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2013

**EMERGENCY
OPERATIONS PLAN
FRANCONIA, NH**

**Plan for Town
Review
November 5,
2013**

THE OWNER OF THIS COPY OF THE PLAN IS:

Name _____

Title _____

WEB EOC Password _____

Plan Number _____

Plans are worthless, but planning is everything. There is a very great distinction because when you are planning for an emergency you must start with this one thing: The very definition of "emergency" is that it is unexpected, therefore it is not going to happen the way you are planning.

-Dwight D. Eisenhower



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*Cover Photos: Photos taken from ICS Training Manual; FEMA and other HSEM and FEMA websites
 Photos by June Garneau unless otherwise noted*

FRANCONIA EMERGENCY OPERATIONS PLAN – 2013

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This Plan is an update to the Franconia Emergency Operations Plan, 2006

Approval Notification Dates for 2013 Update

Forward Signed by Select Board Chair	_____, 2013
NIMS Resolution	_____, 2013
Adoption by the Town.....	_____, 2013

Town of Franconia Emergency Operations Planning Team

The Town of Franconia would like to thank the following people for their time and effort spent to complete Plan; the following people have attended meetings and/or been instrumental in completing this Plan:

- | | |
|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
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Regional School • James Cyrs..... Highway Department • Sally Small..... Administrative Assist. • Amy Holmes NC-PHN • Karen Dudley..... American Red Cross • Ian Dyar American Red Cross • Paul Hatch..... HSEM • June Garneau..... MAPS |
|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|

Many thanks for all the hard work and effort from each and every one of you. This plan would not exist without your knowledge and experience. The Town of Franconia also thanks the Federal Emergency Management Agency and NH Homeland Security and Emergency Management as the primary funding source for the Plan.

Date of Plan Distribution by Mapping and Planning Solutions....., 2013

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CHAPTER 1 - THE BASIC PLAN

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FOREWORD

The Franconia Emergency Operations Plan (EOP) establishes a framework for local government to provide assistance in an expeditious manner to save lives and to protect property in the event of a disaster. The Town of Franconia appreciates the continuing cooperation and support from all the departments and agencies and to the volunteer and private organizations, which have contributed to the development and publication of this Plan.



Franconia Town Hall

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

Ted Hoyle
Chairman of the Board of Selectmen

For ease of communication, the following will be referred to as:

- Franconia Emergency Operations Plan Update 2013 the Plan
- Franconia..... the Town
- Emergency Operations Planning Team the Team
- Mapping and Planning Solutions..... MAPS
- Mapping and Planning Solutions Planner the Planner
- NH Homeland Security & Emergency Management HSEM
- Federal Emergency Management Administration FEMA

INTRODUCTION

The Franconia, NH Emergency Operations Plan, hereafter referred to as the EOP, is designed to address the response to consequences of any disaster or emergency situation that would affect the population and/or property within the Town of Franconia. The EOP is applicable to natural disasters such as earthquakes, hurricanes, and tornadoes; manmade incidents such as civil disturbances; and technological situations such as hazardous materials incidents (including Terrorism), power failures, nuclear power plant incidents, and national security emergencies.

Emergency Operations Plan

The EOP describes the basic mechanisms and structures by which the Town of Franconia would respond to potential and/or actual emergency situations. To facilitate effective response operations, the EOP incorporates a functional approach that groups the types of assistance to be provided into Emergency Support Functions (ESFs) (i.e., communications, transportation, etc.). Each ESF is assigned a primary or co-primary agency, which has been selected based upon statutory authority, current roles and responsibilities, resources, and capabilities within the particular functional area. Other agencies have been designated as support agencies for one or more of the ESF(s) based upon their expertise, resources, and capabilities to support the functional areas. The primary agency is responsible for developing and maintaining the ESF documents and for coordinating related tasks during emergency operations. The EOP does not contain the detailed “how-to” instructions that need to be known only by an individual or group with responsibility to perform the function. The standard operating procedures are referenced as deemed appropriate.

Emergency Operation Center (EOC)

The Town of Franconia maintains an EOC as part of the Town’s Emergency preparedness program. The EOC is where department heads, government officials, and volunteer agencies gather to coordinate their response to an emergency event. The EOC is where the officials responsible for responding to major emergencies and disasters assemble to direct and control the jurisdiction’s response. The EOC goes into operation when the Town Officials decide that the situation is serious enough to require a coordinated and other-than-routine response. In Franconia the designated EOC is the Franconia Fire Station with the Franconia Town Hall designated as the secondary EOC.

National Incident Management System (NIMS) / Incident Command System (ICS)

NIMS/ICS is a model for command, control and coordination of a response and provides a means to coordinate the efforts of individual agencies as they work toward the common goal of stabilizing the incident and protecting life and property. The command function is directed by the Incident Commander (IC), who is the person in charge at the incident and who must be fully qualified to manage the response. The Incident Command System and the EOC function together with the same goals, but function at different levels of responsibility. The Incident Commander is responsible for on-scene response activities, and the EOC is responsible for the entire community-wide response to the event.

Emergency Management Director (EMD)

The EMD works closely with all emergency response managers as the Town collectively prepares for and responds to emergencies. The EMD is located at the EOC and coordinates the community-wide response to the event.

Purpose

The primary purpose of the EOP is to initiate, coordinate, and sustain an effective local response to disasters and emergency situations. Secondary to this is to make each organization and department aware of its responsibility in all-hazard emergency operations. This plan, upon being implemented by the Town government, will provide the basis for coordinating protective actions prior to, during, and after any type of disaster. The EOP is designed to:

- Identify planning assumptions, assess hazard potentials, and develop policies;
- Establish a concept of operations built upon an interagency coordination in order to facilitate a timely and effective local response;
- Assign specific functional responsibilities to appropriate departments and agencies;
- Coordinate actions necessary to respond to an emergency and coordinate the links between local governments, neighboring states, and federal response;
- Unify the efforts of government, volunteers, and the private sector for a comprehensive approach to reducing the impacts of emergencies and disasters.

Scope

- This EOP addresses the emergencies and disasters likely to occur as described in Chapter 3.
- Includes those actions that support local and state government efforts to save lives, protect public health and safety, and protect property.
- Comprises all local departments and agencies assigned one or more functions, activities, and/or tasks, to provide response and recovery activities in support of local operations during an emergency or disaster.
 - Department and agency assignments are based upon their day-to-day responsibilities, statutory/legislative requirements, and/or federal regulations.
 - Additional assignments may be made through an Executive Order (EO), as the situation warrants.
- Provides for the integration and coordination between government, the private sector, and volunteer organizations involved in emergency response and recovery efforts.

- The EOP describes how state and federal resources will be coordinated to supplement local resources in response to a disaster.
- Where possible, this EOP corresponds with the National Incident Management System (NIMS) of March 1, 2004. The Franconia EOP establishes the basic elements of NIMS, including the Incident Command System (ICS).

Structure

The format of the EOP is consistent with the State of New Hampshire Emergency Operations Plan as well as the National Response Framework (NRF) using the ESF concept and approach to providing assistance. The components of the local EOP consist of the following:

- **Chapter 1, The Basic Plan**, describes the purpose, scope, situations and assumptions, concept of operations, general responsibilities, plan management, and authorities and references and acronyms and abbreviations.
- **Chapter 2, Emergency Support Functions (ESFs)**, delineates primary and/or co-primary and support agencies and includes organization, purpose, scope, situation and planning assumptions, concept of operations and the necessary responsibilities to implement each ESF. The “ESF Matrix of Responsibilities” is also included in Chapter 2. The ESFs in this Plan include, but are not limited to the following:
 - *ESF #1, Transportation*
 - *ESF #2, Communications & Alerting*
 - *ESF #3, Public Works*
 - *ESF #4, Fire Fighting*
 - *ESF #5, Information & Planning*
 - *ESF #6, Mass Care & Shelter*
 - *ESF #7, Resource Support*
 - *ESF #8, Health & Medical Services*
 - *ESF #9, Search & Rescue*
 - *ESF #10, Hazardous Materials*
 - *ESF #11, Food & Water*
 - *ESF #12, Energy*
 - *ESF #13, Law Enforcement*
 - *ESF #14, Public Information*
 - *ESF #15, Volunteers & Donations*
 - *ESF #16, Animal Health*
- **Chapter 3, Hazard Analysis and Assessment**, includes an introduction and general information about the Town, hazard identification, a critical facility analysis and an assessment of the critical facilities vulnerability.
- **Chapter 4, Hazard Specific Annexes**, describes specific hazard situations and emergency responder check lists of responsibilities for each identified hazard.
- **Chapter 5, Radiological Protection and Defense Annex**, describes situations and responsibilities in broad based terms for a radiological event.
- **Chapter 6, Terrorism Annex**, designates a local response agency or agencies, potential terrorism hazards, situation and planning assumptions, concept of operations and roles and responsibilities.

- **Chapter 7, Emergency Operations Center Guidelines Annex**, describes EOC operational levels, activation procedures, EOC security and current EOC Activation Alert Lists.
- **Chapter 8, Resource Inventory List**, provides both a categorical and alphabetical list of resources available to the EMD and other Emergency Responders.
- **Chapter 9, Administrative & Reference Appendices**, serve as points of reference and information and includes record of revisions and changes, statement of promulgation, signatory page, NIMS resolution, terms and definitions, emergency authorities and statutes and annual concurrence forms.
- **Chapter 10, ICS & Miscellaneous Forms**, includes commonly used ICS forms and other forms as requested by the Community.

SITUATION & PLANNING ASSUMPTIONS

Situation

Franconia is located in Grafton County in the North Country Region of New Hampshire. The Town is bordered by Bethlehem to the north, Sugar Hill to the west, and the towns of Easton and Lincoln to the south and east. Franconia is a beautiful little town, with spectacular views and a unique charm that can only be found in New England. The Town attracts tourists from all over the world who come to visit Franconia Notch and other well-known outdoor recreation sites in New Hampshire's North Country.

One of the most notable residents of Franconia was Robert Frost, who lived and wrote in a house on Ridge Road from 1915-1920. The Frost Place Museum, owned by the Town of Franconia, is now a center for poetry and the arts.

The area of Franconia Notch State Park, part of which is in the town of Franconia, is well-known for its natural features, including the once-standing Old Man of the Mountain, Profile and Echo Lakes, The Flume, The Basin, and Lafayette, Lincoln, Garfield and Cannon Mountains. The Cannon Mountain Aerial Tramway was the first passenger tramway built in North America; the "Tram" is capable of transporting 80 passengers to the top of Cannon Mountain's 4,080' summit in less than ten minutes¹.

The Town of Franconia flourishes from its proximity to recreational and outdoor activities. In addition to the numerous natural features within Franconia Notch, Cannon Mountain ski area and other ski resorts and cross-country ski opportunities exist in nearby towns.²



¹ Cannon Mountain, <http://www.cannonmt.com/cannontram.html>

² Excerpts were taken from the 2013 Hazard Mitigation Plan and the 2008 Master Plan for sections of Chapter 3

Town Government

A three-member Board of Selectmen governs the Town of Franconia. The Town maintains multiple departments and committees including, but not limited to the Fire Department, the Police Department, the Highway Department, a Planning Board, a Conservation Committee, a Zoning Board and a Recreation Department. The Town has 17 full-time employees.

Demographics

Over the last 30 years, the population of Franconia has been steadily increasing; the growth rate from the 2000 to 2010 according to US Census was 19.6%.

The 2000 Census revealed 702 housing units of which 384 were occupied and 318 were vacant (291 for seasonal, recreational or occasional use). The 2010 Census revealed 859 total housing units, 327 of which are used for seasonal, recreational or occasional use. These numbers show a modest decrease in housing units used for seasonal, recreational or occasional use from 41% in 2000 to 38% in 2010 and a trend towards a more year-round housing demand.

The Town maintains a Capital Improvement Plan and a Master Plan which project future growth to be slow but steady. The Franconia Master Plan as adopted by the community expresses a vision that the Town...

- *“Preserves the village atmosphere of the town's center and the rural forested character outside of town.*
- *Values its water, parks, natural forest resources, and its non-motorized trail system.*
- *Maintains an economically viable infrastructure that supports living-wage employment and commercial non-industrial enterprise.*
- *Accepts its responsibility for the development of youth into responsible citizens.*
- *Encourages a broad range of housing for a socioeconomically diverse population.*
- *Creates and maintains a broad range of recreational opportunities.*
- *Develops safe, pedestrian friendly, garden-like walkable communities.”³*

The Lafayette Regional School enrolls children from kindergarten through sixth grade; seventh through twelfth grades attend school in the neighboring town of Bethlehem. Due to the location of Franconia's school building, the school is vulnerable to riverine flooding, ice jams, power outages and hazardous material incidents.

Natural Features

The Town of Franconia covers approximately 65.7 square miles of land area, with varying topography from approximately 928-feet above Mean Sea Level (MSL) in Franconia Village, to 5,249 feet MSL atop Mount Lafayette in Franconia Notch. Franconia Notch is well-known for its natural beauty including Profile and Echo Lakes, Cannon Cliffs and Cannon Mountain. The most famous Franconia natural feature however, had been the Old Man of the Mountains which collapsed on May 3, 2003.

³ Franconia Master Plan, 2008

Incorporated: 1764

Origin: Franconia was first chartered in 1764, but settlers were unable to meet the prescribed terms, and in 1772 it was regranted along with a substantial portion of Lincoln as Morristown. There was considerable conflict of claim between the original grantees of Franconia and Lincoln and the Morristown grantees, and following a court decision that forfeiture of grant was illegal, ownership was returned to the original settlers. The western section of Franconia was at one time mined for copper and magnetic iron ore. Franconia Notch is well known for its natural features, including the Old Man of the Mountains, which fell on May 3, 2003, Profile and Echo Lakes, the Flume, and the Basin. Cannon Mountain Aerial Tramway was the first passenger tramway built in North America.

Villages and Place Names: Mittersill, Franconia Notch

Population, Year of the First Census Taken: 72 residents in 1790

Population Trends: Population change for Franconia totaled 611 over 51 years, from 491 in 1960 to 1,102 in 2011. The largest decennial percent change was a 33 percent increase between 1960 and 1970. The 2011 Census estimate for Franconia was 1,102 residents, which ranked 180th among New Hampshire's incorporated cities and towns.

Population Density and Land Area, 2010 (US Census Bureau): 16.8 persons per square mile of land area. Franconia contains 65.7 square miles of land area and 0.3 square miles of inland water area.

Source: NH Community Profiles; 2013; <http://www.nh.gov/nhes/elmi/html/profiles/Franconia.html>

Vegetation is typical of northern New England including both deciduous and conifer forests, open fields, swamp, and riverine areas. Franconia's terrain lends itself to an abundance of lakes, ponds, streams and rivers, including the Gale River which flows through Franconia Village.

Commerce & Industry

The largest and most enduring industry in Franconia today is tourism. With the Town's location in the heart of the White Mountains and at the top of Franconia Notch, tourism is a driving force in Franconia's economy.

At nearly 65%, the White Mountain National Forest, which includes part of the Pemigewasset Wilderness, is the greatest single land use in Franconia. Additional conserved land, including Franconia Notch State Park, brings the total amount of land that is unavailable for development to nearly 74%.⁴ Available developable land could become an issue in Franconia's future; however, as they have throughout most of New Hampshire and the US, development trends have slowed substantially in the last ten years.⁵ There are no new commercial or residential developments planned at this time, and due to economic factors, the Town is not expected to experience any significant growth in the near future.

Climate

Franconia's climate is classified as having four definite seasons with winters that are relatively long, cold and snowy, and hot and humid periods during the summer, ranging in temperature from 85°F in July and 0°F in January. Hail and thunderstorms are common throughout the spring and early summer seasons with a historical average annual precipitation of 39.68-inches and an average snowfall of 79.11 inches.⁶

Emergency Services

The Town maintains full-time Police and a volunteer Fire Department. Emergency Medical Service is provided by Franconia Life Squad. The Franconia Fire Department participates in Twin State Fire Mutual Aid; the Police Department also has mutual aid agreements with nearby towns. The entire town is serviced by the Code Red emergency alert system through the Grafton County Sheriff's Office. Littleton Regional Healthcare (9 miles; 25 beds) in Littleton, NH is the closest large healthcare facility.

⁴ GIS Analysis, Mapping and Planning Solutions

⁵ Franconia Hazard Mitigation Plan, 2013

⁶ <http://www.usa.com/franconia-nh-weather.htm>

Situation Summary

Franconia faces an array of risks, which may pose a significant threat to the population and property within the town. These include natural, human-caused and technological emergencies or disasters.

Depending upon the extent and nature of the disaster or emergency, a potential condition exists that may severely hamper the economic and physical infrastructure of the town, region or state.

During an emergency or disaster, the Town will take immediate and appropriate actions to determine, direct, mobilize, and coordinate the response movement. The Town will activate the necessary functions to redirect resources in order to save lives, relieve human suffering, sustain survivors, protect property, and repair essential facilities.

A catastrophic disaster may overwhelm local and state governments in providing a timely and effective response to meet the needs of the situation.

Planning Assumptions

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

- The Town, in conjunction with the State, is primarily responsible for natural, manmade, and technological emergency preparedness and has shared responsibilities with the State and Federal governments for national security preparedness. These responsibilities necessitate the development of an Emergency Operations Plan, with functional ESFs and detailed procedures.
- That a disaster, producing a great number of casualties and wide spread damage, may occur with little or no warning.
- Depending upon the severity of the situation, the Town of Franconia may be quickly overwhelmed with the emergency.
- Each level of government will respond to an incident using its available resources, to include the use of mutual aid, and may request assistance from the next higher level of government, if required (i.e., municipality to State and State to Federal Government).
- The State will modify normal operations and redirect resources to assist and support our local government in saving lives, relieving human suffering, sustaining survivors, protecting property, and re-establishing essential services. State and federal government resources and expertise can be mobilized to augment emergency operations and recovery efforts beyond the capabilities of local government.
- Private and volunteer organizations, (i.e., American Red Cross, Volunteer Organizations Active in Disasters (VOAD), etc.) will provide immediate life-sustaining relief to individuals and families, not

normally available from government resources. Local and/or state agencies will assist these organizations by providing information, guidance, and coordination of relief efforts.

- Local and state emergency operations plans address the ability to direct, control, coordinate and manage emergency operations during multiple events.
- The National Incident Management System (NIMS) and the Incident Command System (ICS) will be used as the principal on-scene incident management systems to direct and control response and initial relief actions and activities.
- Local government will continue to function under all disaster and emergency conditions.
- Citizens expect governments to keep them informed and to provide assistance in the event of an emergency or disaster. All levels of government share the responsibility for working together in mitigating, preparing for, responding to, and recovering from the effects of an emergency or disaster.
- If the situation warrants, the Governor of New Hampshire may declare a STATE OF EMERGENCY and request immediate federal assistance to augment efforts in relieving major emergency or disaster related problems beyond the capabilities of state and local government.

Hazard Analysis & Assessment

The 2013 Franconia Multi-Hazard Mitigation Plan Update identifies fifteen natural and six human-caused hazards.⁷ Based on the topography and the climate of Franconia, it is very likely there will be future disaster events that include snow and ice damage to major portions of the Town especially those over 1,000 feet above sea level. There is also a high likelihood of flooding along the Gale River and Franconia’s roadways; flooding is usually the result of spring snowmelt, heavy rains and overloaded culverts.

The hazards listed to the right were assessed in the 2013 Franconia Hazard Mitigation Plan Update. Flooding and High Winds were considered by the 2013 Hazard Mitigation Planning Team as the highest risk hazards. The transport of Hazardous Material was considered to be the most significant human-caused potential event.

For more detailed information, please refer to Chapter 3 of this Plan.

- Natural Hazards**
- Flooding (riverine)
 - High Wind (windstorms)
 - Severe Winter Weather (Snow & Ice Storms)
 - Flooding (local)
 - Erosion, Mudslide & Landslide (erosion road)
 - Wildfire
 - Erosion, Mudslide & Landslide (landslide/rock slide)
 - Earthquake
 - Hurricane
 - Severe Thunderstorms & Lightning
 - Extreme Temperatures
 - Hailstorm
 - Drought
 - Tornado or Downburst

- Human-Caused Hazards**
- Hazard Material - Transport
 - Epidemic & Pandemic
 - Hazard Material - Fixed Location (Franconia Gas)
 - Extended Power Failure
 - Dam Failure (Mittersill earthen)
 - Terrorism

⁷ Franconia 2013 Hazard Mitigation Plan

CONCEPT OF OPERATIONS

General

Local response operations will be organized and managed under the National Incident Management System (NIMS) and the Incident Command System (ICS).

Assigned agencies have been grouped together under the Emergency Support Functions (ESFs), either as primary, co-primary, or support, to facilitate the provisions of the response actions of the Town. A listing of the ESFs and their primary areas of responsibilities that have been adopted by the Town of Franconia are located in Chapter 2.

Each ESF has been assigned a number of functions to support response operations in an emergency situation. The designated primary agency, with the assistance of one or more of the support agencies, is responsible for managing the activities of the ESF and ensuring the missions are carried out, as necessary. The primary and support agency assignments for each of the ESFs are identified in the ESF Matrix in Chapter 2.

Specific functional missions, organizational structures, response actions, primary and/or co-primary, and support agency responsibilities are described in the individual ESF sections in Chapter 2.

Local Emergency Operations Plan (EOP) Implementation

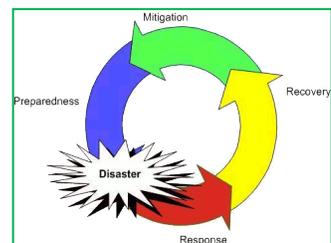
The Plan has the force and effect of law as promulgated by RSA 21-P: 39 (see Chapter 9). Plan implementation, and the subsequent supporting actions taken by local government are specific to the emergency or disaster situation. Implementation is influenced by the timely acquisition and assessment of reliable information gathered from the disaster scene. This Plan is in effect for preparedness, response, and initial recovery activities when a major emergency or disaster occurs or is imminent.

Phases of Emergency Management

The EOP addresses many types of hazards that Franconia may be exposed to. The Plan also takes a comprehensive and integrated approach to addressing the Town's capabilities and shortfalls to respond to the hazards identified in Chapter 3. In doing so, the Plan takes into consideration the following four phases of emergency management:

Mitigation

Mitigation actions eliminate or reduce the probability of some disaster occurrences and also include long-term activities that lessen the undesirable effects of unavoidable hazards or reduce the degree of hazard risk. Mitigation examples include flood plain management and public education programs. Mitigation seeks to prevent disasters and to reduce Franconia's vulnerability to disasters that may strike. Hazard mitigation should follow all disasters.



Preparedness

Preparedness activities develop emergency response capabilities. Planning, exercising, training, mitigation, developing public information programs and alerting and warning are among the activities conducted under this phase of emergency management to ensure the most effective and efficient response in a disaster. Preparedness seeks to establish capabilities to protect the community from the effects of disasters in order to save the maximum number of lives, minimize injuries, reduce damage, and protect property. Procedures and agreements to obtain emergency supplies, material, equipment and other resources are developed.

Response

Response is the actual provision of emergency services during an emergency and/or disaster. These activities can reduce casualties, limit damage, and help to speed recovery. Response activities include directing emergency operations, evacuation, shelter, and other protective measures.

Recovery

Recovery is both a short-term and a long-term process to restore the jurisdiction to normal conditions in the aftermath of any emergency or disaster involving extensive damage. Short-term operations assess damages, restore vital services to the community, and provide for basic needs to the public. Long-term recovery focuses on restoring the community to its normal or to an improved state of affairs. Examples of recovery actions are provision of temporary housing, restoration of government services, and reconstruction of damaged areas.

Organization and Assignment of Responsibilities

General

In response to an incident that requires the activation of the EOP and subsequently the Emergency Operations Center (EOC), the EMD will determine the extent of the Town's emergency response and activate appropriate ESFs accordingly. The extent of activation will be based upon, but not limited to the following:

- Communications and alerting in support of agency notifications and EOC operations.
- Initial planning & information data (damage assessment) received from outside sources (i.e., local governments, public, news organizations, and Federal Government).
- Requests for state assistance from local governments.
- Pre-disaster response to emergency situations (i.e., hurricanes, winter storms, flooding potential, etc.).
- The EMD or his/her designee, after consideration of the event(s), will determine the extent of communications, alerting, information and planning activation level.

Emergency Operations Center (EOC)

The Primary EOC is the facility that is used to coordinate a local response to any major emergency or disaster situation. It is located at the Franconia Fire Station with a secondary EOC at the Franconia Town Hall. Security and maintenance of the EOC facilities will be carried out in accordance with EOC Standard Operation Procedures (SOPs) to be developed by the EMD. In the event the Primary EOC is threatened, the secondary EOC may be activated.

Emergency Shelters

The Primary Shelter is the location to which evacuees are directed at the time of an emergency. In Franconia, the designated Primary Shelter is the Lafayette Regional School. If the need arises and the Lafayette Regional School is not available, the Peabody Base Lodge would be utilized as Secondary Shelter depending on accessibility and the situation.

Organization

The organization to implement the EOP under emergency or disaster conditions consists of the Town departments having primary or co-primary, and support roles as specified in the functional ESFs. The Emergency Operations Center (EOC) Organization Chart (page 21), details the overall response structure of the EOC. Direction and control of the EOC is the responsibility of the EMD. The Emergency Management Director will coordinate the response of the community's departments, advise the Board of Selectmen on the necessary protection actions, and coordinate the use of local and outside resources. Department heads, or designees, will direct their operational personnel from the EOC in coordination with the other community departments and the EMD and in response to executive decisions.

The ESFs are arranged in a NIMS compliant Incident Command System structure as follows:

Command and Control Section (red section of chart on page 23)

The Command and Control Section is composed of elements that provide direction and control of the emergency situation; ensures the response follows established SOPs/SOGs; and provides for a centralized EOC facility. The EMD or his/her designee is the primary person assigned to the Command and Control Section and will ensure that primary and secondary facilities are established and maintained to be used as the EOC for centralized direction, coordination, and control of emergency operations.

Operations Section (light green section of chart on page 23)

The Operations Section is composed of elements that, when either partially or fully activated, will provide emergency support functions to support local operations during an emergency or disaster. Each ESF is responsible for assessing assistance requirements and resource requests and to organize and direct appropriate response actions.

Information & Planning Section (yellow section of chart on page 23)

The Information and Planning Section includes information and planning activities to support operations. It also includes functions to collect and process information; develop information into briefings, reports, and other materials; display pertinent information on maps, charts, and status boards; consolidate information for response and recovery actions; provide an action tracking system; and provide technical services in support of operations.

During activations of the EOC, the Information and Planning Section will be supported by each of the ESFs represented in the EOC.

Logistics Section (light blue section of chart on page 23)

The Logistics Section includes activities, which provide facilities and services to support response and recovery efforts.

Administrative & Finance Section (orange section of chart on page 23)

The Administrative & Finance Section provides support to the response and recovery efforts, as required.

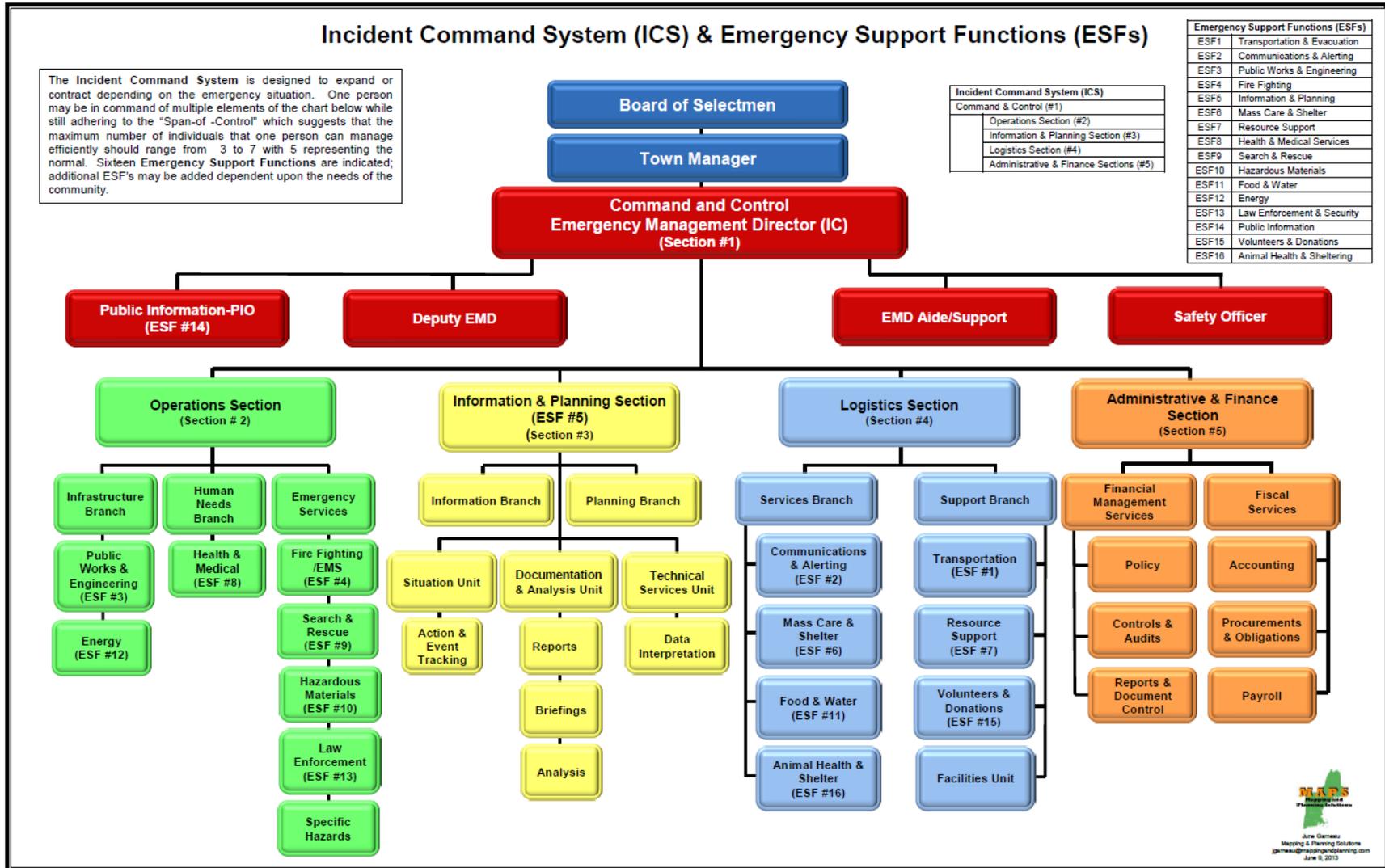
The chart on the following page identifies the ESFs and the functional activities within each of the five sections of the ICS system. Staffing patterns will be dependent upon the severity of the emergency as will the section under which each ESF falls.

An advantage of the ICS system is that the chart may expand or contract, from top to bottom and side to side depending on the nature of the emergency.

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Incident Command System (ICS) & Emergency Support Functions (ESFs)

**Note: The attached chart will be replaced with an 11' x 17" chart in the hard copies of the Emergency Operations Plan.*



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ADMINISTRATIVE, FINANCE & LOGISTICS

Administrative

During an emergency/disaster local government shall determine, as necessary, which normal administrative procedures shall be suspended, relaxed or made optional in order to prevent unnecessary impediments to emergency operations and recovery activities. Departures from normal methods should be stated in the State of Emergency declarations, or as specified in the EOP and its supporting documents. At a minimum, the following should take place:

- With the guidance of the EMD, all department heads will maintain and provide accurate and up-to-date documentation and detailed information to the Administration for later use when seeking reimbursement to include, but not be limited to:
 - Total man-hours used and cost incurred in detail (who, what, where at each location)
 - Cost of materials
 - Photographs pre- and post-restoration
 - GPS locations for all damaged sites
 - Equipment used
 - Total equipment hours
 - Vehicles used and mileage
- With the guidance of the EMD, all department heads will provide damage estimates to public and private infrastructure.
- Local response elements will include provisions for documenting all disaster related expenditures using accepted accounting procedures. Such accounting documentation will support the Town's request for supplemental assistance.
- Upon activation of the EOP, each delegated representative of the emergency response team shall ensure that personnel, property, equipment, supplies and vehicles are accounted for and protected. In addition, assurances for rapid deployment should be maintained.
- All elements of town departments and offices shall implement established resource controls and determine the availability and accessibility of such resources. Additional required resources needed to support the emergency operation should be identified.
- When local resources have been exhausted, requests for assistance will be submitted to the State EOC.
- Training of emergency operations staff will be conducted annually through in-house training sessions, exercises, actual response, and course work offered by Homeland Security and Emergency Management (HSEM) and the Federal Emergency Management Agency (FEMA). If

warranted, the EMD training staff will conduct accelerated/refresher training on an appropriate subject matter during periods of increased readiness status.

Finance

Funding allocations to meet the needs of an emergency situation are met as follows:

- If a disaster declaration is requested by the Governor (through FEMA Region I, to the President of the United States) and if such is declared, then reimbursement of associated disaster activity expenses may be available through FEMA. Procedures for applying for federal disaster assistance funds will be in accordance with prescribed state and federal disaster assistance protocols and procedures.
- A major disaster or emergency may require the expenditure of large sums of state and local funds. Financial operations may be carried out under compressed schedules and intense political pressures requiring expeditious actions that meet sound financial management and accountability requirements.
- Town departments designated as primary and/or co-primary agencies for the ESFs, conducting emergency support activities, will be responsible for establishing and maintaining financial support and accountability during emergency operations. Each department is responsible for maintaining appropriate documentation to support requests for reimbursement, for submitting bills in a timely fashion, and for closing out assignments.
- The Town of Franconia is responsible for documenting all emergency or disaster related expenditures using generally accepted accounting procedures or as stipulated in the ESF documents. Care must be taken throughout the course of the emergency to maintain logs, records, receipts, invoices, purchase orders, rental agreements, etc. These documents will be necessary to support claims, purchases, reimbursements, and disbursements. Record keeping is necessary to facilitate closeouts and to support post recovery audits.

Logistics

- The EMD, in coordination with other town departments, will facilitate logistical support for emergency operations (i.e., provide supplies and equipment) and, if required, sleeping and feeding facilities for the EOC staff.
- Appropriate departments shall implement established resource controls and determine resource availability; this would include source and quantity of available resources. Further, they shall keep the EOC advised of any anticipated shortfalls in required resources needed to support a given emergency or disaster operations.
- Town government should develop and maintain a current database of locally available resources and their locations. The database should include all public and available private equipment, and personnel with special technical skills, pertinent to the anticipated needs of the local jurisdiction. Refer to Chapter 8 of this Plan.

Mutual Aid Agreements

No single local jurisdiction will have all the personnel, equipment, and materials required to cope with a major emergency or disaster. Additional assistance may be rendered through a system of mutual aid agreements, which provide for obtaining additional resources from non-impacted inter/intra-jurisdictional governmental agencies and other organizations. Mutual aid agreements are an essential component of emergency management planning, response, and recovery activities. These agreements can significantly increase the availability of critical resources and improve response and recovery efforts. According to *Title I, The State and Its Government, Chapter 21-P, Section 21-P:40 Mutual Aid Arrangements* of the Revised Statutes Annotated (RSAs), it is the responsibility of local government to ensure that local emergency operations plans contain adequate provisions for the rendering and the receipt of mutual aid.

Alert & Notification

The EMD may receive notification of a disaster or impending emergency from multiple sources. Depending upon the time and day, the normal 911 sequence would be as follows:

- The 911 Call Center would receive the call and send the call to the Grafton County Dispatch / Twin State who would tone-out the entire the fire department, mutual aid, police and/or Franconia Life Squad as needed.
- Depending upon the severity of the incident, the EMD, who would also be contacted by Grafton County Dispatch / Twin State, would initiate all or part of the EOP in coordination with the Board of Selectmen.
- Based upon the severity of the incident, the EMD will initiate further notifications and/or activations (partial or full) of the EOP.
- Primary and support agency notification actions are described in detail under the agency's assigned ESF component of the EOP.
- Upon initial notification each responding agency is responsible for conducting its own internal notifications.

Activation and Deployment

Activation of the EOP is dependent on a variety of circumstances. Generalized assumptions are as follows:

- The EOP will be utilized to address particular requirements of a given disaster or emergency situation. Selected functional ESFs will be activated based upon the nature and scope of the event and the level of state support needed to respond.
- Based upon the requirements of the situation, the EMD will notify town departments and agencies regarding activation of some or all of the functional ESFs and other structures of the EOP. Priority for notification will be given to primary agencies as specified by the ESFs.

- When activation of the EOP (partial or full) is initiated, and unless otherwise specified, all departments and official representatives having primary and/or co-primary roles and responsibilities, as specified in the EOP, will deploy to the EOC, and activate their respective ESF component to the EOP and relevant SOPs/SOGs.
- In the event the primary EOC is inaccessible and/or usable, staff will report to the alternate EOC located at the Town Hall, at the discretion of the EMD.

Local to State and Federal Interface

The identification and notification procedures for local to state, and federal interface are described in the functional and hazard specific ESFs. Generally, the concepts are as follows:

- Once the EOC is activated, the NH State EOC at (800) 852-3792 will be notified immediately. The linkage within the Local EOC and the State EOC will be established and maintained. Whenever possible, the EOC should establish contact to the State EOC via WEB-EOC at <http://www.nh.gov/safety/divisions/hsem/> and selecting 'CTRL/E' on the computer keyboard. The following highlights the issues regarding this linkage with specifics found in the individual ESFs:
 - Provide a single point of contact with contact information to the State EOC, normally the EMD.
 - Status reports, compiled by EOC staff will be forwarded to the State EOC by the Emergency Management Director.
 - The Town of Franconia and the offices of NH Homeland Security have standardized software with Microsoft Office. Emergency Management and the State EOC also have standardized software with Microsoft Office. No compatibility conflicts are apparent.
 - The state to local interface will be specified with each local EOP and will be guided by emergency management and *ESF #2, Communications & Alerting*. The EMD shall have direct responsibility for the organization, administration, and operation for emergency management within Franconia.

Continuity of Operations (COOP)

The major thrust of an emergency operations plan is to protect the lives and properties of those involved in a disaster and return the situation to normal. Disasters can interrupt, paralyze, and/or destroy the ability of state and local governments to carry out specific executive, legislative and judicial functions. Therefore, it is imperative that the Board of Selectmen and the EMD of Franconia establish and maintain the capability to provide mitigation, preparedness, response, and recovery functions during emergencies or disasters.

The Emergency Management Director is responsible for developing, maintaining, and exercising a COOP Plan for the Town. The EMD is also responsible for ensuring that all departments, agencies, and offices develop, maintain, and exercise a COOP Plan outlining how essential services/functions will be maintained during emergencies/disasters, respectively.

In order to ensure effective emergency operations, the following should be considered:

- That state and local governments provide a capability to preserve, maintain, and/or reconstitute its ability to function under the threat or occurrence of any emergency and/or disaster that could disrupt governmental operations or services.
- That local emergency response departments provide for the following during emergency operations:
 - Each department have designated and trained personnel available for EOC deployment; and
 - Each department maintains and updates notification lists, twenty-four hour staffing capabilities, and Standard Operating Procedures and/or Guidelines (SOPs/SOGs).
- Each of the emergency response departments will also develop and maintain policies, plans and SOPs/SOGs to ensure the capability to provide essential services/functions sustainable during emergencies and/or disasters.
- In the event the primary EOC is inaccessible, is damaged to the point it is rendered inhabitable or is destroyed, the EMD will take action to relocate local emergency operations to the alternate EOC site, which in Franconia is the Franconia Town Hall.
- The EMD is responsible for developing and maintaining an EOC Relocation Procedures/Guides and/or Checklists, as appropriate.

Continuity of Government (COG)/Line of Succession

In order to maintain civil order and control, it is imperative for all levels of government to identify clear lines of succession and establish the mechanisms to ensure government continues to function during emergencies and/or disasters.

The following is the line of succession that has been established for the Town of Franconia. The Emergency Management Director (EMD) will exercise Direction and Control but will report directly to the Board of Selectmen. The EMD will develop and maintain a Continuity of Government (COG) /Line of Succession Plan for the Town.

In the event the Emergency Management Director is not available, the position of Acting EMD is filled in succession as listed below.

- 1st Deputy EMD
- 2nd Police Chief
- 3rd Fire Chief
- 4th Assistant Fire Chief(s)

Recovery and Demobilization

Demobilization of emergency operations is dependent on a wide range of variables that must be satisfied before such an event may occur. Some basic principles that should be followed before recovery and demobilization are:

Recovery

- Ensure that all health and safety issues are resolved prior to full demobilization.
- Ensure that all essential services and facilities are re-established and operational.
- Recovery operations may be initiated during response operations.

Demobilization

- Partial demobilization of the EOP, in particular functional ESFs, may occur only when all issues within the specific functional area are resolved.
- Demobilization of response operations may be followed by the recovery operation.
- Final demobilization of all operational activities will only occur with authority from the Board of Selectmen and in coordination with appropriate local, state, and federal agencies.

GENERAL RESPONSIBILITIES

The following describes the general responsibilities and duties of the respective positions for the Town of Franconia.

All Primary & Support Agencies

- Maintain accurate and up-to-date records during or post incident:
 - Total man-hours
 - Total equipment hours
 - Cost of materials
- Maintain and test own equipment
- Train department personnel and maintain training records
- Develop and maintain the personnel notification procedures lists for their departments.
- Coordinate with the other departments to provide and integrate emergency communications system and cooperation.
- Establish written Standard Operating Procedures or Standard Operating Guidelines

Board of Selectmen***Support for ESF #5, #7, #11, #12, #13, #14, #15 & #16***

- Support emergency management efforts in establishing, equipping and staffing an Emergency Operations Center (EOC).
- Protect life and property through executive decisions.
- Coordinate financial support for emergency response and recovery operations.
- Assist in issuing emergency evacuation recommendations.
- Coordinate the dissemination of public information, ESF#14, Information & Planning.
- Provide leadership for disaster mitigation program.
- Support emergency sheltering, feeding and clothing, per *ESF #6, Mass Care & Shelter*.
- Issue the Declaration of a State of Emergency.

Emergency Management Director (EMD)***Primary for ESF #1, #2, #5, #6, #7, #11, #12 & #14; Support for ESF #4, #9, #10 & #13***

- Coordinate emergency operations training for all departments.
- Conduct test exercises of a multi-department nature and assist departments to conduct their own test exercises.
- Coordinate the emergency operations from the EOC.
- Maintain the Emergency Operation Plan and assist other departments in providing and maintaining their own departmental emergency operations plans.
- Assist all departments in maintaining and training auxiliary forces.
- Coordinate the dissemination of public information, ESF#14, Information & Planning.
- Provide and coordinate administrative support for the Emergency Operations Center (EOC).
- Coordinate emergency functions for community or organizations and industries.
- Protect life and property, assisted by all departments.
- Provide information on existing and potential resources.
- Coordinate the training and assignment of public shelter management and staff.
- Establish a community shelter plan.
- Obtain WEB-EOC training.
- Maintain records of handicapped and special needs people.
- Access WEB-EOC at the time of an emergency.
- Collect and provide ESF status information for inclusion into Situation Reports (SitRep).

Deputy Emergency Management Director***As support for Emergency Management Director's ESFs***

- Work with the EMD to provide assistance when and wherever needed.
- Work with other ESF agencies as directed to assist in the protection of life and property.
- Offer relief assistance to the EMD if needed.

Police Department

Primary for ESF #13 & #16; Support for ESF #1, #2, #3, #4, #5, #6, #7, #8, #9, #10, #11 & #12

- Provide emergency operations training for its own personnel, assisted by the Emergency Management Director.
- Conduct its own test exercises, as coordinated by the Emergency Management Director.
- Protect life and property, assisted by all departments.
- Provide crowd control, assisted by the Fire Department.
- Disperse its own equipment and manpower to strategic locations, as necessary.
- Maintain and train its own auxiliary forces, assisted by the Emergency Management Director.
- Coordinate regional police mutual aid.
- Provide and maintain an up-to-date police department emergency implementation plan, assisted by the Emergency Management Director.
- Enforce all applicable laws, ordinances and regulations.
- Coordinate all emergency traffic control procedures within the community.

Fire Department

Primary for ESF #4, #9 & #10; Support for ESF #1, #2, #3, #5, #7, #8, #11, #12 & #13

- Provide emergency operations training for its personnel.
- Conduct test exercises, as coordinated by the Emergency Management Director.
- Assist the Police Department in providing crowd control.
- Disperse its own equipment and manpower to strategic locations, as necessary.
- Provide a monitoring capability for radiological accidents or incidents.
- Contain and extinguish fires.
- Train and assign radiological personnel and maintain radiological equipment.
- Coordinate regional fire mutual aid.
- Provide rescue operations and emergency medical services.
- Receive warnings from the Grafton County Dispatch / Twin State Fire Mutual Aid and other state and federal alerting agencies.
- Develop a public warning plan and system.
- Supervise emergency operations in hazardous materials accidents or incidents.

Franconia Life Squad

Primary for ESF #8; Support for ESF #2, #4, #5, #9, #10 & #12

- Provide medical transportation as needed.
- Provide EMS Services as needed.
- Assist the Town of Franconia in their efforts to protect life and property.

Highway Department

Primary for ESF #3; Support for ESF #1, #2, #4, #5, #6, #7, #8, #9, #10, #11, #12, #13 & #16

- Provide emergency operations training for members of its own staff, assisted by the Emergency Management Director.
- Assist in the protection of life and property.
- Disperse its own equipment and manpower to strategic locations, under direction of the EOC/EMD.
- Maintain and train its own auxiliary forces, assisted by the Emergency Management Director.
- Coordinate regional or neighboring town highway mutual aid.
- Keep streets clear of debris.
- Coordinate for the disposal of refuse.
- Provide support for emergency transportation.
- Coordinate restoration of utility services.
- Coordinate emergency repairs to essential community structures.
- Coordinate damage assessment activities.

Health Officer

Primary for ESF #8 & #16; Support for ESF #5, #6, #7 & #11

- Enforce public health standards.
- Assist in coordinating emergency shelter and feeding.
- Serve as liaison with the North Country Public Health Network.
- Coordinate with North Country Public Health Network for inoculation or immunization.
- Coordinate with the North Country Public Health Network to develop and assist in the development of a local and regional pandemic plan.
- Coordinate efforts for mass burials.
- Serve as liaison with local Hospital(s).

The School Liaison

Support for ESF #1, #5, #6, #7, #8, #14 & #15

- Maintain a School Emergency Operations Plan and provide emergency operations training for school personnel, assisted by the Emergency Management Director.
- Conduct test exercises, at the local school or shelter as coordinated by the Fire Chief.
- Prepare staff and building according to the Shelter Plan to receive evacuees.
- Assist the Red Cross in the mass feeding and sheltering of survivors.
- Coordinate with EMD for mass transportation as needed.

Administrative Assistant / Welfare Officer

Primary for ESF #15; Support for ESF #5, #6, #7, #11, #12 & #14

- Assist with the coordination of volunteers and donations.
- Assistance with elderly issues.
- Assist with the provision of food and water.
- Track all financial matters related to an emergency or incident.
- Coordinate with the American Red Cross.

Building Inspector

Support for ESF #3, #5, #7 & #9

- Assist in the coordination of emergency repairs to essential community structures.
- Assist with the assessment of building/structure damage in the area of a hazardous event.
- Coordinate with the EMD to provide or obtain information and resources as needed.
- Maintain an accurate record of all issues which need to be addressed in an effort to maintain or reestablish State code compliance or health and safety issues.
- Monitor all temporary facilities to maintain code compliance.

American Red Cross

Support for ESF #6, #9, #11, & #15

- Assure emergency blood bank supplies at area hospitals.
- Assist in providing emergency food, clothing, shelter, health and mental health services.
- Provide individual and family assistance.
- Assist the town with guidance in support of managing emergency shelter operations.
- Provide mass care and shelter training.

Grafton County Dispatch / Twin State Fire Mutual Aid

Support for ESF #2, #4, #8, #9, #10, #13 & #14

- Provide initial and ongoing communication to all responders.
- Provide initial alerts.
- Serve as the local Public Safety Answering Point.
- Receive alerts & notifications from various services.
- Dispatch emergency services for Fire, Police, and EMS.
- Coordinate the emergency communications system.
- Provide backup communications for the Town.
- Provide communications and assistance to the Franconia Fire Department as needed.
- Coordinate regional mutual aid.
- Assist the Franconia Fire Department with:
 - o Fire Fighting
 - o Resource Support

- EMS Services
 - Search & Rescue
 - Hazardous Materials Incidents
 - Mass Casualty Incidents
- Assist the Town of Franconia in their efforts to protect life and property.

Littleton Regional Healthcare

Support for ESF #8 & #10

- Provide expert medical care.
- Coordinate with the Town of Franconia on Mass Casualty Incidents.
- Coordinate with the Town's EOC, as necessary.
- Provide medical support for the ACC and Health Officer as necessary.

North Country Public Health Network

Support for ESF #6 & #8

- Serve as the liaison for health and medical with the Franconia Health Officer.
- Coordinate with the Town of Franconia on pandemic planning.
- Coordinating with American Red Cross and EMS on health and medical issues.
- Activate MACE if needed.

Public Water Department

Support for ESF #3

- Serve as a member of the safety and damage assessment teams assessing public buildings for potential damage, hazards, etc.
- Examine water mains and other public water facilities for damage.
- Maintain the condition of all public water resources in the town of Franconia.

Recreation Department

Support for ESF #6, #11 & #15

- Seek and coordinate volunteers to assist the Town at the time of an emergency.
- Assist with personnel requirements during sheltering activities.
- Assist with the receipt and distribution of food and potable water.
- Assist with the coordination of volunteers and donations.

PLAN MANAGEMENT

Development

The EMD will coordinate the development of this EOP. The development of the ESF components, SOPs/SOGs, alerting and notification lists, and resource inventories, shall be developed by the primary, co-primary, and/or support agencies within the functional ESFs, as assigned.

In addition, the development will include the coordination between local, state, and federal governments to ensure the necessary link with all jurisdictions having emergency response capabilities met.

Maintenance

All primary, co-primary, and support agencies whether federal, state, local, or private with emergency responsibilities, shall integrate their planning efforts in the maintenance, implementation, and exercising of the EOP. Hence, the EMD will conduct the overall plan review and report to the Board of Selectmen with recommended revisions on an annual basis.

The EMD will request from the primary, co-primary, and support agencies the necessary updates as noted below.

- Review of the functional ESFs by the respective primary, co-primary, and support agencies will be conducted annually; SOPs/SOGs yearly; resource inventories and notification and recall lists also on a six (6) month basis.
- Review procedures following critiques of actual emergency operations and/or exercises and revise where deficiencies were noted. Revisions and/or updates within forty-five (45) days.
- Major changes that affect the Situation and Assumptions and Concept of Operations sections of the EOP will be made, as required. The department head shall approve major changes. Authority to revise and/or update routine documents such as SOPs/SOGs, notification and recall lists, and resource inventories, shall be made by the primary, co-primary, and support agencies.

All changes, revisions, and/or updates shall be forwarded to the EMD for review, editing, publication, and distribution to all holders of the EOP. If no changes are required, the EMD is to be notified in writing, by the respective department, agency or office that the plan and associated ESF, and all supporting documents, have been reviewed and are considered valid and current.

Document Control

The EMD is responsible for establishing and maintaining a document control system for all emergency management planning documents, as appropriate. The document control system will include the following:

- Inventory Control Numbering System for plans.

- List of plans with control numbers.
- Identify the location of where the plans are stored and/or maintained (e.g., EOC, Library).
- Record of plan revisions.
- Plan distribution list.

Training and Exercises

The EMD will utilize annual training and exercise, provided by the NH Homeland Security and Emergency Management, to evaluate the capability of the Town to respond to minor, major, and catastrophic disasters. The EMD will coordinate the training of local and volunteer personnel on their roles and responsibilities in the four phases of emergency management (i.e., preparedness, response, recovery, and mitigation).

The training and exercise programs will help to ensure the operational readiness of the Town's emergency support functions and emergency responders through the design and delivery of courses, professional development seminars and workshops, and hazard specific exercises (e.g., flooding or dam failure) to evaluate established plans and procedures/guides that are activated during an emergency situation at all levels of the emergency management system.

After each hazard-specific exercise a critique is held to allow participants to provide input into the development of an After-Action Report (AAR) that captures all recommended changes to existing policies, plans, and procedures/guides.

AUTHORITIES AND REFERENCES

Statutes and Regulations

Chapter 9, Administrative Annex, describes a compiled list of authorities and regulations that reflect federal, state, and local agencies, departments, and/or offices authority to respond and initiate emergency response procedures.

References

The following documents serve as guidance and reference in the development, maintenance and execution of this EOP:

- FEMA, State and Local Guide (SLG) - 101, Guide for All-Hazard Emergency Operations Planning, September 1996.
- Federal Emergency Management Agency, Managing the Emergency Consequences of Terrorist Incidents, Interim Planning Guide for State and Local Governments, July 2002.
- Federal Emergency Management Agency, CPG 1-8A, A Guide for the Review of State and Local Emergency Operations Plans, October 1992.
- National Response Framework, January 2007.
- Emergency Planning, Independent Study, February 2006.
- National Incident Management System, December 2008

- Federal Emergency Management Agency, CPG 1-10, Guide for the Development of a State and Local Continuity of Government Capability.
- Federal Emergency Management Agency, CPG 1-20, Guide for EOC Operations.

Locally Identified References, Guidelines, Agreements & Plans

- Standard Operating Procedures and/or Guidelines (SOPs/SOGs)
 - Fire Department SOGs
 - Police Department SOPs
 - Highway Department SOGs
- Emergency Alert and Warning Systems
 - National Oceanic & Atmospheric Agency (NOAA)
 - Amateur Radio Systems
 - CodeRED – Grafton County Dispatch / Twin State Fire Mutual Aid
 - School “Honeywell Instant Alert” System
 - Emergency Notification System (ENS)
- Interagency Agreements/Compacts/Mutual Aid Agreements
 - Twin State Fire Mutual Aid District
- Plans
 - School Emergency Operations Plan, 2011
 - Franconia Emergency Operations Plan, 2006
 - Franconia Hazard Mitigation Plan, 2013
 - Northern NH Public Health Network
 - Health Emergency Response Annex which includes:
 - Public Health Emergency Preparedness and Response Plan
 - Point of Distribution Plan
 - Risk Communication Plan
 - Isolation & Quarantine Plan
 - Mass Fatality Plan
 - Medical Surge Plan

CHAPTER 2 – EMERGENCY SUPPORT FUNCTIONS

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ESF MATRIX

ESF MATRIX		Board of Selectmen	Emergency Management Director / Deputy EMD	Police Department	Fire Department	Franconia Life Squad	Highway Department	Health Officer	School Liaison	Administrative Assistant / Welfare Officer	Building Inspector	American Red Cross	Grafton County Dispatch / Twin State Fire Mutual Aid	Littleton Regional Healthcare	North County Public Health Network	Public Water Department	Recreation Department
ESF1	Transportation		P	S	S		S		S								
ESF2	Communications & Alerting		P	S	S	S	S					S					
ESF3	Public Works & Engineering			S	S		P				S					S	
ESF4	Fire Fighting		S	S	P	S	S					S					
ESF5	Information & Planning	S	P	S	S	S	S	S	S	S	S						
ESF6	Mass Care & Shelter		P	S			S	S	S	S		S			S		S
ESF7	Resource Support	S	P	S	S	S	S	S	S	S	S						
ESF8	Health & Medical Services			S	S	P	S	P	S			S	S	S	S		
ESF9	Search & Rescue		S	S	P	S	S				S	S	S				
ESF10	Hazardous Materials		S	S	P	S	S					S	S				
ESF11	Food & Water	S	P	S	S		S	S		S		S					S
ESF12	Energy	S	P	S	S	S	S			S							
ESF13	Law Enforcement & Security	S	S	P	S		S						S				
ESF14	Public Information	S	P						S	S			S				
ESF15	Volunteers & Donations	S							S	P		S					S
ESF16	Animal Health & Sheltering	S		P			S	P									

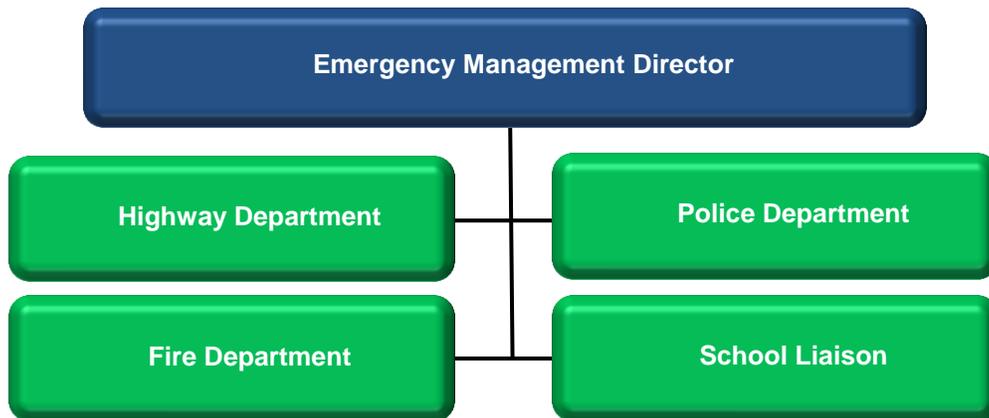
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ESF #1: TRANSPORTATION

General Description and Agencies

ESF #1 provides for coordination, control and allocation of transportation assets in support of the movement of emergency resources including the evacuation of citizens of the Town, and the redistribution of food and fuel supplies.

Primary & Support Agencies and Organization



Introduction

Purpose

To provide a coordinated response in the management of transportation needs.

Scope

This ESF provides for local transportation support including:

- Management and coordination of transportation activities to support the effort of local agencies.
- Establishing priorities and/or allocating of transportation resources, processing of all transportation requests, managing air and marine traffic. Coordinating related emergency management activities with neighboring jurisdictions and state agencies.
- Processing and overall coordination of request for local transportation support.
- Obtaining transportation services and providing visibility of transportation assets into and out of impacted areas.
- Monitoring the accessibility of transportation capacity and congestion in the transportation system, and implementing management controls, as required.
- Assisting in the design and implementation of alternate transportation services, such as mass transit systems, to temporarily replace system capacity lost to disaster damage.
- Coordinating the clearing and restoration of the transportation resources.
- Documentation of transportation needs and reporting to the State EOC, if applicable.

Situation and Planning Assumptions

Situation

An organized evacuation of potentially endangered populations is one protective action and should be recommended only when other protective actions appear to be inadequate. An evacuation may be recommended when all or any part of the community is affected and may involve all or any portion of the population.

Areas in Franconia that might require an evacuation would include:

- Designated flood plains and areas subjected to riverine flooding due to ice jams
- Areas around a potentially explosive hazardous materials accident
- Areas downwind of a hazardous chemical materials accident
- Areas subjected to outages of power, water or home heating materials
- Areas affected by sabotage, terrorist activities or civil disturbance
- Structures which are or could become unsound due to fires, earthquakes, hurricanes, tornadoes and other major natural or technological phenomena
- Areas threatened by advancing forest fires
- Areas around or near crashed aircraft.

By state law, RSA 21-P, the Governor of New Hampshire may only recommend evacuation as being in the best interest of the safety and welfare of the citizens. On-scene commanders and local officials may recommend evacuation in local emergency situations. Any evacuation assisted by federal, state or local government officials, does not bind that government to be liable for damages incurred. It is assumed that the officials at all levels of government have fully assessed the risks involved before recommending an evacuation.

The major evacuation routes for Franconia are designated as:

- Interstate 93
- US Route 3
- NH Route 18
- NH Route 141
- NH Route 116
- NH Route 117
- NH Route 142

Some buildings have established evacuation plans for fire safety which could be used in other types of emergencies.

During a period of increasing international tension, the Presidential option of relocating people from potential target areas to relatively safer host areas appears to be feasible. Evacuees will necessarily look to their local officials for guidance on when and where to relocate, how to get there and what to bring with them.

Planning Assumptions

Although most adults in Franconia own or have use of a private vehicle and would evacuate using that vehicle, the Town assisted by state government and the Lafayette School District would coordinate to provide school buses and available commercial vehicles to transport those who do not own or have use of a vehicle or who cannot ride with friends, relatives or neighbors

When faced with a potential life-threatening situation, people will generally follow three options:

- 1) *Most will follow the recommendations of federal, state and/or local officials and relocate to pre-designated host areas by pre-selected routes.*
- 2) *Some will evacuate spontaneously to hosting facilities of their own choice and*
- 3) *Despite recommendations to do so, some will not evacuate and will remain in place.*

It is assumed that most patients in medical facilities will be picked up and relocated by relatives. Relocation and transportation of patients in acute-care status must, by necessity, be made at the time of emergency and on a case-by-case basis. Prisoners being held by the Police Department who could not be released would be transferred for incarceration.

Concept of Operations

General

In accordance with the Franconia Emergency Operations Plan and this ESF, the EMD is responsible for coordinating transportation activities. Support agencies will be coordinated with the EMD.

Requests for assistance will be forwarded to the Franconia EOC. It is important that the Highway Department maintain close coordination with the local EOC, in order to support the EMD.

Notification and Activation

Upon determination of an impending or actual incident requiring evacuation capabilities, the EMD will request agency representatives to implement *ESF #1* activities from the EOC.

Emergency Response

When transportation requests are made of the town of Franconia and with the approval of the Board of Selectmen if the situation allows, the Emergency Management Director will coordinate transportation activities in the local EOC as the lead agency for *ESF #1, Transportation*.

Coordination with *ESF #3, Public Works & Engineering*, may also be required to establish emergency access to an impacted area (i.e. building temporary roads into an affected area).

When transportation requests exceed the capabilities of the town of Franconia, the Emergency Management Director with the approval of the Board of Selectmen if the situation allows, will contact area towns and mutual aid systems for assistance.

Recovery

Once recovery efforts have been initiated, the Emergency Management Director will assist, coordinate, and facilitate the transportation needs required to re-enter the affected areas. Those requirements will include personnel and vehicle capabilities.

Demobilization

Partial demobilization would occur based upon the extent of the current response and recovery actions and at the discretion of the EMD. Full demobilization would occur at the termination of the operational elements at the EOC.

Roles and Responsibilities

Primary Agency

Emergency Management Director (EMD)

- Notify the Regional Office of the American Red Cross to begin sheltering procedures as needed through *ESF #6, Mass Care & Shelter*.
- Instruct the EOC, support agencies and operational staff to implement evacuation procedures.
- Notify State Emergency Management and request state and/or federal assistance.
- Advise the Board of Selectmen on the current status of events and make emergency management recommendations.
- Disseminate information and instructions to the public through *ESF #14, Public Highway Department*
- Determine the approximate numbers of people involved.
- Make those expedient decisions necessary to protect the lives and property of the citizens.
- Coordinate overall direction of the evacuation procedures.

Support Agencies

Highway

- Provide barricades, cones and/or other devices to the traffic control points designated by the Police Department.
- Coordinate emergency transportation.
- Assist in manning traffic control points designated by the Police Department.
- Provide for and maintain clearance of the evacuation routes.
- Clear parking areas at the shelters, if necessary.
- Perform such other functions as directed by the EMD & Board of Selectmen.
- Coordinate the community efforts and any outside assistance that is available.
- Request assistance from local contractors for personnel and equipment, if necessary.

School Liaison

- Maintain control over school and advise the staff of planned actions, early closings, sheltering or evacuation in concert with established and maintained plans.
- Coordinate with EMD and provide school buses for use in emergency transportation.
- Coordinate with the EMD to prepare the school for use as an emergency transportation pick-up point or shelter.
- Coordinate with the EMD and applicable bus service to provide for tracking of people transported.
- If the school is used as a community shelter, provide space and materials as needed.
- Provide a representative at the EOC for school issues.

Police Department

- Coordinate emergency transportation routes.
- Establish and maintain control points to maximize traffic flow.
- Organize patrols to provide security in the evacuated area.
- Distribute personnel and vehicle identification to key worker and emergency services personnel.
- Determine traffic routes for evacuees to reach shelters.
- Identify those handicapped persons needing assistance to relocate.
- Arrange transportation to shelters through the EMD for those who need it and establish pick-up points for said transportation.

Fire Department

- Provide personnel to assist the Police Department in maintaining traffic control points.
- Provide recommendations on areas to be evacuated due to hazardous materials accidents in concert with additional agencies.
- Provide post-evacuation fire surveillance.
- Assist those special needs persons needing assistance to relocate.
- Provide equipment, personnel and radios as needed.

References

Please refer to Chapter 1, Basic Plan; Authorities & References.

Resource List

Please refer to Chapter 8, Resource Inventory.

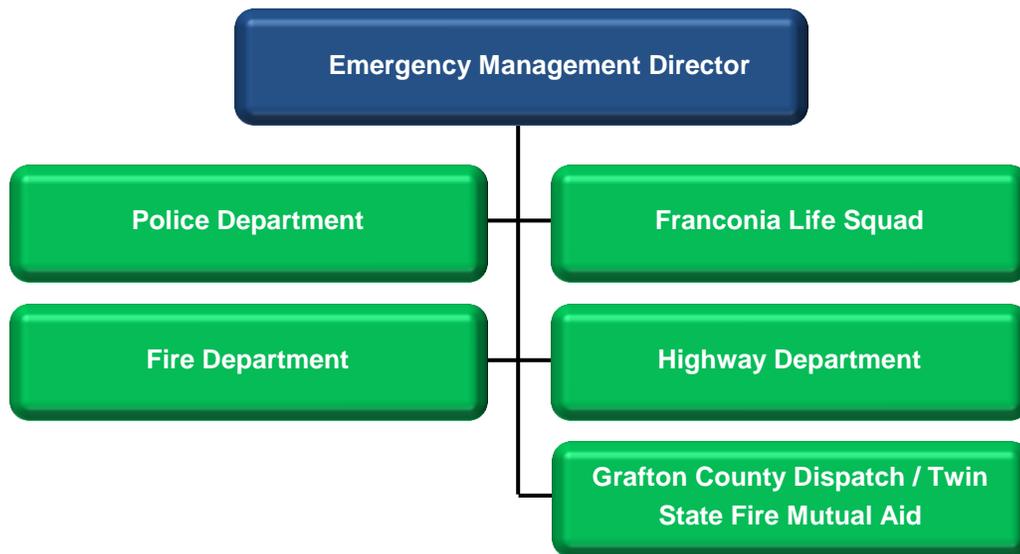
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ESF #2: COMMUNICATIONS & ALERTING

General Description and Agencies

ESF #2 provides emergency warning, information and guidance to emergency responders. ESF #2 facilitates the requirements and resources needed to provide for backup capability for all means of communication.

Primary & Support Agencies and Organization



Introduction

Purpose

In the event of an emergency or disaster, ESF #2, Communications & Alerting, will assign the responsibilities and establishment of procedures to provide communications for emergency responders.

Scope

The Town's emergency function under this ESF consists of personnel and equipment, including local, State and federal and volunteer resources essential to coordinate and disseminate information before, during, and after an impending or actual emergency.

Situation and Planning Assumptions

Situation

The Franconia Fire, Police and Highway Departments currently utilize radio networks for conducting day-to-day operations. These departments have base stations and mobiles for dispatching field forces and interfacing with other systems, both regional mutual aid and state agencies.

These local networks, by necessity, must form the basis for an emergency communications system. In addition, telephones will be utilized as long as those systems are in operation. If needed and available, amateur radio and citizen's band networks may be used to augment the existing communications capability.

The Primary Agency or designees need to be notified as soon as possible upon receipt of information on any emergency situation that might affect the community. The EMD will then decide on whether to alert the other emergency response organizations or not, based on the information received.

Emergency alerts may be received from private citizens, local or state police, another community, county sheriff, fire mutual aid dispatch center, National Weather Service and/or Homeland Security and Emergency Management. Local warnings are usually telephoned to 911, received by the 911 Call Center in Concord and passed on to Grafton County DOT Dispatch. (See *Notification* in the Basic Plan for more information).

Since it cannot be determined in advance which systems may remain operational, alternatives should be developed prior to a state of emergency or expedient alternatives may have to be developed at the time of a crisis.

Planning Assumptions

Major emergencies probably will generate an extraordinary demand on all communications systems so priority usage must be given to state and local direction and control networks and the Emergency Alert System (EAS). The prioritized shutdown of telephone service may be considered in order that emergency services may use the system for as long as possible.

Concept of Operations

General

ESF #2 manages and coordinates communications and alerting activities during existing or potential emergency conditions, using established communication organizations, processes, and procedures. Primary responsibility for the assessment and determination of communication requirements will rest with the EMD and with the appropriate support agencies.

Notification and Activation

The EMD may receive notification of a disaster or impending emergency from multiple sources. Upon notification of an emergency alert, the Primary Agency will establish communication links with the following:

- Support Agencies for this ESF
- Littleton Regional Healthcare (Littleton)
- American Red Cross
- Local Amateur Radio Operators
- State EOC & WebEOC
- Police & Fire Mutual Aid Systems
- Surrounding Community EOCs
- Emergency Response Personnel

Emergency Response

Immediately following the notification sequences, the following actions should occur:

- Upon activation, the Emergency Management Director or designee will take charge of EOC operations. The operational staff positions shall be filled and shall report their state of readiness and recommendations to the EMD.
- The Emergency Management Director will determine which, if any, other officials and staff should be notified or requested.
- The Chairman of the Board of Selectmen will be notified of all EOC activations. Those involved shall consider seeking the Chairman of the Board of Selectmen's authorization to declare a state of emergency, if necessary.

Recovery

Recovery actions and notifications will be at the discretion of the EMD in concurrence with the Support Agencies based on the status of the emergency situation.

Demobilization

Partial demobilization will be determined by the extent of the current response and recovery actions and at the discretion of the EMD. Full demobilization would occur at the termination of the operations elements at the local EOC. Some elements of Communications & Alerting may continue to be operational to support the recovery phase of the operations, which may remain active for an extended period of time

Roles and Responsibilities

Primary Agency

Emergency Management Director (EMD)

- Organize and control emergency communications.
- Notify the Board of Selectmen of the emergency situation.
- Coordinate communications between the Police and Fire Departments.

- Research and obtain additional communication resources, if needed.
- Receive warnings from the National Weather Service and/or State Emergency Management.
- Support communications between the Police, Fire and Franconia Life Squad.

Support Agencies

Police Department

- Receive notification from Grafton County Dispatch / Twin State Fire Mutual Aid.
- Alert the EMD of any notifications that are received.
- Upon notification of an emergency alert, make required notification per Police Department SOPs.
- Participate in emergency communications training.
- Provide communication equipment for first responders, as needed.
- Provide communication support.

Fire Department

- Receive notification from Grafton County Dispatch/Twin State.
- Alert the EMD of any notifications that are received.
- Upon notification of an emergency the Fire Department shall make required notification per Fire Department SOPs.
- Participate in emergency communications training.
- Provide communication equipment for first responders, as needed.
- Provide communication support.

Franconia Life Squad

- Support the emergency communications network as appropriate.

Highway Department

- Support the emergency communications network as appropriate.

Grafton County Dispatch / Twin State Fire Mutual Aid

- Provide initial notification.
- Support the emergency communications network as appropriate.

References

Please refer to Chapter 1, Basic Plan; Authorities & References.

Resource List

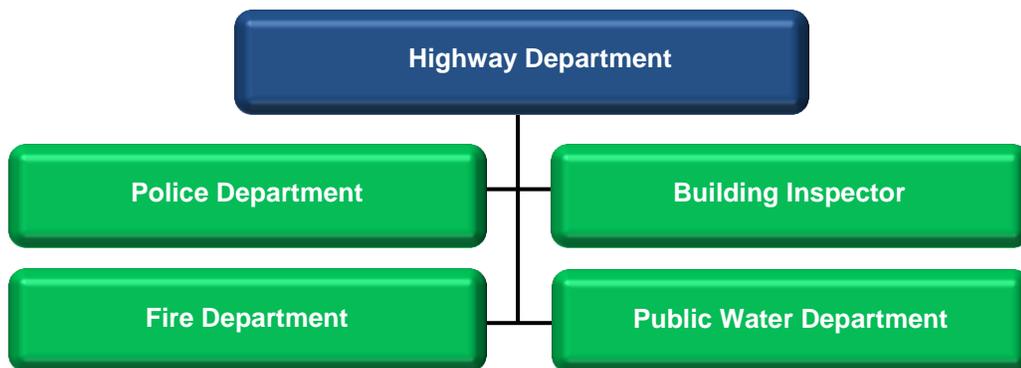
Please refer to Chapter 8, Resource Inventory.

ESF #3: PUBLIC WORKS & ENGINEERING

General Description and Agencies

ESF #3 provides for debris clearance, roads, highways and bridge repairs, engineering, construction, repair and restoration of essential public works systems and services and the safety inspection of damaged public buildings.

Primary & Support Agencies and Organization



Introduction

Purpose

To provide for and to implement procedures and policies in coordinating all engineering resources and expertise in surveying and assessing damage and initiating emergency repair of public highways, right-of-ways, bridges, public buildings, and critical facilities; emergency ice, snow and debris removal; and emergency demolition of unsafe structures.

Scope

The scope of *ESF #3, Public Works & Engineering*, includes responsibilities related to *ESF #1, Transportation*. These include:

- Establishing priorities and/or allocating of transportation resources, determining the priority of highway repair, conducting damage assessment, and coordinating emergency management activities with neighboring jurisdictions and state agencies.
- Assessing the damage to transportation infrastructure, analyzing the effects of the disaster on the local and regional transportation system, monitoring the accessibility of transportation capacity and congestion in the transportation system, and implementing management controls, as required.
- Coordinating the clearing and restoration of the transportation resources.

Situation and Planning Assumptions

Situation

A significant disaster may cause unprecedented property damage. Structures may be destroyed or severely weakened. Homes, public buildings, bridges, and other facilities may have to be reinforced or demolished to ensure safety.

Debris may make streets and highways impassable. Public utilities may be damaged and/or partially or totally inoperable.

Planning Assumptions

Sufficient resources may not be available in Franconia to meet public works and engineering needs at the time of an emergency. Neighboring, state and federal assistance may be required to identify and deploy resources from outside the affected area to ensure a timely, efficient and effective response and recovery from the event.

Concept of Operations

General

This ESF will provide support to the local emergency response efforts following a disaster. Coordination will be maintained between local, state and federal officials as appropriate, in order to maximize efforts. This ESF will work closely with *ESF #5, Information & Planning*, in order to provide damage assessment information to the EOC.

Notification and Activation

Upon determination of an impending or actual incident requiring public works and engineering capabilities, the EMD will request agency representatives to implement these ESF activities from the EOC.

Emergency Response

Immediately following the notification and staffing of this ESF, the Highway Department will compile and evaluate damage assessments from other town departments and staff and establish communications with field units and/or facilities. The Highway Department will coordinate additional engineering and construction resources as needed and provide support and personnel in response to disasters, including terrorist incidents/attacks.

Recovery

Upon determination that emergency conditions have stabilized or are improving, the EMD shall direct recovery actions to commence and determine the coordination capabilities between local, state and federal officials to initiate recovery. The Highway Department will provide a damage assessment report with assistance from federal, state and local officials if warranted.

Demobilization

Partial demobilization would occur based upon the current level of response and recovery operations and at the discretion of the EMD. Full demobilization would occur following termination of response and recovery field operations.

Roles and Responsibilities

Primary Agency

Highway Department

- Mobilize needs for resources, manpower and equipment.
- Assist in transportation and traffic control requirements.
- Provide emergency debris clearance to allow emergency personnel and equipment the ability to perform lifesaving and life protection activities.
- Provide temporary construction of emergency access routes necessary for passage of emergency response personnel; construction of fire breaks, as requested.
- Assist in the restoration of critical utility services and telephone.
- Stabilize or demolish damaged structures or facilities determined to be an immediate threat or hazard to public safety.
- Maintain a list of qualified private contractors to assist in the restoration of critical facilities.
- Status Report to the EMD per *ESF #5, Information & Planning* to include:
 - o Status of debris removal activities
 - o Status of Critical Infrastructure
 - o Emergency Access Routes
 - o Unmet Needs
 - o Status of NH DOT Roads
 - o Status of public utility services restoration

Support Agencies

Police Department

- Provide personnel and equipment to manage and operate staging areas, as needed.
- Coordinate traffic control activities.

Fire Department

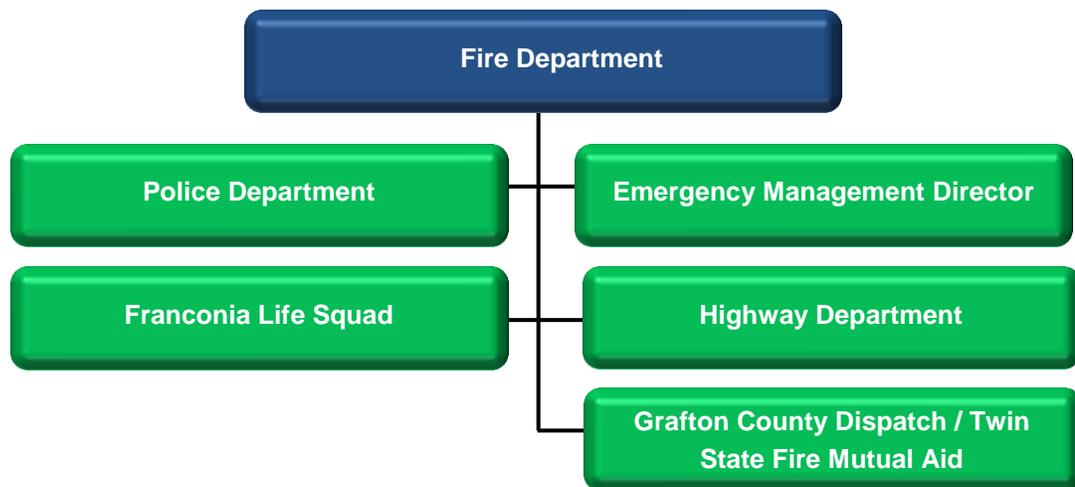
- Stabilize or demolish damaged structures or facilities determined to be an immediate threat or hazard to public safety.
- Provide personnel to assist in ESF #3 as needed.
- Provide resources in response to terrorist incidents/attacks. Assist in damage assessment with federal, state and local officials.
- Serve as a member of the safety and damage assessment teams assessing public buildings for potential fire damage, hazards, etc.

ESF #4: FIRE FIGHTING

General Description and Agencies

ESF #4 provides for mobilization and deployment and assists in coordinating firefighting resources to combat incidents involving wildland fires, urban/rural fires and structural fires; it provides incident management assistance for on-scene incident command and control operations.

Primary & Support Agencies and Organization



Introduction

Purpose

To provide a coordinated response of local resources for the mitigation of wildland fires, urban/rural fires, structural fires, and incidents of a magnitude that require the expertise of the firefighting community resulting from a natural, man-made or technological disaster.

Scope

This ESF shall include actions taken through the application of personnel, equipment, and technical expertise to control and suppress incidents that have exceeded available resources.

Situation and Planning Assumptions

Situation

The Fire Department functions include fire safety, fire surveillance and reporting procedures and fire fighting for all types of fires.

The Franconia Fire Department is a volunteer call organization of 20 members headed by a part-time volunteer Fire Chief. The Franconia Fire Department is as well-equipped to perform its assigned functions as any community of comparable size.

The Fire Department is a member of Twin State Fire Mutual Aid. The Fire Station has emergency back-up power.

The Fire Department maintains Standard Operating Guidelines (SOGs) for fire suppression, vehicular accidents, lost children, etc. and regularly trains its personnel in those procedures. Coordination with other emergency services is standard procedure.

Planning Assumptions

The Franconia Fire Department is the largest single source of manpower in the community, but, in a major emergency, it would probably need additional personnel and equipment to perform all of its assigned tasks. Due to the nature and size of the emergency, mutual aid assistance may be unavailable or severely limited, so expedient measures may have to be developed at the time of crisis.

Concept of Operations

General

The Franconia Fire Department is the primary agency responsible for local operations to mitigate the effects of urban and wildland incidents in Franconia.

Notification and Activation

Upon notification by Grafton County Dispatch/Twin State of an emergency or an impending incident of disastrous proportions, the Fire Department will be requested to activate and coordinate *ESF #4* activities from the Fire Station.

Emergency Response

Upon notification of an actual or impending emergency, Grafton County Dispatch / Twin State Fire Mutual Aid will begin call-up of all Fire Department and Franconia Life Squad personnel, thus immediately toning all firefighters. The Fire Department will implement existing operating procedures, mutual aid agreements, and notification as outlined within existing protocols. Franconia Life Squad personnel will also be toned as part of this notification.

Upon this notification, the Fire Department will forward information to the Board of Selectmen and the Emergency Management Director who may request activation of the EOC and the appropriate ESFs. If need be, the EMD, upon recommendation of the Fire Department, will request activation of *ESF #14, Public Information*, so that emergency warnings can be disseminated to the general public. The Fire Department will also notify the Board of Selectmen and the Emergency Management Director of the state of readiness of the department and request outside assistance if necessary.

The Fire Chief will report to the EOC when directed by the Emergency Management Director and delegate the on-scene command of the department to the Deputy Chief or other qualified member and begin emergency communications procedures per *ESF #2, Communications & Alerting*.

Recovery

In the post-disaster recovery period, the Fire Department will perform the following functions:

- Perform decontamination functions, as described in SOGs, if necessary.
- Assist in providing security for disaster-affected areas, if requested.
- Assist in clean-up operations.
- Coordinate outside fire-suppression assistance.
- Perform such other functions as requested by the EMD to alleviate suffering and return the citizens of Franconia to as near normal conditions as possible.

Demobilization

Partial demobilization would occur based upon the current level of response and recovery operations and at the discretion of the EMD. Full demobilization would occur following termination of response and recovery field operations.

Roles and Responsibilities

Primary Agency

Fire Department

- Extinguish and contain all fires.
- Receive the notification of an actual or impending emergency and forward it to the Emergency Management Director per discretion of the Fire Chief.
- Begin public warning procedures per guidelines, upon approval of the Board of Selectmen and in accordance with the EMD as outlined in *ESF #14, Public Information*.
- Begin call-up of additional department personnel as needed.
- Recruit additional personnel, coordinate Fire Mutual Aid support and other outside assistance if necessary.
- Assist owners or operators of commercial and industrial facilities which may require special fire protection to plan for such special procedures as may be required for facility protection.
- Perform such other functions for the protection of life and property as deemed necessary at the time of emergency in accordance with NH RSAs.
- Disburse personnel and equipment to predetermined strategic locations.
- Provide training for fire personnel for multi-hazard response and discipline.
- Maintain an up-to-date inventory of personnel and equipment and check equipment monthly.
- Coordinate with the Fire Marshal on building assessments and fire investigations.
- Provide personnel to other emergency services to augment their capabilities, if available.
- Review and update Standard Operating Guidelines on an annual basis.

Support Agencies

Emergency Management Director (EMD)

- Establish command and control at the EOC as needed.
- Assist in the implementation of *ESF #4, Fire Fighting*.

Police Department

- Coordinate traffic and crowd control.
- Coordinate emergency transportation routes.
- Provide equipment and personnel support during wildland and other large-scale firefighting operations, as needed.
- Assist in the implementation of *ESF #4*.

Franconia Life Squad

- Provided medical care and treatment to victims and responders as needed.
- Transport victims as needed.
- Assist with special needs population as needed.
- Assist in the implementation of *ESF #4, Fire Fighting*.

Highway Department

- Provide highway equipment and personnel support during large scale firefighting operation.
- Maintain transportation routes to provide access to emergency response vehicles.
- Assist in the implementation of *ESF #4, Fire Fighting*.

Grafton County Dispatch/Twin State Fire Mutual aid

- Provide notification to the Town of fire incidents.
- Provide communications support.
- Communicate with outside resources as requested.
- Assist in the implementation of *ESF #4, Fire Fighting*.

References

Please refer to Chapter 1, Basic Plan; Authorities & References.

Resource List

Please refer to Chapter 8, Resource Inventory.

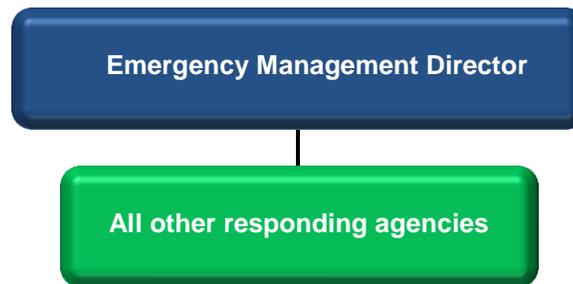
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ESF #5: INFORMATION & PLANNING

General Description and Agencies

ESF #5 provides for the overall management and coordination of emergency operations in support of local government; collects, analyzes and disseminates critical information on emergency operations for decision making purposes; identifies the roles and responsibilities of state government in coordinating federal assistance to local government.

Primary & Support Agencies and Organization



Introduction

Purpose

The purpose of this ESF is to compile, analyze, and coordinate the collection of data relevant to injury, death and damage assessment in disaster areas.

Scope

The scope is the overall coordination and collection of data activities at the local EOC in order to formulate response and recovery actions. However, decision and assignment of resources are not executed in *ESF #5*. The primary role of *ESF #5* is to serve as a clearinghouse of information for all interested parties. *ESF #5* is also responsible for establishing and maintaining the Message Center and coordinating initial needs and damage assessment activities. The activities are grouped among the following functions:

- **Information Processing**
To process essential elements of information from local, state, federal and other resources and to disseminate in order to provide for adequate response activities.
- **Reports**
To consolidate information and document response activities and to provide essential information to local, state, federal and other sources in timely reports. *ESF #5, Information & Planning*, will develop situation reports using statistical, narrative, and graphic information from response and recovery operations, which provide an overall description of the situation.

- **Displays**
To develop, maintain and display information and status in order to facilitate briefings and current activities.
- **Planning and Support**
To plan and support activities used to assist in the consolidation of data to support the preparation of the Action Plan.
- **Technical Services**
To coordinate remote sensing and reconnaissance requirements; provide hazard-specific technical advice to support operational planning; and use additional subject matter experts or technical specialists, as needed.

Situation and Planning Assumptions

Situation

In every emergency situation there is a need to communicate and plan effectively so that all responders are fully aware of steps that being taken by others. The gathering of ever-changing critical information, the reporting of information in a way that can be uniformly understood, and the preparation of documents to support command and control are vital to a successful operation. In Franconia, this responsibility will fall upon the EMD so that a single entity, with support help, is able to maintain the flow of information and updates from responders in the field.

Planning Assumptions

It is assumed that in any emergency the relay of information will pass between emergency responders and the Emergency Management Director. In assuming the role of Primary Agency for *ESF #5*, the EMD will gather and disseminate information in order to facilitate planning efforts and to help determine the need for assistance from other local communities, the State and the Federal Government.

Concept of Operations

General

Typically, the activities of *ESF #5, Information & Planning*, will commence once the local EOC is activated due to an emergency situation. The following provides an overall description of the concept of operations.

In response to an incident, the following may occur:

- Emergency responders at all levels of government will initially assess the situation to identify the response actions needed. The assessment will provide:
 - Gross assessment of disaster impacts including the identification of the boundaries of the damage areas type and severity of the damages, including status of vital facilities.
 - Provide general assessment of the status of government operations.

- Select or validate, as necessary, the operational status of critical facilities such as staging areas, mobilization centers, etc.
- The assessment of the incident, if warranted, will be communicated to *ESF #5* where it will be directed to the appropriate operational element needing the information.
- The various support agencies to *ESF #5* will gather, disseminate, and transmit data to the primary agency. *ESF #5* will collect, summarize, analyze, display, and disseminate critical elements to the operational support of the local EOC. Such elements include but are not limited to:
 - Boundaries of the disaster area
 - Social/economic/political impacts
 - Jurisdictional boundaries
 - Status of transportation system
 - Status of communications system

Notification and Activation

In response to an event that would cause the activation of the local EOC, Grafton County Dispatch / Twin State Fire Mutual Aid would initiate notification.

Emergency Response

The initial actions include the activation of the ESF, the processing, collecting and dissemination of information and the determination of staff requirements at the local EOC.

Recovery

Recovery actions will be at the discretion of the Emergency Management Director. Though two separate sequence frames, it is not expected that the recovery actions for *ESF #5* will differ from the emergency response actions.

Demobilization

Partial demobilization would occur based upon the extent of the current response and recovery actions and at the discretion of the EMD. Full demobilization would occur at the termination of the operational elements at the local EOC.

Roles and Responsibilities

Primary Agency

Emergency Management Director (EMD)

- Develop situation reports using statistical, narrative, and graphic information from response and recovery operations, which provide an overall description of the situation.
- Prepare planning reports and develop special reports describing specific actions, priorities or contingency planning requirements as requested.
- Prepare briefings and reports based on input from other ESF operational elements.
- Maintain status boards, maps, and charts critical to the operation of the local EOC.

- Obtain technical advice, as needed.
- Log and track local, state and federal response actions and request to support operational elements.
- Collect and provide ESF status information for inclusion into Situation Reports (SitRep).
- Provide Situation Reports periodically to the State EOC using WebEOC if available.

Support Agencies

All Other Responding Departments

- Provide the Primary Agency with current and appropriate information on emergency actions being taken by each department.
- Assist the Primary Agency with planning concepts and needs assessment.
- Provide the Primary Agency with the necessary staff and tools that are required to effectively gather, analyze and disseminate information.
- Provide maps for planning and EOC display purposes.

Please refer to “General Responsibilities” in the Basic Plan for more information on individual department responsibilities.

References

Please refer to Chapter 1, Basic Plan; Authorities & References.

Resource List

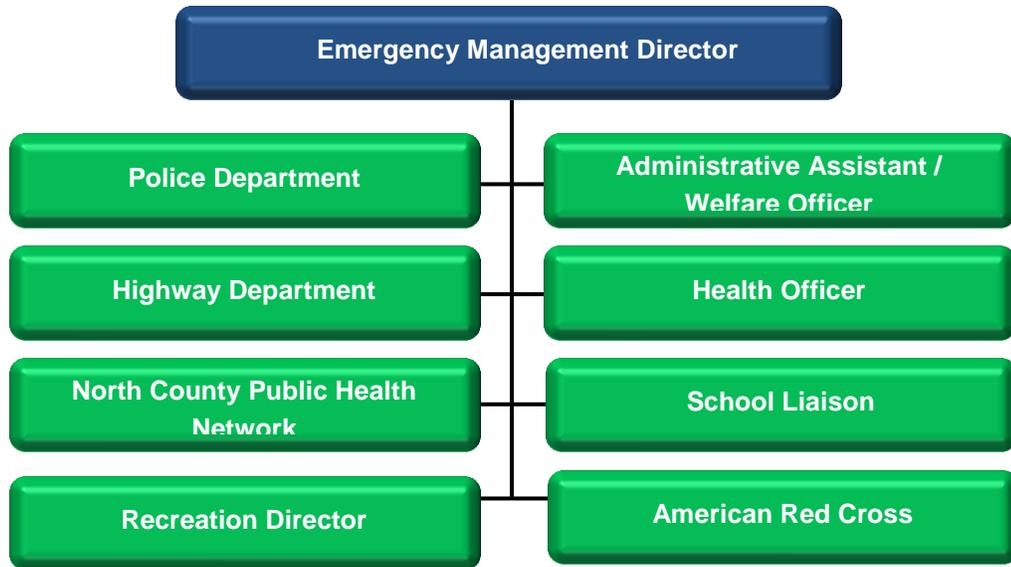
Please refer to Chapter 8, Resource Inventory.

ESF #6: MASS CARE & SHELTER

General Description and Agencies

ESF #6 manages and coordinates sheltering, feeding and first aid for disaster victims; provides temporary housing, food, clothing, and assistance to special needs populations in situations that warrant mass-care systems.

Primary & Support Agencies and Organization



Introduction

Purpose

To coordinate the provision of mass care, shelter, feeding and emergency first-aid after a disaster or other event that requires activation of this Plan.

Scope

In this Plan, ARC is also a designated Support Agency and when called upon, will assist the other Support Agencies in the establishment and operation of shelters and mass care. The Primary Agency will oversee all mass care and shelter operations as required based on the evacuation needs and the emergency in general.

In the event of a prolonged disaster exceeding 24-48 hours, Franconia could require the assistance of the American Red Cross (ARC). The ARC independently provides mass care to all disaster victims as part of a broad program of disaster relief, as outlined in charter provisions enacted by the United State Congress, American Red Cross Act of January 5, 1905, and the Disaster Relief Act of 1974. ARC also assumes primary agency responsibility under the Federal Response plan, to coordinate federal response assistance to the mass care response of state

and local governments, and the efforts of other voluntary agencies, including ARC relief operations.

Situation and Planning Assumptions

Situation

The recommendation to evacuate people at risk during an emergency situation automatically requires that shelter spaces be made available and feeding operations for evacuees begin. Generally, schools and churches provide the best shelter facilities since they combine the shelter spaces with the capability for mass feeding. Other potential shelters would include community centers, armories, town halls and service clubs.

There is one public school in Franconia, Lafayette Regional School, a small elementary school with an enrollment of approximately 111 students, grades K-6. Grades 7-12 students attend school at the Profile Junior-Senior High School.

Planning Assumptions

Franconia's shelter plan designates the Lafayette Regional School as the primary shelter; the Peabody Base Lodge has been designated as a secondary shelter. If these buildings are affected, evacuees must be sheltered in another community.

There are other buildings that could be expediently upgraded to provide shelter such as the Community Center, the Town Hall and hotels and motels within the community. In the case of an emergency, the population would be advised to seek shelter in the best available facility.

Concept of Operations

General

The American Red Cross has been designated as a support agency responsible for mass care; state agencies may also be called upon to support the mass care function. Resources from the private sector will also be evaluated and applied to the response effort as appropriate.

Mass Care needs can be met through not only sheltering but also cooling/warming stations, shower-only facilities, fixed or mobile feeding, local town shelters or regional shelters. All shelters must be functional needs sensitive.

The Primary Agency, along with supporting staff, will advise the public through *ESF #14, Public Information*, of the shelter locations, the procedures to follow when evacuating, and recommendations that evacuees bring as much non-perishable foods with them as possible.

Mass care, sheltering, feeding and emergency first aid activities will begin as soon as possible after the disaster occurrence (or before, if there is advance warning.) Mass care services may not be available to relief workers for first 72 hours.

Notification and Activation

The Primary Agency is responsible to notify local and state agencies and the American Red Cross (ARC) that a major disaster has occurred or is imminent and may result in activation of the response procedure as described in the plan.

Emergency Response Actions

Upon notification of full activation of the plan, the Primary Agency will inform *ESF #6* support agencies of plan implementation and share information about what has occurred and initial response actions.

Recovery Actions

The Primary Agency shall ensure that all health and safety issues are resolved prior to full deactivation and that all essential services and facilities are re-established and operational. Recovery operations may be initiated during response operations.

Demobilization

Partial demobilization would occur based upon the extent of the current response and recovery actions and at the discretion of the EMD. Full demobilization would occur at the termination of the operational elements at the local EOC.

Roles and Responsibilities

Primary Agency

Emergency Management Director (EMD)

- Coordinate with the American Red Cross and school representatives to designate the Lafayette Regional School as the primary shelter and the Peabody Base Lodge as the secondary shelter and to secure permissions to use those buildings as designated shelters.
- Develop and maintain a primary shelter plan.
- Provide personnel and a plan for relocation of evacuees during and after the emergency to ensure an accurate tracking procedure.
- Notify the Regional Chapter of the American Red Cross and State Emergency Management of the activation of *ESF #6*.
- Monitor the needs of evacuees who will utilize the emergency shelter.
- Obtain cots and blankets from American Red Cross, State Emergency Management and other sources.
- Coordinate with *ESF #11, Food & Water* and *ESF #15, Volunteers & Donations* to obtain necessary resources for shelter evacuees.
- Arrange for the pickup and delivery of resources as needed.
- Organize and coordinate all shelter activities and needs.
- Provide "Safe & Well" information to evacuees and their families.

Support Agencies

Police Department

- Provide security at the shelters.
- Provide assistance for traffic control and transport to and around the emergency shelter.

Highway Department

- Assist in obtaining and delivering shelter equipment & supplies.

Health Officer

- Monitor conditions in the shelter(s) and make recommendations to assure the health and safety of the sheltered.
- Participate in shelter training as coordinated by the EMD and as required.

School Liaison

- Participate in shelter training as coordinated by the EMD and as required.
- Prepare Lafayette Regional School for occupation as the primary shelter if needed and make available on-hand food supplies.
- Assist in providing personnel for registering evacuees, based on availability.

Administrative Assistant / Welfare Officer

- Work with evacuees on long term recovery needs.
- Assist in the implementation of *ESF #6, Mass Care & Shelter*.

American Red Cross

- Assist with short and long-term sheltering of residents as necessary.
- Determine needs of individuals and families through case management support.
- Support family reunification through "Safe & Well".

North Country Public Health Network

- Coordinate with the Town of Littleton on pandemic planning and inoculations.
- Provide individual family assistance.
- Provide public health supplies as needed.
- Assist in the implementation of *ESF #6, Mass Care & Shelter*

Recreation Department

- Provide assistance in gathering and coordinating volunteers to assist with *ESF #6, Mass Care & Shelter*.
- Assist in the implementation of *ESF #6, Mass Care & Shelter*

References

Please refer to Chapter 1, Basic Plan; Authorities & References.

Resource List

Please refer to Chapter 8, Resource Inventory.

ESF #7: RESOURCE SUPPORT

General Description and Agencies

ESF #7 secures resources through mutual aid agreements and procurement procedures for all ESFs, as needed; provides for coordination and documentation of personnel, equipment, supplies, facilities, and services used during disaster response and initial relief operations.

Primary & Secondary Agencies and Organization



Introduction

Purpose

The objective of this ESF is to provide logistical support preceding or following a disaster.

Scope

ESF #7 provides for the integration and coordination between the government, the private sector, and volunteer organizations involved in emergency response and recovery efforts and it describes how state and federal resources will be coordinated to supplement local resources in response to a disaster.

Situation and Planning Assumptions

Situation

The Town of Franconia will require such resources as are necessary to maintain essential industries and services, to support key personnel working within these facilities and to provide the citizens, both affected and unaffected by the emergency, with at least minimal levels of essential survival resources such as food, water, housing, medical care, fire and police protection, etc. Distribution patterns will be altered as much as possible to provide these essential resources. If possible, the stockpiling of as much essential materials as possible will begin during pre-crisis periods on instructions of NH Homeland Security & Emergency Management. The nature of the emergency might be such that the community would have to survive for an extended period of time on those resources available until outside assistance can be obtained. Therefore, rationing may become a necessity. Eventually, outside assistance will become available from federal, state or regional sources.

Generally, people will cooperate with official regulations restricting the use of essential resources during an emergency. State Law, RSA 21, provides that private property may be commandeered or appropriated for the common good. Owners will be reimbursed as soon as practical following the end of the emergency situation.

Should the emergency situation warrant an evacuation of the major portion of the population, those resources deemed in excess to the needs of Franconia would be transferred to the hosting community.

Planning Assumptions

An emergency or disaster can occur in the town of Franconia at any time, any place. It may create significant degrees of human suffering, property damage and economic hardship to individuals, local government, and the business community. The Town of Franconia assumes that there are many emergency situations that may directly produce severe consequences and the varying degrees of impact will affect the response. The Town, in conjunction with the State, is primarily responsible for natural, manmade, and technological emergency preparedness and has shared responsibilities with the State and Federal Governments for national security preparedness.

Concept of Operations

General

Upon activation of the Emergency Operations Center, each emergency services department will report to the EMD on the status of essential resources available, present or predicted shortfalls and needs for additional resources. The EMD will report the shortfalls and needs to NH Homeland Security & Emergency Management and request assistance, if the necessary resources are exhausted or not available locally. In order that state and/or federal resources are requested, the community must show that its capability to continue response is inadequate.

These resources may be deferred to the community on orders of the respective agencies. In order that an effective response by State or Federal resources be obtained, prompt notification to the State Emergency Management Agency of the situation and the potential need for assistance is essential.

Notification and Activation

In response to an event that would be cause for the activation of the local EOC, Grafton County Dispatch/Twin State and Littleton Regional Healthcare would initiate notification.

Emergency Response

The Emergency Management Director will notify local, state and federal agencies as needed regarding the emergency and the anticipated resource requirement. The Emergency Management Director will request the support agencies to activate and staff the EOC. *ESF #7* will provide continuous control and accountability of equipment, personnel, goods and services in support of the disaster. Support agencies will provide logistical support as required.

Recovery

ESF #7 will support the emergency organization by providing logistical support for the resolution of all health and safety issues prior to full demobilization and assurance that all essential services and facilities are re-established and operational. Recovery operations may be initiated during response operations.

Demobilization

Partial demobilization would occur based upon the extent of the current response and recovery actions and at the discretion of the EMD. Full demobilization would occur at the termination of the operational elements at the local EOC.

Roles and Responsibilities

Primary Agency

Emergency Management Director (EMD)

- Maintain the Resource Inventory List in an up-to-date condition identifying and assessing available resources and facilities that are necessary to respond to an emergency.
- Assume overall coordination of resource allocation.
- Request assistance from neighboring communities and/or the State.
- Acquire such private resources as are needed and request authorization of the expenditure of funds necessary for acquisition from the Board of Selectmen.
- Place town personnel on standby or direct to staging areas with some facilities staffed for immediate response.
- Deploy staff in the event that an alternate EOC is established.
- Monitor and track staff movement and the status/disposition of all resource requests.
- Stage resources near the expected impact/emergency areas when possible.
- Provide initial reports based on resources that have been requested.
- Provide logistical support for staff movement.
- Provide communication resources in coordination with *ESF #2*.
- Provide transportation needs in coordination with *ESF #1, Transportation*.

- Provide food for resource staff in coordination with *ESF #11, Food & Water*.
- Provide fuel in coordination with *ESF #12, Energy*, for resource vehicles.
- Ensure security for staging areas and facilities in coordination with *ESF #13, Law Enforcement & Security*.
- Issue such orders and/or proclamations necessary to conserve essential on-hand resources.
- Authorize the release of excess resources to neighboring communities and/or the State.
- Coordinate requests for additional personnel and equipment.
- Coordinate the use of essential utility services.
- Procure equipment after disaster events.

Support Agencies

All Other Responding Departments

- Provide the EMD with current and appropriate information on resource availability and shortfalls. **(All Agencies)**
- Provide security for resources and staging areas as required in *ESF #13, Law Enforcement & Security*. **(Police Department)**
- Provide traffic control for the movement of resources to and from staging areas. **(Police Department and/or Fire Department)**
- Maintain liaison with local contractors and equipment dealers. **(Highway Department)**
- Assist EMD in maintaining a list of construction equipment and personnel available locally. **(Highway Department)**
- Work with the Administrative Assistant, the Treasurer and the EMD to approve and disburse funds both during and after the emergency as needed. **(Board of Selectmen)**
- Provide personnel and equipment in the implementation of *ESF #7*. **(All Agencies)**
- Assist in the implementation of *ESF #7, Resource Support*. **(All Agencies)**

Please refer to “General Responsibilities” in the Basic Plan for more information on individual department responsibilities.

References

Please refer to Chapter 1, Basic Plan; Authorities & References.

Resource List

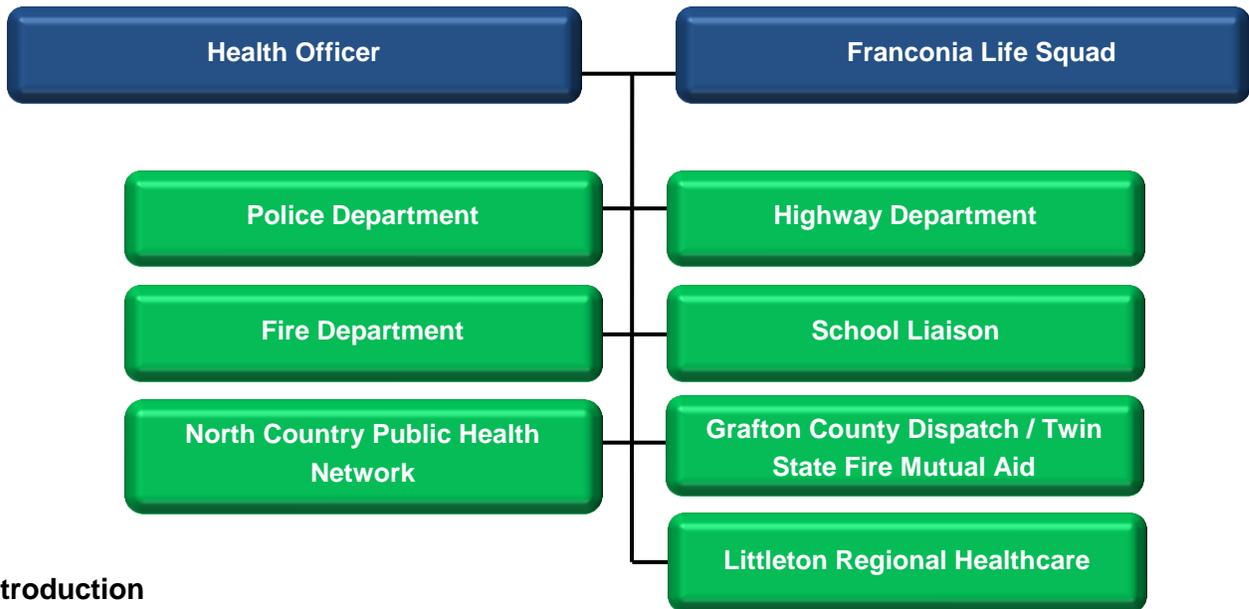
Please refer to Chapter 8, Resource Inventory.

ESF #8: HEALTH & MEDICAL SERVICES

General Description and Agencies

ESF #8 provides care and treatment for the ill and injured; mobilizes trained health and medical personnel and other emergency medical supplies, materials and facilities; provides public health and environmental sanitation services, disease and vector control, and the collection, identification, and protection of human remains.

Primary & Support Agencies & Organization



Introduction

Purpose

The purpose of ESF #8 , Health & Medical Services, is to coordinate the delivery of both primary and supplemental health, medical and basic human services to individuals, families, communities, emergency services personnel, and to disrupted or overwhelmed local health and medical personnel and facilities.

Scope

ESF #8 includes those actions that support local, private and government efforts to save lives, care for the injured, to transport victims of a disaster to appropriate medical facilities and to protect and respond to public health needs in general. ESF #8 also covers local mass casualty events or local hazardous materials incidents.

Situation and Planning Assumptions

Situation

The Franconia Life Squad, an all-volunteer ambulance corps is a Town agency. The Franconia Life Squad has approximately 12 members. The Ambulance Director has established Standard Operating Guidelines for Emergency Medical Services and regularly trains its personnel in those SOGs and State Protocols. The volunteers are certified to various levels of emergency medical care from EMT-Basic to EMT-Paramedic and are well equipped to perform their assigned functions as in any community of a comparable size.

The Town of Franconia has no health facilities, which would require emergency planning. Residents must rely on Littleton Regional Healthcare in Littleton (9 miles) to provide most advanced medical services. There are registered nurses and physicians from area hospitals who live in the community or nearby who could be used to augment the medical capability in addition to volunteers with first-aid training.

A major emergency affecting the community and the surrounding area could result in a high rate of casualties and fatalities. Temporary portable morgues may need to be established. All efforts would be expediently handled to deal with a large number of fatalities. There is a part-time Health Officer or his/her designee, who is available at all times. Guidance in health matters in an emergency is available from the State Division of Public Health and the North Country Public Health Network.

Since no judgment can be made as to the health and medical capabilities which would survive a major emergency, certain expedient medical decisions will be made following an assessment of the capabilities remaining.

The North Country Public Health Network is a collaborative of municipal and health and human service agencies in the region that encompasses 36 municipalities. Through the North Country Public Health Network, these municipalities have agreed to develop a regional plan to address public health emergencies, the Public Health Emergency Preparedness Response Plan.

A public health emergency can be caused by natural disasters, biological terrorism, chemical terrorism/accidents, radiological terrorism/accidents, or naturally occurring communicable disease outbreaks. During these events, the Multi-Agency Coordinating Entity (MACE) will ensure each agency within the region provides resource and status information, and will coordinate the efforts of the local EOCs within the region. The local EOCs will be responsible for supporting the MACE in coordination, communications, resource dispatching and tracking, information collection, analysis and dissemination. In a public health emergency the local EOC and the MACE will maintain communications with the State DHHS Incident Command and the State EOC. (See Chapter 8, Resource Inventory)

Planning Assumptions

A public health emergency can be caused by natural disasters, biological terrorism, chemical terrorism/accidents, radiological terrorism/accidents, or naturally occurring communicable disease outbreaks.

A Mass Casualty Incident (MCI) could occur anywhere in Franconia and could include hazardous materials or a large number of persons. As a tourist destination often frequented by tour busses, an MCI has potential to occur, particularly on Interstate 93 which runs above the Town and also in Franconia Notch.

Concept of Operations

General

The community has a responsibility to provide medical treatment for casualties caused by a disaster situation and to provide procedures for the handling of fatalities. Hospitals which have a mass casualty plan will invoke it in concert with this plan.

In the post-disaster period, potential threats to human health such as contaminated water could be possible. Therefore, the public must be alerted to them and the procedures necessary in safeguarding health.

Because of the vagaries of natural and man-made disasters, many decisions will have to be made at the time of the incident based on an expedient capability assessment and the availability of medical resources. These decisions must be made on the best advice and recommendations available to Franconia Life Squad and the Health Officer. Federal and state officials will assist in the decision-making process.

Notification and Activation

Upon activation of *ESF #8*, the Co-Primary Agencies will establish his/herself as the liaison with local health departments, support agencies, Littleton Regional Healthcare and other medical facilities as the emergency warrants. State and federal agencies will be notified as are appropriate to the situation. The North Country Public Health Network will be contacted to assist with *ESF #8, Health & Medical*.

Emergency Response Actions

Upon activation and notification of *ESF #8*, the Co-Primary Agencies will coordinate and provide all medical services related to the emergency.

All decisions regarding health and medical functions during a crisis will be made at the EOC in a decision-making process lead by the Co-Primary Agencies with the collaboration of the EMD and the Board of Selectmen if necessary.

Recovery Actions

Franconia Life Squad and the Health Officer will ensure that proper medical treatments for casualties caused by a disaster situation have been provided and that procedures for the handling of fatalities have been completed.

Demobilization

Upon declaration at the local EOC that the activities and services of *ESF #8* are no longer needed, the EMD will have all active *ESF #8* entities terminate their actions and activities via smooth turnover to appropriate pre-incident organizations and agencies.

Roles and Responsibilities

Co-Primary Agencies (Franconia Life Squad & the Health Officer)

Franconia Life Squad

- Assess level of victim injury and recommend the appropriate medical facility for patient care.
- Provide all emergency medical treatment functions.
- Coordinate emergency health and medical functions with the Health Officer.
- Coordinate medical assistance with area healthcare Hospitals, if necessary.
- Assess the medical capabilities on-hand and report these to the EMD.
- Perform such other emergency functions to the best of their ability as requested by the EMD/EOC.
- Provide situational reports containing the number, type and severity of casualties to the EMD.
- Perform all administrative and operational functions of EMS.
- Provide direction and control of EMS during a disaster situation operating from the Emergency Operations Center (EOC).
- Coordinate and maintain training and certification for response personnel.
- Establish procedures for evacuating medically-ill patients.
- Ensure the triage, treatment, and transport of disaster victims is in accordance with established protocols.
- Provide personnel and resources as needed and as available.
- Make requests for medical assistance, equipment, supplies and health manpower, as appropriate.
- Establish first aid stations, as necessary.

Health Officer

- Coordinate emergency health and medical functions with the Ambulance Director.
- Coordinate public health emergencies and public immunization with the MACE.
- Request available physicians, nurses and volunteers with first aid training to report to the first aid station (s).
- Assist in the coordination of health functions, in wide-spread public health incident.
- Act as liaison with the state Health & Human Services department.

- Request activation of the Medical Reserve Corp and the Northern New England Medical Corp as needed.
- Provide situation reports containing the number, type and severity of casualties to the State EOC.
- Make requests for medical assistance, equipment, supplies and health manpower, as appropriate through local EOC, *per ESF #7, Resource Support*.
- Establish a temporary morgue if necessary.
- Report any excess medical capacity which may be available, *per ESF #7, Resource Support*.

Support Agencies

Police Department

- Provide security and escorts, as required (e.g., Strategic National Stockpile (SNS), mass medication centers).
- Identify and ensure access routes and available security.
- Coordinate with health officials for quarantine and isolation orders.
- Coordinate with the law enforcement agencies from non-impacted areas in the State for the provision of security and restricting access at health and medical facilities within the affected area.
- For local hazmat or mass casualty incidents, assist the EMD and Fire Department as needed.

Fire Department

- Respond with hazmat equipment if needed.
- Assist in the implementation of *ESF #8, Health & Medical Services*.

Highway Department

- Assist with the staging facility for triage.
- Assist Emergency Medical Services by making sure the roads are clear for them to perform their duties
- Assist Police Department with traffic control.
- Assist in the implementation of *ESF #8, Health & Medical Services*.

School Liaison

- Provide support with school nurses, as available.
- Coordinate with local officials to activate school as a POD if needed.
- Assist in the implementation of *ESF #8, Health & Medical*.

Grafton County Dispatch / Twin State

- Provide initial and ongoing communication to all responders.
- Serve as the local Public Safety Answering Point.
- Receive alerts & notifications from various services.
- Dispatch emergency services for Fire, Police, and EMS.
- Coordinate the emergency communications system.
- Provide backup communications for the Town.

- Through Code Red, notify residents regarding PODs and evacuation sites.
- Assist in the implementation of *ESF #8, Health & Medical Services*.

Littleton Regional Healthcare

- Dispatch emergency services for Franconia Life Squad.
- Provide expert medical care and advice as the primary hospital facility for Franconia.
- Coordinate with the Town of Franconia on Mass Casualty Incidents.
- Provide advice and participation in the Northern NH Public Health Network.
- Coordinate with other hospitals as necessary to receive patients.
- Coordinate on-site triage if necessary.
- Provide medical support for the ACC and Health Officer as necessary.
- Assist in the implementation of *ESF #8, Health & Medical Services*.

Northern NH Public Health Network

- Coordinate the operation of any regional health incident.
- Establish points of dispensing for vaccines and medication.
- Manage resources and personnel.
- Maintain the regional public health plan.
- Assist with morgue facilities.
- Establish an Acute Care Facility if the hospital becomes overwhelmed.
- Assist in the implementation of *ESF #8, Health & Medical Services*.

References

Please refer to Chapter 1, Basic Plan; Authorities & References.

Resource List

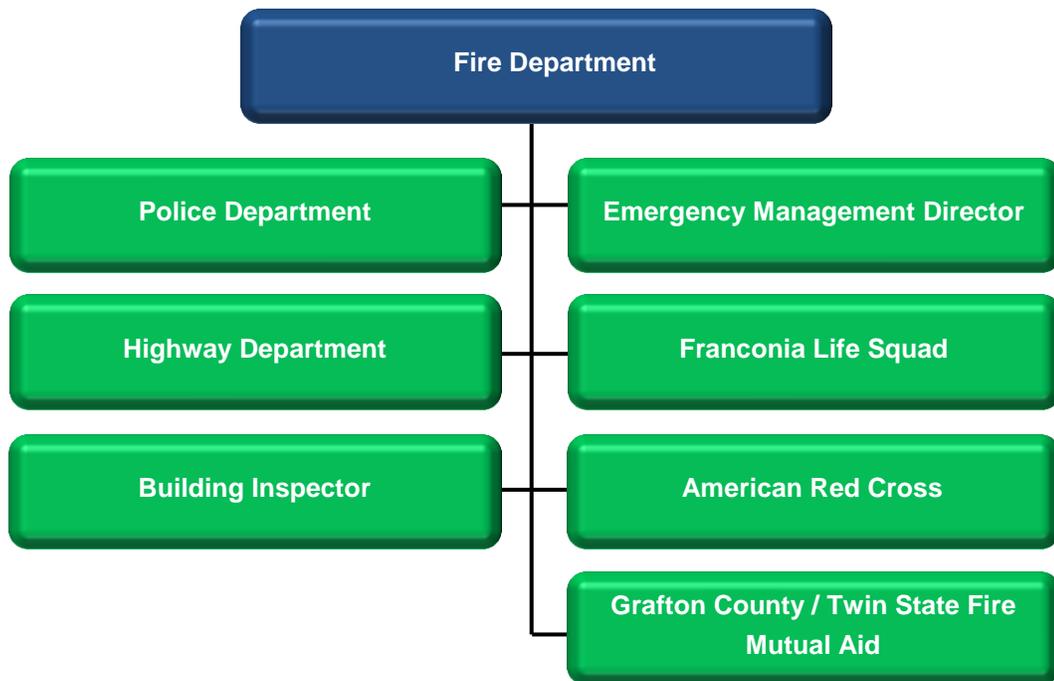
Please refer to Chapter 8, Resource Inventory.

ESF #9: SEARCH & RESCUE

General Description and Agencies

ESF #9 provides resources for ground, water, and airborne activities to locate, identify, and remove from a stricken area, persons lost or trapped in buildings and other structures; provides for specialized emergency response and rescue operations.

Primary & Support Agencies and Organization



Introduction

Purpose

To provide assistance in all activities associated with search and rescue operations and to coordinate the integration of personnel and equipment resources.

Scope

Includes those actions that support local and state government efforts to save lives, protect public health and safety, and protect property.

Situation and Planning Assumptions

Situation

Franconia is a community with an abundance of forested, steep and wet terrain. Lost, confused, disoriented and injured people could find themselves in unfamiliar and unstable locations throughout the forested areas of the Town as a result of a many factors including a large scale separate emergency within the community.

The topography (most over 1,000 feet above sea level), the climate of Franconia (which ranges from hot and humid summer conditions to winter blizzard conditions), the abundance of hiking trails, a town-wide hazardous event and the influx of seasonal tourists who are unfamiliar with the area can all create situations in which persons may become lost, disoriented and/or injured.

Planning Assumptions

An emergency or disaster can occur in the Franconia at any time and in any place, although search and rescue would generally be initiated as a result of conditions within the forested areas unless directly related to a large-scale or hazardous event. Significant degrees of human suffering could result from being lost; injuries could be either the cause or the result of being lost or disoriented.

It assumed that any persons lost and in need of rescue would likely be impacted by weather conditions and could be difficult to reach because of the terrain and road system in Franconia.

Concept of Operations

General

ESF #9, Search & Rescue, manages and coordinates the response of local search and rescue resources in response to any incident involving search and rescue operations. These include, but are not limited to, aircraft, collapsed buildings, urban, water and woodlands incidents.

Notification and Activation

The initial notification will normally be made by Grafton County Dispatch/Twin State and the Fire Department will request the EMD to activate this ESF. Notification and activation of designated personnel and resources will be the responsibility of the responding agencies.

Emergency Response Actions

ESF #9 and Guidelines (SOP/SOG) for the Fire Department will be initiated to begin and to proceed with search and rescue. The necessary resources will be notified or staged as needed for the scope of the search, depending on the location and conditions on the ground. The Fire Department will assign an *ESF #9* representative to report to the local EOC as soon as possible after notification of *ESF #9* activation to ensure that communication links are established with local or field command and control elements, and other primary and support agencies.

Recovery

The Primary Agency will determine the coordination capabilities between local, state and federal officials to initiate recovery efforts and when it is determined that the search and rescue operation is complete or the emergency conditions have stabilized or are improving, the Primary Agency shall begin recovery actions. The Fire Department will ensure that all health and safety issues are resolved and all that individuals are located, rescued and provided with proper medical attention prior to full demobilization.

Demobilization

Upon declaration at the local EOC that the activities and services of *ESF #9* are no longer needed, the EMD will have all active *ESF #9* entities terminate their actions and activities via smooth turnover back to appropriate pre-incident status.

Roles and Responsibilities

Primary Agency

Fire Department

- Advise NH Fish & Game of any search and rescue event.
- Coordinate and conduct search and rescue operations in the woodlands and inland waters.
- Provide for after-hours dispatching, issue warnings information to other primary agencies, and provide aerial search and rescue support as needed.
- Provide manpower, equipment and technical assistance for large-scale search and rescue efforts in the appropriate setting.
- Coordinate with the Police Department to provide manpower, equipment and technical assistance for large-scale search and rescue efforts in the appropriate setting.
- Coordinate the provision of resources to local and state search and rescue operations.
- Determine and mobilize resources, personnel and equipment that will be needed for Search & Rescue.
- Determine transportation and traffic control requirements.
- Determine initial and ongoing activities and damage assessment through established intelligence gathering procedures. Provide this information to *ESF #5, Information & Planning*, for dissemination.
- Maintain complete logs of actions taken, resource requirements, and other activities.
- Collect and maintain the following ESF status information and coordinate *with ESF #5, Information & Planning*, to ensure inclusion into the situation report.
 - Number of victim rescues attempted and completed
 - Status of rescue operations
 - Unmet needs
 - Allocated and requested search and rescue resources
 - Staffing and resource shortfalls
- Coordinate with *ESF #13, Law Enforcement & Security*, for after-hours dispatching and security issues around the search site.

- Determine the need to call upon other communities and the State to assist in search and rescue activities.
- Coordinate with *ESF #8, Health and Medical*, to ensure the proper health and safety of local officials. Provide dissemination of protective actions in regards to public health, and provide proper guidance for sanitation measures involving food & water.

Support Agencies

Emergency Management Director (EMD)

- Support *ESF #9* by providing assistance as needed.
- Provide direction and control at the Emergency Operations Center.

Police Department

- Assist and coordinate with Fire Department to conduct search and rescue operations.
- Provide for after-hours dispatching, issue warnings information to other primary agencies, and provide aerial search and rescue support as needed.
- Determine and mobilize resources, personnel and equipment that will be needed for Search & Rescue.
- Determine transportation and traffic control requirements.
- Provide investigative services in missing person's cases.
- Coordinate with the Fire Department to provide manpower, equipment and technical assistance for large-scale search and rescue efforts in the appropriate setting.

Franconia Life Squad

- Report directly to the Primary Agency for *ESF #9*.
- Support *ESF #9* by providing medical assistance and personnel as needed and in coordination with *ESF #8, Health & Medical Services*.
- Assess the medical capabilities on-hand and report these to the EMD.
- Assess level of victim injury and coordinate medical assistance with area healthcare facilities, if necessary
- Ensure the triage, treatment, and transport of victims is in accordance with established protocols.
- Make requests for medical assistance, equipment, supplies and manpower, as appropriate.
- Establish first aid stations, as necessary.
- Request available physicians, nurses and volunteers with first aid training to report to the first aid station (s).
- Assist with the implementation of *ESF #9, Search & Rescue*

Highway Department

- Support *ESF #9* by providing personnel, equipment and other resources to assist in search and rescue dependent upon location and ground conditions of the search.
- Assist with traffic control and security of search area as needed.
- Assist with the implementation of *ESF #9, Search & Rescue*.

Building Inspector

- Insure the structural integrity of buildings and/or structures involved with search and rescue operations.
- Assist with the implementation of *ESF #9, Search & Rescue*.

American Red Cross

- Assist with the feeding of emergency responders and search and rescue teams as food, water and staff is available.
- Assist with the implementation of *ESF #9, Search & Rescue*.

Grafton County Dispatch / Twin State Fire Mutual Aid

- Provide initial and ongoing communication to all responders.
- Provide initial alerts.
- Serve as the local Public Safety Answering Point.
- Receive alerts & notifications from various services.
- Dispatch emergency services for Fire, Police and EMS.
- Provide notification of emergency to emergency responders.
- Coordinate the emergency communications system.
- Provide backup communications for the Town.
- Assist with the implementation of *ESF #9, Search & Rescue*

References

Please refer to Chapter 1, Basic Plan; Authorities & References.

Resource List

Please refer to Chapter 8, Resource Inventory.

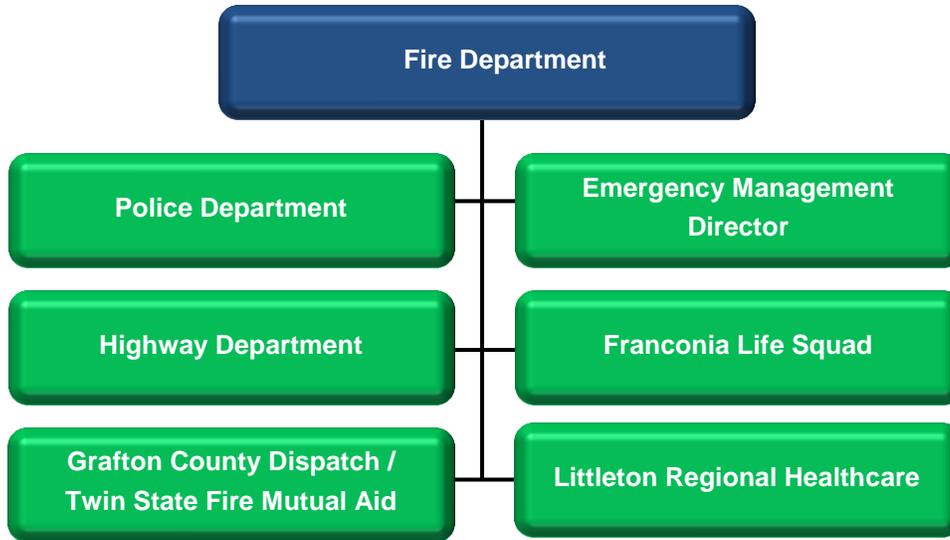
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ESF #10: HAZARDOUS MATERIALS

General Description and Agencies

ESF #10 provides response, inspection, containment and cleanup of hazardous materials accidents or releases.

Primary & Support Agencies and Organization



Introduction

Purpose

Provide a coordinated local response and mitigate potential effects of a hazardous materials incident resulting from a natural, man-made, technological disaster or a terrorist incident.

Scope

The local scope under this function shall include actions taken through the application of equipment, and technical expertise to control and contain HazMat incidents during response and recovery.

ESF #10, *Hazardous Materials*, will manage and coordinate the HazMat activities surrounding existing or potential disaster conditions. This will be accomplished by monitoring resources in support of local and mutual aid agencies. ESF #10 will utilize established HazMat organizations, processes, and procedures.

Situation and Planning Assumptions

Situation

The Town of Franconia may at some time experience a hazardous materials situation that would require emergency response, assessment, containment, cleanup and post-incident inspection. A hazardous material incident could result from a number of factors including, but not limited to, a terrorist attack, a chemical spill at a local manufacturing facility or a hazardous material spills resulting from a vehicular transport accident.

Planning Assumptions

The Town assumes that the initial responsibility for the assessment and emergence response to a hazardous materials incident. The Town further assumes that life, property and the water supply could be threatened by a hazardous materials incident depending on the location of the hazard.

Concept of Operations

General

Hazard materials (HAZMAT) incidents require specific guidelines and procedures to not only insure the safety of the public but also to insure the safety of emergency responders who are responsible for the cleanup. Standard HAZMAT Operating Procedures and Best Practices form the basis for response to a hazardous materials incident.

Notification and Activation

Upon notification of an incident, Fire Department will be requested to activate and coordinate *ESF #10* activities from the EOC. Fire Department will implement existing operating procedures, mutual aid agreements, vendor contracts, and notifications as outlined within existing protocols. Deployment of personnel and resources will take place in accordance with established mobilization guidelines.

Emergency Response Actions

Activities of *ESF #10* will commence upon report of a hazardous material incident. A Fire Department designee will locate at the local EOC as soon as possible after notification. The Fire Department designee will ensure that communications interoperability is established and maintained with local command and control, primary agencies, support agencies, regional HazMat teams, state and federal counterparts, and others as deemed necessary according to existing procedures.

Recovery Actions

Initiation of recovery operations will occur when feasibly possible and will follow prescribed HazMat response operation protocols.

Demobilization

Partial demobilization would occur based upon the extent of the current response and recovery actions and at the discretion of the EMD. Full demobilization would occur at the termination of the operations requirements.

Roles and Responsibilities

Primary Agency

Fire Department

- Manage Hazardous Material Incident.
- Establish a safe zone.
- Contact the Central NH HazMat Team.
- Coordinate with *ESF #1, Transportation* and *ESF #3, Public Works & Engineering*, during HazMat scenarios involving transportation incidents and for resources involving transportation, highway conditions, and weather conditions involving highways.
- Insure the structural integrity of buildings and/or structures involved with a hazardous materials incident.
- Coordinate with *ESF #7, Resource Support*, in the identification and acquisition of additional HazMat equipment and supplies to support local, regional and state response operations.
- Collect and maintain the following ESF status information and coordinate with *ESF #5, Information & Planning*, to ensure inclusion into the Situation Report (SITREP).
 - Status of local and regional HazMat response activities (i.e., containment, cleanup and disposal).
 - Status of evacuation or Shelter-in-Place orders and personal protective actions.
 - Staffing and resource capabilities and shortfalls.
 - Unmet needs (staff, equipment, etc.).
 - Allocation of HazMat resources.
 - Status of operation facilities (i.e. staging areas, fixed/mobile command posts).
 - Plume modeling information
- Coordinate with *ESF #8, Health & Medical Services* to ensure the safety of the general public and response personnel.
- Assist in the assessment and treatment of any individuals whose health may be affected by hazardous materials.

Support Agencies

Emergency Management Director (EMD)

- Support *ESF #10* by providing assistance as needed.
- Provide direction and control at the Emergency Operations Center.

Police Department

- Coordinate the provision of site security and access control during hazardous material operations.
- Assist with the implementation of *ESF #10*.

Franconia Life Squad

- Provide ambulance assistance in a Mass Casualty Incident.
- Dispatch notifications as necessary.
- Provide communications and assistance to the Franconia Fire Department as needed.
- Coordinate regional mutual aid.
- Communicate with outside resources as requested.
- Be prepared to triage and transport for affected individuals as needed.
- Assist in the implementation of *ESF #10, Hazardous Materials*.

Highway Department

- Support *ESF #10* by providing assistance as needed.
- Assist in the provision of containment resources as needed.

Grafton County Dispatch / Twin State Fire Mutual Aid

- Provide initial and ongoing communication to all responders.
- Provide initial alerts.
- Serve as the local Public Safety Answering Point.
- Receive alerts & notifications from various services.
- Dispatch emergency services for Fire, Police, and EMS.
- Coordinate the emergency communications system.
- Provide backup communications for the Town.
- Assist with the implementation of *ESF #10, Hazardous Materials*.

Littleton Regional Healthcare

- Provide medical assistance as needed.
- Assist with the implementation of *ESF #10, Hazardous Materials*.

References

Please refer to Chapter 1, Basic Plan; Authorities & References.

Resource List

Please refer to Chapter 8, Resource Inventory.

ESF #11: FOOD & WATER

General Description:

ESF #11 identifies, secures, prepares, and/or arranges for transportation of safe food and water supplies for mass feeding to affected areas following a disaster.

Primary & Support Agencies and Organization



Introduction

Purpose

The purpose of ESF #11, Food & Water, is to identify, secure or prepare for distribution, and arrange for transportation of safe food to affected areas in response to a disaster.

Scope

Activities will be undertaken to: identify authorized food assistance needs; obtain appropriate and safe food supplies; arrange transportation of supplies to designated sites; and/or assisting in authorization of emergency food voucher assistance.

Situation and Planning Assumptions

Situation

A major emergency requiring sheltering of citizens combined with a large number of emergency responders could quickly diminish the Town’s abilities to provide potable water and food. Franconia has one small grocery store; larger grocery stores are located in Littleton (9 miles). The potential always exists for severe winter weather to further hamper the Town’s ability to

access food and water. In addition, contamination of the water supply and the aquifer in the region could further complicate efforts to secure potable water.

Planning Assumptions

The Town of Franconia assumes that there are many emergency situations that may directly produce severe consequences and could potentially impact the accessibility to adequate water and food for sheltered individuals, emergency responders and victims who are in need of medical attention. The Town further assumes that its ability to produce and deliver adequate water and food could be greatly hampered and outside assistance may be required.

Concept of Operations

General

This ESF will coordinate food and potable water supplies to designated sites and coordinate such activities through *ESF #6, Mass Care & Shelter*, with the American Red Cross (ARC) or other facility managers regarding special nutritional requirements, food safety, and the issuance of disaster food stamps.

All requests for food, including types, amounts, and destination locations, will be processed through the EMD. Food distribution will be coordinated to mirror the existing food distribution system, including currently registered and licensed facilities and ARC shelters.

Notification and Activation

Upon notification of an emergency or impending incident, the EMD would request activation of *ESF #11*. The EMD will implement existing operating procedures, mutual aid agreements, and notifications as outlined within existing protocols. Deployment of personnel and resources will take place in accordance with established mobilization guidelines.

Emergency Response Actions

Activities of *ESF #11* will commence once impacted areas exceed feeding capabilities and have requested assistance. The EMD will locate at the EOC as soon as possible after notifications have been made. The EMD will ensure that communications interoperability is established and maintained with local command and control, primary agencies, support agencies, regional HazMat teams, state and federal counterparts, and others as deemed necessary according to existing procedures.

Recovery Actions

Initiation of recovery operations will occur when feasibly possible and will follow normal field operation protocols.

Demobilization

Partial demobilization would occur based upon the extent of the current response and recovery actions and at the discretion of the EMD. Full demobilization would occur at the termination of the operations requirements.

Roles and Responsibilities

Primary Agency

Emergency Management Director (EMD)

- Coordinate provision and distribution of food and potable water and the provision of transportation to distribute food stocks.
- Determine and resolve issues regarding resource shortages and bottlenecks.
- Coordinate feeding operations with the American Red Cross if available.
- Make available any and all on-hand food supplies.
- Coordinate with Health Officer to assess damage to food and potable water supplies, as necessary.
- Coordinate with *ESF #6, Mass Care & Shelter* and *ESF #15, Volunteers & Donations*, to determine the food needs of the affected population(s).
- Develop a course of action that will ensure timely distribution of food.
- Coordinate food and potable water supplied to designated sites and coordinate such activities through *ESF #6, Mass Care & Shelter* with the ARC or other facility managers regarding special nutritional requirements and food safety.
- Develop and maintain a MOU with the Lafayette Regional School to determine roles and responsibilities.
- Collect and maintain the following ESF status information and coordinate with *ESF #5, Information & Planning*, to ensure inclusion into the Situation Report (SITREP):
 - Number of people and meals served.
 - Number of food vouchers distributed to disaster victims, if applicable.
 - Status of feeding operations.
 - Unmet needs (staff, equipment, etc.).
 - Staffing and resource capabilities and shortfalls.
 - Dietary needs.
 - Source of food.

Support Agencies

Board of Selectmen

- Coordinate with the Town Treasurer on disbursement of funds in the implementation of *ESF #11, Food & Water*.
- Assist with the implementation of *ESF #11, Food & Water*.

Police Department

- Security of food stockpiles.
- Assist with the implementation of *ESF #11, Food & Water*.

Fire Department

- Assist with manpower and distribution and the safety of the distribution points.
- Assist with the implementation of *ESF #11, Food & Water*.

Highway Department

- Assist in transportation of food & water to designated shelters.
- Assist with the implementation of *ESF #11, Food & Water*.

Health Officer

- Determine the availability of US Department of Agriculture (USDA) foods that are safe for human consumption.
- Witness the destruction of contaminated and embargoed foods.
- Inspect food for safety to include preparation, transportation and storage.
- Assure all personnel involved in the preparation and distribution of food adhere to appropriate food safety regulations.
- Provide disease surveillance, as needed.
- Provide public notification of food recall and tampering per *ESF #14, Information & Planning*.
- Assist with the food requirements of special needs populations.

Administrative Assistant / Welfare Officer

- Maintain the financial support and the coordination of funds.
- Assist with the implementation of *ESF #11, Food & Water*.

American Red Cross

- Supply food and water to the community as available and needed.
- Assist with the implementation of *ESF #11, Food & Water*.

References

Please refer to Chapter 1, Basic Plan; Authorities & References.

Resource List

Please refer to Chapter 8, Resource Inventory.

ESF #12: ENERGY

General Description and Agencies

ESF #12 coordinates with the private sector the emergency repair and restoration of critical public energy utilities, (i.e., gas, electricity, etc.); coordinates the rationing and distribution of emergency power and fuel.

Primary & Support Agencies and Organization



Introduction

Purpose

To provide a coordinated response in the restoration of energy services in a disaster area in order to save lives and protect health, safety and property, and to carry out other emergency response functions.

Scope

This ESF involves the provision of emergency power and fuel to support the immediate response activities within the disaster area as well as providing power and fuel to normalize community functions.

Situation and Planning Assumptions

Situation

A coordinated response of efforts to restore energy services in an emergency or disaster area is necessary to insure the safety and health of the general public. The restoration and continuation of energy services is also critically important for the effectiveness of the emergency response itself.

Planning Assumptions

The Town of Franconia assumes that a significant hazard or disaster may occur at any time and depending on the incident, could result in extended power failure and a decrease in the availability of fuel and other energy sources. The Town also assumes that a collaborative effort by all Agencies and, if needed, help from outside sources such as private companies, other communities and the State can help emergency responders, the general public and their properties remain safe at the time of a disaster.

Concept of Operations

General

ESF #12, following a disaster and once activated, will assess fuel and electrical power damage, energy supply and demand, and assist in identifying requirements for restoration.

This ESF will coordinate closely with local, state, federal and private utility and fuel industry officials to establish priorities to repair damaged facilities and to coordinate the provision of temporary, alternate or interim sources of emergency fuel and power.

Notification and Activation

Upon determination by the EMD of an impending or actual incident posing a significant threat to the Town of Franconia, the EMD will request agency representatives to activate *ESF #12* from the EOC.

Upon activation, the EMD will implement existing operating procedures and support agency notification as outlined in existing protocols.

Emergency Response Actions

When activating *ESF #12*, the EMD will receive and assess requests for energy assistance in affected areas and coordinate with *ESF #5, Information & Planning*, to determine the energy needs for the response effort.

Recovery Actions

Recovery actions will begin at the discretion of the EMD. Though two separate sequence frames, it is not expected that the recovery actions for this ESF will differ from the emergency response actions.

Demobilization

Demobilization of this ESF will occur when all major energy related issues are resolved. Minor energy related issues may be relinquished to other operational ESFs to complete demobilization.

Roles and Responsibilities

Primary Agency

Emergency Management Director

- Identify critical public facilities requiring uninterrupted power or priority restoration during emergencies or disasters.
- Prioritize resource request and allocations, as needed.
- Coordinate with the State for emergency needs.
- Determine the possible energy needs for emergency responders.
- Provide a coordinated response in the restoration of energy services in an emergency/disaster area in order to save lives and protect health, safety and property, and to carry out other emergency response functions.
- Assess fuel and electrical power damage, energy supply and demand, and assist in identifying requirements for restoration.
- Collect and provide the following ESF status information and coordinate with *ESF #5, Information & Planning*, to ensure inclusion into the Situation Report (SITREP).
 - Status of energy systems
 - Status of Critical Facilities
 - Number of residents without energy
 - Unmet needs (staff, equipment, etc.)
 - Staffing and resource capabilities and shortfalls.
- Coordinate with *ESF #8*, for the health and safety of response personnel.

Support Agencies

Board of Selectmen

- Provide public information announcements per *ESF #14*.
- Authorize expenditures needed to procure resources.
- Assist in the implementation of *ESF #12, Energy*.

Police Department

- Provide traffic control at utility restoration locations.
- Provide security for areas without power, as staff availability allows.
- Assist in documentation of damage assessment and control using all means available, i.e., photography, reports, etc.
- Assist in the implementation of *ESF #12, Energy*.

Fire Department

- Provide for the safety of energy personnel, equipment and critical facilities as necessary.
- Provide assistance in mitigating and preventing fire and life safety hazards associated with energy fuel restorations.
- Assist with elderly and special needs welfare checks.
- Assist in the implementation of *ESF #12, Energy*.

Franconia Life Squad

- Provide medical treatment as needed.
- Assist with elderly and special needs welfare checks.
- Assist in the implementation of *ESF #12, Energy*.

Highway Department

- Provide assistance to energy suppliers in obtaining equipment, specialized personnel and transportation to repair or restore energy systems.
- Assist with debris removal.
- Maintain roads to allow utilities to get to affected areas.
- Assist in the implementation of *ESF #12, Energy*.

Administrative Assistant / Welfare Officer

- Provide preparation of public information announcements
- Preparing expenditure reports for FEMA.
- Assist in the implementation of *ESF #12, Energy*.

References

Please refer to Chapter 1, Basic Plan; Authorities & References.

Resource List

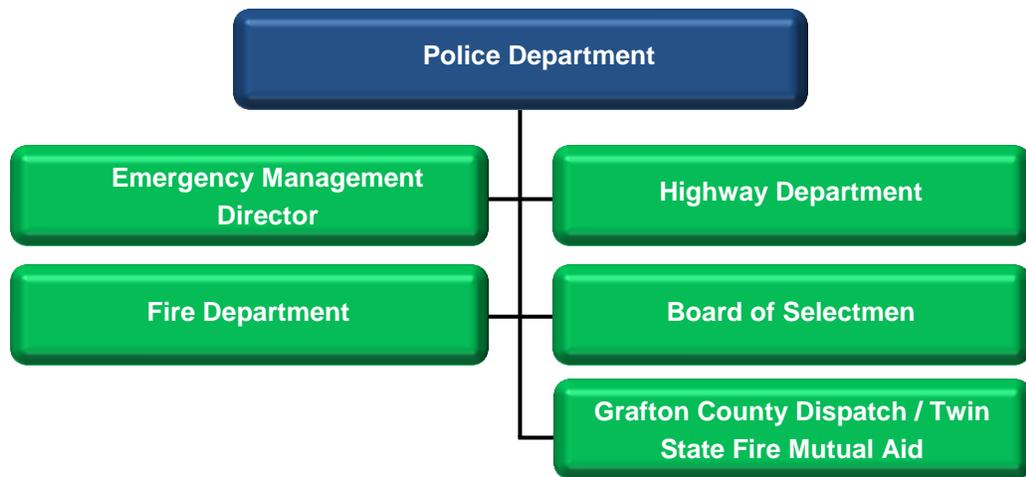
Please refer to Chapter 8, Resource Inventory.

ESF #13: LAW ENFORCEMENT & SECURITY

General Description and Agencies

ESF #13 provides for the protection of life and property by enforcing laws, orders, and regulations, including the movement of persons from threatened or hazardous areas; provides for area security, traffic, and access control.

Primary & Support Agencies and Organization



Introduction

Purpose

The purpose of *ESF #13* is to provide law enforcement and security through a coordinated emergency response effort.

Scope

The scope of *ESF #13* shall include police actions to minimize the adverse impact upon a disaster area; and in cooperation with local authorities, to assure the continuity of law enforcement. The aid from Law Enforcement may include manpower, equipment and/or technical expertise.

Situation and Planning Assumptions

Situation

The Police Department consists of a full-time Chief and two full-time officers and two part-time officers. The Police Chief serves as the operational and administrative head of the department. The Police Department is as well-equipped as any community of comparable size.

The Police Department has Standard Operating Procedures (SOPs) for normal operations in all areas of law enforcement. The Police Department may give mutual aid assistance to neighboring communities or receive assistance from those communities, the Grafton County Sheriff's Department and/or New Hampshire State Police. The Police Station has emergency back-up power.

In a major emergency the Police Department would need additional personnel and equipment to perform its assigned tasks. If mutual aid assistance is unavailable or severely limited due to the nature and size of the emergency, then expedient alternatives need to be developed.

Planning Assumptions

The Town of Franconia, in conjunction with the State, has primary responsibility for the protection of life and property by enforcing laws, orders, ordinances and regulations. The Town assumes that law enforcement and security capabilities could be overwhelmed should a very significant emergency occur. Based on this assumption, the Town may need to request assistance from other communities and/or agencies to enforce laws, to regulate the movement of persons from threatened or hazardous areas, to provide security, to control traffic and to acquire control of the emergency situation.

Concept of Operations

General

Law enforcement and security will be initiated at the lowest operational level by the Police Department. NH State Police may be called upon to augment the Franconia police force.

Notification and Activation

Under normal conditions, the Police Department will function under regular standard operating procedures. The police officer working a shift at the time of an impending emergency will likely be the officer notified of an emergency through Grafton County Dispatch. He/she will then contact the dispatcher requesting that off-duty personnel be notified, starting with the top of the command and working down through the list.

All responding police personnel will be advised to report to the police station and await assignment, unless instructed otherwise. The on-duty officer will continue to perform duties that he/she feels necessary until instruction is received from a ranking officer.

Emergency Response Actions

Once *ESF #13* has been activated, the immediate emergency response actions include but are not limited to establishing necessary communications with field personnel, assessing the overall law enforcement needs and response capabilities and notifying the Support Agencies and the EMD.

Recovery Actions

Recovery efforts will require the coordination of security in the affected area(s), traffic and control point(s) implementation, aircraft transportation, and mobilization and demobilization of resources, manpower, and equipment.

In the post-disaster recovery period, the Police Department will perform the following functions:

- Provide security for disaster-affected areas to prevent vandalism and looting.
- Coordinate outside law enforcement assistance.
- Assist in clean-up operations.
- Perform such other functions as requested by the EMD to alleviate suffering and return the citizens of Franconia as near to normal conditions as possible.

Demobilization

Partial demobilization would occur based upon the extent of the current response and recovery actions, at the discretion of the EMD and as recommended by *ESF #13*. Demobilization of this ESF would occur when law enforcement and security needs return to being fully met by the affected primary jurisdictions and when activated resources (i.e., compacts, National Guard personnel, etc.) have been released to normal duty by the primary jurisdiction with concurrence of *ESF #13*.

Roles and Responsibilities

Primary Agency

Police Department

- Notify the Board of Selectmen and the EMD of the state of readiness and request outside assistance and additional personnel, if necessary
- Begin calling up off-duty police personnel and disburse personnel and equipment to strategic locations to augment law enforcement capabilities.
- Manage and coordinate the community's law enforcement requirements in support of the incident/emergency.
- Develop a Traffic Control Plan as necessary for each incident and establish manned-traffic control points with the Fire and Highway Departments.
- Report to the EOC when directed by the EMD and coordinate law enforcement resource requests directly or through the EOC.
- Coordinate provision of manpower, equipment, and/or technical expertise in cooperation with the County Sheriff's Department, the State Police and Special Operations Unit and Mutual Aid Departments to assure the continuity of law enforcement.
- Coordinate resources and provide support to State and Federal agencies in response to terrorist incidents/attacks, as needed.

- Provide security measures and crowd control in the affected areas as personnel become available, including but not limited to:
 - The immediate area of the incident.
 - Pre-identified sensitive/target sites.
 - Critical infrastructure and facilities and key resources.
 - The Emergency Operations Center (EOC)
 - Damaged and/or evacuated areas.
 - Shelter locations
- Ensure that an Incident Action Plan is developed as appropriate and that it is coordinated with *ESF #5, Information & Planning*, for inclusion into the Situation Report (SITREP).
- Inspect and maintain all equipment, vehicles and radios.
- Maintain this ESF in up-to-date condition.

Support Agencies

Board of Selectmen

- Provide information and authorize expenditures as needed.
- Assist in the implementation of *ESF #13, Law Enforcement & Security*.

Emergency Management Director

- Take command of the EOC and provide operational support and resources, where appropriate,
- Assist in the implementation of *ESF #13, Law Enforcement & Security*.

Fire Department

- Provide operational support and resources, where appropriate, in support of the management of *ESF #13, Law Enforcement & Security*.
- Assist the Police Department with the establishment and manning of traffic control points.

Highway Department

- Provide operational support and resources, where appropriate, in support of the management of *ESF #13, Law Enforcement & Security*.
- Provide road signage and barricades.
- Assist the Police Department with the establishment and manning of traffic control points.
- Provide the necessary equipment and manpower to keep roadways free of debris and/or dangerous materials.

Grafton County Dispatch / Twin State Fire Mutual Aid

- Provide initial and ongoing communication to all responders.
- Provide initial alerts and notification of emergency to emergency responders.
- Serve as the local Public Safety Answering Point.
- Receive alerts & notifications from various services.
- Dispatch emergency services for Fire, Police, and EMS.
- Coordinate the emergency communications system.
- Provide backup communications for the Town.
- Assist with the implementation of *ESF #13, Law Enforcement & Security*.

References

Please refer to Chapter 1, Basic Plan; Authorities & References.

Resource List

Please refer to Chapter 8, Resource Inventory.

Equipment Inventory List – ESF #13, Law Enforcement & Security

To be provided by Mark Taylor

Resource (Equipment)	Model	Capacity	Location	Fuel	FEMA Cost Codes

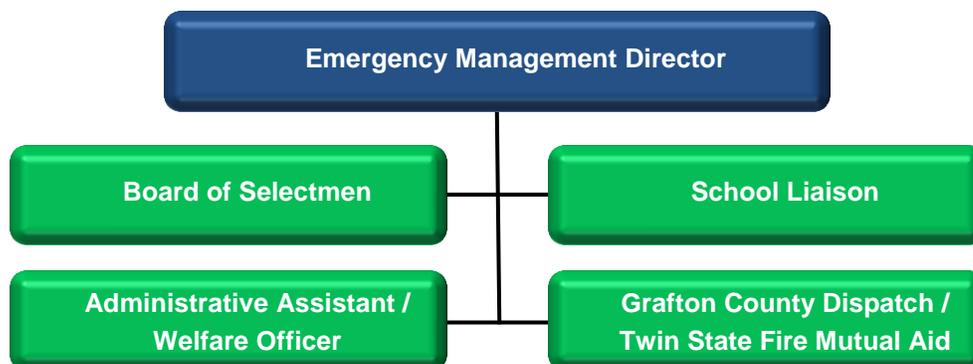
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ESF #14: PUBLIC INFORMATION

General Description and Agencies

ESF #14 provides for effective collection, control, and dissemination of public information to inform the general public adequately of emergency conditions and available assistance; coordinates a system to minimize rumors and misinformation during an emergency.

Primary & Support Agencies and Organization



Introduction

Purpose

The purpose of *ESF #14* is to establish uniform policies for the effective development, coordination, and dissemination of information to the public in the event of a disaster. This ESF also describes the means, organization, and process by which a jurisdiction provides timely, accurate, and useful information and instructions to area residents throughout an emergency.

Scope

Emergency public information actions before, during, and following any emergency will be determined by the severity of the emergency as it is declared by involved jurisdictions, state agencies, or as perceived by the public. A significant emergency public information response will involve many state, municipal, and private sector agencies. This ESF identifies those agencies and their responsibilities.

Situation and Planning Assumptions

Situation

An emergency or disaster may cause extensive damage to life and property. Communications and transportation access will likely be disrupted or destroyed. Preservation of life and property may hinge on instructions and directions given by authorized officials.

Accurate and expedited dissemination of information is critical, particularly when a terrorist incident has occurred. In the event of a terrorist attack, the public and the media must be provided with accurate and timely information on emergency operations. Establishing and maintaining an effective rumor control mechanism will help clarify emergency information for the public. Initial interaction with the media is likely to be implemented by an information officer, as directed by the Incident Commander (IC) in the field.

A terrorist attack would quickly result in federal agencies, particularly the Federal Bureau of Investigation (FBI), which will join into a Unified Command of the incident. A Joint Information Center (JIC) composed of representatives from federal, state, and local authorities for the purpose of managing the dissemination of information to the public, media, and businesses potentially affected by the incident will be established. An act of terrorism may cause widespread panic, and ongoing communication of accurate and up-to-date information will help calm fears and limit collateral effects of the attack.

Planning Assumptions

The citizens of Franconia will require and respond to timely and factual information and instructions during all phases of an emergency situation - pre-crisis, crisis and post crisis - released by official sources. Detailed and factual information and instructions that are well-presented can reduce the incidence of panic among the threatened population.

Concept of Operations

General

This section of the ESF provides general information on how emergency public information is to be disseminated to the public.

Information and Support Structure

Local Information Support Structure:

The Governor and Homeland Security and Emergency Management (HSEM) will provide the lead in issuing emergency information and instructions through the Emergency Alert System (EAS).

State Information Support Structure:

The Department of Safety – Homeland Security and Emergency Management (HSEM), Public Information Officer (PIO) will coordinate the management of the State's emergency public information response through all phases of disaster.

State emergency public information will be coordinated through the State's Emergency Operations Center (EOC). If a JIC is established, state-level emergency public information also will be provided to the media and the public through that facility. The State will assist with locating and managing the operation of such a center.

State agencies with specific ESFs or other response roles, for example, in a chemical or radiological emergency, will provide staff support for the State's emergency public information efforts.

Federal Information Support Structure:

The State will coordinate with federal agencies to provide federal-level information to the public following a natural or technological emergency or disaster, as deemed necessary. The Federal Government will assist with locating and managing the operations of a JIC, if requested.

Notification and Activation

In response to an event that would require the activation of the local EOC, the EMD would initiate notification. During off-duty hours, to include weekends and holidays, the notification would normally be initiated by the Police Department.

ESF #14 may be activated at the request of an appropriate agency when an emergency condition exists and requires the support of *ESF #14*. Deployment of personnel and resources will take place within the framework of the EOC direction and control decision-making process.

The following is a list of the means available to the State and local community for transmitting and disseminating emergency public information messages:

- ❖ **Grafton County CodeRED**
- ❖ **School Alert System – Honeywell System**
- ❖ **Television**
 - Channel 3 – WCAX-TV (Time Warner, CBS)
 - Chanel 9 - WMUR-TV (Time Warner, ABC)
 - Channel 10 – WNNE-TV (Time Warner, NBC)
 - Channel 11 - WLED-TV (Time Warner, PBS)
 - Channel 13 – WGME-TV (Time Warner, CBS)
- ❖ **Radio**
 - WLTN 98.5 FM (Littleton)
 - WLTN 1400 AM (Littleton)
 - WHOM 94.9 FM (Mt. Washington, NH)
 - WMTK 106.3 FM (Littleton)
 - WEVQ 91.9 FM Public Radio (Littleton)
- ❖ **Newspapers**
 - The Littleton Courier
 - Littleton Record
 - The Caledonian-Record
- ❖ **Internet**
 - Town Website, www.franconianh.org
 - Franconia Notch Chamber, www.franconianotch.org
- ❖ **Rumor Control/Citizen Information Center**
- ❖ **Ham Radio Operators**
- ❖ **Hot Lines**
- ❖ **Specially Printed Materials**
- ❖ **TTD/TTY**

Most families have access to local area electronic and print media. The exception is households that have satellite dishes rather than local cable.

In addition to these resources, back-up means can also be utilized including vehicle-mounted public address systems, and door-to-door notifications.

Audience

The target audience for emergency public information messages consists of people directly affected by the emergency. First priority should be given to providing information needed immediately for the protection of life and property, such as evacuation routes and sources of emergency assistance. But more general information regarding what is going on and what is being done to remedy the situation also needs to be provided to the public via the news media. Major disasters and terrorist events are automatically major news stories and arrangements must be made to accommodate extensive media coverage.

Emergency Response Actions

Upon activation, the Primary Agency will implement existing operating procedures and support agency notifications as outlined in existing protocols.

Because of the complexities in the different types of disaster, most emergency information and instructions to the public must be prepared and released at the time of occurrence. To avoid confusing and misleading statements, there should be a single media contact person. Also a method of handling rumors should be established to avoid misinformation being spread.

Because of the possible impact on Franconia, local officials also need to be informed of events happening outside the community.

Recovery

Initiation of recovery operations will occur when feasibly possible and will follow normal field operation protocols.

Demobilization

Demobilization would occur based upon the extent of the current response and recovery actions and at the discretion of the EMD.

Roles and Responsibilities

Primary Agency

Emergency Management Director (EMD)

- Coordinate with the Board of Selectmen to appoint a Public Information Officer (PIO).
- Gather and analyze all public information and instructions.
- Provide subject matter experts for media interviews and press conferences, as requested and appropriate.

- Provide information to the Public Information Officer (PIO) for news releases.
- Arrange regular media briefings and media center if necessary.
- Provide departmental public information and public education support, as requested, to the Local and/or State EOC Public Information Officer during an emergency or disaster.
- Establish a rumor control system.

Support Agencies

Board of Selectmen

- Coordinate with the EMD to appoint a Public Information Officer (PIO).
- Be available to assist the EMD with the dissemination of information to the public.
- Collect and maintain the following ESF status information and coordinate with *ESF #5, Information & Planning*, to ensure inclusion into the Situation Report (SITREP):
 - Media releases issued.
 - Schedule of press conferences and releases.
 - Unmet needs.
 - Major *ESF #14* issues/activities.
 - Staffing and resource shortfalls

School Liaison

- Initiate alerts through the Honeywell School Alert System as needed and advised by the EMD.

Sally

- Assist the EMD and the Board of Selectmen with all activities relating to *ESF #14, Public Information*.

Grafton County Dispatch / Twin State Fire Mutual Aid

- Initiate alerts through CodeRED as needed and advised by the EMD.
- Provide initial and ongoing communication to all responders.
- Provide initial alerts and notification of emergency to emergency responders.
- Serve as the local Public Safety Answering Point.
- Receive alerts & notifications from various services.
- Dispatch emergency services for Fire, Police, and EMS.
- Coordinate the emergency communications system.
- Provide backup communications for the Town.
- Assist with the implementation of *ESF #13, Law Enforcement & Security*.

References

Please refer to Chapter 1, Basic Plan; Authorities & References.

Resource List

Please refer to Chapter 8, Resource Inventory.

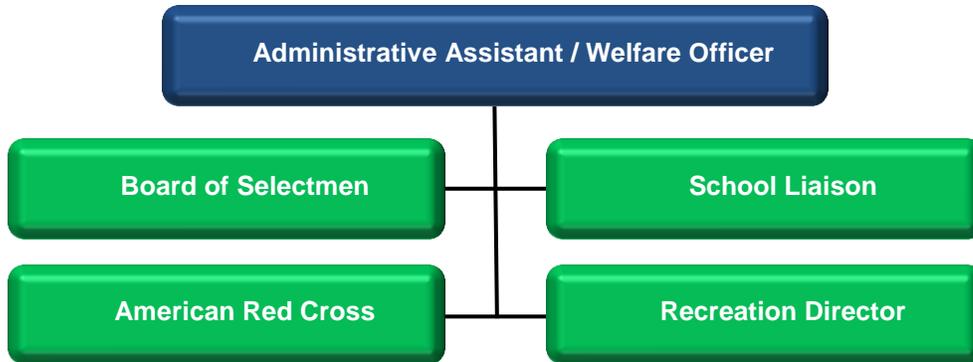
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ESF #15: VOLUNTEERS & DONATIONS

General Description and Agencies

ESF #15 facilitates the delivery of donated goods and volunteer services to support response operations and relief efforts in a disaster.

Primary & Support Agencies and Organization



Introduction

Purpose

To provide facilitated delivery of donated goods and volunteer services to support response operations and relief efforts in a disaster.

Scope

This Emergency Support Function (ESF) provides for the coordination of volunteer efforts and assures expeditious delivery of donated goods. This ESF is composed of agencies with major roles in coordination of volunteer and donation efforts.

Situation and Planning Assumptions

Situation

A situation that would activate *ESF #15* would be one in which many persons have either been displaced or their source of food, clothing and water were greatly diminished as a result of a hazardous event or emergency incident. In this case, appropriate volunteers and donations would be accepted by the Town on behalf of its disadvantaged citizens.

Planning Assumptions

This plan assumes that clothing, food, water, blankets and other basic necessities could be diminished as could be the resources available to obtain more. It is assumed that volunteer organizations and/or individuals would assist in meeting the needs of the public.

Concept of Operations

General

ESF #15 will manage and coordinate the provision of donated resources to meet disaster needs. A coordinating group comprised of voluntary organizations and state agencies will be activated to facilitate the provision of volunteers and donations based on assessed needs.

Notification and Activation

Upon determination of an impending or actual incident requiring the use of volunteers or donations, the EMD will request agency representatives to implement *ESF #15* from the EOC. *ESF #15* may be activated at the request of an appropriate official when an emergency condition exists and requires the support of *ESF #15*.

Upon activation the *ESF #15* representatives will implement existing operating procedures and support agency notifications as outlined in existing protocols. Deployment of personnel and resources will take place within the framework of the EOC direction and control decision-making processes.

Emergency Response Actions

The Administrative Assistant as the Primary Agency will establish operations at the EOC as soon as possible after the notification and activation of *ESF #15*. The Board of Selectmen will brief the EMD upon arrival, update support agency staff, and monitor activities.

The *ESF #15* Primary Agency, the Administrative Assistant, will determine volunteer and donation needs and available resources. The Administrative Assistant will also maintain complete logs of actions taken, reports, and volunteer and donation resource needs and capabilities in cooperation with *ESF #5, Information & Planning*.

Coordination with *ESF #7, Resource Support*, may also be necessary to establish warehousing and other requirements and with *ESF #13, Law Enforcement & Security*, to provide for security and safety requirements

Recovery Actions

Once recovery efforts have been initiated, this ESF will assist, coordinate, and facilitate volunteer and donation needs. Those requirements would include but are not limited to personnel and donated items.

Demobilization

Partial demobilization would occur based upon the extent of the current response and recovery actions. Full demobilization of *ESF #15* would occur at the termination of its operations.

Roles and Responsibilities

Primary Agency

Administrative Assistant / Welfare Officer

- Notify all *ESF #15* support agencies upon activation.
- Determine volunteers and donation needs and available resources.
- Maintain complete logs of actions taken, reports, and volunteer and donation resource needs and capabilities.
- Coordinate with the other ESF agencies to help meet unmet needs through donated goods and services or the use of volunteers.
- Credential and pre-register volunteers according to Town policies.
- Coordinate with *ESF #7, Resource Support*, if necessary to establish warehousing and other requirements.
- Coordinate with *ESF #1, Transportation*, for the following:
 - Provision of additional transportation resources in support of Volunteers & Donations operations.
 - Identification or creation of alternate access routes to affected areas, as needed.
- Provide organizational donation phone numbers to the donations phone bank for reference, as needed.
- Coordinate the provisioning and operation of a Donated Goods and Volunteer Services Call Center, with assistance from office staff.
- Determine staging and warehouse capabilities.
- Establish a method of disposal of unneeded donated goods.
- Establish a system with local banking facilities to receive and document cash donations.
- Coordinate with *ESF #14, Public Information*, for the dissemination of information to the public regarding disaster needs.
- Collect and maintain the following ESF status information and coordinate with *ESF #5, Information & Planning*, to ensure inclusion into the Situation Report (SITREP):
 - Number of Volunteers, Registered, Referred, and/or Deployed.
 - Type, Value, and Amount of Goods and Services Donated.
 - Staffing and resource shortfalls.
 - Major *ESF #15* issues/activities.
 - Unmet needs of disaster victims.

Support Agencies

Board of Selectmen

- Coordinate with *ESF #14* to disseminate information on needs and donation drop-off points.
- Assist in the implementation of *ESF #15, Volunteers & Donations*.

School Liaison

- Provide potential space for storage of donations.
- Provide potential space for “just in time” training of volunteers.
- Assist in the collection of donations.
- Assist in the implementation of *ESF #15, Volunteers & Donations*.

American Red Cross

- Assist in the collection of donations.
- Help coordinate donations.
- Work with partner agencies such as Goodwill, Salvation Army, local thrift stores, Tri-County CAP, etc.
- Assist in the implementation of *ESF #15, Volunteers & Donations*.

Recreation Department

- Assist in the collection of donations.
- Help organize volunteers and volunteer activities.
- Assist in the implementation of *ESF #15, Volunteers & Donations*.

References

Please refer to Chapter 1, Basic Plan; Authorities & References.

Resource List

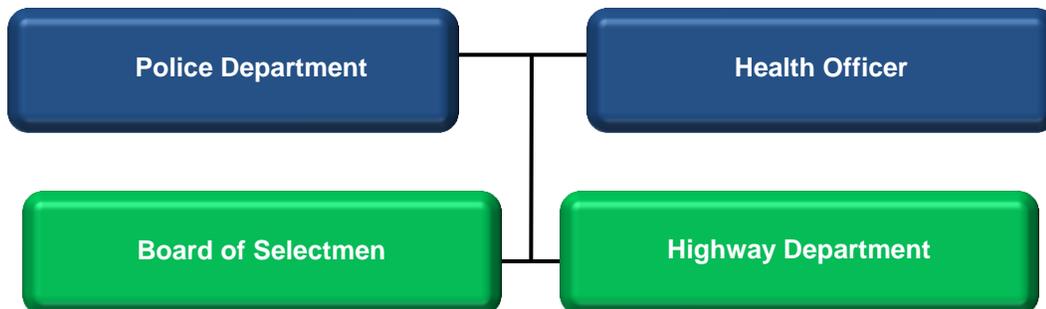
Please refer to Chapter 8, Resource Inventory.

ESF #16: ANIMAL HEALTH & SHELTERING

General Description and Agencies

ESF #16 provides for a coordinated response in the management and containment of any communicable disease resulting in an animal health emergency and the sheltering of pets.

Primary & Support Agencies and Organization



Introduction

Purpose

To provide a coordinated response in the management and containment of any communicable disease resulting in an animal health emergency affecting the health, welfare, and safety of New Hampshire’s livestock, residents, and visitors, as well as responding to pet and farm animal care needs before, during, and after a significant natural disaster or man-made event.

The purpose of *ESF #16, Animal Health & Sheltering*, is to establish procedures to create an Animal Response Team, which will coordinate volunteer groups, mutual aid, emergency responders, and veterinary medical personnel to respond to the needs of animals affected by disasters. The Animal Response Team provides:

- The coordination of local resources, emergency collection, veterinary triage and supportive care to animals during and after a disaster, prior to activating additional services and personnel.
- A coordinated response in the management and containment of a communicable disease resulting in an animal health emergency affecting the health, welfare and safety of livestock, and citizens.

Scope

ESF #16, Animal Health & Sheltering, provides the framework for managing and coordinating the activities and resources required to affect the rapid containment of any reportable and/or communicable disease that poses a significant threat to the health and welfare of animals and

people. This will include pets (domestic) and livestock. This Emergency Support Function will also provide for the overall management, coordination, and prioritization of statewide resources that support pet and farm animal needs in the event of an emergency or disaster. This ESF does not address animal rescue, wildlife or exotic animals, only matters of shelter, health care and transportation.

Situation and Planning Assumptions

Situation

The Police Chief, with support from the Humane Society has primary responsibility for the health and well-being of Franconia's animal population. Also, the Police Chief has the responsibility of insuring that the citizens of Franconia are protected from any communicable disease that may be spread by animal populations and that could pose a threat to humans.

Planning Assumptions

The planning assumption for *ESF #16* is that in a wide-spread disaster, the domestic animal populations could be subject to hunger, illness, lack of water and displacement from their usual environments. These circumstances could lead to poor animal health and disease and then could then become a threat to local agriculture and the human population.

Concept of Operations

General

ESF #16 will manage and coordinate all activities/operations involved in animal health emergencies in the State, as requested, and that are beyond the capabilities of the local jurisdictions. This ESF will also provide operational guidelines for the care and support of animals in the event of a disaster.

Emphasis should be placed on having prior arrangements for evacuation, including routes and host sites. Residents with animals need to enact their own personal animal disaster plan in advance. The Public Information Officer may assist in developing such a program.

All persons participating in the collection and supervising care of animals during an emergency will be credentialed and identified as competent by the Animal Coordinator.

Red Cross operated shelters may not take animals; service animals are allowed. The Public Information officer will notify the public of the designated animal shelter site(s); in addition, transportation from the Red Cross shelter to the animal shelter may be necessary. Transportation is not provided by American Red Cross.

Notification and Activation

Upon notification the Police Department will notify the EMD and supporting agencies of an impending or actual animal/human health emergency posing a significant threat to Franconia's agricultural health and safety. The EMD will request agency representatives to activate Animal

Health operations. Upon activation, the Animal Health representative will implement operating procedures and support agency notifications as outlined in existing protocols. Deployment of personnel and resources will take place within the framework of the EOC direction and control decision-making process.

ESF #16 may be activated at the request of an appropriate agency when an emergency condition exists and requires the support of *ESF #16*.

Emergency Response Actions

When this Emergency Support Function is activated, the Police Department, as the Primary Agency, will report to the EOC and provide needs assessment outlining the urgency of the situation and the staff and equipment needs. The Police Department will establish operations at the EOC as soon as possible after the notification and activation of Animal Health.

The EMD will brief the Animal Health representative upon arrival, update support agency staff, and monitor activities.

Recovery Actions

Once recovery efforts have been initiated, this Emergency Support Function will assist, coordinate, and facilitate the operational needs required for site remediation and restoration, as needed. Those requirements will include personnel and resources necessary for sentinel surveillance and monitoring for an extended period time, when necessary.

Demobilization

Partial demobilization of *ESF #16* would occur based upon the extent of the current response and recovery actions and at the discretion of the EMD. Full demobilization would occur at the termination of the operational elements of *ESF #16*.

Responsibilities

Co-Primary Agencies

Police Department

- Determine response needs and available resources.
- Define incident level and activate appropriate Team members.
- Coordinate with the State Veterinarian at the Department of Agriculture if the emergency involves a foreign animal disease outbreak.
- Coordinate with *ESF #2, Communications & Alerting* to establish and maintain communications with field operations, as necessary.
- Coordinate with *ESF #3, Public Works & Engineering* to assist in the disposal of animal carcasses and site remediation and to identify means of transportation for large and small animals.

- Coordinate with *ESF #8, Health & Medical Services* regarding issues such as, public health and safety issues that may arise from a zoonotic disease, obtaining additional medical supplies, critical incident stress management, etc., as needed.
- Coordinate with *ESF #14, Public Information*, for the release of public information regarding animal health issues.
- Provide traffic control operations and enforce quarantine areas, as requested and available.
- Maintain lists of volunteers, skills, vehicles, and equipment.
- Notify the Board of Selectmen and EMD of animal shelter and sites.
- Identify a network of animal response teams in other communities; establish mutual aid agreements.
- Coordinate shelter operations for large and small animals including pets and livestock.
- Organize resources (i.e. crates, forms, locations for food donations).
- Perform triage and assume authority for all decisions regarding additional medical assistance and mutual aid.
- Quarantine or restrict animal movement, when necessary, for disease control and observation.
- Identify burial sites for animals on Town or private land.
- Perform on-site evaluation(s) by conducting shelter inspections to ensure the health, safety and well-being of animals.
- Recommend to EMD whether Mutual Aid or State assistance is needed.
- Collect and maintain the following ESF status information and coordinate with *ESF #5, Information and Planning*, to ensure inclusion into the Situation Report (SITREP):
 - Status of quarantine areas, containment and disposal efforts.
 - Statistical Information such as:
 - Number of Animals Culled/Destroyed (domestic).
 - Number of Infected Farms/Operations.
 - Collateral Impacts (e.g., crops).
 - Status of State Veterinarian's Declaration.
 - Allocated resources and unmet needs.
 - Status of Critical Facilities (i.e., communications center, equipment storage sites, operational sites, etc.)
 - Staffing and Resource Shortfalls
 - Number of animals sheltered, treated, rescued and identified.

Health Officer

- Coordinate agriculture and animal health resources, as needed, to support local emergency operations.
- Assist the State Veterinarian with Quarantine or restrict animal movement, when necessary, for disease control and observation.
- Assist with the disposal of pet or domestic animal carcasses.
- Assist with the implementation of *ESF #16, Animal Health & Sheltering*.

Support Agencies

Highway Department

- Assist with the disposal of large animal carcasses to disposal sites and/or assist in actual disposal operations.
- Provide equipment and personnel for the implementation of Animal Health.
- Assist with the implementation of *ESF #16, Animal Health & Sheltering*.

Board of Selectmen

- Provide information and authorize expenditures as needed.
- Assist with the implementation of *ESF #16, Animal Health & Sheltering*.

References

Please refer to Chapter 1, Basic Plan; Authorities & References.

Resource List

Please refer to Chapter 8, Resource Inventory.

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CHAPTER 3 – HAZARD ANALYSIS & ASSESSMENT

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INTRODUCTION

Purpose

This Hazard Analysis and Assessment is the basis for both mitigation efforts and emergency operations. Comprehensive hazard analysis merits its own document-length discussion. Consequently, the Franconia All Hazards Mitigation Plan (2013), located at the Town Office, should be consulted for a detailed discussion on this topic.

From an emergency operations planning perspective, hazard analysis helps a planning team decide what hazards merit special attention, what actions must be planned for, and what resources are likely to be needed. For purposes of emergency operations planning, basic considerations of this chapter include the following:

- Hazard Identification
- Hazard Vulnerability Table
- Critical Infrastructure Identification
- Critical Infrastructure Vulnerability Table

Scope

This document applies to all natural and human-caused hazards in Franconia that require response and recovery actions under the EOP.

Situation

Government

The Town of Franconia is governed by a three member Board of Selectmen.

Population

The community has a stable population of 1,104 residents according to the 2010 Census; the population density is 16.8 persons per square mile.⁸ The 2010 Census revealed a slight increase (178) over population numbers for 2000. There are noticeable changes in seasonal and weekend population numbers, with the estimation that the weekend population may increase by as much as 300%.

Transportation

Interstate 93 travels north-south through Franconia and is one of NH's major highways. Interstate 93 is a major transport route for trucks traveling through New England and even into Canada. NH Route 18 also runs directly north-south through the center of Franconia and is also host to many transporting trucks. Along with the trucks, there is also a heavy volume of tourist traveling along this scenic route. With various degrees of bad weather all routes through Franconia can be hazardous.

⁸ Economic & Labor Market Information Bureau, NH Employment Security, 2013. Community Response Received 7/5/12

A variety of other smaller roadways serve the community and can also be susceptible to dangerous weather conditions and hazards.

Employment⁹

Largest Employers*	Product and/or Service
Franconia Notch State Park (339 employees)	Tourism
Garnet Hill Catalog Sales (240 employees)	Clothing
Lafayette Center (98 employees)	Nursing Facility
Cannon Mountain (90 employees)	Tourism

Education & Childcare Facilities¹⁰

Schools & Universities	Type of Facility	Grades	Enrollment
Lafayette Regional	Public Elementary School	K-6	114
Middle & High School	Tuitioned to Profile	7-12	
Regional Career Technology Center(s)	Gallen Regional Vocational Center, Littleton; White Mountain Regional High School, Whitefield		
NH Licensed Child Care Facilities, 2012	Total Facilities: 1; Capacity: 77		
Nearest Community/Technical College	White Mountains Community College, Berlin, NH		
Nearest Colleges or Universities	Granite State College, Berlin, NH		

HAZARD IDENTIFICATION

The Town of Franconia completed a comprehensive Hazard Mitigation Plan that was conditionally approved on September 28, 2013 and is expected to be adopted by the Town on October 21, 2013. The scope of this Plan includes the identification of natural and human-caused hazards affecting the Town, as identified by the Hazard Mitigation Planning Team.

The most significant natural hazard in the town of Franconia, as determined by the hazard mitigation planning team using the Hazard Threat Analysis table, is Flooding (riverine). This is followed by High Winds (windstorms) and Severe Winter Weather. The most significant human-caused hazard was identified as Hazardous Material-Transport followed by Epidemic & Pandemic.

Fifteen natural hazards and six human-caused hazards were identified during the Hazard Mitigation process; any of these hazards, if accompanied by power failure, could present a significant hazard in Franconia.

⁹Economic & Labor Market Information Bureau, NH Employment Security, 2013, Community Response Received 6/15/12

¹⁰Ibid

HAZARD VULNERABILITY TABLE

The Hazard Threat Matrix table below analyzes each hazard according to four factors: the “Human Impact”, the “Property Impact”, the “Business Impact” and the “Probability”. The table shows the hazards identified in the 2013 All Hazard Mitigation Plan in order of their relative threat. The vulnerability assessment was based on a scale of 1-7, with 1 indicating that little impact would be felt. The relative threat scores were then calculated by averaging the first three columns (A, B and C) and multiplying this average times the “Probability”.¹¹

Franconia - Table 3.1: Hazard Analysis						
Hazards which are most likely to affect the Town.						
Hazards which may affect the Town.						
Hazards which are less likely to affect the Town.						
Column	A	B	C	D	E	F
Scoring	Probability of death or injury	Physical losses and damages	Interruption of service	Likelihood of this occurring within 25 years	Average of Human, Property & Business Impact	Relative Threat
1 = Not Likely						
2 = Very Low						
3 = Low					Columns A+B+C/3	Columns D x E
4 = Moderate						
5 = High						
6 = Very High						
7 = Catastrophic						
Hazard	Human Impact	Property Impact	Business Impact	Probability	Severity	Risk Severity x Probability
Flooding (riverine)	4.00	4.00	4.00	5.00	9.33	46.67
High Wind (windstorms)	3.00	4.00	4.00	5.00	8.33	41.67
Severe Winter Weather (snow & ice storms)	3.00	3.00	4.00	4.00	7.33	29.33
Flooding (local)	3.00	3.00	3.00	4.00	7.00	28.00
Erosion, Mudslide & Landslide (erosion road)	2.00	4.00	3.00	4.00	7.00	28.00
Wildfire	2.00	5.00	3.00	3.00	8.00	24.00
Erosion, Mudslide & Landslide (landslide/rock slide)	4.00	3.00	3.00	3.00	8.00	24.00
Earthquake	2.00	3.00	3.00	3.00	6.00	18.00
Hurricane	2.00	3.00	3.00	3.00	6.00	18.00
Severe Thunderstorms & Lightning	2.00	3.00	2.00	3.00	5.67	17.00
Extreme Temperatures	2.00	2.00	2.00	3.00	4.67	14.00
Hailstorm	2.00	2.00	2.00	3.00	4.67	14.00
Drought	2.00	2.00	2.00	3.00	4.67	14.00
Tornado or Downburst	3.00	4.00	5.00	1.00	8.67	8.67
Land Subsidence (sinkhole)	1.00	1.00	1.00	1.00	2.33	2.33
Human-Caused Hazards						
Hazard Material - Transport	4.00	4.00	4.00	4.00	9.33	37.33
Epidemic & Pandemic	4.00	2.00	3.00	4.00	7.00	28.00
Hazard Material - Fixed Location (Franconia Gas)	3.00	3.00	2.00	4.00	6.67	26.67
Extended Power Failure	2.00	2.00	4.00	4.00	5.33	21.33
Dam Failure (Mittersill earthen)	2.00	4.00	2.00	2.00	6.67	13.33
Terrorism	2.00	2.00	2.00	2.00	4.67	9.33

¹¹ 2013 Franconia All Hazard Mitigation Plan

CRITICAL INFRASTRUCTURE & KEY RESOURCES (CIKR)

Although a complete list of Critical Infrastructure and Key Resources (CIKR) can be found in the 2013 All Hazards Mitigation Plan, the analysis of Critical Infrastructure and Key Resources in this plan was narrowed to the following Emergency Support Facilities (ESFs):

Franconia Volunteer Fire Station / Police Station / EMS

EOC, Fire Department, Police Department, Franconia Life Squad

The Franconia Volunteer Fire Station is the designated Emergency Operations Center because of its location and communication capabilities. The building is centrally located on NH Route 18, the main route through Franconia. The Fire Station has a generator.



A secondary EOC could be located at the Franconia Town Hall should the Franconia Fire Station become compromised.

Franconia Town Hall

Secondary EOC; Town Records; Historic Structure

The Franconia Town Hall is designated as a possible secondary Emergency Operations Center should the Fire Station become compromised. The Franconia Town Hall is critical not only as a possible secondary EOC but also as the repository of town records and for its historic value. The Town Hall does not have an emergency generator. The Town Hall could also be used as for sheltering if needed.



Lafayette Regional School

Primary Shelter

The Lafayette Regional School is the designated primary shelter. The Lafayette Regional School is located on NH Route 18 within the Village Center; shelter space, restrooms and kitchen facilities are available; there is no generator. Shelter materials such as blankets, cots, etc., are available from state emergency response trailers in both Littleton and Lincoln if needed. In addition, the Public Health Network has potentially available supplies. Should the American Red Cross (ARC) have available resources, they will also accommodate shelter supplies.



The Peabody Base Lodge

Secondary Shelter

The Peabody Base Lodge is designated as the secondary shelter (along with the potential to use the Franconia Town Hall). The Peabody Base Lodge is located outside the Village Center several miles away at Cannon Mountain; shelter space includes restrooms and kitchen facilities. The Peabody Base Lodge does not have a generator but can easily accommodate up to 300 people. Shelter materials such as blankets, cots, etc., are available from state emergency response trailers in both Littleton and Lincoln if needed. In addition, the Public Health Network has potentially available supplies. Should the American Red Cross (ARC) have available resources, they will also accommodate shelter supplies.¹²



Franconia Highway Department

Heavy Equipment & Diesel

Duties performed by the Highway Department include grading roads, filling potholes, cold patching, repairing or replacing culverts, and cleaning ditches. Posting of load limits and road closings also fall under the responsibilities of the road agent. The highway garage has a generator and a restroom.



Heavy equipment, fuel, man-power and other resources located at the Franconia Highway Garage are vitally important to the Town at the time of an emergency.

NH DOT Shed (NH Route 141)

Equipment Shed & Diesel

The NH DOT Equipment Shed on NH Route 141 provides the Town with its diesel needs; equipment, barricades, signs and salt are also available from this shed if needed at the time of an emergency. Although salt is stored at this state facility, sand is not available in abundance at this location.

NH DOT Shed (NH Route 18)

Equipment Shed

The NH DOT Equipment Shed on NH Route 18 has equipment, barricades, traffic cones, additional plows and an abundance of salt and sand reserves that can be used at the time of an emergency.

¹² Peabody Base Lodge Cannon Mountain; Photo Credit: www.thesnowway.com

Ammonoosuc Community Health

Medical Reserve

Ammonoosuc Community Health, a local health clinic located in the Village of Franconia, would be capable of providing basic out-patient health care and first aid at the time of an emergency.



Cannon Mountain Tower

Communications Facility

The communications tower on the top of Cannon Mountain provides communications capabilities to numerous agencies and organizations and is critical to the communication response. The tower serves NH DOT, Twin State Fire Mutual Aid, NH State Police, the Grafton County Sheriff's Office, WMUR-TV, Verizon Communications and NH Fish & Game. The tower has a generator.¹³



Fairpoint Switching Station

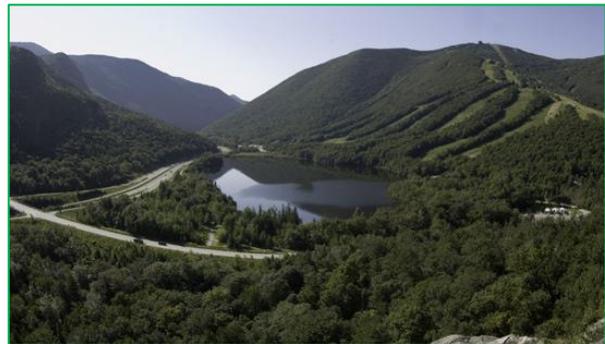
Communications Facility

The Fairpoint Switching Station at bottom of Wallace Hill on Wallace Hill Road is an additional facility without which communications at the time of an emergency would be hampered. The Fairpoint Switching Station does have a generator.

Additional Critical Infrastructure

Six bridges on the evacuation routes and multiple bridges on Interstate 93 as well as multiple water sources are also critical to the emergency response. Please see page 131 for a map of the critical facilities and evacuation routes that are located in Franconia.

In contrast to the vulnerability analysis that was done for the All Hazards Mitigation Plan that showed the CIKR's overall vulnerability to natural hazards, the analysis for this Plan considered whether or not the CIKR could remain functional during both natural and human-caused hazards. This analysis helped identify which CIKR could be compromised during a disaster or hazardous event, thus hindering response efforts. Without any one of these facilities, the difficulties of coping with an emergency event would be significantly worsened.



Franconia Notch State Park, Echo Lake and Cannon Mountain Ski Area

Photo Credit: <http://www.cannonmt.com/fnsp.html>

¹³Cannon Rime-covered Communications Tower photo credit: <http://www.istockphoto.com/stock-photo-25382763-rime-covered-communications-tower-on-cannon-mountain.php>

CRITICAL INFRASTRUCTURE VULNERABILITY TABLE

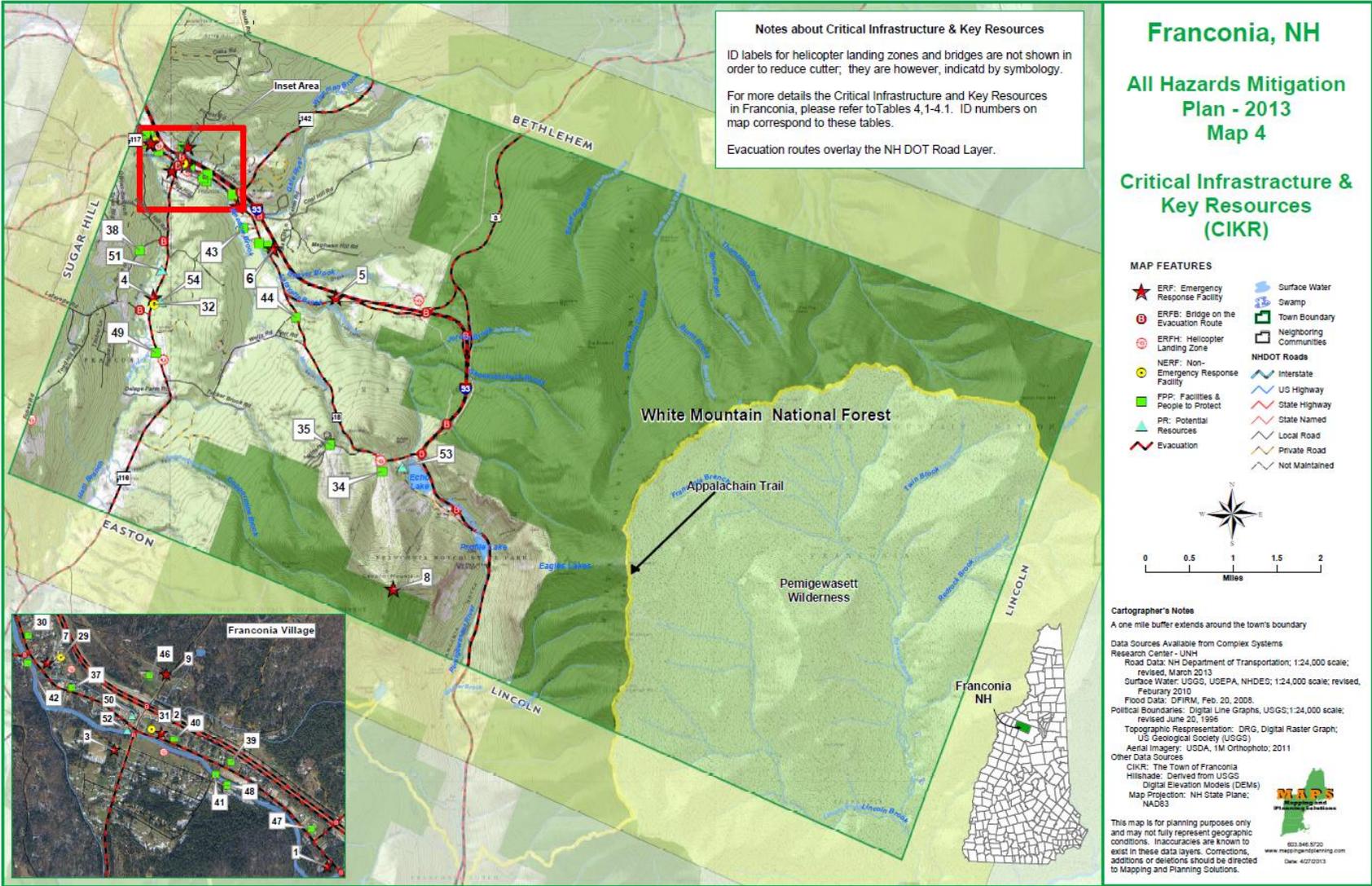
Upon identifying the Critical Infrastructure, the EOP Planning Team determined the hazard risk for each facility, using a ranking of 1-5 with 1 representing a low risk from hazards. The following table shows the vulnerability of each critical facility to possible hazards. The analysis revealed that the Highway Garage (due to location near Franconia Gas) was the CIKR that is the most in “harm’s way” and that Severe Winter Weather was the most significant hazard threat to the Town’s CIKR.

Hazards listed below were taken from the 2013 Franconia Hazard Mitigation Plan. It is not anticipated that the Emergency Operations Center would be activated for the hazards noted in red font; therefore, these hazards were not included in Chapter 4, the Hazard Specific Annex.

Risk Scoring	Critical Facility	FD, PD & Franconia Life Squad Building	Town Hall	Lafayette Regional Elementary School	Base Lodge	Highway Garage	NH DOT Shed (NH Route 18)	NH DOT Shed (NH Route 141)	Ammonoosuc Community Health	Cannon Mountain Tower	Fairpoint Switching Station	Totals
1 = Very Low	Facility Use at the time of an Emergency	EOC, Fire, Police, EMS	Records, Secondary EOC	Primary Shelter	Secondary	Equipment, Diesel	Equipment, Diesel	Equipment, Diesel	Medical	Communi-cations	Communi-cations	
2 = Low												
3 = Moderate												
4 = High												
5 = Very High												
Hazards from 2013 All Hazards Mitigation Plan	Flooding (riverine)	3	4	2	1	1	1	1	2	1	1	17
	High Wind (windstorms)	2	2	2	4	4	2	3	2	5	2	28
	Severe Winter Weather (Snow & Ice Storms)	4	4	4	4	4	4	4	4	5	4	41
	Flooding (local)	2	2	2	1	2	2	2	2	1	2	18
	Erosion, Mudslide & Landslide (erosion road)	2	2	2	1	2	2	2	2	1	2	18
	Wildfire	1	1	1	3	3	2	3	1	1	2	18
	Erosion, Mudslide & Landslide (landslide/rock slide)	1	1	1	1	1	1	1	1	1	1	10

Risk Scoring	Critical Facility	FD, PD & Franconia Life Squad Building	Town Hall	Lafayette Regional Elementary School	Base Lodge	Highway Garage	NH DOT Shed (NH Route 18)	NH DOT Shed (NH Route 141)	Ammonoosuc Community Health	Cannon Mountain Tower	Fairpoint Switching Station	Totals
	Earthquake	4	4	4	4	4	4	4	4	4	4	40
	Hurricane	2	2	2	4	4	2	3	2	5	2	28
	Severe Thunderstorms & Lightning	1	1	1	1	1	1	1	1	3	1	12
	Extreme Temperatures	1	1	1	1	1	1	1	1	1	1	10
	Hailstorm	1	1	1	1	1	1	1	1	1	1	10
	Drought	1	1	1	1	1	1	1	1	1	1	10
	Tornado or Downburst	2	2	2	4	4	2	3	2	5	2	28
	Land Subsidence (sinkhole)	1	1	1	1	1	1	1	1	1	1	10
	Hazardous Material - Transport	3	4	4	1	3	3	3	4	1	3	29
	Epidemic & Pandemic	1	1	1	1	1	1	1	1	1	1	10
	Hazardous Material - Fixed Location	1	1	1	1	5	1	1	1	1	1	14
	Extended Power Failure	1	3	3	3	1	3	1	3	1	1	20
	Dam Failure (Mittersill)	1	1	1	1	1	1	1	1	1	1	10
	Terrorism	3	3	4	3	2	2	3	3	3	3	29
	Risk by CIKR	38	42	41	42	47	38	41	40	44	37	381

CRITICAL INFRASTRUCTURE MAP AND EVACUATION ROUTES



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CHAPTER 4 – HAZARD SPECIFIC ANNEXES

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The above list and the pages that follow represent “check-lists” for specific hazards that may occur in Franconia. The initial list of hazards was taken from the 2013 Franconia Hazard Mitigation Plan and discussed with the EOP planning team for inclusion in this section.

Several hazards were omitted (Hailstorms, Drought, Land Subsidence, Dam Failure-Mittersill) for the purpose of the Hazard Specific Annex while one was added (Mass Casualty Incident). Severe weather events were grouped together as the duties and responsibilities were felt to be similar for each weather category. See “Severe Natural Events” on page 137.

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SEVERE NATURAL EVENTS

- Snow Storms & Nor'easters
- Ice Storms
- Wildfires
- Severe Thunder & Lightning Storms
- Extreme Temperatures (hot & cold)
- Windstorms, Tornadoes & Downbursts
- Earthquakes
- Hurricanes

SITUATION

Franconia may experience unusually severe weather events during which the residents are unable to travel for essentials such as food or medical care. Extreme hot or cold temperatures could also occur thus putting the community's elderly and special needs citizens at risk, particularly when combined with power outages.

Other significant weather events such as hurricanes, tornadoes, downbursts (micro- and macro-) and earthquakes may also occur but are less likely to be at severe magnitudes. The potential also exists for fires, both structural and wildfire, to result from severe lightning, fallen trees and downed power lines, high winds and human causes.

RESPONSIBILITIES

General Responsibilities for All Departments

- Maintain accurate and up-to-date records of:
 - Total man-hours
 - Total equipment hours
 - Cost of materials
- Monitor weather and notify the Emergency Management Director of impending severe weather or potential wildfire
- Assess the impending weather event and take initial response measures
- Provide initial response and assessment and report to the EMD
- Inform the EMD of all actions taken and assist the EMD as directed
- Implement storm coverage Standard Operating Procedures/Guidelines
- Evaluate personnel status; call back off duty personnel as needed
- Assemble available equipment and check operation
- Ensure all vehicles are fueled prior to the weather event or potential wildfire
- Prepare and test communications systems in the EOC

Fire Department Specific Responsibilities

- Prepare generators for use
- Activate hazardous materials response, if necessary
- Assist with evacuations as needed
- Control any resulting fires and protect exposures
- Coordinate utility service requirements
- Establish perimeters for forest fires
- Implement the Mass Casualty Plan if necessary
- Initiate search and rescue of affected area(s) if needed

- Perform EMS duties as needed
- Provide command and control of the scene if warranted
- Rescue trapped occupants if structural fire occurs

Police Department Specific Responsibilities

- Assist in providing emergency information to residents
- Establish and maintain a security perimeter control
- Execute traffic control and redirection as needed
- Evaluate parking ban requirements
- Assist with evacuations if necessary
- Patrol and search for abandoned vehicles or hazards
- Provide security to severely damaged areas
- Recommend public restrictions to the Emergency Management Director
- Assist fire & public works departments as needed

Highway Department Specific Responsibilities

- Maintain, clear and sand roadways for regular vehicular and emergency vehicle access
- Monitor utility services and coordinate activities and efforts to restore power if applicable
- Coordinate efforts to remove downed trees if applicable
- Inform the Emergency Management Director of road and highway conditions
- Assist with barricading roadways and other traffic control issues in coordination with the Police Department
- Assist the fire department with equipment and personnel
- Inspect and assess structural stability of buildings, bridges, dams and other infrastructure in conjunction with the Fire Department
- Conduct post incident clean-up for return to public use

Emergency Management Director Specific Responsibilities

- Determine the extent of the emergency
- Activate and staff the EOC upon notification of a pending weather event or wildfire
- Activate the appropriate ESFs for the situation
- Notify the Board of Selectmen
- Notify NH Homeland Security that the EOC has been activated
- Request and coordinate state and/or federal resources as required
- Assemble all available equipment lists and track deployment of equipment
- Assemble all available personnel lists and track deployment of personnel
- Coordinate emergency transportation with bus companies as needed
- Contact special needs community and elder citizens who may need assistance
- Authorize public restrictions as needed
- Release public information bulletins for the public
- Determine the stability of temporary shelters with Fire Department
- Activate emergency shelters with assistance from ARC as needed
- Open temporary shelter(s) and assess the requirements for fuel, food, water, warming and cooling
- Approve shelter instructions for residents
- Provide for shelter/food for emergency responders
- Provide support to the Fire Department & the Highway Department

EPIDEMIC & PANDEMIC

SITUATION

The potential exists for epidemic and/or pandemic in Franconia. Franconia's elementary school is a regional school with children attending from other towns; Franconia's middle and high school students attend school in Bethlehem at Profile Middle-High School, also a regional school. In addition, the Town is frequented by weekend, summer and winter visitors thus adding to the probability that an epidemic or pandemic could affect the community.

RESPONSIBILITIES

All Departments Responsibilities

- Maintain accurate and up-to-date records of:
 - Total man-hours
 - Total equipment hours
 - Cost of materials
- Monitor health conditions within the community and report to the Emergency Management Director
- Provide initial response and assessment and report to the EMD
- Take initial response measures
- Inform the EMD of all actions taken and assist the EMD as directed
- Implement Standard Operating Procedures/Guidelines as needed
- Evaluate personnel status; call back off duty personnel as needed
- Assemble available equipment and check operation
- Ensure all vehicles are fueled and ready for use
- Prepare and test communications systems in the EOC
- Assist the Emergency Management Director with personnel and equipment to transport individuals if need
- Assist the Emergency Management Director with the communication of local health risks as needed

Fire Department Specific Responsibilities

- Assist the Police Department with any traffic issues as needed

Police Department Specific Responsibilities

- Increase patrol services and visibility in and around any quarantined areas of Franconia

Highway Department Specific Responsibilities

- Assist the Police Department with any traffic issues as needed

Emergency Management Director Specific Responsibilities

- Determine the extent of the emergency
- Consider activating and staffing the EOC
- Notify the Board of Selectmen
- Contact special needs community and elder citizens who may need assistance
- Release public information bulletins for the public
- Notify the Public Health Network of Central NH
- Notify the Health Officer
- Notify local Emergency Responders
- Notify the Medical Reserve Corp / MACE
- Notify Littleton Regional Healthcare
- Request and coordinate state/federal assistance
- Coordinate American Red Cross services if required
- Open temporary shelters if required
- Open inoculation centers if required
- Assist medical personal in the establishment of quarantine units
- Develop and implement an emergency services plan to include the coordinated procurement of and distribution means of vital supplies

HAZARDOUS MATERIALS – FIXED LOCATION & TRANSPORT

SITUATION

Hazardous materials may be released in an uncontrolled fashion endangering either personnel or the environment. A hazard can be in the form of solid, liquid, or gaseous contaminants and be brought about by motor vehicle or aircraft accidents involving hazardous materials and/or oil and fuel spills. To add to the potential in Franconia, Interstate 93 travels north-south through the entire Town and is heavily travelled by both large and small vehicles carrying an assortment of hazardous materials. To compound this issue, the Interstate is elevated above Franconia Village and is directly behind the Lafayette Regional School; a hazardous materials accident on I-93 could cause considerable harm to the most populated and active area of the community.

RESPONSIBILITIES

General Responsibilities for All Departments

- Maintain accurate and up-to-date records of:
 - Total man-hours
 - Total equipment hours
 - Cost of materials
- Provide initial response and assessment and report to the EMD
- Take initial response measures
- Monitor the situation and report actions taken to the Emergency Management Director
- Assist the EMD as directed
- Implement Standard Operating Procedures/Guidelines as needed
- Evaluate personnel status; call back off duty personnel as needed
- Assemble available equipment and check operation
- Ensure all vehicles are fueled and ready for use
- Prepare and test communications systems in the EOC
- Assist the Emergency Management Director with personnel and equipment to transport individuals if need
- Assist the Emergency Management Director with the communication of local health risks if they arise from the situation

Fire Department Specific Responsibilities

- Take command and control of the scene as needed
- Notify the Emergency Management Director of protective actions that should be taken
- Coordinate and request mutual aid response from Northern NH Fire Mutual District
- Coordinate and request assistance from the Gorham Hazmat Team.
- Coordinate with state and federal agencies in mitigating the release of toxic elements

Police Department Specific Responsibilities

- Establish on-scene and perimeter security
- Coordinate mutual aid response of law enforcement agencies
- Coordinate state police response when applicable
- Conduct criminal investigation if appropriate

Highway Department Specific Responsibilities

- Assist with personnel and equipment
- Provide containment materials for spills if requested
- Assist police with road closures, redirecting and reopening as needed

Emergency Management Director Specific Responsibilities

- Determine the extent of the emergency
- Consider activating and staffing the EOC
- Notify the Board of Selectmen
- Contact special needs community and elder citizens who may need assistance
- Release public information bulletins for the public
- Assist with state and federal agencies as required
- Assist fire and police as requested
- Initiate and assist in long-term strategy planning for the affected area

EXTENDED POWER FAILURE

SITUATION

The potential exists for essential services to be interrupted for long periods of time. Essential services are defined as: electric, potable water, natural gas, vehicle fuel shortages. This is a particular hardship for residents who rely on wells for their water supply and on the elderly population, approximately 27% of the community.

RESPONSIBILITIES

General Responsibilities for All Departments

- Maintain accurate and up-to-date records of:
 - Total man-hours
 - Total equipment hours
 - Cost of materials
- Provide initial response and assessment and report to the Emergency Management Director
- Take initial response measures
- Monitor the situation and report actions taken to the Emergency Management Director
- Assist the Emergency Management Director as directed
- Implement Standard Operating Procedures/Guidelines as needed
- Evaluate personnel status; call back off duty personnel as needed
- Assemble available equipment and check operation
- Ensure all vehicles are fueled and ready for use
- Prepare and test communications systems in the EOC
- Assist the Emergency Management Director with personnel and equipment to transport individuals if need

Fire Department Specific Responsibilities

- Offer assistance as needed to restore power

Police Department Specific Responsibilities

- Increase patrol services and visibility
- Call back off duty personnel if required

Highway Department Specific Responsibilities

- Monitor and assist the repair of services
- Offer assistance as needed to restore power

Emergency Management Director Specific Responsibilities

- Determine the extent of the emergency
- Consider activating and staffing the EOC
- Notify the Board of Selectmen
- Contact special needs community and elder citizens who may need assistance
- Release public information bulletins for the public

- Initiate long-term strategic planning for the affected area
- Open temporary shelters if required
- Request and coordinate state/federal assistance
- Coordinate American Red Cross services if required
- Develop a restoration priorities plan
- Track progress of restoration
- Develop and implement an emergency services plan to include the coordinated procurement of and distribution means of vital services

FLOODING RIVERINE & LOCAL

SITUATION

Franconia is vulnerable to flooding which may result in restricted travel ways, structural flooding and possible evacuation. Pre-identified floodplain areas, severe storms, rapid snow melt, ice jams and the swelling of brooks and streams may all contribute to flooding emergencies. The Gale River has flooded Franconia Village in the past and has the potential to undermine bridges that are used for evacuation. Other small streams and rivers in the community are also likely to flood and undersized, aging or overwhelmed culverts often create road flooding, road closures and isolation of citizens.

RESPONSIBILITIES

General Responsibilities for All Departments

- Maintain accurate and up-to-date records of:
 - Total man-hours
 - Total equipment hours
 - Cost of materials
- Provide initial response and assessment and report to the Emergency Management Director
- Take initial response measures
- Monitor the situation and report actions taken to the Emergency Management Director
- Assist the Emergency Management Director as directed
- Implement Standard Operating Procedures/Guidelines as needed
- Evaluate personnel status; call back off duty personnel as needed
- Assemble available equipment and check operation
- Ensure all vehicles are fueled and ready for use
- Prepare and test communications systems in the EOC
- Assist the Emergency Management Director with personnel and equipment to transport individuals if need

Fire Department Specific Responsibilities

- Perform water rescue(s) if needed
- Assist with the evacuation of flooded areas
- Assist with the assessment of damaged buildings
- Evaluate hazardous materials storage for impact from flooding
- Assist with notification of residents

Police Department Specific Responsibilities

- Establish perimeter security of evacuated or flooded areas
- Assist with the evacuation of flooded areas
- Establish traffic rerouting and roadway blockade as needed
- Provide on-scene security
- Assist with notification of residents

Highway Department Specific Responsibilities

- Assess road and bridge conditions
- Monitor river elevations and dams
- Monitor erosion and roadway stability
- Maintain storm drain system
- Assist with heavy equipment
- Fill/disperse sandbags
- Assist the Police Department in blockade of roads

Emergency Management Director Specific Responsibilities

- Determine the extent of the emergency
- Consider activating and staffing the EOC
- Notify the Board of Selectmen
- Contact special needs community and elder citizens who may need assistance
- Release public information bulletins for the public
- Monitor weather and flood conditions
- Solicit and coordinate state and/or federal assistance if required
- Assemble all available equipment lists and track deployment of equipment
- Track the deployment of personnel working the emergency

TERRORISM

SITUATION

The deliberate destruction or damage to services, facilities, roadways, railways, or functions could occur at any time with or without notice and may take place in phases with the potential for additional targets. Franconia has one known "soft target", Franconia Gas; however, a local terrorist event in Franconia Village would not only damage buildings and harm people, but could also potentially change the very nature of the community. The local water supply could also be compromised if identified as a terrorist target.

RESPONSIBILITIES

General Responsibilities for All Departments

- Maintain accurate and up-to-date records of:
 - Total man-hours
 - Total equipment hours
 - Cost of materials
- Provide initial response and assessment and report to the Emergency Management Director
- Take initial response measures
- Monitor the situation and report actions taken to the Emergency Management Director
- Assist the Emergency Management Director as directed
- Implement Standard Operating Procedures/Guidelines as needed
- Evaluate personnel status; call back off duty personnel as needed
- Assemble available equipment and check operation
- Ensure all vehicles are fueled and ready for use
- Prepare and test communications systems in the EOC
- Assist the Emergency Management Director with personnel and equipment to transport individuals if need

Fire Department Specific Responsibilities

- Take command and control of the incident in a unified approach with the Police Department until state and/or federal assistance arrives
- Control fires and hazardous materials response as needed
- Perform search and rescue operations if needed
- Activate the Mass Casualty Plan if needed
- Assist to evacuate area if required

Police Department Specific Responsibilities

- Take command and control of the incident in a unified approach with the Fire Department until state and/or federal assistance arrives
- Investigate for further threat or threats
- Evaluate other potential targets
- Assist in evacuation if required
- Coordinate mutual aid law enforcement agencies
- Conduct criminal investigations

- Provide facilities for long term investigation

Highway Department Specific Responsibilities

- Maintain roadway passage
- Monitor town public utilities
- Assist departments with personnel and equipment

Emergency Management Director Specific Responsibilities

- Determine the extent of the emergency
- Consider activating and staffing the EOC
- Notify the Board of Selectmen & NH Homeland Security
- Contact special needs community and elder citizens who may need assistance
- Coordinate evacuation and sheltering process if necessary
- Coordinate American Red Cross activities
- Release informational bulletins for the public
- Request and coordinate assistance from state and federal agencies
- Track the deployment of personnel and equipment
- Develop strategic plan for the incident
- Assist Fire and Police Department as required

EROSION, MUDSLIDE & LANDSLIDE (LANDSLIDE / ROCK SLIDE)

Landslide/Rock Slides have occurred in the past in Franconia Notch Parkway. The large mountains on either side of Interstate 93/Route 3 within the “Notch” consist of loose and unstable terrain, large rocks and gravel. Rock and landslides that occur in the “Notch” prohibit the movement of goods and traffic, a particular concern during peak tourist periods such as the fall or late-day on Fridays and Sundays during ski season. It is not unlikely for a 10-minute traffic stop to result in a five mile backup, even on a non-tourist day.

Work to clear the “Notch” involves excavation and cooperation from other authorities, both local and state. In addition, emergency services, such as search and rescue in the heavily forested state park, would be significantly hampered.

RESPONSIBILITIES

General Responsibilities for All Departments

- Maintain accurate and up-to-date records of:
 - Total man-hours
 - Total equipment hours
 - Cost of materials
- Provide initial response and assessment and report to the Emergency Management Director
- Take initial response measures
- Monitor the situation and report actions taken to the Emergency Management Director
- Assist the Emergency Management Director as directed
- Implement Standard Operating Procedures/Guidelines as needed
- Evaluate personnel status; call back off duty personnel as needed
- Assemble available equipment and check operation
- Ensure all vehicles are fueled and ready for use
- Prepare and test communications systems in the EOC
- Assist the Emergency Management Director with personnel and equipment to transport individuals if need

Fire Department

- Take command and control of the incident in a unified approach with the Police Department
- Perform rescue and extrication if required
- Implement the Mass Casualty Plan if necessary as a result of the land/rock slide
- Initiate hazardous materials response if necessary
- Notify and coordinate regional and state agencies regarding hazardous materials

Police Department

- Take command and control of the incident in a unified approach with the Fire Department
- Provide interior and outer perimeter control
- Reroute traffic around site of accident
- Notify and coordinate state law enforcement agencies
- Investigate collision and/or fatalities that may have resulted from a land/rock slide

Highway Department

- Assist police with road closures and traffic control as needed
- Provide containment materials for spills if needed
- Provide equipment and man power to reduce the impact of the situation as possible
- Request mutual aid as needed
- Salt roadway if requested
- Assist with post clean-up and opening of roadway if requested

Emergency Management Director

- Determine the extent of the emergency
- Consider activating and staffing the EOC
- Notify the Board of Selectmen
- Release public information bulletins for the public
- Request state/federal assistance and coordinate efforts
- Track progress of restoration

MASS CASUALTY INCIDENT (MCI)

SITUATION

The potential exists for a Mass Casualty Incident within Franconia, particular involving mass transportation such as tour and school busses or incidents involving recreational activities or large gatherings of people. In addition, Interstate 93, steep terrain, winding roads and severe winter weather conditions create situations in which Mass Casualty Incidents are likely to occur. The ski lifts and the Aerial Tramway at Cannon Mountain Ski Area also could present incidents of Mass Casualty.

RESPONSIBILITIES

General Responsibilities for All Departments

- Maintain accurate and up-to-date records of:
 - Total man-hours
 - Total equipment hours
 - Cost of materials
- Provide initial response and assessment and report to the Emergency Management Director
- Take initial response measures
- Monitor the situation and report actions taken to the Emergency Management Director
- Assist the Emergency Management Director as directed
- Implement Standard Operating Procedures/Guidelines as needed
- Evaluate personnel status; call back off duty personnel as needed
- Assemble available equipment and check operation
- Ensure all vehicles are fueled and ready for use
- Prepare and test communications systems in the EOC
- Assist the Emergency Management Director with personnel and equipment to transport individuals if need

Fire Department

- Take command and control of the incident in a unified approach with the Police Department
- Perform rescue and extrication as required
- Implement the Mass Casualty Plan if necessary
- Suppress and control any resulting fires
- Initiate hazardous materials response if necessary
- Notify and coordinate regional and state agencies regarding hazardous materials

Police Department

- Take command and control of the incident in a unified approach with the Fire Department
- Provide interior and outer perimeter control
- Reroute traffic around site of accident
- Notify and coordinate state law enforcement agencies
- Investigate collision and/or fatalities

Highway Department

- Assist police with road closures
- Provide containment materials for spills if requested
- Salt roadway if requested
- Assist with post clean-up and opening of roadway if requested

Emergency Management Director

- Determine the extent of the emergency
- Consider activating and staffing the EOC
- Notify the Board of Selectmen
- Release public information bulletins for the public
- Request state/federal assistance and coordinate efforts
- Track progress of restoration

CHAPTER 5 - RADIOLOGICAL PROTECTION ANNEX

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PURPOSE

The purpose of this Radiological Protection Annex is to provide for the necessary organized effort to minimize and remediate the effects of radiation on people and resources through the detection and implementation of protective measures.

AUTHORITY

The authorities for this Radiological Protection Annex to the Emergency Operation Plan (EOP) are those as stated in the Basic Plan of the EOP.

HAZARD ANALYSIS FOR RADIATION

The hazard analysis for the Radiological Protection Annex portion of the EOP is prepared and maintained as a separate document and is incorporated by reference as part of this EOP Annex.

REFERENCES

General various references have been used in the preparation of this EOP Radiological Protection Annex; these include but are not limited to National Security Emergency (RADEF) and the local RERP for the Seabrook Nuclear Power Plant. It should be noted that Franconia is not within the danger zone of Seabrook or of Vermont Yankee in Vernon, VT.

SITUATION AND ASSUMPTIONS

In this increasingly dangerous world, there exists a potential for conditions to make themselves present which would constitute the declaration of a National Security Emergency. Under such conditions, the need to detect and measure radiation may become vital to protect the health and safety of the public and maintain continuity of government.

Various radioactive materials are transported into, out of, and through New Hampshire. There is a realistic possibility for an occurrence of incidents or accidents in the transportation and use of these materials.

Even though it is unlikely that such events would pose a serious threat to the health and safety of the people of this community, it is necessary that the state and local governments be able to detect radiation, to assess its seriousness, and to take appropriate protective and remedial actions.

The use of nuclear energy for commercial nuclear power production warrants emergency preparedness planning in the event that such facilities experience an accident that releases, or threatens to release, radioactive materials to the environment.

There are no commercial nuclear power plants near Franconia; however there are currently four nuclear power plants in New England that could pose a threat in the event of such an uncontrolled release to the environment. They are: Seabrook Station (Seabrook, NH), Vermont Yankee (Vernon, VT), the MIT Research Reactor (Cambridge, MA) and the Pilgrim Generating Station (Plymouth, MA).

In the event of a National Security Emergency, response to and recovery from an uncontrolled radiological environment would require that the majority of protective warnings, guidance and measures be initially taken at the state and local levels of government.

In the event of a serious peacetime radiological emergency, Franconia would receive assistance from state and federal governments and other local jurisdictions and from the commercial nuclear power industry if applicable, all of whom have highly sophisticated capabilities for detecting, measuring, and monitoring radiation.

ORGANIZATION AND RESPONSIBILITIES

The organization for response to a radiological emergency condition is dependent upon the type of hazard. Representative responsibilities include, but are not limited to, the following elements:

- Coordination of response activities
- Establishment of data analysis.
- Damage estimation and assessment.
- Provision for radiation monitoring equipment.
- Establishment of comprehensive personnel training.
- Programs for emergency response personnel.

The New Hampshire Office of Homeland Security & Emergency Management (HSEM) is responsible for coordinating the logistical matters regarding the development, implementation, and maintenance of the State's Radiological Protection Annex. This annex to the State Emergency Operations Plan (EOP) has been developed and is maintained by the New Hampshire Office of Homeland Security & Emergency Management.

CONCEPT OF OPERATIONS

The management of radiological emergencies involves three critical activities, as follows:

- Environmental surveillance.
- Personnel radiation exposure control.
- Protective measures.

The direction and control function in the emergency response and the coordination of the emergency response to an identified radiological hazard emergency is accomplished by the Emergency Management Director until a time at which the State's Radiological Protection Annex is activated.

This Emergency Operations Plan (EOP) serves as the overall local planning document for the coordination of preparedness and emergency response activities for all man-made or natural hazards as outlined in Chapter 3. The local Emergency Management Director (EMD), or designee, performs the administration of this plan's EOP Radiological Protection Annex. The Emergency Management Director is responsible for coordinating and ensuring the development and maintenance of the local Radiological Protection Annex and the Hazard-specific Annexes in Chapter 4 of this Plan.

CHAPTER 6 - TERRORISM ANNEX

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INTRODUCTION

Co-Primary Agencies

Fire Department

Police Department

Franconia Life Squad

Support Agencies

Emergency Management Director (EMD)

Board of Selectmen

Highway Department

Health Officer

State Lead Agencies

Department of Justice (DOJ)

Office of the Attorney General (AG)

NH State Police

NH Homeland Security & Emergency Management

Purpose

This Terrorism Annex is to ensure that the Franconia Emergency Operations Plan (EOP) is adequate to respond to threats of and acts of terrorism within the Town. This document:

- Defines response and recovery actions.
- Generally describes operational procedures.
- Defines Emergency Support Functions.

The Town of Franconia will use established response and recovery policies, plans, and procedures/guides for both initial and continuing response and recovery actions at the local, state, and federal levels.

Scope

This document applies to all threats or acts of terrorism that require response and recovery actions under the EOP.

It provides coordination between response and recovery agencies and will provide the necessary resources under the EOP. In order to properly address and manage all phases of a terrorist incident, the response and recovery efforts are its two components.

Structure

The Terrorism Annex to the EOP is a comprehensive summary on the management of terrorist incidents. It focuses on the management of the event as well as linkage to the response and recovery actions to terrorist incident(s).

- Response actions include measures to identify, acquire, and plan the use of resources needed to anticipate, prevent, and/or resolve a threat or act of terrorism.
- The laws of the United States assign primary authority to the Federal Government to prevent and respond to acts of terrorism; state and local governments provide assistance, as required.
- Response actions are predominantly law enforcement oriented and address both initial and continuing actions associated with the terrorist event.

Recovery actions include measures to protect public health and safety, restore essential government services, and provide emergency relief to governments, businesses and individuals affected by the terrorism event.

- The laws of the United States assign primary authority to the states to respond both initially and on a continuing basis to the recovery requirements of terrorism; the Federal Government provides assistance as required.
- Recovery actions can and often do, operate concurrently with Response Actions. The chart below illustrates the relationships between the two components and is based on a unified command or management organizational structure.



TERRORISM HAZARDS

Hazard Analysis and Assessment

An act of terrorism, particularly an act directed against a large population area within the Town of Franconia involving CBRNE/WMD, Cyber- and/or Agro-terrorism may produce major impacts that will overwhelm the capabilities of the Town and state agencies almost immediately. Major impacts involving CBRNE/WMD, Cyber- and/or Agro-terrorism may overwhelm existing federal capabilities as well.

The target and intended consequences (loss of life, injury, property destruction/damage, disruption of services) will heavily influence the means (e.g. gun, fire, explosive, chemical or biological agents, etc.) chosen to carry out a terrorist act. To cause serious impact that overwhelms a local jurisdiction's capability and requires state and federal assistance, it is likely that the terrorist(s) will use a weapon of mass destruction (WMD).

Situation

Terrorism

Terrorism involves the use or threatened use of criminal violence against people, institutions, livestock, food sources or facilities to achieve a political or social objective through fear and intimidation, rather than direct confrontation. Unlike a disaster caused by nature or an accident involving hazardous materials, it requires the deliberate and premeditated action of a person or group to occur.

Weapons of Mass Destruction (WMD)

Weapons of Mass Destruction are defined as any weapon that is designed or intended to cause death or serious bodily injury through the release, dissemination, or impact of toxic or poisonous chemicals, disease organisms, radiation or radioactivity, explosion or fire. At least two important considerations distinguish these hazards from other types of terrorist tools. First, in the case of chemical, biological, and radioactive agents, their presence may not be immediately obvious, making it difficult to determine when and where they have been released, who has been exposed, and what danger is present for first responders and medical technicians. Second, although there is a sizable body of research on battlefield exposures to WMD agents, there is limited scientific understanding of how these agents affect civilian populations. They are described in law as:

Incendiary/Explosives

The easiest to obtain and use of all weapons is still a conventional explosive device, or Improvised Explosive Device (IED), which may be used to cause massive local destruction or to disperse chemical, biological, or radiological agents. The components are readily available, as are detailed instructions on constructing such a device. Improvised explosive devices are categorized as being explosive or incendiary, employing high or low filler explosive materials to explode and/or cause fires. Projectiles and missiles, including aircraft used against high-profile targets such as buildings, monuments, and special events, also can cause explosions and fires. Bombs and firebombs are cheap and easily constructed, involve low technology, and are the terrorist weapon most likely to be encountered. Large, powerful devices can be outfitted with timed or remotely triggered detonators and can be designed to be activated by light, pressure, movement, or radio transmission. The potential exists for single or multiple bombing incidents in single or multiple municipalities. Historically, less than five percent of actual or attempted bombings were preceded by a threat. Explosive materials can be employed covertly with little signature and are not readily detectable. Secondary explosive devices may also be used as weapons against responders and the public in coincident acts. Other diversionary events or attacks could also be aimed at responders.

Combined Hazards

WMD agents can be combined to achieve a synergistic effect – greater in total effect than the sum of their individual effects. They may be combined to achieve both immediate and delayed consequences. Mixed infections or toxic exposures may occur, thereby complicating or delaying diagnosis. Casualties of multiple agents may exist; casualties may also suffer from multiple effects, such as trauma and burns from an explosion, which exacerbate the likelihood of agent contamination. Attacks may be planned and executed so as to take advantage of the reduced effectiveness of protective measures produced by employment of an initial WMD agent. Finally, the potential exists for multiple incidents in single or multiple municipalities.

Biological

Recognition of a biological hazard can occur through several methods, including identification of a credible threat, discovery of bioterrorism evidence (devices, agent, clandestine lab), diagnosis (identification of a disease caused by an agent identified as a possible bioterrorism agent), and detection (gathering and interpretation of public health surveillance data). When people are exposed to a pathogen such as anthrax or smallpox, they may not know that they have been exposed, and those who are infected, or subsequently become infected, may not feel sick for some time. This delay between exposure and onset of illness, the incubation period, is characteristic of infectious diseases. The incubation period may range from several hours to a few minutes, depending on the exposure and pathogen. Unlike acute incidents involving explosives or some hazardous chemicals, the initial detection and response to a biological attack on civilians is likely to be made by direct patient care providers and the public health community. Terrorists could also employ a biological agent that would affect agricultural commodities over a large area (e.g., wheat rust or a virus affecting livestock), potentially devastating the local or even national economy. The response to agricultural bioterrorism should also be considered during the planning process. Responders should be familiar with the characteristics of the biological agents of greatest concern for use in a bioterrorism event. Unlike victims of exposure to chemical or radiological agents, victims of biological agent attack may serve as carriers of the disease with the capability of infecting others (e.g., smallpox, plague).

Stated Threat to Release a Biological Agent
Unusual Occurrence of Dead or Dying Animals
Unusual Casualties <ul style="list-style-type: none"> • Unusual illness for region/area • Definite pattern inconsistent with natural disease
Unusual Liquid, Spray, Vapor, or Powder <ul style="list-style-type: none"> • Spraying; suspicious devices, packages, or letters

Chemical

Chemical agents are intended to kill, seriously injure, or incapacitate people through physiological effects. A terrorist incident involving a chemical agent will demand immediate reaction from emergency responders - firefighters, police, hazardous materials (HazMat) teams, emergency medical services (EMS), and emergency room staff—who will need adequate training and equipment. Hazardous chemicals, including industrial chemicals and agents, can be introduced via aerosol devices (e.g., munitions, sprayers, or aerosol generators), breaking containers, or covert dissemination. Such an attack might involve the release of a chemical warfare agent, such as a nerve or blister agent or an industrial chemical, which may have serious consequences.

Early in an investigation, it may not be obvious whether an infectious agent or a hazardous chemical caused an outbreak; however, most chemical attacks will be localized, and their effects will be evident within a few minutes. There are both persistent and non-persistent chemical agents. Persistent agents remain in the affected area for hours, days, or even forever. Non-persistent agents have high evaporation rates, are lighter than air, and disperse rapidly, thereby losing their ability to cause casualties after 10 to 15 minutes, although they may be more persistent in small, unventilated areas.

Nuclear and radiological

The difficulty of responding to a nuclear or radiological incident is compounded by the nature of radiation itself. In an explosion, the fact that radioactive material was involved may or may not be obvious, depending upon the nature of the explosive device used. The presence of a radiation hazard is difficult to ascertain, unless the responders have the proper detection equipment and have been trained to use it properly. Although many detection devices exist, most are designed to detect specific types and levels of radiation and may not be appropriate for measuring or ruling out the presence of radiological hazards.

The scenarios constituting an intentional nuclear/radiological emergency include the following:

- Use of an **improvised nuclear device (IND)** includes any explosive device designed to cause a nuclear yield. Depending on the type of trigger device used, either uranium or plutonium isotopes can fuel these devices. While “weapons-grade” material increases the efficiency of a given device, materials of less than weapons grade can still be used.

Stated Threat to Release a Chemical Agent
<p>Unusual Occurrence of Dead or Dying Animals</p> <ul style="list-style-type: none"> • For example, lack of insects, dead birds
<p>Complaint of Product Tampering</p> <ul style="list-style-type: none"> • Unexplained/Unusual odor • Unusual taste
<p>Unexplained Casualties</p> <ul style="list-style-type: none"> • Multiple victims • Surge of similar 911 calls • Serious illnesses • Nausea, disorientation, difficulty breathing, or convulsions • Definite casualty patterns
<p>Unusual Liquid, Spray, Vapor, or Powder</p> <ul style="list-style-type: none"> • Droplets, oily film • Unexplained odor • Low-lying clouds/fog unrelated to weather
<p>Suspicious Devices, Packages, or Letters</p> <ul style="list-style-type: none"> • Unusual metal debris • Abandoned spray devices • Unexplained munitions

- Use of a **radiological dispersal device (RDD)** includes any explosive device utilized to spread radioactive material upon detonation. By placing radiological material in close proximity, any improvised device could be used.
- Use of a **simple RDD** that spreads radiological material without the use of an explosive. Any nuclear material (including medical isotopes or waste) can be used in this manner.

Stated Threat to Deploy a Nuclear or Radiological Device
Presence of Nuclear or Radiological Equipment <ul style="list-style-type: none"> • Spent fuel canisters or nuclear transport vehicles
Radiological Sickness Symptoms <ul style="list-style-type: none"> • Burns, nausea, hair loss
Detonation of a Nuclear Device
Nuclear Placards/Warning Materials Along with Otherwise
Unexplained Casualties

Cyber-terrorism

Cyber-terrorism involves the malicious use of electronic information technology to commit or threaten to commit acts dangerous to human life, or against a nation’s critical infrastructures in order to intimidate or coerce a government or civilian population to further political or social objectives (FBI NIPC, Congressional testimony, August 29, 2001). As with other critical infrastructure guidance, most cyber protection guidance focuses on security measures to protect computer systems against intrusions, denial of service attacks, and other forms of attack rather than addressing issues related to contingency and consequence management planning.

Stated Threat of a Cyber-terrorism Attack
Detection of a Computer Virus by a Software Program
Unexplained Malfunctioning of a Computer Control System That Could Result in Injury or Death <ul style="list-style-type: none"> • 9-1-1 System • Streetlights • Air Traffic Control System
Collapse of Infrastructure Computer System <ul style="list-style-type: none"> • Electric Power Grid • Nuclear Power Plant • Water Treatment Plant
Collapse of Vital Computer Databases

Agri-terrorism

Any terrorist act using biological agents, achieved by poisoning the food or water supplies or by introducing diseases among livestock. This can involve the use of chemical or biological agents.

Stated Threat to Release a Chemical/Biological Agent into the Agriculture Industry
Unusual Liquid, Spray, Vapor or Powder
Unexplained Presence of Dead or Dying Animals, Birds and/or Insects
Presence of Abandoned Spray Devices

Other Terrorism Hazards

Although it is not realistically possible to plan for and prevent every conceivable type of terrorist attack, it is anticipated that future terrorism attempts could range from simple, isolated attacks to complex, sophisticated, highly coordinated acts of destruction using multiple agents aimed at one or multiple targets. Therefore, the plans developed for terrorist incidents must be broad in scope yet flexible enough to deal with the unexpected. These considerations are particularly important in planning to handle the consequences of attacks using low-tech devices and delivery, assaults on public infrastructure, and cyber terrorism. In these cases, the training and experience of the responders may be more important than detailed procedures.

Low-Tech Devices and Delivery

Planning for the possibility of terrorist attacks must consider the fact that explosives can be delivered by a variety of methods. Most explosive and incendiary devices used by terrorists would be expected to fall outside the definition of a WMD. Small explosive devices can be left in packages or bags in public areas for later detonation, or they can be attached directly to a suicide bomber for detonation at a time and place when and where the terrorist feels that maximum damage can be done. The relatively small size of these explosive devices and the absence of specific security measures in most areas make these types of terrorist attacks extremely difficult to prevent. Small explosive devices can also be brought onto planes, trains, ships, or buses, within checked bags or hand carried. Although present airline security measures minimize the possibility of explosives being brought on board airliners, planners will need to consider the level of security presently employed on ships, trains, and buses within their jurisdictions. Larger quantities of explosive materials can be delivered to their intended target area by means of car or truck bombs.

Infrastructure Attacks

Potential attacks on elements of the nation’s infrastructure require protective considerations. Infrastructure protection will involve proactive risk management actions to prevent the destruction of or incapacitating damage to networks and systems that serve our communities.

Infrastructure protection often is more focused on security, deterrence, and law enforcement than on emergency preparedness and response. The State of New

Hampshire's departments and agencies must develop contingency plans in the event critical infrastructures are brought down as the result of a terrorist incident.

Presidential Decision Directive 63 was issued in May 1998. It established the Critical Infrastructure Assurance Office (CIAO) and outlined steps to be taken to protect critical infrastructures from disruptions that could have serious public health and safety, economic, or national security impacts.

SITUATION AND PLANNING ASSUMPTIONS

Situation

Until such time as an incident is determined to be an act of terrorism, response operations will be implemented under the Franconia EOP and its ESF components.

The Co-Primary Agencies will coordinate with the support agencies to identify potential requirements to implement increased readiness operations.

Planning Assumptions

No single agency at the local, state, federal or private level possesses the authority and the expertise to act unilaterally on many difficult issues that may arise in response to threats or acts of terrorism, particularly if CBRNE/WMD, Cyber- and/or Agro-terrorism are involved.

Local, state, and federal responders may define working perimeters that may overlap to some degree. Perimeters may be used to control access to the area, target public information messages, assign operational sectors among responding organizations, and assess potential effects on the population and the environment. Control of these perimeters may be enforced by different authorities, which may impede the overall response if adequate coordination is not established.

If protective capabilities are not available, responders cannot be required to put their own lives at risk in order to enter a perimeter contaminated with CBRNE material. It is possible that the perimeter will be closed until the CBRNE agent is identified or the effects of the CBRNE material have degraded to levels that are safe for responders.

Although this annex takes into consideration the most probable scenarios relating to the primary categories of terrorism incidents, no assumptions should be made to the annex being all inclusive of every conceivable situation that a terrorism incident could create. Emergency responders will assess the situation and determine the best course of action based upon their training and prescribed policies, plans, and procedures.

CONCEPT OF OPERATIONS

General

Response and Recovery actions to terrorist events will be conducted in accordance with established policies, plans, procedures, and guides.

The Franconia Primary Agencies will maintain the Town's lead responsibility for response management to threats or acts of terrorism until a time at which state and regional agencies take over control. The Franconia Primary Agencies will have the responsibility for all recovery actions.

This EOP Terrorism Annex provides a graduated flexible response and recovery actions to the full range of incidents. An act of terrorism exceeding the local capability to resolve automatically goes to the state level for assistance. It is likely that in a terrorism event, state agencies will quickly assume control.

Organization

Functional Organization – EOC Organization Chart

The EOC Organization Chart details the overall response structure of the EOC involving the threat of or actual occurrence of a terrorist incident in Franconia. Direction and control remains the responsibility of the Emergency Management Director with implementation and coordination conducted from the designated support agencies and regional and state officials. Please refer to Page 21 for the EOC Organization Chart.

Interagency Coordination

Under the Basic Plan of the Franconia EOP, the EMD is responsible to ensure that emergency response tasks/activities are coordinated among all the ESFs response agencies and across all levels of government, as appropriate.

Operational Facilities/Sites

FBI – Joint Operations Center (JOC)

The JOC is a centralized operations center established by the FBI Field Office/Resident Agent during terrorism-related incidents to provide a single point of direction, control, and coordination for emergency response operations. The JOC resolves conflicts in prioritization of resource allocations involving federal assets.

The location of the JOC will be based upon the location of the incident and current threat specific information.

Joint Information Center (JIC)

The JIC is a combined public information center that serves two or more levels of government or federal, state, and local agencies. During a terrorist incident, the FBI will establish and maintain this facility (possibly the National Guard Armory).

Franconia Emergency Operations Center

The Franconia EOC will be located at the Franconia Fire State. In the event that the fire Station is compromised, the EOC will be located at the Franconia Town Hall.

Warning

Every incident is different. There may or may not be warning of a potential WMD incident. Factors involved range from intelligence gathered from various law enforcement or intelligence agency sources to an actual notification from the terrorist organization or individual.

The warning or notification of a potential WMD terrorist incident could come from many sources; therefore, open but secure communication among local, state, and federal law enforcement agencies and emergency response officials is essential.

The Primary Agencies, the Franconia Fire and Police Departments, will be notified of any suspected terrorist threats or incidents in the Town of Franconia.

The FBI will notify state and local law enforcement officials regarding potential terrorist threats.

Notification and Activation

Upon receiving information from the FBI of a potential terrorist threat, the NH State Police/Office of the Attorney General, based on the advice of the FBI, will notify the Homeland Security Advisor and the appropriate state and local agencies as the situation warrants.

The EMD will partially or fully activate the local EOC, based upon specific threat information received. The decision to partially or fully activate the EOC will be based on the advice of the Homeland Security Advisor for New Hampshire.

In May 2011, the Department of Homeland Security did away with the eight-year old color-coded Homeland Security Advisory System (HSAS). To replace HSAS, the Department created the National Terrorism Alert System (NTAS) in an effort to better communicate specific information about the nature of a terrorist threat and to provide this information in a clear and timely fashion.

NTAS offers only two alerts:

- **Imminent Threat Alert.** Warns of a credible, specific, and impending threat against the United States.
- **Elevated Threat Alert.** Warns of a credible threat against the United States.

With each alert, there is a brief summary of the threat, information on the affected area, preparedness steps that the public can take and an expiration of date of the alert. Additional details on the nature of the threat and the actions being taken. NTAS alerts are issued only when credible information is available about specific threats to the U.S.

Communications

ESF #2, Communications & Alerting, is tasked with the responsibility to establish and maintain a secure communications capability for the Town, which includes voice, data, video, and fax.

ESF #2, Communications & Alerting, will coordinate measures to ensure communications interoperability among the response agencies.

Plan Implementation

Response Actions

- The Primary Agencies assigned for response actions are the Franconia Police Department, the Franconia Fire Department and Franconia Life Squad for general threats or acts of terrorism within the Town of Franconia.
- State lead agency assignments for response actions are the Department of Justice (DOJ), the Office of the Attorney General (AG), Homeland Security & Emergency Management (HSEM) and the NH State Police for general threats or acts of terrorism within the State of New Hampshire.
- Response actions specific to certain types of terrorist acts can require a shared lead responsibility with additional agencies, which have the skills and resources that can assist in defining, responding to, and managing the event. Such shared responsibilities would be:
 - Biological, nuclear, radiological, and food and product tampering terrorist acts shared leads are with Department of Health and Human Services (DHHS).
 - Chemical, incendiary and explosive terrorist acts shared lead is the Department of Safety – Fire Marshal's Office.
 - Agro-terrorist acts shared lead is the Department of Agriculture, Markets and Food.
 - Cyber-Terrorism shared lead is the Department of Administrative Services and the Division of Information Management.

Federal Actions:

Upon determining that a terrorist incident is credible, the FBI Special Agent in Charge (SAC), through the FBI Headquarters, will initiate liaison with other federal agencies to activate their operations centers. The responsible FEMA region(s) may activate a Regional Operations Center (ROC) and deploy a representative(s) to the affected State(s). When the responsible FEMA region(s) activates a ROC, the region(s) will notify the responsible FBI Field Office(s) to request a liaison. If the FBI activates the Strategic Information and Operations Center (SIOC) at FBI Headquarters, then other federal agencies, including FEMA, will deploy a representative(s) to the SIOC, as required. Once the FBI has determined the need to activate a Joint Operations Center (JOC) to support the incident site, federal, state, and local agencies may be requested by FEMA to support the Consequence Management Group located at the JOC.

Recovery Actions

- The Franconia EMD shall ensure that the Franconia EOP is adequate to recover from the consequences of terrorism.
- The Franconia EMD, with the support of all agencies in the Franconia EOP, shall act in support of the response team until such time as the Department of Justice, the Attorney General and the NH State Police shall transfer the Lead Agency role to HSEM.

Specialized Teams

- NH National Guard
- NH State Police Troop F - Canine Unit
- NH State Police SWAT Team
- State Hazmat Team

Incident Phases

Pre-Incident

- A credible or significant threat may be presented in verbal, written, intelligence-based or other form.
- In response to a credible or significant threat involving CBRNE/WMD/Cyber- or Agro-terrorism, the Franconia Co-Primary Agencies will initiate a threat assessment process that involves close coordination with local, state and federal agencies with technical expertise, in order to determine the viability of the threat from a technical, as well as tactical and behavioral standpoint.
- The Primary Agencies maintain a contact listing of local, federal and state law enforcement agencies. State and federal agencies will provide the initial notification of a threat or occurrence of terrorism to local and state law enforcement authorities

Trans-Incident (Situations involving a transition from a threat to an act of terrorism)

- The EMD will contact local, state and federal agencies and provide the initial notification to other law enforcement authorities, state agencies, as well as the FBI of the confirmed presence of an explosive device, WMD, Cyber- or Agro-terrorism threat, capable of causing a significant destructive event, prior to actual injury or property loss (e.g., a significant threat).
- If an act of terrorism becomes imminent, and causes the Governor to direct Homeland Security & Emergency Management (HSEM) to implement a State EOP, then HSEM will initiate procedures to activate additional ESFs and a Disaster Field Office (DFO) if necessary. Coordination will be conducted from the designated state facility.
- As the situation warrants, the EMD will coordinate with the Select Board Chair or his/her designee regarding the need to activate the Town's Continuity of Operations (COOP) and/or Continuity of Government (COG) plans, as appropriate.

Post-Incident

An incident is defined as follows:

- The detonation of an explosive device, utilization of a CBRNE WMD, introduction of an Agro-terrorism agent or other destructive event, with or without warning that results in limited injury or death (e.g., limited consequences: State and local response and recovery).

Or

- The detonation of an explosive device, utilization of a CBRNE WMD, introduction of an Agro-terrorism agent or other destructive event, with or without warning, that results in substantial injury or death (e.g., major consequences: Federal response).

Once an incident has occurred, the Franconia EMD will provide a Liaison to the local EOC and/or the FBI JOC, as needed. The NH State Police will contact local, state, and federal agencies of the detonation of an explosive device, using a CBRNE WMD, introduction of an Agro-terrorism agent or other destructive event.

It is feasible to have recovery operations begin while response operations are continuing. The EMD will coordinate with the appropriate local, state, and federal agencies in determining when recovery operations will commence. Recovery operations include, but are not limited to, the following activities/functions:

- *Site Decontamination*
- *Site Demolition or Restoration*
- *Memorial Services*
- *Victim Compensation and Disaster Assistance*
- *Temporary Housing Assistance*
- *Long-term Medical Monitoring and Surveillance*

The Franconia Primary Agencies will coordinate with the NH State Police and FBI to determine the appropriate point at which the scene will transition from the response and search and rescue phase, to a criminal investigation phase.

The Franconia Primary Agencies, in coordination with the NH State Police will coordinate with DOJ to initiate victim assistance programs, as appropriate.

Demobilization

If an act of terrorism does not occur, the responding elements will demobilize when the Franconia EMD, in consultation with the NH State Police and the Governor, issues a cancellation notification to the appropriate ESF agencies. ESF agencies will coordinate with the EOC Operations Officer and demobilize according to established SOPs/SOGs.

If an act of terrorism occurs, then each ESF structure demobilizes at the appropriate time according to established SOPs/SOGs. Following ESF demobilization, operations by individual state agencies may continue, in order to support the affected local governments with long-term hazard monitoring, environmental decontamination, and site restoration (clean-up).

ROLES AND RESPONSIBILITIES

General

Upon activation of Franconia EOP (either in whole or in part), Town departments designated as Primary and Support Agencies for the EOP will effectively carry out their missions and assigned roles and responsibilities, as directed/requested.

The ESFs will provide support within the scope of their agencies' statutory authority and assigned mission.

This section only outlines those Agencies that have roles and responsibilities specific to a response to terrorism incident. These roles and responsibilities are in addition to those outlined in the Basic Plan and ESF specific components of the Franconia EOP.

Interagency Coordination

The EOC is the focal point for interagency and intergovernmental coordination between the following:

- FBI JOC
- Local EOC
- Other Law Enforcement Command Posts
- Other Community's EOCs
- FEMA IOF/DFO

The JOC structure includes the following standard groups:

- Command
- Operations
- Support
- Recovery

Representation within the JOC may include federal, state, and local agencies with support roles. Selected federal, state, and local agencies may be requested to serve in the JOC Command Group, the JOC Support group/Media component, and the JOC Recovery Management Group.

To maintain consistency in the management of the incident, the JOC should continue to operate as structured; however, leadership of the JOC may pass to FBI dependent on the situation. Local and State Police and state agencies in support of the JOC will continue to operate, but under FBI role designation and direction.

Response issues that affect multiple agency authorities and areas of expertise will be discussed by the FBI and the JOC Command Group working in consultation with local, state and federal representatives. While the FBI on-scene commander (FBI - OSC) retains authority to make federal response decisions at all times, operational decisions are made cooperatively to the greatest extent possible.

The FBI - OSC and the senior FEMA official will provide, or obtain resolution of conflicts in priorities for allocation of critical federal resources between response and recovery requirements, disseminating threat information with designated ESFs and other local/state departments, as appropriate.

The FBI will provide training to emergency response personnel that include but is not limited to the following:

- Crime scene preservation.
- Evidence collection and chain of custody.
- Victim interviews.
- Combined epidemiological/criminal investigations.
- Implementation plans and procedures to prevent, contain, and/or mitigate the chemical, biological, or radiological agent introduced into the agricultural and livestock environment.

In the event, an Agro-Terrorism incident involves a zoonotic disease, coordinate with *ESF #8, Health & Medical Services*, to address the public health risks and for the dissemination of emergency public health information/personal protective actions that may be necessary.

The Franconia Primary Agencies

The Franconia Fire Department, the Franconia Police Department and the Franconia Life Squad are the Primary Agencies assigned to implement and coordinate the response functions.

During the response, the Primary Agencies coordinate closely with state law enforcement authorities and other state agencies for law enforcement resolution. If state or federal agencies are involved, then the Primary Agency will also coordinate with them. The Primary Agencies is responsible for the incident site and may modify the Command Post to function as a Joint Operations Center (JOC).

Responsibilities

Franconia Primary Agencies - Fire & Police Departments and Franconia Life Squad

Police Department

- Work closely with NH State Police, DOJ, and FBI with respect to terrorist acts.
- Serve as the primary agency for criminal activity, investigations, and prosecution until the FBI assumes control.
- Provide liaison personnel to the local EOC at terrorist incidents.
- Coordinate the threat assessment.
- Assist the NH State Police and FBI with crime scene management.
- Serve as the lead agency for ordinance control and mitigation.
- Conduct victim interviews and collect information and/or descriptions of perpetrator.
- Coordinate closely with state law enforcement authorities and other state agencies for law enforcement resolution.
- Establish and maintain a secure communications capability to include voice, data and fax.
- Provide security and integrity for the Town's energy infrastructure.
- Disseminate threat information with designated ESFs and other local/state departments per *ESF #2, Communication & Alerting*, as appropriate.
- Implement response actions.

Fire Department

- Establish and maintain a secure communications capability to include voice, data and fax.
- Coordinate additional assistance and resources from unimpacted jurisdictions to include but not limited to the following:
 - Detection and monitoring equipment
 - Decontamination equipment and supplies
- Establish decontamination of contaminated victims and emergency response personnel.
- Establish and maintain environmental health hazards remediation, as needed.
- Provide detection and monitoring services, equipment and personal protective equipment (PPE), as needed.
- Coordinate the provision of decontamination assistance to hospitals, first responders and, when necessary, private facilities.

Franconia Life Squad

- Provide medical transportation as needed.
- Provide EMS Services as needed.
- Assist the Town of Franconia in their efforts to protect life and property.

Franconia Support Agencies**The Emergency Management Director will:**

- Coordinate with the Board of Selectmen to provide public information for press releases, etc. through ESF #14, Public Information.
- Provide information to the Joint Operations Center for media and public information.
- Assist the Primary Agencies and all regional, state and federal agencies as required.

Board of Selectmen

- Serve as primary public information source until event is classified as a terrorist act and media releases are assumed by Joint Operations Center (JOC) Media operations.
- Liaison with the JOC Media/Public Information Officer (PIO) and assist as needed/directed regarding the collection and dissemination of public information.
- Assist JOC in keeping media and public informed through JOC designated and approved briefings and press conferences.

Highway Department

- Establish and maintain the security and integrity of the Town's road and bridge infrastructure.
- Assist with traffic control as needed
- Provide signs, barricades, etc. to help maintaining site perimeter
- Assist with removal of bodies if needed

Health Officer

- Serve as the point of contact with the Department of Health and Human Services

- Assist in the efforts to ensure there is no uptake of chemical, radiological or biological agents into the food chain or the food supply.
- Implement plans and procedures to prevent, contain, and/or mitigate the chemical, biological, or radiological agent introduced into the agricultural and livestock environment.
- In the event, an Agro-Terrorism incident involves a zoonotic disease, coordinate with ESF-8, Health and Medical Services to address the public health risks and for the dissemination of emergency public health information/personal protective actions that may be necessary.
- Assist the Medical Examiner's Office in the proper disposition of contaminated human remains, clothing and miscellaneous items, as needed.
- Coordinate with ESF-10, Hazardous Materials to ensure safe entry to the incident site, as necessary.
- Coordinate with ESF-13, Law Enforcement and Security regarding epidemiological/criminal investigations, as needed.
- Assist in the management of immunization clinics with the North Country Public Health Network.
- Assist with the implementation of a Mass Inoculation Plan with the North Country Public Health Network as appropriate.

AUTHORITIES AND REFERENCES

Plans

- Franconia Emergency Operations Plan.
- Franconia Radiological Protection Annex (Chapter 5).
- Franconia Hazard Specific Annex (Chapter 4).

SOPs/SOGs

- Emergency Support Functions (ESFs) Standard Operating Procedures/Guides
- Franconia Fire Department Standard Operating Guidelines
- Franconia Police Standard Operating Procedures

CHAPTER 7 - EMERGENCY OPERATIONS CENTER GUIDELINES ANNEX

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INTRODUCTION

This Annex outlines the sequence of steps for activating the EOC, depending on the threat. Note that many steps will apply whenever you decide to activate the EOC, regardless of the nature of the threat. What will vary from situation to situation will be the number of persons involved and the functions activated.

One of the first tasks in any emergency is to quickly assess the situation to determine if its size or severity warrants activating the EOC. The EOC goes into operation when the appropriate officials decide that the situation is serious enough to require a coordinated and other-than-routine response. Obviously, the EOC does not become operational for all emergencies.

EOC OPERATIONAL LEVEL

EOC Operational Levels	Description	Associated Local Actions
Level 1	Consist of the daily operations agencies must carry out, in absence of an emergency situation, to ensure readiness.	Preparedness, planning, training, and exercise activities are being conducted. Assessing local conditions.
Level 2	Monitoring phase triggered by the potential for an event that could threaten life, property, or the environment.	Local agencies and ESFs that would need to take action, as part of their everyday responsibilities will be notified and acknowledge receipt of notification.
Level 3	Partial activation of the EOC. Triggered by highly probable hazardous conditions and a strong potential for property damage or loss of life.	All ESF primary agencies are notified. The EOC is staffed with assigned personnel and the necessary ESFs.
Level 4	Full activation of the EOC. Triggered by extremely hazardous conditions that are imminent or occurring. Highest state of alert.	All primary and support agencies under the <i>EOP</i> are notified. The EOC will be on full activation with 24-hour staffing by assigned personnel and all necessary ESFs.

EOC – ACTIVATION PROCEDURES

Activate communications equipment

Test communications equipment:

- Local and Regional Dispatch
- Grafton County Dispatch / Twin State Fire Mutual Aid
- Telephones
- Computer / Internet
- Backup generator

Enact the message flow system (recording messages)

It is important to have an effective message system that allows for a disciplined flow of incoming and outgoing messages. This system is a method that ensures the following, at a minimum:

- Exact and detailed recording of an incoming message
- Directing this message to the EOC staff person best suited to respond
- Coordinating the decision to allocate resources
- Allocating the resources or requesting additional ones
- Recording the action(s) taken
- Notifying the sender of the message of the action taken
- Ideally, an operations officer routes the completed incoming messages to the appropriate staff person and makes sure each incoming message gets the attention it needs.
- Identify a “runner” if needed.

Set up maps

When possible, maps should be available and already posted at the Emergency Operations Center.

Logs & status boards

Maintain the following:

- Chronological Event Logs
- Status Boards (shelter locations, # occupants, roads impassable, locations without power, (etc.).

Prepare a shift schedule

If the EOC is to operate for any length of time, make sure the personnel in the EOC have the needed breaks and their active time does not exceed a reasonable span of time. While it is impossible to set a schedule of breaks, it is critical that staff working under intense pressure take regular breaks to maintain their sharpness. You may have to encourage some over-zealous staff members that are caught up in the excitement to take a break. Do not hesitate to do so if it looks like fatigue is setting in.

If it seems that the operation will extend beyond one day, you will need a second shift to relieve the first shift. Specify the length of the shift and the names of everyone who is to serve and on which shift.

Announce the briefing schedule

It is important to announce and post the briefing schedule as soon as the EOC activates. Briefings should occur on a regular basis such as when shifts change, when there is a sudden change in events, or before making a major decision or releasing potentially disturbing information to the public or the media.

The local news media also needs a briefing schedule so that they know when to expect a report from the EOC. A media schedule will provide them with important information and help keep the media from interfering with EOC operations.

Provide staff necessities

If you know the EOC will be in operation for some time, make sure you have appropriate food, beverages, housekeeping provisions, and basic medical supplies.

Depending on your situation, you should make arrangements with caterers or other community food sources used to preparing meals for large groups. While you can stockpile drinks and housekeeping and medical supplies, fresh food poses a different challenge.

EOC SECURITY

In order to carry out an effective response to an emergency or disaster, the EOC must function without interference from those who are not part of the emergency management team.

As soon as the EOC goes into emergency status, implement a check-in procedure. Ensure everyone entering the EOC signs in an Attendance Log Sheet.

The EOC should have a security person on duty. Each member of the EOC staff should have identification so that security knows who to admit.

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CATEGORIZED RESOURCE INVENTORY LIST

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ALPHABETICAL RESOURCE INVENTORY LIST

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RECORD OF REVISIONS & CHANGES

Emergency Management Plan	2006
Emergency Operations Plan (This Plan; ESF Format):	2013

STATEMENT OF ADOPTION

To be completed at the time of Adoption.

This publication of the Franconia, NH Emergency Operations Plan represents a concerted effort on the part of town government to provide a mechanism for effectively responding to and recovering from the impact of natural or human-caused disasters or emergencies.

The stated purpose of this plan and associated supporting documents is to facilitate the delivery of local government, community, and mutual aid resources, and to provide needed assistance and relief to disaster victims and the community at large. As no community has the resources to manage a major emergency without outside assistance, this plan represents the Town’s best intentions to deal with disaster within the framework of community-wide cooperation, and statewide coordination.

The adoption of this plan nullifies all previously adopted Emergency Operations Plans for the Town of Franconia, NH.

Statement of Adoption

Adopted this day, the _____ of _____, 201_____

 Ted Hoyle
 Chairman of the Board of Selectmen

 John Lachapelle
 Member of the Board of Selectmen

 Bob Montagno
 Member of the Board of Selectmen

 Mark Taylor
 Emergency Management Director

**Signatures are scanned-original signatures on file.*

SIGNATORIES TO THE FRANCONIA EMERGENCY OPERATIONS PLAN

To be provided by Mark Taylor.

Name	Position	Signature
The signatures below indicate the signee has read the Franconia Emergency Operations Plan 2013 and understands his/her responsibilities as outlined in the Plan.		
Mark Taylor	Emergency Management Director	
Mac Cashin	Deputy EMD/Police Sergeant	
Harvey Flanders	Assistant Fire Chief	
James Cyrs	Highway Department	
Ted Hoyle	Select Board - Chair	
John Lachapelle	Select Board Member	
Bob Montagno	Select Board Member	
	Health Officer	
	Franconia Life Squad	
Sally Small	Administrative Assistant / Welfare Officer	
	Road Agent	
	Franconia Village School Principal	
	Welfare Officer	

**Signatures are scanned-original signatures on file.*

NIMS RESOLUTION

To be completed at the time of Adoption.

Adoption of the National Incident Management System

It is hereby resolved by the Town of Franconia, New Hampshire that:

WHEREAS; Emergency response to critical incidents, whether natural or manmade, requires integrated professional management, and

WHEREAS; Unified command of such incidents is recognized as the management model to maximize the public safety response, and

WHEREAS; The National Incident Management System, herein referred to as NIMS, has been identified by the Federal Government as being the requisite emergency management system for all political subdivisions, and

WHEREAS; Failure to adopt NIMS as the requisite emergency management system may preclude reimbursement to the political subdivision for costs expended during and after a declared emergency or disaster and for training and preparation for such disasters or emergencies.

THEREFORE; it shall be the public policy of this municipality to adopt the NIMS concept of emergency planning and unified command. It shall further be the policy of this municipality to train public officials responsible for emergency management.

National Incident Management System (NIMS)

Adopted this day, the _____ of _____, 201_____

 Ted Hoyle
 Chairman of the Board of Selectmen

 John Lachapelle
 Member of the Board of Selectmen

 Bob Montagno
 Member of the Board of Selectmen

 Mark Taylor
 Emergency Management Director

**Signatures are scanned-original signatures on file.*

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ACRONYMS & ABBREVIATIONS

ACC.....	Acute Care Center
ARC.....	American Red Cross
ARES.....	Amateur Radio Emergency Service
BOCA.....	Building Officials and Code Administrators
CBRNE.....	Chemical, Biological, Radiological, Nuclear, and Explosive
CDC.....	Centers for Disease Control and Prevention
CERCLA.....	Comprehensive Environmental Response, Compensation, and Liability Act
CFR.....	Code of Federal Regulations
CIKR.....	Critical Infrastructure & Key Resources
CIP.....	Capital Improvements Program
COG.....	Continuity of Government; also Council of Governments
COOP.....	Continuity of Operations
DES.....	Department of Environment Services
DFO.....	Disaster Field Office
DHHS.....	Department of Health and Human Services
DHS.....	Department of Homeland Security
DMCR.....	Disaster Management Central Resource
DOD.....	Department of Defense
DOE.....	Department of Energy
DOJ.....	Department of Justice
DOT.....	Department of Transportation
DPP.....	Domestic Preparedness Program
DRC.....	Disaster Recovery Center
DRED.....	Department of Resources & Economic Development
EAS.....	Emergency Alert System
EMA.....	Emergency Management Agency
EMD.....	Emergency Management Director
EMS.....	Emergency Medical Services
EO.....	Executive Order
EOC.....	Emergency Operations Center
EOP.....	Emergency Operations Plan
EPA.....	U.S. Environmental Protection Agency
EPCRA.....	Emergency Planning and Community Right-to-Know Act
ESF.....	Emergency Support Functions
FEMA.....	Federal Emergency Management Administration
FIRM.....	Flood Insurance Rate Map
FOC.....	Field Operations Center
FOG.....	Field Operating Guide
FRERP.....	Federal Radiological Emergency Response Plan
NRP.....	National Response Plan
GIS.....	Geographic Information System
HSAS.....	Homeland Security Advisory System (former color-coded system)

HazMat	Hazardous Material(s)
HMGP	Hazard Mitigation Grant Program
HSEM	Homeland Security Emergency Management
IAP	Incident Action Plan
IC	Incident Commander
ICC	Incident Command Center
ICS	Incident Command System
JIC	Joint Information Center
MA	Mutual Aid
MCI	Mass Casualty Incident
MOA	Memorandum of Agreement
MOU	Memorandum of Understanding
NAWAS	National Warning System
NFA	National Fire Academy
NFIP	National Flood Insurance Program
NGVD	National Geodetic Vertical Datum of 1929
NHDOT	NH Department of Transportation
NIMS	National Incident Management System
NTAS	National Terrorism Advisory System
NWS	National Weather Service
ODP	Office for Domestic Preparedness (DHS)
PA	Public Assistance
PDA	Preliminary Damage Assessment
PDD	Presidential Decision Directive
PHS	Public Health Service
PIO	Public Information Officer
POD	Point of Distribution
PPE	Personal Protective Equipment
PSA	Public Service Announcement
RERP	Radiological Emergency Response Plan
RNAT	Rapid Needs Assessment Team
SARA	Superfund Amendments and Reauthorization Act of 1986 (a.k.a. EPCRA)
SERC	State Emergency Response Commission
SERT	State Emergency Response Team
SITREP	Situation Report (Also SitRep)
SLG	State and Local Guide
SOG	Standard Operating Guide
SOP	Standard Operating Procedure
USDA	US Department of Agriculture
USDA-FS	USDA-Forest Service
USGS	United States Geological Society
VOAD	Volunteer Organization Active in Disasters
WMD	Weapon(s) of Mass Destruction

DEFINITIONS

Aerosol – Fine liquid or solid particles suspended in a gas, for example, fog or smoke.

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.

Biological Agents – Living organisms or the materials derived from them that cause disease in or harm to humans, animals, or plants or cause deterioration of material. Biological agents may be used as liquid droplets, aerosols, or dry powders.

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 mandates facilities to comply with specific release notification requirements under CERCLA and Title III. (Reportable Quantity Chemicals)

Citizen Emergency Response Team (CERT) – Group of citizen volunteers who offer assistance during disasters or major emergencies.

Chemical Agent – A chemical substance that is intended to kill, seriously injure, or incapacitate people through physiological effects; generally separated by severity of effect: lethal, blister, and incapacitating.

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 Disturbance – A Civil Disturbance is 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.

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).

Consequence Management – Measures to protect public health and safety, restore essential government services, and provide emergency relief to governments, businesses, and individuals affected by the consequences of terrorism. State and local governments exercise primary authority to respond to the consequences of terrorism (Source: Federal Response Plan [FRP] Terrorism Incident Annex, page TI-2, April 1TBD). The Federal Emergency Management Agency (FEMA) has been designated the lead agency for consequence management to ensure that the FRP is adequate to respond to terrorism. Additionally, FEMA supports the Federal Bureau of Investigation (FBI) in crisis management.

Continuity of Government (COG) – Efforts to maintain the governmental body and identify emergency delegation of authority in accordance with applicable laws, during emergencies or disasters. COG planning ensures continued line of governmental authority and responsibility.

Continuity of Operations (COOP) – Efforts in which individual departments and agencies ensure the continuance of essential functions/services during emergencies or disasters. COOP also includes activities involved with relocation to alternate facilities.

Continuity of Operations (COOP) Plan – A contingency plan that provides for the deliberate and planned deployment of pre-identified and trained personnel, equipment and supplies to a specific emergency relocation site and/or the transfer of essential functions to another department, agency or organization.

Crisis Management – This is the law enforcement aspect of an incident that involves measures to identify, acquire, and plan the resources needed to anticipate, prevent, and/or resolve a threat of terrorism. The FBI is the lead agency for crisis management for such an incident. (Source: FBI) During crisis management, the FBI coordinates closely with local law enforcement authorities to provide successful law enforcement resolution to the incident. The FBI also coordinates with other federal authorities, including FEMA (Source: Federal Response Plan Terrorism Incident Annex, April 1TBD.)

Critical Incident Stress Debriefing Team (CISD) – CISD is counseling and educational group process designed specifically for emergency response workers to mitigate the impact of a critical incident on personnel and to accelerate recovery in normal people experiencing normal reactions to totally abnormal events.

Cyber-terrorism – Malicious conduct in cyberspace to commit or threaten to commit acts dangerous to human life, or against a nation's critical infrastructures, such as energy, transportation, or government operations in order to intimidate or coerce a government or civilian population, or any sequence thereof, in furtherance of political or social objectives.

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.

Decontamination – The process of making people, objects, or areas safe by absorbing, destroying, neutralizing, making harmless, or removing the hazardous material.

Disaster – An event that creates an inability to provide critical functions/services for a significant period of time. Normally this is a widespread event causing destruction and distress; however, while this may include a large-scale event, as in a “natural disaster”, a localized event may present sufficient impact to a jurisdiction to be classified as a disaster.

Disaster Field Office (DFO) – The office established in or near the designated area to support federal and state response operations.

Disaster Medical Assistance Team (DMAT) – Team from the Office of the Assistant Secretary for U.S. Health/Office of Emergency Preparedness - National Disaster Medical Assistance (OASH/OEP-NDMS), that assists in providing care for the ill and injured victims at the site of a disaster or emergency.

Disaster Mortuary Operational Response Team (DMORT) – Is a federalized team of private citizens associated with the National Foundation for Mortuary Care, that respond under *ESF #8, Health & Medical Services* through FEMA. The DMORT is responsible for maintaining temporary morgues, victim identification and processing, preparing, and disposing of remains. DMORT also provides technical assistance and personnel to recover, identify, and process deceased victims.

Disaster Recovery Center (DRC) – A center established in or near a disaster area to provide information and/or deliver assistance to disaster victims. DRCs are established when a Presidential Disaster Declaration is issued. Local, state, and federal agencies will staff the DRC (i.e., social services, state public health, and the IRS).

Disaster Welfare Inquiry (DWI) System - Safe & Well System – System set up by the American Red Cross to collect, receive, and report information about the status of victims and assist the family with reunification within the disaster area.

Distribution Centers (POD, Point of Distribution) – Facilities operated by local governments, local churches, community-based organizations and voluntary agencies for providing donated goods directly to disaster victims.

Emergency – An unexpected situation or event, which places life and/or property in danger and requires an immediate response to protect life and property. Any occasion or instance in which the Governor determines that state assistance is needed to supplement local response efforts and capabilities to save lives and protect property and public health and safety, or to lessen or avert the threat or impact of a catastrophe in any part of the State.

Emergency Alert System (EAS) – A voluntary network of broadcast stations and inter-connecting facilities, which have been authorized by the Federal Communications Commission (FCC) to disseminate information during an emergency, as provided by the Emergency Alert System plan. EAS 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 Management (EM) – A system of 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. Refer to local and state emergency legislation.

Emergency Management Director/Coordinator (EMD) – 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 briefly, clearly, and concisely specifies actions to be taken or instructions to be given in the event of natural disasters, technological accidents, or nuclear attack. 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 that is deployed by the Director, FEMA, 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 state or 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.

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 emergency plan (EOP).

Facility – As defined by section 101 of CERCLA, means any building, structure, installation, equipment pipe or pipeline (including any pipe 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 any consumer product in consumer use or any vessel. For the purpose of 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.

Federal Response Plan (FRP) – The FRP establishes a process and structure for the systematic, coordinated, and effective delivery of federal assistance to address the consequences of any major disaster or emergency declared under the Robert T. Stafford Disaster Relief and Emergency Assistance Act, as amended (42 U.S. Code [USC] et seq.). The FRP Terrorism Incident Annex defines the organizational structures used to coordinate crisis management with consequence management (Source: FRP Terrorism Incident Annex, April 1TBD).

Fixed Nuclear Facility (FNF) – A fixed nuclear facility may be 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.

Functional Areas of Responsibility – Numerous ESFs are tasked with the responsibility of providing a variety of essential services/functions during emergencies/disaster in support of local response operations. Each of the ESFs should identify those areas of responsibility within their portion of the local EOP. The ESFs should identify the services/functions provided (e.g., traffic control, disaster relief services), and the department/agency responsible for providing those services/functions, and the primary tasks/activities associated with the particular service/function (e.g., coordinate the provision of temporary housing assistance). If an ESF has developed a team structure to provide those services the team(s) should be identified. However, the composition and specific of the team(s) should be addressed in an SOP/SOG for each essential service/function identified. Any specialized teams (i.e., Search and Rescue teams, EOD, etc.) are to be addressed in the section of the ESF template labeled Specialized Units/Teams.

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 Material (HazMat) – A hazardous material is any 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.

Improvised Explosive Device (IED) - An improvised explosive device (IED) attack is a "homemade" bomb and/or destructive device to destroy, incapacitate, harass, or distract. IEDs are used by criminals, vandals, terrorists, suicide bombers, and insurgents. Because they are improvised, IEDs can come in many forms, ranging from a small pipe bomb to a sophisticated device capable of causing massive damage and loss of life. IEDs can be carried or delivered in a vehicle; carried, placed, or thrown by a person; delivered in a package; or concealed on the roadside. The term IED came into common usage during the Iraq War that began in 2003.

Incident Action Plan (IAP) – 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 (ICP) – The Incident Command Post is the location where primary command functions are made. This may be the Emergency Operations Center (EOC), Disaster Field Office (DFO), or Logistical Staging area. As command function transfers so does the Incident Command Post (ICP).

Incident Command System (ICS) – An Incident Command System is 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. The structure can be expanded, as situation requires larger resource, without requiring new, reorganized command structure.

Infrastructure Protection – Proactive risk management actions intended to prevent a threat from attempting to or succeeding at destroying or incapacitating critical infrastructures. For instance, threat deterrence and vulnerability defense.

In-kind Donations – Donations of goods or materials, such as food, clothing, equipment, and building materials instead of money.

Job Aid (JA) – A document or checklist designed to provide the user with help in completing a specific task.

Joint Information Center (JIC) – A combined public information office that serves two or more levels of government or federal, state, local agencies.

Joint Operations Center (JOC) – A centralized operations center established by the FBI Field Office during terrorism-related incidents to provide a single point of direction, control, and coordination for emergency response operations. The JOC resolves conflicts in prioritization of resource allocations involving federal assets.

Lead Agency – The federal department or agency assigned lead responsibility under U.S. law to manage and coordinate the federal response in a specific functional area. The FBI is the lead agency for crisis management, and FEMA is the lead agency for consequence management. Lead agencies support the overall Lead Federal Agency (LFA) during all phases of the response.

Lead Federal Agency (LFA) – The agency designated by the President to lead and coordinate the overall federal response is referred to as the LFA and is determined by the type of emergency. In general, an LFA establishes operational structures and procedures to assemble and work with agencies providing direct support to the LFA in order to provide an initial assessment of the situation, develop an action plan, monitor and update operational priorities, and ensure each agency exercises its concurrent and distinct authorities under U.S. law and supports the LFA in carrying out the President's relevant policy. Specific responsibilities of an LFA vary according to the agency's unique statutory authorities.

Local Emergency Management Director/Coordinator (EMD) – The local government official responsible for the emergency management program at the local level, county or municipal.

Local Emergency Planning Committee (LEPC) – A committee appointed by the State Emergency Response Commission (SERC), as required by SARA Title III, to formulate a comprehensive emergency plan to deal with hazardous materials within its jurisdiction.

Local Government – A political subdivision of the State that is usually at the County or municipal levels.

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, water, first aid and distribution of relief supplies following a catastrophic or significant natural disaster or other event to disaster victims.

Memorandum of Agreement/Understanding (MOA/MOU) – A document negotiated between organizations or legal jurisdictions for mutual aid and assistance in times of need. A MOA/MOU must contain such information as who pays for expense of operations (financial considerations), the party that will be 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).

Mitigation – Mitigation actions eliminate or reduce the probability of some disaster occurrences and also include long-term activities that lessen the undesirable effects of unavoidable hazards or reduce the degree of hazard risk. Some mitigation examples include flood plain management, and public education programs. Mitigation seeks to prevent disasters and to reduce the vulnerability of people to disasters that may strike. Hazard mitigation should follow all disasters.

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 Agreement – A Mutual Aid Agreement is a formal or informal understanding between jurisdictions pledging the exchange of emergency or disaster assistance.

National Contingency Plan (NCP) – Term referring to the National Oil and Hazardous Substances Pollution Contingency Plan. Regulations prepared by the Environmental Protection Agency implements 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) – The National Disaster Medical System is 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 Emergency Operations Center (NEOC) – The National Emergency Operations Center is an EOC for DHS/FEMA, which provides a centralized point of direction and control for federal response operations. The NEOC was formerly known as the National Interagency Emergency Operations Center (NIEOC).

National Flood Insurance Program (NFIP) – The National Flood Insurance Program is 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 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.

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 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.

New Hampshire Emergency Operations Plan (State EOP) – 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.

Persistent Agent – An agent that upon release retains its casualty-producing effects for an extended period of time, usually anywhere from 30 minutes to several days. A persistent agent usually has a low evaporation rate and its vapor is heavier than air; therefore, its vapor cloud tends to hug the ground. It is considered to be a long-term hazard. Although inhalation hazards are still a concern, extreme caution should be taken to avoid skin contact as well.

Plume – Airborne material spreading from a particular source; the dispersal of particles, gases, vapors, and aerosols into the atmosphere.

Point of Distribution (POD) - Facilities operated by local governments, local churches, community-based organizations and voluntary agencies for providing donated goods directly to disaster victims.

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 – Preparedness activities develop emergency response capabilities. Planning, exercising, training, mitigation, developing public information programs and alerting and warning are among the activities conducted under this phase of emergency management to ensure the most effective and efficient response in a disaster. Preparedness seeks to establish capabilities to protect people from the effects of disasters in order to save the maximum number of lives, minimize injuries, reduce damage, and protect property. Procedures and agreements to obtain emergency supplies, material, equipment, and people are developed.

Primary Agency – The Primary Agency is an agency, organization or group designated as an ESF primary agency serves as the executive agent under the local EOP to accomplish the assigned ESF Mission. Such a designation is based on that agency having performed that function on a day-to-day basis or by direction of a statutory mandate and/or regulatory requirements. Certain ESFs may have more than one agency designated in which cases they would be identified as “co-primary” agencies.

Promulgate – To promulgate, as it relates to the local Emergency Operation Plan (EOP), is the act of the jurisdiction officially proclaiming, declaring and/or adopting, via local ordinance, Executive Order (EO), or etc., the local EOP as the emergency operations plan for the jurisdiction.

Public Health – A common function in multi-hazard planning, which focuses on general health and medical 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 Information Officer (PIO) – The person tasked with preparing all information for dissemination to the media or to the public.

Radiation – High-energy particles or gamma rays that are emitted by an atom, as the substance undergoes radioactive decay. Particles can be either charged alpha or beta particles or neutral neutron or gamma rays.

Reception Center – A Reception Center is a donations management facility to receive specific, undesigned or unsolicited goods such as food, water, clothes, and building supplies.

Recovery – Recovery is both a short-term and a long-term process to restore the jurisdiction to normal conditions in the aftermath of any emergency or disaster involving extensive damage. Short-term operations assess damages, restore vital services to the community, and provide for basic needs to the public. Long-term recovery focuses on restoring the community to its normal or to an improved state of affairs. Examples of recovery actions are provision of temporary housing, restoration of government services, and reconstruction of damaged areas.

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 Agencies, Organizations or Groups – Other agencies, organizations, groups, and individuals, not assigned as primary or support to an ESF may have authorities, expertise, capabilities, or resources required for disaster operations. Those agencies, organizations, groups or SMEs may be requested to participate in planning and operations activities, designate staff to serve as representatives to the ESF, and/or provide services and resources. (Resources provide personnel and/or stuff (equipment, resources or supplies)).

Response – Response is the actual provision of emergency services during a disaster. These activities can reduce casualties, limit damage, and help to speed recovery. Response activities include directing emergency operations, evacuation, shelter, and other protective measures.

Revised Statutes Annotated (RSAs) – The specific form of State Law, codified and recorded for reference.

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.

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 personnel and equipment and resources during response operations. A SA can also serve as an area for assembling people to be moved by public transportation to host jurisdictions and a debarking area for returning evacuees.

Standard Operating Guide (SOG) – A SOG is a complete reference document focused on the collection of actions and activities established to accomplish one or more functions. The document user is afforded varying degrees of latitude in accomplishing functional actions or activities. As necessary, SOGs can be supported by one or more standard operation procedures (SOPs).

Standard Operating Procedures (SOP) – A SOP is an instructional document constituting a directive that provides prescriptive steps towards accomplishing a specified action or task. SOPs can supplement SOGs by detailing and specifying how assigned tasks are to be carried out.

State Coordinating Officer (SCO) – The representative of the Governor (usually the Director/Coordinator of Emergency Management) who coordinates the state response and recovery activities with those of the Federal Government. See GAR Governor's Authorized Representative.

State Emergency Response Commission (SERC) – Designated by the Governor, the SERC is responsible for establishing HazMat planning districts and appointing/overseeing local Emergency Planning Committees (LEPC).

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/Coordinator of EM serves as the SERT leader.

State Warning Point (SWP) – The state facility (NH State Police Communications Center) that receives warnings and other emergency information over NAWAS and relays this information in accordance with current directives.

Support Agency – An agency, organization or group that provides an essential function or service critical to the ESF and has a requirement in the decision process for the conduct of the operation using its authorities and determines priorities in providing cognizant expertise, capabilities, and resources.

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.

Terrorism – The unlawful use of force or violence against persons or property to intimidate or coerce a government, the civilian population, or any segment thereof, in furtherance of political or social objectives. Domestic terrorism involves groups or individuals who are based and operate entirely within the United States and U.S. territories without foreign direction and whose acts are directed at elements of the U.S. government or population.

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.

Unified Command (UC) – A team that 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) – 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

Vital Records – Records or documents, for legal, regulatory, or operational reasons, cannot be irretrievably lost or damaged without materially impairing the organization's ability to conduct business or provide essential services.

Vulnerability – Susceptibility to a physical injury or attack. Vulnerability refers to the susceptibility to hazards.

Vulnerability Analysis – A Vulnerability Analysis is a determination of possible hazards that may cause harm. Should be a systemic approach used to analyze the effectiveness of the overall (current or proposed) emergency management, emergency services, security, and safety systems at a particular facility or within a jurisdiction.

Weapon of Mass Destruction (WMD) – Any destructive device as defined in 18 USC 921; any weapon that is designed or intended to cause death or serious bodily injury through the release, dissemination, or impact of toxic or poisonous chemicals, or their precursors; any weapon involving a disease organism; or any weapon that is designed to release radiation or radioactivity at a level dangerous to human life. (Source: 18 USC 2332a). In 18 USC 921, a destructive device is defined, with certain exceptions, to mean any explosive, incendiary, or poison gas, bomb, grenade, or rocket having a propellant charge of more than 4 ounces, or a missile having an explosive incendiary charge of more than 0.25 ounce, or a mine, or a device similar to the above; any type of weapon by whatever name known that will, or that may be readily converted to, expel a projectile by the action of an explosive or other propellant, and that has any barrel with a bore of more 0.5 inch in diameter; any combination of parts either designed or intended for use in converting any device into any destructive device described above and from which a destructive device may be readily assembled.

AUTHORITY OF EMERGENCY RESPONSE AGENCIES

Position/Agency	Authorities	Authority
Governor	* Delegation of Authority to BEM Director.	RSA 21 P-37
	* Declaration of State of Emergency.	
	* Ordering Evacuation.	
	* Ordering other Protective Actions.	
Department of Agriculture	* Regulation of Food Handling, Preparation, Storage, & Distribution.	RSA 426
	* Environmental Sampling.	RSA 107
Department of Education	* Assist in Coordination of Emergency Response Activities of School Districts.	RSA 21
Department of Employment Security	* Actions & Provisions as Specified in the Disaster Relief Act of 1974.	RSA 108
Department of Environmental Services	* Control of Public Water Supplies.	RSA 149
	* Environmental Sampling.	
Department of Health & Human Services: Division of Community & Public Health Services	* Radiological Waste Disposal.	RSA 125
	* Transportation of Patients and Use of Vehicles as Ambulances.	RSA 151
	* Response Expenses.	RSA 161
	* Reciprocal Agreements.	
Division of Human Services	* Emergency Social Services.	RSA 161
	* Referral services for Evacuees.	RSA 126
	* Emergency Shelter.	
Department of Resource & Economic Development	* Access & Traffic Control in State Parks & Forests.	RSA 218 RSA 12
Department of Safety Division of Fire Safety & Emergency Management	* Direction of Emergency Response Organization.	RSA 21
	* Control of Emergency Communications.	
	* Request Federal and Regional Assistance.	
	* Actions & Provisions of the Disaster Relief Act of 1974.	RSA 108
	* NH Radiological Emergency Response Plan.	RSA 21/125
Pupil Transportation	* Direct Resources of Bus Services.	RSA 265
State Police	* Access Control.	RSA 106
	* Support to Local Police.	
	* Support to Traffic Control.	
	* Crime Prevention & Control.	
	* Request for Regional Law Enforcement Assistance.	NESPAC
Emergency Management	* Local Organization for Emergency Management	RSA 21-P:39
	* Immunity and Exemption	RSA 21-P:41
Department of Transportation	* Utilize Traffic Control Devices.	RSA 228

Position/Agency	Authorities	Authority
	<ul style="list-style-type: none"> * Clearing Roads of Vehicles, Debris, & Snow. * Installing Evacuation Route Signs. 	
Fish & Game Department	<ul style="list-style-type: none"> * Support DPHS Special Environmental Sampling & Monitoring of Shellfish. * Access & Traffic Control in Remote Areas. * Notification & Evacuation of Individuals in Outdoor Recreational Areas. 	RSA 206 RSA 211 RSA 208
NH National Guard	<ul style="list-style-type: none"> * Mobilization of Reserves for Protracted Emergency Period. General Support. 	RSA 110
Fire Department	<ul style="list-style-type: none"> * NH Statutes and Codes; Chapter 154, Firewards, Firefighters, and Fire Hazards * Authority of Fire Officer in Charge; RSA154:7. 	Chapter 154 RSA 154:1 to 154:34
Police Department	<ul style="list-style-type: none"> * NH Statutes and Codes; Title VII, Chapter 105 A – Police Officers and Watchmen * Authority of Fire Officer in Charge; RSA 154:7 	Chapter 105 A
Public Utilities Commission	<ul style="list-style-type: none"> * Consider Implementation of Emergency Regulations. * Provide State Emergency Response Organization additional Nuclear Facility Onsite Information. * Monitor Performance of Utilities Emergency Response. 	RSA 107:B
Civil Air Patrol	<ul style="list-style-type: none"> * Transportation of Passengers & Equipment. * Aerial Reconnaissance of Surface Traffic. * Air & Ground Search and Rescue. * Airborne Damage Assessment. * Aerial Radiological Monitoring. * Radio Communication Support. * Courier & Message Service. 	LOA
U.S. Coast Guard	<ul style="list-style-type: none"> * Controlling Access to EPZ by Sea. * Marine Emergency Notification to Commercial & Pleasure Craft. 	Title 33, CFR Parts 165.20 & 160.111
Federal Agencies	<ul style="list-style-type: none"> * Authorities of Public Law 93-288, as amended, <i>the Robert T. Stafford Disaster Relief & Emergency Assistance Act.</i> 	PL 93-288
<p>*RSA = (New Hampshire Revised Statutes Annotated) of the State Emergency Management Act</p>		

EMERGENCY MANAGEMENT STATUTES – CHAPTER 21 P

Selected sections pertaining to Local Emergency Management

21-P: 34 Purposes

The emergency management powers are conferred upon the governor and upon other executive heads of governing bodies of the state; the creation of local organizations for emergency management in the political subdivisions of the state is authorized

21-P: 35 Definitions

"Emergency management" means the preparation for and the carrying out of all emergency functions resulting from the occurrence or threat of widespread or severe damage, injury, or loss of life or property resulting from any natural or man-made cause, including but not limited to fire, flood, earthquake, windstorm, wave actions, technological incidents, oil or chemical spill, or water contamination requiring emergency action to avert danger or damage, epidemic, air contamination, blight, drought, infestation, explosion, or riot.

"Local organization for emergency management" means an organization created in accordance with the provisions of this subdivision by state, county, or local authority to perform local emergency management functions.

"State of Emergency" means that condition, situation, or set of circumstances deemed to be so extremely hazardous or dangerous to life or property that it is necessary and essential to invoke, require, or utilize extraordinary measures, actions, and procedures to lessen or mitigate possible harm.

21-P: 39 Local Organization for Emergency Management.

- I. Each political subdivision of the state shall establish a local organization for emergency management in accordance with the state emergency management plan and program. Each local organization for emergency management shall have a local director who shall be appointed and removed by the county commissioners of a county, the city council of a city, or board of selectmen of a town, and who shall have direct responsibility for the organization, administration and operation of such local organization for emergency management, subject to the direction and control of such appointing officials. Each local organization shall have jurisdiction only within its respective political subdivision, and the director appointed by that political subdivision shall be responsible to his or her appointing authority. The appointing authority may appoint one of its own members or any other citizen or official to act as local director and shall notify the state director in writing of such appointment. If a local director is removed, the state director shall be notified immediately. Each local organization for emergency management shall perform emergency management functions within the territorial limits of the political subdivision within which it is organized.
- II. Until a local director has been appointed, the chief elected official shall be directly responsible for the organization, administration, and operation of such local organization for emergency management.
- III. In carrying out the provisions of this subdivision, each political subdivision in which any disaster as described in RSA 21-P:35, V occurs may enter into contracts and incur obligations necessary to combat such disaster, protecting the health and safety of persons and property, and providing emergency assistance to the victims of such disaster. Each political subdivision may exercise the powers vested under this section in the light of the exigencies of the extreme emergency situation without regard to time-consuming procedures and formalities prescribed by law, excepting mandatory constitutional requirements, pertaining to the performance of public work, entering into contracts, the incurring of obligations, the employment of temporary workers, the rental of equipment, the purchase of supplies and materials, and the appropriation and expenditure of public funds.

- IV. In carrying out the provisions of this subdivision, each political subdivision in which any disaster as described in RSA 21-P:35, V occurs may meet at any place within or without the territorial limits of such political subdivision and shall proceed to establish and designate by ordinance, resolution, or other manner, alternate or substitute sites or places as the emergency temporary location or locations of such government where all or any part of the public business may be transacted and conducted during the emergency situation. Such sites or places may be within or without the territorial limits of such political subdivision, but shall be within this state.

21-P: 40 Mutual Aid Arrangements

The local director of each local organization for emergency management may, with the approval of the commissioner and in collaboration with other public and private agencies within this state, develop or cause to be developed mutual aid arrangements for reciprocal emergency management aid and assistance in case of disaster too great to be dealt with unassisted. Such arrangements shall be consistent with the state emergency management plan and program, and in time of emergency it shall be the duty of each local organization for emergency management to render assistance in accordance with the provisions of such mutual aid arrangements. Parties shall be entitled to the same immunities and exemptions as provided in RSA 21-P:41.

21-P: 41 Immunity and Exemption

- I. All functions under this subdivision and all other activities relating to emergency management are hereby declared to be governmental functions. Neither the state nor any of its political subdivisions nor any agency of the state or political subdivision, nor any private corporations, organizations, or agencies, nor any emergency management worker complying with or reasonably attempting to comply with this subdivision, or any order or rule adopted or regulation promulgated pursuant to the provisions of this subdivision, or pursuant to any ordinance relating to precautionary measures enacted by any political subdivision of the state, shall be liable for the death of or injury to persons, or for damage to property, as a result of any such activity. The provisions of this section shall not affect the right of any person to receive benefits to which he or she would otherwise be entitled under this subdivision, under the workers' compensation law, or under any retirement law, nor the right of any such person to receive any benefits or compensation under any act of Congress.
- II. Any requirement for a license to practice any professional, mechanical, or other skill shall not apply to any authorized emergency management worker who shall, in the course of performing his or her duties as such, practice such professional, mechanical, or other skill during an emergency.
- III. As used in this section the term "emergency management worker" includes any full or part-time paid, volunteer, or auxiliary employee of this state, other states, territories, possessions, the District of Columbia, the federal government, any neighboring country, or of any political subdivision of such entities, or of any corporation, agency or organization, public or private, performing emergency management services at any place in this state subject to the order or control of, or pursuant to a request of, the state government or any of its political subdivisions.
- IV. Dentists licensed in this state, nurses registered in this state, student nurses undergoing training at a licensed hospital in this state, or emergency medical care providers licensed under RSA 153-A, during any emergency, shall be regarded as authorized emergency management workers and while so engaged may practice, in addition to the authority granted them by other statutes, administration of anesthetics; minor surgery; intravenous, subcutaneous, and intramuscular procedures; and oral and topical medication under the general but not necessarily direct supervision of a member of the medical staff of a legally incorporated and licensed hospital of this state, and to assist such staff members in other medical and surgical procedures.
- V. Any emergency management worker, performing emergency management services at any place in this state pursuant to agreements, compacts or arrangements for mutual aid and assistance, to which the

state or one of its political subdivisions is a party, shall possess the same powers, duties, immunities, and privileges the worker would ordinarily possess if performing his or her duties in the state or political subdivision in which normally employed or rendering services.

VI. Any emergency management worker shall:

(a) If the worker is an employee of the state, have the powers, duties, rights, and privileges and receive the compensation incidental to his or her employment;

(b) If the worker is an employee of a political subdivision of the state, whether serving within or without such political subdivision, have the powers, duties, rights, privileges, and immunities and receive the compensation incidental to his or her employment; and

(c) If the worker is not an employee of the state or one of its political subdivisions, be entitled to the same rights as to compensation for injuries as are provided by law for the employees of this state. The emergency management personnel shall, while on duty, be subject to the operational control of the authority in charge of emergency management activities in the area in which they are serving, and shall be reimbursed for all actual travel and subsistence expenses incurred under orders issued by the director.

Section 21-P: 42 Private Liability

Any person owning or controlling real estate or other premises or private property who grants a license or privilege or otherwise permits the designation or use of the whole or any part or parts of such real estate or premises or private property for the purpose of compliance or attempting to comply with this subdivision during an actual or impending emergency or practice exercise, together with his or her successors in interest, if any, shall not be civilly liable for negligently causing the death of, or injury to, any person on or about such real estate or premises or private property or loss of, or damage to, the property of such person.

Section 21-P: 43 Appropriations and Authority to Accept Services, Gifts, Grants, and Loans

Each political subdivision may make appropriations in the manner provided by law for making appropriations for the ordinary expenses of such political subdivision for the payment of expenses of its local organization for emergency management. Whenever the federal government or any federal agency or officer offers to the state, or through the state to any of its political subdivisions, services, equipment, supplies, materials, or funds by way of gift, grant, or loan for purposes of emergency management the state, acting through the governor, commissioner, or such political subdivision, acting with the consent of the governor and through its executive officer, city council, or board of selectmen, may accept such offer, subject to the terms of the offer and the rules and regulations, if any, of the agency making the offer. Whenever any person, firm or corporation offers to the state or to any of its political subdivisions services, equipment, supplies, materials, or funds by way of gift, grant, or loan for purposes of emergency management the state, acting through the governor, or such political subdivision, acting through its executive officer, city council, or board of selectmen, may accept such offer, subject to its terms.

Section 21-P: 44 Utilization of Existing Services and Facilities

In carrying out the provisions of this subdivision, the governor, executive heads of state agencies, and local executive officers of the political subdivisions of the state shall utilize the services, equipment, supplies, and facilities of existing departments, offices, and agencies of the state and its political subdivisions to the maximum extent practicable, and the officers and personnel of all such departments, offices, and agencies are directed to cooperate with and extend such services and facilities to the governor and to the emergency management organizations of the state upon request.

Section 21-P: 45 Enforcement

It shall be the duty of every organization for emergency management established under this subdivision and of the officers of such organization to execute and enforce such orders, rules, and regulations as may be made by the governor under authority of this subdivision or RSA 4:45.

Section 21-P: 46 New Hampshire Emergency Response and Recovery Fund

There is hereby established a New Hampshire emergency response and recovery fund. The fund shall provide a source for the matching funds required as a commitment to secure Federal Emergency Management Agency relief assistance grants for costs incurred in disasters declared by the President of the United States. The fund shall be nonlapsing and continually appropriated to the department of safety.

21-P: 47 Penalty

If any person violates or attempts to violate any order, rule, or regulation made pursuant to this subdivision, such person shall be guilty of a misdemeanor.

ANNUAL CONCURRENCE YEAR ONE – APRIL 2014

The Town of Franconia, NH shall execute this page annually by the members of the new governing body at their first organizational meeting.

Franconia, NH
Emergency Operations Plan

Date _____

Reviewed and Approved by the Emergency Management Director (EMD)

SIGNATURE: _____

PRINTED NAME: _____
Emergency Management Director

Concurrence of Approval by the Board of Selectmen

SIGNATURE: _____

PRINTED NAME: _____
Select Board Chair

EOC Alert List Review & Update (EMD):

_____ _____
Date *Initials*

Resource Inventory List Review & Update (EMD):

_____ _____
Date *Initials*

Please use reverse side for additional notes



ANNUAL CONCURRENCE YEAR TWO – APRIL 2015

The Town of Franconia, NH shall execute this page annually by the members of the new governing body at their first organizational meeting.

Franconia, NH
Emergency Operations Plan

Date _____

Reviewed and Approved by the Emergency Management Director (EMD)

SIGNATURE: _____

PRINTED NAME: _____
Emergency Management Director

Concurrence of Approval by the Board of Selectmen

SIGNATURE: _____

PRINTED NAME: _____
Select Board Chair

EOC Alert List Review & Update (EMD):

_____ _____
Date *Initials*

Resource Inventory List Review & Update (EMD):

_____ _____
Date *Initials*

Please use reverse side for additional notes



ANNUAL CONCURRENCE YEAR THREE – APRIL 2016

The Town of Franconia, NH shall execute this page annually by the members of the new governing body at their first organizational meeting.

Franconia, NH
Emergency Operations Plan

Date _____

Reviewed and Approved by the Emergency Management Director (EMD)

SIGNATURE: _____

PRINTED NAME: _____
Emergency Management Director

Concurrence of Approval by the Board of Selectmen

SIGNATURE: _____

PRINTED NAME: _____
Select Board Chair

EOC Alert List Review & Update (EMD):

_____ _____
Date *Initials*

Resource Inventory List Review & Update (EMD):

_____ _____
Date *Initials*

Please use reverse side for additional notes 

ANNUAL CONCURRENCE YEAR FOUR – APRIL 2017

The Town of Franconia, NH shall execute this page annually by the members of the new governing body at their first organizational meeting.

Franconia, NH
Emergency Operations Plan

Date _____

Reviewed and Approved by the Emergency Management Director (EMD)

SIGNATURE: _____

PRINTED NAME: _____
Emergency Management Director

Concurrence of Approval by the Board of Selectmen

SIGNATURE: _____

PRINTED NAME: _____
Select Board Chair

EOC Alert List Review & Update (EMD):

<i>Date</i>	<i>Initials</i>

Resource Inventory List Review & Update (EMD):

<i>Date</i>	<i>Initials</i>

Please use reverse side for additional notes



CHAPTER 10 – MISCELLANEOUS ICS FORMS

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For additional ICS Forms go to:

http://training.fema.gov/EMIWeb/IS/ICSResource/ICSResCntr_Forms.htm

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ICS FORM 201 - INCIDENT BRIEFING

<p>INCIDENT BRIEFING</p>	<p>1. Incident Name</p>	<p>2. Date Prepared</p>	<p>3. Time Prepared</p>
<p>4. Map Sketch</p>			
Empty space for map sketch			
<p>ICS 201 Page 1 of 4</p>	<p>5. Prepared by (Name and Position)</p>		

6. Summary of Current Actions

--

ICS 201

Page 2

7. Current Organization

--

ICS 201

Page 3

ICS FORM 202 – INCIDENT OBJECTIVES

INCIDENT OBJECTIVES	1. INCIDENT NAME	2. DATE	3. TIME									
4. OPERATIONAL PERIOD (DATE/TIME)												
5. GENERAL CONTROL OBJECTIVES FOR THE INCIDENT (INCLUDE ALTERNATIVES)												
6. WEATHER FORECAST FOR OPERATIONAL PERIOD												
7. GENERAL SAFETY MESSAGE												
<p>8. Attachments (<input checked="" type="checkbox"/> if attached)</p> <table border="0"> <tr> <td><input type="checkbox"/> Organization List (ICS 203)</td> <td><input type="checkbox"/> Medical Plan (ICS 206)</td> <td>[Weather Forecast</td> </tr> <tr> <td><input type="checkbox"/> Assignment List (ICS 204)</td> <td><input type="checkbox"/> Incident Map</td> <td>[</td> </tr> <tr> <td><input type="checkbox"/> Communications Plan (ICS 205)</td> <td><input type="checkbox"/> Traffic Plan</td> <td>[</td> </tr> </table>				<input type="checkbox"/> Organization List (ICS 203)	<input type="checkbox"/> Medical Plan (ICS 206)	[Weather Forecast	<input type="checkbox"/> Assignment List (ICS 204)	<input type="checkbox"/> Incident Map	[<input type="checkbox"/> Communications Plan (ICS 205)	<input type="checkbox"/> Traffic Plan	[
<input type="checkbox"/> Organization List (ICS 203)	<input type="checkbox"/> Medical Plan (ICS 206)	[Weather Forecast										
<input type="checkbox"/> Assignment List (ICS 204)	<input type="checkbox"/> Incident Map	[
<input type="checkbox"/> Communications Plan (ICS 205)	<input type="checkbox"/> Traffic Plan	[
9. PREPARED BY (PLANNING SECTION CHIEF)		10. APPROVED BY (INCIDENT COMMANDER)										

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MEDICAL UNIT		COST UNIT	
FOOD UNIT			
PREPARED BY (RESOURCES UNIT)			

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TACTICAL			TO AIR		
PREPARED BY (RESOURCE UNIT LEADER)	APPROVED BY (PLANNING SECT. CH.)		DATE	TIME	

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ICS FORM 205 – INCIDENT RADIO COMMUNICATIONS PLAN

INCIDENT RADIO COMMUNICATIONS PLAN		1. Incident Name	2. Date/Time Prepared	3. Operational Period Date/Time	
4. Basic Radio Channel Utilization					
System/Cache	Channel	Function	Frequency/Tone	Assignment	Remarks
5. Prepared by (Communications Unit)					

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ICS FORM 206 – MEDICAL PLAN

MEDICAL PLAN	1. Incident Name	2. Date Prepared	3. Time Prepared	4. Operational Period
5. Incident Medical Aid Station				
Medical Aid Stations	Location		Paramedics Yes No	
6. Transportation				
A. Ambulance Services				
Name	Address	Phone	Paramedics Yes No	

B. Incident Ambulances						
Name	Location			Paramedics Yes No		
7. Hospitals						
Name	Address	Travel Time Air Ground		Phone	Helipad Yes No	Burn Center Yes No

8. Medical Emergency Procedures									
Prepared by (Medical Unit Leader)					10. Reviewed by (Safety Officer)				

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ICS FORM 209 – INCIDENT STATUS SUMMARY

INCIDENT STATUS SUMMARY FS-5100-11																					
1. Date/Time			2. Initial <input type="checkbox"/>				3. Incident Name				4. Incident Number										
			Update <input type="checkbox"/>																		
			Final <input type="checkbox"/>																		
5. Incident Commander		6. Jurisdiction			7. County			8. Type incident			9. Location			10. Started Date/Time							
11. Cause	12. Area Involved		13. % Controlled			14. Expected Containment Date/Time			15. Estimated Controlled Date/Time			16. Declared Controlled Date/Time									
17. Current Threat									18. Control Problems												
19. Est. Loss		20. Est. Savings			21. Injuries			Deaths			22. Line Built			23. Line to Build							
24. Current Weather WS Temp WD RH		25. Predicted Weather WS Temp WD RH						26. Cost to Date			27. Est. Total Cost										
28. Agencies																					
Resources																					T o t a l s
Kind of Resource		SR	ST	SR	ST	SR	ST	SR	ST	SR	ST	SR	ST	SR	ST	SR	ST	SR	ST	SR	ST
ENGINES																					
DOZERS																					
Crews:																					
Number of Crews:																					
Number of Crew																					

Personnel:																				
HELICOPTERS																				
AIR TANKERS																				
TRUCK COS.																				
RESCUE/MED.																				
WATER TENDERS																				
OVERHEAD PERSONNEL																				
TOTAL PERSONNEL																				
30. Cooperating Agencies																				
31. Remarks																				
32. Prepared by					33. Approved by					34. Sent to:										
										Date		Time			By					

9. Prepared by (Name and Position)	

ICS FORM 215 – OPERATION PLANNING WORKSHEET

OPERATIONAL PLANNING WORKSHEET														1. Incident Name				2. Date Prepared Time Prepared				3. Operational Period (Date/Time)			
4. Division/Group or Other Location	5. Work Assignments			Resource (Show Strike Team as ST) by Type												6. Reporting Location	7. Requested Arrival Time								
				1	2	3	4	1	2	3	4	1	2	3	4			1	2	3	4				
				R																					
				e																					
				q																					
				H																					
				a																					
				v																					
				e																					
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				e																					
				e																					
				d																					
				R																					
				e																					
				q																					
				H																					
				a																					
				v																					
				e																					

		N e e d																		
9. Total Resources - Single	R e q																			
	H a v e																			
	N e e d																			
Total Resources - Strike Teams	R e q																	Prepared by (Name and Position)		
	H a v e																			
	N e e d																			

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Cannon Mountain Aerial Tram 2013
Photo Credit: <http://www.cannonmt.com>

The Town of Franconia

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