of Criminal Information (DCI) (Dept. of Justice) - Computer network used by law enforcement agencies to access criminal information database.

Donations Coordination Center - An area designated for the coordination of goods, services and volunteers. The State Donations Coordinator, the State Volunteer Coordinator, FEMA Donations/Volunteer Coordinator and representatives of participating Volunteer Agencies will operate from this center.

Emergency Broadcast System (EBS) - A voluntary network of broadcast stations and interconnecting facilities, which have been authorized by the Federal Communications Commission to disseminate information during an emergency, as provided by the Emergency Broadcast System Plan. EBS is made up of AM, FM, and TV Broadcast Stations and non-governmental electronic communications operating in a voluntary organized manner during natural/man-made emergencies or disasters at national, state, or local levels.

Emergency Highway Traffic Regulating Plan (ETHR) - The Division of Highways, DOT plan to conduct damage survey of road and street networks, marking restricted routes and issuance of permits.

Emergency Information System (EIS) - The emergency planning and response software for local, state and federal government agencies. Automates and integrates maps, data, communications, models and sensors for crisis management.

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Emergency Management (EM) - Organized analysis, planning, decision-making, assignment, and coordination of available resources for the mitigation of preparedness for, response, to or recovery from major community-wide emergencies.

Emergency Management Coordinator (EMC) - The individual who is directly responsible on a day to day basis for the jurisdictions effort to develop a capability for coordinated response and recovery from the effects of disaster.

Emergency Medical Services (EMS) - Local medical response teams, usually rescue squads or local ambulance services which provide medical services during a disaster.

Emergency Operations Center (EOC) - A protected site from which government officials and emergency response personnel exercise direction and control in an emergency. The Emergency Communications Center (ECC) is normally an essential part of the EOC.

Emergency Operations Plan (EOP) - An all-hazards document, which clearly specifies actions to be taken or instructions to be given in the event of natural disasters, technological accidents, or other emergencies. The plan identifies authorities, relationships, and the coordinated actions to be taken based on predetermined assumptions, objectives, and existing capabilities.

Emergency Public Information (EPI) - Information disseminated to the public primarily in anticipation of an emergency, or at the actual time of an emergency as a means of warning the public of impending danger and/or to provide instruction as to emergency preparedness action to be taken.

Emergency Response Team (ERT) - FEMA group, composed of a headquarters element and a regional element deployed by the FEMA Director to the scene of an extraordinary situation to coordinate the overall Federal response.

Emergency Support Function (ESF) - A functional area of response activity established to facilitate the delivery of federal assistance required during the immediate response phase of a disaster to save lives, protect property and public health, and to maintain public safety.

Environment - Water, air, and land, and the interrelationship which exists among and between them and all living things.

Environmental Response Team (ERT) - a group of highly-trained EPA scientists and engineers based in Edison, NJ and Cincinnati, OH. Capabilities include multimedia sampling and analysis, hazard evaluation, environmental assessment, cleanup techniques and overall technical support to OSCs.

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Evacuation - Relocation of civilian population to safe areas when disaster, emergencies or threats thereof necessitate such action.

Exercise - Maneuver or simulated emergency condition involving planning, preparation, and execution; carried out for the purpose of testing, evaluating, planning, developing, training, and/or demonstrating emergency management systems and individual components and capabilities, to identify areas of strength and weakness for improvement of the emergency plan (EOP).

Exotic Animals - Animals not associated with the region that may require special feeding, handling, or climate such as lions, tigers, varieties of constrictor snakes, such as pythons or boas, chimpanzees and monkeys (may also be companion animals).

Facility - As defined by section 101 of CERCLA, means any building, structure, installation, equipment pipe or pipeline (including pipes into a sewer or publicly-owned treatment works), well, pit, pond, lagoon, impoundment, ditch, landfill, storage container, motor vehicle, rolling stock, or aircraft, or any site or area where a hazardous substance has been deposited, stored, disposed of, or placed, or otherwise come to be located; but does not include consumer products in consumer use or any vessel. For the emergency release notification, the term includes motor vehicles, rolling stock, and aircraft.

Federal Coordinating Officer (FCO) - The senior Federal official appointed in accordance with P.L. 93-288, to coordinate the overall federal response and recovery activities.

FEMA National Message System (FNAMS) A computer based system of sending and receiving messages between Emergency Management agencies on the state and federal levels. Formerly FNATS.

FEMA National Radio System (FNARS) An HF radio network capable of sending and receiving voice and data messages between Emergency Management agencies on the state and federal levels. Also compatible with military and Amateur radio systems.

Field Logistical Operations Center - Area established near the DFO to provide logistical support in the disaster area to various state agencies.

Fixed Feeding Site - Permanent or semi-permanent facilities used to prepare and serve meals to disaster victims.

Fixed Nuclear Facility (FNF) - Nuclear power plants, reactor fuel fabrication or processing plants, test and research reactors or any other facility using or producing large quantities of radioactive material.

General Statute (G.S.) - The specific form of State Law, codified and recorded for

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reference.

Gigahertz (GHz) Billion cycles per second. A measure of the frequency of alternating current electricity. Usually used in reference to microwave systems.

Governors Authorized Representative (GAR) - The representative (usually the Director of Emergency Management) of the Governor who coordinates the State response and recovery activities with those of the Federal Government.

Hazard - Any situation that has the potential for causing damage to life, property, and the environment.

Hazard Analysis - A process used by emergency managers to identify and analyze crisis potential and consequences.

Hazardous Device Unit, SBI (HDU) - State Bureau of Investigation Unit which may be called to handle or investigate bombs, dangerous chemicals, or other explosive and precarious devices or materials.

Hazardous Material (HAZMAT) - A substance or material which may pose an unreasonable risk to safety, health or property.

Hazardous Waste - Materials declared by the U.S. Environmental Protection Agency (EPA) to be toxic, corrosive, ignitable or chemically reactive.

Hertz (Hz) - Cycles per second. A measure of the frequency of alternating current electricity.

Hog Cholera - African Swine Fever

Incident Action Plan - The plan that is usually prepared at the beginning of each operational period that contains general control objectives reflecting the overall operational strategy and specific action plans for the next operational period.

Incident Commander - In the Incident Command System, the Incident Commander (IC) is responsible for overall management of the incident. On most incidents the command activity is carried out by a single Incident Commander. The IC is selected by dint of qualifications and experience. The IC determines incident objective and strategy, sets immediate priorities, establishes an appropriate organization, authorizes an Incident Action Plan, coordinates activity for all Command and General Staff, ensures safety, coordinates with key people, authorizes release of information to the news media and the public, and carries out other key duties.

Incident Command Post - The location where primary command functions are made. May be the Emergency Operations Center (EOC), Disaster Field Office, or Logistical Staging area. As command function transfers so does the Incident Command Post.

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Incident Command System (ICS) – A combination of facilities, equipment, personnel, procedures, and communications operating within a common organizational structure with responsibility for management of assigned resources to effectively direct and control the response to an incident. Intended to expand as situation requires larger resource, without requiring new, reorganized command structure.

Incident Management Team(s) (IMT) – State teams made up of people with special qualifications and deployed to counties or localities to assist with response to emergencies/disasters. IMTs also participate in Preliminary Damage Assessment through ground reconnaissance.

Incident Objectives – A statement of strategies and tactical directions for resources. Must be realistic based on available resources, achievable, measurable and yet flexible enough to allow for changes in the situation.

Indirect Effects - The residual effects of a nuclear detonation, fallout.

Information Management System - Hardware and software systems used to record, analyze, and report on information specific to a given disaster/emergency event.

In-kind Donations - Donations of goods or materials, such as food, clothing, equipment, and building materials instead of money.

Joint Information Center (JIC) - A combined public information office that serves two or more levels of government or federal, state, local agencies.

Kilohertz kHz - Thousand cycles per second. A measure of the frequency of alternating current electricity. Usually used in reference to HF radio systems.

Lead State Agency – The State agency that has primary responsibility for a specific function.

Local Emergency Management Coordinator (LEMC) - The local government official responsible for the emergency management program at the local level, county or municipal.

Local Government - Political subdivision of the state usually county or municipal levels.

Local Warning Point - A facility in a city, town, or community that receives warnings and activates the Public Warning System in its area of responsibility.

Long Term Shelter - A shelter established after a disaster to house victims for extended lengths of time. A long-term shelter will require more amenities and expanded

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capabilities than other shelters.

Major Disaster - As defined under P.L. 93-288, any natural catastrophe, (including any hurricane, tornado, storm, flood, high water, wind-driven water tidal wave, tsunami, earthquake, volcanic eruption, landslide, mud slide, snowstorm, or drought), or, regardless of cause, any fire, flood, or explosion, in any part of the United States, which in the determination of the President causes damage of sufficient severity and magnitude to warrant major disaster assistance under this Act to supplement the efforts and available resources of States, local governments, and disaster relief organizations in alleviating the damage, loss, hardship, or suffering caused thereby.

Mass Care - Efforts to provide shelter, feeding, first aid and distribution of relief supplies following a catastrophic or significant natural disaster or other event to disaster victims.

Med Channel - A UHF radio channel used exclusively for medical communications between ambulance and hospital. Supports voice and telemetry.

Megahertz (MHz) - Million cycles per second. A measure of the frequency of alternating current electricity. Usually used in reference to land mobile radio systems.

Memorandum of Agreement (MOA) - A document negotiated between organizations or legal jurisdictions for mutual aid and assistance in times of need. An MOU must contain such information as who pays for expense of operations (financial considerations), who is liable for personal or property injury or destruction during response operations (liability considerations), and appropriate statements of non-competition of government resources with private enterprise (commercial considerations).

Microwave - A point to point, multi-channel radio system used specifically for linking parts of larger systems together.

Mitigation - A deliberate and concerted preparation directed towards the elimination or reduction of disaster occurrence or disaster effects. Mitigation includes such actions as land use management, safety codes, building specifications, flood proofing and general public information.

Mobile Air Transportable Telecommunications System(MATTS). A system of vehicles and equipment owned by FEMA and used to supply temporary communications to a disaster area. Part of MERS.

Mobile Emergency Response System (MERS). Owned and operated by FEMA, a system of vehicles and equipment which is deployed into the field to support the communications, data processing and administrative needs of FEMA's Advance Emergency Response Team.

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Mobile unit - Radio operating in a vehicle. FCC includes portable and hand-held units in this category.

Mobilization - The rapid assembly, procurement, production or deployment of resources to meet the requirements of a disaster/emergency situation including war.

Multi-Hazard - A functional approach to planning which treats the numerous emergency management requirements that are present in any disaster situation as common functions. This reveals a broad base foundation of recurring disaster tasks that are common to most disasters. In this manner, planning which concerns an application of the recurring tasks can be used in response to any emergency.

Mutual Aid Agreements - Formal or informal understandings between jurisdictions that pledge exchange of emergency or disaster assistance.

N. C. General Statute (NCGS) - State Law by applicable statute.

National Contingency Plan (NCP) - Term referring to the National Oil and Hazardous Substances Pollution Contingency Plan. Regulations prepared by the Environmental Protection Agency implement the Comprehensive Environmental Response, Compensation, and Liability Act (CERCLA) and the response systems of the Clean Water Act (sec. 311); refer to 40 CFR Part 300.

National Disaster Medical System (NDMS) - A nation-wide medical mutual aid network between the Federal and non-Federal sectors that include medical response, patient evacuation, and definitive medical care.

National Flood Insurance Program (NFIP) - A federal program to provide flood insurance coverage in those communities which enact and enforce floodplain management regulations.

National Hurricane Center (NHC) - A federal tracking center that forecasts and plots the formation and movement of tropical storms. It also alerts appropriate areas of the danger.

National Incident Management System (NIMS) - A system intended to integrate effective practices in emergency preparedness and response into a comprehensive national framework for incident management. The NIMS enables responders at all levels to work together more effectively to manage domestic incidents no matter what the cause, size or complexity.

National Oceanic and Atmospheric Administration (NOAA) - A federal agency within the U.S. Department of Commerce which deals in ocean survey/exploration and atmospheric studies in coastal storms and lower atmospheric disturbances. Emergency Management relies heavily on the coastal hazards office of NOAA for storm surge modeling.

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National Response Center (NRC) - Established under the Clean Water Act and CERCLA, and operated by the U.S. Coast Guard. The NRC receives and relays notices of discharges or releases, disseminates reports when appropriate, and provides facilities for use in coordinating a national response action when required.

National Response Team (NRT) - Organization of representatives from 14 federal agencies with responsibility for national planning and coordination (interagency and inter-jurisdictional) of CERCLA objectives.

National Security - Measures taken to protect the Nation from the direct or indirect acts of war, sabotage, or terrorism directed at the United States. These acts include but are not limited to, conventional and unconventional war, chemical, biological and nuclear war or terrorism.

National Strike Force (NSF), U.S. Coast Guard group composed of three (3) strategically-located strike teams which are extensively trained and equipped to assist on-scene commanders in responding to major oil spills and chemical releases. Their capabilities are especially suited to incidents in a marine environment but also include site-assessment, safety, action plan development and documentation for both inland and coastal zone incidents.

National Warning Center (NWC) - The FEMA Command Post from which warning is sounded to alert pertinent areas of imminent natural disaster or enemy attack.

National Warning System (NAWAS) - The federal warning system, used to disseminate warnings of imminent natural disaster or enemy attack to a regional warning system which passes to the state warning points for action.

National Weather Service (NWS) - A federal agency tasked with forecasting weather and providing appropriate warning of imminent natural disaster such as hurricanes, tornadoes, tropical storms, etc.

North Carolina Emergency Operations Plan (NCEOP) - The State plan designed to cover all natural and man-made emergencies and disasters that threaten the State.

Nuclear Regulatory Commission (NRC) - The Federal agency tasked with oversight and regulation for all domestic nuclear devices, plant processes and construction.

Operational Period – A period of time set for execution of operational actions specified in the Incident Action Plan. Traditionally these periods are initially 12 to 24 hours in length. As the incident winds down, they may cover longer periods of activity.

Poultry - Domesticated fowl such as ducks, chickens, and geese, used as food or income

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source.

Preliminary Damage Assessment (PDA) – An assessment of damage taken immediately following a disaster or potential disaster. Emphasis is on high-level infrastructure such as roads and power production.

Preparedness - Activities that facilitate disaster response to save lives and limit damage. This includes developing shelter and evacuation plans, establishing warning and communication systems, training emergency responders and conducting exercises.

Primary Agency - The State department or agency assigned primary responsibility to manage and coordinate a specific Common Function. Primary agencies are designated on the basis of authority, resources, capabilities, or expertise relative to accomplishment of the specific common function. Primary agencies are responsible for overall planning and coordination of the delivery of related State assistance to the SERT in conjunction with their support agencies.

Public Affairs Officer (PAO) - The person tasked with preparing all information for dissemination to the media or to the public.

Public Health - A common function in multi-hazard planning which focuses on general health concerns under emergency conditions including provisions for accomplishing those necessary actions related to disease and vector control activities. Concerns extend to sanitation and preventing contamination of food and water.

Public Volunteers/Unaffiliated volunteers - Volunteers that are not affiliated with a volunteer agency that wish to volunteer their time/services in a disaster.

Radiation Protection Emergency Team (RPET) - A Department of Health and Human Services (DHHS) Team sent to an existing nuclear emergency to measure radiation content and advise the State Emergency Response Team (SERT) in the State Emergency Operations Center (EOC) of the consequences.

Radio Emergency Associated Citizens Teams (REACT) - Volunteer citizens and operators who monitor the Emergency Channel #9 and make themselves available to Emergency/Recovery operations as communications support.

Radio system - A combination of electrical and electronic equipment, including but not limited to radios, consoles, mobile units, towers, antennas, generators, etc., which together enable communications between desired points.

Reception Center - A Donations management facility to receive specific, undesignated or unsolicited goods such as food, water, clothes and building supplies.

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Recovery - Activity involves assistance to return the community to normal or near-normal conditions. Short-term recovery returns vital life-support systems to minimum operating standards. Long-term recovery may continue for a number of years after a disaster and seeks to return life to normal or improved levels. Recovery activities include temporary housing, loans/grants, unemployment insurance, reconstruction, and counseling programs.

Regional Coordination Center (RCC) – NCEM Branch Office activated for response operations.

Regional Response Team (RRT) - A team made up of members from various federal and state agencies who investigate and react to a local emergency of technological origin such as a petroleum spill. For example a coastal oil spill could attract the Coast Guard, Environmental Protection Agency and the State Division of Emergency Management.

Release - Any spilling, leaking, pumping, pouring, emitting, emptying, discharging, injecting, escaping, leaching, dumping, or disposing into the environment (including abandonment or discarding barrels, containers, and other closed receptacles) of any Hazardous Chemical, Extremely Hazardous Substance, or CERCLA Hazardous Substance.

Resource Support Officer - Designated individual from the Response and Recovery section, EM tasked with coordinating resource support operations.

Resource Support Operations - Operations to provide logistical support to State and local operations including relief supplies, space, equipment, telecommunications, contracting, transportation and personnel in the State EOC as well as field locations.

Response - Actions which occur immediately before, during, or directly after an emergency or disaster. This includes lifesaving actions such as the activation of warning systems, manning EOCs, implementation of shelter or evacuation plans and search and rescue.

SAR Coordinator - Official or agency responsible for coordination of Search and Rescue operations within a given geographical area.

SAR Mission IC - Search and rescue mission incident commander. This individual is responsible for all "on scene" activities and associated decisions.

SART – State Agriculture Response Team is a public private partnership, joining government agencies with the private concerns around the common goal of animal issues during disasters.

Search Mission Coordinator (SMC) - Civil Air Patrol designation for primary responsible

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individual coordinating CAP functions.

Self Evacuate - Persons who evacuate before evacuation is ordered or recommended by proper authority based on a perceived or actual dangerous situation.

Shelter - A facility to house, feed, and care for persons evacuated from a risk area for periods of one or more days. For the risk areas the primary shelter and the reception center are usually located in the same facility.

Shelter Manager - An individual who provides for internal organization, administration, and operation of a shelter facility.

Single Resource - A team of individuals with an independent supervisor, a piece of equipment with its personnel complement or an individual that can be used on an incident.

Society for the Prevention of Cruelty to Animals (SPCA) - North Carolina County volunteer agency responsible for receiving unwanted, and/or adopting pets.

Special Needs Shelter - Designated shelters provided by local government to meet the needs of special population groups, such as the physically disabled.

Special Operations Response Team (SORT) – A mobile medical team complete with physicians, nurses, and equipment prepared to deploy on short notice to the site of an emergency or disaster.

Staging Area (SA) - A pre-selected location having large parking areas such as a major shopping area, schools, etc. The SA is a base for the assembly of persons to be moved by public transportation to host jurisdictions and a debarking area for returning evacuees. Several of these areas should be designated to each evacuating jurisdiction.

Standard Operating Procedures (SOP) - A set of instructions having the force of a directive, covering the features of operations which lend themselves to a definite or standardized procedure with no loss of effectiveness and supports specific portions of an operational plan.

State Coordinating Officer (SCO) - The representative of the Governor (usually the Director of Emergency Management) who coordinates the State response and recovery activities with those of the Federal Government. See GAR Governors Authorized Representative.

State Donations Coordinator - The person designated by the Director of Emergency Management who will coordinate the donations effort. This person will oversee the phone bank, Donations Coordination Center and coordinate efforts of the control points and reception center.

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State Emergency Response Commission (SERC), designated by the Governor, responsible for establishing HAZMAT planning districts and appointing/overseeing Local Emergency Planning Committees.

State Emergency Response Team (SERT) - A team of senior representatives of state agencies, state level volunteer organizations, and state level corporate associations who have knowledge of their organization resources and have the authority to commit those resources to emergency response. SERT operates from the State EOC and the Director of EM serves as the SERT leader.

State Volunteer Coordinator - The person designated by the Governors Office of Citizens Affairs to coordinate the efforts of the various volunteer agencies and unaffiliated volunteers. Acts as the liaison with local volunteer coordinators.

State Warning Point (SWP) - The State facility (SHP Communications Center) that receives warnings and other emergency information over NAWAS and relays this information in accordance with current directives.

STATENET - Derived from "Statewide Network". The primary radio system of the Division of Emergency Management.

Superfund - Trust fund established under the Comprehensive Environmental Response, Compensation, and Liability Act (CERCLA) and extended under the 1986 Superfund Amendments and Reauthorization Act (SARA) to provide money for cleanups associated with inactive hazardous waste disposal sites. (See CERCLA)

Superfund Amendments and Reauthorization Act of 1986 (PL99-499) SARA. Extends and revises Superfund authority (in Title I & II). Title III of SARA includes detailed provisions for community planning and right-to-know systems.

Support Agency - A State department or agency designated to assist with available resources, capabilities, or expertise in support of the Common Function response operations, under the coordination of the Primary agency.

Task Force - A group of resources with shared communication and leader. It may be pre-established and sent to an incident or it may be created at the incident.

Title III (of SARA) - The "Emergency Planning and Community Right-to Know Act of 1986." Specifies requirements for organizing the planning process at the State and local levels for specified extremely hazardous substances; minimum plan content; requirements for fixed facility owners and operators to inform officials about extremely hazardous substances present at the facilities; and mechanisms for making information about extremely hazardous substances available to citizens. (42 USC annot., sec. 1101,

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et. seq.-1986)

Trans-species Infection - An infection that can be passed between two or more animal species. This may include human hosts.

Two Meters - An Amateur Radio frequency band, 144 MHz to 148 MHz. Commonly used with repeaters for relatively short range communications in a local area.

Ultra high frequency (UHF). Ranges from 300 MHz to 3000 MHz. For public safety use, defines the frequency sub bands of 450-512 MHz and 800-900 MHz. Also includes 960 MHz and 2 GHz microwave sub bands.

Undesignated/Unsolicited donation - Unsolicited/undesignated goods are those donations that arrive in the state but have not been requested by an agency.

Unified Command - A team which allows all agencies (with geographical or functional responsibility for the incident) to co-manage an incident through a common set of objectives and strategies. Agencies' accountability, responsibilities, and authorities remain intact.

Very high frequency (VHF) Ranges from 30 MHz to 300 MHz. For public safety use, defines the frequency sub bands of 30-50 MHz and 150-174 MHz.

Volunteer Agency Facility - Facilities operated by independent agencies for donations that are specifically solicited by their agencies.

Warning Point - A facility that receives warning and other information and disseminates or relays this information in accordance with a prearranged plan.

Warning Signal - An audible signal, sounded on public outdoor warning devices.

Wildlife - Animals indigenous to the region that live in natural habitats such as deer, boar, bobcats, raccoons, etc.

ACRONYMS AND ABBREVIATIONS

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AFRCC	Air Force Rescue Coordination Center
AHA	American Humane Association
APHIS	Animal and Plant Health Inspection Service
ARC	American Red Cross
ARES	Amateur Radio Emergency Service
ART	Aerial Reconnaissance Team
AVMA	American Veterinary Medical Association
CAP	Civil Air Patrol
CCL	Core Capabilities List
CRDP	County Receiving and Distribution Point
CEO	Chief Executive Officer
CERCLA	Comprehensive Environmental Response, Compensation, and Liability Act
CFR	Code of Federal Regulations
CGRCC	Coast Guard Rescue Coordination Center
CHEMTREC	Chemical Transportation Emergency Center
CISM	Critical Incident Stress Management
COG	Continuity of Government; also Council of Governments
COOP	Continuity of Operations
CPG	Civil Preparedness Guide
DAC	Disaster Application Center
DCI	Division of Criminal Information
DPI	Department of Public Instruction
DCO	Defense Coordinating Officer
DEQ	Department of Environmental Quality
DFCO	Deputy Federal Coordinating Officer
DHR	Department of Human Resources
DHS	U.S. Department of Homeland Security
DMAT	Disaster Medical Assistance Team

ACRONYMS AND ABBREVIATIONS

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DOD	Department of Defense
DOE	Department of Energy
DOH	Department of Health
DOJ	Department of Justice
DOT	Department of Transportation
DPS	Department of Public Safety
DROC	Disaster Recovery Operations Center
DSCO	Deputy State Coordinating Officer
DSS	Department of Social Services
DTMF	Dual tone, multi-frequency
DWI	Disaster Welfare Inquiry System
DWQ	North Carolina Division of Water Quality
E&EI	Education and Emergency Information
EBS	Emergency Broadcast System
EHNR	Environment, Health, & Natural Resources
EM	Emergency Management
EMAC	Emergency Management Assistance Compact
EMC	Emergency Management Coordinator
EMS	Emergency Medical Services
EOC	Emergency Operations Center
EOP	Emergency Operations Plan
EPA	U.S. Environmental Protection Agency
EPI	Emergency Public Information
ERT	Emergency Response Team
ESF	Emergency Support Function
ETAG	Environmental Technical Advisory Group (SERT)
FAD	Foreign Animal Disease
FCC	Federal Communications Commission
FCO	Federal Coordinating Officer

ACRONYMS AND ABBREVIATIONS

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FEMA	Federal Emergency Management Agency
FNAMS	FEMA National Message System
FNARS	FEMA National Radio System
FNF	Fixed Nuclear Facility
FOSC	Federal On-Scene Coordinator
GAR	Governors Authorized Representative
GHz	Gigahertz
GIS	Geographical Information Systems
GS	General Statute
HAZMAT	Hazardous Materials
HDU	Hazardous Device Unit, SBI
Hf	High frequency
Hz	Hertz
IAP	Incident Action Plan
IC	Incident Commander
ICP	Incident Command Post
ICS	Incident Command System
IFG	Individual and Family Grant
IMT	Incident Management Team
IS	Information Systems
JFHQ	Joint Force Headquarters
JFO	Joint Field Office
JIC	Joint Information Center
kHz	Kilohertz
LEMC	Local Emergency Management Coordinator
MATTS	Mobile Air Transportable System
MERS	Mobile Emergency Response System
MHz	Megahertz
MOU	Memorandum of Understanding

ACRONYMS AND ABBREVIATIONS

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NAWAS	National Warning System
NCAFC ERP	North Carolina Association of Fire Chiefs Emergency Response Plan
NCDA&CS	North Carolina Department of Agriculture and Consumer Services
NCDSS	North Carolina Division of Social Services
NCEM	North Carolina Emergency Management
NCEOP	North Carolina Emergency Operations Plan
NCESF	North Carolina Emergency Support Function
NCGS	North Carolina General Statutes
NCNG	North Carolina National Guard
NCP	National Contingency Plan
NDMS	National Disaster Medical System
NFIP	National Flood Insurance Program
NHC	National Hurricane Center
NIMS	National Incident Management System
NOAA	National Oceanic and Atmospheric Administration
NRC	National Response Center; Nuclear Regulatory Commission
NRF	National Response Framework
NRT	National Response Team
NWS	National Weather Service
OPR	Office of Primary Responsibility
PA	Public Assistance
PAA	Public Assistance Appeals
PAO	Public Affairs Officer
PDA	Preliminary Damage Assessment
PICS	Post Impact Comfort Station
PIO	Public Information Officer
PL	Public Law
PPD-8	Presidential Policy Directive 8
PSA	Public Service Announcement

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PSTN	Public Switched Telephone Network
QA	Quality Assurance
RACES	Radio Amateur Civil Emergency Services
RCC	Regional Coordination Center
REACT	Radio Emergency Associated Citizens Team
RPET	Radiation Protection Emergency Team
RRT	Regional Response Team
SA	Staging Area
SAR	Search and Rescue
SARA	Superfund Amendment and Reauthorization Act
SART	State Agricultural Response Team
SBI	State Bureau of Investigation
SCO	State Coordinating Officer
SEMR	State Emergency Management On-Scene Representative
SEOC	State Emergency Operations Center
SERC	State Emergency Response Commission
SERT	State Emergency Response Team
SHMP	State Hazard Mitigation Plan
SHP	State Highway Patrol (North Carolina)
SITREP	Situation Report (Also SitRep)
SMC	Search Mission Coordinator
SNS	Strategic National Stockpile
SOP	Standard Operating Procedure
SORT	Special Operations Response Team
SPCA	Society for the Prevention of Cruelty to Animals
SWP	State Warning Point
THIRA	Threat and Hazard Identification and Risk Assessment
UHF	Ultra high frequency
USCG	United States Coast Guard

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USDA U.S. Department of Agriculture

VHF Very high frequency

VOLAG Volunteer Agency (ies)

SUMMARY OF ENABLING LEGISLATION

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Listed here are the legal authorities under which North Carolina Emergency Management (NCEM) functions. These include eleven general statutes, two senate joint resolutions, three executive orders, four executive directives, two policy memoranda, fourteen memorandums of understanding, one letter of intent, and seventeen federal laws and directives. In addition, NCEM operates under numerous formal and informal planning guidance documents issued by various federal agencies. Due to their number and complexity, these are only summarized below. In the future, changing federal regulations, especially as concerns hazardous substance releases, will continue to prescribe conditions under which emergency management will function.

1. NORTH CAROLINA GENERAL STATUTES

a. S.L. 2012-12 (House Bill 843)

The Modernize NC Emergency Management Act, also known as S.L. 2012-12 (HB843), represents the most comprehensive update and reorganization of our state's emergency management statutes since their enactment over three decades ago. The legislation's primary purpose is to consolidate and reorganize the statutes that establish emergency management authorities for state and local governments currently found in Article 1 of G.S. Chapter 166A (North Carolina Emergency Management Act of 1977) and Article 36A of G.S. Chapter 14 (Riots and Civil Disorders).

b. Chapter 166A

Chapter 166A titled the North Carolina Emergency Management Act, December 1987, sets forth the authority and responsibilities of the Governor, State agencies, and local government for emergency management in North Carolina. Under 166A-5(2), the Secretary of the Department of Public Safety is made responsible to the Governor for all state emergency management activities. North Carolina Emergency Management fulfills this role for the Secretary.

c. Chapter 143B, Article 1, Part 1, 5 143B-476

§ 143B-476 establishes the Secretary of the Department of Public Safety as the "chief coordinating officer for the state" for interagency involvement when responding to emergencies and disasters. The Secretary has delegated this role to North Carolina Emergency Management.

d. Chapter 14, Article 36A, 14-288.1 - 14-288.20

§ 14-288.1-20 gives the legal parameters for dealing with riots and civil disorders. Defined in S 14-288.1(10) is the term "State of Emergency". § 14-288.15 describes the authority given to the Governor to exercise control in emergencies. NCEM implements these authorities on behalf of the Governor.

SUMMARY OF ENABLING LEGISLATION

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- e. **Chapter 147, Article 3A, 5 147-33.2**
§ Chapter 147-33.2 defines the emergency war powers of the Governor for defense, mobilization, rationing, etc. Emergency Management formulates and executes the plans and procedures required by this statute.
- f. **Chapter 160A, Article 19, Part 9 (municipal); Chapter 143, Article 21, Part 6 (County)**
These sections of the North Carolina General Statutes provide the authority to local governments to adopt floodway regulations. The National Flood Insurance Program (NFIP) in North Carolina is administered by North Carolina Emergency Management. Local building ordinances for those communities participating in the program must comply with federal regulations.
- g. **Chapter 160A, Article 19, Part 3 and 5 (Municipal); Chapter 153A, Article 18, Part 3 and 4 (County)**
These sections enable local governments to establish zoning regulations. This allows communities to define construction in identified floodways, and thereby comply with NFIP regulations.
- h. **Chapter 104, Article 1, 5 104B-1**
This section gives local governments the authority to remove property deposited by flooding or other acts of nature. A major component of post-disaster recovery efforts is NCEM's efforts to assist local governments in the removal and disposal of debris from public property.
- i. **Chapter 160A, Article 19, Part 7 (Municipal); Chapter 143, Article 21, Part 6A (County)**
These sections give local governments the authority to make assessments for flood and hurricane protection works. Pre and post disaster hazard mitigation is the responsibility of emergency management.
- j. **Chapter 160A, Article 8 (Municipal); Chapter 153A, Article 6 (County)**
These sections provide for the delegation and exercise of police powers to local and county governments, thereby enabling emergency protective actions to be implemented during an emergency. NCEM is responsible for developing model local ordinances for adoption by local elected officials.
- k. **Chapter 143B, Article 11, Part SA, 5 143B-495**
This General Statute establishes the North Carolina Center for Missing Persons within the Department of Public Safety.

SUMMARY OF ENABLING LEGISLATION

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I. Chapter 115C, Article 17, IISC-242(6)

§ 115C-242(6) mandates the use of school buses for emergency management purposes in any state of disaster or local emergency. NCEM coordinates the use of school buses throughout the state in the event of an emergency.

2. SENATE JOINT RESOLUTIONS

a. Senate Joint Resolution 977

Under North Carolina General Statutes 143.215.86 and 143.215.94, often referred to as Senate Bill 977, North Carolina Emergency Management is to be notified of all offshore discharges. By statute, the State Emergency Response Commission (SERC) was tasked with developing the state's oil Spill Contingency Plan. In the plan, NCEM is tasked as the lead state agency -for protection of health, safety, and public property on land and for assuring the economic recovery of impacted areas of the state. The State Emergency Response Team (SERT) is to provide support to the U.S. EPA and U.S. Coast Guard for environmental protection and to provide the lead-in the protection of public property for both inland waters and marine/coastal waters.

b. Senate Joint Resolution 946

Senate Joint Resolution 946 authorizes the Legislative Research Commission to study the State Emergency Management Program's ability to adequately address preparedness, response, recovery, and mitigation for technological and natural hazards. Fifteen specific initiatives are to be addressed.

3. EXECUTIVE ORDERS

a. Executive order 18

Executive order 18, dated June 16, 1993, establishes the Emergency Management Program with the Governor delegating coordination and implementation of the program to the Department of Public Safety. This Executive Order provides the legal basis for activation of the State Emergency Response Team (SERT).

b. Executive Order 61

Executive Order 61, dated August 26, 1994, extends and restructures Executive Order 17 which establishes and authorizes the North Carolina Emergency Response Commission (SERC) for State implementation of Title III of the Superfund Amendments and Reauthorization Act (SARA) of 1986.

SUMMARY OF ENABLING LEGISLATION

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The Director serves as chairman and NCEM personnel serve as staff to the commission.

c. Executive Order 123

Executive Order 123 provides regulations for the construction of State owned property located in the floodplain. The State Coordinator, NFIP, must review and approve or disapprove of all state construction projects in floodplains.

4. EXECUTIVE DIRECTIVES

a. Correspondence to U.S. DOT

In a letter to Mr. Travis P. Dungan, Research and Special Programs, U.S. Department of Transportation, dated April 6, 1992, the Governor assigns responsibility for implementation of the Hazardous Materials Transportation Uniform Safety Act of 1990 (HMTUSA), Public Law 101-615, to the Director, North Carolina Emergency Management.

b. Correspondence to the Nuclear Regulatory Commission (NRC)

In a letter to Mr. Carlton Kamnerer, Director State Programs, U.S. Nuclear Regulatory Commission, dated July 18, 1990, the Governor designates the Director, NCEM, to serve as the state's liaison officer to the Nuclear Regulatory Commission.

5. MEMORANDA OF AGREEMENT/UNDERSTANDING

a. Federal - State Agreement

Upon the declaration of a major disaster or an emergency, the Governor, acting for the State, and the FEMA Regional Director, acting for the federal government, execute a FEMA - State Agreement. This agreement states the conditions under which FEMA assistance is provided. The agreement imposes binding obligations on organizations that are legally enforceable. The Director serves as the "State Coordinating officer" for all state resources committed as a result of the disaster and serves as the "Governor's Authorized Representative" for all disaster related funding. Five FEMA - State Agreements have been invoked since 1985. As of August 19, 1992, two Agreements are still in force. These Agreements are related to the May 1989 tornadoes in central North Carolina and Hurricane Hugo that occurred in September 1989.

b. State of North Carolina and the American Red Cross

This memorandum of understanding, dated August 23, 1985, provides for cooperation and coordination between the American Red Cross (ARC) and the State of North Carolina and its agencies 'in the event of technological and

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- natural disasters and emergencies. The ARC is a member of the SERT and actively participates with NCEM in its emergency preparedness efforts.
- c. The State of North Carolina and the U.S. Department of Agriculture (USDA) and the American Red Cross**
This agreement, dated December 10, 1986, establishes the procedures for obtaining USDA donated foods for use by the American Red Cross for mass feeding of disaster victims and workers. NCEM coordinates efforts between the N.C. Department of Agriculture and the ARC in supplying food to shelters and in food distribution following a disaster or emergency.
- d. North Carolina Emergency Management and ElectriCities of North Carolina, Inc.**
In this agreement, dated February 21, 1992, ElectriCities agrees to cooperate closely with the State Emergency Response Team (SERT) in its coordination of members' repair and restoration of electrical power services following a disaster. North Carolina Emergency Management agrees to provide ElectriCities the communications capabilities and space on the SERT for this purpose.
- e. North Carolina Emergency Management and the North Carolina Council of Churches**
This understanding, dated March 20, 1992, acknowledges private volunteer church organizations and their contributions and ensures that there is a deployment of all organizational resources in the event of an emergency or disaster. NCEM coordinates with church groups statewide and nationally to plan for and to facilitate the efforts of volunteers following a disaster or emergency.
- f. The State of North Carolina and the National Disaster Medical System (NDXS)**
The Federal government and the State agreed on July 9, 1990, to work closely to ensure effective operation of the NDMS within the state. The state, through North Carolina Emergency Management, agreed to participate in annual exercises of NDMS to test the effectiveness of the plans.
- g. The State of North Carolina and the Executive Agent for Inland Search and Rescue (SAR)**
This agreement, dated February 28, 1990, insures the effective use of all available facilities for SAR activities, incorporates State SAR agencies into the basic national SAR network, and provides an avenue for further agreements which would enhance SAR operations in North Carolina.

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- h. North Carolina Emergency Management and Air Force Rescue Coordination-Center**
This agreement, dated March 1, 1990, further delineates the operational procedures pursuant to the Search and Rescue Agreement between the State of North Carolina and the Executive Agent of Inland SAR.
- i. The State of North Carolina and the Nuclear Regulatory Commission**
This agreement, dated May 11, 1992, defines the means by which the state and the NRC will cooperate in planning and maintaining the capability to transfer reactor plant data via the Emergency Response Data System during emergencies at nuclear power plants. NCEM is tasked with offsite emergency planning for ten nuclear facilities that impact the planning jurisdiction of the state.
- j. North Carolina Emergency Management and the Civil Air Patrol (CAP)**
This agreement, dated November 30, 1987, provides for cooperation planning, and mutual support operations. NCEM employs the CAP for SAR missions and the transportation of certain disaster relief commodities and equipment.
- k. The State of North Carolina, Department of Public Safety, North Carolina Emergency Management and the National oceanic and Atmospheric Administration (NOAA), the National Weather Service (NWS)**
This agreement, dated July 30, 1986, defines the responsibilities of each party in the implementation of enhanced flash flood warning systems in high risk flood areas of the state. NCEM administers approximately \$0.5 million in Federal monies to install and maintain the system.
- l. North Carolina Emergency Management and FEMA, Region IV**
This document, dated November 7, 1987, identifies the responsibilities, functions, and working relationships concerning use of the Federal Secure Telephone System (FSTS). This, system serves as a vital communication link with Federal agencies on a daily basis as well as in times of disaster, civil unrest, or war.
- m. The Secretaries of the Departments of Environment, Health, and Natural Resources and Public Safety**
This agreement, dated June 5, 1986, effectively transferred the administration of the National Flood Insurance Program in North Carolina to the Department of Public Safety, North Carolina Emergency Management.

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n. The State of North Carolina and Duke Power Company

This agreement outlines the responsibilities for planning, exercising, and responding to an emergency at the McGuire or Catawba Nuclear Power Stations by North Carolina Emergency Management and surrounding communities.

7. LETTER OF INTENT

Correspondence to the General Electric Company

In a letter to Mr. J. H. Bradberry, Emergency Preparedness Coordinator, Nuclear Fuel and Components Manufacturing, General Electric Company, dated January 21, 1992, the State indicates its intent to respond to any emergency at the GE facility which has the potential for of f-site effects.

8. FEDERAL LAWS AND DIRECTIVES

a. Federal Civil Defense Act of 1950, As Amended

This legislation provided the policy and intent of Congress to provide a system of civil defense for the protection of life and property in the United States from attack and from natural disasters. This legislation allows for the funding of over \$7.5 million annually to state and local governments. These programs are administered by NCEM.

**b. The Robert T. Stafford Disaster Relief and Emergency Assistance Act
Public Law 93-288, as amended**

The Stafford Act is the primary Federal disaster relief legislation which allows for Federal response and enables grant assistance to be given to individuals and public entities in the event of a major disaster declaration by the President. All grant assistance from the Federal government is administered by NCEM. Since 1985, over \$100 million in disaster relief to State and local governments and private non-profit entities has been administered by NCEM.

c. H.R. 3858 (109th): Pets Evacuation and Transportation Standards Act of 2006

This Act amends the Robert T. Stafford Disaster Relief and Emergency Assistance Act to ensure that state and local emergency preparedness operational plans address the needs of individuals with household pets and service animals following a major disaster or emergency.

**d. National Earthquake Hazards Reduction Program Reauthorization Act,
Public Law 101-614**

This Act provides grants and technical assistance to states to develop preparedness and response plans and inventories, to conduct seismic safety

SUMMARY OF ENABLING LEGISLATION

June 2016

- inspections, update building and zoning codes and ordinances, to increase earthquake awareness and education, and to encourage the development of multi-state groups for such programs. The state receives approximately \$60,000 per year for related work efforts by NCEM.
- e. **Flood Disaster Protection Act of 1973, Public Law 93-234**

This legislation provides insurance coverage for all types of buildings, whether publicly or privately owned and regardless of profit or non-profit status. There are over 360,000 buildings at risk in identified floodplains in North Carolina. NCEM's State Coordinator, NFIP, assures communities the opportunity to participate in the program, thereby making available needed insurance coverage.
 - f. **Executive Order 11988, Floodplain Management**

This executive order provides that federally funded construction projects avoid to the extent possible adverse impacts associated with the occupancy and modification of floodplains and to avoid floodplain development wherever there is a practicable alternative. Compliance is assured through NCEM's efforts.
 - g. **Executive Order 11990, Protection of Wetlands**

This executive order provides that federally funded construction projects avoid to the extent possible adverse impacts associated with the occupancy and modification of wetlands and to avoid wetland development wherever there is a practicable alternative. Compliance is again assured through the Division's efforts.
 - h. **44 CFR Parts 59-76, National Flood Insurance Program and Related Regulations**

These regulations establish the minimum federal requirements that must be adopted by local governments to regulate new construction, substantial improvements, repairs and rehabilitation to structures within the flood hazard areas of local jurisdictions. It also establishes the policy for the insurance regulations and amounts of coverage available. NCEM's State Coordinator, NFIP, works with over 300 communities within the State in training and ensuring compliance with these Federal regulations.
 - i. **Agreement with the U.S. Highway Administration and FEMA**

This agreement establishes the regulations for construction of highway encroachments in floodplains and floodways. NCEM's State Coordinator is responsible for reviewing planned highway encroachments prior to construction.

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j. Superfund Amendments and Reauthorization Act of 1986 (SARA), Public Law 99-499

Title III of this Act governs hazardous materials emergency planning and community right-to-know. The Act requires that a state commission be established by the Governor to provide oversight to local emergency planning districts and appointed local emergency planning committees. The commission is responsible for reviewing local plans, processing public requests for information, receiving notification of releases of hazardous substance and ensuring the reporting of hazardous substance inventories from facilities. For better coordination and implementation at the local government level, one SARA, Title III Planner has been assigned to each of the six Emergency Management Area Offices. SARA, Title III has provided the impetus for completing multi-hazard plans by each of the State's 100 counties and the Eastern Band of the Cherokee Indians. NCEM annually administers approximately \$50,000 in Federal training funds to local governments.

k. Hazardous Materials Transportation Uniform Safety Act (HMTUSA), Public Law 101-615

This Act provides for Federal grant funds to assist states, Indian tribes, and local emergency personnel in improving their capabilities to respond to hazardous materials incidents. Funds will be obtained and administered through North Carolina Emergency Management beginning FFY 1993.

l. National Security Directive 66

This directive, dated March 16, 1992, establishes a new national civil defense policy that calls for the development of required capabilities common to ALL catastrophic emergencies and those unique to attack emergencies in order to protect the population and vital infrastructure. This Directive reinforces NCEM's 1986 decision to develop a multi-hazard approach to emergency management.

m. Price Anderson Act, Public Law 85-256

This Act provides for a system for compensating the public for harm caused by a nuclear accident (i.e., temporary housing, injuries to health and property, and evacuation costs). The State Emergency Operations Plan (EOP) assigns responsibility to NCEM for all disaster recovery operations to include economic recovery as a result of a nuclear incident.

n. Nuclear Regulation 0654 (NUREG 0654)/FEMA-REP-1

This document serves as the basis for the preparation and evaluation of Radiological Emergency Response Plans and preparedness in support of nuclear power plants. Sixteen major planning standards and 196 evaluation

SUMMARY OF ENABLING LEGISLATION

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criteria apply. The Federal Emergency Management Agency and the Nuclear Regulatory Commission have also published numerous guidance memoranda that expand on the requirements of NUREG 0654. The Division of Emergency Management is the state agency responsible for all offsite nuclear power station emergency preparedness planning and response operations associated with the ten stations having impact on North Carolina.

o. Oil Pollution Act of 1990 (OPA), Public Law 100-380

This legislation establishes the limitations on liability for damages resulting from oil pollution, establishes a fund for the payment of compensation for such damages, and helps prevent and mitigate the effect of oil spills. NCEM's Oil Spill Contingency Plan, as required, integrates OPA into its concept of operations.

p. Clean Air Act Amendments of 1990, Public Law 101-549

This Act helps prevent air pollution and reduces the pollutants currently in the air. Fixed facilities' chemical accident protection programs and risk management planning should be integrated into the state's EOP activities under SARA Title III.

q. Comprehensive Environmental Response, compensation, and Liability Act of 1980 (CERCLA), Public Law 96-510I, As Amended

This Act requires facilities to notify authorities of accidental releases of hazardous chemicals. Facility notices are a part of NCEM's receipt of emergency notification system.

r. Resource Conservation and Recovery Act (RCRA), Public Law 98-616, As Amended

RCRA governs the control of hazardous waste treatment, storage, transport, and disposal. North Carolina Emergency Management is active in emergency preparedness planning for potential off site and transportation hazardous waste incidents.

s. National Response Framework (NRF)

The *National Response Framework* presents the guiding principles that enable all response partners to prepare for and provide a unified national response to disasters and emergencies – from the smallest incident to the largest catastrophe. This important document establishes a comprehensive, national, all-hazards approach to domestic incident response.

The *Framework* defines the key principles, roles, and structures that organize the way we respond as a nation. It describes how communities, tribes, states, the Federal Government, and private-sector and nongovernmental partners apply these principles for a coordinated, effective national response. It also identifies special circumstances where the Federal Government exercises a

SUMMARY OF ENABLING LEGISLATION

June 2016

- larger role, including incidents where Federal interests are involved and catastrophic incidents where a State would require significant support. The *Framework* enables first responders, decision makers, and supporting entities to provide a unified national response.
- t. Presidential Policy Directive / PPD-8: National Preparedness
PPD-8 replaces Homeland Security Presidential Directive (HSPD)-8 and Annex I, and identifies the strategic and tactical initiatives necessary to enhance the entire nation's security and resiliency capacities. Various Nationwide deliverables are a product of PPD-8, and include the National Preparedness Goal which identifies the 31 Core Capabilities, National Preparedness System, and National Planning Frameworks for each of the 5 mission areas that include Interagency Operational Plans.

STATE EMERGENCY RESPONSE TEAM

June 2016

Office of the Governor

Hispanic Affairs Office

Press Office

Office of Information Technology Services

Office of State Personnel

Commission on Volunteerism and Community Service

Office of the Lieutenant Governor

Department of the Secretary of State

Office of the State Auditor

Department of State Treasurer

Department of Public Instruction

Office of the Attorney General

Department of Justice

State Bureau of Investigation

Department of Agriculture and Consumer Services

Emergency Programs Division

Food Distribution Division

Food and Drug Protection Division

Meat and Poultry Inspection Division

NC Forest Service

Plant Industry Division

Soil and Water Conservation Division

Structural Pest Control & Pesticides Division

Veterinary Division

Department of Labor

Occupational Safety and Health Division

Standards and Inspections Division

Mine and Quarry Bureau

Department of Insurance

Office of State Fire Marshal

Department of Administration

Division of Facility Management

Department of Commerce

NORTH CAROLINA EMERGENCY OPERATIONS PLAN (NCEOP)

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STATE EMERGENCY RESPONSE TEAM

June 2016

State Energy Office
Community Assistance Division

Department of Public Safety
Adult Correction Division
Law Enforcement Division
NC Emergency Management
Juvenile Justice Division
NC National Guard
Administration
External Affairs

Department of Cultural Resources
Office of Archives & History

Department of Environment and Natural Resources
Air Quality Division
Coastal Management Division
Land Resources Division
Marine Fisheries Division
Waste Management Division
Water Resources Division
Water Quality Division

NC Wildlife Resources Commission

Department of Health and Human Services
Division of Aging and Adult Services
Division of Child Development and Early Intervention and Education
Division of Community Health
Division of Medical Assistance
Division of Health Service Regulation
Radiation Protection Section
Division of Mental Health, Developmental Disabilities, & Substance Abuse
Services
Division of Public Health
Chronic Disease and Injury Section
Epidemiology Section
Office of the Chief Medical Examiner
Office of Minority Health & Health Disparities
State Laboratory
Division of Social Services
Office of Emergency Medical Services

Department of Revenue

NORTH CAROLINA EMERGENCY OPERATIONS PLAN (NCEOP)
ANNEX C | APPENDIX 4
STATE EMERGENCY RESPONSE TEAM

June 2016

Department of Transportation
 Safety and Risk Management Division
 Highways Division
 Ferry Division
 Aviation Division
 Rail Division
 Public Transportation Division

American Red Cross

NC Baptist Men

Salvation Army

National Disaster Medical System

North Carolina Electric Membership Corporation

Electricities

Duke Energy

Progress Energy

Dominion North Carolina Power

North Carolina Homebuilders Association

North Carolina Psychological Association

North Carolina State Agricultural Response Team

North Carolina Voluntary Organizations Active in Disaster

North Carolina Cooperative Extension

North Carolina Interfaith Council

North Carolina State Bar Association

North Carolina State University Cooperative Extension Service

North Carolina Young Lawyers Association

NORTH CAROLINA EMERGENCY OPERATIONS PLAN (NCEOP)

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STATE EMERGENCY RESPONSE TEAM

June 2016

Radio Amateur Civil Emergency Service

NORTH CAROLINA EMERGENCY OPERATIONS PLAN (NCEOP)
ANNEX C | APPENDIX 5
NCEM POINTS OF CONTACT FOR FEDERAL ESFs
 June 2016

ESF #	Title	NCEM Point of Contact
1	Transportation	Logistics
2	Communications	Logistics
3	Public Works and Engineering	Operations (Infrastructure)
4	Firefighting	Operations (Emergency Services)
5	Emergency Management	Planning
6	Mass Care	Operations (Human Services)
7	Resource Support	Logistics
8	Public Health and Medical Services	Operations (Human Services)
9	Urban Search and Rescue	Operations (Emergency Services)
10	Oil and Hazardous Materials	Operations (Emergency Services)
11	Agriculture and Natural Resources	Operations (Human Services)
12	Energy	Operations (Infrastructure)
13	Public Safety and Security	Operations (Emergency Services)
14	Long-Term community Recovery and Mitigation	Mitigation
15	External Affairs	Joint Information Center

HAZARDS AND THREATS

June 2016

NATURAL HAZARDS

GEOLOGICAL HAZARDS

1. Acidic Soils – includes rock slides
2. Debris Flow/Landslide
3. Earthquake
4. Expansive Soil
5. Geochemical
6. Sinkholes
7. Subsidence
 - a) Mine Collapse

COASTAL HAZARDS

1. Storm surge (Hurricane)
2. Over-wash (Hurricane)
3. Over-wash (Nor'easter)
4. Coastal erosion
5. Tsunami
6. Rip Currents
7. Coastal flooding

INFECTIOUS DISEASE AND NATURAL BIOLOGICAL HAZARDS

1. HIV/AIDS
2. STDs
3. Foot and Mouth Disease
4. Exotic Newcastle Disease
5. SARS
6. Tuberculosis
7. Avian Influenza
8. Salmonella
9. Shiga toxin
10. West Nile Virus
11. Rocky Mountain Spotted Fever
12. Lyme Disease
13. Cryptosporidiosis
14. Legionella
15. Foreign Animal Disease (SEOP Annex B, Appendix 4)
16. Anthrax
17. Smallpox
18. Food Contamination (SEOP, Annex B, Appendix 9)
19. Crop Disease

HAZARDS AND THREATS

June 2016

METEOROLOGICAL AND ENVIRONMENTAL

1. Drought
2. Fog
3. High winds
 - a) Hurricane
 - b) Nor'easter
 - c) Severe thunderstorm
4. Heat Wave
5. Severe Thunderstorm
 - a) Tornado
 - b) Hail the size of 1 inch or larger
 - c) Winds of at least 58 mph
6. Hurricane
 - a) High winds
 - b) Storm surge
 - c) Coastal flooding and inundation
 - d) High wave action
 - e) Beach erosion
 - f) Excessive rainfall
 - g) Inland river and valley flooding
 - h) Surf zone rip currents
7. Tornadoes; Waterspout
8. Lightning
9. Wildfire
10. Winter Weather
 - a) Nor'easter
 - b) Blizzard (Severe winter weather)
 - c) Extreme Cold
 - d) Freezing Rain (Severe winter weather)
 - e) Ice Storm (Severe winter weather - includes freezing rain and sleet)
 - f) Snowstorm (Severe winter weather)
 - g) Wind chill (Severe winter weather)

NON-COASTAL FLOODING

1. Flash floods; includes Torrential rain and Severe Thunderstorm
2. Riverine flooding; includes Torrential rain and Severe Thunderstorm
3. Urban flooding; includes Torrential rain and Severe Thunderstorm
4. Inland flooding/ponding

TECHNICAL HAZARDS

HAZARD MATERIAL RELEASES

1. Chemical Release/Spill
2. Explosives, Accidental
3. Hazardous Materials Spills

HAZARDS AND THREATS

June 2016

4. Oil Spill
5. Radiological/Nuclear Release
 - a) Fixed Nuclear Facility
 - b) Other (to include industrial/medical)

OTHER MAN-MADE HAZARDS

1. Gang Activity – includes drug activity
2. Pollution
3. Dam failure
4. Fire
5. Fuel Shortage

TERRORISM

1. Chemical
2. Biological
 - a) Bio-Terrorism
 - i. Food Contamination
 - ii. Agri-Terrorism
3. Radiological
 - a) Radiological Device
4. Nuclear
5. Explosives
 - a) Vehicle Borne IED
 - b) IED
6. Cyber-terrorism
7. Aircraft as weapon
8. Arson/Incendiary attack
9. Conventional Attack
10. Sabotage
11. Hostage Taking/Assassination
12. Maritime Attack
 - a) Boat as weapon
 - b) Piracy

OTHER POTENTIAL HAZARDS (NCEM INTERNAL ONLY)

1. Solar flare/electro-magnetic pulse
2. Sea level rise
3. Espionage
4. Economic/financial
5. Nano-technology
6. Global weather pattern shifts
7. Red tide
8. Extraterrestrial debris

NORTH CAROLINA EMERGENCY OPERATIONS PLAN (NCEOP)
ANNEX C | APPENDIX 7
CORE CAPABILITIES LIST
 June 2016

PREVENT	PROTECT	RESPOND	RECOVER	MITIGATE
Planning	Planning	Planning	Planning	Planning
Public Information and Warning	Public Information and Warning	Public Information and Warning	Public Information and Warning	Public Information and Warning
Operational Coordination	Operational Coordination	Operational Coordination	Operational Coordination	Operational Coordination
Intelligence and Information Sharing	Intelligence and Information Sharing	Situational Assessment	Economic Recovery	Threats and Hazard Identification
Interdiction and Disruption	Interdiction and Disruption	Operational Communications	Health and Social Services	Risk and Disaster Resilience Assessment
Screening, Search, and Detection	Screening, Search, and Detection	Environmental Response / Health and Safety	Housing	Community Resilience
Forensics and Attribution	Access Control and Identity Verification	Critical Transportation	Infrastructure Systems	Long-term Vulnerability Reduction
	Supply Chain Integrity and Security	On-Scene Security and Protection	Natural and Cultural Resources	
	Physical Protective Measures	Mass Search and Rescue Operations		
	Cybersecurity	Public Health and Medical Services		
	Risk Management for Protection Programs and Activities	Mass Care Services		
		Public and Private Services and Resources		
		Infrastructure Systems		
		Fatality Management Services		

NORTH CAROLINA EMERGENCY OPERATIONS PLAN (NCEOP)

ANNEX D

NCEOP DISTRIBUTION LIST

June 2016

Office of the Governor	1
Office of the Lieutenant Governor	1
Department of Administration	2
Department of Agriculture and Consumer Services	2
Office of State Auditor	1
Department of Commerce	1
Department of Public Safety	6
Department of Cultural Resources	1
Department of Environment and Natural Resources	2
Department of Health and Human Services	2
Department of Insurance	1
Department of Justice	1
Department of Labor	1
Department of Public Instruction	1
Department of Revenue	1
Secretary of State	1
Office of State Personnel	1
Department of Transportation	1
Department of State Treasurer	1
American Red Cross	1
Electricities of North Carolina, Inc.	1
National Disaster Medical System	1
North Carolina Electric Membership Cooperative	1
North Carolina Homebuilders Association	1
North Carolina Interfaith Council	1
North Carolina State Bar Association	1
North Carolina State Highway Patrol	2
North Carolina State University Cooperative Extension Service	1
North Carolina Young Lawyers Association	1
Radio Amateur Civil Emergency Service	1
Salvation Army	1