

Otero County, New Mexico

Local Emergency Operations Plan

OTERO COUNTY ALL HAZARD EMERGENCY OPERATIONS PLAN

PREFACE

This Otero County Emergency Operations Plan establishes the policies, plans, guidelines and procedures that will allow all our emergency resources to function effectively, as a team, when disaster strikes. In content and in format, the plan is consistent with the current nationwide concept embodied in the Integrated Emergency Management System (IEMS) in that the plan provides for performing specific functions across a full spectrum of hazards. By treating them in that manner we show an integrated approach to disaster management. Unique aspects of certain hazards are addressed separately, where necessary. Therefore, this is truly a multi-hazard functional plan.

This plan organized in a manner that enhances this functional approach by incorporating the following components:

1. Basic Plan: Serves as an overview of all Otero County's approach to emergency management, assigns responsibilities, and defines broad policies, plans, and procedures.
2. Annexes: Fourteen functional Annexes that address the task areas deemed critical to emergency response and recovery.
3. Appendices: these sections support various Annexes and generally address unique hazard specific requirements or actions.
4. Tabs: where necessary, procedures or guidelines for carrying out specific tasks defined in annexes or appendices are contained in Tabs.
5. Attachments: other supporting information is attached where needed (maps, lists, checklists, etc.).

As a result of this integrated approach, the following plan has been created by the Otero County Local Emergency Planning Committee.

OTERO COUNTY LEOP
ANNEX A

2. Emergency Planning Course: designed to improve planning skills and promote the preparation of integrated emergency plans.
3. Basic Skills for Emergency Management: designed to increase skills in the areas of leadership, decision making, and the use of effective communications.
4. An All Hazards Civil Defense Program Course: introduction to U.S. Civil Defense System. Discusses history, status, and National Security Policies and Programs.
5. Public Affairs Workshop: designed to aid public information officers and officials in media relations.

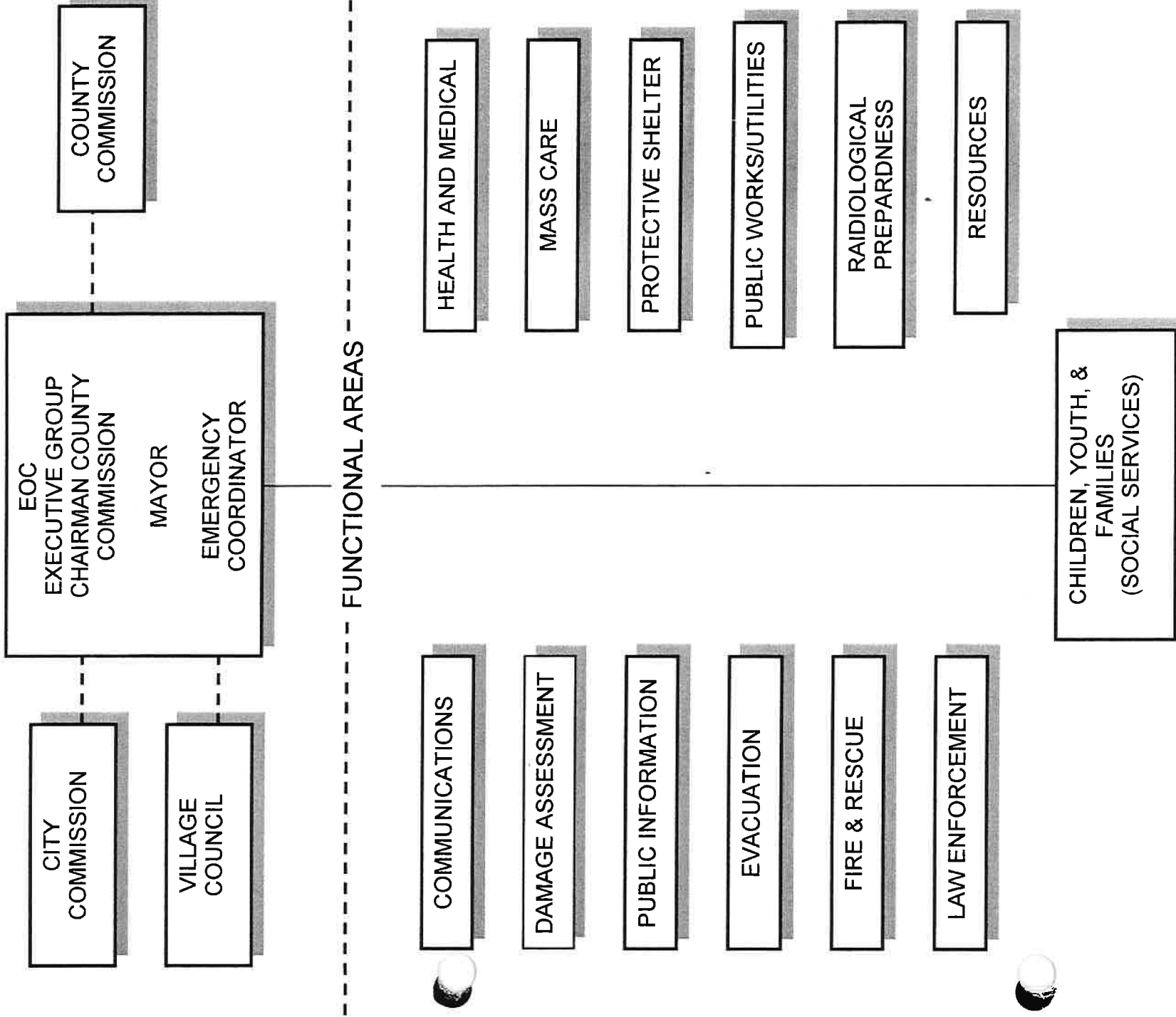
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ANNEX A

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DIRECTION AND CONTROL ORGANIZATIONAL CHART



SAMPLE LOCAL DISASTER DECLARATION

WHEREAS, (MUNICIPALITY/COUNTY AREA) has suffered severe damage caused by a (flood, high winds, heavy snowfall) on the _____ day of _____, 19____; and,

WHEREAS, extensive damage was caused to (describe public property damage; streets, roads, bridges, water, power, equipment, facilities) and to (describe private property, business/industry, equipment, inventory, facilities, homes, land, personal); and

WHEREAS, the damage has resulted in undue human suffering and hardship and threatens the safety, health, welfare and well being of citizens and economic function of (municipality/county area); and,

WHEREAS, all locally available public and private resources and forces committed to mitigate and alleviate the damage are deemed insufficient to cope with the resulting situation, initiate repairs, and meet restoration requirements;

NOW, THEREFORE I, _____, by virtue of the authority provided by Ordinances No. _____ and No. _____ and by the New Mexico Civil Emergency Preparedness Act (NMSA 1978 Comp., 12-10-1 to 12-10-11) do hereby declare (municipality/ county area) a (emergency/disaster) area for the purposes of exercising necessary emergency powers and expenditure of available resources, and requesting aid, assistance and relief programs and funds available from the State of New Mexico.

DONE at the office of the (Mayor/Chair County Commission) this _____ day of _____, 19____.

Signature

ATTEST:

CLERK/RECORDER

EMERGENCY/DISASTER CHECKLIST FOR OBTAINING STATE/FEDERAL ASSISTANCE

1. Is the emergency/disaster response and/or recovery requirement beyond your jurisdiction's capabilities?

YES NO

If YES, proceed to #2.

2. Have you requested mutual aid?

YES NO

If YES, proceed to #3.

If NO, mutual aid resources are listed in the Annexes appropriate to the functional area.
(Example: For fire, refer to Fire Services - Annex E; medical - Annex F; law enforcement - Annex D)

3. Have you notified the State Emergency Management Bureau?

YES NO

If YES, proceed to #4.

If NO, notify as follows:

During normal office hours

Monday - Friday, 7:30 a.m. to 4:00 p.m.
Call (505) 827-3370.

After office hours, weekends, or holidays

Contact the State Police Dispatcher Call (505) 827-9001

**EMERGENCY/DISASTER CHECKLIST
FOR OBTAINING STATE/FEDERAL ASSISTANCE**

Call Technical & Emergency Support:
(505) 827-3375

- or -

State Police (505) 827-9001

4. Have you made an initial assessment of damages and resource requirements? YES NO

If YES, proceed to #5.

If NO, Damage Assessment instructions are in Annex N.

5. Has a Local Emergency Declaration been made by the Chief Executive? YES NO

If YES, proceed to #6.

If NO, see Sample Local Declaration on preceding page.

6. Do you need assistance in obtaining some resources? YES NO

If YES, refer to #3.

7. Do you anticipate needing financial assistance from the State or Federal Government? YES NO

If YES, proceed to #8.

EMERGENCY/DISASTER CHECKLIST FOR OBTAINING STATE/FEDERAL ASSISTANCE

8. Are you maintaining financial records on the expenditures of local resources during the disaster? (See Annex H) (Financial expenditures must be documented under Governor's Emergency Fund Procedures or to prove local share under a Presidential Disaster Declaration.)

YES NO

9. Have you determined what assistance you need and how that assistance will be utilized?

If YES, refer to #3.

If NO, go to #10.

YES NO

10. Do you need State or Federal assistance to complete the damage assessment process?

If YES, refer to #3.

YES NO

STANDARD OPERATING PROCEDURES FOR THE VILLAGE OF CLOUDCROFT

The executive heads of government are responsible by law for emergency operations in Cloudcroft. These procedures are adopted to provide guidance to elected and appointed officials in the Village of Cloudcroft as well as to the general public in the event a disaster occurs or threatens.

The Cloudcroft Emergency Operating Location (EOL) is located at the Cloudcroft Fire Station. Direction and control of emergency operations will be conducted from the EOL. The telephone number at the EOL is 682-3490. Radio communications will operate on all needed frequencies.

The liaison representative who will function as a point of contact will be the Cloudcroft Emergency Coordinator.

Warning that the United States is under attack will be received from the County Warning Point (New Mexico State Police). The County Warning Point will activate the attack warning signal (a three to five minute "wavering tone") on the outdoor warning system (siren). The County Warning Point will also notify the following:

1. Village Mayor
3. Fire Chief
4. Emergency Coordinator

Warning of natural disaster (high winds, snow warning, etc.) will normally be received from the County Warning Point (Otero County Emergency (911) Center). However, warning may also be received by severe weather observers, personal observation or by other means. Severe weather observer positions are shown in Attachment 1 to this SOP. The National Weather Service issues weather watches and warnings. Upon receipt of a severe weather warning affecting Cloudcroft, the County Warning Point (Otero County Emergency (911) Center), will contact the Village to alert the populace in Cloudcroft.

It may be necessary to warn the using public address systems on fire department and police vehicles. There will be no "ALL CLEAR" signal to signal the passing of the threat.

Official information or instructions will be broadcast to the news media. Official instructions will be released by the Otero County EOC.

Communications will be by public service telephone as the primary system and may be supported by the following radio communications systems:

- | | |
|---|-------------|
| 1. State Emergency Medical Network | 463.00 MHZ |
| 2. State Law Enforcement Network | 155.550 MHZ |
| 3. State Fire Network | 154.310 MHZ |
| 4. Otero County Law Enforcement Network | 154.760 MHZ |
| 5. Incident Command Radio System | MHZ |
| 6. Otero County Fire Network | 153.785 VHF |

The Otero County Emergency Operations Center has established a radio communications system for direction and control of emergency operations. The Administrative Command Radio System (ACRS) consists of a communications van. This van operates via a repeater based in Otero County. The system has county-wide coverage. This system is available on request by the Cloudcroft Executive Group or by the Cloudcroft Fire Chief.

In the event of a hazardous materials spill, leak or incident, the fire chief, in consultation with the Mayor or other appropriate individual will determine if such incident poses a threat to the citizens of Cloudcroft. Descriptions of hazardous materials and locations are listed on Attachment 3 of this SOP.

In the event that evacuation is necessary, Highway 130, 244, U.S. 82, and County Roads will channel the population out of town.

The Cloudcroft Public School is designated as a public shelter and may be used when citizens are required to leave their homes. This location is a fallout shelter. This location will provide an indoor location where citizens will be protected from the elements. Citizens are encouraged to seek shelter with friends or relatives. Other shelters are designated in the downtown area by the shelter poster in the window of such businesses and are listed in

Attachment 2 of this SOP. The Red Cross will supervise extended shelter operations.

When local resources are clearly not sufficient to cope with disaster response needs, the Mayor and, or in his absence, the Cloudcroft Village Manager may request assistance from Otero County.

If, in the determination of county officials, county resources are not adequate to cope with the situation, assistance may be requested of the State Emergency Management Bureau.

Included in this document are assignments of essential responsibilities to be carried out during an emergency. It is in the best interests of the Village that the key officials listed thereon meet no less than once a year to review the provisions of these procedures to determine that they are current.

These procedures are on file with the Otero County Emergency Services Manager and made a part of the Otero County Local Emergency Operating Plan. The Cloudcroft Emergency Coordinator is responsible for the content and accuracy of this document.

Mayor,
Village of Cloudcroft

Emergency Coordinator
Village of Cloudcroft

Date

ASSIGNMENT OF RESPONSIBILITIES
AND
EMERGENCY ACTION TELEPHONE LIST

	PHONE NUMBER
<u>Mayor</u> David Venable	<u>BUSINESS</u> 682-2411 <u>RESIDENCE</u> 682-3219
<u>Trustees</u> Marti Mills	682-2411 682-2098
Bruce Smaga	682-2411 682-2687
Wayne McGee	682-2411 682-2521
Mitzi Brownfield	682-2411 682-2453
<u>Civil Defense</u>	
Emergency	911
Civil Defense Office	439-0747
<u>Fire Protection</u>	
Emergency	911
<u>Law Enforcement</u>	
Emergency	911

Rescue

Emergency
Fire Department

911
682-3490

Evacuation

Fire Department
Emergency

682-3490
911

Traffic Control

682-2101

Damage Assessment

682-2411

Public Information

682-2411

Shelter and Medical Care

Red Cross

437-4421

Emergency Medical

Emergency
Non-emergency

911
682-3491

County Emergency Management

Mike Riley

Duty: 439-0747 H: 437-6475

County Sheriff

Otero County Sheriffs Department
Emergency
Non-emergency

911
437-2210

Radio Station(s)

None

Utilities

Gas LP Service

Electricity Otero County Electric

Telephone

US West

Business Service/Repair 1 800 945 1211
Residence Service/Repair 1 800 573 1311

Water
Village of Cloudcroft

CLOUDCROFT SEVERE WEATHER OBSERVER LOCATIONS

Emergency Coordinator/Assistant Coordinator use personal vehicle to observe area around Cloudcroft, as needed. Also can dispatch two (2) fire department units, if necessary.

DESIGNATED SHELTERS, VILLAGE OF Cloudcroft

Elementary School
Old High School
1st Baptist Church
High School Main Building
Church of Christ

LIST OF HAZARDOUS MATERIALS WITHIN CLOUDCROFT

DESCRIPTION	LOCATION
Farm Chemicals; None	
Natural Gas; None	
Propane; Scotty propane company	
Compressed Gases (Cylinders)	
Chlorine Gas; Both water treatment plants	
Paints, thinners, etc.	
Fuels; Allsup's convenience store	
Other hazardous materials transported by rail, truck and non-commercial transportation	

STANDARD OPERATING PROCEDURES FOR THE VILLAGE OF TULAROSA

The executive heads of government are responsible by law for emergency operations in Tularosa. These procedures are adopted to provide guidance to elected and appointed officials in the Village of Tularosa as well as the general public in the event a disaster occurs or threatens.

The Tularosa Emergency Operating Location (EOL) is located at the Tularosa Fire Station. Direction and control of emergency operations will be conducted from the EOL. The telephone number of the EOL is 585-2704. Radio communications operating on 155.0400 MHz will serve as the **primary** communications system.

The liaison representative who will function as a point of contact will be the emergency coordinator.

Warning that the United States is under attack will be received from the county warning point (Otero county emergency 911 center). The county warning point will activate outdoor warning siren, if available, or notify the following:

1. Mayor
2. Village Clerk
3. Fire Chief
4. Civil defense coordinator

Warning of natural disaster (storm warning, etc.) will normally be received from the county warning point. However, warning may also be received by severe weather observers, personal observation or by other means. Severe weather observations positions are shown in attachment 1 to this SOP. The National Weather Service issues weather watches and warnings. Upon receipt of a severe weather warning **affecting Tularosa**, the county warning point will contact the Village to activate the alert signal (a three to five minute "steady tone") on

the outdoor warning system (siren) in Tularosa. In the event of a local sighting, the outdoor warning system may be activated from the Fire Station (EOL).

It may be necessary to augment the outdoor warning system with sirens and public address systems on fire and police vehicles to alert the population. There will be no "ALL CLEAR" signal after the passing of the threat.

Official information or instructions will be broadcast to the news media. Official instructions will be released by the Otero County EOC.

Communications will be by public service telephone as the primary system and may be supported by the following radio communications:

1. State emergency Medical Network
2. State Law Enforcement Network
3. State Fire Network
4. Otero County Law Enforcement Network
5. Otero County Fire Network

The Otero county Emergency Operations Center has established a radio communications system for direction and control of emergency operations. The Incident Command System consists of a communication van. This van operates via a repeater based in Otero County. The system has county wide coverage. This system is available on request by the Tularosa Executive group or by the Tularosa Fire Chief

In the event of a Hazardous material spill, leak or incident, the fire chief, in consultation with the appropriate individual, will determine if such incident poses a threat to the citizens of Tularosa. Descriptions of hazardous materials and locations are listed in attachment 3 of this SOP.

In the event that evacuation is necessary, Highways 54 and 70 will be used to channel the population out of town.

The Tularosa Community Center is designated as a public shelter and may be used when citizens are required to leave their homes. This location is not a fallout shelter. This location

an area where citizens will be protected from the elements. Citizens are encouraged to seek shelter with friends and relatives. Other shelters are designated in the Tularosa area by the shelter poster in the window of such business and are listed in attachment 2 of this SOP. The Red Cross will supervise extended shelter operations.

When local resources are not sufficient to cope with disaster response needs, the mayor and/or following of the lines of succession, may request assistance from Otero county.

If, in the determination of county officials, county resources are not or will not be adequate to cope with the situation, assistance may be requested from the State Emergency Management Bureau.

Included in this document are assignments of essential responsibility to be carried out during an emergency. It is in the best interest of the Village that the key officials listed thereon meet no less once a year to review the provisions of these procedures to determine that they are current.

These procedures are on file with the Otero County Emergency Services Manager and made part of the Otero County Local Emergency Operating Plan. The Tularosa Emergency Coordinator is responsible for the content and accuracy of this document.

Mayor
Village of Tularosa

Date

Emergency Coordinator
Village of Tularosa

Date

DESIGNATED SHELTERS, VILLAGE OF TULAROSA

United Methodist Church 2nd and Granado
1st Baptist Church 5th and Granado
Church Central and Fairview
Church of Crist Central & 1st Street
Elementary School 1st and Higuera
Elementary School Multi-purpose 504 1st Street
Jr. High School 1st and Granado
High School Admin. 8th and Bosque
Old School-Vacant 505 1st Street

LIST OF HAZARDOUS MATERIALS WITHIN TULAROSA

<u>DESCRIPTION</u>	<u>LOCATION</u>
Farm Chemicals; none	
Propane; Synergy	
Fuels; J&J Mini Mart, Chevron	
Natural Gas; none	
Compressed Gases (Cylinders); Welding shop	
Chlorine Gas; Both water treatment plants (Compressed Cylinders)	
Paints, thinners, etc.; Do-it Center, Western Auto	
Numerous Household Chemicals (dry, liquid, and compressed)	
Other Hazardous Materials transported by rail, truck, and non-commercial transportation	

STANDARD OPERATING PROCEDURES FOR THE CITY OF ALAMOGORDO

The executive heads of government are responsible by law for emergency operations in Alamogordo. These procedures are adopted to provide guidance to elected and appointed officials in the City of Alamogordo as well as to the general public in the event a disaster occurs or threatens.

The Alamogordo Emergency Operating Location (EOL) is located at the Alamogordo Fire Station No. 1. Direction and control of emergency operations will be conducted from the EOL. The telephone number at the EOL is 439-4300. Radio communications will be operated on available frequencies.

The liaison representative who will function as a point of contact will be the Alamogordo Emergency Coordinator.

Warning that the United States is under attack will be received from the County Warning Point (Otero County Emergency (911) Center). The County Warning Point will activate the attack warning signal (a three to five minute "waivering tone"), if available, on the outdoor warning system (siren). The County Warning Point will also notify the following:

1. Mayor
2. City Manager
3. Fire Services
4. Emergency Coordinator

Warning of natural disaster (Storm warning, etc.) will normally be received from the County Warning Point (Otero County Emergency (911) Center). However, warning may also be received by severe weather observers, personal observation or by other means. Severe weather observer positions are shown in Attachment 1 to this SOP. The National Weather Service issues weather watches and warnings. Upon receipt of a severe weather warning affecting Alamogordo, the County Warning Point (Otero County Emergency (911) Center), will activate the alert signal (a three to five minute "steady tone") on the outdoor warning system

(siren), if available, in Alamogordo.

It may be necessary to augment the outdoor warning system (siren) with sirens and public address systems on fire department vehicles to alert the population. There will be no "ALL CLEAR" signal to signal the passing of the threat.

Official information or instructions will be broadcast to the news media. Official instructions will be released by the Otero County EOC.

Communications will be by public service telephone as the primary system and may be supported by the following radio communications systems:

1. State Emergency Medical Network
2. State Law Enforcement Network
3. State Fire Network
4. Otero County Law Enforcement Network
5. Incident Command Radio System
6. Otero County Fire Network

The Otero County Civil Defense Agency has established a radio communications system for direction and control of emergency operations. The Administrative Command Radio System (ACRS) consists of a communications van. This van operates via a repeater based in Otero County. The system has county-wide coverage. This system is available on request by the Alamogordo Emergency Coordinator or by the Alamogordo Fire Services.

In the event of a hazardous materials spill, leak or incident, the fire chief, in consultation with the Mayor or other appropriate individual will determine if such incident poses a threat to the citizens of Alamogordo. Descriptions of hazardous materials and locations are listed on Attachment 3 of this SOP.

In the event that evacuation is necessary, County roads will channel the population out of town.

The Alamogordo Public School is designated as a public shelter and may be used when

citizens are required to leave their homes. This location is not a fallout shelter, but is a Storm shelter. This location will provide an indoor location where citizens will be protected from the elements. Citizens are encouraged to seek shelter with friends or relatives. Other shelters are designated in the downtown area by the shelter poster in the window of such businesses and are listed in Attachment 2 of this SOP. The Red Cross will supervise extended shelter operations.

When local resources are clearly not sufficient to cope with disaster response needs, the Mayor and, or in his absence, the Alamogordo Emergency Coordinator may request assistance from Otero County.

If, in the determination of county officials, county resources are not adequate to cope with the situation, assistance may be requested of the State Emergency Management Bureau.

Included in this document are assignments of essential responsibilities to be carried out during an emergency. It is in the best interests of the City that the key officials listed thereon meet no less than once a year to review the provisions of these procedures to determine that they are current.

These procedures are on file with the Otero County Emergency Services Manager and made a part of the Otero County Local Emergency Operating Plan. The Alamogordo Emergency Coordinator is responsible for the content and accuracy of this document.

Mayor
City of Alamogordo

Emergency Coordinator
City of Alamogordo

Date

ASSIGNMENT OF RESPONSIBILITIES
AND
EMERGENCY ACTION TELEPHONE LIST

	PHONE NUMBER	
	<u>BUSINESS</u>	<u>RESIDENCE</u>
<u>Mayor</u>		
Dan King	439-4205	437-4592
<u>Mayor Pro-Tem</u>		
Donald Carroll	439-4205	437-4648
<u>Commissioners</u>		
Inez Moncada	439-4205	437-3906
Jim Griggs	439-4205	437-5456
Tracy Johnson	439-4205	434-4174
Rodger Powell	439-4205	437-9101
Jerry Poole	439-4205	434-9490
<u>Civil Defense</u>		
Walter Boyle	439-4325 ext 46	437-9105
<u>Fire Protection</u>		
Walter Boyle	439-4325 ext 46	437-9105
<u>Law Enforcement</u>		
Emergency	911	
<u>Rescue</u>		
Emergency	911	

Evacuation
Walter Boyle

439-4325 ext 46

PHONE NUMBER

BUSINESS RESIDENCE

Traffic Control
Alamogordo DPS

439-4300

Damage Assessment
Code Enforcement

439-4235

Public Information
City Manager

439-4205

Shelter and Medical Care

Red Cross

437-4421

Emergency Medical

Emergicare
Emergency
Non-emergency

911
437-9100

County Emergency Management

Mike Riley	439-0747	437-6475
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County Sheriff

Otero County Sheriffs Department

Emergency	911	
Non-emergency	437-2210	

Radio Station(s)

KINN	437-4440	
KPSA	437-1505	
KYEE	434-1414	
KZZX	437-4440	

Utilities

Gas

Gas Company of New Mexico	950-1997	
Emergency	950-1997	

Electricity

Texas-New Mexico Power	437-2425	
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Telephone

US West	800-244-1111	
Emergency	Dial "Operator"	

OTERO COUNTY LEOP

ANNEX A
TAB C

Water
City of Alamogordo

DESIGNATED SHELTERS, CITY OF ALAMOGORDO

Alamo Fed. Savings 400 10th Street
 U.S. West Comm Center 605 12th Street
 Alamo Mid-High School Hawaii Street
 North Elementary School 13th Street
 1st Baptist Church Education Buld. 3221 11th Street
 St. Johns' Episcopal Church 1114 Indiana Street
 U.S. Post Office 900 Alaska Street
 Hamilton Funeral Home 500 10th Street
 Sears Funeral Home 2301 1st Street
 NMSVH 1900 N White Sands
 First National Bank 414 10th Street
 Firestone Auto Supply 1110 N White Sands
 Palace Transfer and Storage 101 7th Street
 Otero County Courthouse 1000 New York Ave.
 Federal Build. New York Ave.
 Vista Tunnel 45 Miles East us Hwy 82

LIST OF HAZARDOUS MATERIALS WITHIN CITY OF ALAMOGORDO

DESCRIPTION

LOCATION

Chlorine

Water Treatment Plant
La Luz

Chlorine

Water Treatment Plant
Near Airport

STANDARD OPERATING PROCEDURES FOR OTERO COUNTY

The executive heads of government are responsible by law for emergency operations in Otero. These procedures are adopted to provide guidance to elected and appointed officials in the County of Otero as well as the general public in the event a disaster occurs or threatens.

The Otero County Emergency Operating Center (EOC) is located 301 Texas. Direction and control of emergency operations will be conducted from the EOC. The telephone number of the EOC is 439-0747. Radio communications operating on all Emergency frequencies will serve as the **primary** communications system.

The liaison representative who will function as a point of contact will be the emergency coordinator.

Warning that the United States is under attack will be received from the county warning point (Otero county emergency 911 center). The county warning point will activate outdoor warning siren, if available, or notify the following:

1. Chairman County Commission
2. County Manager
3. Civil defense coordinator

Warning of natural disaster (storm warning, etc.) will normally be received from the county warning point. However, warning may also be received by severe weather observers, personal observation or by other means. Severe weather observations positions are shown in attachment 1 to this SOP. The National Weather Service issues weather watches and warnings. Upon receipt of a severe weather warning **affecting Otero**, the county warning point will contact those listed above to pass the warning through proper channels.

It may be necessary to augment the outdoor warning system with sirens and public address systems on fire and police vehicles to alert the population. There will be no "ALL CLEAR"

signal after the passing of the threat.

Official information or instructions will be broadcast to the news media. Official instructions will be released by the Otero County EOC.

Communications will be by public service telephone as the primary system and may be supported by the following radio communications:

1. State emergency Medical Network
2. State Law Enforcement Network
3. State Fire Network
4. Otero County Law Enforcement Network
5. Otero County Fire Network

The Otero county Emergency Operations Center has established a radio communications system for direction and control of emergency operations. The Incident Command System consists of all response forces.

In the event of a Hazardous material spill, leak or incident, the fire chief, in consultation with the appropriate individual, will determine if such incident poses a threat to the citizens of Otero. Descriptions of hazardous materials and locations are listed in attachment 3 of this SOP.

In the event that evacuation is necessary, Highways 54/70 and 82 will be used to channel the population out of town.

Otero County has several shelters through out the county. Citizens are encouraged to seek shelter with friends and relatives. Other shelters are designated in the Otero area by the shelter poster in the window of such business and are listed in attachment 2 of this SOP. The Red Cross will supervise extended shelter operations.

When local resources are not sufficient to cope with disaster response needs, the Chairman, and/or following of the lines of succession, may request assistance from surrounding communities.

If, in the determination of county officials, county resources are not or will not be adequate to cope with the situation, assistance may be requested from the State Emergency Management Bureau.

Included in this document are assignments of essential responsibility to be carried out during an emergency. It is in the best interest of the county that the key officials listed thereon meet no less than once a year to review the provisions of these procedures to determine that they are current.

These procedures are on file with the Otero County Emergency Services Manager and made part of the Otero County Local Emergency Operating Plan. The Otero Emergency Coordinator is responsible for the content and accuracy of this document.

Chairman
County of Otero

Date

Emergency Coordinator
County of Otero

Date

OTERO COUNTY SEVERE WEATHER OBSERVER LOCATIONS

1. Holloman AFB Command Post
2. Oro Grande Fire Dept.
3. Chaparral Fire Dept.
4. Cloudcroft Village Hall

DESIGNATED STORM SHELTERS, OTERO COUNTY

Oro Grande

Bld 9558 Yurt Mag McGregor Range
Bld 9690 Underground Launch pad F McGregor Range
Bld S9910 Yurt Mag McGregor Range
Bld 24072 WSMR

La luz

Elementary School Hwy 545
Faith Baptist Church Hwy 545

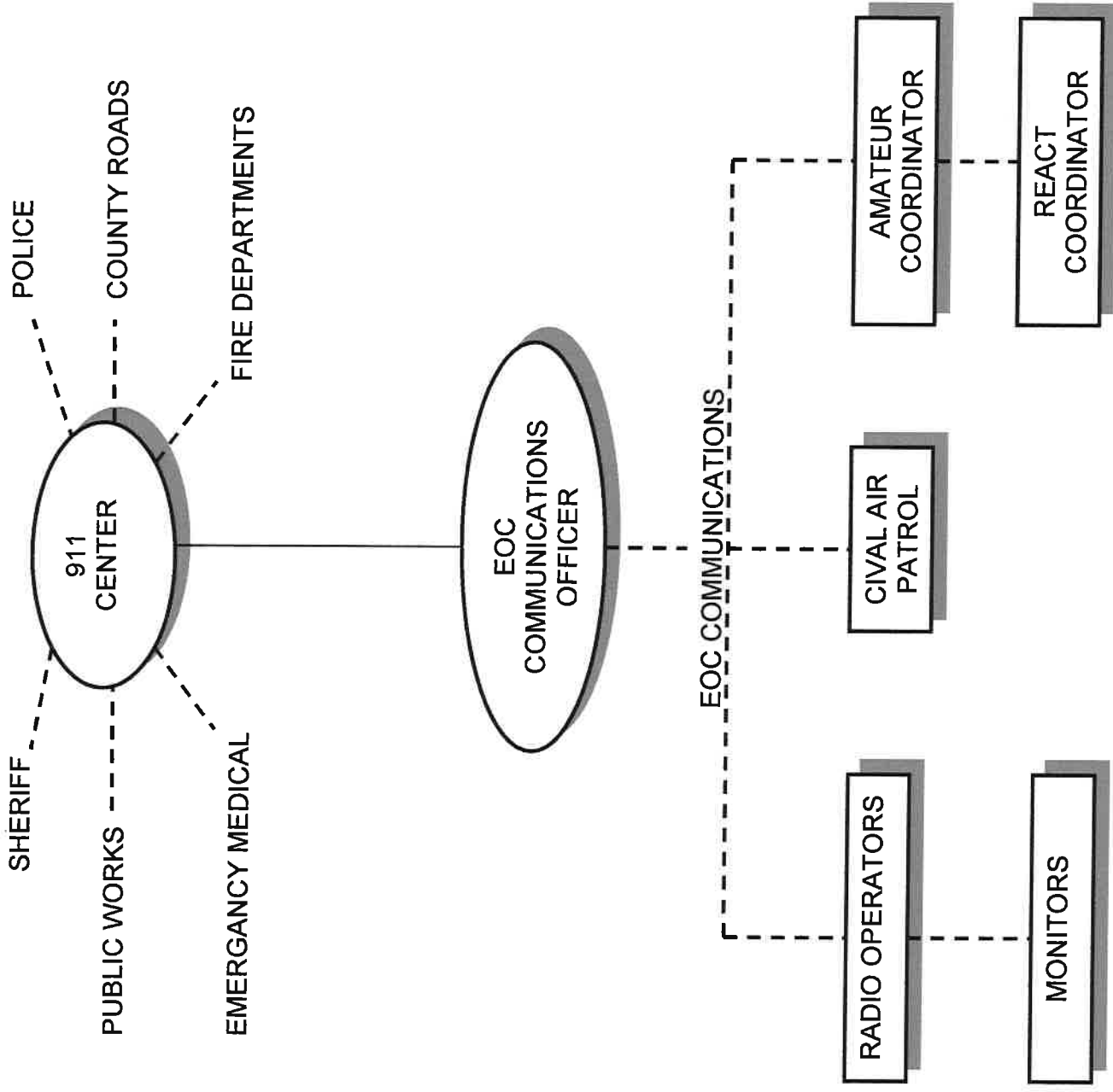
LIST OF HAZARDOUS MATERIALS WITHIN OTERO COUNTY

DESCRIPTION

LOCATION

Otero County does not store, manufacture, nor use extremely hazardous materials

COMMUNICATIONS AND WARNING



OTERO COUNTY LEOP
ANNEX B

THIS ANNEX WAS UPDATED ON October 2001

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ANNEX B

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17	Pager Distribution List	B-40

Notification Chart

OUTDOOR WARNING SYSTEM SIREN LOCATIONS

Village of Cloudcroft

- 1.No outdoor warning systems

Village of Tularosa

1. Fire Station

City of Alamogordo

- 1.No outdoor warning systems

Otero County

1. Each Fire Station

MESSAGE HANDLINGMESSAGE ARRIVES IN COMMUNICATIONS ROOMRadio Operator

- * Records message
- * Enters into log
- * Forwards to message coordinator

Message Coordinator

- * Determines appropriate operations position
- * Assigns priority
- * Enters into log
- * Forwards to position
- * Notifies plotter of significant events

Operations Staff

- * Determines capability to respond
- * Forwards if unable to respond
- * Coordinates and completes response
- * Enters into log
- * Forwards to message coordinator or to communications room, if necessary

Message Coordinator

- * Completes log
- * Forwards to plotter and file

MESSAGE ARRIVES AT OPERATIONS ROOMOperations Staff Member

- * Records message
- * Enters into log
- * Determines capability to respond; forwards if unable to respond
- * Notifies message coordinator
- * Coordinates and completes response
- * Forwards to message coordinator; also to communications room, if necessary

Message Coordinator

- * Completes log
- * Forwards to plotter and file

CRISIS RELOCATION COMMUNICATIONS NETWORK

In order to provide for an efficient and expedient communications flow from all counties in New Mexico to the State EOC, the State has been divided into several crisis relocation areas.

Each area has one reporting point which will communicate with the State EOC (see Annex B attachment 16). All counties within the reporting area will relay their messages, reports, etc. to the crisis relocation reporting point.

Each crisis relocation reporting point will utilize the best available communications systems to relay reports, information, etc. to the State EOC (see Annex B Attachment 16). Dedicated telephone lines have been indicated as the primary method of communication. These lines should be installed as soon as possible once crisis relocation has been implemented. In the interim, either normal public service telephone, amateur radio, MARS or Civil Air Patrol radio should be used. It is important not to use NAWAS for routine or non-emergency information. NAWAS is to be used for: #1 attack warning; #2 urgent emergency messages; #3 when all other communications systems fail.

Communications between risk areas and host areas are essential for the effectiveness of crisis relocation (see Annex B). Normally, these communications would be transmitted on the best available channel.

Non host/risk counties communications will be conducted by reporting areas and the instructions for crisis relocation reporting areas and reporting points communications apply.

Otero County is in CRP Reporting Area 80, 82, 92, 91, 105, 106, 107. The following is a break down of reporting points in Otero County.

Area 80--	Station #3	Three Rivers
Area 82--	Station #4	Mescalero, #5 Elk Silver, #6 Cloudcroft
Area 92--	Station #1	Alamogordo
Area 91--	Station #7	Mayhill, #8 Pinion
Area 105--	Station #9	Oro Grande

OTERO COUNTY LEOP

ANNEX B
ATTACHMENT 6

Area 106-- No Reporting Stations
Area 107-- No Reporting Stations

CPR REPORT

Risk/Non-Host County

- A. - # Relocates Registered
- B. - # Lodging Facilities Open
- C. - # Shelter to be Upgraded
- D. - # Shelters Upgrading Complete
- E. - Percentage (Total CRP) Population Shelterable
- F. - Food Supply Available _____ Days
- G. - Unmet Needs (Requirements)
- | | | |
|--------------|--------|------|
| 1) Personnel | Number | Type |
| 2) Supplies | Amount | Type |
| 3) Equipment | Amount | Type |
- H. - Problem Areas

INSTRUCTIONS:

First report due 12 hours after implementation. Then, every 12 hours until the end of the third day. After the third day submit reports every 24 hours.

First report includes all elements, follow-on reports should include only those elements with changes from previous report.

When reporting give only element letter and/or number and information to be inserted in blank space.

EXAMPLE

Area ___ - Otero County
A - N/A
B - N/A
C - N/A
etc.

CRP REPORT

Host County

- A. - # Relocates Registered
- B. - # Lodging Facilities Open
- C. - # Shelter to be Upgraded
- D. - # Shelters Upgrading Complete
- E. - Percentage (Total CRP) Population Shelterable
- F. - Food Supply Available _____ Days
- G. - Unmet Needs (Requirements)
 - 1) Personnel Number Type
 - 2) Supplies Amount Type
 - 3) Equipment Amount Type
- H. - Problem Areas

INSTRUCTIONS:

First report due 12 hours after implementation. Then, every 12 hours until the end of

the third day. After the third day submit reports every 24 hours.

First report includes all elements, follow-on reports should include only those elements with changes from previous report. When reporting give only element letter and/or number and information to be inserted in blank space.

EXAMPLE

Area __ - Otero County

A - N/A

B - N/A

C - N/A

etc.

INCREASED READINESS REPORTING

Increased Readiness Reporting (IRR) Local Status Form Date: _____ Report # _____

INCREASED READINESS (IR) ACTIONS TO BE TAKEN

BASIC ACTIONS TO INCREASE LOCAL GOVERNMENT READINESS

- 1A. Head of government briefed and checklist of (IR) reviewed. 1A _____.
- 1B. Local Emergency Operations Plans reviewed and/or updated. 1B _____.

EMERGENCY PUBLIC INFORMATION

- 2A. Moderate step-up in local CD public information activities. 2A _____.
- 2B. Local CSP-type information disseminated to public. 2B _____.
- 2C. Final public information crisis preparations short of taking shelter. 2C _____.

SIGNIFICANT PUGLIC ACTIONS DURING IR PERIOD

- 3A. Estimated level of retail foods above normal. 3A _____.
- 3B. Estimated level of gasoline sales above normal level. 3B _____.
- 3C. Estimated number of persons who have evacuated. 3C _____.
- 3D. Estimated number of evacuees arriving. 3D _____.

ACCELERATED TRAINING

- 4A. Accelerated training started. 4A _____.
- 4B. Number of shelter managers completing training. 4B _____.
- 4C. Number of radiological monitors completing training. 4C _____.

EOC FACILITY IMPROVEMENT

- 5A. Improvement or development of EOC completed. 5A _____.

DIRECTION AND CONTROL READINESS

- 6A. EOC manned 24 hours at standby level. 6A _____.

- 6B. EOC manned at minimum operational level.
6C. EOC fully manned

6C _____.

6B _____.

PUBLIC SHELTER IMPROVEMENT

- 7A. Expedient group shelter improvement and/or construction started. 7A _____.
7B. Expedient group shelter improvement construction completed. 7B _____.

ACCIDENTAL LAUNCH PRIORITY ACTIONS

INITIAL WARNING. IMMEDIATE AREA.

- Warn citizens to take cover IMMEDIATELY.
- Activate EOC and secure phone line(s) to broadcast station(s).

NUCLEAR DETONATION(NUDET) HAS OCCURED(minutes after initial warning)

- Citizens remain under cover.
- Conduct emergency operations as feasible.

IMPACT OCCURED WITHOUT NUDET(minutes after initial warning)

- Advise citizens to remain under cover until further notice.
- Seek assistance through state to determine if a hazard exists from weapon material.

NUDET IDENTIFIED AS AIR BURST. NO FALLOUT RESULTED.

- Citizens remain under cover.
- Conduct emergency operations as feasible.

INITIAL WARNING WITHIN 500 MILES OF THREATENED AREA.

- Activate EOC and secure phone line(s) to broadcast station(s).
- Advise citizens to take no protective action but standby for further instructions.

NUCLEAR DETONATION (NUDET) HAS OCCURED.

- Advise citizens to prepare promptly to protect themselves from fallout.
- Mobilize RADEF system.
- Prepare to provide suport for impacted area if requested by state.

IMPACT OCCURED WITHOUT NUDET.

- Advise citizens that fallout protection will not be required.
- Phase down EOC staffing if requested by state.

NUDET IDENTIFIED AS AIR BURST. NO FALLOUT RESULTED.

- Advise citizens to suspend actions to protect themselves from fallout.
- Provide support for impacted area if requested from state.

INITIAL WARNING. ELSEWHERE IN THE UNITED STATES.

- Activate the EOC and secure phone(s) to broadcast station(s).
- Advise citizens to take no protective actions but standby for further instructions.

NUCLEAR DETONATION (NUDET) HAS OCCURED.

- All areas provide emergency public information.
- Areas of possible low-level fallout threat mobilize RADEF system and prepare to take countermeasures.

IMPACT OCCURED WITHOUT NUDET.

- Advise citizens that no NUDET occurred and that there will be no fallout anywhere.
- Phase down EOC staffing if requested by the state.

NUDET IDENTIFIED AS AIR BURST. NO FALLOUT RESULTED.

- Advise citizens there will be no fallout anywhere.

Weapons Effect Reporting

I. PURPOSE

To establish procedures for reporting information on weapon effects to senior operating officials at every level of government. Information regarding the overall picture of the emergency is needed in addition to specific and detailed information at particular locations where people are located or about to be located.

II. SITUATION

- A. The state of New Mexico has been divided into 110 reporting areas. Otero County has been divided into seven reporting areas designated as Northwest Otero County number 80, Northeast Otero County number 82, East central Otero County number 91, West central Otero County number 92, Southwest Otero County number 105, South central Otero County number 106, and Southeast Otero County number 107.
- B. Reporting stations within each of the seven reporting areas have been established for better coverage and more accurate reporting.
- C. Monitors located at each reporting station will transmit their reports by telephone or radio directly to the county EOC.
- D. The county EOC will record, analyze, and plot the weapons effects information received and forward it by phone or radio to the state EOC.

III. ASSUMPTIONS

- A. There should be one weapons effects reporting station for every 100 sq. miles in rural areas.
- B. The actual number of stations established will depend upon such factors as population distribution, the availability of suitable facilities, and the availability of communications.
- C. Monitors at each station should be concerned with two types of damage reports:

1. Nuclear detonation (NUDET) sightings:

NUDET sightings show the direction, in terms of the 16 points of compass, from the WER station originating the report, based on light flash or resulting stem or cloud from a nuclear weapon.

2. Structural and/or glass damage:

These reports are submitted by the WER stations whenever significant weapon-caused structural damage or glass breakage is observed in the immediate vicinity of the reporting station. Observable structural damage and glass breakage are defined as:

- a. Structural Damage- Most buildings are standing but damaged; doors and windows are gone. Suspended or ceilings are down in offices and commercial buildings and interior partitions are down; some exterior walls are down. residential housing, separation of wall panels at joints is observed; framing is cracked, with visible displacement; many roofs are caved in, and possibly a few homes are down. Automobiles generally have broken windows and dished in panels, but still can be driven.

- b. Glass Breakage- Report damage as glass breakage if only observable damage is characterized by broken

D. Radiation levels will also be reported from WER stations to county EOCs' be relayed to the state EOC.

IV. CONCEPT OF OPERATIONS

A. There are two primary factors that will make the WER effective. The first is having trained monitors/observers at reporting stations and second is having a means to communicate the damage information to the county EOC via telephone or radio.

B. WER stations will be established as follows:

- | | | |
|-----------------|---------|-----------|
| 1. Alamogordo | Area 92 | Station 1 |
| 2. Tularosa | Area 80 | Station 2 |
| 3. Three Rivers | Area 80 | Station 3 |
| 4. Mescalero | Area 82 | Station 4 |

5. Elk Silver Area 82 Station 5
6. Cloudcroft Area 82 Station 6
7. Mayhill Area 91 Station 7
8. Pinion Area 91 Station 8
9. Oro Grande Area 105 Station 9

C. The county EOC will be used at all levels of government to make major decisions concerning the overall effects of a nuclear detonation and resulting fallout as well as how the local population is or will be effected. Therefore, the information must be timely and accurate as possible.

V. ORGANIZATION AND RESPONSIBILITIES

A. The WER network is under the direction of the RADEF coordinator who is responsible for recruiting and training WER staff and monitors. These monitors can and probably will serve dual roles in a nuclear situation, but should have the additional instruction in WER as well as radiation/fallout level reporting.

B. WER stations will use the following formats when reporting:

1. NUDET sighting- using the 16 points of the compass:

"Otero County EOC. This is reporting station (number) area (number).
NUDET North-Northeast at 10:30 a.m."

2. Structural damage and glass breakage- using established criteria:

"Otero County EOC. This is reporting station (number), area (number).
Structural damage or glass breakage at 10:35 a.m."

3. Fallout reporting- using the CDV-715 radiological monitoring instrument:

Fallout arrival "Otero County EOC. This is reporting station
(number) area (number). Fallout point 5 and rising at
11:00 a.m." .05 r/hr

Above 5 r/hr "Otero County EOC. This is reporting station
(number) area(number). Fallout 5 and rising at 11:15
a.m."

C. Continue reporting as above until r/hr has fallen back to .05.

The county EOC will record the information on a WER status board and

relay the information to the state EOC using the following formats:

1. NUDET sightings using the 16 points of the compass:

"New Mexico EOC. This is Otero County EOC, station (number) area (number) reports NUDET North-Northeast at 10:30 a.m."

Continue reporting to state EOC as reports are received from station and areas.

VI. ADMINISTRATION AND LOGISTICS

Radiological monitoring kits and instruments will be maintained and distributed by the RADEF coordinator or officer. Additional kits and instruments can be obtained through the state RDO and/or the maintenance officer.

**NEW MEXICO
OPERATIONAL REPORTING AREAS**

1. NE Union	38. W San Miguel	74. WC Catron
2. NW Union	39. WC San Miguel	75. SW Catron
3. NE Colfax	40. E San Miguel	76. SE Catron
4. NW Colfax	41. E San Miguel	77. NW Sierra
5. N Taos	42. E Quay	78. C Sierra
6. NE Rio Arriba	43. W Quay	79. E Sierra
7. NC Rio Arriba	44. E Guadalupe	80. NW Otero
8. NW Rio Arriba	45. W Guadalupe	81. SW Lincoln
9. NE San Juan	46. NE Torrance	82. NE Otero
10. NW San Juan	47. NW Torrance	83. SE Lincoln
11. SW San Juan	48. E Bernalillo	84. SW Chaves
12. SE San Juan	49. Valencia	85. SE Chaves
13. SW Rio Arriba	50. City of Albuquerque	86. N Lee
14. SC Rio Arriba	51. W Bernalillo	87. C Lee
15. SE Rio Arriba	52. SE Cibola	88. NE Eddy
16. S Taos	53. SC Cibola	89. NW Eddy
17. SW Colfax	54. SW Cibola	90. SW Chaves
18. SE Colfax	55. NW Catron	91. EC Otero
19. SW Union	56. NE Catron	92. WC Otero
20. SE Union	57. NW Socorro	93. NE Dona Ana
21. S Harding	58. NE Socorro	94. NW Dona Ana
22. N Harding	59. SW Torrance	95. SW Sierra
23. E Mora	60. SE Torrance	96. NE Grant
24. W Mora	61. E De Baca	97. NW Grant
25. N Santa Fe	62. E De Baca	98. N Hidalgo
26. Las Alamos	63. W Roosevelt	99. S Hidalgo
27. NE Sandoval	64. Curry	100. S Grant
28. NW Sandoval	65. E Roosevelt	101. E Luna
29. E McKinley	66. NE Chaves	102. W Luna
30. C McKinley	67. NW Chaves	103. SW Dona Ana
31. NW McKinley	68. NW Lincoln	104. SE Dona Ana
32. SW McKinley	69. NW Lincoln	105. SW Otero
33. NW Cibola	70. E Socorro	106. SC Otero
34. NE Cibola	71. SE Socorro	107. SE Otero
35. SW Sandoval	72. SW Socorro	108. SW Eddy
36. SE Sandoval	73. EC Catron	109. SE Eddy
37. S Santa Fe		110. S Lee

OTERO COUNTY LEOP

ANNEX B
Attachment 17

PAGER DISTRIBUTION LIST

OTERO COUNTY

Contact the Sheriffs' Office AT 437-2210 to page any County Fire Department, or other emergency related matter.

CITY OF ALAMOGORDO

Contact the Department of Public Safety at 439-4300 to page the City Fire Department, or other emergency related matter.

VILLAGE OF CLOUDCROFT

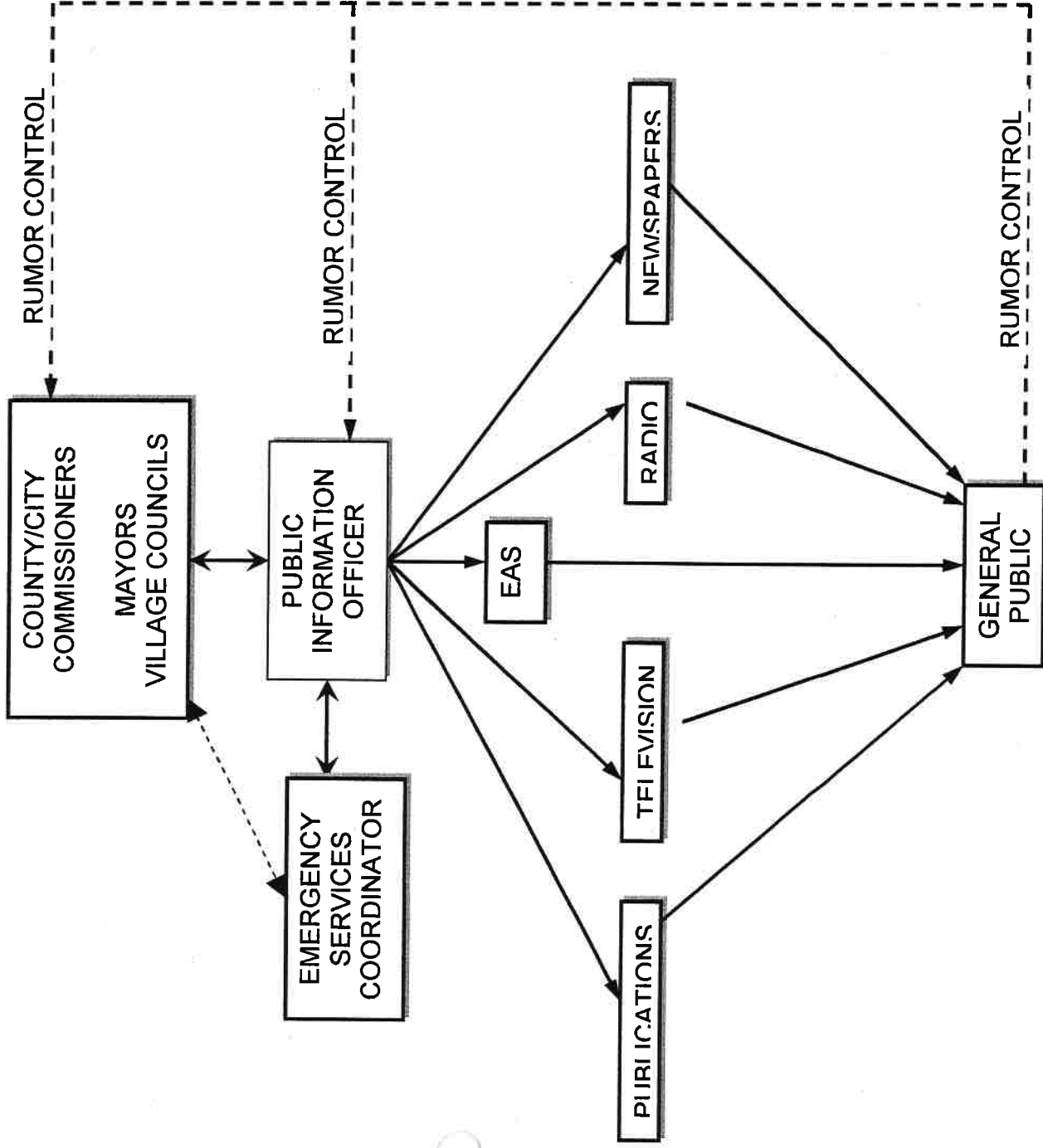
Contact the Village Police Department at 682-2101 to page the Village Police, or 682-3490 to page the Fire or Ambulance service.

VILLAGE OF TULAROSA

Contact the Village Police Department at 585-2704 to page the Fire Department, or other emergency related matter.

EMERGENCY

PUBLIC INFORMATION



CRISIS RELOCATION

TRAFFIC CONTROL POINT ASSIGNMENTS

1st Street and White Sands Blv., Alamogordo
10th Street and White Sands Blv., Alamogordo
Indian Wells and Hwy 54 Alamogordo
54/70 intersection at traffic light

Other points along the evacuation route to control broken down, out of gas, emergencies, etc.

ALAMOGORDO STAGING AREAS

Residences living in the designated quadrants will proceed to the specified staging areas in the event of evacuation/crisis relocation. Residents will receive evacuation information and will use the designated routes to the host county. The staging areas will also serve to provide transportation sources for those residents in the quadrant who do not have their own means of transportation or who have special transportation requirements.

NORTHWEST QUADRANT BOUNDARIES: 14th street on the south
Washington Avenue on the East

Staging Area Nbr: 1
Name of Bld: Sierra elementary School
Address: 2211 Puerto Rico Avenue
Evacuation Route: South on Puerto Rico Ave. To Indian Wells. West to US 54 and 70. North
on US 54 and 70 to the junction of US 82. East on US 82 to Eddy County.

NORTHEAST QUADRANT BOUNDARIES: Aspen Drive on the South
Washington Avenue on the West

Staging Area Nbr: 2
Name of Bld: Chaparral Jr. High School
Address: 1400 College Avenue
Evacuation Route: West on Aspen Drive to Washington Avenue. North on Washington
Avenue to 14th Street. West on 14 Street to US Hwy. 54 and 70. North
on US 54 and 70 to junction of US 82 to the Eddy County Host Area.

SOUTHEAST QUADRANT BOUNDARIES: Aspen Drive on the North
Washington Avenue to 1st. Street on the West
Florida Avenue on the West from St. Street

Staging Area: 3
Name of Bld. Heights Elementary School
Address: 2410 10th Street
Evacuation Route: West on Bellamah Drive to 7th Street. West on 7th Street to Washington
Avenue. South on Washington Avenue to St. Street. West on St. Street
to US Hwy. 54 AND 70. North on US Hwy. 54 and 70 to junction of US
82. East on US 82 to Eddy County Host Area.

ALAMOGORDO STAGING AREAS

WEST CENTRAL QUADRANT BOUNDARIES: 14Th Street on the South
 Washington Avenue on the West
 1st. Street on the North
 South Florida on the West
 Panorama on the North

Staging Area: Name of Bld: Address: Evacuation Route:	4 Alamogordo High School 103 Cuba Avenue West on 1st. Street to US Hwy. 54 and 70. North on US Hwy 54 and 70 to junction of US Hwy. 82. East on US Hwy. 82 to Eddy County Host Area.
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LAW ENFORCEMENT

ALAMOGORDO

DPS

OTERO COUNTY

SHERIFF

TRIBAL/VILLAGE

POLICE

FIRE & RESCUE**I. PURPOSE**

The purpose of this Annex is to provide for a coordinated response for Fire Services during, or because of, a natural or manufactured disaster or a nuclear attack crisis.

II. SITUATION

- A. Otero County is vulnerable to various severe weather phenomena and failure of manufactured structures that have the potential to destroy property and cause loss of life.
- B. There are major vehicular and rail transportation routes that pass through the county. Both truck and train traffic transport hazardous materials. In addition, there are several sites within the county for hazardous material storage. Because of this, the potential exists for both accidents and incidents involving hazardous materials.
- C. A risk analysis of fixed facilities and known transportation routes where potential release situations with possible consequences beyond the boundaries of the facility or next to the transportation route was completed in 1989 with SARA Title III planning.
- D. Otero County is served by 21 county Fire Departments, one city Department, and two Village Departments, several of which operate Rescue Squads.
- E. There are no Private/Company Fire Brigades located in Otero County.
- F. There is no industry or business in Otero County that manufacture, store or ship Extremely Hazardous Material IAW EPCRA and Sara Title III.

III. ASSUMPTIONS AND PLANNING FACTORS

- A. Existing fire personnel and equipment can handle most emergencies through their own resources or mutual aid.
- B. Clearing roads to allow passage of emergency vehicles will be a high priority responsibility of Public Works during and following any disaster (see Annex G).

- C. Law enforcement will handle on-scene traffic and crowd control to allow access for emergency personnel and equipment.
- D. In case of actual nuclear attack, very limited outside resources will be available.
- E. In case of radiological incident/accident involving Otero County, radiological response activities of local Fire Departments may be directed by the Radiological Defense Officer.

IV. ORGANIZATION / RESPONSIBILITIES

- A. The primary responsibilities of the Fire Services are: prevention and suppression of fires; rescue services; and response to hazardous material incidents. The term "Rescue" in this annex does not include those activities which are covered in THE NEW MEXICO SEARCH AND RESCUE ACT (NMSA 1978, 24-15A-1 to 24-15A-6). It is the responsibility of all organizations to contact the New Mexico State Police for search and rescue operations.
- B. The Fire Chief of individual jurisdiction or district is responsible for the coordination, planning, training, and development of Fire Department operational policy for the jurisdiction including:
 - 1. Fire fighting.
 - 2. Coordination of Fire Services during a natural disaster.
 - 3. Acting in the role as Incident Commander.
- D. During emergency operations, the Fire Chief(s) of the affected jurisdiction(s), or a designated representative, will serve as a member of the Incident Command staff.
- E. In case of a situation which affects more than one Fire Department in the county and a central Emergency Operations Center/Location is activated and no single individual has been designated as Fire Services Coordinator, the Otero County EOC Director will select a member to represent Fire Services on the EOC/EOL Staff. This representative will:

1. Coordinate data regarding requirements (i.e., personnel, equipment, supplies, reporting requirements, etc.) of the Fire Departments.
2. Act as a liaison between Fire Departments and the local government and other agencies/organizations.
3. Report general activities and status of Fire Services at EOC/EOL briefings.

F. General Fire Service responsibilities are:

1. Fire Chief:
 - a. Develop standard operating procedures and/or incident command system and policies of his/her department.
 - b. Coordinate and direct volunteers helping the Fire Department.
 - c. Maintain a current file of information submitted under Title III to include:
 - 1) List of reporting facilities and the Facility Emergency Coordinators (FEC.).
 - 2) MSDS, Inventory lists or Tier II reports.
 - d. Preplan response to facilities where hazardous materials are produced, used, or stored. In addition provide to the LEPC a current and updated copy of each preplan.
 - e. Coordinate fire inspections for homes or commercial buildings during or after a disaster to learn if the facility is safe for occupancy.
2. Senior Fire Officer:
 - a. Direct the level of response, request mutual aid or other assistance, and make all decisions concerning the Fire Department's actions and policies during emergency operations.

- b. Direct search and rescue operations.
- c. Request the Medical Coordinator in case of Multiple Casualty Incident (MCI), (Annex F), if required.
- d. Authorize Fire Department personnel and equipment to respond to mutual aid requests.

G. Lines of Succession

1. Each Fire Department's line of succession is as follows:
 - a. Fire Chief
 - b. Assistant Fire Chief/Captain(s)
 - c. Senior Fire Officer on duty
2. In the event the EOC Director has selected a representative to the EOC Staff, and that member is not available, An alternative will be selected.

V. CONCEPT OF OPERATIONS

A. Fire and Rescue

1. Each department/station maintains procedures for notification/recall of all personnel in the event of an emergency or disaster.
2. Senior Fire officials from each jurisdiction reports to the EOC during a major emergency to assist decision makers and coordinate fire and rescue.

B. Mutual Aid

1. The Senior Fire Official will request mutual aid when the emergency extends beyond the jurisdictional boundaries or beyond the capabilities of the local Fire Department.
2. When an emergency extends beyond the capabilities of mutual aid resources, the Senior Fire Officer will:

- a. Notify the Local Emergency Planning Coordinator to coordinate additional support.
- b. If the incident involves Hazardous Materials immediately notify the New Mexico State Police. The State Police may contact Holloman for assistance or other available sources.

B. Hazardous Materials

Specific policies, responsibilities, and operational procedures for hazardous material response are contained in this Annex. Radiological incidents are further addressed in Annex I. The following general guidelines apply for hazardous material response:

1. The local Fire Department is responsible for first responder actions only, unless they have trained personnel in higher levels. The on-scene Fire Chief/Senior Fire Officer will coordinate with Law Enforcement regarding:
 - a. Defining hazard area,
 - b. Access limiting requirements,
 - c. Providing advice on hazards involved and making recommendation to local executives.
2. Direct advisory or technical support will be requested through the on-scene State police Emergency response officer, who will in turn request additional resources through the EOC if activated.
 - a. The following agencies will be contacted by the EOC when necessary:
 - 1) Chemtrec (1-800-424-9300) (request information)
 - 2) State Fire Marshal's Office (1800-244-6702)
 - 3) State Emergency Management (505-476-9600)
 - 4) Agency for Toxic Substances and Disease Registry (404-639-0615)
 - 5) National Response Center (800-424-8803)
 - 6) EPA Hotline (800-535-0202)

b. Accidents involving radioactive materials:

- 1) Immediate notification to the Emergency Services coordinator (see Annex I) is required. The Coordinator will notify the state Emergency Management and dispatch the Alamogordo HAZMAT Team.
- 2) In addition, all major hazardous material incidents will be reported to the New Mexico State Police, who will then manage the incident.

C. Searches

1. The Senior Fire Officer of the jurisdiction will coordinate all searches involving:

- a. Fires
- b. Personal injuries

2. Law enforcement officials (Annex D) are responsible for searches involving:

- a. Lost or missing persons
- b. Fugitives
- c. Bomb Threats

3. The Alamogordo Search and Rescue is responsible for all searches involving missing or downed aircraft (other than the military).

D. Rescue

Rescue operations are usually performed by the Fire Department. Annex F has a detailed description of emergency medical operations.

1. Each jurisdiction is responsible for providing rescue and emergency treatment, and for the seriously ill or injured. Transportation is provided by American Medical Response ambulance or Cloudcroft ambulance. This is accomplished through:

- a. The local Fire Department's Rescue Unit.
- b. An adjacent Fire Department's Rescue Unit when the local Fire Department does not operate a Rescue Unit or when the Rescue Unit is unavailable. (Fire Departments have signed agreements outlining Rescue Unit's jurisdictions and mutual aid agreements.)
- c. The Rescue Units of the various Fire Departments can provide basic life support only. American Medical Response and Cloudcroft Ambulances will have to be called if Advance Life Support Service is required.

2. Mass Casualty Incident (MCI):

- a. The Senior Fire Officer of the affected jurisdiction is in charge at the scene.
- b. The person acting as Medical Coordinator is in charge of the emergency triage and treatment of the victims at the scene once:
 1. The Senior Fire Officer determines the scene to be safe for emergency medical personnel, or
 2. The Fire Department's Rescue Squad personnel have moved the victims to a safe area near the scene.
- c. Responsibility of the first responding Rescue Unit:
 - 1) Remain at the scene to establish Medical Control (Annex F),
 - 2) Request a Medical Control Officer from the EOC, if required,
 - 3) Function as the Medical Control Officer until he/she arrives,

- 4) Begin initial triage and emergency treatment,
- 5) Summon additional support.

E. Resources

1. The State Fire Marshal has certain fire response and investigative responsibilities as set forth in State Statutes. In addition, the Fire Marshal will support operations to the fullest extent possible and would normally be contacted as early as possible in major fire, explosion, or hazardous material incidents or accidents.
2. Agencies available to support Fire Services along with contact information are listed in the Resource Lists.

F. Support to Other Agencies

The Senior Fire Officer has the authority to utilize the Fire Department personnel and equipment to support other agencies or organizations during an emergency/disaster (dependent on the current situation and resources available). Areas of possible support include:

1. Law Enforcement: traffic and crowd control,
2. Health and Medical: first aid stations, public health (i.e., collecting water samples, etc.), and transportation to help a medical facility during evacuation,
3. Shelter Operations: fire safety inspections of housing and feeding facilities for victims of a disaster,
4. Radiological Protection: radiological monitoring and decontamination,
5. Public Works: debris clearance.

G. Extended Operations

1. All fire and rescue personnel in Otero County will go on full time status with twelve (12) hour shifts. An exception will be individuals considered by the Executive Staff to be key personnel in other

areas.

2. Mutual aid information may be coordinated through the EOC.
3. The fire districts within Otero County will maintain their normal jurisdictional responsibilities.

H. Nuclear Attack Crisis

1. During increased readiness, Fire Department personnel will inspect all allocated public fallout shelters and crisis relocation lodging facilities to identify any potential fire hazards that could be present under a shelter or crisis relocation situation. Recommendations as to the habitability of facilities will be made to the Shelter Coordinator.
2. In the event of actual attack involving radioactive fallout, Firefighting personnel and their immediate families should go to their assigned shelters. City of Alamogordo and Village on-duty Firefighting personnel should go to their designated fallout shelters in order to maintain organizational integrity and fire control capability. Designated fallout shelters for on-duty fire personnel are:

TOWN	BUILDING
Alamogordo	All Fire Stations
Cloudcroft	Fire Station
Tularosa	Fire Station
Otero County	District Fire Stations

3. When possible, EMT personnel should be spread among designated shelters to support in-shelter medical care.
4. During radioactive fallout conditions, the various Fire Departments will conduct fire prevention control and rescue operations upon the order of their respective Fire Chief in coordination with the executive staff. Radiological monitors will accompany all units conducting

outdoor operations. Exposure of Fire Department personnel will not exceed 100R, except on a volunteer basis where higher exposure of a relatively few firemen will result in the saving of many lives.

5. During high radioactive fallout conditions, Firefighting will only be attempted in cases where fire directly threatens the lives of people in fallout shelters.
6. The Fire Chief is responsible for ordering an evacuation of a fallout shelter due to a high-fire risk for the occupants.

VI. ADMINISTRATIVE AND LOGISTICS

A. Administration

Normal administrative records of utilization of personnel, equipment, and materials will be maintained by individual Fire Departments. Accurate record keeping will identify specific needs in the event of a major disaster which can readily be provided to the Resources Management Coordinator, if necessary (see Annex H).

B. Reports

1. Each individual Fire Chief will prepare and submit those reports required by the Statutes of the State of New Mexico and as may be requested by other state agencies.
2. The LEPC or its representative shall be responsible for submitting written and verbal notifications of hazardous materials incidents as required by law or this plan. The responding agency to the scene of a hazardous material incident shall notify the following agencies in order:

- a. The local New Mexico State Police at 437-1313
- b. The LEPC at 439-0747

C. Training

1. Besides the prescribed training required by Fire Departments for normal operations, fire personnel should be trained in:
 - a. Radiological monitoring/decontamination - every two years

(Reference: Annex I).

- b. Hazardous Materials response to the level determined by their employer in compliance with OSHA 1910.120(q) and EPA 40 CFR 311 regulations. It is critical that responders never perform a function for which they are not adequately trained and equipped.
 - c. Traffic and crowd control.
 - d. Emergency first aid.
2. Personnel should have an understanding of electromagnetic pulse (EMP), its effects, and actions, which can protect equipment from these effects.
 3. Inter-agency action will be taken to inform other emergency support agencies of physical and physical hazards associated with fire emergencies.

D. Emergency Equipment and Facilities

1. The following is a list of emergency equipment and the facilities where they are maintained. Each district has a fire chief that is responsible for the equipment.

OTERO COUNTY/LEOP

ANNEX E

FIRE DEPARTMENT	ADMIN. PHONE NO.	Aerials	Pumpers	TANKERS. 1,000 Gallons or Less	TANKERS Over 1,000 Gallons	Weed/Grass Trucks	Extraction Equipment	cascade	Portable Radios	Rescue Squads
ALAMO WEST BENT BOLES ACRES			1 1 1	1	1	1 1	1		9 6	1
BURRO FLATS DOG CANYON DUNGAN			1 1 1		1 1	1		1	4 12	
HIGH ROLLS JAMES CANYON LA LUZ MAYHILL			2 3 2			1 1 4	1		21 23 13	
ORO GRANDE ORO VISTA PINON			2 2 1		1	1 1 2			1 4 12	2
SACRAMENTO SUNSPOT 16 SPRINGS			1 1 2			2			25 5 7	1
TIMBERON UPPER COX CANYON			2 2	1	3	1	1		23	1
ALAMOGORDO CLOUDCROFT TULAROSA	439-4300	1				1	2	1	45	1
HOSPITALS										
GERALD CHAMPION AIR AMBULANCE	439-6100									

HAZARDOUS MATERIALS RESPONSE

I. PURPOSE

To identify actions required to reduce damage to human health, natural systems, and property caused by the actual or potential spill or release of hazardous materials.

II. SITUATION

A. Substances which if released in an uncontrolled manner (i.e., spill) can be harmful to people, animals, property, and/or the environment. A hazardous material is any substance or combination of substances which because of quantity, concentration, physical, chemical, or infectious characteristics may pose substantial immediate or potential hazards to humans or the environment.

B. Otero County is vulnerable to various hazardous materials. Agricultural and industrial chemicals, explosive and combustible materials are stored in and transported throughout the county regularly.

1. There are no facilities within the county with the potential of a release beyond the boundaries of the facility.
 - a. Some facilities use or store hazardous materials that are not required to be reported under Title III.
2. Hazardous materials, including radiological materials, transported on Highways 54, 70, relief route and hwy 82, rail, pipelines, or plane could be involved in an accident causing a spill or the potential for a spill.
3. There are several areas particularly vulnerable to hazardous material spills.
 - a. Locations may contribute to additional risk because of their proximity to facilities with hazardous materials.
 - b. Special populations such as schools, hospitals, or nursing homes are subject to additional risk due to their proximity to facilities with hazardous substances.

4. Some areas of Otero County because of sensitive environment, land use patterns or water supplies are particularly vulnerable.
5. Weather and Time variables, e.g., time of day and month of year may impact on the response to a Hazmat incident.
- C. The County of Otero has very limited resources available to respond to a hazardous material incident. Most first responders from local Fire Departments medical personnel are trained to the Awareness Level (Level 1). Under the Awareness Level training, responding Fire Departments are to **identify** the leak as a hazardous material incident, Evacuate and cordon off the spill and leak area, and **notify** the New Mexico State Police of hazardous material incident. Currently, there are two Hazardous Material Response Teams in Otero County trained and equipped to respond to a hazardous material incident.
1. One team is located in Holloman AFB in Otero County and is operated by the Holloman AFB Fire Department. Requests for support would be through a Mutual Aid Agreement.
2. The second Hazmat Team is the Alamogordo team. It is a first class team and can respond to all incidents in Otero County.
3. The remaining Fire Departments have response vehicles equipped with some of the following special resources: self-contained breathing apparatus, protective clothing, binoculars, foam/agents, foam application equipment, sorbets, communications, radiological monitoring equipment, dry chemical extinguishers and are trained to handle some but not all hazardous material's incidents. It is critical that responders never perform a function for which they are not adequately trained and equipped.
4. Military aircraft accidents may contain munitions and/or advance composite materials.

III. ASSUMPTIONS

- A. The fire department or law enforcement agency responding to an accident scene will usually be the first to discover the presence of hazardous materials either spilling or with the potential to spill.
- B. It is imperative that the hazardous material involved in the incident be identified as early as possible for the safety not only of the general populace, but for the first responders as well. Knowledge of the agent involved will decide the specific response required. During most hazardous materials incidents, the first responders will be representatives of local government, i.e., police, fire department, emergency medical services, etc. These personnel usually have had some training in handling this type of incident. The responder should **Never** enter the hazardous material cordon to establish identify of the material unless properly protected and qualified.

IV. RESPONSIBILITIES

New Mexico State Law requires that the State Police be notified for all Hazardous Materials incidents. The responding Officer will be the On-Scene Commander. All other responding units and personnel will report and coordinate activities with the Commander.

A. The Fire Department is responsible for:

1. Ensuring that all personnel are trained to the First Responder Awareness Level. This course provides training in recognition that a HM release has occurred.
2. First responder action only and containment, if possible.
3. Coordination at the scene.
4. Assuring that first responders receive sufficient direction to be able to handle the situation properly.

5. Planning for possible evacuation of buildings or areas involved.
6. Coordination with law enforcement defining the hazard area.
7. Notifying the Emergency Services Manager.
8. Insuring that a hazardous material training program is conducted for all department personnel.

B. Law Enforcement Agencies are responsible for:

1. Providing security for the hazard area,
2. Traffic and crowd control,
3. Evacuation movement,
4. Training their personnel.

C. Otero County Emergency Services Manager is responsible for:

1. Notification of support agencies,
 2. Coordination with charitable and volunteer organizations that may provide assistance,
 3. Coordination with state and federal agencies that may have a disaster response role,
 4. Notifying the public of evacuation areas, health and protective measures.
 5. Perform all verbal and written notifications related to hazardous material incidents required by law.
- D. Local government agencies may be responsible for cleanup and/or decontamination of their equipment and vehicles.

E. State Agencies

1. State Emergency Management Bureau: coordinate state agency response and provide assistance and support as decided by the situation.
2. The New Mexico Environment Department:
 - a. Provide technical assistance for deciding areas likely to be affected by an ongoing release.
 - b. Providing technical assistance about the contamination and cleanup of hazardous materials incidents. They are also responsible for warning downstream water users, where applicable.
 - c. Approve cleanup plan and notify the responsible person when satisfactory cleanup is achieved.
 - d. Give prior approval to all disposal actions.
 - e. May require a report, following the cleanup, from the responsible person describing all aspects of the incident including cause of the release, monitoring requirements (long and short term), cleanup and disposal methods, and steps to prevent a similar occurrence. If the cleanup is to be long term, the Department may require interim status reports.
 - f. Main point of contact with the Regional Response Team (RRT), for requesting assistance, resources and coordination with Federal Agencies for response, clean-up and recovery actions.

3. The Emergency Management Bureau:
 - a. Division of Radiological Health: assume immediate technical control of radiological material incidents as required by current law when notified of an incident involving such material. (See Annex I.)
 - b. Notify the public of the potential health effects of an HAZMAT incident.
 - c. When a physician's request is required to activate a medical information center, the EMB will provide that service.
4. The State Fire Marshal: supports the local fire department's response in all working fires and hazardous materials incidents.

F. Federal Government

1. U.S. Nuclear Regulatory Commission (USNRC):

- a. Coordinates the overall federal technical response to a radiological emergency. (See Annex I.)
- b. Provides technical advice to state or local agencies.
- c. Assesses the nature and extent of the radiological emergency and the potential consequences to the health and safety of the public.

2. Environmental Protection Agency (EPA):

- a. Emergency planning and response branch provides technical assistance in hazardous material spills under the National Contingency Plan.

- b. Can provide resources through the Regional Response Team (RRT). The RRT can be activated through the EMB.
 - c. Office of Water and Hazardous Materials provides assistance with pesticide incidents.
 - d. Section 123 of SARA authorizes the EPA to reimburse local governments, who qualify, for expenses incurred in carrying out temporary emergency measures in response to hazardous substance threats. Reimbursement is available only to local governments. To apply for these funds, an application package may be obtained by calling the Superfund Hotline 1-800-424-9346.
3. Department of Transportation (DOT): under Public Law 93-633, Section 109(d)(2), DOT is required to provide information and advice in transportation emergencies involving hazardous materials. DOT will also investigate transportation accidents and inspect for violations under their authority.
 4. National Response Center (NRC): receives and relays notices of releases to the appropriate OSC, disseminates OSC and RRT reports to the NRT, and provides facilities for the NRT to use in coordinating a national response action.
 5. While having no direct bearing on the recovery from a hazardous material accident, it is important to note that the Federal Aviation Administration, Federal Railroad Administration, and the National Transportation Safety Board are responsible for investigating transportation accidents and the appropriate agency may become involved at any time.

G. Industry

1. Owner or Facility

- a. The owner is required to notify the Local Emergency Planning Committee (439-0747) upon discovery of a release of a hazardous substance of ten pounds or greater according to SARA Title III. Containment and cleanup proceeds under the guidance of the Emergency Management Bureau.

- 1) The owner or operator will designate a facility emergency coordinator who will participate in the planning process.

- 2) The Facility Emergency Coordinator (FEC) will notify the Emergency Services Manager for the local Emergency Planning Committee, the State Emergency Response Commission (SERC) of any state likely to be affected by the release, the National Response Center (NRC), and any other persons to whom the facility is to give notification.

- b. The Facility Emergency Coordinator will make available to the Emergency Services Manager any information needed for carrying out this emergency plan.

2. Shipper: under the regulations of the U.S. Department of Transportation (DOT) and the Nuclear Regulatory Commission, the shipper of hazardous materials is responsible for complying with all applicable regulations in packaging, labeling, marking, and otherwise preparing any goods for transport by carrier. The shipper must certify on the shipping papers that applicable regulatory requirements have been met. DOT regulations also require him to inform the carrier of any special precautions that must be taken in the transport of his goods. If called in case of an accident, the shipper is also required to provide whatever details about his shipment that are necessary and helpful. The shipper may wish to offer assistance in confining and cleaning up any accident involving his shipment. The shipper may also provide a list of 24-hour telephone contacts of persons familiar with the technical details of the shipment.

3. Carrier: the carrier is responsible for handling, stowing, storing shipments, and placarding vehicles in accordance with DOT regulations and exercising due care in transporting the shipment to the consignee. In case of accident, the carrier is responsible for initial actions to include notification of appropriate governments, the shipper, DOT, and possibly the Department of Energy (DOE). The carrier also has the basic responsibility for containing or confining any threat associated with the cargo in his possession, whether or not radioactive materials or other hazardous materials are involved. During recovery, the carrier also has the basic responsibility to see that the cleanup/decontamination is completed.

V. CONCEPT OF OPERATIONS

Most operations would be conducted as defined elsewhere throughout this Plan. This Appendix addresses only those unique aspects of hazardous material incidents.

A. Notification

1. When a hazardous material incident is identified, the first responders will notify State Police and executives of the incident.
 - a. In case of fixed site incident the facility will use the normal emergency notification system to notify the State Police and the Fire Chief. The ERO shall decide if it is necessary to carry out the plan.
2. Law enforcement (communications) will notify the owners/shippers of the incident and request information on the properties of the hazardous materials involved.
3. The Otero County Emergency Services Manager will advise the State Emergency Management Bureau of the situation and request assistance if the situation is beyond local and/or mutual aid capabilities.
4. The State Fire Marshal's Office will be notified of all hazardous materials incidents.
5. The Otero County Emergency Services Manager will alert volunteer and charitable organizations that may provide assistance to evacuees.

6. The State Emergency Management Bureau will notify other state agencies for support as determined by the situation.

B. Initial Response

1. The responding Fire Department will accomplish the following actions if not already accomplished by other responding agencies:
 - a. Establish a cordon based on the DOT Emergency Response Guide (ERG) and/or prudent judgment. The IC shall report the cordon to the dispatch center to relay to other responding agencies.
 - b. Restrict access to the cordon area.
 - c. Establish a Incident Command Post up hill and up wind (as much as possible). The ICP will be marked with a flag or light.
 - d. Do not enter or allow entry into the cordon until **proper equipment** and **qualified personnel** are available to mitigate the hazard.
2. In addition, responding Fire Department will obtain as much information as possible on:
 - a. Container
 - b. Product
 - c. Environment.
3. Direct advisory of technical support will be requested through the on-scene State Police Emergency Response Officer, who will in turn request additional resources through the EOC if activated.
 - a. The following agencies may be contacted for additional help, support or information:
 1. New Mexico Fire Academy 1-800-734-6553
 2. Chemtrec 1-800-424-9300

3. NM Environmental Improvement Division 505-470-3657
 4. National Response Center 1-800-535-8803
 5. EPA Hotline 1-800-535-0202
 6. Center for Disease Control Envir 404-488-7300
 7. Agency for Toxic Substances and Disease Registry 404-639-0615
 8. Emergency Management Bureau 1-505-437-1313
4. Fire Supervisory personnel shall maintain dose and exposure records for their on-scene personnel in a hazardous material or radiological incident.
5. The ERO or his designate shall accomplish the following:
- a. Complete Spill Field Report (tab).
 - b. If spill is greater than the RQ, notify by phone:

NMED Radioactive and Hazardous Waste Bureau 505-827-4308

NRC 1-800-424-8802
 - c. Prepare a written notification of a hazardous spill that occurred in transportation if:
 - A person is killed
 - A person receives injuries that require hospitalization
 - Evacuation of the general public for greater than 1 hour
 - Major transportation arteries are closed for greater than 1 hour
 - Operational flight patterns of aircraft are altered
 - Radioactive material is involved in the spill

- Etiologic agents are involved in the spill
 - Leak greater than the RQ for that hazardous substance
6. The Local Emergency Planning Coordinator shall complete written notifications for all spills in accordance with 40 CFR 302 and New Mexico state laws.

C. Emergency Public Information

It is important to provide accurate information to the public so they know what to do immediately to protect themselves.

1. The Public Information Officer will coordinate the distribution of information concerning the incident with the Chief Executive Officer and Otero County Emergency Services Manager as defined in Annex C.
2. Because information will be needed quickly, radio and television are the best media to release data on health hazards, precautions for personal protection, and evacuation routes away from the hazard area.

D. Evacuation

1. The on-scene commander will make the decision to evacuate the hazard area based on the recommendations of the EOC, the DOT Emergency Response Guidebook, the manufacturer, and/or state or federal agency advisors. Policy and procedures defined in Annex J will be followed.
2. Movement, reception, and care of evacuees will be as defined in Annexes D and J.

E. Containment and Cleanup

1. Determine what can be done, based on training and equipment available, to remove the threat, i.e., contain and/or counteract, decontaminate, or remove, etc. Remember, by law it is the spiller's responsibility to contain or confine any threat associated with the cargo in their possession. Cleanup should not be accomplished, only efforts needed to end the emergency should be done. If responding forces attempt clean up, then the responding forces may inherit the entire spill site.

2. Firefighting, toxic cleanup, and disposal should be accomplished as specified by publications and agencies depending on the material involved (DOT Emergency Response Guide, EOC, Environment Department, Fire Marshal). The following guidelines should be used to remedy the hazardous material incident by the Alamogordo Hazardous Material Response Team:

INIPSLFRT

Isolation

Establish a perimeter
Determine Zones
Deny Entry
Provide initial public protection
Withdraw

Notification

Request assistance
Communicate
Review plans

Identification

Recognize and identify
Check papers
Review plans
Conduct reconnaissance
Monitor
Take samples
Interview

Protection of responders and public

Use appropriate PPE
Decontaminate
Assess safety
Rescue
Perform EMT requirements
Reassess zones
Provide secondary public protection

Spill Control

GAS/Air

Ventilate
Disperse
Dissolve

Divert
Blanket

Liquid/Surface

Dike
Divert
Absorb
Retain
Neutralize
Gel

Liquid/Water

Boom
Dam
Divert
Retain

Solid/Surface

Blanket

Leak Control

Direct Methods

Plug
Patch
Over pack
Tighten
Crimp

Indirect Methods

Transfer Product
Shut off source
Displace Product

Fire Control

Control Burn
Protect Exposures
Extinguish
Confine
Withdraw

Recovery and Termination

Oversee product transfer, container handling,
and clean up.
Release callbacks and mutual aid personnel

Restock and Resupply
Make financial adjustments
Debrief
Critique
Perform after action steps

3. Check with the manufacturer for additional advice and for use of an expert decontamination team, if available.
4. The Regional Response Team (RRT), composed of representatives of Federal Agencies may be convened by the Federal On Scene Coordinator to provide advice or recommendations during a response to a major hazardous materials incident.
 - a. The following list of contractors that may be able to provide hazardous spill clean ups. *

Indian Fire and Safety
P.O. Box 1306
Hobbs, N.M. 88241
800-530-8693
505-393-3093

Chemical Waste Management
2301 W. Broadway
Phoenix, AZ. 85041
602-243-6154

IT Corporation
2340 Alamo St. Suite 306
Albuquerque, N.M. 87106
505-842-0835

Malone Service Company
PO Box 709
5300 Campbell Bayou Rd.
Texas City, TX 77590
409-945-3301

Jacobs Engineering Group
5301 Central Ave., NE, Suite 1700
Albuquerque, N.M. 87108
505-846-4030

Garner Environmental Inc.
8930 Lawndale, Suite B
Houston, TX 77012
713-921-2432

Western Technologies, Inc.
3808 Academy Parkway North, NE
Albuquerque, N.M. 87109
505-345-6586

Regional Waste Company
Box 63
Plainview, TX 79072
806-293-1849

E.T. Technologies, Inc.
720 South Colorado Blvd.
Suite 450
Denver, CO 80222
303-753-0922

Kellogg Corporation
26 West Dry Creek Circle
Littleton, CO 80120
303-794-1818

HAZCHEM Envir. Services, Inc.
542 E 27th Street
Tucson, AZ 85713
602-622-0100

also

8129 N 35th Ave. Suite 2-192
Phoenix, AZ 85051
602-861-2446

HAZCHEM Envir. Services Inc.
4500 Anaheim NE Blvd B Suite 4
Albuquerque, NM 87113
505-828-2446

note: the above list is intended for informational purposes only. The inclusion/exclusion of any company does not, nor should not imply endorsement by the State of New Mexico or any of its Departments, or political sub-divisions.

F. Health Monitors

1. Decide what types of respiratory or other protective equipment is required for workers
2. Treat victims if accurate diagnosis can be obtained. Some effects may not be noticeable for some time. Information should be obtained to identify all persons at the scene even if no immediate medical problems appear.
3. Get emergency medical information and other pertinent information from the EOC
4. Notify local supporting hospitals of the chemical's identity and the number of persons affected
5. Have standby medical personnel ready to provide service to those working on the material. Provide medical checkup for all who have been exposed

G. Security

The defined hazard area will be isolated and cordoned, allowing only lifesaving and response operations.

H. Explosive Handling

Only trained specialists should attempt to remove or defuse an explosive device when found.

1. Police, key officials, and State Fire Marshal's office will be notified immediately and the Emergency Operating Center (EOC) activated. If it is a military device, notify the nearest military installation. Other agencies that might be notified depending on the circumstances are the State Police and the State Emergency Management Bureau.

2. Assemble a task force to include State Health Officials, Fire Marshal, Civil Defense, Law Enforcement, and Explosive Ordinance Disposal (EOD) teams, if available.

I. Radioactive Materials Transport

Do not attempt cleanup operations (the carrier has prime responsibility for containment and recovery of radiological incidents).

1. Immediately notify the State Emergency Management Bureau, Division of Radiological Health, when the incident is discovered to be radiological in nature. If no answer, or if after normal duty hours, notify the State Police and ask that Radiological Health personnel be notified.)

2. Advise local hospitals of possible radiation victims when potential contamination is identified.

3. Refer to Annex I for details of radiological response.

J. Military Aircraft Crashes

1. Non military response forces responding to a downed aircraft should not attempt to enter the site. Aircraft may contain live munitions. Cordon off the area and wait until military officials or word is received that the aircraft is not armed.

2. The Stealth (F-117) contains advance composite material that acts similar to asbestos fibers after a crash. Responding forces should not enter the area until military officials clear the site. In addition, any persons entering the cordon of the crash should be detained for possible decontamination. If

rescuers must enter the area, they must wear SCBA and retain all clothing on site for decontamination.

VI. TRAINING AND EXERCISE

A. Training

In addition to the training required for normal operations, fire, law enforcement and medical personnel should be trained to respond to a hazardous material incident to the level determined by their employer in accordance with OSHA and EPA regulations.

B. Exercise

An exercise involving response to a hazardous material incident will be conducted annually.

VII. Maintenance

This annex will be reviewed and updated as necessary annually by local fire officials.

**FACILITIES AND VULNERABLE AREAS
IN OTERO COUNTY**

CLOUDCROFT

Map Owner/ Ref.	Facility Name	Location
<u>Operator</u>		

Reporting Under Section 302 of Title III
Extremely Hazardous Substances
SEWER PLANT NORTHWEST OF CC MM 15.75
WATER TREATMENT PLANT 82 EAST NEAR SNOW CANYON

Facilities reporting under Section 312-
Community Right TO KNOW

- F1. EXXON/ALLSUPS 82 & CURLEW PLACE
- F2. SCOTTY LP INC. GLORIETA AVE.
- F3. SYNERGY PROPANE CURLEW & BURRO AVE.
- F4. OTERO ELECT.COOP. BURRO & LITTLE GLORIETA
- F5. ANIMAL HOSPITAL LITTLE GLORIETA & 1st STREET
- F6. PROPANE TANKS BEHIND SCHOOLS(SCENIC AVE.)
- F7. LODGE HOTEL CURLEW PLACE

Vulnerable Areas

- V1. CHURCH BAPTIST BURRO & GLORIETA
- V2. CC SCHOOLS HWY 82
- V3. CHURCH EPISCOPAL CHIPMUNK AVE.
- V4. CHURCH UNITED METHODIST CHIPMUNK AVE.
- V5. CHURCH CATHOLIC HWY 82
- V6. CHURCH OF CHRIST LITTLE GLORIETA
- V7. CHURCH LATTER-DAY SAINTS GLORIETA

OTERO COUNTY LEOP

ANNEX E
APPENDIX 1
ATTACHMENT 2

Facility: Fina J&J mini mart
Map Ref: Village of Tularosa F1
Facility Coordinator:

Address: 910 4th street

Contact Phone : 585-2340

On-Site Emergency Response Plan, Dated

<u>Largest Amount Reported Substances</u>	<u>Largest Single Stored Container</u>
---	--

1. GASOLINE
2. CONSUMER PRODUCTS OF OIL, ANTI-FREZ, SPRAY CANS

<u>Emergency Equipment Available Facilities (Type and Description)</u>	<u>Vulnerable (Map Ref.)</u>
--	---------------------------------------

FIRE EXTINGUISHERS

V1, V2, V3

HAZARDOUS MATERIAL INCIDENT REPORT

Anyone receiving a report of an incident should obtain as much of the following information as possible.

* Time Report _____ a.m./p.m.
Date: _____

* NAME OF PERSON
CALLING _____

* REPRESENTING _____
TITLE/POSITION _____

* TELEPHONE NUMBER WHERE PERSON CALLING MAY BE
REACHED _____

* LOCATION OF INCIDENT:

* City _____ *
County _____

* Exact location of area
involved: _____

HAZARDOUS MATERIAL INVOLVED:

* Chemical
name: _____
* Quantity
spilled/released: _____
* Physical
form(liquid,solid,gas): _____
* Duration of
release: _____
* Media into which the release
occured(land,water,air): _____

*

Manufacture: _____

DESCRIPTION OF INCIDENT:

A. Time and date of incident: _____ a.m./p.m. _____ / _____ /19 _____

B. Weather conditions: _____

C. Current status of incident: _____

1. Is the incident area secured? _____

2. Was there an explosion? _____
Fire? _____

3. Are there people injured? _____

4. Advise regarding necessary medical attention? _____

5. Precautions to take as a result of the release. _____

D. Report taken by: _____ name _____ title/position _____

* essential information which must be obtained

outdoor operations. Exposure of Fire Department personnel will not exceed 100R, except on a volunteer basis where higher exposure of a relatively few firemen will result in the saving of many lives.

5. During high radioactive fallout conditions, Firefighting will only be attempted in cases where fire directly threatens the lives of people in fallout shelters.
6. The Fire Chief is responsible for ordering an evacuation of a fallout shelter due to a high-fire risk for the occupants.

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ALAMO WEST BENT BOLES ACRES			1 1 1	1	1	1 1	1		9 6	1
BURRO FLATS DOG CANYON DUNGAN			1 1 1		1 1	1		1	4 12	
HIGH ROLLS JAMES CANYON LA LUZ MAYHILL			2 3 2			1 1 4	1		21 23 13	
ORO GRANDE ORO VISTA PINON			2 2 1		1	1 1 2			1 4 12	2
SACRAMENTO SUNSPOT 16 SPRINGS			1 1 2			2			25 5 7	1
TIMBERON UPPER COX CANYON			2 2	1	3	1	1		23	1
ALAMOGORDO CLOUDCROFT TULAROSA	439-4300	1				1	2	1	45	1
HOSPITALS										
GERALD CHAMPION AIR AMBULANCE	439-6100									

HAZARDOUS MATERIALS RESPONSE

I. PURPOSE

To identify actions required to reduce damage to human health, natural systems, and property caused by the actual or potential spill or release of hazardous materials.

II. SITUATION

A. Substances which if released in an uncontrolled manner (i.e., spill) can be harmful to people, animals, property, and/or the environment. A hazardous material is any substance or combination of substances which because of quantity, concentration, physical, chemical, or infectious characteristics may pose substantial immediate or potential hazards to humans or the environment.

B. Otero County is vulnerable to various hazardous materials. Agricultural and industrial chemicals, explosive and combustible materials are stored in and transported throughout the county regularly.

1. There are no facilities within the county with the potential of a release beyond the boundaries of the facility.
 - a. Some facilities use or store hazardous materials that are not required to be reported under Title III.
2. Hazardous materials, including radiological materials, transported on Highways 54, 70, relief route and hwy 82, rail, pipelines, or plane could be involved in an accident causing a spill or the potential for a spill.
3. There are several areas particularly vulnerable to hazardous material spills.
 - a. Locations may contribute to additional risk because of their proximity to facilities with hazardous materials.
 - b. Special populations such as schools, hospitals, or nursing homes are subject to additional risk due to their proximity to facilities with hazardous substances.

4. Some areas of Otero County because of sensitive environment, land use patterns or water supplies are particularly vulnerable.
5. Weather and Time variables, e.g., time of day and month of year may impact on the response to a Hazmat incident.
- C. The County of Otero has very limited resources available to respond to a hazardous material incident. Most first responders from local Fire Departments medical personnel are trained to the Awareness Level (Level 1). Under the Awareness Level training, responding Fire Departments are to **identify** the leak as a hazardous material incident, Evacuate and cordon off the spill and leak area, and **notify** the New Mexico State Police of hazardous material incident. Currently, there are two Hazardous Material Response Teams in Otero County trained and equipped to respond to a hazardous material incident.
1. One team is located in Holloman AFB in Otero County and is operated by the Holloman AFB Fire Department. Requests for support would be through a Mutual Aid Agreement.
2. The second Hazmat Team is the Alamogordo team. It is a first class team and can respond to all incidents in Otero County.
3. The remaining Fire Departments have response vehicles equipped with some of the following special resources: self-contained breathing apparatus, protective clothing, binoculars, foam/agents, foam application equipment, sorbets, communications, radiological monitoring equipment, dry chemical extinguishers and are trained to handle some but not all hazardous material's incidents. It is critical that responders never perform a function for which they are not adequately trained and equipped.
4. Military aircraft accidents may contain munitions and/or advance composite materials.

III. ASSUMPTIONS

- A. The fire department or law enforcement agency responding to an accident scene will usually be the first to discover the presence of hazardous materials either spilling or with the potential to spill.
- B. It is imperative that the hazardous material involved in the incident be identified as early as possible for the safety not only of the general populace, but for the first responders as well. Knowledge of the agent involved will decide the specific response required. During most hazardous materials incidents, the first responders will be representatives of local government, i.e., police, fire department, emergency medical services, etc. These personnel usually have had some training in handling this type of incident. The responder should **Never** enter the hazardous material cordon to establish identify of the material unless properly protected and qualified.

IV. RESPONSIBILITIES

New Mexico State Law requires that the State Police be notified for all Hazardous Materials incidents. The responding Officer will be the On-Scene Commander. All other responding units and personnel will report and coordinate activities with the Commander.

A. The Fire Department is responsible for:

1. Ensuring that all personnel are trained to the First Responder Awareness Level. This course provides training in recognition that a HM release has occurred.
2. First responder action only and containment, if possible.
3. Coordination at the scene.
4. Assuring that first responders receive sufficient direction to be able to handle the situation properly.

5. Planning for possible evacuation of buildings or areas involved.
6. Coordination with law enforcement defining the hazard area.
7. Notifying the Emergency Services Manager.
8. Insuring that a hazardous material training program is conducted for all department personnel.

B. Law Enforcement Agencies are responsible for:

1. Providing security for the hazard area,
2. Traffic and crowd control,
3. Evacuation movement,
4. Training their personnel.

C. Otero County Emergency Services Manager is responsible for:

1. Notification of support agencies,
 2. Coordination with charitable and volunteer organizations that may provide assistance,
 3. Coordination with state and federal agencies that may have a disaster response role,
 4. Notifying the public of evacuation areas, health and protective measures.
 5. Perform all verbal and written notifications related to hazardous material incidents required by law.
- D. Local government agencies may be responsible for cleanup and/or decontamination of their equipment and vehicles.

E. State Agencies

1. State Emergency Management Bureau: coordinate state agency response and provide assistance and support as decided by the situation.
2. The New Mexico Environment Department:
 - a. Provide technical assistance for deciding areas likely to be affected by an ongoing release.
 - b. Providing technical assistance about the contamination and cleanup of hazardous materials incidents. They are also responsible for warning downstream water users, where applicable.
 - c. Approve cleanup plan and notify the responsible person when satisfactory cleanup is achieved.
 - d. Give prior approval to all disposal actions.
 - e. May require a report, following the cleanup, from the responsible person describing all aspects of the incident including cause of the release, monitoring requirements (long and short term), cleanup and disposal methods, and steps to prevent a similar occurrence. If the cleanup is to be long term, the Department may require interim status reports.
 - f. Main point of contact with the Regional Response Team (RRT), for requesting assistance, resources and coordination with Federal Agencies for response, clean-up and recovery actions.

3. The Emergency Management Bureau:
 - a. Division of Radiological Health: assume immediate technical control of radiological material incidents as required by current law when notified of an incident involving such material. (See Annex I.)
 - b. Notify the public of the potential health effects of an HAZMAT incident.
 - c. When a physician's request is required to activate a medical information center, the EMB will provide that service.
4. The State Fire Marshal: supports the local fire department's response in all working fires and hazardous materials incidents.

F. Federal Government

1. U.S. Nuclear Regulatory Commission (USNRC):

- a. Coordinates the overall federal technical response to a radiological emergency. (See Annex I.)
- b. Provides technical advice to state or local agencies.
- c. Assesses the nature and extent of the radiological emergency and the potential consequences to the health and safety of the public.

2. Environmental Protection Agency (EPA):

- a. Emergency planning and response branch provides technical assistance in hazardous material spills under the National Contingency Plan.

- b. Can provide resources through the Regional Response Team (RRT). The RRT can be activated through the EMB.
 - c. Office of Water and Hazardous Materials provides assistance with pesticide incidents.
 - d. Section 123 of SARA authorizes the EPA to reimburse local governments, who qualify, for expenses incurred in carrying out temporary emergency measures in response to hazardous substance threats. Reimbursement is available only to local governments. To apply for these funds, an application package may be obtained by calling the Superfund Hotline 1-800-424-9346.
3. Department of Transportation (DOT): under Public Law 93-633, Section 109(d)(2), DOT is required to provide information and advice in transportation emergencies involving hazardous materials. DOT will also investigate transportation accidents and inspect for violations under their authority.
 4. National Response Center (NRC): receives and relays notices of releases to the appropriate OSC, disseminates OSC and RRT reports to the NRT, and provides facilities for the NRT to use in coordinating a national response action.
 5. While having no direct bearing on the recovery from a hazardous material accident, it is important to note that the Federal Aviation Administration, Federal Railroad Administration, and the National Transportation Safety Board are responsible for investigating transportation accidents and the appropriate agency may become involved at any time.

G. Industry1. Owner or Facility

- a. The owner is required to notify the Local Emergency Planning Committee (439-0747) upon discovery of a release of a hazardous substance of ten pounds or greater according to SARA Title III. Containment and cleanup proceeds under the guidance of the Emergency Management Bureau.

- 1) The owner or operator will designate a facility emergency coordinator who will participate in the planning process.

- 2) The Facility Emergency Coordinator (FEC) will notify the Emergency Services Manager for the local Emergency Planning Committee, the State Emergency Response Commission (SERC) of any state likely to be affected by the release, the National Response Center (NRC), and any other persons to whom the facility is to give notification.

- b. The Facility Emergency Coordinator will make available to the Emergency Services Manager any information needed for carrying out this emergency plan.

2. Shipper: under the regulations of the U.S. Department of Transportation (DOT) and the Nuclear Regulatory Commission, the shipper of hazardous materials is responsible for complying with all applicable regulations in packaging, labeling, marking, and otherwise preparing any goods for transport by carrier. The shipper must certify on the shipping papers that applicable regulatory requirements have been met. DOT regulations also require him to inform the carrier of any special precautions that must be taken in the transport of his goods. If called in case of an accident, the shipper is also required to provide whatever details about his shipment that are necessary and helpful. The shipper may wish to offer assistance in confining and cleaning up any accident involving his shipment. The shipper may also provide a list of 24-hour telephone contacts of persons familiar with the technical details of the shipment.

3. Carrier: the carrier is responsible for handling, stowing, storing shipments, and placarding vehicles in accordance with DOT regulations and exercising due care in transporting the shipment to the consignee. In case of accident, the carrier is responsible for initial actions to include notification of appropriate governments, the shipper, DOT, and possibly the Department of Energy (DOE). The carrier also has the basic responsibility for containing or confining any threat associated with the cargo in his possession, whether or not radioactive materials or other hazardous materials are involved. During recovery, the carrier also has the basic responsibility to see that the cleanup/decontamination is completed.

V. CONCEPT OF OPERATIONS

Most operations would be conducted as defined elsewhere throughout this Plan. This Appendix addresses only those unique aspects of hazardous material incidents.

A. Notification

1. When a hazardous material incident is identified, the first responders will notify State Police and executives of the incident.
 - a. In case of fixed site incident the facility will use the normal emergency notification system to notify the State Police and the Fire Chief. The ERO shall decide if it is necessary to carry out the plan.
2. Law enforcement (communications) will notify the owners/shippers of the incident and request information on the properties of the hazardous materials involved.
3. The Otero County Emergency Services Manager will advise the State Emergency Management Bureau of the situation and request assistance if the situation is beyond local and/or mutual aid capabilities.
4. The State Fire Marshal's Office will be notified of all hazardous materials incidents.
5. The Otero County Emergency Services Manager will alert volunteer and charitable organizations that may provide assistance to evacuees.

6. The State Emergency Management Bureau will notify other state agencies for support as determined by the situation.

B. Initial Response

1. The responding Fire Department will accomplish the following actions if not already accomplished by other responding agencies:
 - a. Establish a cordon based on the DOT Emergency Response Guide (ERG) and/or prudent judgment. The IC shall report the cordon to the dispatch center to relay to other responding agencies.
 - b. Restrict access to the cordon area.
 - c. Establish a Incident Command Post up hill and up wind (as much as possible). The ICP will be marked with a flag or light.
 - d. Do not enter or allow entry into the cordon until **proper equipment** and **qualified personnel** are available to mitigate the hazard.
2. In addition, responding Fire Department will obtain as much information as possible on:
 - a. Container
 - b. Product
 - c. Environment.
3. Direct advisory of technical support will be requested through the on-scene State Police Emergency Response Officer, who will in turn request additional resources through the EOC if activated.
 - a. The following agencies may be contacted for additional help, support or information:
 1. New Mexico Fire Academy 1-800-734-6553
 2. Chemtrec 1-800-424-9300

3. NM Environmental Improvement Division 505-470-3657
 4. National Response Center 1-800-535-8803
 5. EPA Hotline 1-800-535-0202
 6. Center for Disease Control Envir 404-488-7300
 7. Agency for Toxic Substances and Disease Registry 404-639-0615
 8. Emergency Management Bureau 1-505-437-1313
4. Fire Supervisory personnel shall maintain dose and exposure records for their on-scene personnel in a hazardous material or radiological incident.
5. The ERO or his designate shall accomplish the following:
- a. Complete Spill Field Report (tab).
 - b. If spill is greater than the RQ, notify by phone:

NMED Radioactive and Hazardous Waste Bureau 505-827-4308

NRC 1-800-424-8802
 - c. Prepare a written notification of a hazardous spill that occurred in transportation if:
 - A person is killed
 - A person receives injuries that require hospitalization
 - Evacuation of the general public for greater than 1 hour
 - Major transportation arteries are closed for greater than 1 hour
 - Operational flight patterns of aircraft are altered
 - Radioactive material is involved in the spill

- Etiologic agents are involved in the spill
 - Leak greater than the RQ for that hazardous substance
6. The Local Emergency Planning Coordinator shall complete written notifications for all spills in accordance with 40 CFR 302 and New Mexico state laws.

C. Emergency Public Information

It is important to provide accurate information to the public so they know what to do immediately to protect themselves.

1. The Public Information Officer will coordinate the distribution of information concerning the incident with the Chief Executive Officer and Otero County Emergency Services Manager as defined in Annex C.
2. Because information will be needed quickly, radio and television are the best media to release data on health hazards, precautions for personal protection, and evacuation routes away from the hazard area.

D. Evacuation

1. The on-scene commander will make the decision to evacuate the hazard area based on the recommendations of the EOC, the DOT Emergency Response Guidebook, the manufacturer, and/or state or federal agency advisors. Policy and procedures defined in Annex J will be followed.
2. Movement, reception, and care of evacuees will be as defined in Annexes D and J.

E. Containment and Cleanup

1. Determine what can be done, based on training and equipment available, to remove the threat, i.e., contain and/or counteract, decontaminate, or remove, etc. Remember, by law it is the spiller's responsibility to contain or confine any threat associated with the cargo in their possession. Cleanup should not be accomplished, only efforts needed to end the emergency should be done. If responding forces attempt clean up, then the responding forces may inherit the entire spill site.

2. Firefighting, toxic cleanup, and disposal should be accomplished as specified by publications and agencies depending on the material involved (DOT Emergency Response Guide, EOC, Environment Department, Fire Marshal). The following guidelines should be used to remedy the hazardous material incident by the Alamogordo Hazardous Material Response Team:

INIPSLFRT

Isolation

Establish a perimeter
Determine Zones
Deny Entry
Provide initial public protection
Withdraw

Notification

Request assistance
Communicate
Review plans

Identification

Recognize and identify
Check papers
Review plans
Conduct reconnaissance
Monitor
Take samples
Interview

Protection of responders and public

Use appropriate PPE
Decontaminate
Assess safety
Rescue
Perform EMT requirements
Reassess zones
Provide secondary public protection

Spill Control

GAS/Air

Ventilate
Disperse
Dissolve

Divert
Blanket

Liquid/Surface

Dike
Divert
Absorb
Retain
Neutralize
Gel

Liquid/Water

Boom
Dam
Divert
Retain

Solid/Surface

Blanket

Leak Control

Direct Methods

Plug
Patch
Over pack
Tighten
Crimp

Indirect Methods

Transfer Product
Shut off source
Displace Product

Fire Control

Control Burn
Protect Exposures
Extinguish
Confine
Withdraw

Recovery and Termination

Oversee product transfer, container handling,
and clean up.
Release callbacks and mutual aid personnel

Restock and Resupply
Make financial adjustments
Debrief
Critique
Perform after action steps

3. Check with the manufacturer for additional advice and for use of an expert decontamination team, if available.
4. The Regional Response Team (RRT), composed of representatives of Federal Agencies may be convened by the Federal On Scene Coordinator to provide advice or recommendations during a response to a major hazardous materials incident.
 - a. The following list of contractors that may be able to provide hazardous spill clean ups. *

Indian Fire and Safety
P.O. Box 1306
Hobbs, N.M. 88241
800-530-8693
505-393-3093

Chemical Waste Management
2301 W. Broadway
Phoenix, AZ. 85041
602-243-6154

IT Corporation
2340 Alamo St. Suite 306
Albuquerque, N.M. 87106
505-842-0835

Malone Service Company
PO Box 709
5300 Campbell Bayou Rd.
Texas City, TX 77590
409-945-3301

Jacobs Engineering Group
5301 Central Ave., NE, Suite 1700
Albuquerque, N.M. 87108
505-846-4030

Garner Environmental Inc.
8930 Lawndale, Suite B
Houston, TX 77012
713-921-2432

Western Technologies, Inc.
3808 Academy Parkway North, NE
Albuquerque, N.M. 87109
505-345-6586

Regional Waste Company
Box 63
Plainview, TX 79072
806-293-1849

E.T. Technologies, Inc.
720 South Colorado Blvd.
Suite 450
Denver, CO 80222
303-753-0922

Kellogg Corporation
26 West Dry Creek Circle
Littleton, CO 80120
303-794-1818

HAZCHEM Envir. Services, Inc.
542 E 27th Street
Tucson, AZ 85713
602-622-0100

also

8129 N 35th Ave. Suite 2-192
Phoenix, AZ 85051
602-861-2446

HAZCHEM Envir. Services Inc.
4500 Anaheim NE Blvd B Suite 4
Albuquerque, NM 87113
505-828-2446

note: the above list is intended for informational purposes only. The inclusion/exclusion of any company does not, nor should not imply endorsement by the State of New Mexico or any of its Departments, or political sub-divisions.

F. Health Monitors

1. Decide what types of respiratory or other protective equipment is required for workers
2. Treat victims if accurate diagnosis can be obtained. Some effects may not be noticeable for some time. Information should be obtained to identify all persons at the scene even if no immediate medical problems appear.
3. Get emergency medical information and other pertinent information from the EOC
4. Notify local supporting hospitals of the chemical's identity and the number of persons affected
5. Have standby medical personnel ready to provide service to those working on the material. Provide medical checkup for all who have been exposed

G. Security

The defined hazard area will be isolated and cordoned, allowing only lifesaving and response operations.

H. Explosive Handling

Only trained specialists should attempt to remove or defuse an explosive device when found.

1. Police, key officials, and State Fire Marshal's office will be notified immediately and the Emergency Operating Center (EOC) activated. If it is a military device, notify the nearest military installation. Other agencies that might be notified depending on the circumstances are the State Police and the State Emergency Management Bureau.

2. Assemble a task force to include State Health Officials, Fire Marshal, Civil Defense, Law Enforcement, and Explosive Ordinance Disposal (EOD) teams, if available.

I. Radioactive Materials Transport

Do not attempt cleanup operations (the carrier has prime responsibility for containment and recovery of radiological incidents).

1. Immediately notify the State Emergency Management Bureau, Division of Radiological Health, when the incident is discovered to be radiological in nature. If no answer, or if after normal duty hours, notify the State Police and ask that Radiological Health personnel be notified.)

2. Advise local hospitals of possible radiation victims when potential contamination is identified.

3. Refer to Annex I for details of radiological response.

J. Military Aircraft Crashes

1. Non military response forces responding to a downed aircraft should not attempt to enter the site. Aircraft may contain live munitions. Cordon off the area and wait until military officials or word is received that the aircraft is not armed.

2. The Stealth (F-117) contains advance composite material that acts similar to asbestos fibers after a crash. Responding forces should not enter the area until military officials clear the site. In addition, any persons entering the cordon of the crash should be detained for possible decontamination. If

rescuers must enter the area, they must wear SCBA and retain all clothing on site for decontamination.

VI. TRAINING AND EXERCISE

A. Training

In addition to the training required for normal operations, fire, law enforcement and medical personnel should be trained to respond to a hazardous material incident to the level determined by their employer in accordance with OSHA and EPA regulations.

B. Exercise

An exercise involving response to a hazardous material incident will be conducted annually.

VII. Maintenance

This annex will be reviewed and updated as necessary annually by local fire officials.

**FACILITIES AND VULNERABLE AREAS
IN OTERO COUNTY**

CLOUDCROFT

Map Owner/ Ref.	Facility Name	Location
<u>Operator</u>		

Reporting Under Section 302 of Title III
Extremely Hazardous Substances
SEWER PLANT NORTHWEST OF CC MM 15.75
WATER TREATMENT PLANT 82 EAST NEAR SNOW CANYON

Facilities reporting under Section 312-
Community Right TO KNOW

- F1. EXXON/ALLSUPS 82 & CURLEW PLACE
- F2. SCOTTY LP INC. GLORIETA AVE.
- F3. SYNERGY PROPANE CURLEW & BURRO AVE.
- F4. OTERO ELECT.COOP. BURRO & LITTLE GLORIETA
- F5. ANIMAL HOSPITAL LITTLE GLORIETA & 1st STREET
- F6. PROPANE TANKS BEHIND SCHOOLS(SCENIC AVE.)
- F7. LODGE HOTEL CURLEW PLACE

Vulnerable Areas

- V1. CHURCH BAPTIST BURRO & GLORIETA
- V2. CC SCHOOLS HWY 82
- V3. CHURCH EPISCOPAL CHIPMUNK AVE.
- V4. CHURCH UNITED METHODIST CHIPMUNK AVE.
- V5. CHURCH CATHOLIC HWY 82
- V6. CHURCH OF CHRIST LITTLE GLORIETA
- V7. CHURCH LATTER-DAY SAINTS GLORIETA

OTERO COUNTY LEOP

ANNEX E
APPENDIX 1
ATTACHMENT 2

Facility: Fina J&J mini mart
Map Ref: Village of Tularosa F1
Facility Coordinator:

Address: 910 4th street

Contact Phone : 585-2340

On-Site Emergency Response Plan, Dated

<u>Largest Amount Reported Substances</u>	<u>Largest Single Stored Container</u>
---	--

1. GASOLINE
2. CONSUMER PRODUCTS OF OIL, ANTI-FREZ, SPRAY CANS

<u>Emergency Equipment Available Facilities (Type and Description)</u>	<u>Vulnerable (Map Ref.)</u>
--	---------------------------------------

FIRE EXTINGUISHERS

V1, V2, V3

HAZARDOUS MATERIAL INCIDENT REPORT

Anyone receiving a report of an incident should obtain as much of the following information as possible.

* Time Report _____ a.m./p.m.
Date: _____

* NAME OF PERSON
CALLING _____

* REPRESENTING _____
TITLE/POSITION _____

* TELEPHONE NUMBER WHERE PERSON CALLING MAY BE
REACHED _____

* LOCATION OF INCIDENT:

* City _____ *
County _____

* Exact location of area
involved: _____

HAZARDOUS MATERIAL INVOLVED:

* Chemical
name: _____
* Quantity
spilled/released: _____
* Physical
form(liquid,solid,gas): _____
* Duration of
release: _____
* Media into which the release
occured(land,water,air): _____

*

Manufacture: _____

DESCRIPTION OF INCIDENT:

- A. Time and date of incident: _____ a.m./p.m. _____ / _____ /19 _____
- B. Weather conditions: _____
- C. Current status of incident: _____

1. Is the incident area secured? _____
2. Was there an explosion? _____
Fire? _____

3. Are there people injured? _____

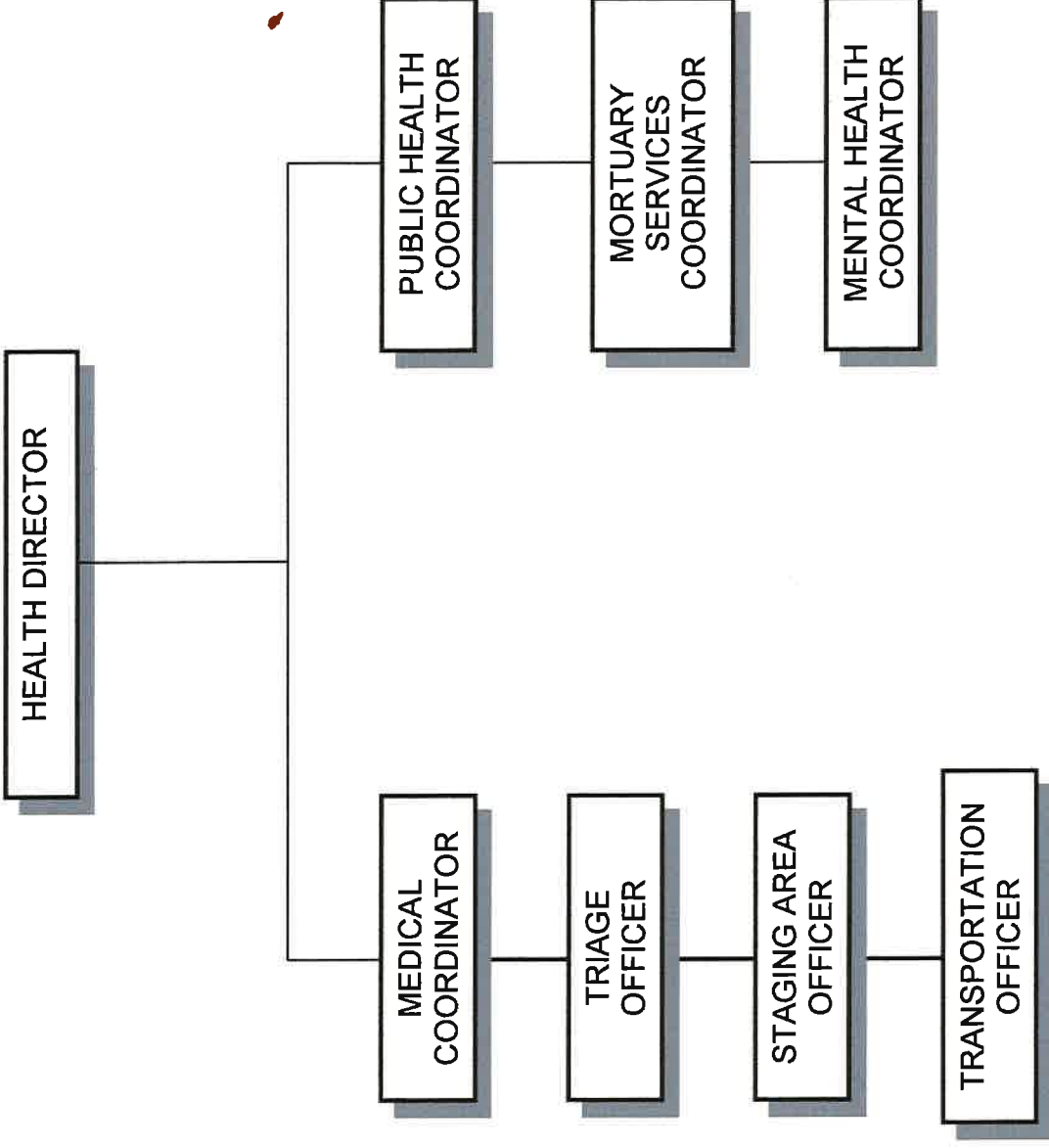
4. Advise regarding necessary medical attention? _____

5. Precautions to take as a result of the release. _____

D. Report taken by: _____ name _____ title/position

* essential information which must be obtained

HEALTH AND MEDICAL



HEALTH AND MEDICAL RESOURCESWITHIN OTERO COUNTY

<u>LICENSED HOSPITALS</u>	<u>CAPACITY</u>	<u>PHONE NUMBER</u>
-------------------------------	-----------------	---------------------

Gerald Champion	65	439-2100
-----------------	----	----------

NURSING HOMES

Casa Arena	117	434-4510
Betty Dare	90	434-0033

HOME HEALTH CARE

Alpha Nurses		434-8282
Alamo Home Care		437-3500
Coordinated Care		434-5744

MENTAL HEALTH

Alamo Mental Health		437-8865
Caplan, Mark		434-5512
Counseling Center		437-8680

MORTUARIES FOR MULTI-CASUALTY INCIDENTS (MCI)

Hamilton		437-0530
Sears		434-5253

AMBULANCES

Emergicare

437-9100

Air Service

Air Ambulance

800-851-3051

Private Ambulance

NONE

AGENCIES AND ORGANIZATIONS:
(including volunteers)

PHONE

Director, Emergency Medical Services

439-2100

HEALTH AND MEDICAL RESOURCES- continued

Ministerial Association

Red Cross

Alamogordo Capter

437-4421

OTERO COUNTY LEOP

ANNEX F
ATTACHMENT 1

MEDICAL EQUIPMENT AND SUPPLIES

Southwestern
Medco
Wheel chair&walker

434-3778
434-0207

SUMMARY OF EMERGENCY MEDICAL RESOURCES WITHIN OTERO COUNTY

RESCUE UNITS	PHONE NUMBER	QUICK RESPONSE UNIT	BASIC LIFE SUPPORT	ADVANCED LIFE SUPPORT	NUMBER OF EMTs	NUMBER OF PARAMEDICS	JAWS OF LIFE
-----------------	-----------------	---------------------------	--------------------------	-----------------------------	----------------------	----------------------------	--------------------

AVAILABLE AMBULANCE RESOURCES WITHIN 50 MILE RADIUS

<u>NAME</u>	<u>LOCATION</u>	<u>UNITS</u> <u>FOR OUR</u> <u>USE</u>	<u>CAPACITY</u>	<u>NUMBER</u> <u>OF</u> <u>ATTENDANTS</u>	<u>ESTIMATED</u> <u>RESPONSE</u> <u>TIME</u>	<u>TELEPHONE</u> <u>NUMBER</u>
Emergicare	Alamogordo	4	2 per Amb	10	8-10	437-9100

HEALTH AND MEDICAL CRISIS RELOCATION-NUCLEAR ATTACK

I. PURPOSE

The purpose of the health and medical organization during crisis relocation or nuclear attack is to provide adequate medical care for the ill and injured and to minimize the incidence of disease. To supervise the reception of ill, injured, and infirm to medical facilities in Otero County. To provide emergency medical care and treatment for Otero County residents relocated to Eddy County and to maintain a healthful environment.

II. SITUATION

- A. The evacuation/relocation of approximately 30,000 residents from Otero County will require the establishment of special use facilities in Eddy County to provide housing, feeding, and the care of health care patients. Staffing of these facilities will be provided by the relocating institutions.
- B. Otero County could be subjected to the effects from a nuclear detonation causing casualties or injuries in the event of an attack. Lethal doses of radioactive fallout would be expected throughout Otero County. This, combined with a dramatic increase in stress related health problems and the potential for large numbers of injured survivors, would create a tremendous burden on medical capabilities.

III. ASSUMPTIONS AND PLANNING FACTORS

- A. During the preparedness phase, medical facilities will be directed to dismiss all patients possible and discontinue all elective surgeries, thus reducing the number of health/medical care patients.
- B. Health/medical personnel, supplies, and equipment from the risk area will be relocated to support the evacuated patients and population. In the event of a nuclear attack, no additional support will be available for several weeks or more.

- C. The evacuees, with the exception of the medical patients, will be primarily a well group; however, aggravation of existing medical conditions will probably occur.
- D. Close living conditions and crowding in the host areas during crisis relocation, as well as for the entire population during a fallout shelter stay, will mean problems with communicable disease prevention, control, and treatment.
- E. Relocating risk area medical professionals will personally transport hand-held equipment normally used in their practice.

IV. ORGANIZATION AND RESPONSIBILITIES

- A. The organizational structures and the responsibilities for key positions during crisis relocation or nuclear attack are expanded and some additional positions will be appointed by the Medical Coordinator.
 - B. The changes or expansions in the positions and/or responsibilities will be assigned as needed by the medical director.
1. Medical Coordinator:
 - a. Coordinates non-medical resource requirements (i.e., beds, lights, etc.) with the Resource Coordinator (Annex H).
 - b. Oversees the establishment and initial support requirements for the emergency medical facilities.
 - c. Establishes a Central Medical Supply for receiving and distributing incoming medical supplies and equipment.
 2. Medical Control Officer:
 - a. Ensures the level of care provided at all medical facilities for relocatees meet acceptable standards.
 - b. Oversees operation of:

- 1) Emergency clinics,
 - 2) Emergency hospital,
 - 3) First aid stations.
- c. Coordinates with the Health Administrator regarding professional staff requirements at emergency medical facilities.
- d. Coordinates with the risk area Medical Control Officer regarding all functions relating to relocatee medical care.
3. Triage Officer:
- a. Assists Otero County medical facilities in procedures for triage and reassignment of medical patients.
 - b. Triage evacuated risk area patients on arrival and make assignments to appropriate medical facilities in Otero County.
4. Medical Volunteer Coordinator:
- a. Compiles paramedical resource requirements for medical facilities.
 - b. Recruits (in cooperation with Public Information Officer and Registration Coordinator) and assigns paramedical volunteers and relocatees to medical facilities.
5. Medical Supply Officer:
- a. Compiles inventory of existing medical supplies and equipment in Otero County.
 - b. Requests critical medical supply and equipment items from the Otero County Medical Supply.
 - c. Receives, inventories, and distributes all incoming medical supplies and

equipment.

- d. Coordinates record keeping requirements with the Health Administrator.

6. Medical Transportation Officer:

- a. Coordinates procedures with rescue squads (Annex E) regarding emergency transportation support for relocatees (includes from work sites and lodging areas to emergency clinics, hospitals, and first aid stations).
- b. Coordinates non-emergency transportation requirements for relocatees from lodging areas to emergency clinics.
- c. Assists nursing homes in coordinating transportation requirements for moving patients to fallout shelters.

7. Health Administrator:

- a. Coordinates assignments of relocated medical and public health professionals to medical facilities in Otero County with the Medical Control Officer and Public Health Coordinator.
- b. Establishes and oversees a system for handling medical and public health reports and records required for logistics and reimbursements.

8. Public Health Coordinator:

- a. Responsible for the health and sanitation standards and inspections of all public facilities and services during crisis relocation.
- b. Coordinates animal control procedures with law enforcement.
- c. Advises the public on shelter, health, and sanitation procedures in coordination with the Public Information Officer. Evaluates the environment and participates in the shelter emergence decision.

V. CONCEPT OF OPERATIONS

A. Medical Operations

1. Hospitals and Nursing Homes:

- a. The hospital and nursing homes will continue to serve the residents of Otero County as follows:
 - 1) Only critical and seriously ill patients will remain at the GCMH Hospital in Alamogordo.
 - 2) Nursing homes will expand their staffing and operations to receive non-critical medical patients.
 - 3) An Emergency Hospital will be established at Alamogordo High School to receive and care for relocated hospital and nursing home patients in need of 24-hour nursing care.
- b. Upon notification by local government officials that a crisis relocation or nuclear attack is imminent, the hospital and nursing homes should:
 - 1) Dismiss all patients possible,
 - 2) Discontinue elective surgery,
 - 3) Triage patients to determine feasibility of reassignment to another medical facility,
 - 4) Inventory existing supplies and estimate length of time that supplies will last based on a full capacity patient load,
 - 5) Report critical requirements to the Medical Supply Officer,
 - 6) Report number of patients the facility could receive (utilizing all available space and considering over crowding) to Triage Officer.

- 7) On receipt of an attack warning, move all patients to the designated fallout shelters (see Annex K).
- c. Medical patients relocating from Otero County will be taken to various Hospitals in Eddy County where triage teams will receive and assign patients to appropriate medical facilities. Approximately 10 intensive care patients from Otero could be evacuated to Eddy County during a crisis relocation from:
 - 1) Gerald Champion Hospital
 - 2) _(future medical facilities)_
- d. Medical patients will be assigned from triage to one of the following facilities in Otero County based on the level of care required and available space of the facility:
 - 1) Mescalero Hospital
- e. An Emergency Hospital may be established in Tularosa.
 - 1) Mescalero Hospital will support this facility with medical services (i.e., lab work, x-ray, surgery) as possible.
 - 2) Both Counties is responsible for personnel, equipment, and supplies resources for this facility. The Health Administrator will coordinate personnel requirements with Eddy County medical officials.
 - a) Additional personnel requirements will be filled by relocatees. (Information regarding skills and occupations is contained on the relocatee registration form. See Annex K)
 - b) The Medical Coordinator will coordinate with the Registration Coordinator regarding relocatee work assignments.

- f. Patients relocating from Otero County during a crisis relocation will be registered after triage at their assigned medical care facility in accordance with registration procedures outlined in Annex k.
- g. Relocating medical personnel and their dependents will be assigned lodging facilities primarily in Carlsbad.
- h. Fallout shelter for patients and staff in medical facilities will be provided in accordance with Annex K.

2. Medical Clinics:

- a. Local medical clinics will continue to serve the residents of Otero County.
- b. An emergency clinic for relocatees will be established to serve the relocated population with treatment and diagnostic services, within their capabilities, at Artesia, Carlsbad, and Loving.
 - 1) The Otero County medical staff will assist Eddy County authorities in establishing these clinics.
 - 2) Once established, risk area medical professionals will be responsible for the operations of the Emergency Clinics.
 - 3) Supplies and equipment necessary for the operation of the Emergency Clinic are to be brought from the risk area.
 - 4) Laboratory work required by the Emergency Clinic will be accomplished at the Carlsbad Hospital within the capabilities of the equipment available.
 - 5) Additional support (i.e., diagnostic, laboratory, supplies) will be coordinated with other Eddy County hospitals, nursing homes, and local medical clinics.

3. First Aid Stations:

- a. First aid stations will be established at the registration centers and lodging section's offices. (See Annex k.)
- b. First aid stations will primarily serve relocatees; however, residents may use these facilities, if desired.
- c. First aid stations will be staffed by risk area LPNs and EMTs wherever possible. The Medical Volunteer Coordinator, in cooperation with the Health Administrator, is responsible for adequate staffing.
- d. The first aid staff will treat and/or refer to other medical facilities in accordance with their judgement and capabilities.

4. Crisis Counseling: Emergency counseling services by members of the local ministerial association and mental health professionals will be available at the Emergency Clinic. The Medical Volunteer Coordinator and the Social Services Coordinator (Annex M) are responsible for staffing. Services may be provided at other locations as warranted.5. Pharmacies:

- a. Local authorities, under an emergency declaration, may direct the rationing of medical supplies and medicines to the public based on the recommendations of the Medical Control Officer, Medical Supply Officer, and/or the Medical Coordinator.
- b. Otero County pharmacies will serve the residents and relocatees. Pharmacists will be granted the authority to fill medications, previously issued, without a prescription provided:
 - 1) That the medicine is considered life-saving or is a comfort or productive medication (i.e., for pain or relief from an ailment which would allow the person to function normally),
 - 2) That the pharmacy label containing the prescription number, name of

medication, directions for use, date, and prescribing doctor is provided to the pharmacist.

- c. An Emergency Pharmacy may be established at the Emergency Clinic. The Medical Supply Officer will be responsible for the operation of this facility.

6. Medical Supplies:

- a. All incoming medical supplies and/or equipment for Eddy County will be received at the Central Medical Supply located at the Cralsbab Hospital. The Medical Supply Officer will inventory and record the items and distributed them within the guidelines set by the local authorities to provide the maximum capabilities possible for all medical facilities.
- b. Medical supplies and equipment brought in to meet a specific requirement of a Eddy County facility must be cleared through the Medical Supply Officer to ensure accurate record-keeping of incoming supplies and equipment.
- c. Medical supplies and equipment will be distributed from the Otero County Central Medical Supply only to those facilities recognized by the local authorities. No distribution is to be made to the public from Central Supply. The public will be supplied through the medical facilities or retail stores.
- d. Prior to reoccupation, the Medical Supply Officer will inventory all unused supplies. Local government officials will determine the disposition of these supplies in order to:
 - 1) Reinstate medical services in the risk county,
 - 2) Continue operation of normal services in Eddy County.
- e. Medical equipment received from the risk area to support services in Otero County will be returned during reoccupation.

7. Medical Support Regions:

- a. The primary host counties designated for Otero County have been divided into medical support regions and an Intensive Care Unit (ICU). Hospitals will relocate to their designated Medical Support Complex in one county in each region with the exception of their Intensive Care Units. (See Attachment 1 for example.)
- b. Hospitals will relocate their Intensive Care Unit patients and staff to Eddy County. Eddy County has been designated as the ICU County due to the proximity to Otero County (providing the shortest distance possible for transporting) and the capacity and level of care available in the existing medical facilities.
- c. The Medical Support Complexes are established to support the counties within their regions for specialized care requirements. The Eddy County Medical Complex will support relocatees which includes Bernalillo, De Baca, and Otero Counties. Patients requiring specialized care not available in their county will be transported to the Medical Support Complex in Eddy County.

8. Medical Personnel Facilities:

- a. Lodging, feeding, and fallout shelter assignments have been specifically allocated for medical personnel and their dependents. (See Annex K.)
- b. Relocated medical personnel will register at the Eddy County Registration Center, in Carlsbad, and state which medical organization they are associated with in order to assure assignment to the appropriate facilities. Dependents will be registered by a medical staff member in most cases. If dependents need to register, they will follow the same procedures as explained above for medical personnel.

B. Public Health Operations

1. Emergency Health Standards: the Public Health Coordinator and the Medical Coordinator will review health standards and recommend revisions needed, due to the crisis, to the Executive Committee for approval and authority to implement emergency health standards.
2. Pets and Domestic Animals:
 - a. Relocatees will be directed not to bring pets with them as no provisions will be made for their care or feeding. They will be advised that pets may be destroyed. No pets will be allowed in lodging areas or shelters. (Note: special accommodations may be made for Seeing Eye dogs.)
 - b. Pets of residents will be kept in yards, kennels, cars or on leashes.
 - c. Policies for animal control will be determined by the Eddy County Sheriff, and the Public Health Services.
 - d. Disposition of loose animals will be the responsibility of Law Enforcement (Annex D). Animals may be disposed of without notification to owner; however, Animal Control will maintain records on all animals destroyed.
3. Commercial Livestock: livestock may be butchered to maintain adequate food supplies. Veterinarians will assist in determining which animals are suitable for butchering. Inspectors will monitor processing and storage.
4. Lodging Facilities: lodging officials will be responsible for maintaining reasonable standards of cleanliness and order within the lodging facilities. Inspectors will assist by making recommendations on general sanitation and trash control.
5. Food Storage, Preparation, and Serving Facilities: food inspectors will monitor the procedures used in these facilities to maintain reasonable standards of hygiene. Recommendations on questionable food and procedures will be made.
6. Sewage:

- a. Sewage systems currently in place are expected to be able to meet the needs of the population during crisis relocation. Public Works Director will monitor adequacy of the system and report to the Executive Group regularly or as need arises.
- b. In the event that the current sewage system becomes insufficient, emergency facilities will be used. Public health personnel will assist in establishing emergency facilities.
- c. Recommendations on conservation measures will be made by public health personnel, and the Public Information Officer will coordinate releases to the lodging managers and general population.

7. Disease and Vector Control:

- a. In the event that a problem arises involving disease and vector control, the Public Health Coordinator working in conjunction with medical services may initiate appropriate procedures to limit and counteract the problem.
- b. Public health personnel and medical staff will monitor population and support services and report any potential or real problem to Public Health Coordinator immediately.

8. Mortuary:

- a. Assignment of bodies to funeral homes will be made on a rotational basis as long as practical.
- b. Temporary facilities will only be established if the existing facilities are unable to meet the requirements.

C. Nuclear Attack

Procedures in the health and medical area will parallel those for a crisis relocation. Expansion for some unique requirements will be necessary. These include:

1. Evacuation After an Attack: evacuees to Eddy County may arrive after an

attack has occurred. In this event, the evacuees should be considered contaminated with radioactive fallout and may be injured. Decontamination and triage of these victims would occur at the Village of Hope on Highway 82.

2. Decontamination: decontamination of uninjured people exposed to fallout is the responsibility of the Radiological Officer (Annex I). Treatment of victims exposed to radioactivity is the responsibility of the medical professionals. Any person who has received exposure will be advised to seek medical assistance as soon as possible.
3. Assignment of Medical Personnel to Fallout Shelters: medical personnel not specifically assigned to support patients in medical care facilities should be assigned to fallout shelters to support the sheltered population.
4. Assignment of Medical Supplies to Support Fallout Shelter Operations: the Medical Supply Officer will assign basic medical supplies for fallout shelters and specific equipment, medications, etc. to qualified medical professionals for use in public fallout shelters, as supplies permit.

ALAMOGORDO RISK AREA

RELOCATED MEDICAL SUPPORT REGIONS

HOSPITALS

Otero County Gerald Champion Memorial

Average daily Intensive care patients - 8 (includes non-ambulatory)

(NOTE: County totals reflect other than ICU.)

Region #1 Otero County: - Gerald Champion Hospital 65

Region #2 De Baca County (unknown)

Region #3 Bernillo County (unknown)

NURSING HOMES

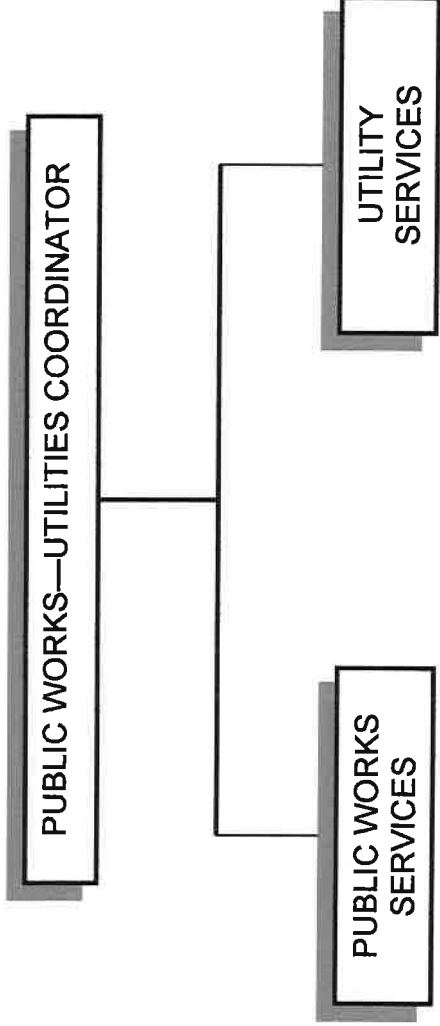
Region #1 Otero County
Betty Dare 90
Casa Arena 117

Region #2 DE Baca County (unknown)

Region #3: Bernillo (unknown)

Total 272

PUBLIC WORKS--UTILITIES



ROAD SHOP	ELECTRICAL
GROUND	WATER
DEBRIS REMOVAL	SEWER
SHELTER UPGRADING	NATURAL GAS
	TELEPHONE

**PUBLIC WORKS/UTILITIES
SUPPORTING AGENCIES/OFFICES**

GOVERNMENT

Alamogordo-Water, Sewer, Trash, Road
Cloudcroft-Water, Sewer, Trash, Road
Tularosa-Water, Sewer, Trash, Road
Otero CO-Trash(Convenience Center), Road

UTILITY SERVICES

Alamogordo

- A. Texas-NM Power
- B. Gas Co. of NM
- C. US West
- D. Southwest Disposal
- E. Aqua Water Services
- F.

Cloudcroft

- A. Otero Co Elect. Coop
- B. Scotty LPG
- C. Servigas LPG
- D. US West
- E.
- F.

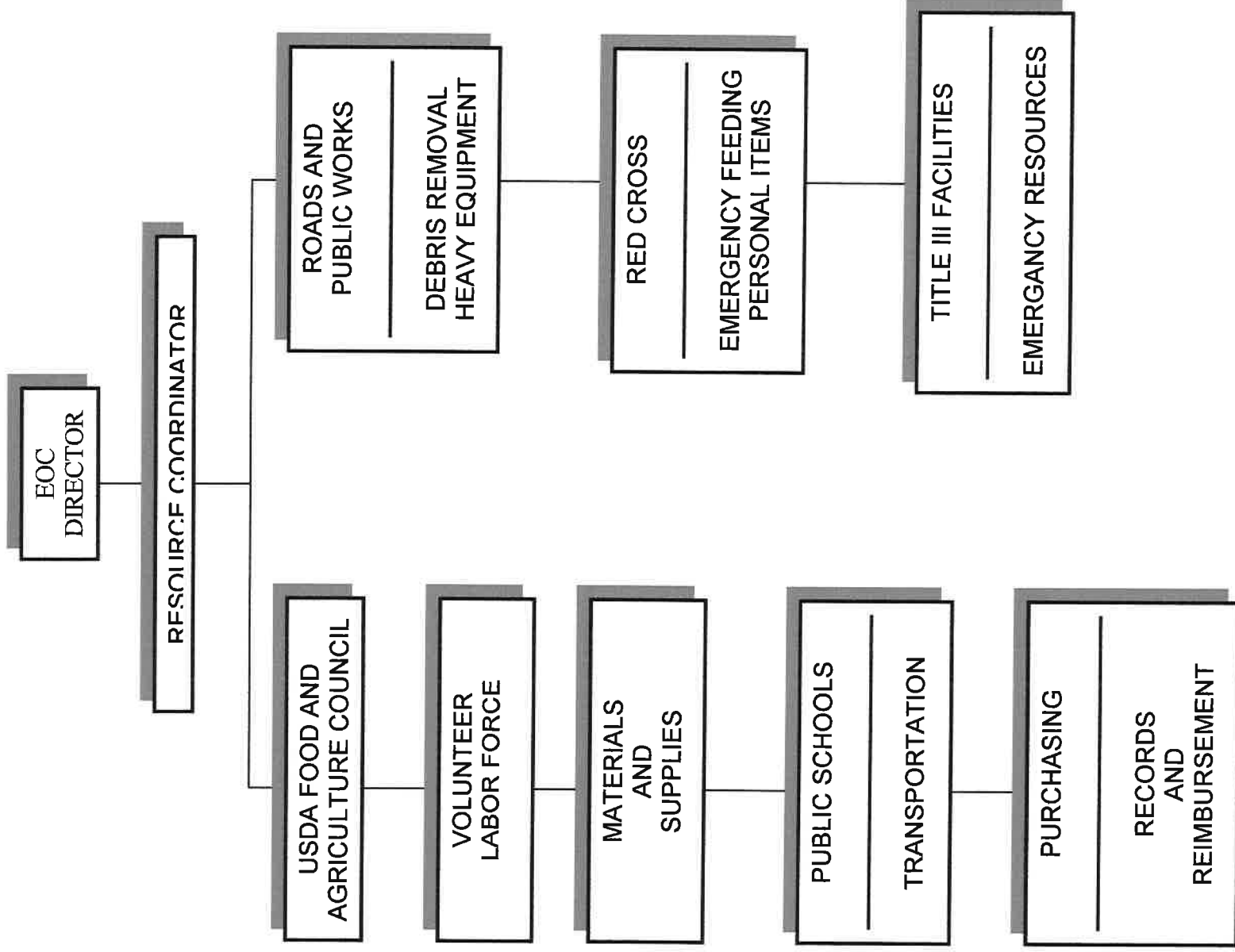
Tularosa

- A. Texas-NM Power
- B. Gas Co. of NM
- C. Various LPG Co.
- D. US West
- E.
- F.

Otero County

- A. Otero Co Elect. Coop
- B. All LPG Companies
- C. US West
- D.
- E.
- F.

RESOURCE MANAGEMENT



TRANSPORTATION RESOURCES

AVAILABLE SCHOOL BUSES/VANS

	<u>Buses</u>	<u>Vans</u>
Alamo Bus co.	40	
Stone Bus CO.	29	
Blazer Bus Co.	12	
Jane Cloma1		
Tony Beanblossom	1	
Karon Tucker	1	
G.L. Tucker1		
Tularosa School	2	

Otero County Totals

<u>TOTAL BUSES</u>	87
<u>TOTAL VANS</u>	0
<u>TOTAL CAPACITY</u>	4732

MEDICAL TRANSPORTATION RESOURCES

<u>Location</u>	<u>Ambulance/Squad</u>	<u>Buses</u>	<u>Vans</u>
Alamogordo	4 ambulances	87	2(laundry)
Alamogordo	GCMH		3
Alamogordo	Betty Dare		3
Alamogordo	Casa Arena		0
Alamogordo	Home Health Care		0
Alamogordo	MEDCO Medical		0
Alamogordo	Wheelchair & Walker		0

HEAVY EQUIPMENT RESOURCES

<u>COMPANY</u>	<u>ADDRESS</u>	<u>PHONE</u>	<u>TYPE OF EQUIPMENT</u>
Antonio Noriega Construction	88 El Paso Dr 3233 Sunny Cir.	437-2800 434-5227	BLB
R D Blankenship Building Specialties	54 Gravel Pit Rd. Laborcita Canyon	437-8383 437-5055	
Cactus Construction	206 Cottonwood	437-5430	
Carmel Builders	1710 Indian Wells	437-1861	
Clark Builders	303 B Canal	434-4500	
Cobblestone Construction	1014 Joy Dr.	437-6081	
Coble Construction	La Luz	437-9104	
Construction Unlimited	4109 N Florida	437-6294	
Crockett Construction	56 Hwy 82	434-6961	
Connie Danley	State Rd. 545	437-7155	
Fields Construction	1Vista Trail CC	682-2058	
Mike Fuller	39 Hanes Canyon	682-3166	
Gentry Construction	710 Aero Loop	437-2100	
Vernon Graves	Mayhill	687-3011	
Hoffman & Sons	Cloudcroft	682-2894	
J Bar L Enterprises	100 7th St.	437-1312	
JLP Inc	Alamogordo	479-2303	
Jack Wayne Construction	Alamogordo	437-6657	
Jerry Talley construction	Alamogordo	437-4170	
Kinder Construction	4 Ivy Rd.	437-1930	
Kingdom Construction	Tularosa	585-4757	
Makinson Enterprises	1300 Alaska	437-8804	
McConnell Construction	499 Hwy 70 W	434-8247	
Messercraft Builders	Alamogordo	434-4171	
Myers Construction	204 W 10th	437-4274	
Parks Whitehead	1909 Cuba	437-5905	
Piper Construction	2318 19th St.	437-2262	
Rainbow Construction	2800 Airport	434-0625	

Rardin's Construction	Alamogordo	437-1051
Roberts Cnstruction	1107 E 10th	434-4555
Sanford Construction	N of Alamogordo	437-6280
James Sears	5562 Hwy 54 S	437-1708
Shields Construction	Alamogordo	437-8395
Sun Belt Builders	918 Hawaii Av.	439-8496
Trinkle Construction	2514 Yale Av.	434-1798
Varco-Pruden Build.	710 Aero Loop	437-2100
Wanger Homes	Alamogordo	437-1996
Ward's Construction	Mayhill	687-3958
White sands Construction	26 McDonald	437-7816

RADIOLOGICAL RESPONSE

The State of New Mexico offers a fundamentals course for Radiological Response Teams. This course is available free of charge to all interested persons and is conducted at various times and places throughout the state. The personnel listed below have agreed to respond to a radiological incident and together form the Radiological Response Team (RRT):

Boyd Smith (instructor) 29 Chapparral Loop Alamogordo H437-2031W475-5275	Lisa Blevins (instructor) 80 Desert Aire Rd. Alamodordo H434-2502W678-5609
Carter Duke 9 Oro Vista Alamogordo H437-4065W475-7485	Lance Dyer P.O. Box 1217 Alamogordo H434-2044W437-9100
Daniel Lynchard P.O. Box 1089 Alamogordo H434-9341	John Poland 501 Sunglow Alamogordo H434-6474W4753931
Charles Clemen 13 Camino Del Centro Alamogordo H434-5225W475-5697	James Rachwal 2350B Travis Loop Holloman H479-4946W475-3931
Billy Claxton 1513 Walnut Drive Alamogordo H434-6790W475-3931	Karen Craft 2807 Sunrise Ave. Alamogordo 434-4631W475-7312
Brian Jumper 662A Harmon Loop Alamogordo H479-6804W475-3066	Dennis Gregor 2163D Starlight Court Alamogordo 434-0967W475-7312

Robert MacMillian
1318 Desert Eve Dr.
Alamogordo
H434-2529W475-3066

Robert Sanchez
Sheriff's Office
Alamogordo
W437-2210

EMERGENCY RESPONSE FOR NUCLEAR ATTACK

I. CONCEPT OF OPERATIONS

- A. The Emergency Operations Center Director will be in charge of the Radiological Staff and will act as advisor to the Executive Heads of government. The Director will assist the Emergency Operating Center (EOC) Staff in the coordination of emergency response activities within the county and through the Radiological Defense Officer (RDO) will also coordinate all radiological activities within the EOC.

B. Radiological Defense (RADEF) Officer

1. During a crisis buildup period, the RDO evaluates the local radiological capabilities and manages the programs needed to overcome deficiencies or shortages of assigned personnel, equipment or plans. This includes recruiting, training and assigning RMs, providing essential radiological information to the Public Information Officer (PIO) and distributing equipment and manuals to appropriate shelters and emergency operating centers.
2. During the immediate post attack or fallout period, the RDO will assist Shelter Monitors with survival efforts. He is also responsible for providing advice to the EOC Staff and support personnel for local government operations. If direct communications are possible, the RDO may receive radiation and weapons effects data from selected radiological monitors. A separate monitoring network is not needed for data collection since the existing shelter and self-protection monitors may be used for this purpose. If plans are made for the RDO to receive data from particular monitors, it should be kept to a minimum to avoid jamming of the communications channels. The responsibility for reporting data to the EOC should not take priority over the Monitor's responsibilities in the shelter.
3. During the recovery period when emergence from shelters is possible, the RDO becomes the central figure in all efforts to control population exposures, especially for the emergency workers that will be required throughout this period. The RDO is responsible for estimating the projected exposures for recovery workers and advising them on allowable entry and stay times in the

contaminated environment/area to complete each operation. The Radiological Monitor should be briefed by the RDO on procedures for controlling exposures during the operations. The RDO also supports large scale recovery operations that involve more than one county level jurisdiction by assisting the State RADEF Officer.

C. Shelter Radiological Monitors

1. The Radiological Staff or the Radiological Response Plans do not directly save lives in areas highly contaminated by radioactive fallout. Fallout shelters are the key to surviving this threat. Also, the Radiological Staff at the EOC cannot determine the radiation levels that each shelter would be receiving; therefore, it is essential that a number of well trained, self-sufficient Shelter Monitors be recruited and assigned to each shelter.
2. During a crisis buildup period, the shelter RMs are responsible for readiness operations in the shelters. This includes determining the availability and operability of radiological instruments, evaluating the shielding protection available at different locations within the shelters, recommending improvement in shelter shielding where necessary and making preparations for shelter monitoring operations such as the evaluation and control of radiation exposure of shelterees.
3. During the immediate post attack or fallout period, the shelter RM is responsible for measuring and recording radiation exposure rates and accumulated exposures, advising the shelter manager on measures for reducing the radiation exposures of the shelter occupants, and evaluating activities to control exposures for emergency workers when out of shelters. Since communications may or may not be available with the EOC, the Shelter Monitors must be trained and proficient in fallout radiation analysis techniques. In the event there is a shortage of trained RMs within any given shelter, the Monitor may have to recruit and train selected shelterees in monitoring techniques to provide support monitoring. If communications are available with the EOC, reports of radiation levels will be transmitted to the EOC on a required or as needed basis. When these reports will be submitted will be determined by the RDO.

4. When emergence from the shelter is possible for short periods of time, the shelter RM will assume the additional responsibility of supporting recovery operations. This consists of monitoring and evaluating specific travel routes, work areas or the progress of a particular operation such as decontamination of a vital facility. The Monitor's principle duty is to prevent excessive exposure of all emergency workers and to maintain accurate records of the individual exposures that result from emergency operations. Ideally, the RM would receive advice from the RDO; however, he should be prepared to provide radiological support without outside advice.

D. Self-Protection Radiological Monitors

1. During the immediate post attack period, emergency services personnel and workers in essential industries or vital facilities may have to work in a fallout radiation environment. These emergency workers will not be able to rely on EOC guidance; therefore, selected emergency workers should be trained as RMs to assess the radiological hazards associated with their activities. A RM should be made a part of each work party and in large work parties several RMs may be needed to provide adequate monitoring support.
2. The assigned Radiological Monitor will evaluate all work areas and/or emergency operations inside or outside of the shelter area. He will be trained in those tasks specific to the type of emergency work he would support.

E. Aerial Radiological Monitors

1. Once most fallout particles are deposited on the surface, the radiation levels that would be experienced by the crew of an airborne aircraft would be low. Therefore, aerial monitoring missions to survey the radiation levels over large areas or along particular travel routes is possible. They are particularly useful for surveying areas where no local monitoring capability exists or areas that are out of communication with the EOC.
2. All requests for using aerial radiological monitoring will be submitted to the State EOC Staff who will in turn coordinate with the Federal Government for a clearance for the aircraft to fly. When this clearance has been approved, the State will assign the mission to the nearest Aerial Monitor Survey Team(s)

which are located at dispersed locations near airports throughout the state.

II. EOC RADIOLOGICAL STAFF PROCEDURES

A. Operations

1. The Emergency Operations Center Director is in charge of the Radiological Staff. He will generally delegate the control of radiological operations to the RDO.
2. Staff Requirements:
 - a. The RDO is responsible for establishing a Radiological Staff and insuring that such staff is adequately trained. The Radiological Staff should consist of:
 - 1) Analysts: responsible for summarizing radiological data for use at all levels of government. They estimate future exposure rates expected from radioactive fallout.
 - 2) Recorders and Plotters: responsible for recording incoming data on report forms, maps, etc. They may also perform routine computations under the direction of the RDO.
 - 3) Decontamination Specialist: works under the general direction of the RDO in conducting decontamination of vital facilities, equipment, and personnel. He/she coordinates the field activities of fire services, law enforcement, and any other engineering or public works efforts in accomplishing the decontamination procedures.
 - 4) Monitor Instructors: responsible for crisis training of shelter monitors.
 - b. The Otero County Radiological Staff will consist of a sufficient number of personnel to support a two-shift (24-hour) operation.

B. Duties of the EOC Radiological Staff Members1. Increased Readiness Phase:

- a. The Radiological Defense (RADEF) Officer must:
 - 1) Insure that all Radiological Staff positions are filled by qualified personnel.
 - 2) Insure that personnel assigned to the Radiological Staff are trained in their jobs and are thoroughly familiar with:
 - a) Internal operating procedures,
 - b) Analytical aids and displays,
 - c) Internal and external communications,
 - d) Reports, contents, and distribution,
 - e) Analysis and evaluation conducted on incoming data,
 - f) Methods of informing the EOC Staff of weapons effects or fallout data and/or information.
- b. Brief the EOC Staff on what effects may be expected from fallout radiation and what advice and assistance the Radiological Staff can furnish to the EOC Staff during the emergency.
- c. Assure that communication is operational with all selected shelter monitors who are to input data to the EOC during the period of radioactive fallout.

2. Attack Phase

- a. During this time the skills of the Radiological Staff will be needed the most. Upon receipt of reports of nuclear detonations and the arrival of radioactive fallout, the RDO must immediately notify the:

- 1) EOC Staff,
 - 2) Any activated shelters,
 - 3) Agencies that are self-protection monitored units,
 - 4) Emergency workers who may be outside of shelter, and
 - 5) Public Information Officer.
- b. The Radiological Analysis Staff must:
- 1) Record and analyze all reports of nuclear detonations or fallout arrival in order to predict or estimate the hazards that may affect the community. In the analysis, the radiation hazard outside of shelter must be determined in order to identify the following:
 - a) Areas of the jurisdiction where outside activities must be avoided,
 - b) Areas where emergency activities may be conducted outside of shelter for a limited period of time accepting calculated risks,
 - c) Areas where unrestricted activities may be conducted.
 - 2) Display analysis results on maps, wall, and desk displays.
 - 3) Coordinate analysis information with the RADEF Officer regarding the hazards of conducting activities outside of shelter during fallout conditions. Operations such as remedial movement or brief sorties for supplies should be studied in advance to insure that undue risks are not taken.
 - 4) Prepare estimates for the RADEF Officer on the projected time that shelterees may emerge from shelter confinement. This will include the estimates of the exposure that would be expected outside of shelter.
 - 5) Collect and prepare damage assessments for the entire jurisdiction. These may be based on information collected from operational self-

protection monitored units such as Law Enforcement, Fire, Rescue, Public Works, and the shelter system. Damage assessments should include the effects on the population, the shelter system, roads and highways, vital facilities and public utilities.

3. Post Attack and Recovery Phases

- a. The Radiological Analysis Staff will provide information based on analysis results to the Radiological Defense Officer concerning operations outside of shelter, such as decontamination and debris clearance. The RDO will also provide the Public Information Officer with all results and decisions for release to the general public.
- b. Reporting to the State EOC
 - 1) The EOC and Radiological Staff must assure that radiological effects are reported to the State EOC if communications are available. The reports are formatted so that they may be read over any available telephone or radio. These reports include:
 - a) Damage Reports - relay of nuclear detonation (NUDET) sightings, structural damage and/or glass breakage.
 - b) Fallout Reports - the Radiological Staff must analyze all of the fallout reports received from the local assessment and reporting stations but will forward only the worst condition within the jurisdiction to the State EOC.
 - 2) Civil Preparedness Guide, CPG 2-10/1 through 8, describes the recommended reporting format and frequency of reports. (See Annex B.)
 - 3) After the initial reports have been submitted to the State EOC, the State may suspend submission of any additional reports and require them only on an "as needed" basis.

III. RADIOLOGICAL MONITOR PROCEDURES

A. In general, all Monitors should be trained to perform the same functions. Their training should allow them to be assigned to shelters or supporting emergency operations (mobile monitoring). One exception to the above is the training of Aerial Monitors. These must receive additional specialized instruction on aerial monitoring equipment.

B. Preparedness Phase

During normal or peacetime operations, the Monitors will:

1. Make all radiological instruments available to the State Calibration and Maintenance Office for periodic instrument testing or repair as needed.
2. Acquire new batteries for their assigned instruments every four (4) years. These are available from the Emergency Services Office.
3. Participate in tests and exercises in accordance with the 5-year exercise plan. All Monitors should remain proficient in:
 - a. Operating all civil defense radiological instruments,
 - b. Determining permissible activities,
 - c. Exposure criteria,
 - d. Reporting procedures,
 - e. Decontamination monitoring procedures.
4. Participate in activities scheduled by the EOC or RDO.
5. Accomplish refresher training in accordance with FEMA guidelines.

C. Response Phase

1. Increased Readiness Period:

- a. Assure that assigned radiological instruments are picked up from the central repository.
- b. Position instruments at assigned monitoring location.
- c. Operationally check each instrument.
- d. Take expedient steps to improve the protection factor (PF) of the monitoring location (refer to the shelter improvement packet in the shelter instrument set).
- e. Operationally check all communications to the EOC and to adjacent monitoring locations.
- f. Acquire sufficient food, water, bedding and clothing for an extended stay at the monitoring location (expect to remain 14 days minimum).

2. Emergency or Attack Period:

- a. All monitors will receive technical direction and guidance from the RDO if communications are operational. At any time the communications are disrupted, the Monitor is expected to provide guidance on all activities that are affected by radiation exposures.
- b. During the early periods of high radiation, Monitors must be in shelter like everyone else. All monitoring must be confined to the shelter.
- c. Through exposure and exposure rate observations coupled with analyzed fallout decay characteristics, the Monitor can provide advice and guidance on when the radiation level has decreased sufficiently to allow short-term, high priority, unshielded operations.
- d. Maintain records of dosimeter readings.
- e. Insure decontamination of personnel returning to shelter.
- f. Detailed information on the radiation levels at specific locations or facilities will be required before people can be released from a shelter

environment. Therefore, the focus will change from shelter to mobile monitoring.

D. Recovery Phase

1. Surface Mobile Monitoring

- a. Surface mobile monitoring is intended to provide detailed radiological information for a specific area or facility. It is not intended to provide data solely for the purpose of preparing a more comprehensive analysis of the radiological situation.
- b. Mobile monitors are reassigned from shelters rather than require additional manpower. It is important that personnel be selected other than those from government emergency services which are assigned post-attack emergency functions.
This will minimize the exposure of specialized emergency personnel so maximum performance of their services may be retained.
- c. Vehicles may be important only in transporting a Monitor to a specific location or it may contribute to the actual monitoring activity. Vehicles should not be assigned specifically for mobile monitoring but will be obtained from any source available. Two-way communications are desirable but not mandatory.

- d. The RDO must coordinate all mobile monitoring activities with all participating government departments and agencies to insure the best monitoring coverage possible with the least effort expended.

2. Aerial Monitoring

- a. Aerial radiological survey is of particular value when monitoring agricultural lands, transportation routes, or the early monitoring of areas

around essential facilities.

- b. Development of an aerial monitoring capability will be a joint effort between the State Emergency Management Bureau and specific selected local jurisdictions. The State agency will coordinate with the Federal Aviation Administration, State Department of Aeronautics, State Transportation Services Bureau, and other agencies where appropriate under State regulations. The plans should be in consonance with the Plan for the "Security Control of Air Traffic and Air Navigation Aids" (SCATANA), FAA Advisory Circular No. 00-7, and State and Regional Defense Airlift Planning (SARDA).
3. Monitors Supporting Emergency Operations and Decontamination
 - a. Monitors should read their instruments frequently and provide advice and guidance to the individual in charge of the emergency operation. If the operation utilizes a large group of emergency workers, then several Monitors should be assigned to insure that accurate information is being provided.
 - b. If supporting decontamination operations, the Monitor, in addition to providing exposure control for the emergency workers, will determine the effectiveness of all decontamination measures.
 - c. Upon return to shelter or base of operation, the Monitor will check all personnel and equipment to determine if decontamination is required.

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RADIOLOGICAL RESOURCES AND INSTRUMENT DISTRIBUTION

I. GENERAL

One of the purposes of a radiological protection program in Otero County is the protection of the public from peacetime radiological emergencies or the effects of a nuclear weapons attack. In the event of an attack, radioactive fallout would be a threat to the entire county. It is required that Otero County have instruments that are capable of detecting and measuring radioactive material in both peacetime and nuclear attack situations. This Appendix will provide guidance for the acquisition, maintenance, and distribution of this equipment.

II. DESCRIPTION

The detection set currently recommended for use in approved fallout shelters is the CD V-777-2. The sets stocked in Otero County will provide operational capability for shelter monitoring. The CD V-777 self protection monitor sets are issued to trained monitors in the Otero County emergency response agencies. A full listing of available equipment is contained in Attachment 1 to this Appendix. The composition of the radiological detection sets and other resources are:

- A. CD V-777 Monitoring Set
 - 1 CD V-700 (Low Range Survey Meter, 0-50 mR/Hr)
 - 2 CD V-715 (High Range Survey Meter, 0-500 R/Hr)
 - 2 CD V-742 (Dosimeters, 0-200 R)
 - 1 CD V-750 (Dosimeter Charger)
- B. CD V-777-1 Shelter Radiation Detection Set
 - 1 CD V-700 (Low Range Survey Meter, 0-50 mR/Hr)
 - 1 CD V-715 (High Range Survey Meter, 0-500 R/Hr)

- 2 CD V-742 (Dosimeter, 0-200 R)
- 1 CD V-750 (Dosimeter Charger)

C. CD V-777-2 Shelter Radiation Detection Set

- 1 CD V-715 (High Range Survey Meter, 0-500 R/Hr)
- 2 CD V-742 (Dosimeter, 0-200R)
- 1 CD V-750 (Dosimeter Charger)

D. CD V-777B Monitoring Set - Emergency Services

- 1 CD V-700 (Low Range Survey Meter, 0-50 mR/Hr)
- 1 CD V-720 (Beta/Gamma Survey Meter, 0-500 R/Hr)
- 1 CD V-715 (High Range Survey Meter, 0-500 R/Hr)
- 2 CD V-742 (Dosimeters, 0-200 R)
- 1 CD V-750 (Dosimeter Charger)

E. Miscellaneous Equipment For Individual Use

- CD V-700 (Survey Meters)
- CD V-715 (Survey Meters)
- CD V-720 (Survey Meters)
- CD V-138 (Dosimeters)
- CD V-742 (Float Stock Dosimeters)

CD V-750 (Float Stock Chargers)

CD V-755 (Training Kits)

F. Trained Personnel

A total of 14 persons trained in radiological procedures are located in Otero County (see Attachment 3.)

III. RESPONSIBILITIES

A. Otero County RDO (Radiological Defense Officer) will:

1. Maintain sufficient numbers of radiation detection sets to insure there is at least one set for each fallout shelter and special use facility. See Annex I for requirements.
2. Provide a central storage area where the shelter sets can be accessible for inspection, maintenance and security.
3. Maintain the listing of where all monitor sets and miscellaneous equipment are stored. (See Attachment 1 to this procedure)
4. Prepare the required number of shelter radiation detection packages for each facility allocated as a public fallout shelter. Each package will consist of:
 - a. 1 CD V-777-1 or 2 Radiation Detection Sets,
 - b. Spare batteries,
 - c. Instructions for operations, use and inspection of the radiation detection sets.
5. Prepare a monitor's radiation detection package for each special use facility or trained monitor.

- a. 1 CD V-777 Monitoring Set,
 - b. Spare batteries,
 - c. Instructions for operations, use and inspection of the radiation detection sets.
6. Insure that first responder vehicles with trained personnel have appropriate survey meters and dosimeters.
 7. Insure that an annual operational check is performed on all radiation detection instruments in accordance with the operational checklist provided with each set. Also insure that fresh batteries are provided for equipment on emergency response vehicles (RRT members).
 8. Maintain a status log for each detection set covering:
 - a. Type of radiation detection set,
 - b. Serial number of set,
 - c. Instruments contained in set,
 - d. Date last calibrated,
 - e. Battery replacement date,
 - f. Operational check date.
 9. Insure that an adequate number of trained personnel are available to meet radiological response requirements. Complete an annual review of the status of trained personnel.
- B. State government will:
1. Make the initial issue of radiation detection and monitor sets based on local

needs.

2. Provide replacement sets as necessary.
3. Provide a stock of replacement batteries on a four-year cycle.
4. The State Emergency Management Bureau, Radiological section, maintains a kit of sophisticated radiation monitoring and detection instruments which will be used by the State staff during radiological incidents/accidents. The State will also provide a sufficient quantity of thermoluminescent dosimeters (TLDs) to support local needs during extended radiological threats and decontamination activities.

IV. REQUIREMENTS

In accordance with the in-place shelter allocation contained in Annex 1, there is a requirement for Shelter Radiation Detection Kits. These kits will be centrally stored in the community where the shelter requirement exists. See attachment 2 to this appendix.

V. DISTRIBUTION

- A. Shelter radiation detection sets and attendant materials will be available for distribution to individual fallout shelters. In time of crisis, or when directed by local government, the required number of radiological sets will be removed from storage and placed in the fallout shelters. This effort will be under the direction of the EOC Director.
- B. The Otero County EOC Director will provide instructions to insure the required number of radiological sets are delivered to the proper fallout shelter and in the proper location within the fallout shelter. Requirements are as shown on the Shelter Data Forms, Attachment 2 to Annex 1, Appendix 1.

- C. In the event that an attack warning is received which has not been preceded by a crisis buildup, the Otero County EOC Director will take the necessary action to make distribution of the radiological detection sets on his own initiative. In this event, any county or city employees available may be utilized.

OPERATIONAL RADIATION MONITOR SETS ASSIGNED TO OTERO COUNTY

KIT #	LOCATION
M-1	Mescalero Bureau of Indian Affairs. B.I.A. Two story RED BRICK BLD BASEMENT.
M-2	Holloman AFB. Disaster Preparedness Office.
M-3	Mayhill State Highway Department Patrol Yard. In storeroom.
M-4	Holloman AFB. Disaster Preparedness Office.
M-5	Holloman AFB. Disaster Preparedness Office.
M-6	Tularosa State Highway Department Patrol Yard. In storeroom.
M-7	Holloman AFB. Disaster Preparedness Office.
M-8	Lincoln National Forest. 1100 New York Ave.
M-9	Army National Guard. In Gun Vault.
M-10	New Mexico Environmental Department. 411 10 Street
M-11	Holloman AFB. Disaster Preparedness Office.
M-12	Gerald Champion Hospital. Purchasing Office Storeroom.
M-13 Thru M-24	Holloman AFB. Disaster Preparedness Office.
M-25-1	Holloman AFB. Disaster Preparedness Office.

**OPERATIONAL RADIATION MONITOR SETS
ASSIGNED TO OTERO COUNTY**

M-26 Disaster Preparedness Office.
&
M-27

M-28 KPSS Radio. Hardended Section. First and Cuba.

M-29 White Sands National Monument. 13 miles West of Alamogordo.

M-30 Holloman AFB. Disaster Preparedness Office.
&
M-31

M-32 Col. Hardald Tharp. 36 Thunder Road, Alamogordo

M-33 New Mexico State Police. Main supply room.

M-34 Col. William Spugnardi. 45 Thunder Road, Alamogordo

M-35 Sam Bedhorz. 2204 Pecan Drive, Alamogordo

M-42-1 Holloman AFB
Thru
M-53-1

M-60 Dog Canyon Fire Dept. 187 Dog Canyon Road.

M-61 Emergency Services Manager. 301 Texas, Alamogordo.

There are also 15, 717 VICTOREEN INSTRUMENTS in 5 CD-V-777 boxes.

M-54-717 Holloman AFB
thru
M-59-717

**OPERATIONAL RADIATION MONITOR SETS
ASSIGNED TO OTERO COUNTY**

**SHELTER RADIATION MONITOR KITS
(CDV-777-2)**

- S-1 Mescalero B.I.A. Administration Bld. Basement.
- S-2 School for the Visually Handicapped Gym. Instruments in Central Receiving.
- S-4 School for the Visually Handicapped Swimming Pool. Instruments in Central Receiving.

S-16 Sunspot Observatory Dormitory. Under stairwell.

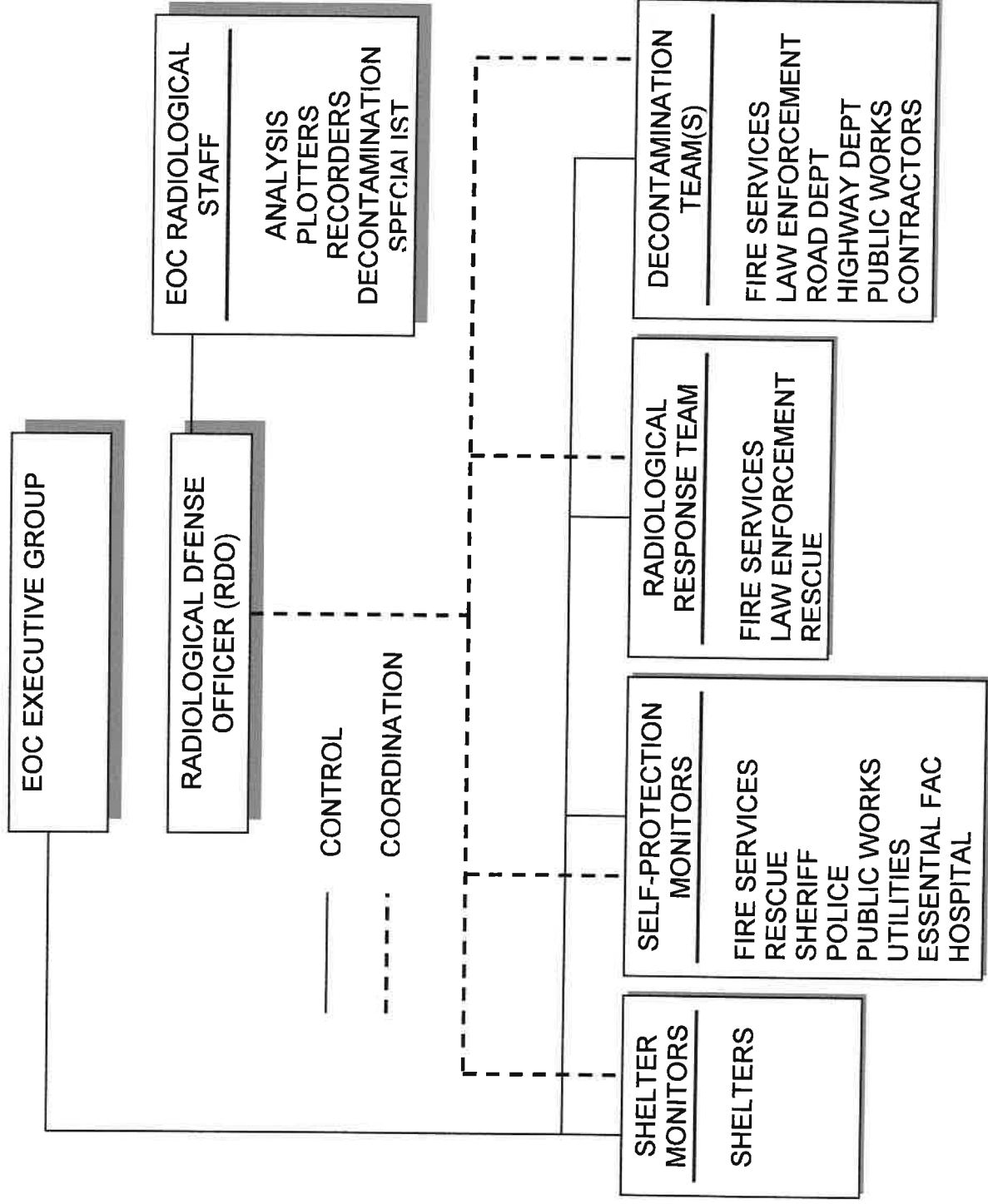
**CRISIS RELOCATION RADAF SUPPORT UNITS
ASSIGNED TO OTERO COUNTY (CDV-777-5)**

- KIT 2-7 Mayhill Patrol Yard
- KIT 2-6 Tularosa Patrol Yard

The contents of a crisis relocation RADAF Support Unit is as follows:

- 4 ea. CDV 777 Radiological Defense Operational Kits. (2 kits modified)
- 4 ea. CDV 777-2 Radiation Detection (shelter kits).
- 2 ea. CDV 717-1 Survey Meters (remote reading capability).

RADIOLOGICAL REPARDNES



NOTIFICATION PROCEDURES RADIOLOGICAL EMERGENCY

In the event of a radiological incident caused by a transportation incident the following procedures should be followed:

1. Follow the direction given in the Emergency Response Guide.
2. Contact the LEPC for notification of the incident and to have a radiation response team dispatched to the incident scene.
3. Protect lives and property without endangering responders.
4. Notify the following upon discovering a radiological incident:

State Police at 437-1313 or 505 827- 9126, to have an emergency response officer (ERO) respond to the scene.

Emergency Management Bureau at 505-827-3374 or 505-827-9126, Radiological Division for additional instructions.

New Mexico Environment Department at 437-7115 or 505-827-9126, for additional instructions and clean-up procedures.

City of Alamogordo at 439-4205 or 439-4325 if contamination affects Alamogordo.

Village of Cloudcroft at 682-2411 or 682-2101 if contamination affects Cloudcroft.

Village of Tularosa at 585-2771 or 585-2704 if contamination affects Tularosa.

Soil Conservation service at 437-1030, in the event of soil or water contamination.

Federal Agriculture Conservation (FAC) at 437-3100, for soil or water contamination.

POTENTIAL RADIOLOGICAL INCIDENT LOCATION

Nuclear Medicine

Gerald Champion Hospital
Holloman AFB Hospital

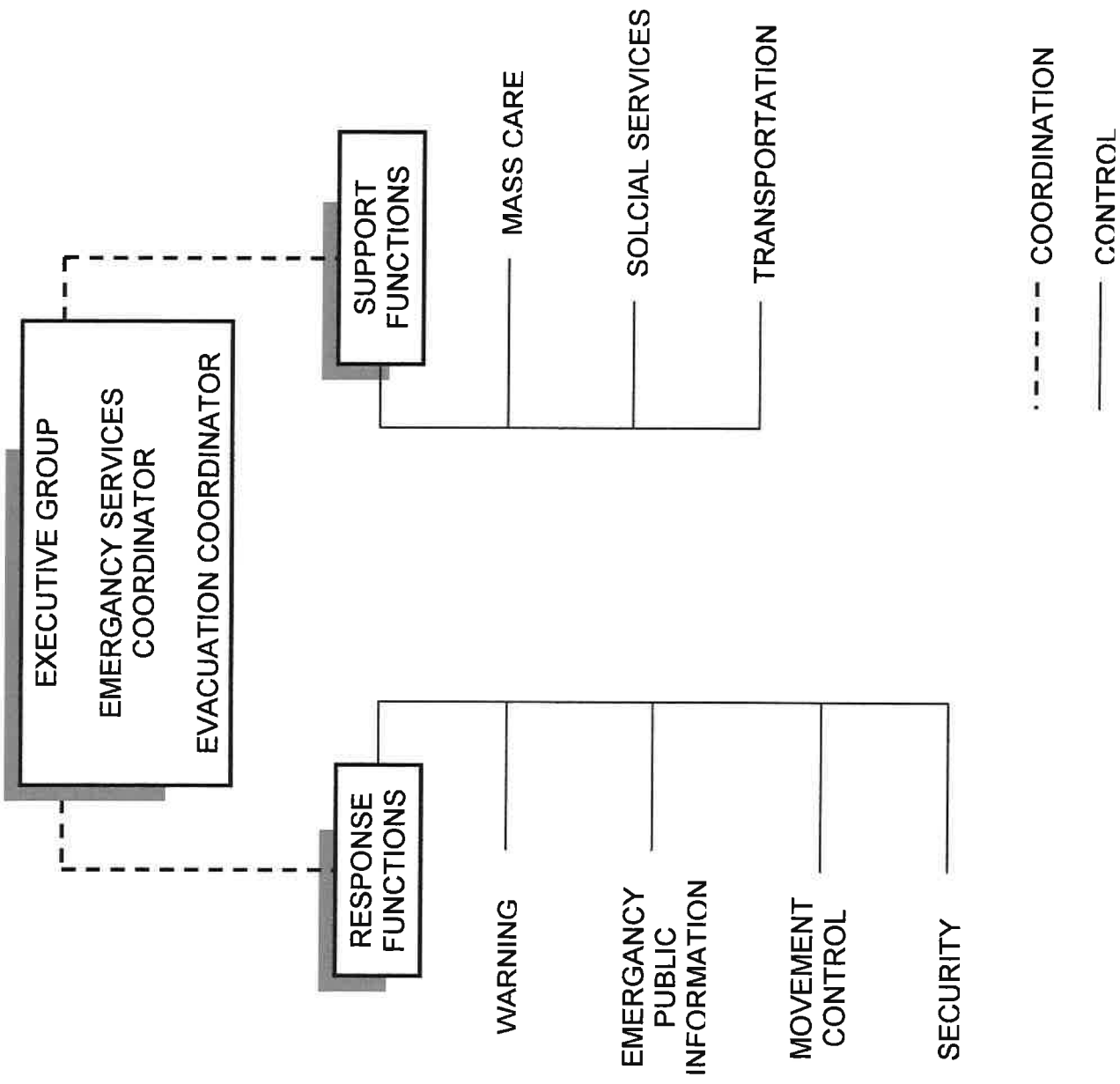
Transport

Interstate carriers through Otero County on U.S. Highways 54, 70, and 82
Southern Pacific Railroad running North and South through the county

Handling

Radioisotopes are used in many medical and scientific studies. Cobalt-60 and iridium-192 are used in the industrial radiography process.

EVACUATION



PUBLIC TRANSPORTATION ASSEMBLY AREAS

<u>MAP REFERENCE</u>	<u>NAME</u>	<u>LOCATION</u>
1. NW Quardant	Alamo Senior Center	Indian Wells & Porto Rico
2. SW Quardant	Alamo High School	1st & Tiger Drive
3. SE Quardant	School	10th & Bellamah
4. NE Quardant	School	Aspen Dr. & College

SCHOOL BUS INFORMATION

<u>NAME OF SCHOOL/CONTACT</u>	<u>NUMBER OF BUSES/VANS</u>	<u>CAPACITY IN BUSES/VANS</u>
Alamo bus co. 600 E 1st, Alamo 437-3415, 4370564	40	2382
Stone bus co, 82 & No. Florida 434-0332,437-5777	29	1380 Hwy
Blazer bus fleet 671-4526, 671-4326	12	780 Mescalero
Cloma, Jane 585-2203	1	20 1604 W 3rd, Tularosa
Tony Beanblossom 585-2203	1	35 1604 W 3drd, Tularosa
Karon Tucker Cortez Drive, Tularosa 585-2071	1	35
G.L. Tucker Cortez Drive, Tularosa 585-2071	1	35
Tularosa schools 585-2782; 585-4471	2	65 504 First St., Tularosa
Cloudcroft Area		
David & Lucille Swope Shirly & James Sommers	3	150 130
Tom McCulghtion	1 (w/ wheel chair lift)	1
Drew Golin	1	47
Cloudcroft School	2	73

SCHOOL POPULATION

<u>CITY/VILLAGE/DISTRICT</u>	TYPE OF <u>SCHOOL</u>	<u>POPULATION</u>
Alamogordo	All Schools	10,500
Alamogordo	NMSU-A	2,500
Cloudcroft		
Tularosa		

FLOOD/DAM FAILURE EVACUATION**I. PURPOSE**

To identify actions required to evacuate the population and protect facilities threatened by flood or dam failure.

II. SITUATION**A. Tularosa Basin**

Most of Otero County lies within the Tularosa Basin. However, damaging floods occur periodically in some parts of the County. Many of the escarpment areas between the plains and the valley are steep and concentrate runoff from high intensity storms onto the irrigated lands below. The distribution systems serving these lands are thus subject to damage. Heavy winter snows in the mountains and rapid spring melt could over stress the system of flood control impoundments resulting in flooding in Otero County. Approximately 60 percent of the population of the county reside within the 100-year flood plain as defined on the National Flood Insurance Maps. Estimates of the population affected are:

<u>Flood Plain</u>	<u>Population</u>
Alamogordo	30,000+
County (Rural)	10,000+
TOTAL	40,000

B. Dam Failure - General

1. While an emergency situation can occur at any time, emergencies are more likely to happen when a dam is subjected to extreme or unusual conditions. Dams are designed and maintained according to the best safety practices. Even so, some dams have failed in the past. The following conditions may or

could become critical, adversely affecting any dam:

- a. Flood pools higher than previously attained,
- b. Unexpected drop in pool level,
- c. Pool near maximum level and rising,
- d. Excessive rainfall,
- e. Large discharge through spillway or spillways,
- f. Earthquake,
- g. Erosion, landslide, seepage, settlement, cracks.

2. Under the National Dam Safety Inspection Program, a dam is classified according to loss of life and property damages which would occur downstream should the dam fail. Such a classification does not mean that the dam is considered unsafe. The following classes of dams are defined accordingly:

- a. A high hazard dam: a dam located where failure may cause loss of life, serious damage to homes, industrial and commercial buildings, important public utilities, main highways, or railroads. Dams addressed in this Appendix fit this category.
- b. A significant hazard dam: a dam located in predominantly rural or agricultural areas where failure may damage isolated homes, main highways or minor railroads, or cause interruption of use or service of relatively important public utilities.
- c. A low hazard dam: a dam located in rural or agricultural areas where failure may damage farm buildings, agriculture land, or township and county roads.

C. Dams Which Could Affect Otero County
(See Attachment 1)

1. Upper Rio Penasco Dam; Graveyard Canyon

Owner: Otero Natural Resources Conservation District

Emergency Preparedness Plan:

Inundation Area: Would affect the entire _____ as far _____ as _____
_____. In Otero County, area affected would be slightly greater than the
100-year flood plain with the greatest affect on _____ and _____
which would approach 100 percent inundation. Refer to the _____
Warning and Information Plan for detailed maps. (See Attachment 2.)

2. Upper Rio Penasco Dam; Curtis Canyon

Owner: Otero County Natural Resources Conservation District

Emergency Preparedness Plan:

Inundation Area: Would effect the entire _____ as far _____ as
_____. In Otero County, area affected would be slightly greater than the
_____ year flood plain with the greatest affect on _____ which would
approach 100 percent inundation. Refer to the _____ warning and
information plan for detailed maps(see attachment 2).

100-

3. Upper Rio Penasco Dam; Bear Creek

Owner: Otero Natural Resources Conservation District

Emergency Preparedness Plan:

Inundation Area: Would effect the entire area _____ as far _____ as
_____. In Otero County, area affected would be slightly greater than the
100- year flood plain with the greatest affect on _____ which would
approach 100 percent inundation. Refer to the _____ warning and
information plan for detailed maps(see attachment 2).

D. Potential Effect Of Dam Failure

Approximately _____ percent of the population of Otero County could be affected by the failure of one or another of these dams. Estimates of the population at risk are:

Population In Inundation Areas

_____	_____	_____
County (Rural)	_____	_____
TOTAL	_____	_____

III. RESPONSIBILITIES

- A. The National Weather Service is responsible for notifying and advising local government when conditions exist that could cause flooding.
- B. The owner/operator of each dam, as listed in Section II C, are responsible for the safe operation and maintenance of dam structures. They are also responsible for notification or alerting local jurisdictions promptly in the event of a threat situation which could affect persons downstream.
- C. Local government responsibilities are as defined elsewhere in this Plan for all hazards. In addition, the Emergency Services Manager, in coordination with the County Road Superintendent is responsible for monitoring high water conditions and for coordinating warning systems. The County Highway Road Department is primarily responsible for maintaining the flood gauge system, and along with Public Works Directors of affected communities, making recommendation on evacuation decisions.
- D. The Otero County Sheriff is responsible for disseminating warnings concerning dam failures or emergencies to all affected local governments and the EOC.
- E. The State Emergency Management Bureau has a responsibility for keeping local government appraised of river conditions that could result in flooding. In this respect, the State EMB augments and backs up the actions of the National Weather Service.

IV. CONCEPT OF OPERATIONS

Most operations would be conducted as defined elsewhere throughout this Plan. This Appendix will address only those unique aspects of evacuation under threat of flood or dam failure.

A. Notification Of Threat

1. General flooding: the potential for flooding will be closely monitored by the National Weather Service and the State Emergency Management Bureau as well as other state agencies. Advisories will be passed by these agencies to the Emergency Services Manager. Such information will be augmented by local monitoring of Flood conditions.
2. Flash flood: notification of the potential for flash flooding will be received from the National Weather Service in the form of flash flood watches or warnings.
3. Dam failure or emergency release: dam owners or operators will advise the Otero County Sheriff of potential or actual problems at their respective dams (see Section II B and appropriate Dam Emergency Plan). Backup notification will come from the State Warning Point or the State Emergency Management Bureau to the Local Government.

B. Increased Readiness Measures

1. On receipt of a flood watch, the Emergency Services Manager will insure that flood monitoring procedures are implemented (see Annex B.)
2. On receipt of a flood warning or notification of a potential or actual emergency, the Otero County Sheriff will alert and advise all affected communities and key facilities.
3. Preparations will be carried out for the movement of people and critical equipment from the affected areas. The Emergency Services Manager will notify all support agencies and organizations.

C. Dam Failure - Response Times Available
(Predicted Time of Maximum Elevation)

1. _____ Dam
 - a. Emergency Spillway
 - b. Dam Breach or Failure
 2. _____ Dam
 3. Times Not Defined For Other Dams
- D. Key Facilities In Inundation Areas
1. General Flooding (100-Year Flood Plain)

 2. _____ Dam (in addition to those listed in D.1. above)

E. Special Notification Procedures - _____ Dam

In addition to the normal alerting and warning procedures for the general public as defined in Annex B and Annex N in the event of an emergency with the _____ Dam, the Otero County Sheriff will make direct contact with those residences located in potential inundation areas. This may be by telephone or personal contact. Refer to Annex B for list of residences.

F. Evacuation Decisions

The decision to evacuate any flood or inundation area will be made by the executives of affected jurisdictions based on recommendations from the County Road Superintendent and/or Public Works Directors. In the event of immediate danger, evacuation decisions may be made by on-scene command authorities.

G. Movement Of Evacuees

Control and movement of evacuees will be as defined in Annex D.

H. Reception And Care

The reception, lodging, and feeding of evacuees will be as defined in Annex K. Reception centers and lodging facilities will be located outside of any potential inundation area.

**FLOOD/ DAM
CRITICAL RELOCATION PLAN**

<u>LOCATION</u>	<u>TOTAL POPULATION</u>	<u>HEALTH CARE PATIENTS</u>	<u>WORKERS & DEPENDENTS</u>	<u>GENERAL POPULATION</u>
<u>AREA A</u>				

TOTAL AREA A

AREA B

TOTAL AREA B

AREA C

NOTE 1:

- NOTE 2: general population from Area A go to
- NOTE 3: general population from Area B and C go to
- NOTE 4: health patients from _____ are assigned to

**EVACUATION ROUTES
CRISIS RELOCATION**

OTERO COUNTY RESIDENTS

Route A: From Alamogordo thru Cloudcroft to Artesia by way of US highway 82.

Route B: From Alamogordo thru Tularosa, Mescalero, Ruidoso to Roswell by way of US highway 70. Than south on US highway 285 to Artesia.

CPR BUS REQUIREMENT- PUBLIC TRANSPORTATION

<u>Place</u>	Passenger Capacity <u>Needed</u>	Passenger Capacity <u>Available</u>
1. Alamo Senior Center	500	1380
2. Alamo High School	1000	2382
3. Heights Elementary	500	2382
4. Chaparral School	1000	1380

NOTE: Multiple trips, scheduling, redistribution of buses, luggage, limitations, etc., will need to be considered to meet the need for public transportation.

FLOOD

I. PURPOSE

Establish an alert system to protect the population and facilities which may be threatened by flood.

II. SITUATION

The City of Alamogordo is situated at the foot of the Sacramento Mountains and is subject to flash flooding. Even though flood control measures have been established throughout the city, flooding has and does continue to occur.

III. ASSUMPTIONS AND PLANNING FACTORS

These factors are discussed in Annex J.

IV. ORGANIZATION AND RESPONSIBILITIES

See Annex J for general responsibilities.

V. CONCEPT OF OPERATIONS

LODGING AND FEEDING IN CARLSBAD FOR HOLLOMAN AND ALAMOGORDO

<u>Bld No</u>	<u>Name</u>	<u>Location</u>	<u>No Assnd</u>	<u>Feeding loc</u>
1	Joe Stanley Elem	400 S. Alta Vista	378	in-place
2	Alta Vista Jr. HI.	301 S. Alta Vista	1401	in-place
3	Hillcrest Sch	250 N. 6Th	1152	in-place
4	HS Acad. Bld.	3000 W. Church	1875	Carlsbad JH
5	Carlsbad HI	3000 W. Church	474	Carlsbad JH
6	Carlsbad HI Gym	3000 W. Church	446	Carlsbad JH
7	Carlsbad SR. HI.	3000 W. Church	950	in-place
8	Eddy Elem Sch	700 W. Stevens	440	in-place
9	Carlsbad Cty Sch	103 W. Hagerman	260	Delux Cafe
10	Eisenhower JH	200 W. Church	208	in-place
11	Carlsbad Mid Sch	800 W. Church	569	in-place
12	Church of Christ	708 W. Fox	362	in-place
13	1st Ch of Nazarene	118 S. Elm	125	in-place
14	Episcopol CH	508 W. Fox	105	in-place
15	CH of Christ	3217 Old Cavern Hwy	155	in-place
16	Bapt. Ch	608 N. 6Th	174	in-place
17	1St Bapt. Ch	112 N. Alameda	347	in-place
18	Cath. Ch	600 W. Stevens	110	Dairy Queen
19	Sunday Sch Annx	1502 W. Mermod	173	in-place
20	Asseny of God	1502 W. Mermod	147	Sundy Sch Annex
21	Baptist Ch	502 N. Alameda	137	Dairy Queen
22	Health Clinic	109 N. Guadalupe	2256	in-place
23	Gen Tele	313 W Fox	240	Span Inn Cafe
24	Woolworth Bld	217 W. Fox	400	Span Inn Cafe
25	Carlsbad Boys C.	1604 W. Fox	170	in-place
26	Odd Fellows Hall	213 W. Mermod	153	in-place
27	Carlsbad Lib Muse	101 S. Halagueno	470	in-place
28	Crawford Hotel	101 S. Canal	428	in-place
29	La Caverna Hot	223 S. Canal	2031	in-place
30	Ramada Inn	610 S. Canal	420	in-place
31	Travel Lodge 401 E. Greene		125	Deluxe Cafe
32	Deluxe Motel 1621 S. Canal		336	in-place
33	El Rancho Motel	2145 S. Canal	125	in-place
34	La Caverna Mot	403 W. Fox	310	Deluxe Cafe
35	Cactus Lanes	1609 S. Canal	337	in-place

OTERO COUNTY LEOP

ANNEX K
Attachment 1

36	Craft School	400 W. Lea	480	in-place
37	Voting Mach Sto.	513 Center St.	565	Beavers Cafe
38	Surplus City	3115 Nat. Parks Hwy	1650	Beavers Cafe
39	Cactus Motel	3312 Nat. Parks HWY.	175	Stuckey Cafe
40	Sundown Mot	3315 Nat. Parks Hwy.	175	Stuckey Cafe
41	El Ray Motel	3315 Nat. Parks Hwy.	194	Stuckey Cafe
42	Holiday Inn	3700 Nat. Parks Hwy.	1521	in-place
43	Roadway Inn	3804 Nat. Parks Hwy.	1106	in-place
44	Motel 6	3824 Nat. Parks Hwy.	632	Stuckey Cafe
45	Carlsbad Civic	3944 Nat. Parks Hwy.	850	Bales Equip Co.
46	Bales Equip Co	4100 Nat. Parks Hwy.	494	in-place

NOTE: No essential workers will be assigned to Carlsbad. All will be assigned to Artesia for ease of commuting.

**LODGING AND FEEDING
IN LOVING**

1	Lov Elem Sch	610 W. Cedar	479	in-place
2	Lov JH Sch	312 S. 6th	419	Lov Elem Sch
3	Methd Ch	526 W. Beech	94	Cath Com Bld
4	Methd Ch Ed	526 S. Beech	53	Cath Com Bld
5	Cath Ch	303 S. 4th	78	Cath Com Bld
6	Cath Cm Bld	303 S. 4th	97	in-place
7	Recrea Ctr	421 W. Cedar	27	Lov Cafe
8	Bapt Ch	520 W. Cedar	163	Lov Cafe
9	Lov Hardw	401 W. Cedar	130	Lov Cafe
10	Lov Cafe	422 W. Cedar	----	Feed Loc

**SHELTER LISTING
IN ARTESIA**

1	Abo Elem Sch	18th; Center	2300
2	Park JhsCH	15TH; Cannon	3500
3	Roselwn Elem	600 N. Roselwn	2800
4	Lomita Elem	7th; Church	1800
5	Yucca Elem	1300 W. Lolita	2400
6	Zia School	1100 W. Bullock	5000

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Attachment 1

7	Sr High Aud	215 S. 15th	2500
8	Artesia HS	1006 W. Richardson	2500
9	Hermosa Sch	601 Hermosa Dr	1500
10	Central Elem 404 S. 5th		2000
14	Our Lady Mercy	1111 N. Roselwn	2400
24	Bapt Ch	310 S. Roselwn	1500
34	Grnd Heits Ach	2302 W. Grand	1200

**Sample Shelter
Registration Form**

Family Last Name	Shelter Location
Names	Shelter Telephone #
Age	
Medical Problem	
Referred to Nurse	
Man	
Woman(include Maiden Name)	Predisaster Address and Telephone No.
Children in Home	I do, do not, authorize release of the above information concerning my whereabouts or general condition.
Family member not in Shelter(location if known)	Signature
	Date left shelter Time left shelter
	Postdisaster Address and Telephone No.

K-34

RECEPTION AND CARE-CRISIS RELOCATION

I. PURPOSE

The mission of Reception and Care during crisis relocation is to provide for the mass care of relocatees being received in Eddy County by establishing lodging, feeding operations, assigning fallout shelter for relocatees, insuring that sufficient facilities are available, and assisting in the return of relocatees to their homes at the end of the relocation period.

II. SITUATION

- A. The 21,000 evacuees assigned to Eddy County from the Otero County area are from the general population segment and once relocated in Eddy County will remain there until the directive is received that they may return to their home area.
- C. The New Mexico State Emergency Operating Plan will provide for the redirection of supply channels for food, fuel, and other essential goods to Eddy County and other host counties sufficient for the augmented population after relocation occurs. However, it will take time to implement this redistribution process so Eddy County should be prepared to operate independently of outside resource assistance for several days.

III. ASSUMPTIONS AND PLANNING FACTORS

- A. The plan will assume that 100 percent of the designated evacuees will follow instructions and relocate to their designated areas even though it is possible that some 10 to 20 percent of the risk area population could spontaneously evacuate the risk area to other locations. Some of these spontaneous evacuees may pass through Eddy County to relocate in other counties or with relatives. Their numbers or identity will be largely unknown.

- B. Evacuees will be housed in public-type buildings (i.e., schools, churches, etc.) and not in private residences. Homeowners, however, will be encouraged to voluntarily share their homes with evacuees.
- C. Each relocating family will have been instructed to bring sufficient bedding and clothes for the immediate family, plus special medicines and at least a three-day supply of food.
- D. Food and other essential supplies for the daily needs of both residents and evacuees will be delivered to normal retail outlets. These supplies will be rationed to householders based on local executive orders and to mass feeding establishments based on the evidence of need provided by the Feeding Coordinator.
- E. When it appears that this crisis relocation period is about to end, evacuees will help restore lodging and shelter facilities to their original condition.

IV. ORGANIZATION/RESPONSIBILITIES

- A. The Reception and Care function is carried out by the Disaster Chairman of the Eddy County Chapter of the American Red Cross serving as Mass Care Coordinator. The Mass Care Coordinator is a member of the Direction and Control staff and will advise local executives on Reception and Care matters. The primary location for the Mass Care Coordinator will be at the EOC in all three locations assigned to Otero County as listed in attachment 1.
- B. Due to the magnitude of the reception and care problem, the Red Cross Chapter cannot be expected to coordinate all activity without full time support of local government. Therefore, for crisis relocation, a local government Reception and Care supporting structure will be established within the Otero/Eddy County Civil Defense organization. An assistant Mass Care Coordinator will be appointed to

assist the Red Cross Disaster Chairman and coordinate local government support.

- C. The structure of the supporting Reception and Care staff is as indicated on page I-1.
1. In addition to the Assistant Mass Care Coordinator, there are four functional coordinators assigned to support the Reception and Care Coordinator. These positions are considered expanded staff and will be appointed at the time of crisis. Tabs A - D cover details of their tasks. These key staff members and their general areas of responsibility are:
 1. Registration Coordinator: (Tab A) Responsible for establishing and manning the registration center; making housing, feeding and shelter assignments; maintaining a locator system; and providing statistical reports of registration activity. The Registration Coordinator will be located at the Registration Center at the NM State Patrol Yard on Hwy 82 in Artesia.
 2. Lodging Coordinator: (Tab B) Responsible for overall management of the congregate care housing facilities. There are three Lodging Districts designated in Eddy County. District and Lodging Section Managers will be named during the readiness phase. The Lodging Coordinator has overall responsibility for designating District, Lodging Section and Facility Managers and providing for their training. The Lodging Coordinator will also be located at the Registration Center.
 3. Feeding Coordinator: (Tab C) Responsible for overall management of feeding facilities in order to provide for mass feeding of relocatees and for coordination of food supply needs with the Resources Group.
 4. Transportation Coordinator: (Tab D) Responsible for working with the risk area liaison team to establish any needed internal mass transit system; also responsible for assisting law enforcement in designating suitable parking areas; coordinating reception of any persons arriving on public transportation; and, establishing a system to transport relocatees from registration centers to

lodging facilities where required. A key function of the Transportation Coordinator will be providing for movement of prepared food from central preparation locations to designated feeding facilities.

- D. Additional supporting staff positions will be established as shown in each Tab or as the need dictates.

V. OPERATIONS

Each of the primary functions of Reception and Care is covered by a separate Tab to this Appendix. Specific operational functions are contained in those Appendices. Some operational functions, policies, and guidelines are:

A. Reception and Care Policy

The overall reception and care policy of Eddy County is one of "self-care". While Eddy County will provide the facilities and the initial management and carrying out of required functions, it is expected that the relocatees would eventually assume the majority of these responsibilities. In support of this, Otero County and the City of Alamogordo will make provisions to provide additional resources to Eddy County to supplement the Reception and Care capability. Relocatees, themselves, will be expected to manage their activities and support or perform feeding, housekeeping, security, shelter upgrading and recreational activities.

B. Registration

Reception and Care of the 21,000 relocatees from Otero County begins with the registration process. Registration Centers have been designated at Artesia, Carlsbad, and Loving. Access will be via Hwy 70 and or 82 from Otero County to the Registration Centers.

C. Arrival Coordination

Any relocatees arriving on public transportation will arrive on the second and third

day and will be directed to the Registration Center in Artesia. The bulk of relocatees are expected to enter the reception area on Highway 285. The Mass Care Coordinator will monitor registration progress and coordinate closely with law enforcement officials to insure a proportionate flow of traffic to the registration center.

D. Assignments of Relocatees

1. During registration, relocatees will be assigned to a specific lodging facility, feeding facility and fallout shelter. Relocatees assigned to all Lodging Sections will proceed to their lodging facility in the vehicle in which they arrive. After unloading, vehicles will then be parked in designated areas. Feeding and shelter are within easy walking distance of each lodging facility. Space for approximately 500 camper vehicles is available in the designated Lodging Section. Relocatees with campers may be assigned to that area.
2. 46 Lodging Sections have been designated in Eddy County based on location of the most suitable facilities. To provide flexibility, spaces for as many as 223,270 relocatees have been allocated. This is 150 percent more than the maximum number of risk area relocatees expected. A specific allocation of relocatees to facilities in each Lodging Section is contained in Tab A. These listings will be used by the registration centers in making assignment of relocatees. The feeding and shelter locations for relocatees are determined by their individual lodging assignment. The Reception and Care staff will determine priority of facilities to be used based on the situation at the time. Health Care patients and supporting staff will be assigned within the Medical Lodging Section.

E. Lodging Facilities

Information concerning suitable lodging facilities was extracted from the Reception and Care (R&C) Facilities Listing provided by the Federal Emergency Management Agency or was the result of surveys made by local and state

officials. Congregate care capacities contained in the crisis relocation listing are computed at 40 square feet of usable floor space per person. The number of persons assigned is based on the anticipated number of relocatees to be lodged within the community. In most cases, the number of persons assigned to a specific facility is sufficiently lower than the building capacity to permit all or part of the normal building inventory to remain within the structure. If more spaces are needed, they should be taken from unassigned facilities contained on the Reception and Care Facilities Listing.

F. Feeding Facilities

Information concerning feeding capabilities was obtained in the same manner as lodging. Feeding facility assignments listed in the allocation shown in Tab A are based on the assumption that two (2) meals per day will be served to each relocatee and that each meal period will be approximately five (5) hours in duration. Seating capacities of most feeding facilities are such that each individual could have as much as thirty (30) minutes for each meal. In a few instances, limited seating capacities will require that individuals finish their meal and leave the dining area in less than thirty (30) minutes. Local evaluation of seating capacities and possible augmentation will be necessary at the time feeding services are initiated. Since, possibly, some of the feeding facilities listed will no longer be in service or have the same capacities as are shown, some revision may be necessary. This is presented only as a planning basis upon which to develop the actual feeding operation to be conducted during crisis relocation.

G. Fallout Shelters

There are some existing fallout shelter spaces in Eddy County in excess of those identified for use by residents. Excess spaces are at, or close to, assigned lodging facilities and have been designated for use by relocatees. Therefore, all relocatees have been allocated to spaces that must be developed by upgrading. A listing of all available existing shelters reflecting both resident (public) use and relocatee assignment is in Annex K. Fallout shelter spaces for relocatees was

determined on a basis of 10 square feet, per person, the same factor used for residents.

H. Relocatee Work Force

The Registration Centers will compile information concerning special skills or training which may be needed in the host area, and prepare a locator file through which relocatees can be contacted by the Resource Group for specific or general work assignments.

CRISIS RELOCATION-REGISTRATION

I. PURPOSE

The purpose of this Operating Procedure is to define staffing requirements and actions necessary to register relocatees in the event crisis relocation is implemented.

II. ORGANIZATIONAL REQUIREMENTS AND RESPONSIBILITIES

A. Registration Coordinator

1. Responsible for overall registration operations.
2. Advises the Mass Care Coordinator on registration status and procedures.
3. Coordinates with Lodging, Feeding, Shelter, and Transportation Coordinators.

B. Registration Center Supervisor

1. Supervises activities at an assigned registration center.
2. Assists the Registration Coordinator.
3. Prepares and submits reports as required by local officials.
4. Provides adequate staff for the Registration Center; establishes shift schedule to insure 24-hour operation.

C. Assistant Supervisor - Registration

1. Coordinates the registration process.
2. Receives volunteer home applications.
3. Assigns relocatees to lodging facilities (public and volunteer homes).

D. Assistant Supervisor - Material Support

1. Assists both Lodging Facility Managers and Feeding Facility Managers in obtaining equipment and supplies needed for the care and feeding of evacuees.
2. Obtains and maintains an adequate supply of registration forms and supplies.
3. Coordinates the printing of relocatee handout material with the Public Information Officer.
4. Coordinates reception transportation requirements with the Transportation Coordinator.
5. Coordinates communications requirements with the Communications Officer.
6. Coordinates needs with Resource and Supply Coordinator.

E. Assistant Supervisor - Records

1. Compiles data and maintains official records and a locator system.
2. Maintains record of registrations for accounting and reporting purposes.
3. Maintains records for equitable distribution of relocatees among lodging facilities.
4. Maintains records of assignment to feeding facilities.
5. Maintains records for the purpose of establishing fiscal responsibility.
6. Consolidates lists of skilled relocatees in support of the Personnel Resources Coordinator.
7. Provides such other advice and assistance as may be needed.

F. Public Information Officer (See Annex C)

1. Maintains contact with Registration Coordinator to be apprised of situation, instructions and current developments.
2. Maintains contact with Lodging Facility Managers to keep them up-to-date.
3. Provides information to relocatees within guidelines established by Eddy County authorities.

III. OPERATIONS

The function of the Registration Center is to receive, register and assign relocatees to congregate care housing, feeding and fallout shelter facilities. After all relocatees have been registered and assigned, the Registration Center will remain in operation and will function as the Lodging District and Section Offices. Some general registration functions and guidelines are:

A. Assignment Policy

Assignment to lodging facilities will be made without regard to sex, race or religious convictions. Family units will remain intact at all times. Aged, infirm, or handicapped persons will be given special consideration, such as assignment to facilities with elevators or no stairs, to those closest to feeding facilities, or to volunteer host homes. Since relocatees are critical workers and families, assignment will be coordinated with Eddy County authorities to insure that organizational integrity is maintained where possible.

B. Priority of Assignment

Congregate care facilities and adjacent residential areas have been organized into quadrant lodging districts with a further breakdown into lodging locations.

1. To provide for an orderly process with the least community disruption and to make best use of existing fallout shelter spaces, the priority for assignment to lodging sections has been established as follows:
 - a. Families with children/ single parents/single women
 - b. Families without children/single parents/single men and women
2. Lodging facilities should be filled to a limit of existing fallout spaces or to above 75 percent of allocation before starting assignment to subsequent facilities.

C. Registration Procedures

Each relocatee, or head of household in the case of family units, will complete a registration form in duplicate. One copy will go to registration records for the locator file and one copy to be used by personnel resources for work assignments.

D. Assignment Procedures

1. Attachment 1 to this Procedure contains a detailed allocation within the local lodging sections. All the information necessary to make assignments of relocatees is included on these forms. Survey #, Map Reference, name and address are self explanatory. The following explains the entries in the remaining columns.
 - a. Lodge: The number in this column indicates the maximum number of relocatees that should be assigned to this facility for sleeping quarters (40 square feet/person).
 - b. Feed: A number in the feed column indicates that the relocatees assigned to that facility for lodging will also eat at that facility. At times relocatees from other Lodging facilities will also eat at that facility. If the relocatees assigned to a lodging facility are to eat elsewhere, this will be

indicated by "at" and the feeding facility number.

- c. Fallout Shelter Assignment: The number of relocatees to shelter at the lodging facility will be shown in the "at lodging" column. Those that will go to another fallout shelter will be shown in the "at other facility" column.
 - d. Total to Shelter in this Facility: The number in this column reflects the total relocatees to be assigned to fallout spaces in this facility. If the number is followed by (E), the fallout spaces are existing CAT 1 or CAT 2 spaces. If the code behind the number is (U), these spaces must be upgraded. The registration staff should attempt to assign all existing spaces in a Lodging Section before assigning relocatees to upgraded space.
 - e. Shelter Excess in this Building: These numbers reflect existing and upgraded spaces that would remain in each facility after the allocated shelter in the section has been filled.
2. Assignment should be made to the largest facility first but the readiness of feeding facilities and availability of existing fallout spaces will be considered in making that determination. Assignment of a relocatee to a lodging facility also determines his/her feeding and shelter assignment. Enter the appropriate information on the bottom of the registration form and on an assignment sheet to be given to the relocatee.
 3. At the time of the relocation order, the residents of Eddy County will be advised by radio and TV that the Otero Risk Area is being evacuated at the President's request. All residents will be urged to volunteer to house a relocated family. Reception and Care personnel, aided by volunteers, will record the volunteer host dwellings in each lodging district and arrange for the assignment of relocated families to these dwellings during the registration process.
 4. The Registration Coordinator will develop detailed registration center procedures (see NCP Handbook for guidelines).

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ANNEX K

APPENDIX 1

TAB A

E. Reception and Care Information

Each relocatee or relocating family will be given an assignment sheet listing their lodging and feeding facilities and their assigned fallout shelter - plus a map of the lodging section with their facility marked. Additional handouts, information sheets, rules and procedures, etc., will be provided by the Information Officer and distributed to relocatees during registration. Camera-ready forms and maps of traffic routes and Lodging Sections are included in the Registration Readiness Package maintained by the Eddy County Civil Defense Director.

F. First Aid Station

First Aid Stations will be established at each registration center by the Medical Coordinator. Each station will be supervised by a qualified nurse, EMT or First Aid person. Preliminary mental health counseling may also be available.

G. Feeding

Snack food and beverage stations will be established at the Registration Centers by the Reception and Care Feeding Coordinator.

H. Parking and Traffic Control

Traffic control will be provided by the local Police and the Eddy County Sheriff. Adequate parking is available at the Registration Center.

I. Reporting

The status of the registration process will be reported to the EOC periodically but at least every three hours. A full report including total relocatees registered and facilities in use will be provided every 12 hours for the first three days and every 24 hours thereafter on a schedule as determined by the Mass Care Coordinator (see NCP Handbook, Section A for suggested status forms).

OTERO COUNTY LEOP
ANNEX K

APPENDIX 1

TAB A

J. Volunteer Host Families

Residents of Eddy County will be solicited to volunteer to host a relocatee family. Instructions for volunteer host families and a volunteer registration form are contained in Attachment 2 of this Procedure. The registration staffs will attempt to utilize volunteer host families to the maximum possible to relieve pressure on mass reception and care facilities. Priority of assignment to volunteer host families will be given to placing elderly, handicapped or mothers with infants or young children.

K. Medical Patient Registration

Incoming medical patients will be transported directly to the local Hospital in Artesia, Carlsbad, or Loving for triage. They will be assigned to the appropriate medical facility by the triage team. After the patient arrives at their assigned medical facility a registration form will be completed for them and delivered to the Registration Center. Medical staff and dependents will be assigned to facilities in the Medical Lodging Section.

INSTRUCTIONS FOR VOLUNTEER HOST FAMILIES

Eddy County would like to express its sincere appreciation to you for volunteering to share your home with a family from Otero County. During this time of a national crisis, your help portrays the true American spirit of helping our fellowman.

The following is a list of some guidelines and instructions for hosting a relocated family:

1. No charges are to be made for rent or other expenses to either the family or Otero County.
2. The relocated family has been requested to bring enough food for at least 3 days. Additional food for the family will be provided by the local government. Bring your signed form to designated food stores to pick up food rations. Designated food stores will be announced on local radio and in the newspaper.
3. Emergency medical care for the relocated family will be provided by the Emergency Clinic located at Artesia, Carlsbad, and Loving. Information will be given at time of registration.
4. The relocated family is expected to help your family with all household chores during their stay.
5. The relocated family will help you with upgrading your basement for protection against radioactive fallout, unless, due to their skills, the leadership in your community needs them elsewhere. (Instructions for upgrading are available from the Civil Defense Director.)
6. If you have any questions or problems involving hosting the family, you should contact the Registration Coordinators at the Highway Dept. Patrol Yard on US Hwy 82.
7. If there is limited parking at your home, the relocated family vehicles will be parked

and secured at designated areas just before relocation begins.

8. No provisions have been made for pets. You have the right to refuse to care for their pets.
9. Your basement shelter should be stocked with enough food for 7 days and water for 14 days for your family plus the relocated family.
10. There is no reimbursement for theft, loss or damage to your property or belongings. (You should make any security arrangements you feel are necessary before the relocated family arrives.)

CRISIS RELOCATION-LODGING

I. PURPOSE

The purpose of this operating procedure is to define staffing requirements and actions necessary to lodge relocatees in the event crisis relocation is implemented.

II. ORGANIZATIONAL REQUIREMENTS AND RESPONSIBILITIES

A. Lodging Coordinator

1. Responsible for all lodging operations.
2. Establishes the priority of assignment to lodging facilities.
3. Selects and trains Lodging District Coordinators and Lodging Section Managers.
Establishes accelerated training program for Lodging Facility Managers.

B. Lodging District Coordinator

1. Coordinate lodging, feeding, and movement to shelter operations within Lodging Districts.
2. Coordinate registration and lodging assignments within the District with the Registration Center Supervisor.
3. Advise the Lodging Coordinator on the lodging situation within the District.

C. Section Managers

1. Coordinate lodging-feeding and shelter operations within the lodging sections.
2. Advise the Lodging District Coordinator when facilities are ready for assignments.

D. Lodging Facility Managers

1. Insure that the lodging facility is ready for occupancy.
2. Receive relocatees and assign their allotted space.
3. Establish internal organization of relocatee committees for essential functions.
4. In general, manages the relocatee population of the facility and coordinates all problems with the Lodging Section Manager until such time as a relocatee organization in the facility is established.

III. OPERATIONS

The function of the lodging staff is to designate and prepare lodging facilities for relocatees and to manage these facilities once relocatees have arrived and have occupied the facilities. Some general lodging functions and guidelines are:

A. Selection of Facilities

223,270 shelter spaces in Eddy County were surveyed and determined to have a capability to lodge relocatees. The "Reception And Care Facility Listing" is a complete record of these facilities and is on file with the Emergency Services Manager. From this list, 137,754 spaces were selected during the planning process. The detailed allocation provides sufficient space (at 40 square feet/person) for the maximum expected number of relocatees. This allocation is contained in Tab 2, which also shows the feeding facility and fallout shelter which has been assigned to the relocatees in each lodging facility. The listed facilities are generally in a pre-established priority order but the Lodging Coordinator should use good judgment and the actual situation when designating which facilities will be used first. The Lodging Coordinator must work with the Registration Coordinator during the selection process and in determining the order in which facilities are used.

B. Lodging District/Section Offices

The Lodging District Coordinators will be located at their respective Registration Center. In addition, a key building has been designated in each lodging section. The Lodging Section Manager should maintain an office in this facility. Generally, this would be the first facility filled in each section.

C. Selection of Managers

Lodging Facility Managers will be selected during the readiness phase. Generally, these would be people who are associated with the facility during normal times and who would be most familiar with the building and have ready access. Once relocatees are assigned, individuals from the relocatee population will be selected to manage their lodging facilities under the supervision of the Otero County Liaison Team. The Lodging Facility Manager will then serve in a coordinating role.

D. Relocatee Organization

Under the concept of self-care the relocatee population would be expected to manage themselves with the Lodging Facility Manager becoming a liaison for local government. Otero County authorities will direct and control the activities of their relocatees throughout the relocation. The Lodging Facility Manager should assist Otero County authorities in organizing the relocatees into a committee structure to handle at least:

1. Management
2. Security
3. Housekeeping and Sanitation
4. Information
5. Recreation
6. Feeding (if sleeping and feeding at the same facility)

E. Public Information

General information bulletin boards will be established at each feeding facility. Lodging Facility Managers should also set up bulletin boards where internal information, schedules, and rules may be posted. In addition, each facility should be supplied with at least one radio and one TV set so that emergency public information can be received. If needed, the Public Information Officer will supply additional updated information to the Lodging Facility Managers for printing.

F. Communications

The primary mode of communication between Facility Managers, Lodging Section Managers, District Coordinators and the Lodging Coordinator will be by telephone. A back-up system using citizen band or amateur radio will be established with the Section Managers having first priority. Communications requirements will be coordinated with the Communications Officer. Use of resources brought by relocatees (mobile radios) should be considered. A reception and care CB channel will be designated by the Communications Officer.

G. Supplies

Supply requirements will be coordinated through the Resource Group located at the EOC.

H. Feeding Schedule

In almost every case, feeding must be accomplished on a shift basis (two meals per day). The designated feeding facility may be handling relocatees from several facilities. Therefore, the Lodging Facility Manager must coordinate closely with the associated Feeding Facility Manager. An internal feeding schedule must be set up by each Lodging Facility Manager so that all relocatees are given an opportunity to eat and to insure an orderly feeding process.

I. Movement to Shelter

In the event of an attack warning, the relocatees must move to their designated shelter in an orderly manner. The Lodging Facility Manager will select the best route to the fallout shelters and advise the relocatees.

J. Lodging Facility Manager Procedures

A check list for Lodging Facility Managers is maintained by the Red Cross. Additional Guidelines are provided in FEMA Manual SM-11. This manual should be used in providing increased readiness training for Facility Managers and is on file in the Emergency Services Office. The Emergency Services Manager should also maintain a listing of qualified instructors.

CRISIS RELOCATION-FEEDING

I. PURPOSE

The purpose of this procedure is to define staffing requirements and actions necessary to feed relocatees in the event crisis relocation is implemented.

II. ORGANIZATIONAL REQUIREMENTS AND RESPONSIBILITIES

A. Feeding Coordinator

1. Responsible for managing the mass feeding operation.
2. Establishes and coordinates feeding schedules.
3. Assists in selection of feeding facility managers.

B. Nutritionist

1. Determines type and quantity of food to be prepared.
2. Establishes simple crisis menus to maintain nutritional balance.
3. Coordinates with the food supply officer concerning available food stocks.

C. Central Food Preparation Supervisor

1. Responsible for preparation of food at central locations.
2. Responsible for staffing of food preparation centers.
3. Procures proper food preparation equipment (coordinates with Resource Group.
4. Monitors sanitation of food preparation centers.

D. Food Supply Officer

1. Coordinates with Resource and Supply staff to insure adequate supply of food and material.
2. Coordinates the delivery of prepared food to feeding facilities.

E. Feeding Facilities Supervisor

1. Designates Feeding Facility Managers.
2. Determines when feeding facilities are ready to start serving food.
3. Coordinates and manages the serving of food to relocatees.
4. Serves as liaison with commercial establishments.

F. Feeding Facility Managers

1. Manages the operation of the feeding facility.
2. Coordinates a feeding schedule with applicable Lodging Facility Managers.
3. Coordinates staff requirements with the Feeding Facilities Supervisor.

III. OPERATIONS

The function of the feeding staff is to establish and operate food preparation centers and mass feeding facilities for relocatees. Some general feeding functions and guidelines are:

A. Selection of Feeding Facilities

Surveyed facilities having a capability for mass feeding are identified in the Reception and Care Facility Listing on file in the Emergency Services Office. From this list, 57 facilities were selected during the planning process. The selected facilities are shown on the detailed allocation (Tab A Attachment 2) in

relation to the lodging facilities each one supports. These feeding facilities are also listed separately in Attachment 2 to this Procedure. That listing is not in any priority order so the Feeding Coordinator must work closely with the Lodging and Registration Coordinators during the initial phase of relocation. The order in which feeding facilities are made ready must be determined by using good judgment and the actual situation.

B. Food Preparation

1. Many of the facilities assigned a feeding task have adequate food preparation capability and will prepare their own food. Others, however, have only limited capability for food preparation even though they have adequate serving space. Food for these facilities will be prepared elsewhere and transported to the facility for serving. 57 food preparation centers have been identified for performing this central preparation task. Attachment 1 to this Procedure summarizes the food preparation situation and lists the food preparation centers and the number of meals each would be responsible for.
2. The establishment of these food preparation centers will be dependent on the registration situation. The feeding coordinator must work closely with the Registration Coordinator in making the decision on which facilities are to open.

C. Food Delivery

Food prepared at central locations will be transported to the designated feeding facility. The Food Supply Officer will coordinate all transportation requirements with the Reception and Care Transportation Coordinator (See Tab 5, this Appendix).

D. Feeding Policy

1. Relocates remaining in congregate care facilities will be assigned to a nearby restaurant, school, church, or other suitable facility at which to take meals. Relocates in volunteer host dwellings may take meals at mass feeding facilities or eat with the host family. Host families will be provided

other supplementary assistance to defray the cost of feeding their guests.

2. Otero County officials may decide to institute a meal ticket system in order to properly control the mass feeding effort. Alternatives would be to use lodging facilities rosters or just open up feeding to all persons. Whatever system is used, provisions must allow for the feeding of all relocatees, volunteer emergency workers, city personnel and residents unable to provide for their own feeding.

E. Staffing

Feeding Facility Managers will be selected during the readiness phase from among professionals and volunteers. In the case of commercial establishments, the usual manager of that facility will continue to serve in that capacity. Under the concept of "self-care" the relocatee population would be expected to eventually replace local volunteers as managers and staff both in the food preparation and serving areas. Staffing guidelines are maintained by the Red Cross.

F. Feeding Schedules

In almost every case, feeding must be accomplished on a shift basis (2 meal periods per day: 10 meal shifts as short as one-half hour per period). Since feeding facilities may be handling relocatees from several lodging facilities, the Feeding Facility Managers must coordinate closely with their associated Lodging Facility Managers. Schedules will be established so that all relocatees are given an opportunity to eat and to insure an orderly feeding process.

G. Menus

Some basic pattern menus and feeding guidelines are contained in ARC 2219, a "Basic Course in Emergency Mass Feeding," a copy of which is on file at the local Red Cross Office.

H. Food Supplies

Food supplies for feeding relocatees will be obtained through the Resource Group. Close coordination in that area is essential. Particular attention must be given to identifying needs early and to maintaining adequate records of supplies used. Feeding equipment and food quantity guidelines are maintained by the Red Cross.

FEEDING AND FOOD PREPARATION SUMMARY

Meals Prepared Per
Meal Period

- A. ___ Commercial Facilities preparing meals
for consumption on-site only.
- B. ___ Non-commercial Facilities preparing meals
for consumption on-site only.
- C. ___ Facilities that feed but have food prepared
elsewhere.
- D. ___ Facilities preparing meals for consumption
on-site and for delivery to other feeding
facilities (see note):

Total Meals Prepared: _____

CENTRAL PREPARATION BREAKOUT (Ref item D)

<u>Ref #</u>	<u>Name</u>	<u>For on Site</u>	<u>For Other Fac</u>	<u>Total Meals Prepared</u>
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**ASSIGNED FEEDING
FACILITY LISTING**

GRANTS	LOCATION	SPACE	FEEDING
Mt Taylor Elem Schl	Jemez NM-St Encino	802	in-place
Los Alimitos Mid Schl	Mt Taylor-Elm St	1657	in-place
Mesa View Elem Schl	Washington-Smith	934	in-place
St Theresas Elem Schl	High St-Charles	231	Bldg 12
St Theresas Cath Ch	High St-Smith	141	Bldg 12
NMSU	University Blvd-Rosvlt	1628	Bldg 7
Good Samaritan Ctr	Lobo Cayn-Roosevelt	538	in-place
NMSU Branch	1500 N 3rd	937	Bldg 7
NMSU Gym, Lib, Voc	1500 N 3rd	772	Bldg 7
Elem School	Co Rd 20-Hwy 53	165	in-place
1st Bap Ch	Mtn Rd-High St	265	in-place
St Thrsa Gym	High St	741	in-place
1st Presb Ch	Nimitz-Sage St	273	Bldg 7
Mormon Ch	Bonded-Bonita St	163	Bldg 7
Ch of Christ	First-Harrison St	120	Bldg 16
K C Hall	201 E Monroe	105	in-place
Sierra Vista Elem	515 W High	445	Bldg 11
Schl Dist Adm Whr	401 N 2nd	162	Bldg 16
Franklin Jr High	700 N 2nd	1447	in-place
Grants HS	500 N Mountain St	1435	in-place
Grants HS	Mountain Rd	537	Bldg 20
MILAN			
Milan Elem	Sand-Paul St	430	Bldg 10
Immanual Bapt Ch	North-Valencia St	212	Bldg 10
1st Christian Ch	Valencia-Milan St	97	Bldg 10
Cath Ch	Sand-Paul St	135	Bldg 10
BLUEWATER			
Elem School	Pinion-Main St	522	in-place

Anaconda Gym	Hwy 334-Hwy 66	112	in-place
CUBERO			
Elem School	Hwy 124 1 Mile S	262	in-place
SAN FEDEL			
Elem School	Schl Rd-Hwy 124	407	in-place
SAN RAFAEL			
Elem School	Schl Rd-Mesaview	504	in-place
St Josep Schl	Schl Rd-Hwy 124	78	Bldg 1
FENCE LAKE DIVISION			
Fence Lake Schl	Hwy 32-Hwy 26	117	in-place

FOOD REDISTRIBUTION

I. PURPOSE

To provide planning factors and assign responsibilities to evacuating jurisdictions and sheltering jurisdictions concerning the distribution and redistribution of food.

II. SITUATION

A. Food is not essential for normal, healthy adults for the anticipated two week shelter period. However, it is essential to children, the infirm, elderly, etc. It is also necessary if shelterees to be able to work in the post shelter environment. In addition, it is of extreme importance to the emotional well-being of those who are experiencing discomfort, fear, and uncertainty.

B. Types of food consumed by those in shelters in shelters can adversely affect comfort and even survival. High protein and high fat foods can cause increased water consumption. Cooking of foods may adversely affect shelter temperature. Control, requires fuel, may be a hazard in a crowded shelter and may generate a sanitation problem.

C. Major retail grocers maintain less than a three week supply of foodstuffs. Smaller convenience type stores have less than ten days supply. This supply time is the normal rate of sales. Doubling or tripling the population reduces the supply to not over one week.

D. Almost half of the population of the state of New Mexico relocates to other communities. In addition the state hosts 15,000 from out of state. Many of the communities are small with limited food supplies.

E. Generally the high-risk areas requiring evacuation are the most populated areas of the state. Food stocking and distribution tend to follow population patterns. Host communities must absorb and support a relocation burden of an additional 100 to 180% of their normal population.

F. Evacuated large cities, such as Albuquerque and Santa Fe, contain large stocks in the major grocery stores supporting the normal population and also in warehouses and food distribution centers.

- G. A food distribution study, conducted for FEMA in 1982, determined most New Mexico food distribution warehouses were located outside the state. Approximately 50% of the food supply came from warehouses in in Texas. Colorado provided about 15%. Two major distributors warehoused just over 25% of New Mexico food within the state. The food distribution system has grown but not appreciably changed since the 1982 study.

III. ASSUMPTIONS

- A. None of the facilities designated as fallout shelters in New Mexico are stocked with prepositioned food. Some may have stocks due to their normal use as a restaurant or grocery store.
- B. Normal stocks in host communities will be inadequate to feed the numbers of persons sheltered.

IV. CONCEPT OF OPERATIONS

- A. Evacuation communities coordinate with host jurisdictions to determine the need for food redistribution to each location.
- B. Each jurisdiction predetermines the major food distributors for the grocery stores within the jurisdiction and obtains contact phone numbers for the distribution points(warehouses).
- C. Upon notification to evacuate, each evacuating jurisdiction notifies the distributors identified and instructs them to redistribute the food normally scheduled for the evacuating location to the host jurisdiction.
- D. Major evacuating cities predetermine the distribution warehouses located within their cities which provide food to stores throughout New Mexico. They discuss the New Mexico Population Plan with the distribution point manager and assess the impact of evacuation and relocation on the distribution of food. They provide each major distributor a copy of the population plan.
- E. Each major distributor uses the Population Allocation Plan to preplan a redistribution system in the event of an evacuation. Each major distributor should plan to complete emptying the distribution warehouses located within high-risk areas within three days of the order to evacuate and

redistribute the food to stores in the locations to which the state population relocates.

F. Each host jurisdiction determines facilities which may be used to warehouse relocated food.

REDISTRIBUTION OF DRUG AND MEDICAL SUPPLIES

I. PURPOSE

To provide planning factors and assign responsibilities to evacuating jurisdictions and sheltering jurisdictions concerning the distribution and redistribution of drugs and medical supplies.

II. SITUATION

- A. Medical problems in a shelter environment are expected to be three fold: Chronic illness, the spread of communicable diseases, and injuries and illness resulting from an attack or other unrelated incident.
- B. During natural disasters and other incidents many people, who are dependent on specialized prescription medicines for a cronic condition, evacuate hazard areas without taking a supply of their required medication. Such medications can usually be obtained and provided by sheltering agencies during a natural or other disaster. In the case of a nuclear attack such mediiciens may be more diffucult if not impossible to obtain.
- C. Studies indicate some 50% of the population may suffer from cronic conditions of some type; ranging from those providing discomfort such as Hay Fever, to those that are life threatening such as diabetes or Heart Conditions. A percentage may be expected to be pregnant.
- D. In addition, statistics indicate 8 to 9% will have an acute illness during a two-week shelter stay.
- E. Almost half of the population of the state of New Mexico relocates to another community. In addition the state hosts 15,000 from out of state. Many of the host communities are small with very limited or no drug or medical; supplies.
- F. Generally the high-risk areas requiring evacuation are the more populated areas of the state. Supplies of drugs and medicines and other medical items tend to follow population patterns. Host jurisdictions must absorb and support a relocatee burden of an additional 100 to 180% of their normal

REDISTRIBUTION OF DRUG AND MEDICAL SUPPLIES

population.

- G. Evacuated large cities in New Mexico normally contain significant stocks of drug / medical supplies in drug stores, medical supply companies and in local hospitals.

III. ASSUMPTIONS

- A. None of the facilities designated as fallout shelters in New Mexico are stocked with prepositioned drugs or medical supplies. A very few facilities may contain supplies due to their normal use as a drug store or hospital.
- B. Normal drug and medical supplies in host communities will be inadequate to meet the need of the numbers of persons sheltered.

IV. CONCEPT OF OPERATIONS

- A. Evacuating jurisdictions coordinate with host jurisdictions to determine the need for drug and medical supply redistribution to each location.
- B. Each evacuating jurisdiction predetermines the major drug and medical supply and using facilities (hospitals, drug stores, clinics, etc.) Within the jurisdiction obtains contact numbers.

C.

CRISIS RELOCATION-TRANSPORTATION

I. PURPOSE

The purpose of this procedure is to define staffing requirements and actions necessary to meet the transportation needs of crisis relocation.

II. ORGANIZATIONAL REQUIREMENTS AND RESPONSIBILITIES

A. Transportation Coordinator

1. Responsible for organizing and managing transportation efforts associated with crisis relocation.
2. Establishes system to transport relocatees from registration to lodging facilities as required.
3. Develops mass transit system for relocatees in coordination with risk county authorities.
4. Supports transportation to the Emergency Clinic for relocatees' required non-emergency care.
5. Insures prepared food and food supplies are delivered as required.

B. Public Transportation Assistant

1. Assists the Transportation Coordinator and perform his duties in his absence.
2. Establishes and manage any public transportation as required.
3. Assists the Eddy County Liaison Team in movement of critical workers to the risk area.
4. Serves as back-up to Transportation Coordinator.

C. Food Delivery Assistant

1. Arranges for the delivery of centrally prepared food to the mass feeding facilities.
2. Coordinates the transportation of food supplies to the Food Preparation Centers.
3. Coordinates delivery of food supplies to designated commercial facilities.

III. OPERATIONS

The function of the transportation staff is to provide for the delivery of food supplies and prepared food as required and the management of any needed public transportation. Some general transportation functions and guidelines are:

A. Public Transportation

1. Movement Phase: It is anticipated that the majority of the 35,000 relocatees coming from Otero County will travel in private vehicles. Using the current figure of three persons average per family, this means a potential of almost 7000 vehicles. In actuality, the number will be somewhat less because some relocatees will go elsewhere, others will be transported by public conveyance, and there could be a degree of car pooling. Relocatees arriving by private vehicle will use their vehicles to travel to their Lodging Section after registration. After arrival and the vehicles are unloaded, they will be parked in designated mass parking areas and will not be used during the relocation period. Vehicle security will be provided (Reference: Annex D, Law Enforcement).
2. Relocated Phase: There is no plan to set up a general mass transit system within the City of Artesia, Carlsbad, or Loving. Most relocatee facilities are within reasonable walking distance of essential services. The possibility of establishing a loop bus service to medical facilities or parking areas will be

considered by the Risk Area Liaison Team after arrival. Any mass transit system will be managed by the Risk Area Liaison Team utilizing relocated equipment. Some support can be expected from local resources.

B. Specialized Transportation

Special transportation services such as Handi-bus will be continued to usual clients. Consideration will be given to expand such services to handicapped and elderly relocatees.

C. Food Supply Delivery

The supplies of food needed by the feeding facilities preparing food must be transported from those stores and/or warehouses designated as primary central supply areas. The Food Delivery Assistant will coordinate with the Resource Group in making delivery arrangements.

D. Prepared Food Delivery

Food prepared at central locations must be transported to other sites for serving. The Food Delivery Assistant will coordinate with the Food Preparation Supervisor in arranging delivery.

E. Shelter Supply Delivery

If attack seems imminent or subsequent to an attack warning and prior to fallout arrival, the shelter stocking plan should be implemented. The Transportation staff will support the Shelter Coordinator in moving available food and supplies to fallout shelters.

F. Vehicle Support

Vehicles and drivers to support transportation requirements will be obtained through the Resource Group. The Otero County Emergency Services Manager maintains a listing of bus resources. Risk area bus resources will be utilized when they have completed their primary mission of transporting relocatees from the risk area.

EQUIPMENT EVACUATION AND DISTRIBUTION

I. PURPOSE

To provide planning factors and assign responsibilities to evacuating jurisdictions and sheltering jurisdictions concerning the evacuation and distribution of heavy equipment, earth moving equipment, construction equipment, portable power generators, air compressors, fire equipment, ambulances, etc.

II. SITUATION

- A. Shelter upgrade will require considerable earth-moving equipment, especially front-end loaders and dump trucks, and may also require portable generators to provide lighting so shelter upgrade may continue around the clock.
- B. Almost half (734,100) of the population of the state relocates to other communities. In addition the state hosts 15,000 from out of state. Many of the host communities are small with very limited heavy equipment or power generators.
- C. Generally the high-risk areas requiring evacuation are the most populated areas of the state. These larger populations centers tend to have considerable earth moving and generator equipment, both government owned and private. In addition, some contain facilities selling such equipment.
- D. If a nuclear attack should occur, target areas will require considerable heavy equipment to clear debris and begin reconstruction of the community. Other specialized equipment such as police, rescue, fire, etc. will be needed to permit the community to return to normal life.

III. ASSUMPTIONS

- A. Many of the host jurisdictions have sufficient earth moving equipment to permit upgrading the required number of facilities to meet fallout standards.
- B. Construction equipment and specialized vehicles left in the high-risk areas will be destroyed in the event of a nuclear attack.

IV. CONCEPT OF OPERATIONS

- A. Evacuating jurisdictions precoordinate with host communities to determine the need for additional heavy/earth moving equipment and portable generators to expedite shelter upgrading at each hosting location.
- B. Evacuating jurisdictions precoordinate with host jurisdictions to determine the need for additional specialized equipment, such as police, fire, rescue, etc.
- C. Each evacuating jurisdiction assigns the needed heavy equipment and specialized vehicles to specific host jurisdictions. Remaining equipment and vehicles are designated for distribution to nearby predetermined dispersal locations to protect from damage or destruction in the event of an attack.
- D. Each evacuating jurisdiction will determine the inventory of private/corporately owned construction and heavy equipment essential for reconstruction of the community following a nuclear attack.
- E. Plans will be made with each company possessing such equipment for its use/dispersal in the event of an evacuation. It may be relocated to host jurisdictions to assist in shelter upgrade if shortfalls in government equipment exist. Otherwise it is dispersed with excess government equipment and special vehicles.
- F. Upon notification to evacuate, each evacuating jurisdiction dispatches the necessary heavy equipment to sheltering host jurisdictions. Remaining heavy equipment and specialized vehicles are dispatched to dispersal locations.

ALLOCATION OF KEY PERSONNEL

I. PURPOSE

To provide planning factors and assign responsibilities to evacuating jurisdictions and sheltering jurisdictions concerning the designation, evacuation, and distribution of persons holding certain skills essential to timely shelter upgrading and successful sheltering for a two week minimum period.

II. SITUATION

- A. During a sheltering operation, certain skills are essential to timely and efficient shelter upgrade and to the comfort and survivability of persons in shelters.
- B. Generally the evacuating areas the more populated areas of the state. These areas tend to have large numbers of persons in occupational skills essential to survival and successful shelter operation.

III. ASSUMPTIONS

- A. Shelter upgrade will proceed faster, more effectively, and result in better prepared shelters if a greater number of engineers, construction superintendents, heavy equipment operators, etc. are available to preform of supervise the work.
- B. Certain occupations/skills are essential to the comfort and welfare of the population while in the shelter for an extended period. These include doctors, dentists, nurses, medical technicians, druggists, experienced cooks, veterinarians, fire technicians, police, etc.
- C. The assignment of the population of high-risk areas to host jurisdictions based on geographical location of residence will not provide equitable distribution of essential skills.

IV. CONCEPT OF OPERATIONS

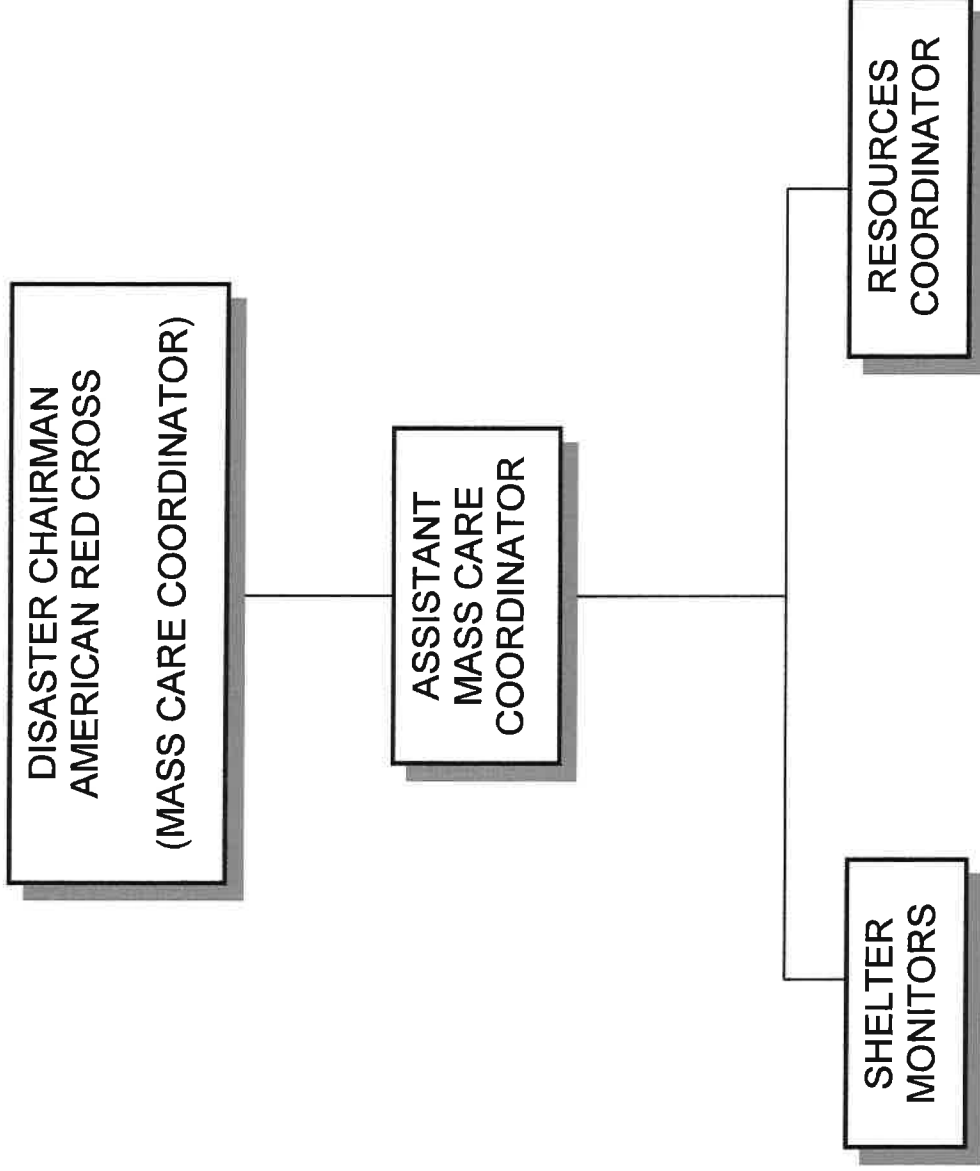
- A. Evacuating jurisdictions precoordinate with host jurisdictions to determine the

ALLOCATION OF KEY PERSONNEL

specific skills needed for shelter upgrade and for shelter staffing.

- B. Evacuating jurisdictions develop a listing of personnel possessing key skills. Lists are developed through contact with the local medical associations, hospitals, trade unions, professional associations, etc.
- C. Each evacuating jurisdiction allocates its essential skills to its host jurisdictions based on skill availability and need.
- D. Each jurisdiction develops its own system for assigning such personnel (and their families) by name to host jurisdictions, and identifying them to the hosts.
- E. Evacuating jurisdictions determine if police, fire, rescue, ambulance, heavy equipment operators, etc. disperse/evacuate with their vehicles/equipment.

IN-PLACE PROTECTIVE SHELTER



OTERO COUNTY LEOP
ANNEX L

TAB C

Shelter Management L-57

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STORM SHELTERS ALAMOGORDO

<u>Class</u>	<u>Name of Location</u>	<u>Location</u>
A	Alamo Fed	400 10th
A	US West	605 12th
A	Alamo Mid-Hi	Hawaii St.
A	North Elem	13th St.
A	1st Baptist Ed Build	3221 11th
A	St. Johns Episcopal	1114 Indiana
A	US Post Office	900 Alaska
A	Hamilton Funeral Home	500 10th
A	Sears Funeral Home	2301 1st
A	White Sands Mall	3199 N White Sands
A	School Vis. Handicapped,gym,pool	1900 N White Sands
A	Firestone Auto Supply	1110 N White Sands
A	Palace Transfer & Storage	101 7th
A	Otero County Courthouse	1000 NY Ave.
A	Federal Building	1101 NY Ave.

STORM SHELTERS CLOUDCROFT

<u>CLASS</u>	<u>NAME OF LOCATION</u>	<u>LOCATION</u>
A	The Lodge	Curlow & Corona
A	Old High School	Hwy 82, 130
A	High School Main Bld.	Hwy 82
A	Elementry School	Hwy 82
A	Church of Christ	Shallow Place
A	1st Baptist Church	Main St.
TULAROSA		
A	Jr. High School	504 1st
A	Methodist Church	109 Grando St.
A	United Methodist	Grando & 2nd.
OTERO COUNTY		
A	Elementry School	Hwy 545, La Luz
A	Bld. 9558 Yurt Mag. McGregor	Oro Grande
A	Bld. 9690 McGregor	Oro Grande
A	Bld. S9910 Yurt Mag McGregor	Oro Grande
A	Bld. 24072 WSMR	E LC 38
A	Bld. 24072 WSMR Tunnel	E LC 38
A	Lucky Tunnel Mine	Oro Grande

**EMERGENCY MANAGEMENT AGREEMENT
FOR ESTABLISHING STORM SHELTERS**

The undersigned hereby grants permission for the premises known as

located at (address)

to be used by the public as a storm shelter during the hours specified below.

Premises available (hours)

Premises not available (hours)

Exceptions

Owner/Manager/Custodian

Date

Otero County
Emergency Services Manager

Date

SHELTER OPERATIONS-NUCLEAR ATTACK

I. PURPOSE

To establish procedures for the protection of the population of Otero County from the effects of a nuclear attack by:

- A. Directing residents, transients and, if crisis relocation has been implemented, relocatees to the best available fallout protection,
- B. Informing the population of proper self-protection actions,
- C. Supporting the sheltered population within the limitations imposed by the post-attack environment,
- D. Releasing the population from shelter when the effects of nuclear attack no longer constitute a significant hazard.

II. SITUATION

A. Weapons Effect Hazard

Otero County is perceived to be a target area in the event of a nuclear attack. As a result, the probability of Otero County being subjected to the direct effects of a nuclear detonation is likely. The most probable hazard which will affect the entire county will be radioactive fallout resulting from nuclear strikes in Alamogordo and Holloman. While fallout patterns cannot be precisely predicted, most of the county will not be affected. Otero County would be in a "high risk" category for the seven-day period following an attack. Under those circumstances, shelter providing Category 1 (PF 20-39) protection would not be adequate; Category 2 (PF 40-69) shelter is highly desirable, if available.

B. Population To Be Protected

1. Residents: The official 1990 census estimates the Otero County resident population to be 54,381 . Distribution of the population is:

<u>Jurisdiction</u>	<u>Population</u>
a. Alamogordo	est. 35,000
b. Tularosa	est. 2460
c. Cloudcroft	est. 630
d. Otero County	est. 16,910

2. Transients: there should only be minimal transient population in the County, and these can be handled by the public shelter system assuming that some home basement sharing occurs.
3. Relocatees: since Otero County is considered to be a target area, the county has not been designated as a host county and should not receive any relocatees.

C. Shelter Resources:

An update survey to identify protective shelter facilities was accomplished in the county in 1991. While the update survey provides the primary source of shelter information, a follow-up survey was conducted in 19__ by local personnel to verify survey information. A completed listing of all existing and upgradeable shelter facilities is maintained by the Otero County Emergency Services Manager.

Existing Public Shelter: the shelter survey lists 125 buildings with a total of 9421 spaces. By protection category there are:

a. Category 2-3 (PF 40-99)	3338	spaces
b. Category 4+ (PF 100+)	6083	spaces

2. Upgradable Public Shelter: during the shelter survey made in 1990 to identify public fallout shelters, buildings were also identified which could provide

shelter after upgrade activity. As many as 32,212 additional spaces could be made available by upgrading.

- a. In-place mode (no crisis relocation): since there is sufficient protective shelter in Otero County, a mandatory shelter upgrading program is not needed. However, during an increased readiness period, consideration could be given to improving existing shelter capabilities through an upgrade program. A shelter upgrade priority listing is shown in Attachment 4 to this Appendix.
- b. Relocated mode (crisis relocation implemented): upon implementation of crisis relocation, an upgrading program must be established to insure sufficient protective shelter for the relocatees. (See Attachment 5 for upgrading summary.) Specific buildings designated for upgrading are listed in Attachment 3 to this Appendix. The primary work force for upgrading will come from the relocated population.

D. Emergency Operations Center:

The Emergency Operations Center is located at 301 Texas. The EOC is a protected area with 100 upgradable CAT 2+ (PF 40 or better) spaces, and shelter operations will be directed from this area. Should the primary EOC become untenable, 700 Virginia will be used as an alternate.

III. ASSUMPTIONS AND PLANNING FACTORS

A. Sheltering Modes

Increase readiness actions will be carried out so that Otero County officials can be prepared to implement either of two shelter modes:

1. In-place Mode (CSP): in this posture, only the residents of Otero County and a number of transients would require sheltering. In-place actions are generally based on a short warning time.
2. Relocated Mode (CRP): as defined, this is the mode designed to move people from perceived "risk" areas. Generally, relocation actions will not be

directed until determined prudent or necessary because of a deteriorating world political situation. If crisis relocation is implemented, the affected population in Eddy county will triple increasing the sheltering requirement.

B. Shelter Criteria

The following criteria for Otero County is based on a prediction that the initial seven-day unprotected radiation dosage will be in the "high" category. (Source: NAPB)

1. Protection Factor: although the availability of shelter space dictates the use of Category 1 (PF 20-39) shelter spaces, these spaces should be upgraded to the extent possible in the time frame available between attack and fallout arrival.
2. Shelter Size: to make maximum use of available Category 2-3 and better shelter spaces for the resident population, there is no minimum requirement established for shelter size.

C. Shelter Options

1. Residents: in the event a shelter situation develops in Otero County, residents should take one of the following actions:
 - a. Those having home basements which provide PF 20 or better should plan on sheltering in their basements improving their sheltering capability as time and available material will permit. The Community Shelter Plan Emergency Public Information (EPI) Supplement (Annex C) contains guidelines for determining home basement protection factors.
 - b. Those not having home basements should seek shelter with neighbors, friends, or relatives who have sufficient space.
 - c. Those not having access to any home basements providing a protection factor of PF 20 or better should travel to public shelter in the major town designated for them. Attachment 1 to this Appendix shows the allocation for each township in the county. Sheltering capability of public shelters

should be improved as much as time and material permits.

- d. A last resort action would be to construct expedient shelter following instructions contained in Emergency Information Packets which will be provided to and published by the local newspaper and in pamphlets available from the Emergency Services Manager.

2. Relocatees (CRP Implemented): will move from their mass care facility (if not a shelter) to their assigned fallout shelter facility.

D. Special Use Facilities

Certain facilities within the county have been designated for special use purposes. Special use purposes are defined as: health and medical; local government; law enforcement; fire and rescue; and such special purpose needs as determined by local government on an individual basis. Special use facilities in Otero County are identified on the Shelter Data forms, Attachments 2 and 3 to this Appendix.

E. Travel Considerations

There are not enough homes with home basement spaces to provide shelter protection for the entire population of the county. Consequently, a number of both urban and rural residents will have to shelter in public shelters. An allocation of existing "best spaces available" has been made to insure sufficient public shelter spaces for the resident population who will need to travel to areas where public shelter is available. (Reference: Attachment 1)

1. Travel Time: The projected strike areas which will produce fallout in the county introduces a considerable variance in time projections for the arrival of fallout after actual strikes have occurred. Fallout projections indicate that the Alamogordo/Holloman area will be subjected to fallout from strikes. Based on 1 MT bursts, an effective wind speed of 30 MPH and a distance of 3 statute miles, the standard Miller fallout projection model indicates fallout would arrive in approximately 30 Mins. This estimate would not permit adequate time for residents to immediately proceed to shelter and conduct some shelter improvement before fallout arrival. It must be clearly understood that this projection is a median projection based on one set of circumstances, and

variables in weapons size or wind conditions could greatly affect fallout arrival time. The significance of this projection is that the resident population must seek shelter immediately and minimal time may be available for shelter improvement. Fallout arrival will be determined by radiological detection procedures (Reference: Annex I).

2. Travel Mode: in urban areas, travel to shelter will be on foot or vehicle. Provisions will be made for movement of the aged and infirm. Rural residents will drive to shelter facility areas allocated in the Shelter Allocation Summary, Attachment 1 to this Appendix. The maximum distance any resident would need to travel to reach the allocated shelter area is approximately 15 miles.

IV. ORGANIZATION/RESPONSIBILITIES

- A. The shelter organization in Otero County will basically consist of a Shelter Systems Coordinator who will be responsible to the Otero County Emergency Services Manager and local Civil Defense Directors of the communities where protective shelter has been allocated. The Shelter Systems Coordinator may elect to establish an expanded functional staff to assist with the various tasks which need to be accomplished. A suggested functional staff organization and some basic tasks are shown in items 3 through 6 below.

1. Civil Defense Director
 - a) Coordinate overall shelter operations.
 - b) Advise the Executive Staff on shelter matters.
2. Shelter Systems Coordinator
 - a) Maintain current fallout shelter listings.
 - b) Manage overall shelter operation.
 - c) Designate Fallout Shelter Managers.
 - d) Coordinate shelter upgrading program with the Public Works Director.

- e) Implement and coordinate the shelter stocking and marking programs (see Tabs A and B).
 - f) Serve as an advisor to the Executive Staff on shelter matters.
3. Shelter Training Officer
- a) Recruit potential Fallout Shelter Managers.
 - b) Institute an accelerated Fallout Shelter Manager Training Program (see TAB C).
4. Shelter Stocking Supervisor
- a) Provide for stocking of food in public and relocatee fallout shelters (see Tab A).
 - b) Assist the Radiological Officer in distribution of radiological equipment (see Annex I).
 - c) The requirement for water for each facility to be used as a fallout shelter is shown in Attachments 2 and 3 to this Appendix.
5. Shelter Operations Supervisor
- a) Coordinate resident (public) shelter and relocatee assignment to fallout shelters.
 - b) Conduct shelter marking program (see Tab B).
 - c) Monitor the upgrading program and recommend priorities.
 - d) Serve as assistant to the Shelter Systems Officer.
- B. Actions which must be taken by other government functions are contained in other Annexes to this plan. Functions which have a direct involvement with sheltering activity are:

1. Direction and Control (Annex A): the Executive Group will make all final

decisions on matters pertaining to protective sheltering. The Otero County Emergency Services Manager will provide overall coordination. Local Emergency Coordinators will be directly responsible for all shelter activity including resource management.

2. Communications (Annex B): the Communications Officer will be responsible for establishing and maintaining adequate communications with all agencies and governments involved. Responsibilities include establishing communications between the EOC and shelters, maintaining communications with State Civil Defense, and providing situation reports. This position is also responsible for sounding the attack warning.
3. Emergency Public Information (Annex C): the Public Information Officer (PIO) is responsible for keeping the public advised as to the emergency situation. The PIO plays an important role through coordination with the news media in advising the public of proper actions to take. All public information activity will be coordinated through the Emergency Operating Center.
4. Fire Services (Annex E): all Fire District Chiefs are responsible for fire control and rescue activities in their respective fire districts.
5. Health and Medical (Annex F): the health coordinator coordinates emergency medical care and treatment for the ill and injured and coordinates assignment of available medical personnel and equipment. The Health Officer safeguards public health, minimizes incidence of communicable disease, and coordinates burial, both during and after the shelter phase.
6. Law Enforcement (Annex D): the Otero County Sheriff and the law enforcement officials of local communities are responsible for all law enforcement, traffic control, and security functions within their respective jurisdictions. Their shelter operations responsibilities include assisting the population in movement to shelter and protecting vital property and resources.
7. Public Works (Annex G): the Director of Public Works of each community is responsible for maintenance and restoration of utilities and services and street and highway clearance and repair. Director of Public Works will have the primary responsibility to support a shelter upgrading program.

8. Radiological Protection (Annex I): the Radiological Officer will be responsible for shelter monitoring, reporting, and recommending shelter emergence.
9. Resource Management (Annex H): the Resource Management Coordinator will be responsible for the control and allocation of supplies and material required for the general care and welfare of persons housed in mass care facilities and for equipment required to support a shelter upgrade program.

V. SHELTER ALLOCATION

Attachment 2 to this Appendix is a specific shelter allocation for the residents of Otero County. As stated before, this resident allocation remains the same regardless of shelter mode declared. Attachment 3 is the allocation with relocatee shelter assignments added. A summary of the allocation follows:

A. In-place mode

1. Residents to be sheltered	70,000
2. Allocated to public shelter	17,000
Category 4+ (PF 100+)	6,083
Category 2-3 (PF 40-99)	3,338
Category 1 (PF 20-39)	None
3. Home basement spaces	unknown
4. Upgraded shelter	32,212
TOTAL SPACES ALLOCATED	41,633

B. Relocated mode (if implemented)

County resident's allocation will not change. The potential relocated population

will be allocated as follows. (Reference: Attachment 3)

1. Relocated population 21,000

2. Allocated to existing public shelters

Category 4+ (PF 100+) 2,999

Category 2-3 (PF 40-99) 19,790

Category 1 (PF 20-39) None

3. Home basement spaces Unknown

4. Upgraded shelter 200,481

TOTAL SPACES ALLOCATED 223,270*

* excess spaces allocated for flexibility of use as needed.

C. Home Basement Allocation

CAT 1 (20 PF) or better home basement spaces have been allocated to residents based on the Home Fallout Protection Survey (HFPS) as adjusted. General guidelines for determining home basement protection factor are (Source: DCPA CPG 2-1A6):

1. Single-story homes with average basement wall exposures (i.e., above-ground) of less than two feet will provide a maximum of PF 20 along the outside walls in the basement.
2. Homes with two or more stories and two feet or less average basement wall exposure will provide a maximum of PF 40 along the outside walls in the basement.
3. Single-story homes with average basement wall exposure greater than two feet can be improved to PF 20 by sandbagging the exposed walls or mounding earth against them, and increasing the overhead mass, such as sandbagging on the first floor.

4. Similarly, multi-story homes with basement wall exposure greater than two feet can be improved to PF 40 by sandbagging or mounding earth, and increasing the overhead mass, such as sandbagging on the first floor.
5. Generally, fallout protection in home basements is least in the center of the basement and greatest in the corners and along the walls, assuming that most of the basement is below-grade level or that upgrading action has been taken.

D. Detailed Allocation

1. In-place and Relocated Modes - Residents: 80 shelters have been allocated for county residents. A shelter Data Form - In-place Mode (CSP) is Attachment 2 to this Appendix and lists the shelters in Otero County and the allocation to each one. A summary of allocated shelters and total spaces by area:

<u>Location</u>	<u>Shelters</u>	<u>Spaces</u>
Tularosa	9	8,000
La Luz	1	4,361
Southeast Otero	2	418
Alamogordo	29	17,614
Cloudcroft	9	8,473
Mescalero	7	8,618
Oro Grane	6	4,326
TOTAL	63	51810

VI. CONCEPT OF OPERATIONS

Shelter activity and preparedness actions are carried out during three clearly defined time phases. Of these three phases, one, the Response Phase, consists of two activity periods: Increased Readiness Period and Attack Period. The Increased Readiness Period is basically an acceleration of actions not accomplished during the peacetime phase and specific actions required in preparation for the reception of relocatees. Action essential to each phase of operation should be thoroughly reviewed and understood by the Emergency Staff and supporting personnel prior to implementation of the plan.

A. Operational Periods

1. Increased Readiness Period: this phase begins when Otero County officials are advised by State Civil Defense or federal officials to implement increased readiness activities. Some specific activities are:
 - a. Initiate fallout shelter stocking,
 - b. Initiate fallout shelter marking,
 - c. Recruit shelter managers,
 - d. Accelerate shelter manager training,
 - e. Assign shelter managers as training is completed,
 - f. Make preparations for shelter upgrading,
 - g. Initiate shelter upgrading program on arrival of relocatees (if necessary).
2. Attack Period: this phase begins when an attack warning is received or detonations are either observed or confirmation is received that detonations have occurred. Actions taken in this phase will be dependent upon the cause factor initiating the phase.
 - a. Move the resident population (and relocatees if under CRP mode) into shelter,
 - b. Conduct expedient shelter stocking for shelters not previously stocked

until completion or the arrival of fallout,

- c. Move emergency workers into shelter when fallout arrives,
 - d. Maintain in-shelter posture until officially terminated by state or federal officials or until lowered radiation levels as determined by local monitoring would indicate that it is safe to emerge.
3. Post Attack/Recovery Period: this period begins when information is received from state or federal officials that the Attack Period is terminated. Prior to final termination of the Attack Period, residual radiation levels may be such as to permit shelterees to leave shelter for controlled periods to perform critical tasks. Actions to be taken during the Post Attack Period are:
- a. Make shelter emergence decision based on radiation levels,
 - b. General cleanup of shelter facilities,
 - c. Release of relocatees to return to home area,
 - d. Return of remaining shelter stocks and supplies to designated receiving point.

B. Protective Sheltering Policy

1. To the extent possible, protective sheltering in public shelter for the residents of Otero County will be in facilities with Category 2 or better protection. Where it has been necessary to allocate residents to Category 1 shelter, a shelter upgrading program will be attempted, time permitting. Shelter allocation will remain the same regardless of whether the in-place (CSP) mode or relocated (CRP) mode has been implemented.
2. Movement to shelter will begin immediately upon an announcement to the public of either:
 - a. Receipt of an attack warning through the established warning network, or
 - b. Confirmation that nuclear detonations have occurred.

3. Residents who will use their home basements for shelter should use the time between the initial warning and the arrival of fallout to improve their basement protective capability. Residents who will use public shelter should move to shelter and use the intervening time to improve the shelter protective capability, as possible. Local radiological monitoring will be conducted by monitoring personnel who will advise the EOC of the arrival of fallout. The EOC Director will warn the residents of fallout arrival by the most expeditious means and direct residents to take shelter.
4. Once residents and relocatees have taken shelter subsequent movement to other shelter should not be attempted, except for a situation which would make a shelter totally untenable or result in a condition which would constitute a greater hazard to the shelterees then would movement to another shelter. The decision of both the need and the advisability to move would jointly rest with the Shelter Manager and the Shelter Monitor. Except for extreme emergency, a decision to move would have to be coordinated with the Shelter Systems Officer and the Radiological Officer in the EOC.
5. This Shelter Operations Plan for Eddy County provides for the allocation of population (resident and relocatee) to shelter without regard to race, sex, color, or national origin.

C. School Children

Children in school should be picked up by parents for sheltering as a family unit, if time and circumstances permit. Children not picked up will be moved to the closest public shelter.

VII. ADMINISTRATION AND LOGISTICS

A. Administration

Accurate records will be maintained covering the acquisition and use of food items and all other materials used in supporting the fallout shelter operations. These records will be the primary source of information to substantiate reimbursement to

local retailers and for requests for cost sharing made to state and federal governments.

B. Logistics

An ongoing inventory of supplies needed for a protective shelter period will be maintained to assure equitable distribution of supplies and to support any resupply action from outside sources. Federal planning includes a resupply action during an increased tension period from wholesale sources normally supplying businesses in Eddy County. Federal distribution of commodity stockpiles will not occur until a Post Attack Period.

C. Training

1. Shelter Manager and Shelter Monitor training during peacetime will be conducted from time to time to insure a maximum number will be available if a shelter environment situation should develop. In addition, personnel trained as Shelter Monitors would be available to provide a radiation detection capability in the event of a disaster or accident in which radioactive material was involved (see Annex I).
2. After crisis relocation implementation, expedient Shelter Manager and Monitor training will be conducted to insure a sufficient number of managers and monitors for all shelters.

SHELTER ALLOCATION SUMMARY
OTERO COUNTY

AREA	1990 POPULATION	SPACE ALLOCATION - THIS AREA				ALLOCATED TO ANOTHER AREA	REMARKS
		HOME PUBLIC SHELTER	CAT1	CAT 2-3	CAT 4+		
Tularosa	2460	0	7803	619	370	0	
Mescalero		0	8188	339	91	0	
Cloudcroft	630	0	7798	515	414	0	
Alamogordo	35,000+	0	0	3013	2928	35,000	
OTERO COUNTY							
La Luz		0	4361	0	0	0	
Southeast		0	418	0	0	0	
Oro Grande	total CO 19,000+	0	0	22	4304	0	

SHELTER DATA FORM-INPLACE MODE

The following shelter data forms show the shelter allocation for Otero County during an in-place mode. The shelter data forms and maps show all the available fallout shelters in the county.

	<u>Description</u>
Map Ref #	This number is used to locate the facility on the maps following the forms.
NFS Fac #	This is the number assigned to the facility in the National Shelter Survey.
NFS Spaces	These are the number of fallout spaces, by protection category, that exist in each of the surveyed buildings.
Allocated	The number of fallout shelter spaces (by PF category) that have been designated to residents is shown.
Upgraded Spaces Used	If any upgradable spaces are needed, those that are allocated to residents are shown.
Soil Required	The amount of dirt needed to upgrade this facility to provide the listed number of allocated spaces.
Marked Blank	"Y" = Marked = Not Marked
Water	The minimum amount of water needed for the assigned spaces for a 14-day stay.
Rad Kits	The number of radiation detection kits needed for this

facility.

Special Use

"X" in this column indicates that a portion of or all of the shelter spaces in the facility are allocated for a special purpose or for emergency workers. (See pages J-___ and J-___ for specific usage).

SHELTER DATA FORM-RELOCATED MODE

The following shelter data forms show the shelter allocation after the assigned relocatees have been included. Resident shelter assignments stay the same as shown in Attachment 1. Relocatee allocations are shown by a "*" in the allocated columns. The description of the form is the same as for in-place mode (Attachment 2) with the following exception:

CRP Ref #/CSP

This column now includes those shelters which will be added in a crisis relocation situation. Added facilities are shown by an alpha-numeric designator only. (ie: A-1, B-2, etc). If a facility used under in-place mode has an additional use during relocation both reference numbers will be shown.

Symbol

The symbol "#" shown after a number in the map reference column indicates that the facility is to be used as shelter by both residents and relocatees.

Special Use

The number in this column refers to the special use notes on the last page of the shelter data form. It indicates that a portion of or all of the shelter spaces in the facility are allocated for a special purpose or for emergency workers.

**SUGGESTED PRECAUTIONARY
MEASURES FOR IN-PLACE SHELTERING**

I. WINTER STORM WARNING

- A. Stock pile plenty of fire wood. Bring as much wood inside as possible to keep it dry.
- B. For homes without fire places keep propane tanks full.
- C. If your home is located in a part of the county that may receive heavy snow stock up on non perishable and can good items that don't require cooking.
- D. It is possible for the electric power to fail. Stocking up on the following items will increase your survivability in the event severe storms over come the area and rescue forces are employed:
 - 1. Water-fill as many clean containers as possible. At least a 14 day supply.
If necessary fill the bath tub.
 - 2. Matches and candles.
 - 3. Batteries for flashlights and radios.
 - 4. Provide ways to contain human waste such as a port-a-potty. In an emergency, one can be made using some wood lined with a heavy plastic bag. Also keep on hand several bottles of septic waste liquid to reduce odors and help devolve solid wastes.
reducing
 - 5. Insure that prescriptions are filled to last at least 14 days.
 - 6. Insure someone knows where your home is located and that you will or will not be at home.

**SUGGESTED PRECAUTIONARY
MEASURES FOR IN-PLACE SHELTERING**

II. HAZARDOUS MATERIAL INCIDENTS

Hazardous Materials can be extremely deadly. A Hazardous Material incident can happen a any time with or with out warning. Quick action can save your life and others as well.

A. During a Hazardous Material incident that could effect the populace and the decision is made to evacuate the following procedures should be followed:

1. Secure and leave your home or business immediately.
2. If possible take some food, water, portable radio, medicines, flashlight and other necessities.
3. Listen to the radio for evacuation routes out of the danger area.
4. Be patient, law enforcement officials will move traffic as efficiently as possible.
5. If school is in session, the bus companies will transport students back to their homes when possible. If the students destination is in the danger zone they will be taken to a safe area. If the student is normally being picked up by the parent and not assigned a school bus, the parent should pick up their children at the school.

B. During a hazardous material incident that could effect the populace and the decision is made to notify the public to in-place shelter, to following guidelines should be taken:

1. Turn off all air conditioners and coolers that use water.

**SUGGESTED PRECAUTIONARY
MEASURES FOR IN-PLACE SHELTERING**

2. Close all vents, doors and windows. Using plastic and tape, cover all openings that lead to the outside. Also check for holes in walls where pipes and wires are located and seal these.
Locate the dryer vent and seal this area.
3. Once notified to in-place shelter stay in doors,
4. If not at home go to the nearest building for shelter. Notify the store or home owner of the situation and suggest the above measures be taken.
5. listen to the radio for further information and additional in-place shelter measures that may be required.

SHELTER UPGRADE REQUIREMENTS SUMMARY

County	Estimate	Population	At Risk	Shelters	Upgradable	Shelter Spaces	Total
Bernalillo	515,198	465,912	--	--	3,696	---	3,696
Catron	2,700		--	--		839	2,651
Chaves	60,820	44,500	6,997	35	7,232	2,897	1,059
Cibola	23,000		104	75	19,855	9,856	33,750
Colfax	14,715		4,805	6,906	9,572	22,543	22,470
Curry	44,031	38,555	259	70	3,063	3,029	703
De Baca	2,400		100	220	1,262	--	524
Dona Ana	122,270	10,000	13,845	11,450	9,181	82,687	70,953
Eddy	55,754		2,999	19,790	56,577	70,691	73,213
Grant	27,567		3,171	67,396	31,374	41,073	19,994
Guadalupe	4,400		719	19	4,516	4,850	4,688
Harding	1,000		594	--	---	3,454	414
Hidalgo	6,112		120	707	3,236	10,533	3,277
Lea	71,779		5,638	106,900	69,658	75,068	81,421
Lincoln	15,731		1,105	1,008	2,196	18,142	25,681
Los Alamos	18,619		1,670	21,179	4,912	18,110	24,019
Luna	19,461		2,124	3,274	24,445	9,374	29,818

OTERO COUNTY LEOP

McKinley	70,738	30,000	221	11.112	26,642	15,354	17,234	70,563
Mora	4,854	284	--	--	--	394	4,747	5,425
Otero	54,381	39,676	6,083	3,338	7,226	19,305	5,681	41,633

SHELTER STOCKING

I. PURPOSE

The purpose of this Tab is to establish procedures and define responsibilities for the stocking of public fallout shelters in Otero County and to insure that a sufficient amount of supplies necessary for survival are or will be available to those public fallout shelters used in the event the Shelter Operations Plan is implemented.

II. ASSUMPTIONS

Some basic assumptions which will affect planning for shelter stocking are:

- A. Both individuals and families will bring with them as much food and water as they can.
- B. Individuals and families choosing to remain in their own basements will provide their own supplies.
- C. Individuals and families will provide their own special foods and medicines.
- D. Re-supply, if any, of public shelters will be from local resources and will be accomplished only after radiation levels have subsided sufficiently to permit activity outside the shelters.
- E. Shelter feeding will be extremely austere and intended for survival only.

III. RESPONSIBILITIES

- A. It will be the responsibility of the Shelter Stocking Supervisor, if assigned, working with executives of each town in Otero County where there is public shelter, to implement actions to stock public shelters. If a Stocking Supervisor is not assigned, the Shelter Systems Officer will be responsible.
- B. Local supply resources will be utilized to the fullest extent possible.

- C. Otero County Emergency Services Agency will support the stocking plan to the maximum extent possible.

IV. OPERATIONS

A. Peacetime Stocking Procedures

The federally supported shelter stocking program which provided food items, medical kits, sanitation kits, radiological monitoring kits, and water drums and liners to qualified public shelters is no longer in effect. In the event the federal government should reinstitute shelter stocking activity in the future, Otero County will participate to the fullest extent possible.

B. Increased Readiness Stocking Procedures

1. Upon declaration of an increased readiness period or the receipt of an attack warning, the Executive Staff will direct the EOC Director or Shelter Systems Officer to initiate the shelter stocking program.
2. Food: based on the current information, enough food items will be obtained and placed into the shelters to last the occupants for a 14-day period.
3. Water: while it is considered likely that a portion of Otero County would receive a direct weapon effects, disruption or total loss of commercial electrical power could very well occur. This would make the pumping of potable water entirely dependent on emergency power sources. In turn, fuel for emergency power units may well be limited to supplies on hand. It is considered prudent, therefore, to consider stocking shelters with potable water to the extent possible within the time available. In order to provide the minimum amount of water necessary for persons taking shelter for a fourteen (14) day shelter period, 4 gallons of water per shelter space must be available.
 - a. Based on this criteria, minimum water requirements for each shelter are

shown on the shelter data forms in Attachments 2 and 3 to Appendix 1.

- b. Hospital patients and elderly persons frequently need more liquids than "normal". Consideration will be given to doubling the amount of water needed for the local hospitals and nursing homes.
 - c. Particular emphasis will be placed on stocking those shelters which do not have the capability to pump their own water. Sufficient water will be obtained and stored in each shelter as necessary to augment existing standing water supplies (hot water tanks, etc.)
4. The Shelter Stocking Supervisor will assist in the distribution of centrally stored shelter materials such as Shelter Manager Packets, Shelter Signs and Radiological Monitoring kits.

C. Expedient Stocking Procedures

Expedient stocking will be necessary if an attack occurs with little or no warning. Otero County could expect to have from a minimum of 15 minutes to approximately 2 hours to stock shelters prior to the arrival of fallout. Although the longer interval would be adequate time to get at least some supplies into shelters, there may not be enough time to fully stock all shelters. Under expedient stocking a degree of shelter stocking will depend on shelterees bringing as much food and water with them as they can when they come to shelter. Announcements to the public to take shelter will stress the urgent need to bring food and water with them.

D. General Procedures

1. Facilities allocated for public shelter which will need to be stocked are shown on the Shelter Data Forms in Attachments 2 and 3 to this Appendix.
2. To obtain supplies from commercial sources of shelter stocking, it will, in all probability, be necessary that some form of agreement and/or receipt be accomplished between local government and the retailers involved. A sample letter of agreement between local government and the retailer is maintained at the EOC.

E. Reporting

1. Shelter Stocking Phase:

- a. It will be the responsibility of the Shelter Systems Officer, if assigned, to keep the EOC Director advised of the status and progress of public shelter stocking. This will enable the EOC Director to coordinate with other services, if necessary, to further assist or speed up the shelter stocking activity.
- b. It is imperative that any lack of supplies or that the insufficient supply of any public shelter be promptly reported so that the appropriate remedial action can be taken.
- c. The methods of communication will be the most expeditious means appropriate at any given time. Of primary importance is that reports be prompt and accurate.

2. Shelter Occupancy Phase:

Each shelter manager or his designated alternate will:

- a. Provide the basic management guidance for control of the shelterees and their activities.
- b. Provide guidance and control for the distribution of food items and water using management practices which will insure equitable sharing among the shelterees for the planned fourteen-day stay.
- c. Continue to report supply status to the Emergency Operations Center so that re-supply can be made if needed or so that excess supplies may be utilized elsewhere.
- d. Keep a daily log of shelter activities for future reference.

F. Administration, Fiscal, and Logistics

1. Administration: accurate records will need to be maintained covering the acquisition and use of food items and all other materials used in supporting the fallout shelter operations. These records will be the primary source of information to substantiate reimbursement to local retailers and for requests for cost sharing made to state and federal governments.
2. Logistics: an ongoing inventory of supplies needed for a protective shelter period will be maintained to assure equitable distribution of supplies and to support any resupply action from outside sources. Federal planning includes a resupply action during an increased tension period from wholesale sources normally supplying businesses in Otero County. Federal distribution of commodity stockpiles will not occur until a Post Attack Period.
3. Fiscal: It is expected that federal, state, and local governments will share fiscal responsibility and that federal and state reimbursement will be made to local governments for qualified expenditures which are made after the declaration of increased readiness and movement to shelter by the public is directed and/or the receipt of an attack warning. It is imperative, therefore, that each local government maintains complete and accurate records of any and all expenditures which are in direct support of Shelter Operations.

SHELTER MARKING

I. PURPOSE

The purpose of this Tab is to establish policy, to assign responsibilities for shelter marking and, where applicable, shelter demarking and to establish procedures for rapid marking during increased readiness or short warning situation.

II. POLICY

- A. All facilities assigned as public (resident) fallout shelters in the Otero County Emergency Operations Plan will be marked.
- B. Any facility designated wholly as a special use facility will not be marked.
- C. Relocatee shelters (CRP implemented) will not be marked externally; however, they will be marked internally.
- D. Where permission to mark a facility cannot be obtained from the owner, a prepackaged and labeled sign kit will be prepared. These kits will be stored at the EOC, or as determined by the Emergency Services Manager.
- E. Whenever possible, public shelters will be licensed. A file of signed license agreements will be maintained by the Emergency Services Manager.

III. RESPONSIBILITIES

A. The Shelter Systems Officer will

- 1. Insure that public shelters in Otero County are marked.
- 2. Maintain currency of shelter marking/demarking procedures and the shelter marking plan.

3. Establish a program for the maintenance, care, and replacement of shelter signs which have already been posted.
4. Develop increased readiness/expedient shelter marking procedures for the marking of those public shelters which cannot be "peace-time" marked.
5. Prepare a shelter sign packet for each public shelter intended to be marked which will include a sufficient number of signs, both exterior and interior, and materials to affix the signs.

B. State Government will

1. Coordinate with the FEMA Region in procuring shelter marking materials and provide the materials needed to the Emergency Services Manager.
2. Assist the Local Emergency Planning Committee in determining the number and type of shelter signs - both inside and outside - required.
3. Assist the Local Emergency Planning Committee in the development update of the shelter marking plan.

C. The Emergency Services Manager will

Insure that established procedures are carried out.

IV. OPERATIONS

A. Peacetime

An ongoing program to permanently mark designated buildings will be maintained by the Emergency Services Manager. The physical marking will normally be accomplished by two-man teams of city/county employees.

B. Increased Readiness

1. The pre-packaged sign kits will be distributed to designated shelters at the direction of the EOC Director. Signs will be posted by designated Shelter Managers or available city/county employees.
2. To assist the public in locating shelter, arrows and directional signs will be posted at street intersections and approaches to public fallout shelters. Homemade signs can be used if necessary.

SHELTER MANAGEMENT

I. PURPOSE

The purpose of this Tab is to establish procedures for the management of public fallout shelters in Otero County; to insure that Shelter Managers are selected, trained and assigned, and are provided with guidance packets which will enable them to fulfill their responsibilities.

II. SHELTER MANAGEMENT

A. Shelter Managers

1. Resident Shelters: there are 71 public shelters designated for residents of Otero County. Shelter Managers must be recruited from the resident population and trained to manage these shelters.
2. Relocatee Shelters: Otero County is not expected to receive relocatees.

B. Shelter Monitors

Shelter Monitors will be selected for training and assignment as are Shelter Managers, i.e., residents for resident and joint use shelters; relocatees for relocatee shelter. Every effort should be made to have two (2) monitors for each shelter facility.

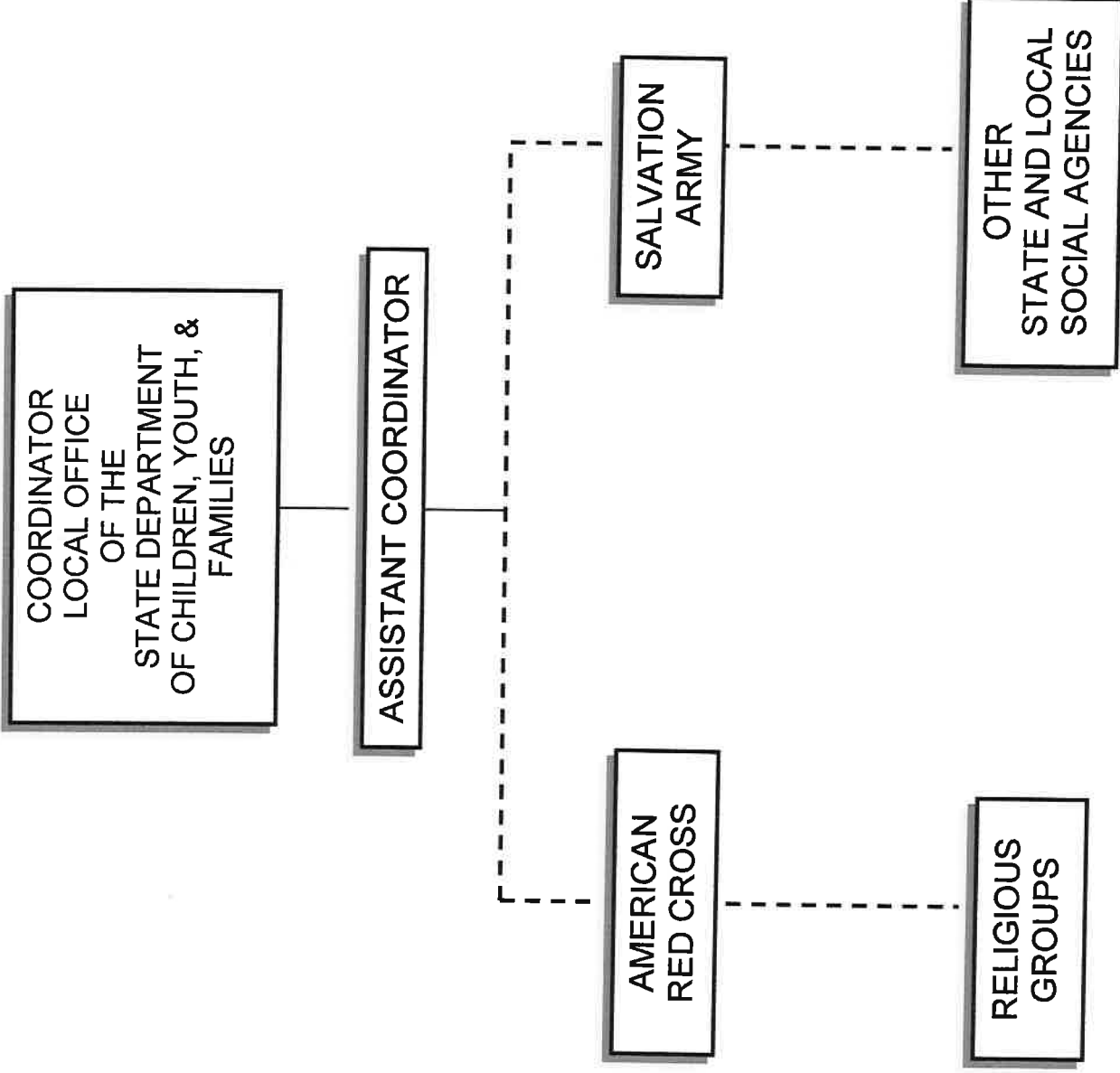
C. Shelter Management Kits

A sufficient number of Shelter Manager Kits have been provided to the Emergency Services Manager for all designated shelters. The kits are stored with the Red Cross. The Shelter Manager textbooks and handbooks contained in these kits provide sufficient information needed to successfully manage a fallout shelter and may also be used during accelerated Shelter Manager training. Reference should also be made to information contained in SM-11, "How To Manage Congregate Lodging Facilities And Fallout Shelters" dated June 1981.

D. Training

1. Residents who volunteer to be Shelter Managers should receive a training course in shelter management. In the absence of formal course material and/or a qualified course instructor, the Shelter Manager course given by the American Red Cross will serve as an acceptable substitute. Residents who have already received the Red Cross course will be considered as qualified Shelter Managers. The Emergency Services Manager will keep a listing of residents who are qualified as Shelter Managers.
2. Shelter Monitors for fallout shelters will receive their training as provided for in this Annex.

SOCIAL SERVICES



STATE OF NEW MEXICO
DISASTER INFORMATION CENTER
INFORMATION AND REFERRAL

1. Resident's
Name

Last

First

M.I.

2. Pre-Disaster
Address

City

County

State

Zip

3. Phone Number where resident can be reached:

4. Primary Residence _____ Secondary _____

5. Owner/Occupant _____

6. Residence Type: Single Family _____

Mobile Home _____ Renter _____

Cooperative _____ Condominium _____

7. Directions to pre-disaster address:

8. Current
Address:

City

County

State

Zip

9. Persons living at pre-disaster address:

<u>Name</u>	<u>Age</u>	<u>Relationship to Resident</u>	<u>Name</u>	<u>Age</u>	<u>Relationship to Resident</u>
-------------	------------	---------------------------------	-------------	------------	---------------------------------

10. Are you or any of your dependents a veteran? Yes/No

11. Does more than 50% of your income come from Social Security or Social Services?
Yes ____ No ____

If yes, are you employed? Yes ____ No ____

12. Statement of Disaster-Related Expenses and Serious Needs.

13. I/We have the following insurance coverage:

Type	Company/Agent
------	---------------

Home

Personal
Property

Automobile

Medical/
Health

Mobile
Home

Renters
Insurance

14. Do you think you have enough insurance to cover your loss(es)?

Yes/No _____

If no, explain:

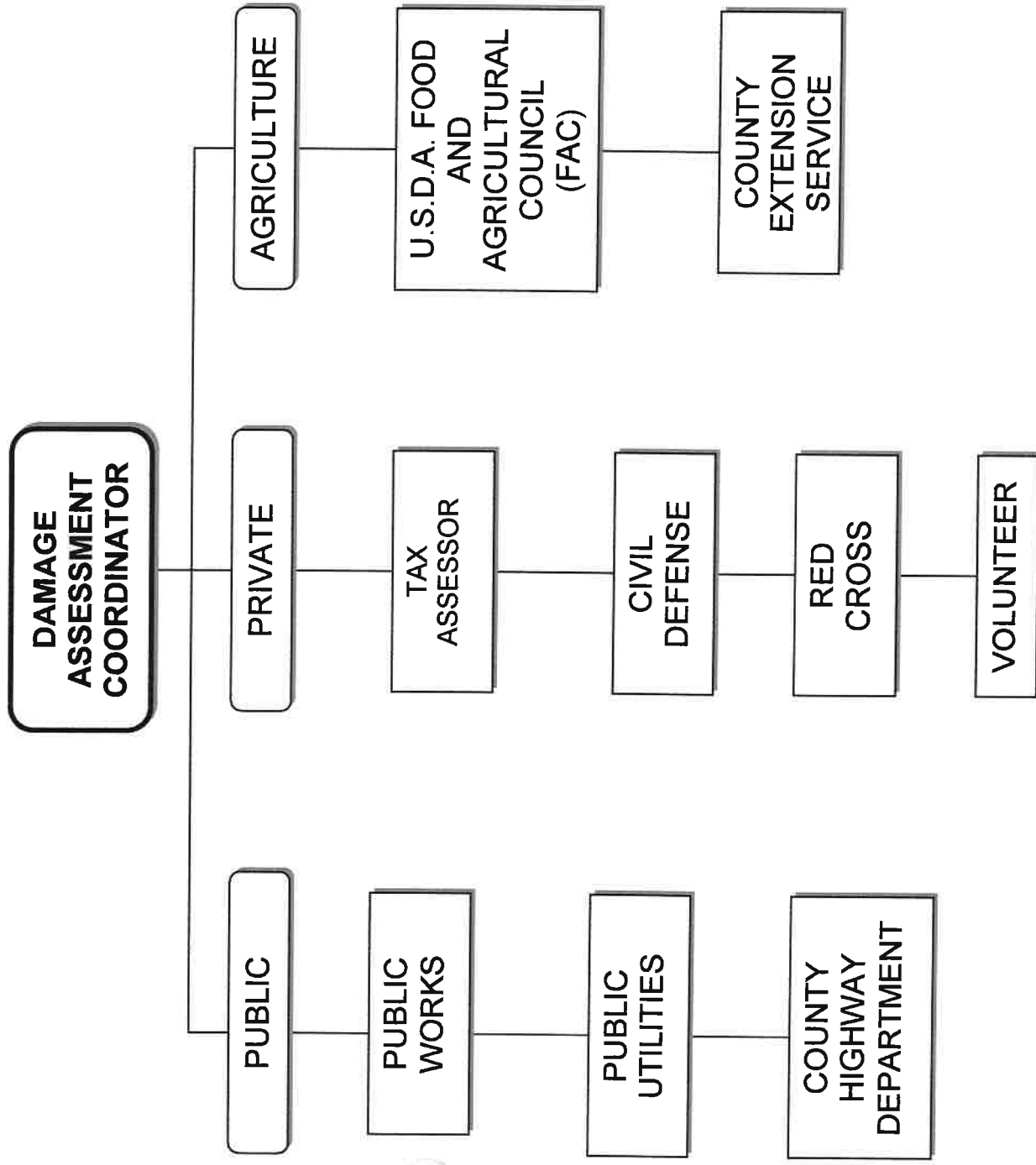
15. Additional information/comments:

RESIDENT SIGNATURE:

INTERVIEWER:

ACTION:

DAMAGE ASSESSMENT



INITIAL DAMAGE ASSESSMENT REPORT

1. General definition of area affected:

2. Casualties: Dead _____
 Injured _____
 Missing _____

3. Estimated damage to property:

<u>Damage to public property:</u>		<u>Destroyed</u>	<u>Major</u>	<u>Minor</u>
a)				
	1) Buildings	_____	_____	_____
	2) Utilities	_____	_____	_____
	3) Equipment	_____	_____	_____
	4) Roads, bridges, highways, culverts	_____	_____	_____
<u>Damage to private property:</u>				
b)				
	1) Primary residences	_____	_____	_____
	2) Private business	_____	_____	_____
	3) Mobile homes	_____	_____	_____
c)	<u>Damage to other property:</u>			
	1) Educational facilities	_____	_____	_____

2) Emergency medical/
custodial care facilities

3) Other (describe)

4. Number of families displaced:

INITIAL DAMAGE ASSESSMENT REPORT (continued)

5. Communications situation (brief description of problem):

6. Current actions being taken by local government and response agencies:

7. Assistance needed (beyond local capabilities):

INITIAL DAMAGE ASSESSMENT GUIDELINES

Destroyed - Not repairable or not usable for its intended purpose, (i.e., not habitable) without extensive reconstruction

Major - Generally, damage to property and contents exceeds 10 percent of estimated value. May or may not be habitable or usable. A considerable amount of repair will be required to return it to pre-disaster condition. All structures with visible or suspected structural damage will be classified as "Major Damage"

Minor - Damage appears to be less than 10 percent of estimated value (including contents). Structures are habitable and may be used for their intended purpose even before repairs are made. If broken glass or missing shingles is the extent of damage, it would be classified "Minor Damage"

DAMAGE ASSESSMENT REPORT-DETAILED

Jurisdiction:

1. General

- a. Inclusive Dates of Events:
- b. Type of Event:

2. Private (Individual) Damage

- a. Number of Deaths: _____
- b. Number of Injured: _____
- c. Number of Persons Evacuated: _____
- d. Number of Persons Sheltered/Registered: _____
- e. Number of Elderly Affected: _____
- f. Number of Meals Served: _____
- g. Estimate Number of Emergency Food Stamp Recipients: _____
- h. Number of Houses/Apartments Destroyed: _____
- i. Number of Mobile Homes Destroyed: _____

- j. Number of Houses/Apartments Major Damage: _____
- k. Number of Mobile Homes Major Damage: _____
- l. Number of Houses/Apartments Minor Damage: _____
- m. Number of Mobile Homes Minor Damage: _____
- n. Percent of Insurance Coverage: _____
- o. Estimated Dollar Loss to Homes and Personal Property: _____
- p. Number of Businesses Destroyed: _____
- q. Number of Businesses with Major Damage:
Private (Individual) Damage (continued) _____
- r. Estimated Dollar Loss to Businesses: _____
- s. Number of Persons Unemployed by Disaster: _____
- t. Number of Families Requiring Temporary Housing: _____
- TOTAL PRIVATE LOSSES: _____

3. Agricultural Damage The following information will be developed by the USDA Food and Agricultural Council (FAC).

- a. Number of Farm Buildings Destroyed: _____
- b. Number of Farm Buildings with Major Damage: _____

- c. Estimated Dollar Loss in Farm Buildings: _____
- d. Estimated Dollar Loss in Farm Equipment: _____
- e. Estimated Dollar Loss in Land: _____
- f. Estimated Dollar Loss of Livestock: _____
- g. Estimated Dollar Loss of Miscellaneous: _____

TOTAL AGRICULTURAL LOSSES: _____

4. Public Damage

- a. Estimated Cost of Debris Removal: _____
- b. Miles of Roads Damaged: _____
- c. Estimated Cost of Road/Culvert Repair: _____
- d. Number of Bridges Damaged/Destroyed: _____
- e. Number of Bridges Approaches Damaged/
Destroyed Public Damage (continued): _____
- f. Estimated Cost of Bridge Repairs: _____
- g. Number of Public Buildings/Facilities Damaged: _____
- h. Estimated Dollar Cost of Repairs
to Public Buildings/Facilities: _____

Public Damage (continued)

- i. Estimated Dollar Damage to Water Systems: _____
- j. Estimated Dollar Damage to Sewer Systems: _____
- k. Estimated Dollar Damage to Electric Systems: _____
- l. Estimated Dollar Damage Gas Delivery Systems: _____
- m. Estimated Other Dollar Losses to Public Facilities: _____

TOTAL PUBLIC LOSSES: _____

Number of Schools Damaged/Destroyed: _____

Estimated Dollar Damage to Schools: _____

5. Comments:

TOTALS FOR OTERO COUNTY

TOTAL PRIVATE LOSSES: _____

OTERO COUNTY LEOP

ANNEX N
ATTACHMENT 2

TOTAL AGRICULTURAL LOSSES:

TOTAL PUBLIC LOSSES:

TOTAL OTERO COUNTY LOSSES: \$

KEY FACILITIES

ESSENTIAL OPERATIONS

Organization

Location

Gerald Champion Memorial Hospital
St.

1209 East 9

KPSA Radio Station
Rd.

Cuba Ave. and Canyon

KINN Radio Station
Florida
KZZX Radio Station
Florida

501 So.

501 So.

City/Village Police Departments

Alamogordo
Virginia

700

Cloudcroft
Ave.

201 Burro

Tularosa

703 4th St.

Sheriff
Ave.

1013 New York

City/Village Utilities - Water

Alamogordo

Cloudcroft

Tularosa

Otero

ESSENTIAL OPERATIONS, (continued)

Organization

Location

Alamogordo Daily News

518 24th St.

Emergency Operating Center
St.

301 Texas

Otero County Electric Coop

Cloudcroft

Texas-New Mexico Power
Florida

901 N.

US West Communications

American Entertainmet

510 24st.

LETTER OF PROMULGATION

1999

The New Mexico Livestock Board's mission includes protecting the health and integrity of the livestock industry of the State of New Mexico. The Executive Director of the NMLB has been directed by the appointed board to develop this plan to minimize the damage to New Mexico's livestock industry in the event of an animal disease outbreak, which may threaten this state.

This plan organizes tasks and assigns responsibilities to those involved in protection of the livestock industry of New Mexico. This plan is intended to ensure that during an animal disease outbreak, the livestock industry will be served in an efficient and effective manner.

Therefore, pursuant to the New Mexico's Livestock Code, Chapter 77 Article 3, NMSA 1978, I hereby adopt this plan and direct all actions be undertaken which are necessary to organize and prepare to implement the plan in the event of an outbreak.

The authority to implement this plan is held by the executive director of the New Mexico Livestock Board.

NEW MEXICO LIVESTOCK BOARD EMERGENCY RESPONSE PLAN

BASIC PLAN

I. PURPOSE

A. Purpose

The purpose of this plan is to specify and coordinate the response of the New Mexico Livestock Board and other state and Federal agencies to an outbreak of foreign animal disease or a new emerging animal disease.

This plan will address the tasks and responsibilities of all parties, state, federal, and private involved in an animal disease emergency.

It addresses all aspects of preparedness, mitigation, response and recovery which will be needed to assure continued viability of the livestock industries of New Mexico.

This plan is organized as follows:

1. Basic Plan – provides a general overview of the New Mexico Livestock Board's Emergency Response Plan to an animal disease emergency
2. Annexes – provide more detail on the Emergency support functions which are common to all animal disease emergencies.
3. Appendices – will address special and unique disease specific response procedures, notifications, actions and other needs, generated by a particular disease.

B. Goals

1. Immediate and effective response to foreign animal or emergency animal disease incursions into the livestock of the state of New Mexico.
2. Returning the animal health status of New Mexico to pre-outbreak conditions in a timely manner.

II. SITUATION

- A. Serious foreign animal disease outbreaks are a real and present danger in New Mexico due to the extensive movement of people and animals in and out of New Mexico and our unique location on an international border with a country of lesser disease eradication status.
- B. Foreign animal and emergency animal disease outbreaks have occurred in the United States and other countries, ie- Netherlands, Taiwan and Great Britain, which have resulted in extensive losses to the stockman of their countries.
- C. An uncontrolled outbreak of foreign animal disease would be devastating to the New Mexico economy given the importance of animal agriculture in the state.
- D. Disease hazards which threaten the state may include but are not limited to:
 - 1) Office International des Epizooties (OIE) list A disease.
 - 2) OIE list B diseases.
 - 3) New, as yet unrecognized, emerging diseases which may occur.
- E. Hazard analysis has been conducted, charts and maps are included

III. ASSUMPTIONS

- A. Livestock procedures will be the first to notice a disease outbreak and will notify their veterinarian, who will in turn notify USDA or NMLB. Some procedure may go directly to the NMLB or USDA.
- B. Suspected foreign animal disease in wildlife will be reported to the New Mexico Game and Fish Department which will in turn notify the NMLB and or the USDA to determine appropriate response to the disease.
- C. Local and state government will respond and be able to commit resources as requested to help control the disease outbreak.

- D. Assistance will be available from the surrounding state animal health organizations.
- E. The NMLB will continue to function and cover its normal operations as they exist in an emergency.

IV. CONCEPT OF IOERATIONS

- A. Upon notification by a practicing veterinarian, producer, a diagnostic lab, the NM Game and Fish department or USDA of a suspected or confirmed outbreak of a foreign animal or emergency animal disease the Executive Director NMLB may activate any or all of the Primary State Core Decision Group which consists of the following:
 - 1. New Mexico Livestock Board
 - a. Executive Director
 - b. State Veterinarian
 - c. Executive Committee, Livestock Board
 - 2. USDA, APHIS, VS Area Veterinarian
 - 3. County EM Coordinators
 - 4. Director NMDPS EMC
 - 5. Industry liaison as needed
- B. The Executive Director NMLB may activate any or all of the Secondary State Core Decision Group Which consists of the following:
 - 1. Secretary, NM Department of Agriculture
 - 2. Director, NM Game & Fish
 - 3. Secretary, NM Department of Public Safety
 - 4. Adjutant General, NM National Guard
 - 5. Director, NM Department of Health, Public Health

C. The Primary State Core Decision Group and all or some of the secondary State Core Decision Group will make the following decision:

1. Activation status of the New Mexico Livestock Emergency Response Team (NMLERT).
 - a. Alert status
 - b. Full activation
 2. Which annexes of the New Mexico all Hazard Emergency Operations Plan need to be activated.
 3. When to request and activation of the USDA, Western Region READEO.
 4. When to activate the State Emergency Operation Center (EOC).
 5. When to order a stand down of the NMLERT and declare the emergency ended
- D. When the EOC is activated the members of the Primary and Secondary State Core Decision Groups will establish and maintain as requested by the NMLB director, presence at the EOC.

V. ORGANIZATION AND RESPONSIBILITIES

A. Primary Agency

1. The NMLB is the state agency responsible for the decision making and implementation of this plan.
2. The NMLB will oversee the activation and supervision of the NMLERT
3. Duties in support of this plan will take priority over all other NMLB duties

B. Support Agencies

1. Federal Agencies
 - a. USDA, APHIS, VS

- (1.) The NMUSDA VS office will support the NMLB in the operation of the NMLERT.
- (2.) The USDA may become the primary agency if state resources are exceeded and upon request from the NMLB.
- (3.) The executive director of the NMLB will be the primary contact point for the USDA if the USDA READEO team is activated.

2. State Agencies

a. Attorney General's Office

Provide legal assistance as required to meet the goals of the basic plan and support the NMLERT.

b. New Mexico National Guard

- (1.) Appropriate Members of the New Mexico National Guard (NMNG) will be activated as directed by the governor.

- (2.) Assistance that may be required of the NMNG may include but is not limited to:

- (a.) Assistance in local law enforcement and state police roadblocks.
- (b.) Preparation of burial sites for dead animals.
- (c.) Assistance in the transportation of equipment and possibly infected animals.

c. Department of Public Safety

(1.) State Police

- (a.) Be prepared to assist the NMLERT in roadblocks on state and federal highways in quarantined and restricted areas.
- (b.) Participate as a member of the Secondary State Core Decision Group as requested by the director of the NMLB.

- (2.) Emergency Management Center
 - (a.) Provides representation to the Primary State Core Decision Group when requested by the Director of NMLB.
 - (b.) Activates the EOC when determined necessary by the primary state core decision group.
 - (c.) Provides liaison to state, county and local government agencies.
 - (d.) Provides liaison and access to state and federal recovery funds to assist affected procedures in the recovery effort.
- d. Game and Fish Department
 - (1.) Support the NMLERT in enforcement of restricted or quarantined areas.
 - (2.) If the foreign animal disease is one, which may affect wildlife, immediate surveillance testing will be initiated in the vicinity of the outbreak to determine the extent of wildlife involvement.
 - (3.) Game and Fish Department will participate as a Secondary State Core Decision Group member as requested by the Director of the NMLB.
 - (4.) If a foreign or emergency animal disease is first detected in wildlife, the Game and Fish Department will immediately notify the Director of NMLB who will activate the Primary State Core Decision Group and the NMLERT as required.
- e. Department of Health-Public Health
 - 1. Participate as a member of the Secondary State Core Decision Group as requested by the Director of NMLB
 - 2. Upon being notified of a foreign or emergency animal disease incursion into New Mexico will determine the public health impact, if any.

3. Notify the US Center for Disease Control that an outbreak of foreign animal disease has occurred in New Mexico.
- f. Environmental Department
 1. Assist the NMLERT in reducing to a minimum the environmental impact of disposing of dead and destroyed animals.
 2. Provide representation at all destruction sites by providing personnel qualified to make environmental assessments.
- g. Department of Agriculture
 1. Participate as a member of the Secondary State Core Decision Group as requested by the Director of NMLB.
 2. Provide Public Information Officer and other Public relations assistance as requested.

VI. ADMINISTRATION AND LOGISTICS

- A. The NMLB will administer this plan using the NMLERT as the organizational model. See appendix A for NMLERT
- B. Resource needs may be met with the aid of other state and federal agencies as outlined in this plan.
- C. Mutual aid of other states to help in the staffing of the NMLERT.
- D. Under an emergency situation the staff and employees of the NMLERT and USDA, APHIS may be assisted by volunteers from the New Mexico Veterinary Medical Association.
- E. All resource management will be the responsibility of the Administrative Office of the NMLERT with the assistance of his/her deputies – i.e. – Procurement Office Budget Officer, IRM Automated Data Officer and Personnel Officer.

VII. DEVELOPMENT AND MAINTENANCE

- A. The NMLB has the overall responsibility for the Development and maintenance of this plan
- B. This plan will be reviewed by all primary and secondary core participants on an annual basis or as needed.
- C. The plan will be reviewed after each activation or exercise.
- D. Maintenance of this plan will be carried out by the Emergency Programs Officer as outlined in the NMLERT.
- E. Maintenance of this plan will consist of
 1. Review on an annual basis of the ERP, annexes, appendices and implementing instructions, and update as necessary.
 2. Maintenance of updated personnel and resource list.
 3. After activation or exercises, review procedures and plans to correct and deficiencies revealed and distribute changes.

VIII. AUTHORITIES, REFERENCES, GUIDANCE DOCUMENTS, MUTUAL AID AGREEMENTS

- A. This plan is developed under the following state statutes and regulations.
 1. Livestock Code [77-3-1, 77-3-8, 77-3-9 and 77-3-13 NMSA 1978]
- B. Reference Document.
 1. New Mexico Livestock Emergency Response Team Structure and Responsibilities. (See Annex 2, Appendix A).
 2. Regional Emergency Animal Disease Eradication Organization (READEO) – United States Department of Agriculture, Animal Plant Health Inspection Service, Veterinary Services, 1995.
 3. Australian Veterinary Emergency Plan, Australian Veterinary Plan 1996 – Agriculture and resource Management Council of Australia and New Zealand.
- C. Mutual Aid Agreements

Additions to Basic Plan

Attachment A
Attachment B-1
Attachment B-2

Acronyms
OIE List A Disease
OIE List B Disease

New Mexico Livestock Emergency Response Team

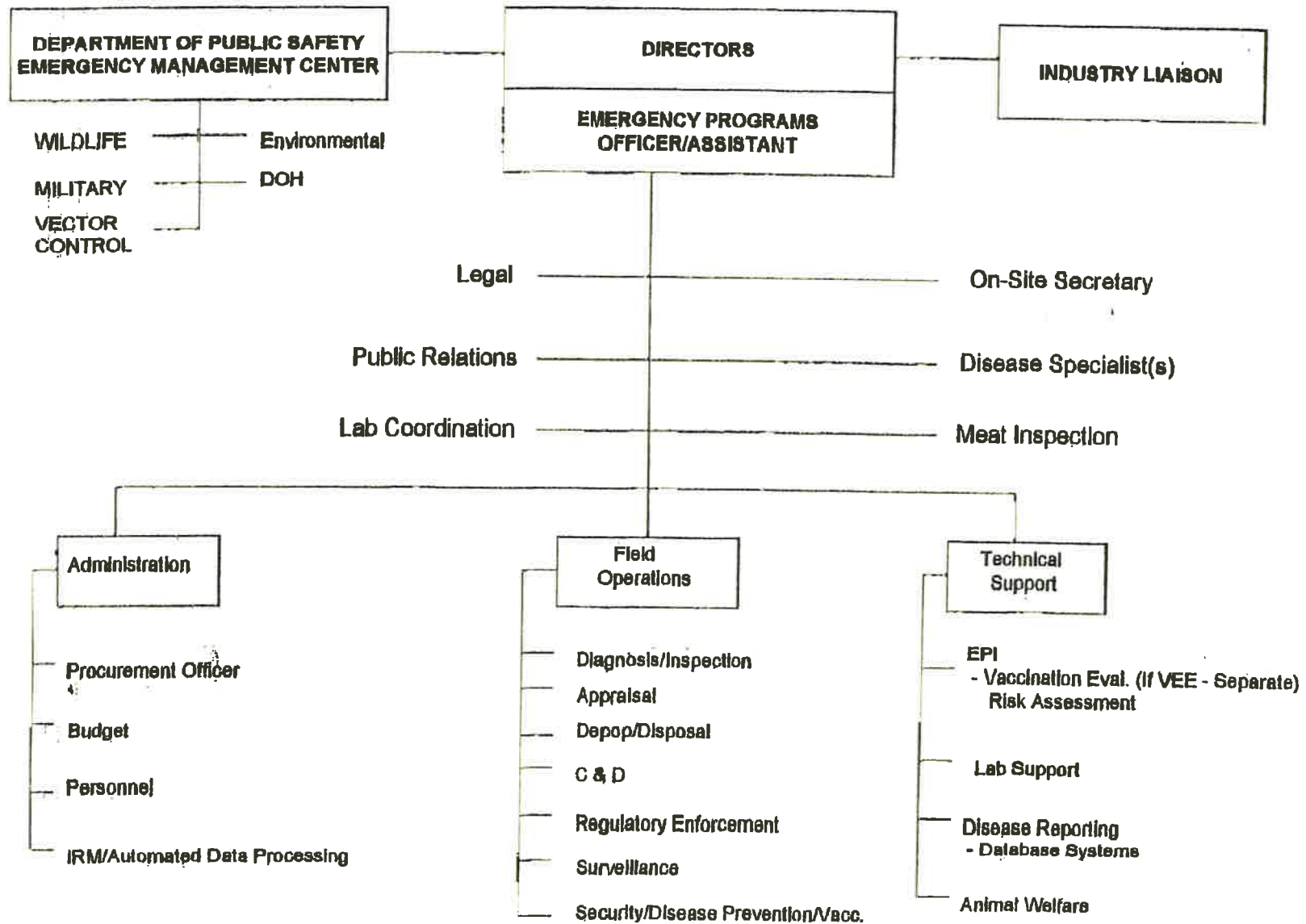
Revised 4-99

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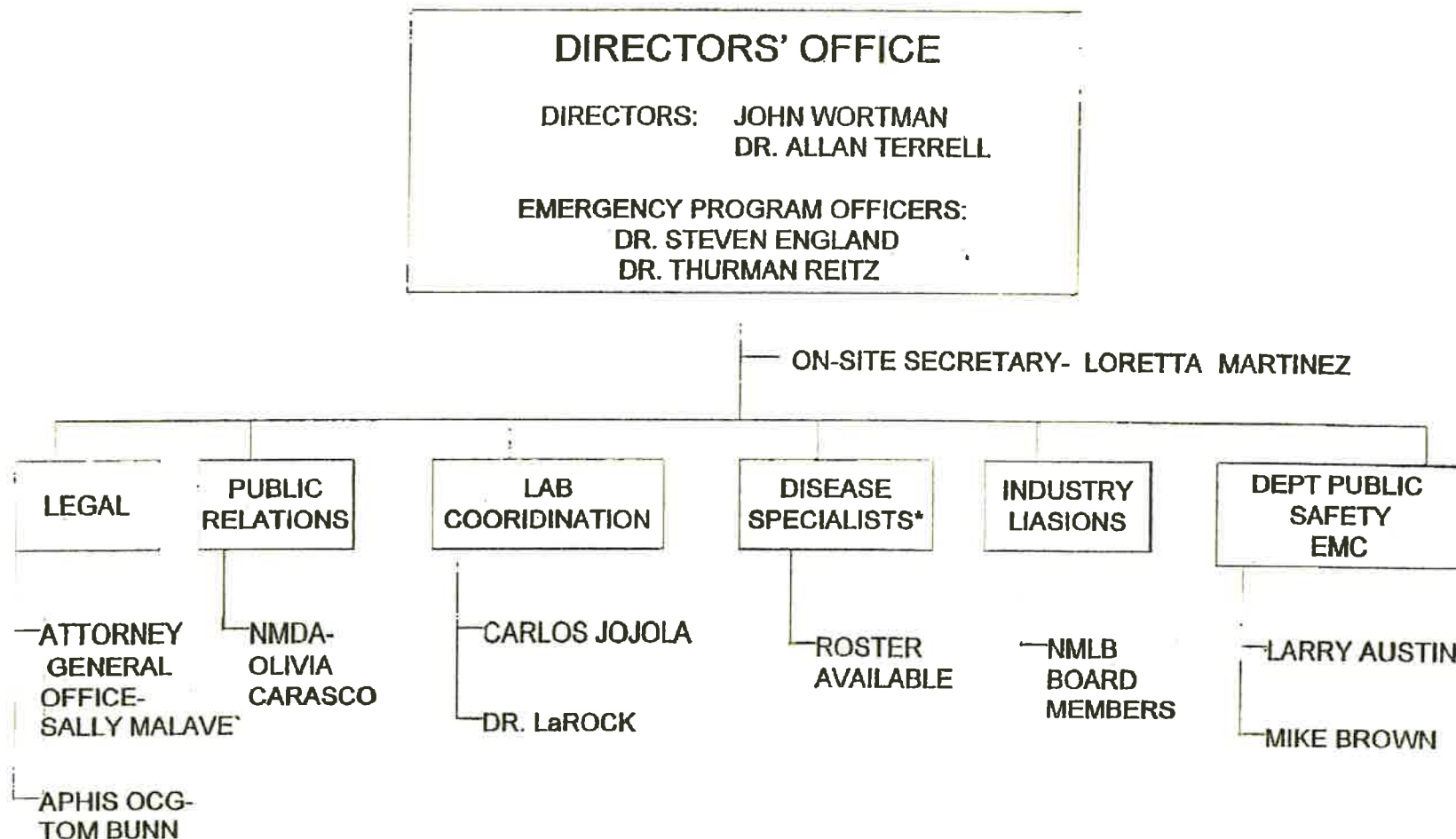
DRAFT Structure

NM LIVESTOCK EMERGENCY RESPONSE TEAM



Revised 5/13/99

NMLERT STRUCTURE ROSTER



*CONTACT LIST DEVELOPED

9-25-00

NEW MEXICO LIVESTOCK EMERGENCY RESPONSE TEAM POSITION RESPONSIBILITIES

DIRECTOR'S OFFICE:

NMLERT Director:

Directs the activities of the New Mexico Livestock Emergency Response Team (NMLERT) when an animal disease emergency exists.

Implements all animal disease control and eradication procedures used in the disease outbreak area.

Coordinates with New Mexico Department of Public Safety (NMDPS), Emergency Management Center (EMC) utilizing the appropriate authority, regulations, manpower and fiscal capabilities to combat the disease.

Coordinates through the NMDPS, EMC the activities of other agencies that may be involved in the animal disease emergency.

Works with representatives of the affected industry to utilize their knowledge of the industry and to keep interested groups informed.

Implements, through the Public Relations Officer, an effective public information program in support of NMLERT goals and operations. Authorizes the clearance of public information materials released from the NMLERT headquarters and by the State Public Information Officer.

Evaluates all NMLERT activities prior to return of personnel to their official duty stations.

New Mexico Livestock Emergency Response Team**DIRECTOR'S OFFICE (cont.)****Emergency Program Officer:**

Emergency Programs Officer reports directly to the NMLERT directors. Moves immediately to the location of tile disease outbreak when the NMLERT is activated and establish the on site headquarters.

Coordinates the activities of the Director's Office (Legal, public Relations, Lab Coordination, Industry Liaison, Meat Inspection, Disease Specialists) and the other major sections (Administration, Field Operations, and Technical Support) to ensure consistency in direction during an emergency situation

Relieves the Director of routine tasks.

Acts for the NMLERT Director in the Director's absence.

Maintains information regarding personnel, equipment, and finances available from state sources for use in controlling and eradicating emergency animal diseases. Maintains updated knowledge regarding state authorities, regulations, and accepted procedures pertaining to NMLERT activities.

Provides the necessary reference material.

Maintain and update knowledge of all Memorandum of Understandings (MOU) and Joint Power Agreements (JPA) between NMLERT and other state and Federal Entities.

Is responsible for updating and maintaining the NMLERT program for the New Mexico Livestock Board (NMLB) at all times.

New Mexico Livestock Emergency Response Team**DIRECTOR'S OFFICE (cont.)****Industry Liaison:**

Consults with and advises- the NMLERT Director regarding matters relating to the various livestock industries affected by the animal disease outbreak.

Acts as a liaison with the NMLERT units and provides information and statistics about the various livestock industries in the outbreak area.

**Laboratory
Coordinator:**

Informs the Director's Office of laboratory capability and forecasts manpower, equipment, and facilities required for laboratory support

Prepares clear, concise written instructions concerning submission of laboratory specimens. .

Cooperates with the Disease Reporting Officer and staff to maintain access to information on laboratory submissions and laboratory results.

Prepares contingency plans outlining requirements needed to form a laboratory group within the NMLERT; e.g., personnel, facilities, and equipment.

Legal:

Provides legal counsel and assistance for the NMLERT. Assistance from the Office of the Attorney General should be obtained as needed.

New Mexico Livestock Emergency Response Team.**DIRECTOR'S OFFICE (cont.)****Public Information Officer:**

Plans, develops, supervises, and maintains information activities of the NMLERT.

Coordinates with the state's Public Information Officer in writing of news releases, radio, and TV scripts, fact sheets and feature articles to provide information regarding NMLERT activities.

Consults with and advises the NMLERT Emergency Programs Office (EPO) regarding matters relating to information for public release. After consultation with and approval from NMLERT Director, releases through the state Public Information Officer various types of public information materials.

Coordinates the preparation of slides, exhibits, brochures, and other visual materials for the NMLERT.

Keeps abreast of all NMLERT operations, policies, and plans so as to disseminate factual public information. In cooperation with State Public Information Officer.

Assists in cooperation with the States Public Information Officer and NMLERT director in arranging screening, and advising on news media requests for interviews with NMLERT personnel.

Assists in training task force personnel pertaining to contacts with news media.

New Mexico Livestock Emergency Response Team

DIRECTOR'S OFFICE (cont.)

Disease Specialist:

Serves as an informed advisor to the NMLERT regarding the disease involved.

Provides recommendations to the Director on specific industry related matters.

Establishes industry contacts and cooperation as needed.

Acts as a liaison between the Director and the industry during emergency situations.

Is knowledgeable concerning specific practices and regulations pertaining to the industry .

Is knowledgeable of key industry individuals and their function within the industry .

Meat & Poultry Inspection:

Report to the NMLERT Directors and act as liaison between NMLERT and state and federal meat and poultry inspection operation.

Advise the Directors regarding procedures and problems at involved slaughter establishments.

New Mexico Livestock Emergency Response Team

DIRECTOR'S OFFICE(cont.)

ON-Site Secretary:

Sets appointments, maintains an appointment calendar and makes travel arrangements for the EPO.

Screens incoming phone calls, takes messages, and informs EPO of calls in a timely manner .

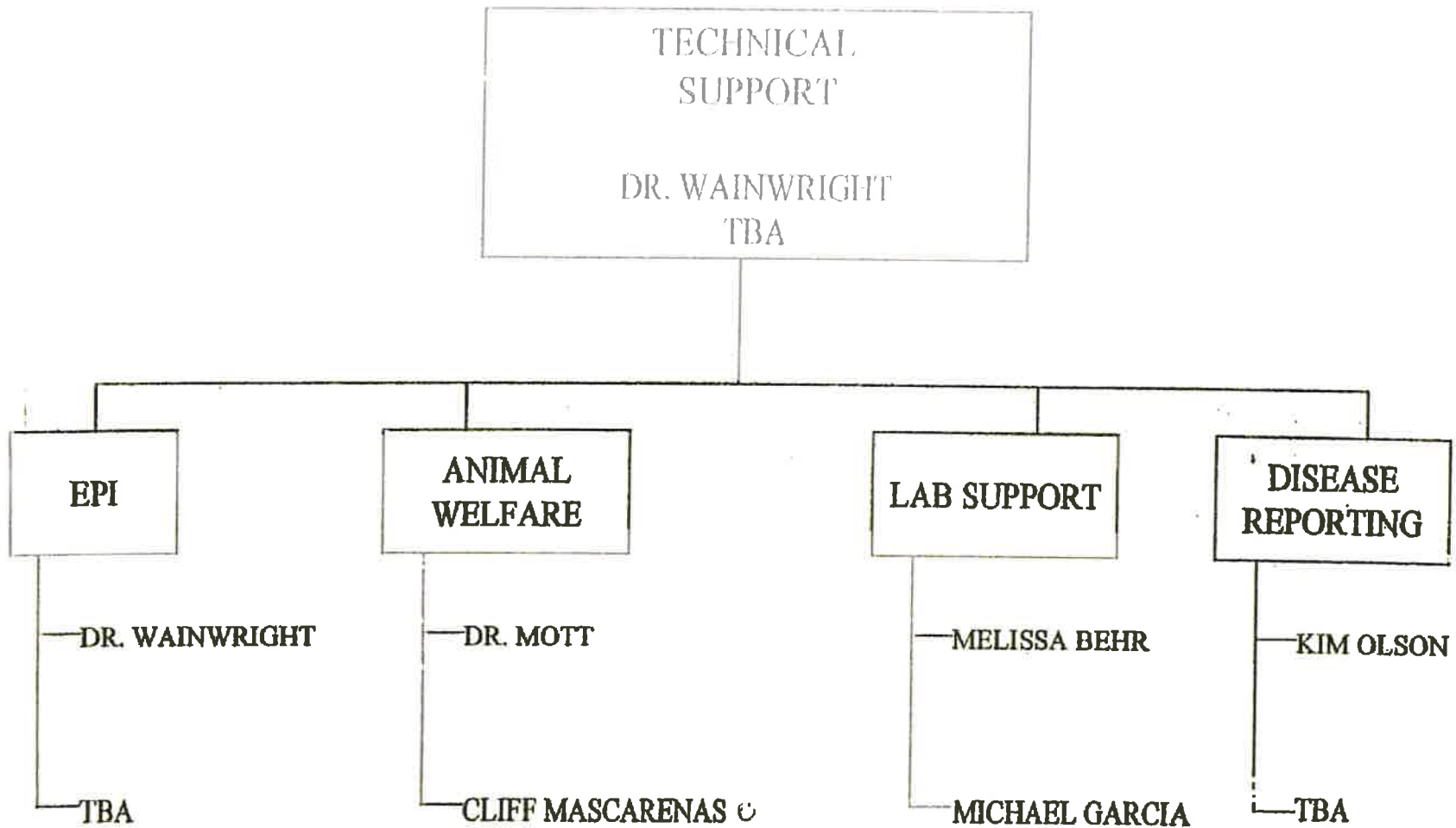
Places telephone calls or sends e-mails as requested by the EPO.

Prepares and sends special and routine correspondence.

Organizes On-Site facility to ensure ready availability of information.

Maintains and updates resource contact lists.

Coordinates administrative activities of the EPO office.



New Mexico Livestock Emergency Response Team**TECHNICAL SUPPORT:****Technical Support Officer:**

The Technical Support Officer reports to the NMLERT Director and the EPO. The Technical Support Officer's supervisory responsibilities will include oversight of:

1. Lab support officer
2. Animal welfare officer
3. Disease reporting officer
4. Epidemiologist

Directs a staff designed to act as a resource for the NMLERT unit. Directs the planning, development, and implementation of disease control strategies and methods to reduce, confine and eliminate the overall outbreak.

Communicates needs to the NMLERT Directors and EPO as required to assure and maintain an efficient, accurate, up to date Field Epi Data System (FEDS) operation.

Lab Support Officers:

Under the direction of the Technical Support Officer, the satellite laboratory Directors will make facilities and personnel available as required.

Overall coordination of Federal and State laboratory resources and personnel is the responsibility of the Laboratory Coordinator.

New Mexico Livestock Emergency Response Team**TECHNICAL SUPPORT (cont):****Animal Welfare Officer:**

The Animal Welfare Officer reports directly to the Technical Support Officer. Maintains knowledge of current federal and state animal welfare laws and regulations, humane methods of animal depopulation, and socio-political concerns related to animal welfare issues. Advises the Director on animal welfare issues.

Advises Technical Support and Field Operations on the current procedures and accepted methods for use in the humane depopulation and disposal of livestock and poultry.

Assures the humane treatment of animals and poultry during NMLERT operations.

Provides necessary information on current methods and alternatives of humane euthanasia to Field Operations groups.

Maintains knowledge of public animal welfare groups and the key personnel. Keeps the Directors Office informed on issues and concerns originating from these groups.

Monitors the press for public concerns about animal welfare issues during NMLERT operations.

Cooperates with the Disease Reporting group by submitting all required data in a timely manner. Determines report's accuracy and completeness.

New Mexico Livestock Emergency Response Team**TECHNICAL SUPPORT (cont):****Disease Reporting Officers:**

The Disease Reporting Officer reports directly to the Technical Support Officer. Develops, maintains, and supervises the Disease Reporting group within the NMLERT unit.

Supervises preparation, review, and entry of field investigation data, movement data, and adjacent premises data in the Technical Support system.

Supervises and organizes the orderly, efficient retrieval of routine and specialized reports from the FEDS.

Coordinates all reports of animal disease investigations. Uses the results of laboratory tests to assure the completeness and accuracy of data entry into the FEDS.

In coordination with the epidemiology section coordinates use of the FEDS computer system to summarize and organize tabular epidemiological information and graphics.

Maintains master files of VS Disease Investigation Forms (12-27, 12-27 A, 12-27B, 1-27), and other original documents of FEDS source data.

Serves as the Task Force Historian documenting the outbreak with the most accurate information available.

Serves as a reliable resource for the most up-to-date summary of outbreak disease information whether it be statistical, epidemiological, or diagnostic in scope.

Maintains an acute awareness of program policy and procedures and documents key dates and events in a summary format. Evaluates the FEDS and makes recommendations to the Technical Support Officers.

New Mexico Livestock Emergency Response Team**TECHNICAL SUPPORT (cont):****Epidemiologist:**

The Epidemiologist will report directly to the Technical Support Officer. Determines personnel, vehicle, and, equipment needs to conduct epidemiological investigations and makes recommendations to the Field Operations Officer. Assigns, supervises, and coordinates the activity of all epidemiologists assigned to the NMLERT.

Develops methods to determine the disease source and predict the disease spread. Evaluates disease situations, for issuance and release of quarantines. Assembles information to answer the "who, what, why, when, where, and how" of the disease outbreak progression.

Develops epidemiological forms as needed locally.

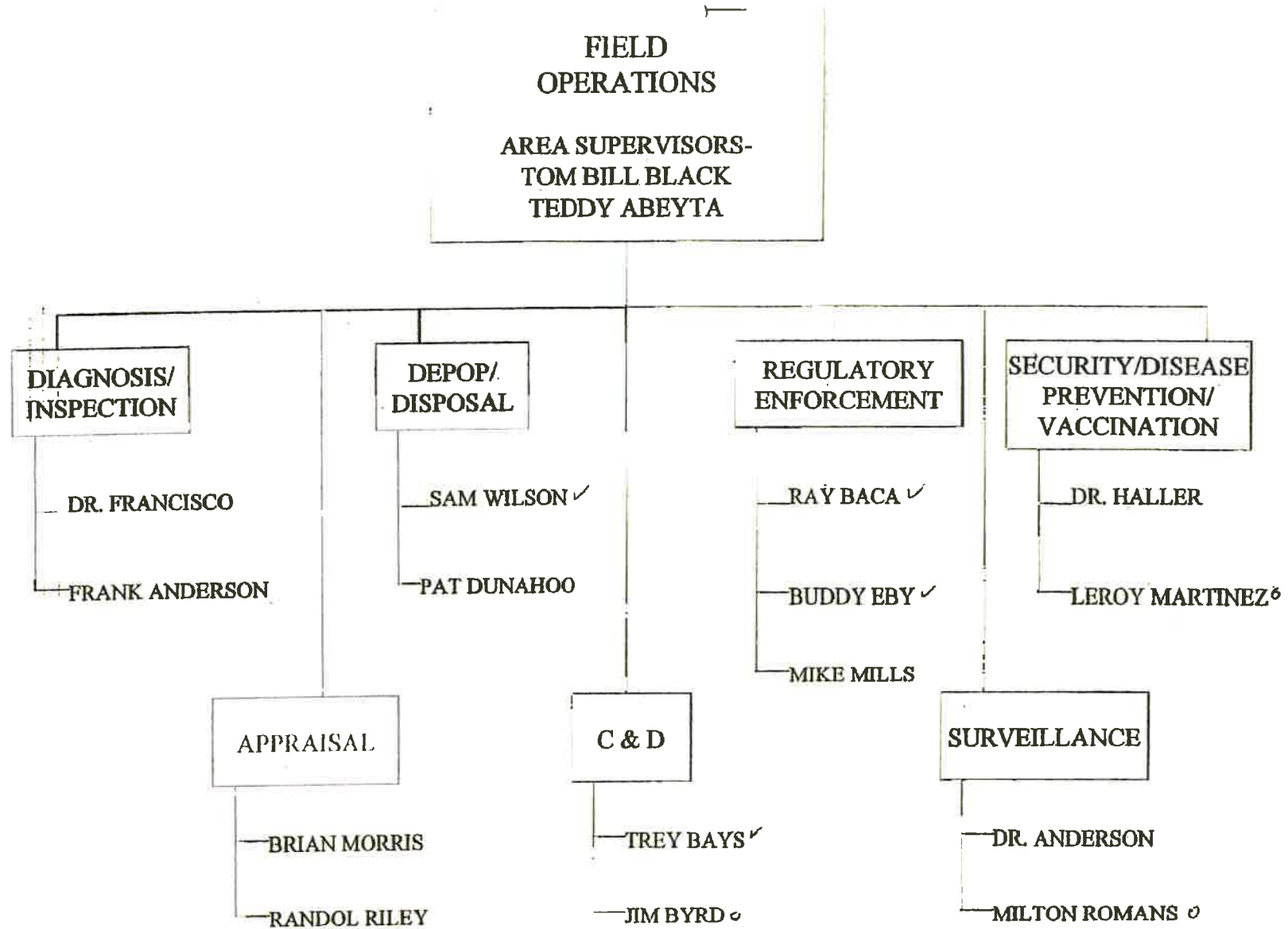
Develops and maintains information collected from surveys, industry contacts, and other sources.

Seeks advice from animal disease specialists.

Makes recommendations for the control of the overall outbreak situation and for changes in the program as justified by epidemiological findings.

Maintains close contact with all groups within the NMLERT and makes recommendations to efficiently minimize disease transmissions.

Develops epidemiological charts, graphs, maps, visuals, and prepares interim and final reports of epidemiological operations.



New Mexico Emergency Response Team**FIELD OPERATIONS:****FIELD OPERATIONS****OFFICERS:**

The Field Operation Officer reports to the NMLERT directors and EPO. The responsibilities of the NMLERT Field Operations Officer include supervision of the line operation and of field personnel during a NMLERT operation. The Supervisory responsibilities will include oversight of:

1. Diagnosis/Inspection
2. Appraisal
3. Depopulation/Disposal
4. Cleaning & Disinfectant (C & D)
5. Regulatory Enforcement
6. Surveillance
7. Security/Disease Prevention/Vaccination

This position is also responsible for advising the NMLERT Directors and EPO of current manpower and equipment needs, necessary program adjustments, and updates and status reports concerning all field operations.

Serves as safety officer to prevent and control injury and property damage.

New Mexico Livestock Emergency Response Team**FIELD OPERATIONS (cont.):****The Diagnosis/Inspector****Officer:**

The Diagnosis/Inspector Officer reports directly to field Operations Officer. Determines the number and type of personnel vehicles, and equipment needed to conduct diagnosis and inspection operations. Makes recommendations to the Field Operations Officer.

Establishes a list of qualified personnel to conduct investigations. Supervises the personnel and coordinates the investigation of all reported calls for suspected emergency animal diseases.

Develop procedures for collecting specimens and submitting them to the laboratory.

Informs the Field Operations Officer of all diagnosis, so that other responsible groups within the NMLERT unit can be alerted.

Review all emergency animal disease investigation reports.

Supervises the inspections of livestock and poultry herds and/or flocks.

Establishes a filing system for diagnosis and inspection reports and forms.

Collects preliminary information concerning the epidemiology of animals and premises involved.

Determines the disease status of investigated premises as appropriate for the completion of the investigation form.

Cooperates with the Disease Reporting group by submitting all required reports in a timely manner. Determines report's accuracy.

Reports violations for quarantine and permit regulations to the Regulations Enforcement Group. Assists in developing training as needed for, employees supervised

New Mexico Livestock Emergency Response Team

FIELD OPERATIONS (cont.):

Appraisal Officers:

The Appraisal Officer for the NMLERT will answer directly to the Field Operations Officer.

Determines the type and number of personnel, vehicles, and equipment needed to conduct appraisal operations, and make recommendations concerning the same to the Field Operations Officer.

Ensures that the equitable market value of animals and materials to be destroyed is determined. Ensures that there is proper documentation completed to justify how the corresponding value was determined.

Ensures that all appraisals are made in accordance with existing NMLB and USDA regulations and policies.

Oversees development and maintenance of a current list of appraisers for livestock species.

Serves as the initial NMLERT contact person in all dealings with expert appraisers.

Oversees the development, processing, and submission in a timely manner of any required reports or documentation concerning the appraisal process during a NMLERT operation.

New Mexico Livestock Emergency Response Team**FIELD OPERATIONS (cont.):****Depopulation/ Disposal Officer:**

Depopulation/Disposal Officer ~ report directly to the Field Operator Officer. Determines the needs for personnel, vehicles, and equipment required to efficiently and humanely depopulate and dispose of livestock poultry, and materials in emergency animal disease outbreaks. Makes recommendations about these requirements to the Field Operations Officer.

Assigns and supervises all personnel in the Disposal group within the NMLERT structure.

Maintains knowledge of current procedures and methods used in humane depopulation or disposal of livestock and poultry.

Together with the Purchasing Officer, issues contracts and leases pertaining to equipment, or personnel used for depopulation or disposal.

Maintains knowledge of procedures and methods used for disposal of feed, manure, and other material that must be destroyed.

Cooperates with Animal Welfare Officer to assure the humane treatment of animals and poultry during NMLERT operations. .

Cooperates with the Disease Reporting group by submitting all required reports in a timely manner. Determines report's accuracy and completeness.

Assists in developing training

New Mexico Livestock Emergency Response Team**FIELD OPERATIONS (cont.):**

Cleaning & Disinfections Officer: Cleaning and Disinfection Officer will report directly to the Field Operation Officer. Determines the number and type of personnel, vehicles, and equipment needed to conduct cleaning and disinfection (C&D) operations. Makes recommendations to the NMLERT Field Operations Officers.

Assists in organizing the C&D group within the NMLERT unit and supervises all C&D activities.

Maintains knowledge of approved disinfectants, safety procedures, and regulations.

Establishes and maintains appropriate C&D stations for trucks, cars, and other vehicles.

Cooperates with the Disease Reporting group by submitting all required report's in a timely manner. Determines report's accuracy and completeness.

Assists in developing training.

New Mexico Livestock Emergency Response Team**FIELD OPERATIONS (cont.):****Regulatory Enforcement****Officer:**

The Regulatory Enforcement Officer reports directly to the Field Operations Officer.

Determines the number and type of personnel, vehicles, -and equipment needed to conduct regulations enforcement operations. Makes recommendations to the Field Operations Officer.

Maintains a working knowledge of state and federal regulations pertaining to the movement, quarantine, and disposal of livestock and poultry and their products during emergency disease situations.

Investigates regulation violations by gathering evidence, and preparing all documents required to assist in tile prosecution of violations.

Supervises all personnel assigned to the Regulations Enforcement group.

Distributes documents having regulatory authority.

Maintains working relationships with local police, sheriffs, and other law enforcement agents to gain assistance and advice when needed.

When preparing documents, will cooperate with and seek advice from the Legal Advisor

Establishes and maintains quarantine stations as needed.

Cooperates with the Disease Reporting group with the NMLERT by submitting all required reports in a timely manner. Determines report's accuracy and completeness.

Directs supervision of enforcement of regulations and monitors quarantines and movements for compliance.

New Mexico Livestock Emergency Response Team**FIELD OPERATIONS (cont.):****Surveillance Officer:**

The Surveillance Officer reports directly to the Field Operation Officer. Determines the number and type of personnel, vehicles, and equipment needed to conduct surveillance operations.

Makes recommendations to the Field Operations Officer. Assigns and supervises all personnel in the Surveillance group within the NMLERT.

Establishes and maintains effective working relationships with livestock market operators, livestock and poultry producers, private veterinarians', and other related industry groups. Inform groups of the species affected, associated clinical signs, methods to prevent the spread of animal diseases, and the NMLERT telephone numbers used for reporting suspected disease conditions and outbreaks.

Cooperates with the NMLERT epidemiology group in projecting the area in which the disease may spread.

Establishes an active surveillance system in the area of projected spread. Establish and perform other methods of disease surveillance.

Recommend, in conjunction with the NMLERT epidemiology group, areas to be quarantined and released from quarantine.

Assists in developing training.

Cooperates with the Disease Reporting group within the NMLERT unit by submitting all required reports in a timely manner. Determines reports accuracy and completeness.

New Mexico Livestock Emergency Response Team**FIELD OPERATIONS (cont.):****Security Disease Prevention/****Vaccination officer:**

The Security/Disease Prevention/Vaccination Officer reports directly to the Field Operation Office.

Determines the need for personnel, vehicles, and equipment required to efficiently operate the bio-security and disease prevention activities of the NMLERT. Makes recommendations regarding these requirements to the Field Operations Officer.

Establishes and maintains effective working relationships with renderers, feed mill operators, transportation company representatives, livestock and poultry producers, processing plant management, and other related industry groups to demonstrate and inform them of methods to prevent the spread of animal diseases. Maintains a thorough knowledge of the industry practices and procedures used to introduce effective disease prevention methods.

Assigns and supervises all personnel in the Security and Disease Prevention group within the NMLERT. Assists in developing training.

Devises and operates a permit system to allow the safe movement of livestock, poultry, and byproducts. Cooperates with the Disease Reporting group within the NMLERT unit by submitting all required reports in a timely manner. Determines report's accuracy and completeness.

Maintains a thorough knowledge of biohazards and their relationship to the spread of disease to, with, and from NMLERT personnel and equipment. Provides complete data and sound advice to NMLERT officials to secure support and acceptance of biological security.

New Mexico Livestock Emergency Response Team**FIELD OPERATIONS (cont.):**

Works to prevent and control injury and property damage caused by biological hazards (transmission of etiological agents to humans and other animal populations by personnel and equipment). Plans and implements activities to assure the biological security of employees, facilities, and equipment provides security for involved premises from the point of positive diagnosis to the final C&D.

Ensures that a technician is assigned to each infected or exposed premise to coordinate all activities relative to biological security from the point of diagnosis to quarantine release.

Determines the number and type of personnel vehicles, and equipment needed to conduct vaccination operations. Makes recommendations to the Field Operations Officers.

Organizes, "coordinates, reports, and supervises the vaccine storage, distribution, reporting, and administration. Establishes and maintains local distribution center(s). Arranges for adequate storage and security of vaccine.

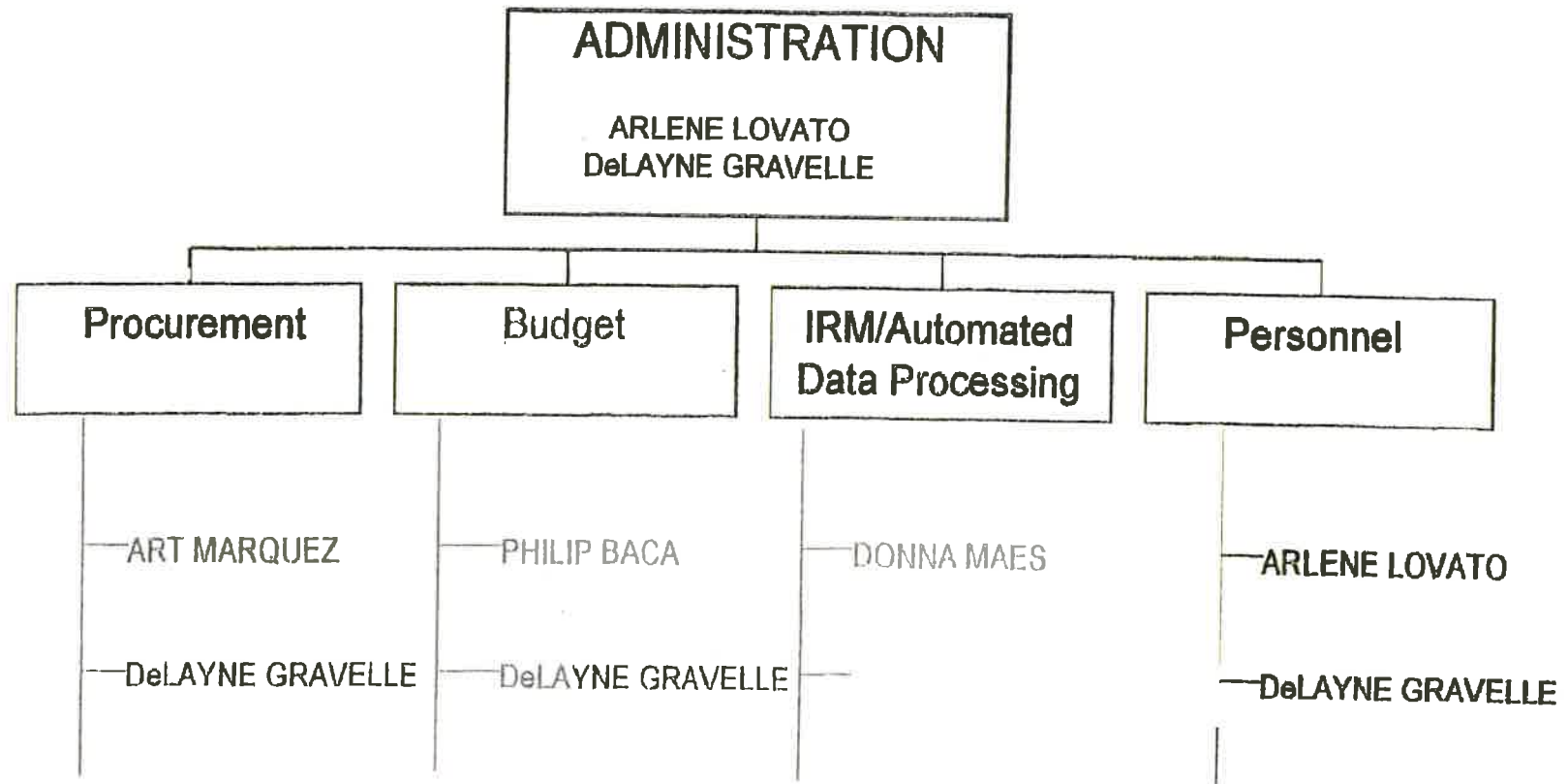
Accounts for vaccine used by receiving and processing reports of vaccine distributed, used, returned, or destroyed. Supervises the entire vaccination program and ensures that vaccination schedules are met.

Coordinates a program to continually monitor the effectiveness of the vaccination program. Supervises and is responsible for field vaccine evaluation activities.

Cooperates with the Disease Reporting group by submitting all required reports in a timely manner. Determines report's accuracy and completeness.

Assists in developing training.

ROSTER



New Mexico Livestock Emergency Response Team

ADMINISTRATION:

Administrative Officer:

The Administration Officer reports to the NMLERT directors and the EPO.

Supervisory responsibilities will include oversight of

- 1) Purchasing/Supply Property
- 2) Budget
- 3) IRM/ Automated Data Processing
- 4) Personnel

Moves immediately to the location of the disease outbreak when the NMLERT is activated and assists the EPO in establishing the NMLERT headquarters

Directs, facilitates, and coordinates all general administrative support and service activities.

Maintains knowledge of current administrative policies and regulations.

Directs activities needed to accomplish the tasks assigned by the NMLERT Director or other staff officials.

Identifies potential problem areas and takes action to correct those problems within the scope of authority of the position.

Advises the NMLERT Director on administrative matters or concerns.

Assures the daily updating of personnel and funds data for the NMLERT daily report.

New Mexico Livestock Emergency Response Team**ADMINISTRATION (cont.):****Procurement Officer:**

Procurement Officer will report directly to the Administration Officer. Determines the NMLERT's supply needs and arranges for the procurement, distribution, and storage of all items.

Expedites the processing of supply requests and as necessary makes local deliveries.

Maintains direct contact with the Regional Office, the Field Servicing Office, the Kansas City Warehouse, Central, Office, and General, Services Commission to expedite procurement actions.

Arranges for the delivery, set-up, and maintenance of all electronic and communications equipment.

Prepares and maintains the necessary property accountability records, including assignments. Takes inventory when requested.

Receives, edits, and transmits all paperwork for purchases to the National Finance Center and the General Services Commission in order to meet all prompt payment requirements.

Assures that purchases are made in compliance with established procurement guidelines and regulations and satisfy all Federal and State Regulations.

Establishes the necessary contracts with local vendors for periodic delivery of perishables, soaps, disinfectants, and other items as directed. Establishes any necessary Blanket Purchase Orders/Arrangements.

Maintains supply area and assures stock levels.

New Mexico Livestock Emergency Response Team**ADMINISTRATION (cont.):**

Cooperates with the Technical Support Officer, Administrative Officer and Field Operations Officer to determine then need for telephone service, telephones, facsimile machines, computers, modems, cables, photocopiers, printers, networks, and other communications equipment for field and inter-office use at the NMLERT site.

Determines the telecommunications requirements for the NMLERT and initiates requests to ensure timely service. Works with local vendors, to ensure prompt delivery, of equipment and training

Supervises installation and maintenance of computer software, hardware, telecommunications, and related equipment and assures access to telephone lines and electrical outlets at the NMLERT site

Budget Officer:

Budget Officer reports directly to the Administration Officer. Prepares a projected budget and submits reports as requested.

Prepares travel authorizations for NMLERT personnel in accordance with Federal & State Travel Regulations.

Receives, approves, and processes all documents of obligation for payment. Creates a weekly ledger or spreadsheet to report expenditures and obligations.

Maintains a system to pay local labor on a daily or weekly basis if necessary.

Prepares daily financial summary using procedures prescribed by VS Resource Management.

Maintains an imprest fund for the NMLERT in conformance with agency, Federal Treasury Department and State Comptrollers regulations.

Develops and maintains a system for reconciling accounting reports generated by the National Finance Center & the State Comptroller's Office.

New Mexico Livestock Emergency Response Team**ADMINISTRATION (cont.):****Personnel Officer:**

The Personnel Officer reports directly to the Administration Officer. Supervises preparation of employee records of all persons joining, absent from or leaving the task force. This includes READI System data entry and retrieval.

Initiates action to fill staffing requirements for all NMLERT units. Requests travel authorizations as needed.

Receives, prepares, or processes paperwork needed to cover travel, per diem, salary hiring, relocation termination, etc., for both permanent and temporary NMLERT personnel. Prepares and/or develops all required personnel reports.

Assures that Time and Attendance Reports are submitted for all employees in the NMLERT.

Prepares payroll for all NMLERT employees. Is aware of the methods used to correct shortages and nonpayment and can advise on tax exemption status.

Maintains a personnel roster and log for the duration of the outbreak. This information will be used to document job performance.

Keeps the Director and Administrative Officer advised regarding evaluation of NMLERT personnel.

Coordinates the hiring of temporary employees.

Advises the Administrative Officer on all personnel matters and concerns.

Advises personnel of grievance procedures and handles employee grievances, personnel problems, etc., as necessary.

Assists personnel in filling out accident reports for submission, including Federal and State Workers Compensation forms.

New Mexico Livestock Emergency Response Team

ADMINISTRATION (cont.):

IRM/Automated Data Processing/

Telecommunication Officer:

The IRM/ Automated Data Processing Officer reports directly to the Administration Officer.

Recommends improvements to computer operations and reports.

Maintains, from documents received, files and statistics reflecting administrative activities for reporting purposes.

Resolve any electronic or mechanical problems in the FEDS or other related equipment.

ATTACHMENT

Acronyms NM Livestock Board Emergency Disease Operation Plan

C & D	Cleaning & Disinfections
EMC	Emergency Management Center
EPO	Emergency Program Officer
FEDS	Field Epi Data System
JPA	Joint Power Agreement
MOU	Memorandum of Understanding
NMDPS	New Mexico Department of Public Safety
NMLERT	New Mexico Livestock Emergency Response Team
NMLB	New Mexico Livestock Board

ATTACHMENT A

<u>Acronyms</u>	<u>NM Livestock Board Emergency Response Plan</u>
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C & D	Cleaning & Disinfections
EMC	Emergency Management Center
EOC	Emergency Operation Center
EPO	Emergency Program Officer
ERP	Emergency Response Plan
FEDS	Field Epi Data System
IRM	Information Resource Management
JPA	Joint Power Agreement
MOU	Memorandum of Understanding
NMDPS	New Mexico Department of Public Safety
NMLERT	New Mexico Livestock Emergency Response Team
NMLB	New Mexico Livestock Board
OIE	Office International des Epizootics
READEO	Regional Emergency annual Disease Organization

ATTACHMENT B-IOIE List A Diseases NM Livestock Board Emergency Response Plan

Foot and Mouth Disease
Bluetongue
Vesicular Stomatitis
Sheep Pox and Goat Pox
Swine Vesicular Disease
African, Horse Sickness
Rinderpest
African Swine Fever
Peste Des Petis Ruminants
Classical Swine Fever
Contagious Bovine Pleuropneumonia
Highly Pathogenic Avian Influenza
Lumpy Skin Disease
Rift Valley Fever
New Castle Disease

ATTACHMENT B-2OIE List B Diseases NM Livestock Board Emergency Response Plan**Multiple Species Diseases**

Anthrax
Aujeszky's Disease (Pseudorabies)
Echinococcosis/Hydatidosis
Heartwater
Leptospirosis
Q Fever
Rabies
Paratuberculosis
New World Screwworm (Cochliomyia Hominivorax)
Old World Screwworm (Chrysomya Bezziana)

Cattle Diseases

Bovine Anaplasmosis
Bovine Babesiosis
Bovine Brucellosis
Bovine Cysticercosis
Bovine Genital Campylobacteriosis
Bovine Spongiform Encephalopathy
Bovine Tuberculosis
Dermatophilosis
Enzootic Bovine Leukosis
Haemorrhagic Septicaemia
Infectious Bovine Rhinotracheitis/Infectious Pustular
Vulvovaginitis
Malignant Catarrhal Fever
Theileriosis
Trichomonosis
Trypanosomosis (Tsetse-Borne)

ATTACHMENT B-2**OIE List B Diseases** **NM Livestock Board Emergency Response Plan****Sheep and Goat Diseases**

Ovine Epididymitis (Brucella Ovis)
Caprine and Ovine Brucellosis (Excluding B. Ovis)
Caprine Arthritis/Encephalitis
Contagious Agalactia
Contagious Caprine Pleuroneumonia
Enzootic Abortion of Ewes (Ovine Chlamydiosis)
Ovine Pulmonary Adenomatosis
Nairobi Sheep Disease
Salmonellosis (S. Abortusovis)
Scrapie
Maedi-visna

Equine Diseases

Contagious Equine Metritis
Dourine
Epizootic Lymphangitis
Equine Encephalomyelitis (Eastern and Western)
Equine Infectious Anaemia
Equine Influenza
Equine Piroplasmosis
Equine Rhinopneumonitis
Equine Viral Arteritis
Glanders
Horse Mange
Horse Pox
Japanese Encephalitis
Surra (Trypanosoma Evansi)
Venezuelan Equine Encephalomyelitis

ATTACHMENT B-2OIE List B Diseases NM Livestock Board Emergency Response Plan**Swine Diseases**

Atrophic Rhinitis of Swine
Enterovirus Encephalomyelitis
Porcine Brucellosis
Porcine Cysticercosis
Porcine Reproductive and Respiratory Syndrome
Transmissible Gastroenteritis
Trichinellosis

Avian Diseases

Avian Chlamydiosis
Avian Infectious Bronchitis
Avian Infectious Laryngotracheitis
Avian Mycoplasmosis (M. Gallisepticum)
Avian Tuberculosis
Duck Virus Enteritis
Duck Virus Hepatitis
Fowl Cholera
Fowl Pox
Fowl Typhoid
Infectious Bursal Disease (Gumboro Disease)
Marek's Disease
Pullorum Disease

Attachment C-1

Clinically Affected Species NM Livestock Board Emergency Response Plan

OIE List A Disease	Animals Affected					
	Cattle	Sheep/ Goats	Pigs	Poultry	Horses	Humans
African Horse Sickness					xx	
African Swine Fever			xx			
Avian Influenza				xx		
Classical Swine Fever			xx			
Contagious Bovine Pleuropneumonia	xx					
Foot & Mouth Disease	xx	xx	xx			
Lumpy Skin Disease	xx					
Peste des Petits	(x)	xx	(x)			
Rift Valley Fever	xx	xx				xx
Rinderpest	xx	(x)	(x)			
Sheep & Goat Pox		xx				
Swine Vesicular Disease			xx			
VVND (Newcastle Disease)				xx		(x)
Vesicular Stomatitis	xx	(x)	xx		xx	x

Key (x) Possible or very minor form of the disease
 x Sporadic or incidental effect
 xx Significantly affected

Attachment C-2

Clinically Affected Species NM Livestock Board Emergency Response Plan

OIE List B Disease	Animals Affected					
	Cattle	Sheep/ Goats	Pigs	Poultry	Horses	Humans
Anthrax	xx	xx	xx		xx	xx
Aujeszky's Disease	x	x	xx			
Babesiosis	xx					(x)
Bovine Brucellosis	xx	x			x	x
Bovine Spongiform Encephalopathy	xx					(x)
Bovine Tuberculosis	xx					x
Contagious Equine Metritis					xx	
Dourine					xx	
Equine Piroplasmosis					xx	
Equine Viral Arteritis					xx	
Glanders					xx	xx
Heartwater	xx	xx				
Screw-worm	xx	xx	x	x	x	x
Venezuelan Equine Encephalomyelitis	(x)		(x)		xx	xx
Vesicular Exanthema			xx			

Key (x) Possible or very minor form of the disease
 x Sporadic or incidental effect
 xx Significantly affected

Attachment C-3

Mode of Spread NM Livestock Board Emergency Response Plan

OIE List A Disease	Spread						
	Live animal	Animal products & by-products	Fomites	Aerosol	Vector	Semen	Embryo
African Horse Sickness		x			xx	^	^
African Swine Fever	xx	x	x	x	x	^^	?
Avian Influenza	xx		xx				
Classical Swine Fever	xx	xx	x		x*	^	?
Contagious Bovine Pleuropneumonia			(x)	xx		-	-
Foot Mouth Disease	xx	xx	xx	xx		^^	^^
Lumpy Skin Disease	(x)				xx*	-	-
Peste des Petits	xx	(x)	(x)	x		^^	^
Rift Valley Fever	xx***			(x)*****	xx	^	-
Rinderpest	xx	x	(x)	(x)		-	^
Sheep & Goat Pox	xx			(x)	(x)*		
Swine Vesicular Disease	xx	xx	xx			^	?
VVND (Newcastle Disease)	xx	x	x	xx			
Vesicular Stomatitis	xx				xx**	^^	-

*

* Mechanical only

** Epidemiology is still poorly understood, but arthropod transmission strongly suggested

*** Significant in humans; limited in ruminants

**** Important form when people handling or close to infected animal tissues

***** Requires direct contact with screw-worm fly

Aerosol

xx	major form of spread	xx	long distance
x	minor form of spread	x	adjacent herds/flocks
(x)	possible or very minor form of spread	(x)	within herd/flock
		Semen/embryos	
		known to be transmitted	
		likely/possible to be transmitted	
		unlikely/most probably not transmitted	
		unknown	

Attachment C-4

Mode of Spread

NM Livestock Board Emergency Response Plan

OIE List B Disease	Spread						
	Live animal	Animal products & by-products	Fomites	Aerosol	Vector	Semen	Embryo
Anthrax	xx	xx	xx	x****	x*	-	-
Aujeszky's Disease	xx	x	(x)	xx		^^	^
Babesiosis					xx	-	-
Bovine Brucellosis	xx	x***				^^	-
Bovine Spongiform Encephalopathy		xx				-	?
Bovine Tuberculosis	xx	xx****	xx	xx		-	-
Contagious Equine Metritis	xx					^	-
Dourine	xx					-	^
Equine Piroplasmiasis					xx	-	-
Equine Viral Arteritis	xx		xx			-	-
Glanders	xx		xx			-	-
Heartwater					xx	-	-
Screw-worm	-				xx*****	-	-
Venezuelan Equine Encephalomyelitis					xx*	-	-
Vesicular Exanthema	xx					^^	?

* Mechanical only

** Epidemiology is still poorly understood, but arthropod transmission strongly suggested

*** Significant in humans; limited in ruminants

**** Important form when people handling or close to infected animal tissues

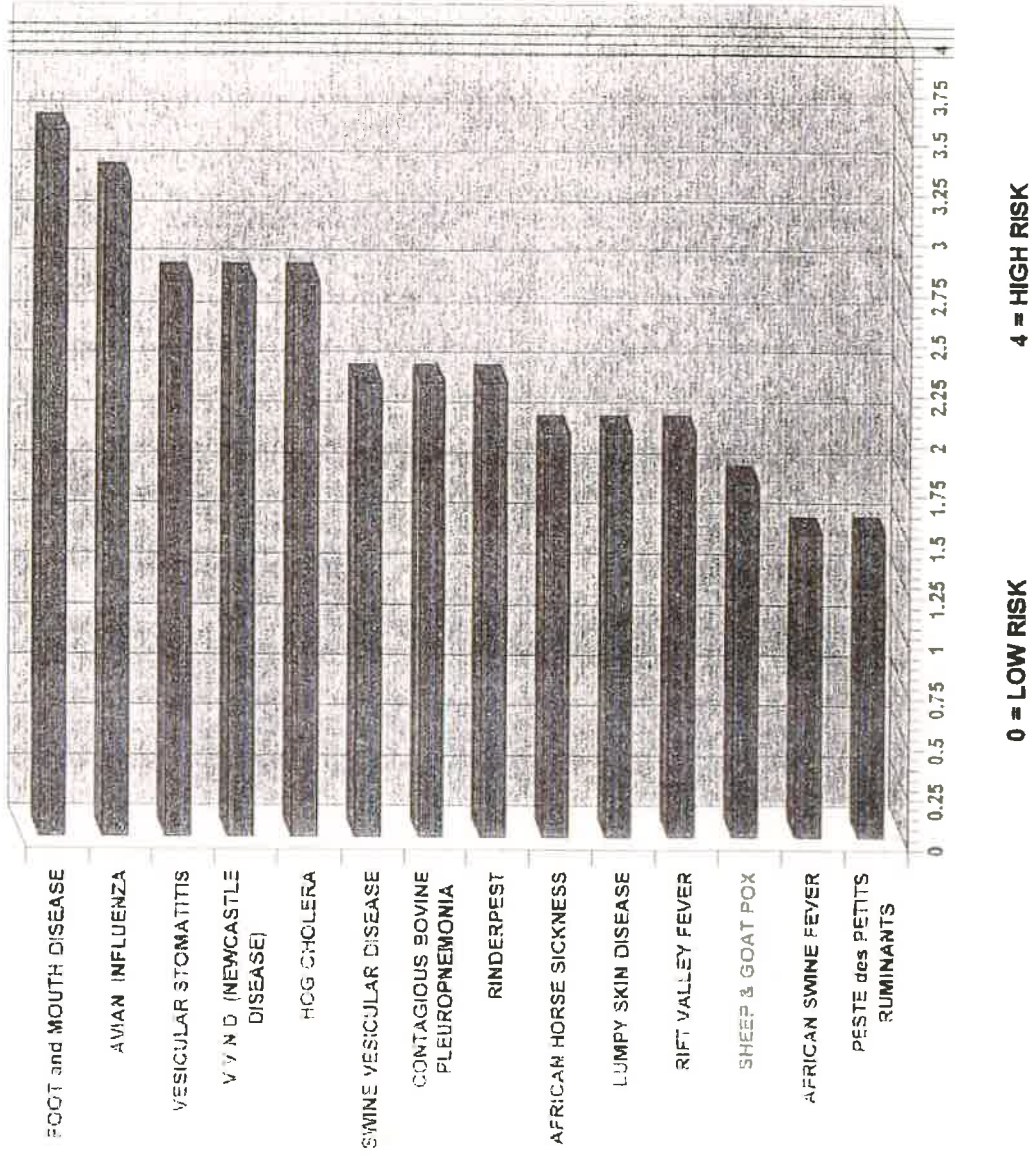
***** Requires direct contact with screw-worm fly

		Aerosol		
xx	major form of spread	xx	long distance	
x	minor form of spread	x	adjacent herds/flocks	
(x)	possible or very minor form of spread	(x)	within herd/flock	
		Semen/embryos		
		^^	known to be transmitted	
		^	likely/possible to be transmitted	
		-	unlikely/most probably not transmitted	
		?	unknown	

ATTACHMENT C-5

HAZARD ANALYSIS RISK PRIORITY

OIE LIST A DISEASES NM LIVESTOCK BOARD EMERGENCY RESPONSE PLAN

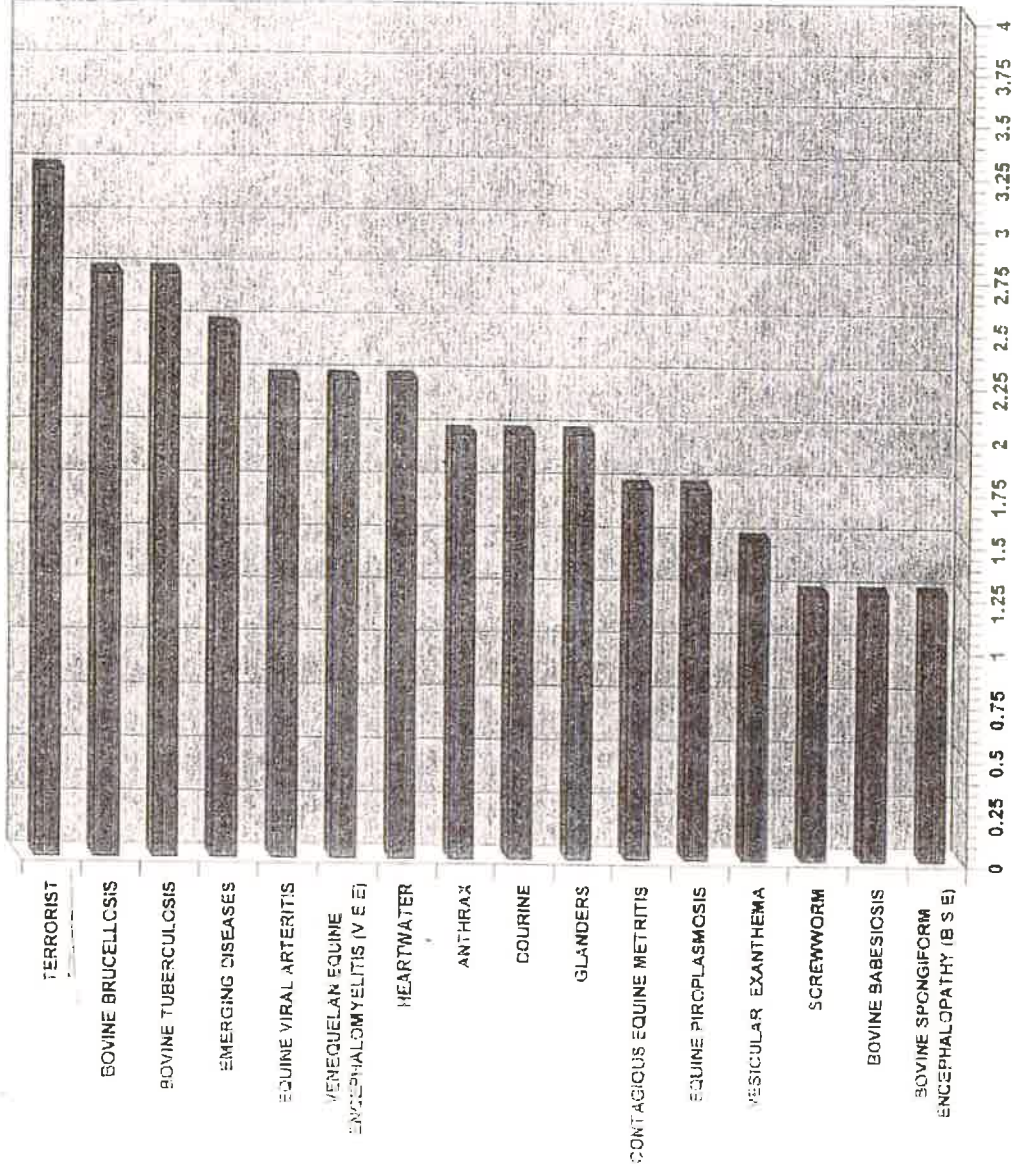


ATTACHMENT C-6

HAZARD ANALYSIS RISK PRIORITY

OIE LIST B DISEASES
AND OTHER DISEASE SITUATION

NMLB EMERGENCY RESPONSE PLAN



NEW MEXICO LIVESTOCK BOARD EMERGENCY RESPONSE PLAN
1999

RECOMMENDATION FOR CHANGE FORM

To recommend a change, complete and return a copy of this form to the New Mexico Livestock Board.

DEPARTMENT: _____

DIVISION/ASSIGNED AREA: _____

NAME: _____

POSITION: _____

ADDRESS: _____

PHONE NUMBER: _____ FAX NUMBER: _____

E-MAIL ADDRESS: _____

RETURN TO: New Mexico Livestock Board
Attn: Dr. Thurman Reitz
300 San Mateo NE, Suite 1000
Albuquerque, NM 87108

Page #	Paragraph	Change From:	Change To:

Note: A copied page from the Plan with the handwritten changes may be attached.

ANTI-TERRORISM and BOMB THREAT ACTIONS

I. PURPOSE

To describe procedures that will decrease the possibility of a terrorist act and/or Bomb Threats that would effect state and local government and outline agency responsibilities in establishing an anti-terrorist program, and dealing with a terrorist act.

II. SITUATION

Otero County has several state and local government facilities. Most of these facilities are located within and close to the city of Alamogordo. Disruption of local government services could be determinant to the health and safety of the populace. Holloman AFB is located near Alamogordo and is also accessible to terrorist acts and bomb Threats.

III. ASSUMPTIONS AND PLANNING FACTORS

- A. Outside assistance will be available in the event of a terrorist act or increase of threat level or bomb threat. Even though this plan will define for coordinating such assistance, it is essential that Otero County be prepared to carry out terrorist/bomb threat act situations on an independent basis.
- B. It is possible for a terrorist act to occur at any time and any place in the county. In some cases, advance warning of such an event and increased preparedness measures may be possible. However, some acts may occur with little or no warning.
- C. Bomb threats usually occur during normal working hours and are usually directed toward government offices or other important facilities.
- D. Proper implementation of this plan and Standard Operating Procedures (SOP's) may reduce or prevent the loss of life and property damage. Key officials are aware of the possible occurrence of a terrorist act or bomb threat and their responsibilities in the execution of this plan and will fulfill those responsibilities.

IV. ORGANIZATION/RESPONSIBILITY

A. The primary responsibility for the safety and welfare of the residents of Otero County and its communities rests with the respective governments. To fulfill this responsibility, the various local governments must individually, and where possible, jointly implement plans to ensure proper emergency actions are taken in a timely manner and provide for the care and support for those citizens affected.

B. Jurisdictional Law Enforcement.

Responsible for providing anti-terrorist and bomb threat training for all employees. Will assist local agencies/offices with guidance and actions to decrease the probability of a terrorist act and train bomb search teams for each key facility.

1. Notify the New Mexico State Police District Office of any Bomb threat or terrorist activity or threat.
2. Identify critical facilities and make vulnerability assessments.
3. For terrorist threats, Implement proper readiness levels and actions when notified.
For bomb threats follow the Sops.
4. Notify FBI at (505) 224-2000 if a nuclear threat is received.
5. Are familiar with all facilities at risk and can respond quickly.
6. Appoint an anti-terrorist officer.

C. Emergency Services Coordinator.

Responsible for ensuring the EOC is activated and proper notification is made to elected officials and EOC personnel.

1. Insure adequate communications is available.
2. Shelters are predestinated.

V. CONCEPT OF OPERATIONS

A. Terrorist threat levels are divided into four categories and are consistent with those used by Homeland Security. This action insures that all affected parties respond in a coordinated effort to protect life and property. Threats may or may not be an action of terrorist. The following can be used in the event a threat is received.

B. Terrorist threat levels are determined by the following factors:

1. Existence. Applies when a terrorist group is present, assessed to be present, or able to gain access to a given locale.
2. Capability. Applies when a terrorist group has acquired, assessed, or demonstrated level of capability to conduct terrorist attacks.
3. Intentions. Demonstrated actions, or stated intent to conduct terrorist activities.
4. History. Demonstrated pattern of terrorist activity over time.
5. Targeting. There are known plans or confirmed intentions of a terrorist group to target local interests.
6. Security Environment. The internal political and security considerations that impact on the capability of terrorist elements to carry out their intentions.

C. **Determining Levels.** A combination of positive answers to questions of applicability of any of the above assessment factors, as defined, will produce a threat level of either low, medium, high, or imminent.

1. *Negligible*. Existence and/or capability may or may not be present.
2. *Low*. Existence and capability must be present. History may or may not be present.
3. *Medium*. Factors of existence, capability, and history must be present. Intentions may or may not be present.
4. *High*. Factors of existence, capability, history, and intentions must be present.

Targeting may not be present.

5. *Imminent.* Factors of existence, capability, and targeting must be present. History and intentions may not be present.

D. Terrorist Threat Levels.

1. GREEN. NORMAL. This condition applies when there is a general threat of possible terrorist activity against personnel and facilities, the nature and extent of which are unpredictable, and circumstances do not warrant a higher security level. However, it may be necessary to implement certain measures from higher levels as more information is received or as a deterrent.
2. BLUE OR YELLOW. 3. This condition applies when an increased and more predictable threat of terrorist activity exists.
3. ORANGE. 2 This condition applies when an incident occurs or information is received indicating some form of action against personnel or facilities is imminent.
4. RED. 1 This condition applies in the immediate area where a terrorist attack has occurred or when information has been received that terrorist action against a specific location or person is likely.

E. Terrorist Level Actions

A. GREEN, LEVEL NORMAL

01. Remind personnel at regular intervals to be suspicious and inquisitive about strangers, particularly those carrying suitcases or other containers. Be alert for abandoned parcels or suitcases or any unusual activities.
02. Keep available at all times an appointed person who has access to plans for evacuation or for sealing off building or areas, or when an explosion or attack has occurred. Keep on call all key personnel who may be needed to implement security plans.
03. Secure buildings, rooms, and storage areas not in regular use.
04. Conduct security spot checks of vehicles and persons entering buildings and

areas under the jurisdiction of the local government.

05. Limit access points for vehicles and persons commensurate with a reasonable traffic flow.
06. As appropriate, apply one of the following from a higher threat level:
 - a. Secure and regularly inspect buildings, rooms, and storage areas not in regular use.
 - b. At the beginning of each workday and at regular intervals, inspect the interior and exterior of buildings in regular use for suspicious activity or packages.
 - c. Check all deliveries. Advise family members to check home deliveries.
 - d. Increase surveillance of domestic areas, such as schools and other soft targets to improve deterrence and build confidence among staff and family members.

B. BLUE OR YELLOW, LEVEL 3.

07. Repeat measure 1 of GREEN and warn persons of any other terrorist form of attack.
08. Keep on call all personnel involved in implementing anti-terrorist plans.
09. Review plans for the next higher threat level.
10. Where possible, cars and objects such as crates and trash containers are to be moved at least 75 feet from buildings, particularly those buildings of a sensitive or prestigious nature. Consider centralize parking.
11. Secure and regularly inspect buildings, rooms, and storage areas not in regular use.
12. At the beginning and end of each workday and at regular and frequent intervals, inspect the interior and exterior of regularly used buildings for suspicious packages.

13. Increase examination of all mail for letter or parcel bombs.
14. Check and inspect all deliveries. Advise family members to inspect all deliveries.
15. Increase surveillance of schools and other soft targets
16. Make staff and family members aware of the situation in order to stop rumors and prevent unnecessary alarm.
17. Physically inspect visitors and a percentage of their parcels, bags, and other containers.
18. Remind the public and staff to lock their parked vehicles and institute a positive system of checking before entering and driving a car.
19. Implement additional security measures for high-risk persons.
20. Brief reserves on the use of deadly force.

C. ORANGE, LEVEL 2

21. Continue all YELLOW measures and introduce all those measures not implemented at a lower level.
22. Keep all persons responsible for implementing terrorism counteraction plans at their place of duty.
23. Limit access points to an absolute minimum.
24. Strictly enforce entry control and search a percentage of vehicles.
25. Enforce centralized parking of vehicles away from sensitive buildings.
26. Increase patrols of the area.
27. Protect vulnerable buildings and areas.
28. Erect barriers and obstacles to control traffic flow.

29. When possible, operate random patrols to check persons, buildings, and areas.
D. RED LEVEL 1

30. Continue all ORANGE measures and introduce those not implemented at a lower level. measures

31. Augment reserves as necessary.

32. Identify all vehicles already in the most sensitive areas.

33. Search all vehicles (and their contents) entering the area.

34. Control all excess and implement positive identification of all persons.

35. Search all suitcases, briefcases, packages, and so forth, brought into the building or area.

36. Take measures to control access to all areas under the jurisdiction.

37. Make frequent checks of the exterior of the buildings or areas and parking lots.

38. Minimize all administrative journeys and visits.

39. Consider closing public roads and facilities that might make sites more vulnerable to terrorist attack.

40. Activate the Emergency Operations Center.

The following items should be considered upon activation of level YELLOW:

1. Check key control procedures to see that all keys to all locks are accounted for. If keys are in possession of personnel no longer in employment or keys cannot be accounted for, locks should be changed.
2. Check fire hose racks and extinguishers regularly to ensure they have not been tampered with.

3. Check all exterior and protective lighting for proper operation and adequate illumination.
4. Protect ground floor windows with heavy mesh grillwork or protective glass.
5. Have on hand or arrange for immediate procurement of sand bags or mattresses to be used as shielding in the event an explosive device is located in the building.
6. Have flashlights available in the event of a power failure.
7. Install closed circuit television to monitor areas where a bomb might be placed.
8. Install metal-detection devices.
9. Post signs indicating the use of closed-circuit television and other detection devices.
10. Entrances and exits to and from buildings may be modified to channel visitors through a registration process upon entering and leaving a building. Establish an escort system.

VI. ADMINISTRATION AND LOGISTICS

A. Training

During the increased readiness of a terrorist act/bomb threat or the possibility of a terrorist act, volunteers will be provided with instruction and training to accomplish specific law enforcement and traffic control tasks as designated and requested by local jurisdictions.

B. Exercises

Law enforcement personnel and other city/county employees will participate in exercises designed to practice this plan.

C. Plan Maintenance

Law enforcement officials should annually review this plan. The Emergency Services

Manager will update and/or revise this annex based on recommendations of law enforcement officials.

POINTERS

1. Immediate evacuation may not be advisable following a terrorist threat. Recent studies have shown that immediate and arbitrary evacuation may not be the safest approach to a bomb threat. Bombers with limited access to buildings will often place their devices close to outside entrances and exits. Evacuation prior to situation evaluation may result in personnel moving closer to the bomb.
2. Predetermine an assembly area for all evacuating personnel.
 - a. Each section should appoint a person to count evacuees at the assembly area.
 - b. Missing persons should be reported the person in charge.
 - c. Once personnel have evacuated the building no one should return to the building or area until cleared by proper authorities.
3. What NOT TO DO:
 - a. Don't ignore bomb threats.
 - b. Don't touch suspected devices.
 - c. Don't move suspected devices.
 - d. Don't place in water.
 - e. Don't cut or pull wires or strings.
 - f. Don't smoke near device.
 - g. Don't investigate too closely.
4. Telephone procedures:

Instruct all personnel to follow established procedures in the event a

bomb threat is received by telephone.

- a. Keep caller on the line as long as possible. Ask the caller to repeat the message. Attempt to record every spoken word.
- b. Immediately after caller hangs up, the person receiving the call should report this information to a supervisor.

5. In the analysis of this complex problem, preparedness, training, and planning are key.

INSPECTION CHECKLIST

During an inspection of the building or area, particular attention should be given to:

Elevator shafts

All ceiling areas

Rest rooms

Crawl spaces

Areas with easy access to plumbing fixtures, electrical fixtures, utility and other closet areas under stairwells. Also perform inspections to the following areas:

- a. Boiler rooms
- b. Flammable storage areas
- c. Indoor storage areas
- d. Mail rooms
- e. Ceiling lights with easily removable panels
- f. Fire hose racks

EVACUATION CONSIDERATIONS

1. Determine who will evaluate the threat and make the decision to evacuate.
2. Once the decision to evacuate is made a specific signal should be given. This signal should be included in the evacuation plan and practiced. Alternate signals should be established in case of electrical or telephone failure. The signal may be the same as that used for fire. However, when evacuating for a bomb threat leave windows and doors open.
3. Evacuation priorities and routes should be based on the type of building and the location of personnel when the bomb threat is received.
4. The evacuation plan should include the disposition of personnel once the threat no longer exists.
 - a. Return to work
 - b. Go home
 - c. Report to another facility
5. The evacuation plan should include an organizational chart which indicates who determines when to permit reentry into the facility or area.
6. During an evacuation, personnel should report to an assembly area and an accounting made. The area should be far enough from the facility or area to protect personnel from debris and the shock in the event of an explosion.
7. The anti-terrorism officer controls entry into the facility or area until law enforcement arrives.
8. Ensure knowledge personnel are available to turn off utilities. The decision to turn off utilities should be made by the incident commander.

BOMB THREAT PHONE REPORT

1. Date and time call received:

2. Exact words of caller:

3. Remain calm and be firm. Keep the caller talking and ask these questions:

where is the bomb? _____

what does it look like? _____

when will it explode? _____

how do you deactivate it? _____

why did you put it there? _____

4. If the area is occupied, inform the caller that detonation could cause injury or death.

CALLER IDENTIFICATION CHECKLIST

callers' identity: _____

sex: _____ Male _____ Female _____ Adult _____ Juvenile

Approximate age _____

Origin of call:

_____ Local _____ Long distance _____ Booth _____ Internal (from within building)

VOICE:

_____ loud _____ Soft _____ Fast _____ Slow _____ Deep _____ Distance

_____ Distorted _____ Raspy _____ Stutter _____ Nasal _____ Intoxicated

_____ Slurred _____ Lisp _____ Other

ACCENT:

_____ Local _____ Calm _____ Irrational _____ Factory machines _____ Foreign

_____ Rational _____ Incoherent _____ Music _____ Race _____ Deliberate

_____ Emotional _____ Office machines _____ Righteous _____ Laughing

_____ Street traffic _____ Angry _____ Airplanes _____ Trains _____ Animals

_____ Quite _____ Voices _____ Party atmosphere

FAMILIARITY:

_____ Did the caller sound familiar?

_____ Did caller appear familiar with facility or area by his description of the bomb location?

Name of person receiving call _____

OTERO COUNTY LEOP

ANNEX X
ATTACHMENT 2

RADIO FREQUENCIES
AND
TELEPHONE NUMBERS

RADIO FREQUENCIES

OTERO COUNTY LEOP

ANNEX X
ATTACHMENT 3

POSSIBLE CONTAMINATES

OTERO COUNTY LEOP

ANNEX X
ATTACHMENT 4

AVAILABLE EQUIPMENT

GLOSSARY OF TERMS AND ACRONYMS

Allocation: The process of designating where evacuees or shelterees would go for protective shelter, temporary lodging, or feeding.

Assessment (Radiological): The interpretation of radiological measurements in such a way that the measurements can form a basis for decision-making. Assessment can include making dose or effect predictions and advisory actions that might be taken to minimize harmful effects. Assessment Actions imply measures outlined in the Environmental Protection Agency Manual of Protective Action Guides and Protective Actions for Nuclear Incidents.

Business Band Radio: Any commercial radio communications not otherwise specifically stated.

CA - Capability Assessment: A formal measurement of current capabilities against standards and criteria that have been established as necessary to perform basic emergency management functions.

CAT - Category: When related to fallout shelter spaces, indicates a range of protection factors (PF). This is used to more easily define the capability of a shelter since there will be a wide range of protection factors throughout the facility. Categories normally used are:

CAT 0 - PF 10-19

CAT 1 - PF 20-39

CAT 2 - PF 40-69 (Usually combined with CAT 3 extending the range to PF 99)

CAT 4+ - PF 100-up

CEC - Community Emergency Coordinator: The single point of contact under SARA Title III for the community who makes determinations necessary to implement the plan. The CEC is a member of the EOC supporting staff.

CERCLA: Comprehensive Environmental Response, Compensation, and Liability Act of 1980 (PL 96-510)

CHEMTREC - (1-800-424-9300)Chemical Transportation Emergency Center: Located in Washington, D.C., this facility, sponsored by the chemical industry, provides 24-hour assistance in dealing with chemical transportation emergencies.

Civil Defense Emergency: An emergency declared by the President of the United States or Congress pursuant to applicable federal law finding that an attack upon the United States has occurred or is anticipated and that national safety requires the invocation of the emergency authority provided for by federal law.

Conglomerate (Crisis Relocation): A term used to identify a nuclear hazard area and its associated reception areas. The Otero County Conglomerate would include the Bernalillo and De Baca County hazard areas plus 19 reception counties.

Crisis Relocation: The concept designed to move populations from areas of high risk of nuclear attack to those of lower risk and to provide for their well being (i.e., congregate care housing, feeding, fallout protection, etc.).

CRP: Crisis Relocation Plan(ning).

Critical Worker (Crisis Relocation): An individual from the hazard area whose skills or services are required to continue operation of vital facilities and activities that will provide goods and to secure the hazard areas to insure continuance of vital industry, protection of public property, and preservation of the economic system.

CSP - Community Shelter Plan: A document (normally published in map form) that enables a local government to give its people the answers to questions, "Where do I go for fallout shelter?" and "What do I do?" when the warning sounds. The CSP designates specific fallout shelters to be used by people working or living in specific areas of the community, thus allocating the people to the best available fallout protection.

Decontamination: The reduction or removal of contaminating radioactive or chemical material from a structure, area, object, or person.

DAC - Disaster Application Center: A location established in a disaster area which houses all federal, state, and local agencies that deal directly with the needs of the individual victim. DACs are established only after a Presidential Declaration.

DIC - Disaster Information Center: A location established by state and local government subsequent to a Governor's Disaster Proclamation. These centers have the dual role of collecting damage assessment information relating to the private (individual) sector and serving as an interim referral center to help individuals obtain assistance to meet immediate needs prior to establishment of a DAC.

Disaster: Occurrence or imminent 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, wind, storm, chemical spill, or other water contamination requiring emergency action to avert danger or damage, epidemic, air contamination, blight, drought, infestation, explosion, riot, civil disturbance, or hostile military or para-military action.

Drill: A supervised instruction period aimed at testing, developing, and maintaining skills in a particular operation. A drill is often a component of an exercise.

EBS - Emergency Broadcast System: The Emergency Broadcast System is composed of AM, FM and TV broadcast stations and nongovernment industry entities operating on a voluntary, organized basis during emergencies at the national, state, or operational levels.

EMB: Emergency Management Bureau.

Emergency Clinic (Crisis Relocation): A temporary facility established to render out-patient medical care for relocatees.

Emergency Hospital: A temporary facility established to care for hospital patients when the capacity of the existing medical facilities are exceeded.

Emergency Worker: A person or persons who are primarily responsible for carrying out emergency functions. Emergency functions include radiological monitoring, Firefighting services, law enforcement, medical and health services, rescue activities, area security, communications, evacuation measures, social services, and other related functions assigned by competent authority to protect the health, safety, and property of the general populace.

EMT - Emergency Medical Technician: An individual who has completed the required training and is licensed by the State of New Mexico to perform emergency basic life support functions.

Emergency Protective Actions (Radiological): Measures taken prior to or after a release of radioactive materials to prevent or minimize radiation exposures to persons in the threatened area. Examples of emergency protective actions as discussed in this plan are: area access control; evacuation; in-house shelter; decontamination; and respiratory protection.

EOC - Emergency Operating Center: A protected facility from which local government officials exercise direction and control in a civil defense emergency. To be considered a true EOC, the facility should, as a minimum, meet federal requirements for protection from fallout (PF - 100+), contain emergency power, have appropriate communications equipment installed or readily accessible, and be maintained in a state of readiness that will allow immediate activation and continuous operation for at least 14 days.

EOC/EOL Staff: The Emergency Services Manager and members of the Civil Defense Organization tasked to operate the Emergency Operating Center during disasters. Also includes key coordinating and supporting staff positions that function only during disasters such as: EOC Communications Officer; Public Information Officer; Medical Coordinator; etc.

EOL - Emergency Operation Location: The facility or location, not necessarily qualifying as an EOC, from which a local government could conduct direction and control of emergency response and recovery activities during and after a disaster. An EOL could be in a protected EOC if such a facility were available.

EPA: Environmental Protection Agency

EPI - Emergency Public Information: Information concerning individual actions which will be made available to affected residents, transients, and evacuees in an emergency to insure their safety and well being.

Executive Group: The control group in the Emergency Operating Center during emergency operations. Consists of the Chief Executives (Mayor, County Board Chairman, etc.) of the affected jurisdictions and/or their deputies.

Exercise: An activity designed to promote emergency preparedness; test or evaluate emergency operations plans, procedures, or facilities; train personnel in emergency response duties; and demonstrate operational capability. There are three specific types of exercises:

- A. Tabletop Exercise: An activity in which elected and appointed officials and key agency staff are presented with simulated emergency situations without time constraints. It is usually informal, in a conference room environment, and designed to elicit constructive discussion by the participants as they attempt to examine and then resolve problems based on existing emergency operations plans. The purpose is for participants to evaluate plans and procedures and to resolve questions of coordination and assignment of responsibilities in a non-threatening format and under minimum stress.
- B. Functional Exercise: An activity designed to test or evaluate the capability of an individual function or complex activity within a function. It is applicable where the activity is capable of being effectively evaluated in isolation from other emergency management activity.

(Example) A Direction and Control Functional Exercise: An activity designed to

test and evaluate the centralized emergency operations capability and timely response of one or more units of government under a stress environment. It is centered in an EOC, or interim EOC, and simulates the use of outside activity and resources.

- C. Full Scale Exercise: A full scale exercise is intended to evaluate the operational capability of emergency management systems in an interactive manner over a substantial period of time. It involves the testing of a major portion of the basic elements existing within emergency operations plans and organizations in a stress environment. This type of exercise includes the mobilization of personnel and resources and the actual movement of emergency workers, equipment, and resources required to demonstrate coordination and response capability.

Fallout, Radioactive: The process or phenomenon of the fallback to the earth's surface of particles contaminated with radioactive materials from a cloud of this matter formed by a nuclear detonation. The term is also applied in a collective sense to the contaminated particulate matter itself. The early (or local) fallout is defined, somewhat arbitrarily, as those particles which reach the earth within 24 hours after a nuclear explosion. The delayed (or worldwide) fallout consists of the smaller particles which ascend into the upper troposphere and into the stratosphere and are carried by winds to all parts of the earth. The delayed fallout is brought to earth mainly by rain or snow, over extended periods ranging from months to years.

FCO - Federal Coordinating Officer: The person appointed by the Associate Director, Federal Emergency Management Agency, who operates under the Regional Director, FEMA, to coordinate federal assistance in a major disaster.

FEC - Facilities Emergency Coordinator: The single point of contact under SARA Title III for a facility that reports extremely hazardous substances. This person will coordinate all activities of the facility in the event of a HAZMAT spill or release. The FEC is a member of the EOC supporting staff.

Federal Agency: Any department, independent establishment, government corporation, or other agency of the Executive Branch of the Federal Government, including the United States Postal Service, but shall not include the American Red Cross.

Federal Agency Disaster Designation: Certain federal agencies have programs under their own authorities which allow them to provide assistance without a Presidential Declaration.

Federal Response Plan (FRP): The Federal plan developed under Public Law 93-288

(Stafford Act) in order to facilitate the delivery of all types of Federal Response Assistance to States to help them deal with the consequence of significant disasters. Any response provided will supplement state and local response efforts. Requests for Federal assistance will be made by the State after an assessment of state and local ability to respond to the specific disaster.

FEEMA - Federal Emergency Management Agency: The federal agency charged with development of an Integrated Emergency Management System and with supporting Emergency Management and Disaster Assistance efforts at all levels of government.

Governor's Emergency Fund: A fund established by state law that may be expended, upon direction of the Governor, for any State of Emergency to supplement local efforts to maintain and/or promptly restore essential public facilities or services when threatened or damaged as a result of a natural disaster.

Governor's Proclamation - State of Disaster Emergency: The Governor has found that a disaster has occurred or that the occurrence or threat thereof is imminent within the state or any part thereof, and he has activated the disaster response and recovery aspects of state, local, and interjurisdictional plans for the purpose of aiding the affected individuals and local governments.

HA - Hazard Analysis: The process of identifying the potential hazards that could affect the jurisdiction and determine the probable impact each of these hazards could have on people and property.

Hazard Area: A specified area directly affected by a disaster, or with high probability of being affected by specific hazards, or in the case of possible nuclear attack, an area most likely to receive direct weapons effects. For nuclear attack, areas that were projected to receive 2 psi overpressure, or greater, by a simulated nuclear attack are classified as Risk Areas and are defined in NAPB.

HAZMAT - Hazardous Materials: Substances which, if released in an uncontrolled manner (i.e., spilled), can be harmful to people, animals, property, and/or the environment.

Health Physics Professional: A person who is registered with or meets the qualifications of registration as a Plenary Member with the National Health Physics Society, Suite 300, 1340 Old Chain Bridge Road, McLean, Virginia 22101.

HFPS - Home Fallout Protection Survey: Survey accomplished in 1967 to determine percentage of residents who could use home basement fallout shelter spaces. Data is interpolated to arrive at current estimates.

HI/CA - Hazard Identification/Capability Assessment: A process implemented in Fiscal Year 1985 which surveys jurisdictions documenting aspects of the formal hazard analysis and capability assessment.

HI-VIS - (Hearing Impaired Video Information Service) is a service provided by the ETV network for hearing impaired people. The viewer must equip his/her television set with the HI-VIS decoder, which can be easily connected to a standard home TV set. The ETV network provides free programming that includes weather reports and emergency warnings from the National Weather Service.

Host Area - (Crisis Relocation): A County, or group of Counties designated to receive relocatees from a risk area.

IAC - Information Authentication Center (Nuclear Power Plant Incidents): An information facility located at the Emergency Operations Facility (EOF). Information is compiled and verified as factual before release. Concerned with confirmation of information and rumor control.

IC - Information Center (Local): Located at or near the Emergency Operating Center (EOC). Information is compiled and verified as factual before releases. Concerned with the confirmation of information and rumor control.

ICS - Incident Command System: The combination of facilities, equipment, personnel, procedures, and communications necessary to manager resources at the scene of an incident.

ICU: Intensive Care Unit

IEMS - Integrated Emergency Management System: A concept introduced by the Federal Emergency Management Agency (FEMA) to develop and maintain a credible emergency management capability nationwide by integrating activities along functional lines at all levels of government and, to the fullest extent possible, across all hazards.

Ingestion Exposure Pathway EPZ (Nuclear Power Plant Incidents): An Emergency Planning Zone which refers to exposure primarily from ingestion of water or foods such as milk and fresh vegetables that have been contaminated with radiation. The duration of primary exposure could range from hours to months.

Inquiry Center (Local): A location separated from the Emergency Operating Center where information requests from the public can be handled. Special Disaster Information telephone numbers are published relieving pressure on the Emergency Response System. This term is synonymous with "Rumor Control".

IRR - Increased Readiness Reporting: A reporting system outlined in FEMA CPG 2-10 series which would provide information concerning actions taken by local and state governments to increase readiness during periods of increased international tension, as well as public response to the crisis.

Key Personnel: Those officials of local government and other agencies and organizations who have primary functional responsibilities under this plan.
LEPC: Local Emergency Planning Committee.

Liaison Team: A group of Hazard Area key personnel whose function is to coordinate Hazard Area operations with Reception Area officials.

Lodging Facilities: Public or private buildings in designated reception areas that may be used to lodge and care for evacuees. Generally, assigned space is approximately 40 square feet per person. The facility may or may not meet criteria for designation as a protective or fallout shelter.

MCI - Mass Casualty Incident: An incident, emergency, or disaster which generates sufficient casualties where:

1. The number of patients and the nature of their injuries make the normal level of stabilization and care unachievable, or
2. The number of Emergency Medical Technicians and ambulances that can be brought to the field within the time allowed is not enough, or
3. The stabilization capabilities of the hospital are insufficient to handle all the patients.

Media Release Point (Local): Designated location for release of information from the Information Center (IC) to the general media for dissemination to the public. May be located at or near the Information Center.

Medical Control: The term used to designate overall command of medical treatment field operations.

Mobile Assistance Team: Personnel from federal, state, local, and private relief agencies which conduct meetings throughout an affected area to immediately aid victims or refer victims to where assistance may be available.

MSDS: Material Safety Data Sheet

Mutual-Aid Agreements: Arrangements between organizations, either public or private, for reciprocal aid and assistance in case of disaster too great to be dealt with unassisted or when local resources are inadequate or exhausted.

NAPB: Nuclear Attack Planning Base. The results of an attack model which projects both direct effects and fallout which could result from an all out Nuclear Attack on the United States. Serves as the planning basis for all Nuclear Attack planning.

NAWAS - National Warning System: A system of special telephone lines linking New Mexico with federal authorities in other states. A sub-network portion of the system, the State NAWAS Circuit, ties together state and local warning points as well as the National Weather Service, New Mexico State Police Stations, and nuclear power plants.

NCP - National Contingency Plan: Prepared by EPA to put into effect the response powers and responsibilities created by CERCLA.

NFS - National Facility Survey: Computer listings of facilities which provide protection from radioactive fallout.

NRT: National Response Team. (Consists of representatives of 14 government agencies is the principal organization for implementing the NCP.)

Nuclear Incident: An occurrence in which nuclear materials with consequent nuclear radiation are uncontrollably released from containment. Synonymous with the terms "radiation spill" and "nuclear accident".

OSC - On Scene Coordinator: Federal official who directs Federal response under NCP.

OSHA: Occupational Safety and Health Administration.

PAG - Protection Action Guide: A radiation exposure level or range established by appropriate Federal or State agencies by and which protective action should be considered. PAGs are tools used as decision aids during response to an incident.

PF - Protection Factor (Nuclear Attack): Ratio of outside radiation to that experienced inside a fallout shelter; i.e., a person inside a PF 40 Shelter would receive only 1/40th of the radiation that exists outside the shelter.

PPP - Population Protection Planning: A process which provides for the development, exercising, maintenance, and improvement of plans to cope with the effects of natural disasters, technological hazards, and nuclear attack.

Preventive Measure: An action deemed necessary to provide protection to the public which occurs prior to actualization of a specific threat. Generally associated with complex or time consuming actions.

Presidential Emergency Declaration: Under PL 93-288, as amended by PL 100-707 this is issued when the President has decided that a catastrophe, in any part of the United States, requires federal emergency assistance to supplement state and local efforts to save lives and protect property, public health, and safety, or to avert or lessen the threat of a natural disaster which because of the pressure of time or because of the unique capabilities of a federal agency, assistance can be more readily provided by the federal government.

Presidential Major Disaster Declaration: Is issued when in the determination of the President, a catastrophe causes damage of sufficient severity and magnitude to warrant federal assistance under PL 93-288, as amended by PL 100-707, or subsequent legislation, above and beyond emergency services provided by the federal government to supplement the efforts and available resources of states, local governments, and other relief organizations in alleviating the damage, loss, hardship, or suffering as a result of the catastrophe.

Protective Shelter: Any shelter with the capability to protect individuals, animals, or equipment from the effects of hazards such as tornadoes, blast, fire, initial radiation, and fallout. Some additional terms associated with protective shelters are:

- A. Expedient Shelter: Any shelter constructed in an emergency or crisis period on a crash basis by government, individuals, or single families.
- B. Fallout Shelter: A habitable structure, facility, or space used to protect its occupants from radioactive fallout. Criteria include a protection factor of 40 PF or greater, a minimum of 10 square feet of floor space per person, and at least 3 cubic feet of fresh air per minute per person when capacity is based on minimum space requirements. In unventilated underground space, 500 cubic feet of space per person is required.
- C. Upgradable Shelter: Shelter space obtained by taking actions to improve fallout protection in existing facilities and spaces; usually accomplished by adding mass overhead and to walls through use of earth and other materials to establish a

protection factor of PF 40 or better.

- D. In-House Shelter: This protective shelter action could be directed in the event of a short-term or low-level radioactive or toxic material release where evacuation actions could not be rapid enough to protect the affected population from an approaching hazard. Taking in-house shelter means staying indoors (in a residential, commercial or public building), closing all windows and openings to the outside air, and turning off all air conditioners or fans vented to the outside.

RAC Reception and Care Survey: A listing of facilities which have a capability to lodge and feed evacuees.

Radiological Emergency: A radiological/nuclear incident/accident which requires immediate action to save lives, to protect public health, to preserve property, or to reduce or avoid an increase in the threat resulting from the incident/accident.

Radiological Monitoring: The use of detection equipment to determine the levels of radiation or the presence and concentration of radioactive contamination to include the planning and data collection necessary to the task.

Radiological Protection: The organized effort, through warning, detection, and preventive or remedial measures, to minimize the effect of nuclear radiation on people and resources.

Reception Area: A specified area designated for reception and care of evacuees that is unaffected by the disaster, or hazard, or in the case of possible nuclear attack is relatively unlikely to experience direct weapons effects (blast of 2 psi or more, heat, and initial nuclear radiation).

RCRA: Resource Conservation and Recovery Act (of 1976).

REM - Radiation Equivalent in Man: A measure of the overall effectiveness of a radiation dose at causing a risk of cancer.

Risk Area (Crisis Relocation): Those Counties, or portions of Counties, that have been designated as being at risk of being a target in the event of Nuclear Attack. Risk area limits are defined by the 2 PSI overpressure lines as projected in the Nuclear Attack Planning Base (NAPB). As a safety factor the crisis relocation evacuation area will likely be slightly larger than the area subject to 2 PSI or greater overpressures.

Roentgen: The unit of exposure from X or gamma rays.

RRT - Regional Response Team: Composed of representatives of Federal agencies and a representative from each state in the Federal region. During a response to a major hazardous materials incident involving transportation or a fixed facility, the OSC may request that the RRT be convened to provide advice or recommendations.

SARA: Superfund Amendments and Reauthorization Act of 1986. Contains Title III provisions for Hazardous Materials Emergency Planning and Community Right-to-Know.

SERC - State Emergency Response Commission: A commission, appointed by the governor, who has technical expertise in the emergency response field.

SOP - Standard Operating Procedure: A ready and continuous reference to those procedures which are unique to a situation and which are used for accomplishing specialized functions.

State Coordinating Officer (SCO): The person named by the Governor in the Federal-State Agreement to execute on behalf of the State all necessary documents for disaster assistance following the declaration of an emergency or major disaster, including certification of applications for public assistance.

State Field Command Post: The operational location of the Governor's Authorized Representative in response to any major disaster including a radiological incident/accident. Appropriate state agency liaison and public information personnel will be located at or near this facility. Radio communications contact will be maintained with the State Emergency Operating Center and local government. The command post complex will also be able to support short-range radio communications for key state agency personnel operating at the incident scene. The radio call sign for the State Civil Defense Communications Van will be _____. The call sign for the Otero County communications Vehicle will be Mobile Command Post - see Annex B, Communications and Warning.

State Radiation Team/Radiological Monitoring Team: Response team dispatched to the site of a radiological incident/accident by the Emergency Management Bureau. This team or teams may be augmented by civil defense radiological monitoring resources, to include aerial monitoring if requested by the Department of Radiological Health. At the incident scene, all radiation control activities are coordinated by the Department of Health which also furnishes technical guidance and other services to local governments.

Superfund: The trust fund established under CERCLA to provide money the OSC can use during a clean-up.

Title III: The "Emergency Planning and Community Right-to-Know" portion of SARA. Specifies requirements for minimum plan content, for fixed facility owners to inform officials about extremely hazardous substances present at the facilities and for making information

about extremely hazardous substances available to citizens.

Traffic Control Points: Places along evacuation routes that are either manned by law enforcement personnel or volunteers, or marked with barricades to direct and control movement to and from the area being evacuated.

Triage: A system of assigning priorities of medical treatment to the injured and/or ill on the basis of urgency, chance of survival, etc.

Model City Emergency Operations Plan and Terrorism Annex

Update: June 2004



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Model City Emergency Operations Plan

Purpose

The purpose of this plan is to define the actions to be taken by Model City government, private and volunteer organizations, the role of state and federal agencies within the local area, and the coordination required among them in order to respond effectively to any type of emergency or disaster situation that affects citizens and property of Model City.

Scope

This Emergency Operations Plan (EOP) addresses emergency actions as they apply to Model City. It provides for mitigation, preparedness, response, and recovery operations. The basic plan has a broad framework and describes the approach to emergency management, planning, and operations.

This EOP is a flexible document. It is recognized that changes from the contents of this plan can, and will, occur due to the unique nature of emergencies. This deviation, using initiative and common sense, is both authorized and encouraged to adapt to the specific emergency and to ensure public safety.

Each organization and agency which has a role in this plan or its elements will develop Standard Operating Procedures (SOP) which provide systematic instructions for accomplishing assigned functions.

Situation and Assumptions

A. Situation

1. Model City has a population of 65,000, and is centrally located in a four-county area with a population of over 375,000. The city is located in the northwest corner of the state (geographically, Alabama is used as the state).
2. A track operated by Mid-American Railway runs through the northern part of downtown Model City. An Amtrak station and a privately-owned fertilizer company and oil company are located along the tracks.
3. Interstate 20 runs to the northwest, five miles from downtown Model City.



4. Model City Regional Airport is located at the southern end of the city, offering twenty-four commuter flights daily into and out of the city.
5. Model City is vulnerable to a number of natural disasters including hurricanes, tornadoes, earthquakes, fires, and severe winter weather.
6. Model City is also vulnerable to man-made disasters such as hazardous materials accidents, major transportation accidents, and civil disorders. Other possible dangers are those resulting from national or world events, including terrorism.
7. The potential size and impact of any emergency in Model City could vary from a minor event using only minimum response resources to a major emergency that requires possibly more resources than Model City possesses. Variations will depend on time of day, weather conditions, time of year, warning time, location, population density, and the type of emergency or disaster.

B. Assumptions

1. It is impossible to predict the specific effects of a disaster upon Model City, or to be sure in advance that any specific hazard would or would not occur. However, the city could be subjected to numerous disaster situations.
2. Model City is supported by private and volunteer organizations and state/federal agencies, having the capabilities, including manpower, equipment and supplies, to minimize the loss of lives and property in the event of an emergency or disaster.
3. In the event of a natural or technological incident, sufficient capabilities exist to handle the initial tasks related to the situation but our resources would soon be taxed to the limit or exhausted, so outside assistance would be required. Emergencies may require coordination and cooperation among governmental, private and volunteer organizations to protect lives and property of Model City residents.
4. In most cases, proper preparations and mitigation measures could reduce damage and loss of life.
5. Organizations and agencies tasked in this document will respond as required to fulfill their responsibilities in providing for public safety during an emergency response and/or recovery operation.



Concept of Operations

A. General

1. The Mayor of Model City is responsible for emergency preparedness operations. The Model City Emergency Management Agency Director acts as his Chief of Staff and primary advisor during such emergencies. If needed, the Mayor or Chief of Staff will declare a local state of emergency. A local state of emergency is defined as an existence of conditions of disaster or extreme peril to the safety of persons and property within the limits of Model City. Department or agency directors and their staffs are responsible for functions as specified in this plan and its annexes. City agencies will conduct emergency operations until the emergency exceeds the local government's capability to respond, then assistance will be requested from County officials, who will then refer to the state government for aid when necessary. The federal government will assist the state, when appropriate. Operations shall be conducted from the city Emergency Operations Center (EOC), and all departments and agencies having an emergency function or capability will be represented.
2. This plan is based on the concept that emergency functions for various groups involved in emergency preparedness will generally parallel their normal day-to-day functions. To the extent possible, the same personnel and material resources will be employed in both cases. It is generally true, however, that a disaster is a situation in which the usual way of doing things no longer suffices. It is desirable, and always attempted, to maintain organizational continuity and to assign familiar tasks to personnel. In large-scale disasters, however, it may be necessary to draw on people's basic capabilities and use them in areas of greatest need. Day-to-day functions that do not contribute directly to the emergency operation may be suspended for the duration of any emergency. Efforts normally required of those functions will be redirected to accomplish the emergency task by the agency concerned.
3. In keeping with the nationwide strategy of the Incident Command System/Unified Command (ICS/UC), this plan is concerned with all types of emergency situations that may develop. It also accounts for activities before, during, and after emergency operations. The first-arriving unit at an emergency scene will assume command and advise other response units of the situation and safe arrival routes. Command will be transferred as more qualified responders arrive on the scene.



4. All personnel involved in emergency response and recovery activities will use a continuously-implemented process consisting of the following principles until the action, incident, or situation has been resolved.
 - Acquire accurate information
 - Determine and review options
 - Make decision
 - Coordinate and implement decision
 - Monitor the results
 - Assess results; report or adopt a different option, if necessary

5. Where requests for resource assistance are received from another jurisdiction outside of Model City and are beyond existing mutual aid agreements or MOUs, the granting of the requests and the quantities provided will be at the direction of the EMA Director.

B. Phases of Emergency Management

This plan is concerned with all types of emergency situations. It also deals with activities that occur before, during, and after emergency operations. These activities are accomplished by dividing emergency management activities into the following phases: mitigation, preparedness, response, and recovery.

1. Mitigation. Mitigation activities are any actions taken to prevent or reduce the occurrence of any emergency or risk to human life and property. Examples of mitigation efforts include, but are not limited to:

- Building codes
- Disaster insurance
- Public education
- Procurement and integration of equipment
- Identifying resources



WMD Incident Command Course

2. Preparedness. Preparedness activities are any actions taken prior to the emergency that facilitate the implementation of a coordinated response. Examples of preparedness efforts include, but are not limited to:
 - Continuity of government decisions
 - Testing and maintaining equipment
 - Establishing, equipping, and maintaining the EOC
 - Developing emergency plans and procedures
 - Participation in training, drills, and exercises
 - Coordination of sirens and other emergency notification methods
 - Hazard identification
3. Response. Response activities are any actions taken immediately before, during, or directly after an emergency to save lives, minimize damage to property, and increase the effectiveness of recovery efforts. Examples of response include, but are not limited to:
 - Emergency medical services
 - Police services
 - Fire and rescue services
 - Public works
 - Protective actions
4. Recovery. Recovery is the phase that involves restoring systems to normal. Short-term recovery actions are taken to assess damage and reestablish vital life-support systems; long-term recovery actions may continue for years. Examples of recovery actions include, but are not limited to:
 - Damage assessment
 - Debris clearance



- Decontamination
- Counseling
- Disaster assistance
- Temporary housing
- Could include some mitigation efforts

When the Mayor of Model City and his or her advisors determine that a State of Emergency no longer exists, he or she will issue an order terminating it, including all specially-delegated emergency authorities and powers.

C. Emergency Action Levels - Natural Disaster - (National Weather Service)

1. **WATCH**—All emergency personnel placed on standby. (Conditions are favorable for severe weather).
2. **WARNING**—Partial activation of EOC by emergency preparedness personnel (actual sighting; actually occurring).
3. **IMPACT**—Full activation of EOC.
4. **RECOVERY**—Continued response activities as needed.

D. National Security Threat Levels

1. **GREEN**—Low risk of terrorist attack.
2. **BLUE**—General risk (agencies are asked to review and update emergency response procedures).
3. **YELLOW**—Elevated condition, meaning there is a significant risk of attack (increased surveillance of critical locations and implementing some emergency response plans are called for).
4. **ORANGE**—A high risk of attack, meaning the government should coordinate necessary security efforts with armed forces or law enforcement agencies and take additional precautions at public events.
5. **RED**—Severe risk of attack and may require the pre-positioning of specially-trained teams, closing public and government facilities, and monitoring transportation systems.



Organization and Assignment of Responsibilities

The following departments and agencies are assigned the listed responsibilities and emergency functions. The functions apply to all parts of this EOP unless a specific part is designated. Each organization will develop and maintain its own SOP, which will be applied when carrying out any part of the EOP.

A. City Executive Offices

- Provide overall command and control of emergency response actions (EMA director and mayor's chief of staff)
- Declaration of a local emergency (mayor)
- Keep records of expenditures and obligations in emergency operations
- Submit local government reports to the appropriate state offices

B. Fire Department

- Conduct fire fighting, rescue, and HazMat operations
- Conduct radiological monitoring and reporting
- Assist with providing trained personnel for monitoring and decontamination
- Coordinate rescue activities
- Assist law enforcement in traffic control
- Assist in route alerting and door-to-door notification
- Assist with the provision of emergency medical services/first aid to evacuees at reception centers and at mass care centers
- Provide emergency medical care
- Assist in public evacuation by providing ambulance support
- Provide emergency medical response to established shelters for monitoring the condition of evacuees and their transportation to functional hospitals



C. Law Enforcement

- Provide security at EOC and other vital areas
- Provide security at reception centers and mass care centers
- Control access to affected areas
- Provide security for evacuated areas and any areas containing contaminated personal items or valuables
- Conduct route alerting/door-to-door notification as necessary
- Notify hearing impaired
- Provide instructions for those persons without transportation for evacuation from public areas
- Establish primary and alternate evacuation routes
- Provide traffic control
- Identify road impediments
- Supervise orderly movement control of evacuees back into the area when it is safe
- Search and rescue
- Supplement communications
- Assist with evacuation efforts

D. Emergency Management Agency

- Activate and manage the EOC
- Coordinate EOC response and recovery operations
- Coordinate information with adjacent counties and the state EOC
- Ensure 24-hour staffing of emergency organizations including liaison requirements



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- Assist EOC staff in resolving operational problems
- Obtain additional resources needed for response
- Ensure EOC staff is updated on events
- Coordinate implementation of protective actions
- Coordinate relocation to alternate EOC, if necessary
- Develop and maintain the EOP and EOC SOP
- Provide for EOC staff training and participation in drills and exercises
- Coordinate all county emergency management training
- Activate and manage EOC communications
- Coordinate the assistance provided by private organizations, groups or volunteers, in conjunction with the Red Cross and other government agencies
- Review Public Information Office (PIO) releases for accuracy
- Activate Emergency Broadcast System, if needed
- Maintain the meeting agendas, records, and other files of the Local Emergency Planning Committee (LEPC)
- Facilitate, develop, and publish an after action report

E. Emergency Communications/911 Center

- Serve as the 24-hour contact point for emergency notification
- Notify county departments/agencies
- Develop Incident Command Plan (ICP)
- Provide support to the EOC and command post



F. Health Department

- Coordinate emergency healthcare
- Provide public health information and advice
- Assist in making protective action recommendations
- Provide medical support to evacuees in shelters
- Provide inoculation and disease prevention
- Provide health care for EOC staff
- Verify minimum sanitation standards
- Conduct contamination assessment of food and water
- Coordinate with appropriate agencies on the handling, storage, and disposal of contaminated personal items and waste
- Maintain public and emergency worker radiation exposure records
- Assist with medical administration, i.e., quarantine orders, isolation, and disease surveillance
- Provide epidemiological support
- Provide laboratory support
- Coordinate mortuary services
- Monitor pest and rodent control

G. Department of Public Works

- Restore vital facilities and public utilities
- Assist in rescue
- Assist in control of vital resources



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- Operate salvage depot
- Assist in decontamination
- Assist in route alerting
- Provide traffic and access control equipment
- Maintain evacuation routes in passable condition
- Assist in establishing alternate evacuation routes
- Provide emergency sanitation facilities
- Provide an emergency potable water supply
- Provide for damage assessment of public property and certain non-profit organizations
- Serve as a liaison with major industries

H. Hospitals

- Provide for the handling and treatment of injured, contaminated, or exposed members of the public and emergency response personnel
- Provide for disposal of on-premise contaminated materials
- Provide medical guidance to EMS units and field triage teams
- Provide qualified medical personnel, supplies, and equipment
- Implement mass casualty plans

I. American Red Cross

- Provide such services as sheltering, feeding, clothing and other essential emergency needs to disaster victims
- Provide responders with Critical Incident Stress Management (CISM)
- Provide family assistance



- Assist with coordination of mental health services
 - Provide decon support at hospitals
- J. School Board**
- Maintain list of possible shelters
 - Assist with transportation needs
 - Notify all public, private, and parochial schools of an emergency
 - Implement protective actions for public and private school populations
 - Appoint building managers for each facility used during emergency operations
 - Provide personnel for the preparation of food, if requested
 - Provide custodial services for evacuees housed in school system

Administration and Logistics

A. Should local government resources prove inadequate during emergency operations, requests will be made for assistance from other local jurisdictions, higher levels of government, and other agencies in accordance with existing or emergency negotiated mutual aid agreements and understandings. Such assistance may take the form of equipment, supplies, personnel, or other available capabilities. All agreements and understandings are entered into by duly-authorized officials.

It is understood that written agreements are not necessary with state or federal agencies, since these groups have a legal responsibility to provide assistance when called upon to do so.

B. The mayor has the authority to order any emergency purchases and/or authorize the contracting of any emergency services required.

Since there is no provision in the city budget to deal with a large emergency that might tax limited resources, mutual aid agreements, and procedures to request assistance from state and federal authorities are critical to the planning effort.

C. Records and Reports

1. Responsibility for submitting local government reports to state and federal agencies rests with the Model City EMA.



WMD Incident Command Course

2. Records of expenditures and obligations in emergency operations are maintained by the Model City EMA.

3. Narrative and log-type records of response actions to all emergencies are maintained.

D. The Model City EMA EOC is the primary site for coordination of all emergency operations. In the event the EOC should become unusable, the alternate EOC will be used.

E. In the event of a disaster, the Model City EMA coordinates and supports the responsible agencies.

F. Consumer Protection—Consumer complaints pertaining to alleged unfair or illegal business practices will be referred to the Model City Better Business Bureau, or the District Attorney's Office.

G. Nondiscrimination—There will be no discrimination on grounds of race, religion, nationality, sex, age, handicap, or economic status in the execution of disaster preparedness or disaster relief and assistance functions.

H. Administration of Insurance Claims—Insurance claims are normally handled on a routine basis by the commercial insurance companies and their adjustment agencies. Complaints should be referred to the State Insurance Commissioner.

I. Duplication of Benefits—No person, business concern, or other entity will receive assistance with respect to any loss for which he/she has received financial assistance under any other program or for which he/she has received insurance or other compensation.

J. Use of Local Firms—When major disaster-assistance activities are carried out by contract or agreement with private organizations, firms, or individuals, preference will be given, to the extent feasible and practical, to those organizations, firms, and individuals residing or doing business primarily in the affected area.

K. Model City employees may be subject to legal action because of injuries or damages resulting from their acts or omissions. Employees may be personally liable for any of their acts or omissions that involve gross negligence, malice, or unlawful conduct. An emergency does not justify improper or unlawful conduct.

L. Unless covered in a mutual aid agreement/memorandum of understanding, emergency resources may not be sent outside of Model City unless approval is granted by the EMA director.

M. The Model City EMA has the authority to appropriate services and equipment from citizens as necessary in response to a disaster.



Plan Development and Maintenance

- A. This EOP will be reviewed and updated at least annually based on deficiencies identified in simulated or actual use, or due to organizational or technological changes.
- B. The Director of the Model City EMA will maintain and update this plan as required. Responsible officials in state/local agencies should recommend changes at any time and provide information periodically about changes of personnel and available resources. The Director will coordinate an annual review and revision effort as necessary.
- C. Revisions to the EOP will be forwarded to all organizations/agencies assigned responsibilities in the plan. Receipt acknowledgement of revisions will be required.
- D. Contact names and telephone numbers (i.e., EOC staff, departments/agencies, special facilities, schools, etc.) are maintained by appropriate departments/agencies and are updated quarterly.
- E. The Director of the Model City EMA, under the supervision of the Mayor, has the overall responsibility for emergency planning, coordination of resources, and provision of direction of disaster operations.
- F. Directors of supporting agencies have the responsibility for maintaining internal plans, SOP, and resource data to ensure prompt and effective response to disaster.
- G. If a plan is to be effective, its contents must be known and understood by those who are responsible for its implementation. The Director will brief the Mayor, Model City Council, departmental directors and other appropriate officials in emergency preparedness and in this plan in particular.
- H. All agencies will be responsible for the development and maintenance of their respective segments of the plan as set forth earlier in Section V, "Organization and Assignment of Responsibilities."
- I. This plan applies to all Model City boards, commissions, and departments assigned emergency responsibilities, and to all elements of local government.
- J. This plan can be activated at least once a year in the form of a simulated emergency, regardless of actual events, in order to provide practical controlled operations experience to those who have EOC responsibilities.



WMD Incident Command Course

Model City Emergency Operations Plan Terrorism Annex

All Model City resident public safety and emergency medical services currently serve under their respective SOP. This portion of the plan summarizes some generally-accepted emergency response principles, not department-specific practices. (Slight procedural variations occur at the discretion of the respective agency authority.)

Local Government Agencies

In the event of a terrorist incident, local government agencies are responsible for, but not limited to the following actions.

Fire Department

- If first on the scene, act as the lead agency.
- Initiate Incident Command System. Advise arriving units of safest arrival method relative to release. Establish a single on-site command post. Dispatch senior office representation to the City Emergency Operations Center (EOC) if it is activated.
- Provide regularly-updated information to the EOC and Model City Executive offices
- Determine the appropriate protective actions necessary to protect the public. Ensure effective communication to the affected area via the media, loudspeakers on emergency vehicles, and door-to-door notifications as necessary. The Model City Health Department provides advice on proper protective actions and their effectiveness on an ongoing basis.
- Establish communication with those agencies which provide advice on control and containment actions.
- Should the incident become an ongoing situation, determine the best methods to control or eliminate leakage or materials escape.
- Conduct fire suppression.
- Coordinate with the hazardous materials sector and the Emergency Medical Service Coordinator for proper decontamination as required. Conduct necessary field decontamination of all necessary response personnel, victims, and equipment.
- Establish control zones for the incident site. Facilitate evacuation from the hot and warm zones.
- Remain on-site until immediate health and safety risks have been brought to an acceptable level.



Fire Department—HazMat Team

- Provide standardized training and tactical operating procedures for responding to and mitigating hazardous materials emergencies on an ongoing basis.
- Facilitate joint planning and cooperation regarding effective tactical response to incidents.
- Provide technical expertise, equipment, and assistance at the incident, and perform duties as directed by the Incident Commander.
- Advise Incident Commander of any additional resources available or needed to mitigate the incident.
- Conduct post-incident reviews of published operational procedures, training, and equipment.
- Represent the area fire departments' hazardous materials teams on the Local Emergency Planning Committee (LEPC).
- Deploy HazMat response vehicle to scene.
- Deploy Mass Decontamination/Technical Unit to scene.

Law Enforcement

- If first on the scene, act as the lead agency.
- Assign a senior officer to the ICP as well as the Model City EOC (if it is activated).
- Provide regularly-updated information to the EOC and the Model City Executive Offices.
- Conduct investigations per respective SOP, local ordinance, and state law.
- Provide security at scene, operational areas, and critical facilities, including the national pharmaceutical stockpile.
- Control traffic in and around the affected area.
- Provide perimeter and traffic control at the site.
- Control media access.



WMD Incident Command Course

- If requested by the Incident Commander, conduct an evacuation of the affected area only when properly outfitted with PPE.
- Coordinate other assisting law enforcement resources.

Emergency Medical Service

- Assign the EMS Director to the ICP. Assign triage, treatment, and transport and tracking functions as appropriate. Support a decontamination area for contaminated casualties. Dispatch appropriate representation to the Model City Emergency EOC (if it is activated).
- Initiate triage after decontamination is complete.
- Assist other agencies in establishing decontamination and patient treatment areas in a safe location.
- Ensure appropriate and effective victim and responder decontamination prior to transport to medical facility.
- Deploy a Mass Casualty Unit to scene.
- Integrate all supporting EMS agencies into the medical operations on the scene.

Emergency Management Agency

- Fulfill other obligations as imposed by the State Emergency Response Commission.
- Request input and assistance from Model City departments and agencies in revising the annual Hazardous Materials Annex to the Model City EOP.
- Advise responding agencies as to local, state, and federal resources available to assist in mitigating the incident.
- Activate the Emergency Broadcast System only at the direction of the Emergency Management Director to provide information concerning the incident to the general public.
- Assist the Incident Commander in the coordination of other logistical support agencies called upon to provide support.



- Provide advice and recommendations to the Mayor's office regarding the need for a Disaster Declaration or State of Emergency. Serve as the lead coordinating agency for aid and assistance requests during response and recovery phases. Activate the City-County EOP, as indicated.
- Activate the Primary or Alternate Model City EOC, when necessary.
- Provide a EMA Duty Officer to immediately respond to the on-site Command Post to provide support to HazMat.
- Receive, file, and distribute chemical release reports filed on behalf of the Local Emergency Planning Committee (LEPC).
- Maintain computerized data on all reports submitted by reportable facilities and companies in Model City.
- Provide computerized data to jurisdictional fire departments and other governmental agencies.
- Provide information to the public under the Community Right-to-Know Act of 1986.
- Coordinate and take appropriate action on hazardous material spills, which affect run-off and drainage areas in the county other than the sewer system.
- Monitor and/or take necessary actions to clean-up hazardous material incidents in the county. Coordinate with state and federal EPAs to ensure that the clean-up has been properly completed.

Health Department

- Dispatch appropriate representation to the Model City EOC (if it is activated).
- Make recommendation on isolation, segregation, and quarantine measures.
- Implementation of the state quarantine law by order of the district health officer by empowering law enforcement officers.
- Enforce Model City Health Department codes concerning environmental, public health, or safety problems.
- Provide advice to the IC on protective actions to protect the public.



WMD Incident Command Course

- Provide advice to the IC regarding any necessary steps for effective decontamination, consulting the Model City Hospital Poison Center.
- Provide information concerning symptoms and recommended medical treatment for exposure to hazardous materials to on-site medical teams, as requested.
- Provide information concerning symptoms and recommended medical treatment for exposure to hazardous materials to receiving hospitals, as requested.
- Provide information concerning decontamination procedures to on-site responders, as requested.
- Provide—as required—deputy coroners, investigators, and forensic pathologists. Conduct all duties and responsibilities per state law.
- Dispense any national pharmaceutical stockpile medications at needed.

Department of Public Works

The Model City Department of Public Works will have the following responsibilities:

- When requested, send a representative to the ICP. Dispatch appropriate representation to the Model City EOC if it is activated.
- When requested, provide exposure, monitoring, and sampling services at the incident site and at any water treatment facilities. Monitor and alert proper personnel to contamination in either the sanitary or the storm sewer systems.
- Advise the Incident Commander concerning any anticipated problems involving hazardous materials that may have entered either the sanitary or the storm sewer system.
- Enforce department work codes on environmental, public health, or safety problems arising from an incident.
- Provide equipment and operators for debris removal.



County and State Government Assistance

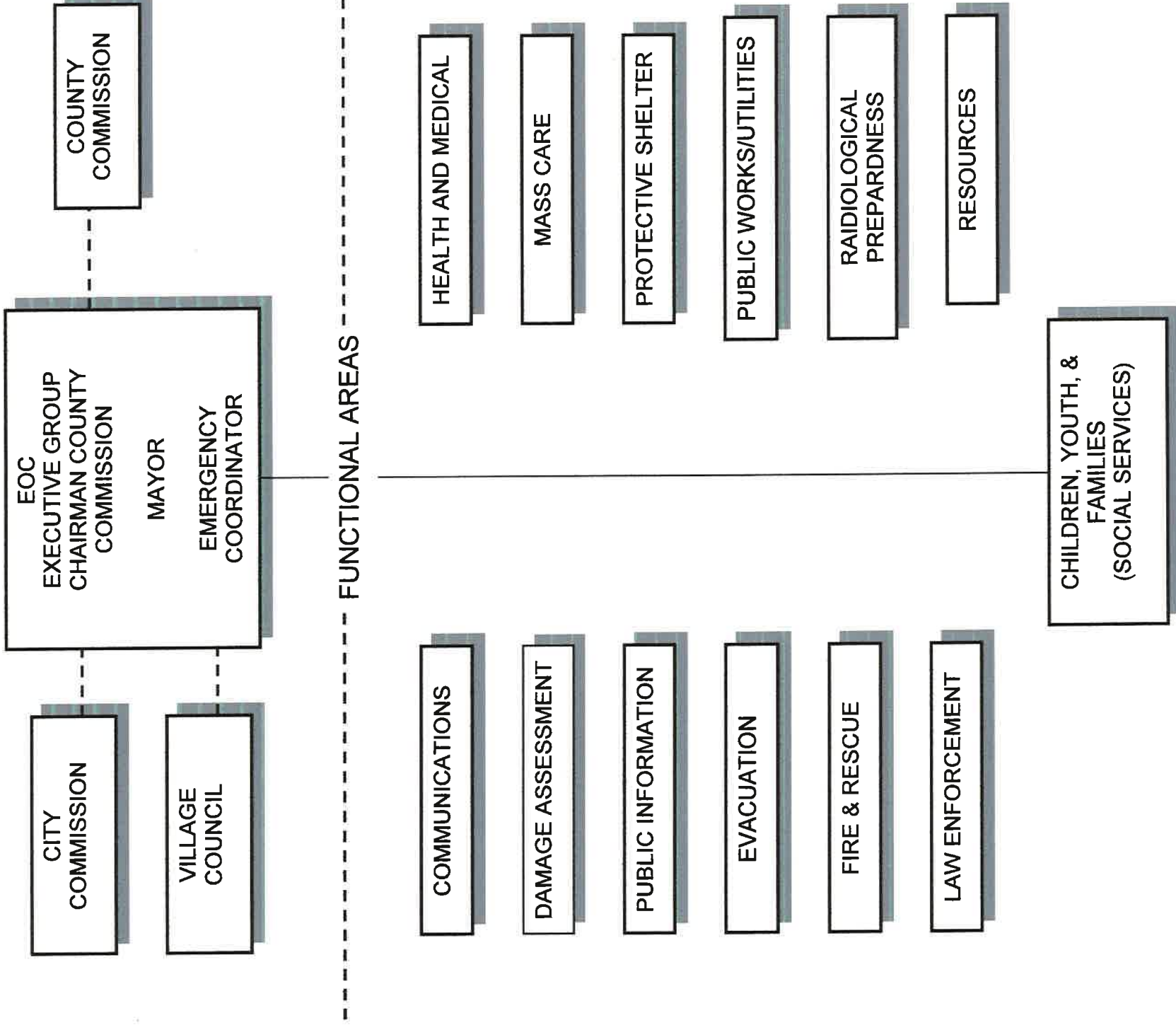
Should an act of terrorism exhaust the resources of Model City, city officials will request aid from the county, which will in turn alert the state to any needed assistance. The county and state will operate according to their own existing EOPs.

Federal Agencies

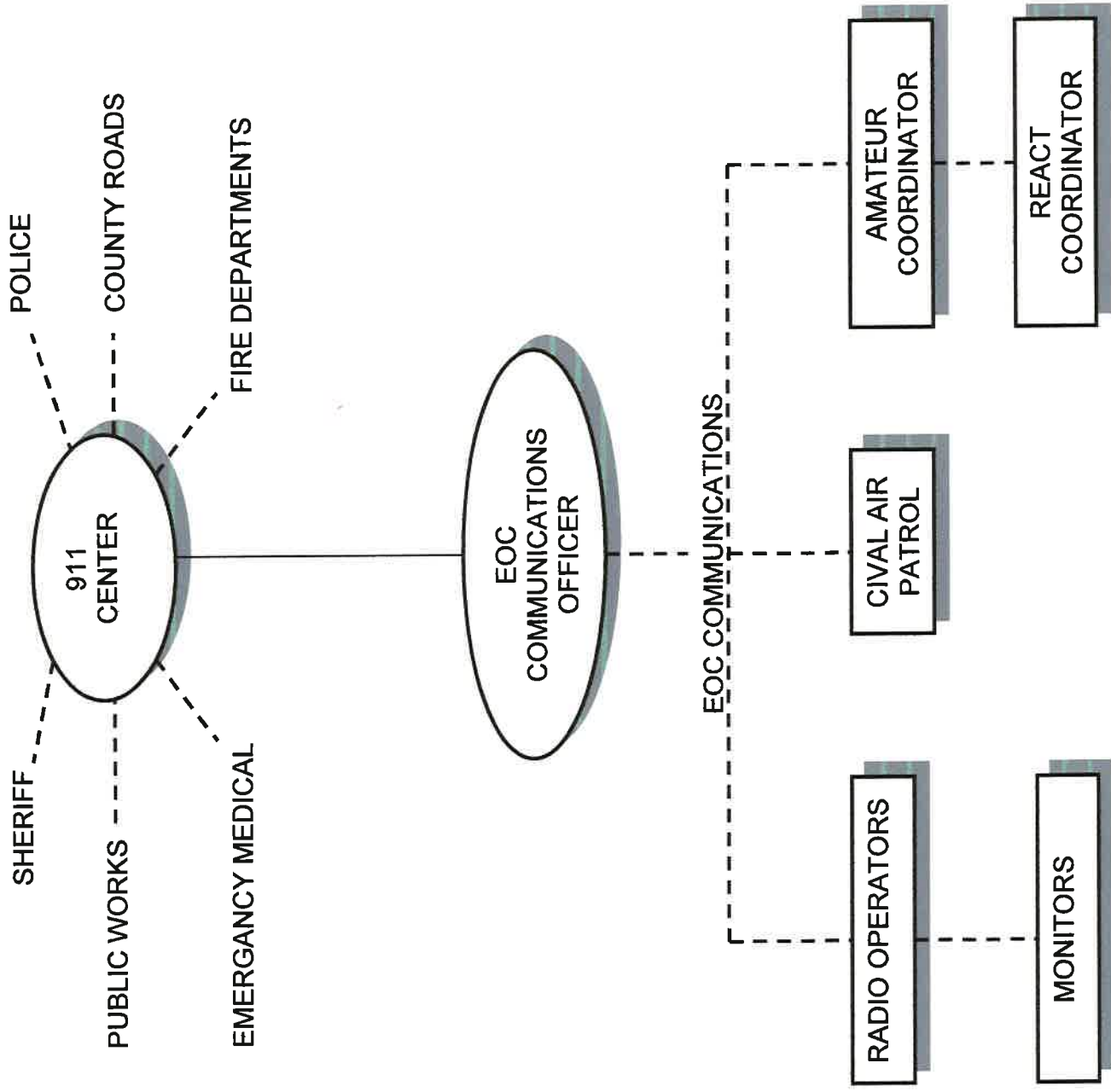
In the case of a terrorist attack, Model City acknowledges that the Initial National Response Plan (INRP) will come into effect and that officials from the Department of Homeland Security (DHS) will be on hand to coordinate the federal response to the incident.



DIRECTION AND CONTROL ORGANIZATIONAL CHART

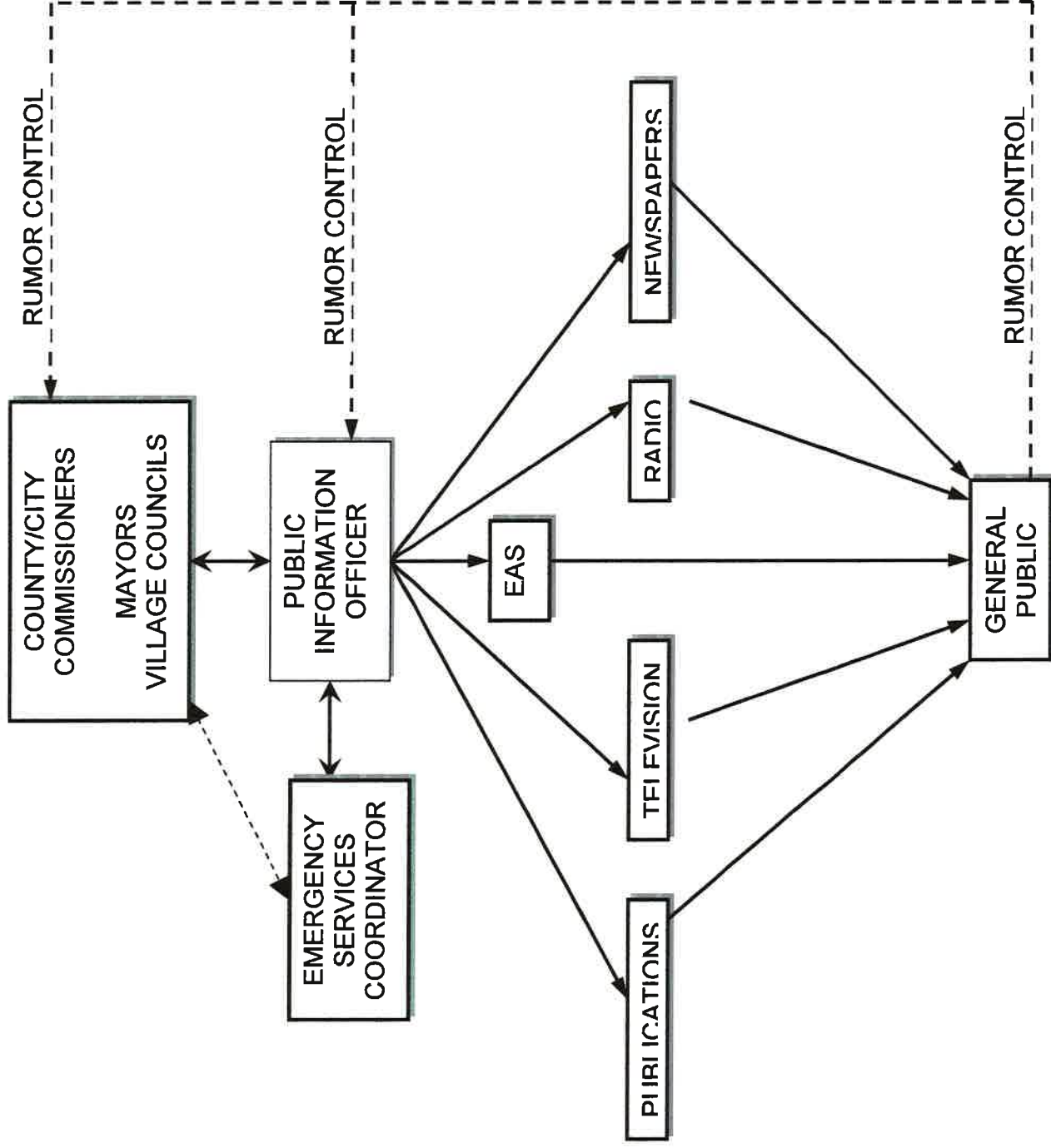


COMMUNICATIONS AND WARNING



EMERGENCY

PUBLIC INFORMATION



LAW ENFORCEMENT

ALAMOGORDO

DPS

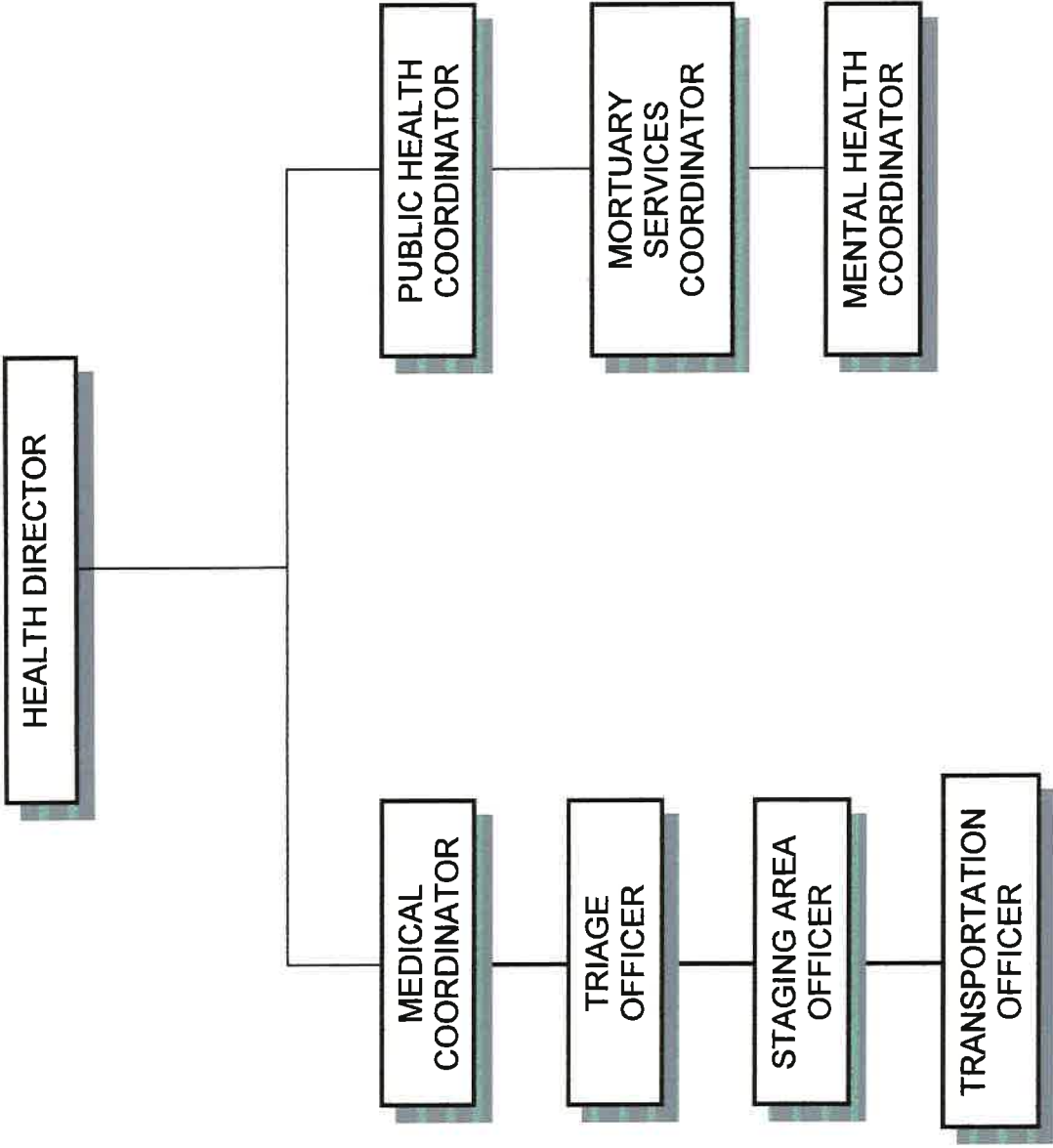
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SHERIFF

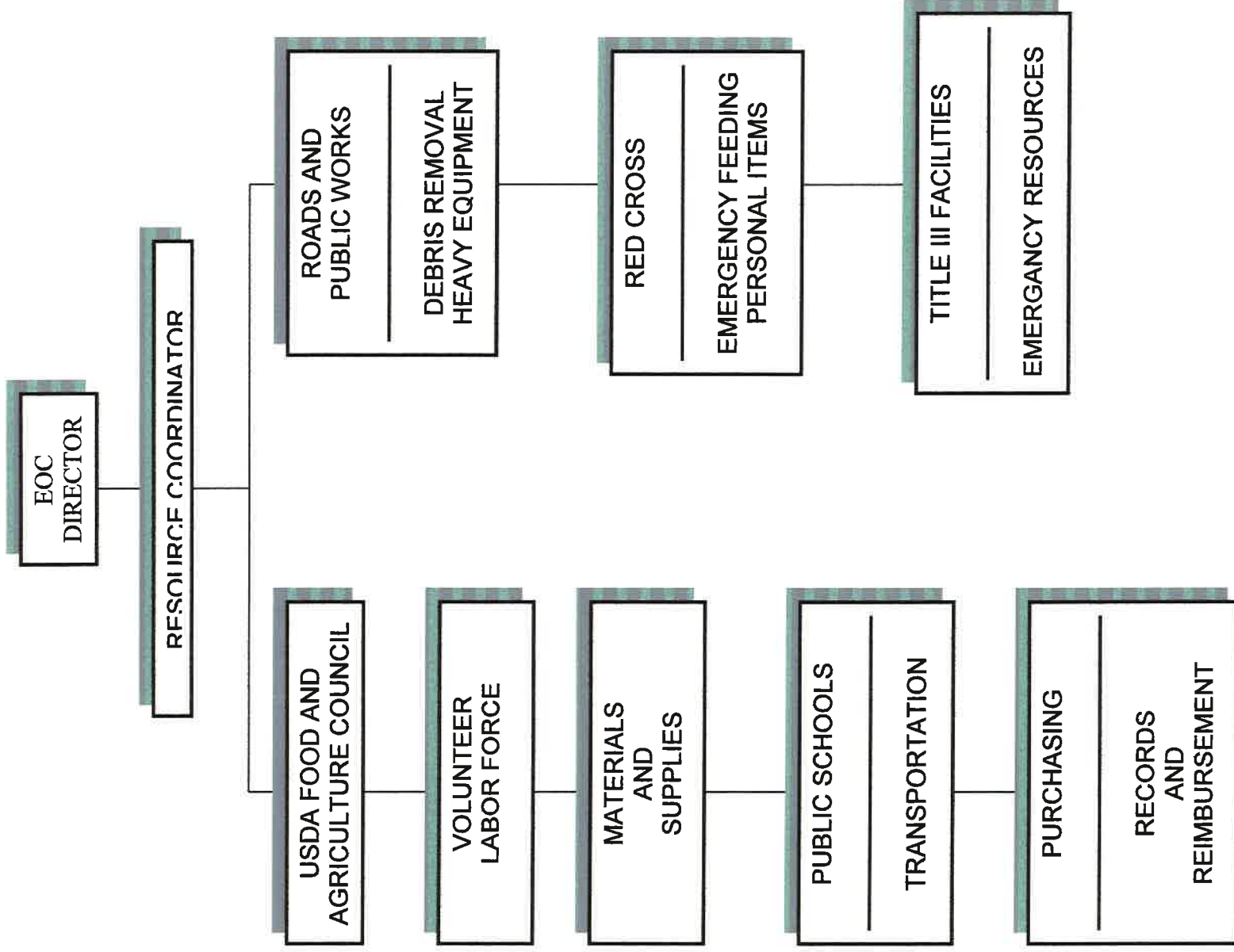
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POLICE

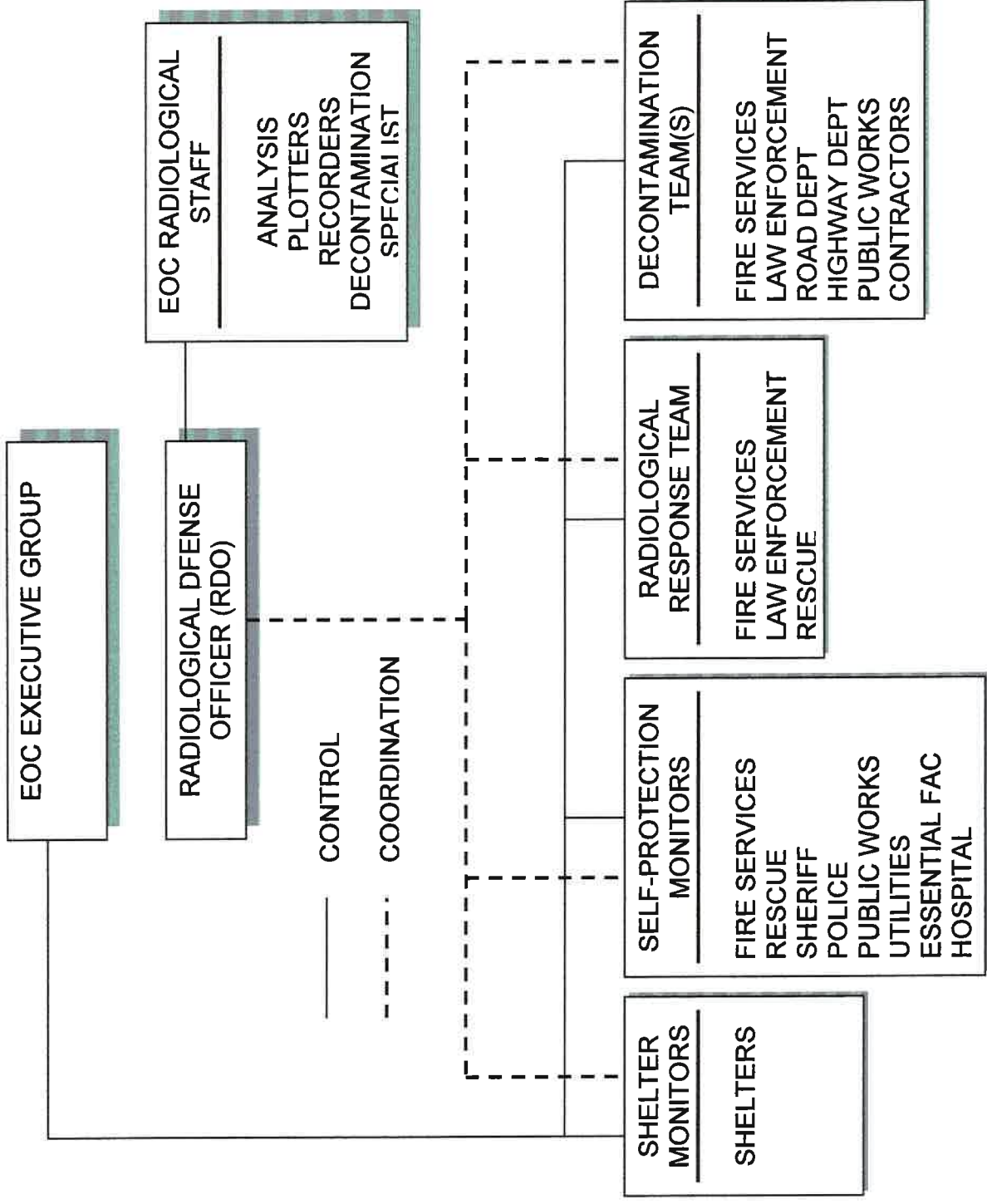
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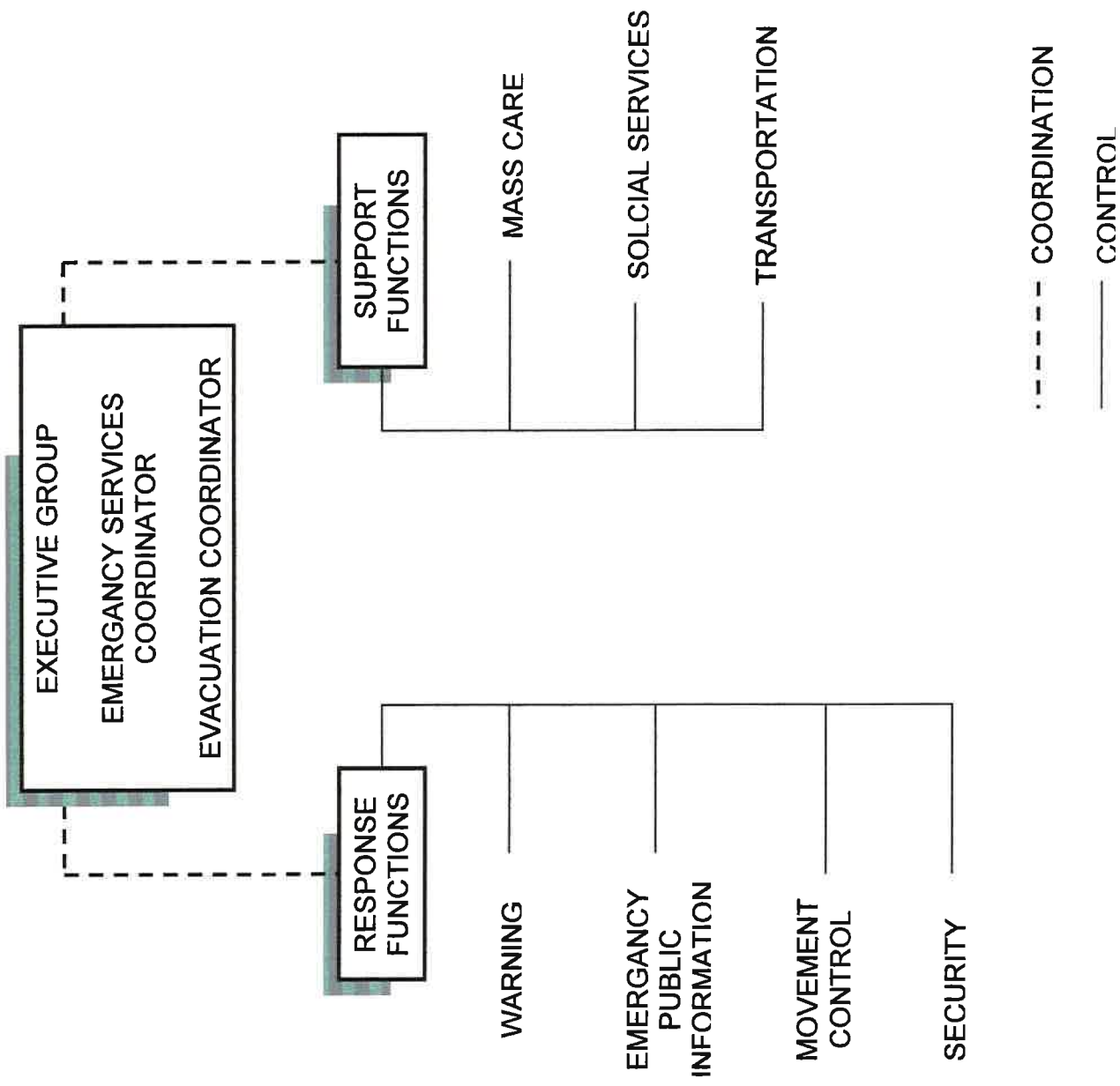
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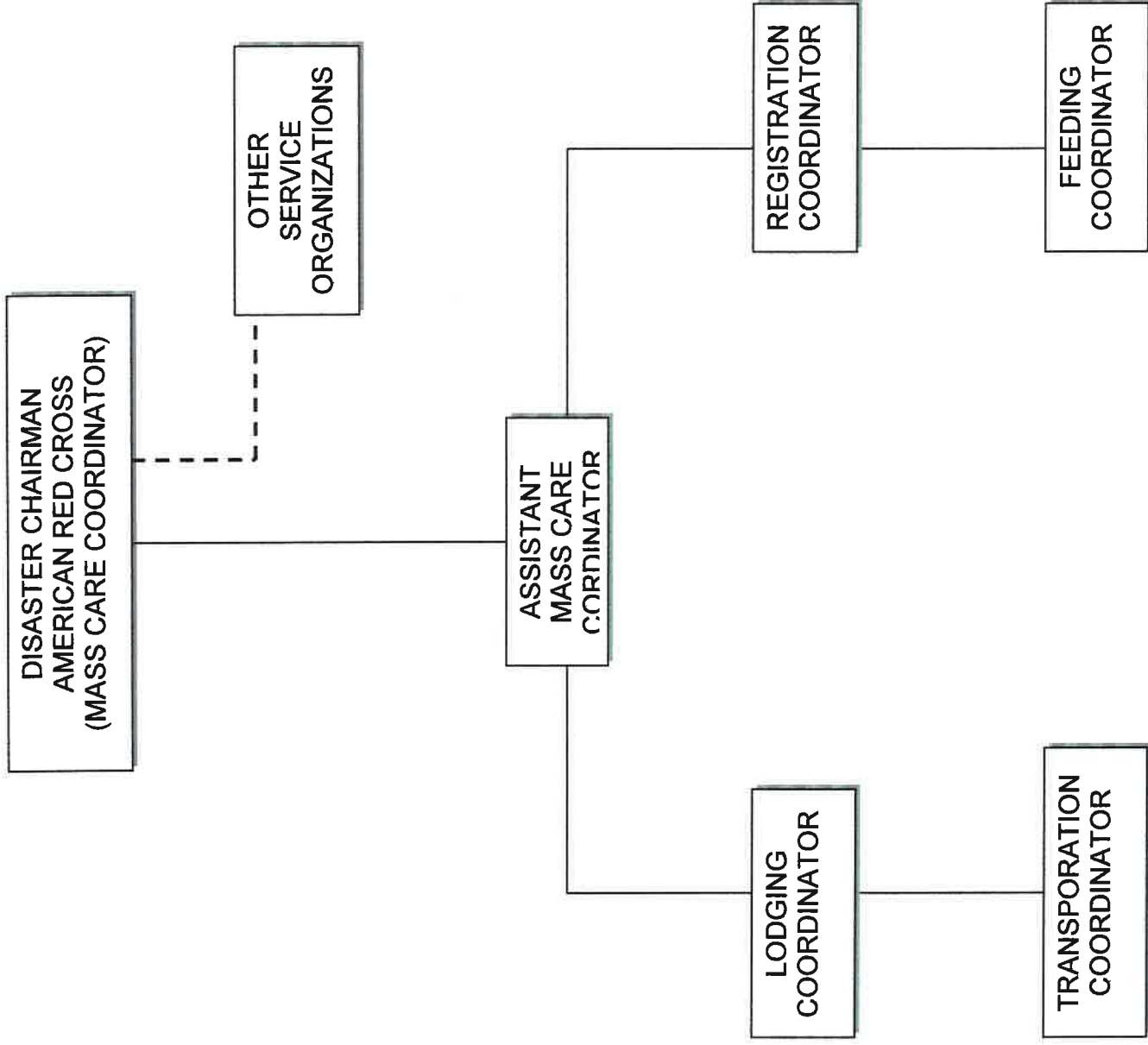
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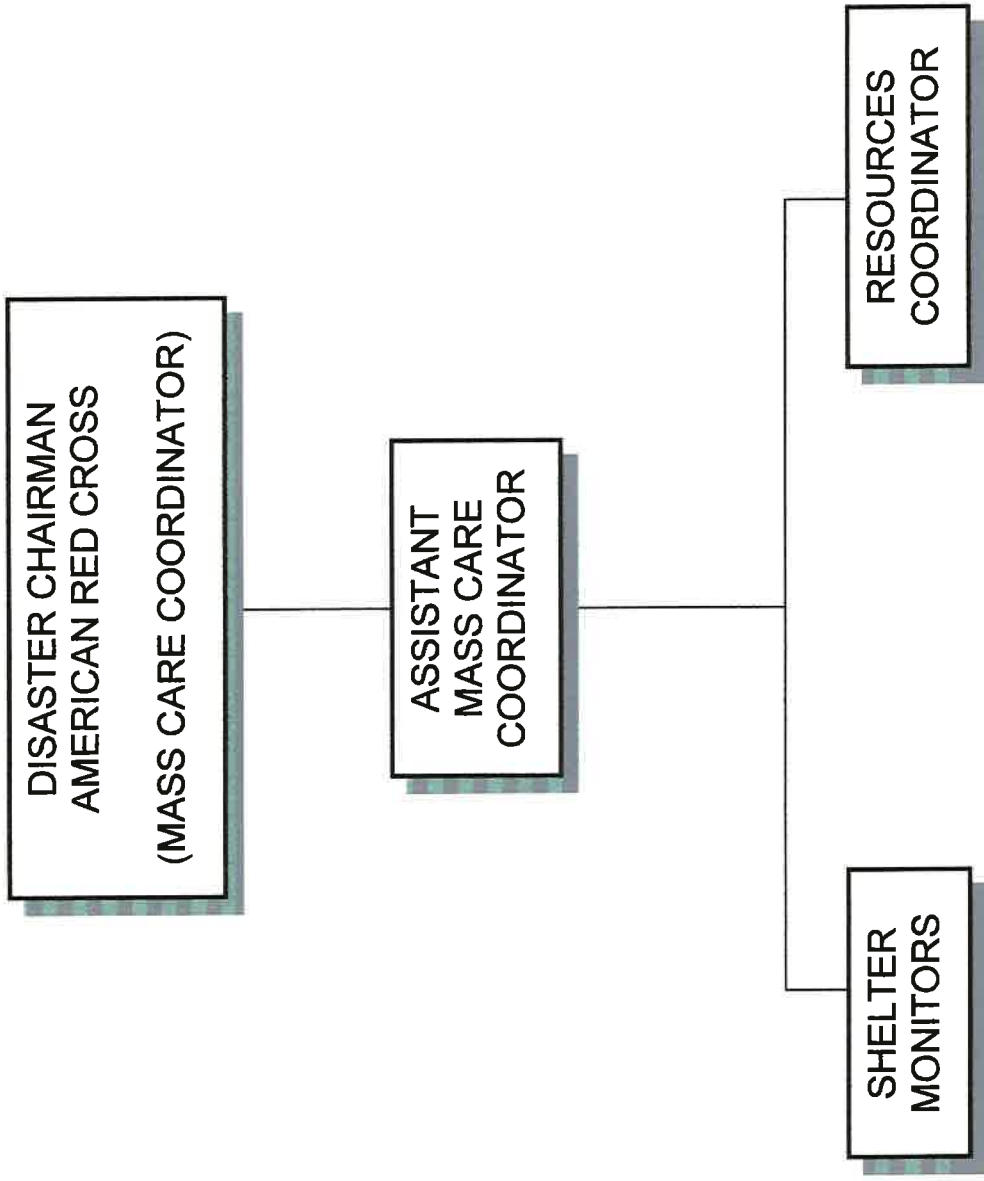
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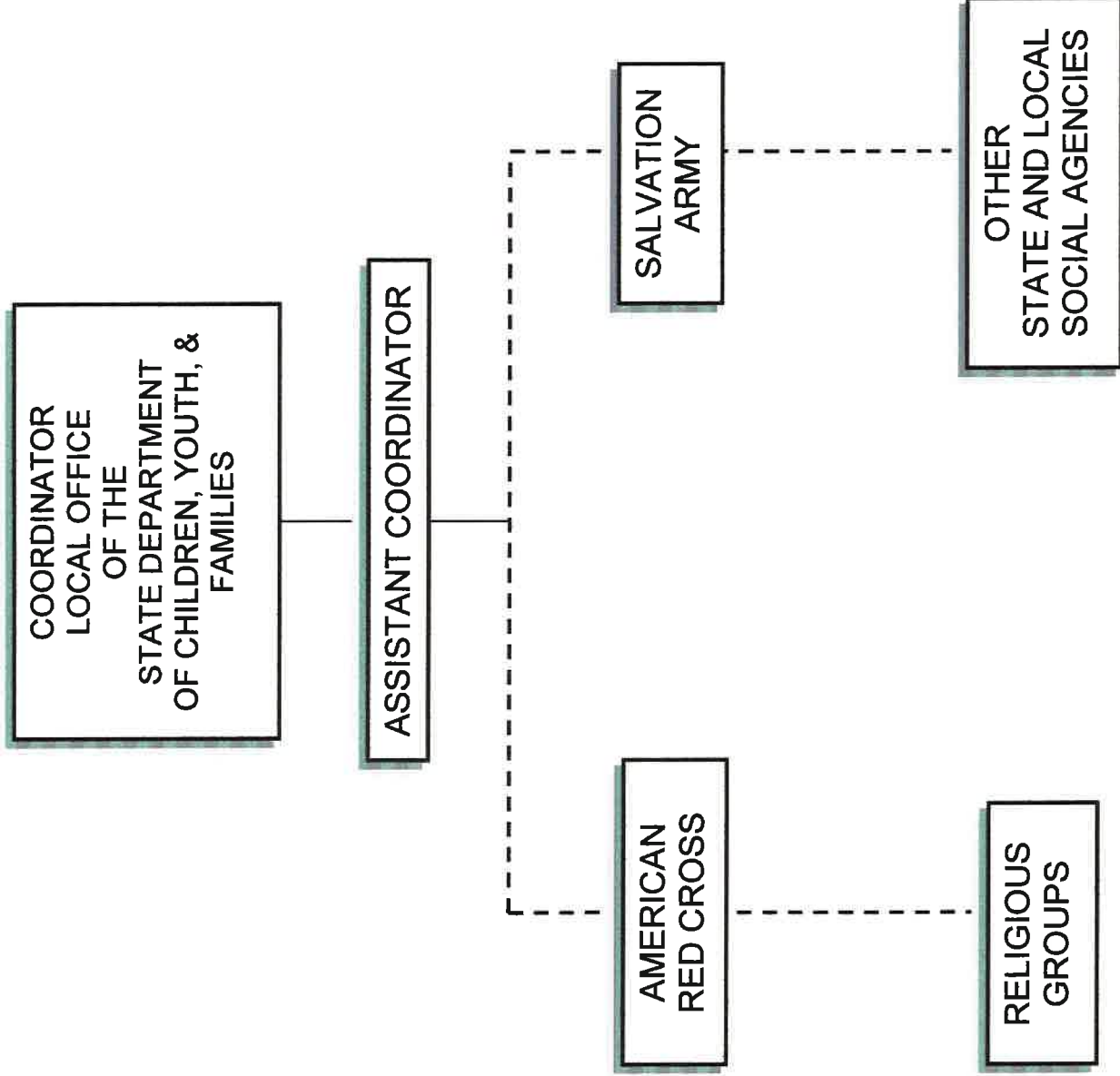
MASS CARE



IN-PLACE PROTECTIVE SHELTER



SOCIAL SERVICES



DAMAGE ASSESSMENT

