

**June 2015  
Fairfax County  
Emergency Operations Plan**



# Fairfax County Emergency Operations Plan

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# *Fairfax County Emergency Operations Plan*

## **Foreword**

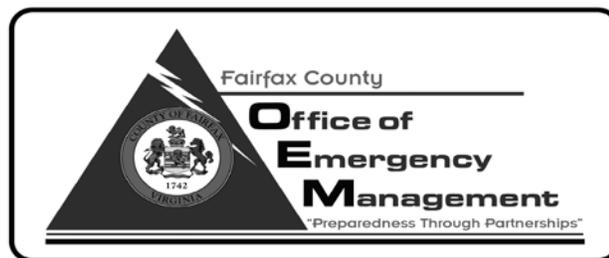
This document is a result of the collaborative efforts between the Fairfax County Office of Emergency Management (OEM) and the many other County departments and agencies that have emergency roles and responsibilities. The final plan incorporates comments and suggestions received from a variety of stakeholders including many partner agencies and organizations that provide critical support to the County during times of disaster.

This plan fulfills the Commonwealth of Virginia's requirement for each city and county to prepare and keep current an Emergency Operations Plan (EOP) to respond to disasters or large-scale emergencies. It also incorporates the National Incident Management System (NIMS) as the County standard for emergency response operations, as adopted by Fairfax County resolution on Nov. 21, 2005.

This plan establishes the overall roles and responsibilities for emergency operations, as well as the concept of operations for the County. It is intended to be used in conjunction with established operational procedures, plans, and protocols.

Users of this document are encouraged to recommend changes that will improve the clarity and use of this plan.

Submitted by: David M. McKernan, Coordinator of Emergency Management



Questions or comments concerning this document should be directed to:

Office of Emergency Management  
4890 Alliance Drive, Suite 2200  
Fairfax, Virginia 22030  
Tel: 571-350-1000, TTY 711

In the event of an emergency when there are crime victims involved as defined by §19.2-11.01 of the Code of Virginia the County of Fairfax will contact the Virginia Department of Virginia Criminal Justice Services (DCJS) and the Virginia Criminal Injuries Contact Fund (VCICF) to deploy. Both entities will serve as the lead for coordinating services and assistance to the victims.

**Contact information:**

**Criminal Injury Compensation Fund**

Jack Ritchie, Director, CICF  
Criminal Injuries Compensation Fund (CICF) Department  
Virginia Workers' Compensation Commission  
1000 DMV Drive  
Richmond, VA 23220  
CICF Toll Free: (800) 552-4007  
Phone (804) 367-1018  
Email: Jack.Ritchie@cicf.virginia.gov  
(804) 307-5431(after hours)

Leigh Snellings  
CICF Assistant Director  
(800) 552-4007 (normal business hours)  
(804) 212-4232

**Virginia Department of Criminal Justices Services**

Melissa Roberson  
Training and Critical Incident Response Coordinator  
1100 Bank Street  
Richmond, VA 23219  
Phone: (804) 840-4276  
Fax: (804) 786-3414  
Link: <http://www.dcjs.virginia.gov/research/reportemergency>

## Letter of Promulgation

Pursuant to the provisions of §44-146.19.E of the Code of the Commonwealth of Virginia and §14-1-5 of the Code of the County of Fairfax, the following Emergency Operations Plan for Fairfax County is hereby promulgated.

### Approved:

Edward L Long Jr.  
County Executive  
Fairfax County

Arthur Anselene  
Town Manager  
Town of Herndon

Mercury Payton  
Town Manager  
Town of Vienna

### Concur:

Patricia Harrison  
Deputy County Executive

David J. Molchany  
Deputy County Executive

David Rohrer  
Deputy County Executive

Robert A. Stalzer  
Deputy County Executive

## Letter of Agreement

The Fairfax County Emergency Operations Plan (EOP or the Plan) is a multidisciplinary all-hazards plan that establishes a comprehensive framework for the management of major emergencies and disasters within the County. The Plan is implemented when it becomes necessary to mobilize the resources of the identified departments and agencies to save lives, and protect property and infrastructure. The plan assigns primary and secondary roles and responsibilities to departments and agencies. The Plan requires planning, training, and exercising prior to a real world event in order for the County to respond effectively. Agreement to this Plan represents a major commitment by agency leadership.

By signing this letter of agreement, the County departments and agencies agree to:

1. Perform assigned roles and responsibilities identified in this Plan.
2. Implement the EOP concepts, processes, and structures when carrying out their assigned roles and functional responsibilities.
3. Conduct operations in accordance with the Incident Command System, applicable Homeland Security Directives, and the [National Response Framework](#).
4. Conduct planning and preparedness activities designed to prepare agency staff to accomplish assigned emergency response and recovery responsibilities.
5. Develop and maintain supporting plans, operational procedures, functional annexes (coordinating agencies), and checklists to accomplish assigned responsibilities.
6. Conduct planning and training in cooperation with identified agencies (Emergency Support Function [ESF] coordinating and cooperating agencies) and the Office of Emergency Management (OEM).
7. Maintain financial records in accordance with guidance from the Department of Management and Budget (DMB), the Office of Emergency Management, and other applicable County procedures.
8. Establish, maintain, and exercise emergency notifications.
9. Develop and maintain an inventory of agency/department resources applicable to accomplishing assigned emergency functions using Incident Command System (ICS) software and processes.
10. Provide senior representatives to the Emergency Operations Center (EOC), incident command post, or other identified emergency locations when activated and requested.
11. Participate in approved drills, tests, and exercises.

12. Maintain an approved agency/department-specific Continuity of Operations Plan (COOP) in accordance with County guidelines and standards, including identifying and preparing an alternate site(s) for the efficient relocation of operations.
13. Maintain a three-tier (or greater) line of succession for the agency/department's senior position with authority to make decisions for committing organizational resources.
14. Safeguard vital records including digital data at all times.
15. Establish stand-by contracts for services, equipment, and other resources with private industry.
16. In cooperation with OEM, establish mutual aid agreements with surrounding municipal, county, and military counterparts as appropriate.
17. Periodically review all emergency plans, policies, and procedures.
18. Familiarize and train all personnel with their emergency responsibilities and procedures on a regular basis.

## Signatories

M. Gail Ledford

Director

Department of Administration for  
Human Services

Michael S. Liberman

Director

Department of Cable and Consumer  
Services

Jeffrey L. Blackford

Director

Department of Code Compliance

Nannette M. Bowler

Director

Department of Family Services

Chris Pietsch

Director

Department of Finance

Kurt Creager

Director

Department of Housing and  
Community Development

Susan Woodruff  
Director  
Department of Human Resources

Wanda Gibson  
Director  
Department of Information Technology

Susan W. Datta  
Chief Financial Officer; Director  
Department of Management and  
Budget

Christopher A. Leonard  
Director  
Department of Neighborhood and  
Community Services

Fred Selden  
Director  
Department of Planning and Zoning

Steve Souder  
Director  
Department of Public Safety  
Communications

James Patteson  
Director  
Department of Public Works and  
Environmental Services

Cathy Muse  
Director  
Department of Purchasing and Supply  
Management

Kevin Greenlief  
Director  
Department of Tax Administration

Tom Biesiadny  
Director  
Department of Transportation

Mark Moffatt  
Director  
Department of Vehicle Services

Jose Comayagua  
Director  
Facilities Management Department

Kirk W. Kincannon  
Director  
Fairfax County Park Authority

Tisha Deeghan  
Director  
Fairfax-Falls Church Community  
Services Board

Richard Bowers  
Fire Chief  
Fire and Rescue Department

Gloria Addo-Ayensu MD  
Director  
Health Department

David P. Bobzien  
County Attorney  
Office of the County Attorney

David M. McKernan  
Coordinator  
Office of Emergency Management

Anthony Castrilli  
Director  
Office of Public Affairs

Stacey A. Kincaid  
Sheriff  
Office of the Sheriff

Edwin C. Roessler Jr.  
Chief  
Police Department

## Executive Summary

The Fairfax County Emergency Operations Plan (EOP or the Plan) is a multi-discipline, all-hazards plan that establishes a single, comprehensive framework for the management of major emergencies and disasters within the County. The Plan is implemented when it becomes necessary to mobilize the resources identified herein in order to save lives, and protect property and infrastructure. The EOP incorporates the National Incident Management System (NIMS) as the County standard for incident management.

The Plan outlines the roles and responsibilities assigned to County departments and agencies for response to disasters and emergencies. A Letter of Agreement (LOA), signed by the agency and department directors, is included in the Plan. The LOA commits the departments and agencies to undertake the necessary preparedness activities to ensure that agencies are ready to carry out assigned emergency management responsibilities in the event of an emergency. The LOA also commits departments and agencies to develop and maintain viable Continuity of Operations Plans (COOP) to ensure that they are able to continue operations in the event a primary facility becomes unavailable or staffing levels are unduly impacted. The EOP is not intended as a stand-alone document but rather establishes the basis for more detailed planning by individual departments and agencies. The EOP is intended to be used in conjunction with more detailed department and agency plans and operating procedures.

The successful implementation of the Plan is contingent upon a collaborative approach with a wide range of partner agencies and organizations that provide crucial support during emergency operations. The Plan recognizes the significant role these partner agencies and organizations perform during emergencies and disasters and their specific roles and responsibilities are also included in the Plan. Separate memoranda of understanding will be established with these organizations.

The EOP is organized into four sections. Section One is the Base Plan and includes the federal, Commonwealth of Virginia and Fairfax County authorities, and other references that provide the basis for this Plan. This section establishes the planning assumptions for the Plan and defines the emergency management roles and responsibilities for County executives, departments, agencies, and partner organizations. This section also identifies the various Fairfax County committees, task forces and work groups established to address emergency preparedness issues and the specific roles and responsibilities assigned to each. Section One also contains

background information on Fairfax County including demographic data, a description of the County, and a summary of major transportation features.

The core of Section One is the concept of operations subsection that describes how the County will respond to and recover from a major incident. The County Executive, as the Director of Emergency Management, has overall responsibility for response and recovery operations. Within the EOP, delegations of authority to on-scene commanders, the Coordinator of Emergency Management and department and agency directors are clearly defined. As previously indicated, the Incident Command System (ICS) is established as the County standard for managing incident response. Based upon the scope and magnitude of the incident, the EOC may be activated to serve as the coordination and support facility for response and recovery activities within Fairfax County. The EOC will coordinate all requests for assistance and resources from outside the County that are not covered by existing automatic mutual aid/mutual assistance agreements. The EOC also serves as the coordination point with the Virginia Department of Emergency Management (VDEM) to access Commonwealth and federal assistance.

Section Two contains the EOP appendices. Appendix A is an organizational chart for the Emergency Operations Center, Appendix B (Sample Formats and References) provides formats and samples of various reports, declarations and other related documents. Appendix C is the succession of authority for all County agencies and departments; Appendix D is the glossary and provides definitions of key terms and facilities that are addressed within the EOP. Appendix E provides a listing for acronyms included in the document.

Section Three includes a list of support annexes that address common functional processes such as damage assessment, volunteer management, and donations management.

Section Four provides an overview for each of the 15 Emergency Support Function Annexes (ESFs) established by the Plan and their integration into the ICS management process. The ESF Annexes organize the various departments, agencies, private sector companies, and voluntary organizations into these 15 Emergency Support Functions to facilitate planning and coordination prior to an incident and to achieve an effective emergency response and recovery. This Section defines the structure, common elements, and basic content of each function as well as a brief concept of operations in the EOC/ICS structure. Supporting data and references to other plans and operating procedures are included as appropriate. Each annex has a designated coordinating agency that is responsible for annex maintenance, conducting specific training and

exercises, and developing cooperating plans and procedures in coordination with their designated cooperating agencies. During activation of the EOP, the coordinating agency is responsible for coordinating all activities within the scope of the annex and staffing all applicable ICS positions in the EOC.

The 15 ESFs and the coordinating departments and agencies are:

### **Fairfax County Emergency Support Functions**

<b>Title</b>		<b>Coordinating Agency</b>
<b>1</b>	<b>Transportation</b>	<b>Department of Transportation</b>
<b>2</b>	<b>Communications</b>	<b>Department of Information Technology</b>
<b>3</b>	<b>Public Works &amp; Engineering</b>	<b>Department of Public Works and Environmental Services</b>
<b>4</b>	<b>Firefighting</b>	<b>Fire and Rescue Department</b>
<b>5</b>	<b>Emergency Management</b>	<b>Office of Emergency Management</b>
<b>6</b>	<b>Mass Care, Emergency Assistance, Housing, and Human Services</b>	<b>Department of Family Services</b>
<b>7</b>	<b>Logistics Management &amp; Resource Support</b>	<b>Department of Purchasing and Supply Management</b>
<b>8</b>	<b>Public Health and Medical Services</b>	<b>Health Department</b>
<b>9</b>	<b>Search and Rescue</b>	<b>Fire and Rescue Department</b>
<b>10</b>	<b>Oil and Hazardous Materials Response</b>	<b>Fire and Rescue Department</b>
<b>11</b>	<b>Agriculture and Natural Resources</b>	<b>Office of Emergency Management, Virginia Department of Agriculture and Consumer Services</b>
<b>12</b>	<b>Energy and Infrastructure</b>	<b>Department of Public Works and Environmental Services</b>
<b>13</b>	<b>Public Safety and Security</b>	<b>Police Department</b>
<b>14</b>	<b>Long-Term Community Recovery</b>	<b>Office of Emergency Management</b>
<b>15</b>	<b>External Affairs</b>	<b>Office of Public Affairs</b>

## **Plan Maintenance and Distribution**

The Fairfax County Office of Emergency Management (OEM) is responsible for developing, maintaining, and distributing the Fairfax County Emergency Operations Plan (EOP). The Plan will be reviewed periodically as required to incorporate new federal, state, and regional guidelines or directives and/or to address significant

operational issues. At a minimum, the EOP is significantly updated every four years in accordance with Commonwealth of Virginia requirements.

Changes will include additions of new or supplementary material or deletions of outdated information. No proposed change should contradict or override authorities or other plans contained in statute or regulation. OEM will coordinate the update of the Plan on the four-year cycle. All requests for changes between scheduled revisions will be submitted to OEM for coordination, approval, and distribution.

Coordinating agencies for the Emergency Support Functions (ESF) are responsible for maintaining and updating their assigned annexes. Annexes should be reviewed annually. Proposed changes or updates to the annexes will be coordinated with all other cooperating agencies prior to submission to OEM.

Any department or agency may propose a change to the EOP in between scheduled reviews and is encouraged to do so. Prior to submitting proposed changes to OEM, the proposing agency will obtain the written approval from their agency head.

OEM will provide a copy of the EOP to all county departments and agencies, the Virginia Department of Emergency Management (VDEM), and other partner organizations as necessary. An electronic version will be available on the County's public website.

## **Notice of Change**

A notice of change to the EOP will be prepared and distributed by OEM for all changes made outside of the scheduled review process. The notice of change will include the effective date, the change number, subject, purpose, and action required by the departments and agencies. The notice of change will include revised pages for replacement within the EOP.

Upon publication, the change will be considered a part of the EOP. OEM is responsible for the distribution of the approved notice of change following the same process as identified above.

## Section One – Base Plan

### I. *Introduction*

#### A. **Purpose:**

This plan:

1. Provides a tool that will assist in reducing the loss of life and property within Fairfax County due to natural or man-made disasters or emergencies.
2. Guides strategic organizational behavior before, during, and following a significant emergency.
3. Establishes the legal and organizational basis for managing emergency operations in Fairfax County in response to natural or man-made disasters or emergencies.
4. Assigns emergency roles and responsibilities to County departments and agencies as well as partner organizations and agencies.
5. Establishes the planning mechanisms for managing emergency operations within the County by mobilizing resources available from County departments and agencies, partner organizations and agencies, and from the state and federal government.
6. Provides an outline to facilitate the transition to recovery by implementing the Pre-Disaster Recovery Plan (PDRP).

#### B. **Scope and Applicability:**

This plan:

1. Provides the concept of operations and organizational roles and responsibilities for events within the County resulting in a local emergency.
2. Applies to Fairfax County departments and agencies and partner organizations and agencies that have identified roles and responsibilities within the Plan.
3. Establishes authority for direction and control of emergency operations.
4. Is countywide in scope and includes coordination and support to the towns of Herndon, Vienna, and Clifton.
5. Is supplemented by function-specific operational plans.
6. Provides a general description of Fairfax County including the geography, demographics, and infrastructure.

7. Defines and assigns emergency roles and responsibilities to organizations and key positions for managing emergency operations in the County.
8. Describes the concept of operations and legal authority for managing emergency events within the County.

**C. Authorities:**

1. Federal:
  - a. The Federal Civil Defense Act of 1950, Public Law 81-920, as amended.
  - b. The Robert T. Stafford Disaster Relief and Emergency Assistance Act, Public Law 93-388, as amended.
  - c. The Disaster Mitigation Act of 2000, Public Law 106-390.
  - d. The Intelligence Reform and Terrorism Protection Act of 2004, Public Law 108-458, Section 7302.
  - e. "Emergency Management and Assistance," Code of Federal Regulations, Title 44.
  - f. Homeland Security Presidential Directive 5, Management of Domestic Incidents, February 28, 2003.
    - 1) National Response Framework (NRF), Second Edition, May 2013.
    - 2) National Incident Management System (NIMS), December 2008.
  - g. Homeland Security Presidential Directive 8, National Preparedness, March 30, 2011.
2. Commonwealth:
  - a. "Commonwealth of Virginia Emergency Services and Disaster Law of 2000," Sections 44-146.13 to 44-146.28:1 Code of Virginia, as amended.
  - b. "Virginia Post Disaster Anti-Price Gouging Act," Sections 59.1-525 to 59.1-529 Code of Virginia.
  - c. Title 32.1, Section 48.05 to 48.017 Code of Virginia.
  - d. Commonwealth of Virginia, Office of the Governor, Executive Order Number Four (2002), Delegation of Governor's Authority to Declare a State of Emergency and to Call the Virginia National Guard to Active Service for Emergencies or Disasters.
  - e. Commonwealth of Virginia, Office of the Governor, Executive Order Number Sixty-Five (2004), Promulgation of the Commonwealth of Virginia Emergency Operations Plan.

- f. Commonwealth of Virginia, Office of the Governor, Executive Order Number Sixty-Nine (2004), Virginia Secure Commonwealth Initiative.
  - g. Commonwealth of Virginia, Office of the Governor, Executive Order One Hundred and Two (2005), Adoption of the National Incident Management System and Use of the National Preparedness Goal for Preventing, Responding to and Recovery from Crisis Events in the Commonwealth.
3. Local:
- a. Code of Fairfax County, Chapter 14, Emergency Management (included in Appendix 1).
  - b. Resolution by the Board of Supervisors of Fairfax County authorizing the participation of Fairfax County in the Virginia Statewide Mutual Aid Program (January 7, 2002).
  - c. Resolution by the Board of Supervisors of Fairfax County authorizing the execution of the National Capital Region Mutual Aid Agreement, dated December 5, 2005.
  - d. Resolution by the Board of Supervisors adopting the National Incident Management Systems (NIMS), November 21, 2005.

**D. County Planning Vision, Goals, and Objectives:**

- 1. The core vision for the County is “To protect and enrich the quality of life for the residents, visitors and diverse communities of Fairfax County.”
- 2. The County strives to have a comprehensive emergency management program incorporating planning, preparedness, response, recovery, and mitigation that is essential for the County to achieve its emergency management vision.
- 3. The goal for Fairfax County is to develop and implement an emergency management program that meets or exceeds all the standards and target capabilities established by the National Preparedness Goal and the National Capital Region (NCR) Strategic Plan.
- 4. The goal for Fairfax County is to have an Emergency Operations Plan (EOP) that is in full compliance with all federal and state guidelines and standards so that Fairfax County operations are conducted within the national response system outlined by the National Response Framework.

5. Fairfax County's Emergency Operations Plan provides clear guidelines, definitions, and operational concepts for the effective mobilization of County resources in responding to and recovering from all disasters and emergencies regardless of cause.

**E. References:**

1. Regional Emergency Coordination Plan, September 30, 2011.
2. Unified Regional Snow Emergency Plan for the Metropolitan Washington Area, as updated.
3. Commonwealth of Virginia Emergency Operations Plan, Volumes I-VIII, as updated.
4. State Mutual Aid Operations Manual, April 2010.
5. Emergency Management Accreditation Program (EMAP) Standard, 2014.
6. Northern Virginia Regional Hazard Mitigation Plan, as updated.
7. Federal Emergency Management Agency, National Incident Management System, February 2008.
8. National Capitol Region (NCR) Strategic Plan, October 2010.
9. Post Katrina Emergency Reform Act.

## II. *Facts and Figures about Fairfax County*

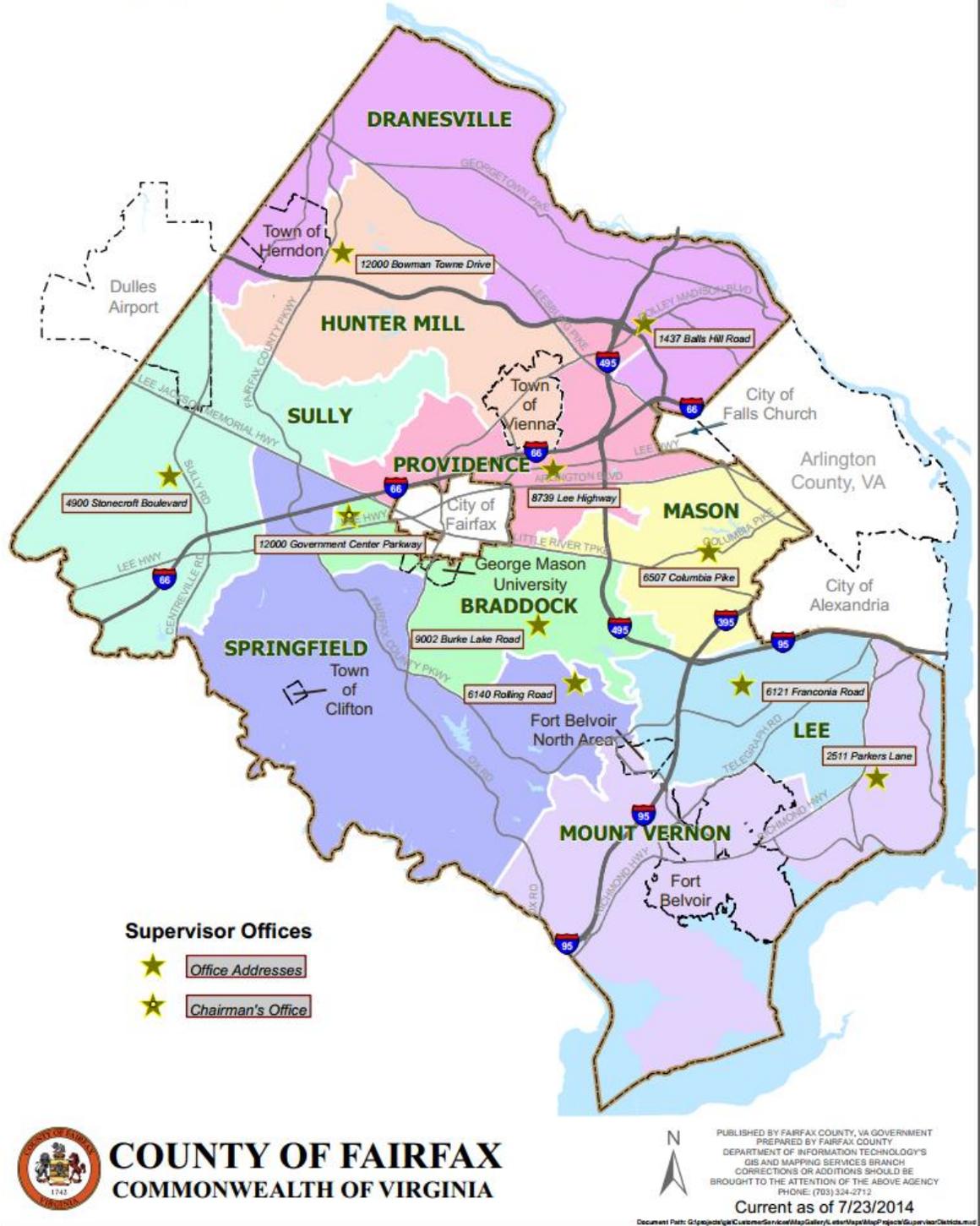
Fairfax County is among the most densely populated counties in the nation with a population in excess of 1.1 million and is located just outside of Washington, D.C. It is one of 19 jurisdictions referred to as the National Capital Region (NCR) as defined by the Metropolitan Washington Council of Governments (MWCOG). The NCR is not an operational entity but provides a regional basis for collaboration, coordination, training, and exercises among the independent jurisdictions.



District of Columbia
Frederick County
Montgomery County
City of Gaithersburg
City of Rockville
Prince Georges County
City of Bowie
City of College Park
City of Greenbelt
City of Takoma Park
Arlington County
Fairfax County
City of Alexandria
City of Fairfax
City of Falls Church
Loudoun County
Prince William County
City of Manassas
City of Manassas Park

**The National Capital Region (NCR)**

# Supervisor Districts in Fairfax County



Fairfax County Supervisor Districts

- The County is divided into nine supervisor districts: Braddock, Dranesville, Hunter Mill, Lee, Mason, Mount Vernon, Providence, Springfield, and Sully. Each district elects one supervisor to the Board of Supervisors, which governs Fairfax County. There is also a Chairman elected by the County at-large.
- The County has a total area of about 407 square miles, 395 of which are land and 12 of water.
- Three incorporated towns – Clifton, Herndon, and Vienna – are located within Fairfax County. These towns are covered under this EOP, but also maintain their own emergency response plan to further detail operations within their boundaries.
- The County has a diverse population with approximately 32.5 percent foreign-born residents and 36.4 percent of people aged 5 or older speak a language other than English at home. This includes over 130 different languages.
- The Fairfax County Public School (FCPS) system is the tenth largest school district in the nation with 2014 enrollment of about 186,785 students. FCPS includes 139 elementary schools, 23 middle schools, 3 secondary schools, 22 high schools, 2 alternative high schools, and 7 special education centers, with 48 alternative programs and learning centers. Major colleges include George Mason University and Northern Virginia Community College.

### *III. Planning Assumptions*

- In the event of a disaster or emergency, Fairfax County government will continue to function and provide emergency and essential services.
- Periodically, disasters, emergencies, and events will occur within the County requiring mobilization and reallocation of County resources.

- The occurrence of one or more significant incident will result in a catastrophic situation that could overwhelm local and state resources, and disrupt government functions.
- The County will be prepared to carry out emergency response and recovery operations utilizing local resources, unless the magnitude of the incident exceeds the capability of County service delivery.
- Some emergencies or disasters will occur with little or no advance warning, not allowing sufficient time for appropriate emergency notifications to be sent to residents.
- Outside assistance will be available through mutual aid agreements with nearby jurisdictions, the Metropolitan Washington Council of Government Mutual Aid Agreement, members of the Commonwealth of Virginia Statewide Mutual Aid Program, the Commonwealth of Virginia Emergency Operations Center, the Emergency Management Assistance Compact (EMAC), the National Disaster Medical System (NDMS), and the Federal Emergency Management Agency (FEMA). However, it is likely that outside assistance will not be available for at least 72 hours after the onset of the disaster, emergency, or event.
- Fairfax County residents, businesses, and industry will use their own resources and be self-sufficient for at least 72 hours following a significant disaster or event.
- Fairfax County businesses and industry have internal standard operating procedures for emergency operations including a Continuity of Operations Plan (COOP) that provides for a line of succession for senior management and a means of internal communication.
- The effects of a disaster, emergency, or event will extend beyond County boundaries in which case many other areas of the Commonwealth will experience casualties, property loss, and disruption of normal life support systems.
- Residents and communities will compete for scarce resources, and widespread power and communications outages may require the use of alternate methods of providing public information and delivering

essential services. Communications will be problematic due to demands exceeding capacities.

- Upon request, the Commonwealth of Virginia or federal government will provide assistance if local capabilities are overwhelmed or local resources are exhausted.
- Emergency operations will be managed in accordance with the National Incident Management System (NIMS) and Incident Command System (ICS), which is discussed in detail under Section VIII A.

#### ***IV. Emergency Operations Plan (EOP) Implementation, Emergency Operations Center (EOC) Activation, and Emergency Notifications***

##### **A. Activation of the EOP and EOC:**

- The implementation of the EOP and activation of the EOC occur simultaneously. The level of EOC activation will be based upon the severity and scope of the incident.
- The Incident Command System, integrated with Emergency Support Functions (ESFs) and various annexes established by this EOP may be selectively activated based upon initial or anticipated requirements.
- The EOP is implemented by the Director of Emergency Management, the Deputy Director of Emergency Management, the Coordinator of Emergency Management, or their designees.
- Leadership from any partner agency or organization can request that the EOC be activated to support emergencies that are being managed by their agency or organization. Any city manager, town manager, municipal police or fire chief, county administrator or executive, or their designee, from a jurisdiction adjacent to Fairfax County may request activation of the EOC to support an emergency occurring in or affecting their jurisdiction directly through the OEM Duty Officer. In addition, the Governor or his designee can request that the Fairfax County EOC be activated to support emergency events occurring within the Commonwealth or

the NCR. In the event that the EOC is inaccessible or otherwise not operational, Fairfax County maintains an Alternate Emergency Operations Center with the same core capabilities as the EOC.

- All department and agency points-of-contact will be notified of the EOC activation by OEM through the Fairfax County Employee Alert Network (EAN) and/or other available means. In turn, agency EOC representatives will be notified through their agency's internal notification process.
- Upon notification, identified EOC representatives shall report to the EOC at the appointed time and be prepared to carry out their roles and responsibilities. Departments and agencies will provide appropriate representation to the EOC based upon the level of activation. Agency representatives shall be prepared to staff the EOC until they are relieved by other personnel or the EOC is deactivated.
- The EOC may be activated at one of three levels depending upon the nature and scope of the incident or potential incident. The EOC may also be activated for a significant planned event to monitor the situation and provide for an effective response. The Coordinator of Emergency Management, in cooperation with the Director of Emergency Management or Deputy Director of Emergency Management, will designate the level of activation and will ensure appropriate notifications are made.
  - o **Monitoring:** Provides for increased monitoring capability and will typically involve OEM staff and representatives from key response agencies. Monitoring activations generally involve staffing several positions in the Situation Unit of the Planning Section to allow the EOC to effectively collect, analyze, and disseminate information and conduct appropriate contingency planning.
  - o **Partial Activation:** Provides for a select activation of ICS positions that may be or will be engaged in the emergency situation. A partial activation generally includes staffing all of the command and general staff positions, and includes a robust planning section.

- o **Full Activation:** Includes staffing all of the pre-identified ICS positions and the coordinating and cooperating agencies identified within the EOP.

**B. Internal Emergency Notifications to County Agencies, Emergency Responders, and Partner Organizations:**

- The Office of Emergency Management maintains a 24/7 monitoring and notification capability through the on-call OEM Duty Officer. The Duty Officer is responsible for making internal and external emergency notifications to identified agencies and organizations.
- Each department and agency identified under this EOP pre-designates multiple points-of-contact for the purpose of emergency notification to and from OEM. OEM maintains and disseminates this information in the Emergency Response List. The Emergency Response List is updated monthly and each agency is responsible for ensuring that the contact information is current and resources are available to implement 24/7 operations.
- The Office of Public Affairs (OPA), as the coordinating agency for External Affairs (ESF 15), provides assistance to all departments and agencies in communicating with their employees during an emergency situation. OPA uses all appropriate communication tools to ensure that information is conveyed to employees.
- All departments and agencies develop, test, and maintain internal notification procedures and contact rosters as part of their Continuity of Operations Plan (COOP).

**C. External Notifications and Warnings:**

The OEM Duty Officer, in cooperation with the Fairfax County Office of Public Affairs, maintains the capability to provide warnings and emergency information to the public through multiple communication modes. These include, but are not limited to:

- The Emergency Alert System (EAS): A national system jointly administered by the Federal Communications Commission, FEMA, and the National Weather Service (NWS). It is designed to provide the President of the United States automatic access to the nation's broadcast and cable systems to speak directly to the nation in times of national disaster.
- Emergency Information Blog: The Emergency Information Blog ([www.fairfaxcounty.gov/emergency/blog](http://www.fairfaxcounty.gov/emergency/blog)) is the primary tool for disseminating emergency preparedness information and news during emergency events.
- An Emergency Information Hotline: Maintained by the Fairfax County Office of Public Affairs, the hotline can answer calls from the public and provide emergency information 24/7 during emergencies.
- The County Website ([www.fairfaxcounty.gov](http://www.fairfaxcounty.gov)), Twitter ([twitter.com/fairfaxcounty](https://twitter.com/fairfaxcounty)) and Facebook ([www.facebook.com/fairfaxcounty](https://www.facebook.com/fairfaxcounty)): These pages provide vital information to residents – particularly on preparing for disasters and emergencies.
- Fairfax County Government Radio: Available online ([www.fairfaxcounty.gov/radio](http://www.fairfaxcounty.gov/radio)), Fairfax County Government Radio, provides a streaming Internet radio station featuring County news and weather. During emergencies the station broadcasts updates on the situation and has the capability to interrupt programming and go live with continuous news on the emergency.
- Fairfax County Government Channel 16: Current programming can be interrupted during emergencies to provide information and protective action directions to the public. The Channel 16 emergency message system provides the capability for “crawl messaging” for persons with hearing disabilities and audio instructions with descriptive messages for residents with visual disabilities.
- The Emergency Notification Network (EMnet): Emergency management information can be provided to the media through the

Internet or satellite for immediate transmission to the general public. EMnet is a privately managed messaging network for the emergency management community. It is a satellite-based secure system that provides two-way internet capabilities in the event the primary system is not available. Participants use the network to convey urgent messages and support documentation (reports, photos, information, etc.) within the emergency management community, as well as to create and issue Emergency Alert System (EAS) messages to broadcasters. EMnet also allows the OEM Duty Officer to see EAS messages originated by other organizations such as National Weather Service messages issued to the County and other local jurisdictions.

- **Fairfax Alerts:** Provides the capability to distribute emergency and non-emergency notifications quickly over multiple mediums from a web-based platform. Fairfax Alerts can also be used to distribute emergency voice messages to residents using the 9-1-1 database in a geographically targeted area regarding hazards and actions to be taken.
- **Satellite Radio and local radio stations:** Fairfax County has agreements in place with satellite radio and local radio providers to broadcast emergency information on local information stations during disasters or emergencies.
- **Medical/Functional Needs Registries:** Voluntary registry for residents with ongoing medical needs that live independently or in a residential setting. This registry provides an opportunity to furnish Fairfax County OEM with critical information so that response agencies can provide individual evacuation assistance, accessible transportation to and from shelters or evacuation points, and/or accessible emergency alert information, as necessary.
- **Regional Incident Communication and Coordination System (RICCS):** RICCS is a communications system managed by the Metropolitan Washington Council of Governments for distributing information to government officials about incidents with regional implications for the National Capital Region (NCR). Fairfax County acts as a backup host for this system should the MWCOG system become unavailable.

- Variable Message Signs: Fairfax County may use variable message signs along major roadways as another method for providing information and warnings to the public.
- The following table provides a summary of the warning systems that are used within the County.

**Summary of Fairfax County Warning Systems**

<b>Warning System</b>	<b>Area of Coverage</b>	<b>Approving Authority</b>	<b>Implementers</b>
Emergency Alert System (EAS)	Washington DC Metro Area	o Coordinator, Emergency Management	o OEM Duty Officer
News Media	Washington, D.C., Metro Area	o Office of Public Affairs o Chief, Police o Chief, Fire and Rescue o Coordinator, Emergency Management	o Office of Public Affairs o Police Department o Fire and Rescue Department
Channel 16 Emergency Message System	Fairfax County cable and broadband subscribers	o Office of Public Affairs o Coordinator, Emergency Management	o Office of Public Affairs o Coordinator, Emergency Management o Communications Production Division
Fairfax Alerts and EAN	Fairfax County	o Office of Public Affairs o Coordinator, Emergency Management o OEM Duty Officer	o Office of Public Affairs o Coordinator, Emergency Management o OEM Duty Officer
9-1-1 Database Messaging (through Fairfax Alerts)	Fairfax County – specific geographic areas can be targeted	o Chief, Police o Chief, Fire and Rescue o Director of Public Affairs o Coordinator, Emergency Management	o OEM Duty Officer

**Summary of Fairfax County Warning Systems, continued**

<b>Warning System</b>	<b>Area of Coverage</b>	<b>Approving Authority</b>	<b>Implementers</b>
EMNET	Fairfax County	<ul style="list-style-type: none"> <li>o Coordinator, Emergency Management</li> </ul>	<ul style="list-style-type: none"> <li>o Coordinator, Emergency Management</li> <li>o OEM Duty Officer</li> </ul>
RICCS	National Capitol Region	<ul style="list-style-type: none"> <li>o Office of Public Affairs</li> <li>o Coordinator, Emergency Management</li> </ul>	<ul style="list-style-type: none"> <li>o Coordinator, Emergency Management</li> <li>o OEM Duty Officer</li> </ul>
Satellite and Local Radio	Fairfax County	<ul style="list-style-type: none"> <li>o Office of Public Affairs</li> <li>o Coordinator, Emergency Management</li> </ul>	<ul style="list-style-type: none"> <li>o Office of Public Affairs</li> <li>o Coordinator, Emergency Management</li> </ul>
Emergency Information Hotline	Fairfax County	<ul style="list-style-type: none"> <li>o Office of Public Affairs</li> </ul>	<ul style="list-style-type: none"> <li>o Office of Public Affairs</li> <li>o Coordinator, Emergency Management</li> </ul>
NOAA Radios	Fairfax County	<ul style="list-style-type: none"> <li>o Office of Public Affairs</li> <li>o Coordinator, Emergency Management</li> </ul>	<ul style="list-style-type: none"> <li>o National Weather Service</li> <li>o Virginia Department of Emergency Management</li> <li>o Coordinator, Emergency Management</li> <li>o OEM Duty Officer</li> </ul>
Variable Message Signs	Fairfax County	<ul style="list-style-type: none"> <li>o Office of Public Affairs</li> <li>o Coordinator, Emergency Management</li> <li>o Virginia Department of Transportation (approves messages on VDOT owned message boards based on Fairfax County request)</li> </ul>	<ul style="list-style-type: none"> <li>o Virginia Department of Transportation</li> <li>o Police Department</li> </ul>

**Summary of Fairfax County Warning Systems, continued**

<b>Warning System</b>	<b>Area of Coverage</b>	<b>Approving Authority</b>	<b>Implementers</b>
County Website	Fairfax County	o Office of Public Affairs	o Office of Public Affairs
Fairfax County Blog	Fairfax County	o Office of Public Affairs	o Office of Public Affairs
Fairfax County Government Radio	Fairfax County	o Office of Public Affairs	o Office of Public Affairs
Loudspeakers	Fairfax County Local Neighborhoods	o Incident Commander	o Public Safety Personnel
Door-to-Door	Individuals	o Incident Commander	o Public Safety Personnel

***V. Emergency Roles and Coordination Responsibilities***

Emergency operations will mirror day-to-day government operations to the extent possible.

**A. Chairman, Board of Supervisors:**

- Serves as, or appoints a chief spokesperson for the County during emergency events.
- Confers with the County Executive and agency heads, as appropriate, on policy issues related to the response and recovery operations.
- Coordinates with other elected officials at the regional and state level including the Congressional Delegation.
- Performs duties assigned to other board members (see B below).

**B. Fairfax County Board of Supervisors:**

- Collectively, establishes policy and provides guidance to the County Executive and senior staff.
- Collectively, reviews and ratifies local declarations of emergency.
- Individually or collectively, may communicate with the public and provide guidance on responding to an emergency or disaster.

- Individually, may host community meetings to ensure needs are being addressed and provide information to residents.
- Individually, serves as an advocate for constituent recovery efforts.
- Individually, maintains notification and Continuity of Operations Plans (COOPs) for their respective office and staff.
- Individually, or collectively, coordinates with other elected officials at the regional and state level including the Congressional Delegation.

### **C. County Executive:**

- Serves as the Director of Emergency Management for Fairfax County and performs the functions identified in the Code of Virginia, the Code of Fairfax County Chapter 14, and this Plan.
- Appoints, with the consent of the Board of Supervisors, the Coordinator of Emergency Management to manage the day-to-day functions of emergency management and the Emergency Operations Center.
- Approves mutual aid or reciprocal assistance agreements with other public and private agencies within the commonwealth or other states or localities within other states.
- Directs and reallocates County assets and resources during an emergency.
- Assumes command of an incident or appoints incident commanders to carry out his/her directives.
- Approves inbound and outbound statewide mutual aid or EMAC requests.

### **D. Deputy County Executives:**

- The Deputy County Executive for Public Safety serves as the Deputy Director of Emergency Management. In the event of a significant emergency, carries out identified emergency roles and responsibilities assigned by Fairfax County Code Chapter 14 or by the County Executive.
- Serves as the acting County Executive and/or acting Director of Emergency Management if designated by the County Executive to assume this role in his or her absence.
- Manages identified aspects of an emergency if authority to do so is delegated by the County Executive. In the event of an emergency,

Deputy County Executives shall continue to maintain their organizational responsibility and ensure departments and agencies under their supervision carry out identified roles and responsibilities assigned to them in the EOP or by law.

#### **E. Coordinator of Emergency Management:**

- The Coordinator of Emergency Management is appointed by the County Executive with the approval of the Board of Supervisors.
- The Coordinator of Emergency Management is responsible for:
  - o Coordination and assistance in developing emergency management plans for use of facilities, equipment, staff, and other resources of the County for the purpose of minimizing or preventing loss of life or damage to property and for restoring government services and public utilities necessary for public health, safety, and welfare.
  - o Activating, staffing, and managing of the EOC.
  - o Direction and re-allocation of County assets and resources during an emergency, as advised by the County Executive.
  - o Coordination with and liaison to state and federal authorities and other political subdivisions as necessary to ensure effective disaster preparedness and response capabilities.
  - o Coordination of other public and private agencies engaged in emergency management activities.
  - o Assists with the development of mutual aid agreements with other public and private agencies within the Commonwealth of Virginia or other localities.

#### **F. County Departments and Agencies:**

The general emergency preparedness responsibilities of all County government organizations and non-government organizations are outlined in the Letter of Agreement to this Plan. The following is a partial list of duties and assigned responsibilities for emergency operations in Fairfax County that may vary depending on the type and scope of emergency or incident. In addition, the Emergency Support Function roles of each are identified. The organization of County departments and agencies under Emergency Support Functions within the ICS structure is

discussed in more detail later in this document. ESF-specific functions and responsibilities are provided in the ESF functional annexes in Section Four of this plan. Identified agencies are expected to provide available staff and resources to support emergency operations, as requested.

**Department of Cable and Consumer Services:**

- o Serves as a cooperating agency to the following Groups: Communications-ESF 2, Long-term Community Recovery-ESF 14, and External Affairs-ESF 15.
- o Ensures operation of the local emergency message system necessary to disseminate emergency information.
- o Provides the EOC capability to transmit video over Channel 16, Fairfax County Training Network, and other appropriate networks.
- o Upon request, records media briefings.
- o Provides technical assistance for video-teleconferencing and broadcasting.
- o Provides consumer affairs services during recovery operations.
- o Assists OEM and OPA with providing emergency preparedness information to the public.

• **Department of Code Compliance:**

- o Serves as a cooperating agency for Public Works and Engineering-ESF 3, Emergency Management-ESF 5, and Long Term Community Recovery-ESF 14.
- o Provides assistance with damage assessment.

• **Department of Neighborhood and Community Services:**

- o Serves as a cooperating agency to the following Groups: Transportation-ESF 1, Mass Care, Emergency Assistance, Housing, and Human Services-ESF 6, Public Health and Medical Services-ESF 8, and Long Term Community Recovery-ESF 14.
- o Assists OEM with planning for persons with access and functional needs.
- o Provides human services transportation to support emergency operations.

- o Supports a Family Assistance Center (FAC) and Service Centers by providing coordinated service planning to ensure FAC clients have access to appropriate human services.
  - o Provides information and referral services through the Coordinated Services Planning (CSP) Call Center.
  - o Provides liaison with community and faith-based organizations.
  - o Assists with the distribution of food and clothing to displaced persons at shelter centers and other identified locations.
  - o Assists with the provision of essential needs to individuals isolated or quarantined for public health purposes.
- **Department of Family Services:**
    - o Serves as the coordinating agency for Mass Care, Emergency Assistance, Housing, and Human Services-ESF 6 and as a cooperating agency to Public Health and Medical Services-ESF 8, Long Term Community Recovery-ESF 14, and the Donations Management, Mass Fatality, Service Information Center, and the Volunteer Management Annexes.
    - o Coordinate mass care shelter operations with other County departments and partner organizations and agencies.
    - o Establishes and operates a FAC.
    - o Coordinates the establishment and operation of Reception Centers and other emergency facilities as defined in the ESF 6 Annex to this EOP.
    - o Distributes emergency food stamp allotments to eligible disaster victims.
    - o Assists disaster victims in obtaining post-disaster assistance.
    - o Assists with the provision of essential needs to individuals isolated or quarantined for public health purposes.
  - **Department of Finance:**
    - o Serves as a cooperating agency to Emergency Management-ESF 5, Logistics Management and Resource Support ESF 7, and Long Term Community Recovery-ESF 14,
    - o Provides safety officer(s) from the Risk Management Division to the EOC and other identified locations, as necessary.

- o Provides protective action guidance to employees through the Risk Management Division.
- o Provides financial management assistance including maintaining vendor files and payment of bills.
- **Department of Housing and Community Development:**
  - o Serves as a cooperating agency for Mass Care, Emergency Assistance, Housing, and Human Services-ESF 6 and Long Term Community Recovery-ESF 14.
  - o Provides information on housing resources for use as emergency and/or long-term temporary housing.
  - o Provides staff to assist, when needed, with mass care operations.
  - o Assists with finding temporary housing for displaced public housing and rental program residents.
  - o Assists in identifying housing resources for persons relocated to Fairfax County because of an emergency or disaster.
  - o Provide support to the Facility Management Department, as needed, with Fairfax County and Redevelopment and Housing Authority-owned property.
- **Department of Information Technology:**
  - o Serves as the coordinating agency for Communications-ESF 2 and as a cooperating agency to Emergency Management-ESF 5, Public Health and Medical Services-ESF 8, Energy-ESF 12, Long Term Community Recovery-ESF 14, and External Affairs-ESF 15.
  - o Provides technical assistance to the EOC as required for activating and maintaining communications and information systems capabilities to support emergency operations.
  - o Ensures radio, telephone, computing resources, network communications, Geographic Information System (GIS), and Web capabilities essential to emergency operations are maintained and operational.
  - o Ensures emergency backup and contingency communications capabilities in the event normal communications are disrupted.

- o Assists with recovery of applications and electronic records and invokes recovery in accordance with the Department of Information Technology (DIT) Disaster recovery and Continuity of Operations (COOP) plans.
  - o Safeguards operability and performance of Fairfax County essential communications and information technology (IT) systems and the protection of vital records kept at the Enterprise Technology Center and other DIT managed IT facilities through ongoing support processes for data backup, IT security measures, and standard procedures for firewall management, intrusion detection, anti-virus protection, and access control and enforcement policy.
  - o Assists agencies with Geographic Information Systems (GIS) Technology services in supporting incident response, recovery, and mitigation activities.
  - o Supports the activation and setup of mass care facilities and other recovery facilities managed by the County.
  - o Provides authority and governance protocols for access to enterprise IT resources, systems, data, and facilities that house IT assets, and for invoking disaster recovery procedures on DIT-supported equipment and systems.
  - o Assists with providing emergency printing services.
- **Department of Management and Budget:**
    - o Serves as a cooperating agency to Emergency Management-ESF 5 and Long Term Community Recovery-ESF 14.
    - o Provides assistance and/or financial advice to OEM in the preparation and review of federal reimbursement forms, financial reports, and applications.
    - o Provides access to emergency funds for use by County agencies during the response and recovery phases.
  - **Department of Planning and Zoning:**
    - o Serves as a cooperating agency for Public Works and Engineering-ESF 3, Emergency Management-ESF 5, and Long Term Community Recovery-ESF 14.
    - o Provides assistance with damage assessment.
    - o As appropriate, expedites the building permit issuance process.

- **Department of Public Works and Environmental Services:**
  - o Serves as the coordinating agency for Public Works and Engineering-ESF 3 and Energy-ESF 12, and serves as a cooperating agency to Firefighting-ESF 4, Emergency Management-ESF 5, Logistics Management and Resource Support-ESF 7, Search and Rescue-ESF 9, Oil and Hazardous Materials Response-ESF 10, Energy-ESF 12, and Long Term Community Recovery-ESF 14.
  - o Monitors County-owned dams during any emergency that would result in damage to dams.
  - o Conducts damage assessment and mitigation on County drainage systems.
  - o Conducts or assists with damage assessment of privately-owned residential and commercial structures; assists as requested with the structural evaluation of other buildings and structures, except for collapsed structures where Fire and Rescue has the primary responsibility.
  - o Ensures that inspected damaged buildings are tagged as “Safe for Occupancy,” “Warning: This structure has been damaged and its safety is questionable,” or “Unsafe: Occupancy Prohibited.”
  - o Provides property owners and contractors with assistance and information about the building code requirements during the recovery phase, as needed.
  - o As appropriate, expedites the building permit and plan review process for the repair or demolition of damaged structures.
  - o Maintains and implements a debris management plan and coordinates debris removal by government agencies and private contractor(s).
  - o In cooperation with the Virginia Department of Environmental Quality, monitors County debris landfill permits compliance.
  - o In cooperation with the Virginia Department of Health (VDH), inspects public and private water impoundment sites.
  - o Provides emergency mitigation and damage assessment on the wastewater collection infrastructure.
  - o Provides snow and ice removal from designated County facilities.

- o Assists with filling requests for available heavy construction equipment, trucks, operators, and related construction supplies.
- o To the extent practicable, continue sanitary sewer and refuse collection services during an emergency.
- **Department of Purchasing and Supply Management:**
  - o Serves as coordinating agency for Logistics Management and Resource Support-ESF 7 and cooperating agency for Public Health and Medical Services-ESF 8.
  - o Staffs the Supply Unit in the Logistics Section at the EOC to support emergency operations.
  - o Develops procedures and policies for the acquisition of resources to fulfill requests in support of emergency operations.
  - o Establishes procurement card for emergency purchases; preposition cards for use upon activation of readiness plan
  - o Develops procedures to track shipments of vendor-supplied resources.
  - o Develops procedures for issuing, tagging, and tracking equipment and supplies (purchased or loaner).
  - o Maintains a warehouse for staging and storing donated goods and resources destined for recovery locations.
  - o Acquires, stores, and distributes resources in support of response and recovery operations, as necessary.
  - o Maintains lists of vendors and suppliers of equipment, materials and services needed during disaster response and recovery actions. Pre-establishes contracts for items typically used in a declared emergency, as appropriate.
  - o Establishes supply sources for Big 6 items (ice, water, generators, tarps, meals-ready-to-eat, and plywood sheeting)
  - o Pre-positions supplies in anticipation of emergency.
  - o Establishes and manage the Receipt, Store, and Stage (RSS) facility for the Strategic National Stockpile (SNS) in the event the Fairfax County RSS is designated by the Commonwealth of Virginia.
  - o Supports the storage and distribution of Northern Virginia Emergency Response System and Health Department emergency pharmaceutical equipment and supply stockpiles.

- **Department of Tax Administration:**
  - o Serves as a cooperating agency for Public Works and Engineering-ESF 3, and Long Term Community Recovery - ESF 14
  - o Provides information on housing values and related information from the County database to support damage assessment activities.
  
- **Department of Transportation:**
  - o Serves as coordinating agency for Transportation-ESF 1 and cooperating agency to Public Works and Engineering-ESF 3, Mass Care, Emergency Assistance, Housing and Human Services-ESF 6, and Public Health and Medical Services-ESF 8.
  - o Liaises with the Virginia Department of Transportation (VDOT), Virginia Railway Express (VRE), Washington Metropolitan Area Transit Authority (WMATA), Metropolitan Washington Council of Governments (MWCOG), and Metropolitan Washington Airport Authority (MWAA) as needed during emergency operations.
  - o Collects, analyzes, and distributes information on the status of the County's transportation infrastructure.
  - o Provides transportation services to support response and recovery operations, as available.
  - o Assists with transportation for persons with access and functional needs.
  - o Provides support for evacuation planning.
  - o Assists in the operation of a Family Assistance Center, shelters, Points of Dispensing (PODs), and other facilities by coordinating appropriate transportation requests.
  
- **Department of Vehicle Services:**
  - o Serves as cooperating agency to Transportation-ESF 1 and Logistics Management and Resource Support-ESF 7.
  - o Manages the emergency rationing or prioritization of County-owned fuel resources, if necessary.
  - o Provides fuel site access, fuel, and maintenance support for emergency transportation and recovery operations.

- o Staffs the Supply Unit in the Logistics Section at the EOC, as requested.
- **Office of Emergency Management:**
  - o Serves as the coordinating agency for Emergency Management-ESF 5, Long Term Community Recovery-ESF 14, and as a cooperating agency to Mass Care, Emergency Assistance, Housing and Human Services-ESF 6, Logistics Management and Resource Support -ESF 7, Agriculture and Natural Resources-ESF 11, Energy-ESF 12, and External Affairs-ESF 15.
  - o Coordinates continuity of operations planning. Prepares standards and guidelines for developing, testing, and exercising agency-specific continuity of operations plans.
  - o Assists with damage assessments activities as needed.
  - o Manages the Emergency Management Assistance Compact (EMAC) mutual aid agreement and process for Fairfax County.
  - o Maintains the County's Emergency Operations Plan.
  - o Manages the 24-hour Duty Officer program to monitor events that may affect Fairfax County and provide emergency alert and notifications.
  - o Assists agencies by providing supplemental emergency training, simulations, and exercises necessary to prepare first responders, County, and partner organizations and agencies to perform identified roles and responsibilities.
  - o In cooperation with the volunteer agencies, assists with the recruitment, registration, and identification of volunteer emergency workers.
  - o Manages the NIMS Compliance Program necessary to establish Incident Command System (ICS) procedures to manage emergency operations during a disaster.
  - o Manages the EOC and ensures operational readiness 24/7.
  - o In conjunction with identified County agencies, submits state and federally required reports and records.
  - o Primary liaison with the Virginia Department of Emergency Management (VDEM) and the Virginia Emergency Operations Center (VEOC).
  - o Directs an after-action assessment of the disaster/emergency incident to determine what actions can be taken to mitigate

- o future disaster effects. Maintains a database to identify lessons learned and corrective actions by agency.
  - o Through the Logistics Section in the EOC, and other agencies as appropriate, ensures the continued supply of resources required for response and recovery operations.
  - o In cooperation with the Department of Public Works and Environmental Services, and other agencies as appropriate, coordinates the development and implementation of hazard mitigation plans.
  - o Provides assistance to agencies in the development and maintenance of agency operations plans relating to Emergency Support Functions and their place in the Incident Command System structure.
  - o Coordinates the submission of all requests and responses for statewide mutual aid.
  - o Coordinates emergency management mutual aid agreements dealing with adjacent jurisdictions and relief organizations.
  - o Conducts community outreach and public emergency education programs.
  - o Determines if a mass care facility is to be opened and assists with the selection of shelter site(s) in coordination with ESF 6-Mass Care, Emergency Assistance, Housing, and Human Services.
  - o Conducts training and exercises to ensure County agencies and departments are familiar with their roles during an emergency.
- **Fairfax-Falls Church Community Services Board:**
    - o Serves as a cooperating agency to Mass Care, Emergency Assistance, Housing, and Human Services-ESF 6, Public Health and Medical Services-ESF 8, and Long Term Community Recovery-ESF 14.
    - o Provides critical incident stress management services in coordination with the Fire and Rescue Department and the Police Department.
    - o Provides psychological first-aid, mental health, intellectual disabilities, substance abuse, and critical incident stress management services and support for victims and response personnel.

- o Deploys counselors to a Family Assistance Center, shelter, or other facility to provide psychological first-aid and mental health support.
- o Coordinates with other community services boards, the Commonwealth of Virginia's Department of Behavioral Health and Developmental Services (DBHDS) for the management and administration of additional mental health and substance abuse resources made available through the state.
- **Fire and Rescue Department:**
  - o Serves as the coordinating agency for Firefighting-ESF 4 and Oil and Hazardous Materials Response-ESF 10; coordinating agency for Search and Rescue-ESF 9, and as a cooperating agency to Transportation-ESF 1, Communications-ESF 2, Public Works and Engineering-ESF 3, Emergency Management-ESF 5, Mass Care, Emergency Assistance, Housing, and Human Services-ESF 6, Logistics Management and Resource Support-ESF 7, Public Health and Medical Services-ESF 8, and External Affairs-ESF 15.
  - o Provides firefighting and fire suppression services.
  - o Requests and manages mutual aid for fire and rescue operations.
  - o Coordinates and performs fire prevention and investigation services.
  - o Coordinates and establishes an on-scene Incident Command Post and incident command activities for fire and rescue incidents
  - o Provides emergency medical services/pre-hospital care, triage, and transportation of victims.
  - o Conducts confined space search and rescue operations.
  - o Conducts collapsed structure search and rescue.
  - o Conducts trench search and rescue operations.
  - o Conducts water rescue, search, and recovery.
  - o Assists with ground search and rescue operations.
  - o Provides for response and containment for oil and hazardous material incidents.
  - o Recruits, trains, and manages the Community Emergency Response Team (CERT).

- o Determines need for evacuations through risk analysis, plume, and dispersion modeling for fire and rescue incidents.
  - o Determines need for reception centers and/or shelters.
  - o Manages decontamination of victims and responders.
  - o Coordinates and assists in evacuation operations, as necessary.
  - o Coordinates and performs search and rescue operations.
  - o Initiates on-scene warning and alerting.
  - o Conducts rapid windshield assessment surveys to priority areas for operations.
  - o Assists with structural damage assessment of privately-owned residential and commercial structures.
- **Health Department:**
    - o Serves as the coordinating agency for Public Health and Medical Services-ESF 8 and as a cooperating agency to Public Works and Engineering-ESF 3, Firefighting-ESF 4, Emergency Management-ESF 5, Mass Care, Emergency Assistance, Housing, and Human Services-ESF 6, Oil and Hazardous Material Response-ESF10, Agriculture and Natural Resources-ESF 11, and External Affairs-ESF 15.
    - o Assists OEM with planning for persons with access and functional needs.
    - o Liaises with the Regional Healthcare Coordinating Center (RHCC) and medical facilities to coordinate emergency use of available services, supplies, and pharmaceuticals.
    - o Liaises with long-term care facilities and dialysis centers to coordinate preparedness activities and to meet critical needs when impacted by an emergency.
    - o Issues health advisories in coordination with the Office of Public Affairs and Office of Emergency Management.
    - o Conducts disease surveillance and investigation, and provides technical assistance during suspected or actual outbreaks at specific locations or facilities.
    - o Maintains procedures for mass and mobile medical and non-medical countermeasures dispensing.
    - o Establishes and operates sites for medical and non-medical countermeasure dispensing.

- o Monitors food safety and general sanitation, and provides medical services including disease surveillance, contact investigations, and access and functional needs screening at mass care facilities.
  - o Implements isolation and quarantine measures.
  - o Coordinates the preparedness for and response to mass fatality incidents.
  - o Supports the Commonwealth of Virginia, Office of the Chief Medical Examiner.
  - o Conducts limited testing of clinical and environmental samples.
  - o Conducts laboratory surveillance.
  - o Provides technical assistance to laboratories.
  - o Advises on control of disease vectors, i.e., insects and rodents.
  - o Identify public health hazards during damage assessments.
  - o Conducts damage assessment of food and other regulated establishments.
  - o Inspects restaurants, regulated portions of grocery stores, and temporary establishments to ensure food safety.
  - o Orders testing of diseased animals.
  - o Recruits, trains, and manages the Fairfax Medical Reserve Corps (MRC).
  - o Conduct environmental health assessments.
  - o Coordinates with debris removal agencies regarding the removal of debris that presents a public health hazard.
  - o Advises on public health hazards related to medical waste and other biohazards, hazardous materials, and radiological materials during an emergency.
  - o Liaises with state and federal health and environmental agencies.
- **Office of the Sheriff:**
    - o Serves as a cooperating agency to Communications-ESF 2, Public Works and Engineering-ESF 3, Mass Care, Emergency Assistance and Human Services-ESF 6, Public Health and Medical Services-ESF 8, and Public Safety and Security-ESF 13.

- o Provides available staff, resources, and facilities to support emergency operations to include, but not limited to, the following:
    - May assist with debris removal through the use of the Community Labor Force upon approval of the court with jurisdiction to perform work on private property.
    - Assist with providing meals for emergency response personnel via contract services.
    - Assist with law enforcement and crowd control.
    - Assist with security of emergency site, evacuated areas, shelter areas, vital facilities, supplies, and other assigned locations.
    - Assist with evacuations.
    - Assist with service and enforcement of quarantine and protection orders.
    - Augment security at County-owned facilities.
  - o Manages security for jails and court facilities.
  - o Staffs the EOC Security Unit during EOC activations.
  - o Serves orders related to isolation or quarantine of individuals for public health purposes.
- **Office of the County Attorney:**
    - o Serves as cooperating agency to Public Works and Engineering-ESF 3, Emergency Management-ESF 5, Mass Care, Emergency Assistance, Housing, and Human Services-ESF 6, Public Health and Medical Services-ESF 8, Energy-ESF 12, Public Safety and Security-ESF 13, and Long Term Community Recovery-ESF 14.
    - o Advises County officials concerning legal responsibilities, powers, and liabilities regarding emergency operations and post-disaster and recovery assistance.
    - o Assists the Board of Supervisors and County Executive with maintaining continuity of government.
    - o Prepares emergency ordinances (i.e., price gouging and curfews) and local declarations.
    - o Assists with the preparation of applications, legal interpretations, or opinions, and Board of Supervisor packages regarding recovery and/or reimbursement.

- o Assists in obtaining waivers and legal clearances needed to dispose of debris and materials resulting from an emergency or disaster.
- o Assists with the implementation of isolation and quarantine orders and other court orders as needed.
- **Office of Public Affairs:**
  - o Serves as coordinating agency for External Affairs-ESF 15 and cooperating agency to Emergency Management-ESF 5.
  - o Coordinates the dissemination of approved emergency information to the public, County employees, news media, elected officials, and other stakeholders/organizations through a variety of tools, including but not limited to NewsWire, NewsLink, the County website, Emergency Information Blog, Fairfax County Government Radio, media relations, social media, emergency information hotline, Fairfax Alerts, EAN, etc.
  - o Serves as the “single voice” of County government for the coordinated release of information during emergencies and anytime there are more than two agencies involved in an incident.
  - o Manages the operation of an emergency information hotline, if requested.
  - o Monitors and responds to traditional media and social media outlets to identify trends and reduce dissemination of incorrect or misinformation.
  - o Manages the Joint Information Center (JIC).
  - o Develops and coordinates the distribution of protective action guidance to the public.
- **Police Department:**
  - o Serves as coordinating agency for Public Safety and Security-ESF 13, co-coordinating agency for Search and Rescue-ESF 9, and as a cooperating agency for Communications-ESF 2, Public Works and Engineering-ESF 3, Firefighting-ESF 4, Emergency Management-ESF 5, Mass Care, Emergency Assistance, Housing, and Human Services-ESF 6, Logistics Management and Resource Support-ESF 7, Public Health and Medical Service-ESF 8, Oil and Hazardous

Material Response-ESF 10, Agriculture and Natural Resources-ESF 11, and External Affairs-ESF 15.

- o Provides law enforcement services.
  - o Assists with underwater search and recovery.
  - o Provides explosive ordnance detection and disposal.
  - o Provides rotary wing aircraft support.
  - o Initiates on-scene warning and alerting in cooperation with the Fire and Rescue Department.
  - o Provides traffic management and crowd control.
  - o Coordinates and assists in evacuation operations.
  - o Provides security of emergency site, evacuated areas, shelter areas, vital facilities, supplies, and other assigned locations.
  - o Coordinates and assists with ground search and rescue.
  - o Provides animal control emergency services.
  - o Picks up, registers, and provides shelter to pets brought to evacuation shelters.
  - o Provides critical incident stress management services to Department staff as requested, in coordination with the Fairfax/Falls Church Community Services Board and the Fire and Rescue Department.
  - o Enforces public health isolation or quarantine orders.
- **Department of Administration for Human Services:**
    - o Serves as a cooperating agency for Mass Care, Emergency Assistance, Housing, and Human Services-ESF 6, Public Health and Medical Service-ESF 8, and Long Term Community Recovery-ESF 14.
    - o Provides staff support to a FAC or other facilities established to support operations or delivery of assistance.
    - o Assists with documenting costs eligible for reimbursement through FEMA.
- **Facilities Management Department:**
    - o Serves as a cooperating agency to Public Works and Engineering-ESF 3, Mass Care, Emergency Assistance, Housing, and Human Services-ESF 6, Logistics Management and Resource Support-ESF 7, Energy-ESF 12, Public Safety and Security-ESF 13, and Long Term Community Recovery-ESF 14.

- o Provides support to mass care facilities or other County facilities established to support operations or delivery of assistance.
  - o Coordinates emergency repairs to County facilities, as appropriate.
  - o Coordinates the maintenance, custodial services, and continued operation of County facilities where Facilities Management Department (FMD) has assigned responsibilities.
  - o Leases facilities to support operations.
  - o Identifies County facilities that may be made available to meet operational requirements.
  - o Provides security for County-owned and operated facilities.
- **Department of Public Safety Communications:**
    - o Serves as a cooperating agency to Communications-ESF 2, Firefighting-ESF 4, Search and Rescue-ESF 9, Oil and Hazardous Materials Response-ESF 10, and Public Safety and Security-ESF 13.
    - o Provides emergency communications.
    - o In cooperation with the Department of Information Technology, manages primary and backup emergency communication equipment.
    - o Manages Computer Aided Dispatch services for public safety agencies.
    - o Receives warning and notifications of actual or pending emergencies and makes initial notifications in coordination with the OEM Duty Officer and others as appropriate.
- **Department of Human Resources:**
    - o Serves as cooperating agency to Emergency Management-ESF 5, Logistics Management and Resource Support-ESF 7, and Public Health and Medical Service-ESF 8.
    - o Identifies employees who may be available to augment staffing in the EOC, mass care facilities, alternate work sites, and other locations.
- **Fairfax County Park Authority:**
    - o Serves as a cooperating agency to Public Works and Engineering-ESF 3, Mass Care, Emergency Assistance,

Housing, and Human Services-ESF 6, and Search and Rescue-ESF 9, Long Term Community Recovery-ESF 14.

- o Assists with debris removal, damage assessment, and snow removal.
- o Identifies and activates facilities that may be used to support response and recovery operations.

#### **G. Partner Organizations and Agencies:**

- **Fairfax County Public Schools:**
  - o Serves as a cooperating agency to Transportation-ESF 1, Communications-ESF 2, Public Works and Engineering-ESF 3, Mass Care, Emergency Assistance, Housing, and Human Services-ESF 6, Logistics Management and Resource Support-ESF 7, and Public Health and Medical Services-ESF 8.
  - o Provides for the emergency care of students and employees during normal school hours.
  - o Provides facilities for use as mass care sites.
  - o Provides available facilities for public health dispensing sites.
  - o If available, assists with mass feeding.
  - o If available, assists with transportation for displaced persons and emergency responders.
  - o If available, assists with transportation of persons with access and functional needs.
  - o Assists with damage assessment and debris removal.

#### **H. Volunteer Organizations:**

- Amateur Radio Emergency Services
- American Red Cross National Capital Region (ARC)
- Community Chaplain Corps
- Civil Air Patrol
- Community Emergency Response Team (CERT)
- Fire Corps
- Faith Communities in Action (FCIA)
- Medical Reserve Corps (MRC)
- Neighborhood Watch
- Salvation Army
- Volunteer Fairfax

- Volunteers in Police Service (VIPS)
- Voluntary Organizations Active in Disaster (VOAD)

**I. Utility Partners:**

- Colonial Pipeline
- Columbia Gas Pipeline
- Cox Communications
- Dominion Virginia Power
- Fairfax Water
- Northern Virginia Electric Cooperative (NOVEC)
- Plantation Pipeline Company
- Upper Occoquan Service Authority (UOSA)
- Verizon Utility Services
- Washington Gas

**J. Transit Agencies:**

- Metropolitan Washington Airport Authority (MWAA)
- Virginia Railway Express (VRE)
- Washington Metropolitan Area Transit Authority (WMATA)

**K. State Agencies:**

- Virginia Department of Agriculture and Consumer Services (VDACS)
- Virginia Department of Emergency Management (VDEM)
- Virginia Department of Environmental Quality (VDEQ)
- Virginia Department of Health (VDH)
- Virginia Department of Transportation (VDOT)
- Virginia National Guard (VNG)
- Virginia Office of the Chief Medical Examiner (OCME)
- Virginia State Police (VSP)

**L. Regional:**

- Metropolitan Washington Council of Governments (MWCOCG)
- Northern Virginia Regional Commission (NVRC)

**M. Federal:**

- Department of Defense (DoD)
- Department of Homeland Security (DHS)
- Federal Bureau of Investigation (FBI)

- Federal Emergency Management Agency (FEMA)
- Northern Virginia Regional Intelligence Center (NVRIC)
- National Weather Service (NWS)
- Office of National Capital Region Coordination (NCRC)

## VI. *Phases of Emergency Management*

### A. **Introduction:**

Fairfax County maintains a comprehensive emergency management program through the Office of Emergency Management (OEM) providing emergency guidance and support to the other departments and agencies 24 hours a day, 7 days a week. OEM monitors those threats and hazards that threaten the County and region and assists with emergency operations to better address emergency situations affecting the County.

The County's comprehensive emergency management program is organized to address the five phases of emergency management:

1. **Prevention:** Any activity taken in advance that reduces the potential for an emergency.
2. **Preparedness:** Any activity taken in advance of an emergency to develop, support, and enhance operational capabilities, to facilitate an effective and efficient response, and recover from an emergency situation.
3. **Response:** Any action taken immediately before, during, or after an emergency situation to reduce casualties, save lives, minimize damage to property, and enhance the effectiveness and speed of recovery.
4. **Recovery:** Short-term recovery is any activity that will return vital life-support systems and critical infrastructure to minimum operating standards and, in the long-term, any activity designed to return life to normal or to an improved state.
5. **Mitigation:** Any activity taken to eliminate or reduce the degree of long-term risk to human life and property from natural, technological, and human-caused hazards.

## VII. *Emergency Declarations*

### A. **Non-Declared Disasters:**

The Director of Emergency Management, or their designee, may direct County departments and agencies to respond to emergencies or disasters as outlined in this Plan without a formal declaration of an emergency when the expectation is that local resources will be used and that no reimbursement of costs will be requested. The Director of Emergency Management, or their designee, may re-direct and deploy County resources and assets as necessary to prevent, prepare for, adequately respond to, and quickly recover from an emergency or disaster.

For significant events in Fairfax County or a neighboring jurisdiction, the EOC may be activated to monitor the situation, coordinate activities among the departments and agencies, and ensure the County is positioned to rapidly respond in the case of an incident.

### B. **General Emergency Declarations:**

There are three types of emergency declarations that may apply to a disaster or emergency within Fairfax County depending upon the scope and magnitude of the event – local, Commonwealth, and federal.

1. **Local Declarations:** A local emergency declaration automatically activates the Emergency Operations Plan and provides for the expeditious mobilization of County resources in responding to a major incident.
2. **Commonwealth Declarations:** A declaration of an emergency by the Governor of Virginia that includes Fairfax County provides the County access to the resources and assistance of the departments and agencies of the Commonwealth, including the National Guard, in the event local resources are insufficient to meet the needs. These requests for assistance are coordinated through the Virginia Emergency Operations Center (VEOC).
3. **Federal Declarations:** The Governor of Virginia may request a federal emergency or major disaster declaration. In the event that Fairfax County is declared a federal disaster area, the resources of federal departments and agencies are available to provide

resources and assistance to augment those of the County and the Commonwealth.

### **C. Local Emergency Declarations:**

- The Commonwealth of Virginia Emergency Services and Disaster Law of 2000, Sections 44-146.13 to 44-146.28:1 Code of Virginia, as amended and Code of Fairfax County, Chapter 14, Emergency Management, prescribe the authorities pertaining to the declaration of local emergencies.
- The Director of Emergency Management for Fairfax County may declare a local emergency with the consent of the Board of Supervisors. In the event the Board cannot meet due to the disaster or other exigent circumstances a local emergency can be declared subject to later ratification by the Board of Supervisors.
- A local emergency is declared when, in the judgment of the Director of Emergency Management, the threat or actual occurrence of an emergency or disaster is of sufficient severity and magnitude to warrant a coordinated response by the various County departments, agencies, and voluntary organizations.
- The declaration of a local emergency activates the EOP and applicable provisions of the Plan.
- For instances where a resource shortage (e.g., gasoline, heating oil) is substantially or wholly the cause of a local emergency, a local emergency can only be declared by the Governor based upon a request by the Fairfax County Board of Supervisors.
- When, in its judgment, all emergency activities have been taken, the Board of Supervisors will take action to end the declared emergency.
- All County departments and agencies will receive notification of emergency declarations and terminations through Fairfax County OEM.

#### **D. Commonwealth Emergency Declarations:**

- The Commonwealth of Virginia Emergency Services and Disaster Law of 2000, Sections 44-146.13 to 44-146.28:1 Code of Virginia, as amended, prescribes the authority and implications of a declaration of a state of emergency by the Governor.
- The Governor may declare a state of emergency to exist whenever, in their opinion, the safety and welfare of the people of the Commonwealth require the exercise of emergency measures due to a threatened or actual disaster.
- The Governor's Declaration of a state of emergency provides for the expeditious provision of assistance to local jurisdictions, including use of the Virginia National Guard.

#### **E. Federal Emergency and Major Disaster Declarations:**

- Under the provisions of the Robert T. Stafford Act, the Governor may request the President of the United States to declare a major disaster or emergency declaration for incidents that are (or threaten to be) beyond the scope of the state and local jurisdictions to effectively respond.
- A Presidential major disaster declaration puts into motion long-term federal recovery programs, some of which are matched by state programs, and designed to help disaster victims, businesses, and public entities.
- An emergency declaration is more limited in scope and without the long-term federal recovery programs of a major disaster declaration. Generally, federal assistance and funding are provided to meet a specific emergency need or to help prevent a major disaster from occurring.
- The major disaster or emergency declaration designates the political subdivisions within the state (normally counties and independent cities) that are eligible for assistance. There are three major categories of disaster aid available under a major disaster

declaration:

1. **Individual Assistance:** Aid to individuals and households.
  - **Disaster Housing** provides up to 18 months of temporary housing assistance for displaced persons whose residences are heavily damaged, uninhabitable due to environmental contamination, or destroyed. Funding also can be provided for housing repairs and replacement.
  - **Disaster Grants** may be available to help meet other serious disaster-related needs and necessary expenses not covered by insurance and other aid programs. These may include replacement of personal property, transportation, medical, dental, and funeral expenses.
  - **Low-Interest Disaster Loans** may be available after a disaster for homeowners and renters from the United States Small Business Administration (SBA) to cover uninsured property losses. Loans may be for repair or replacement of homes, automobiles, clothing, or other damaged personal property. Loans are also available to businesses for property loss and economic injury.
  - **Other Disaster Aid Programs** include crisis counseling, disaster-related unemployment assistance, legal aid and assistance with income tax, and Social Security and Veteran's benefits. Other state or local help may also be available.
2. **Public Assistance:** Aid to state or local governments to pay part of the costs of rebuilding a community's damaged infrastructure. Public Assistance may include debris removal, emergency protective measures and public services, repair of damaged public property, loans needed by communities for essential government functions, and grants for repair of damaged public and private nonprofit schools and educational facilities.

3. **Hazard Mitigation:** Funding for measures designed to reduce future losses to public and private property.

## **F. Other Emergency Declarations:**

Several federal agencies have independent authorities to declare disasters or emergencies. These authorities may be exercised concurrently or become part of a major disaster or emergency declaration under the Stafford Act. These other authorities include:

- The administrator of the U.S. Small Business Administration may make a disaster declaration based upon physical damage to buildings, machinery, equipment, homes, and other property as well as economic injury.
- The Secretary of the U.S. Department of Health and Human Services (HHS) may declare, after consultation with public health officials, a public health emergency in the event of a significant outbreak of infectious diseases or bioterrorist attack.
- The U.S. Army Corps of Engineers may issue a disaster declaration in response to flooding or coastal storms.
- A federal On-Scene-Coordinator designated by the U.S. Environmental Protection Agency (EPA), U.S. States Coast Guard (USCG), or the U.S. Department of Energy (DOE), under the National Contingency Plan, has the authority to direct response efforts at the scene of a discharge of oil, hazardous substance, pollutants, or contaminants, depending upon the location and source of the release.

## **G. The Emergency Declaration Process:**

- A local emergency may be declared by the Director of Emergency Management with consent of the Board of Supervisors. In the event the Board of Supervisors cannot convene due to the disaster or other exigent circumstances, the Director, or in their absence, the Deputy Director of Emergency Management, or in the absence of both, any member of the Board of Supervisors may declare the existence of a local emergency, subject to confirmation by the Board

of Supervisors at its next regularly scheduled meeting or at a special meeting within fourteen days of the declaration, whichever occurs first.

- The local emergency declaration may be based upon reports of an actual event or on the forecast or prediction of emergency conditions. OEM is responsible for monitoring incidents and events through the Duty Officer or EOC and providing information and support to the Director of Emergency Management in the process of declaring a local emergency.
- Whenever a local emergency has been declared, the Coordinator of Emergency Management or their designee will immediately notify the Virginia Department of Emergency Management (VDEM) through the Virginia Emergency Operations Center (VEOC).
- A local emergency must be declared and local resources fully committed before state and federal assistance is requested.
- Upon activating the EOC, OEM will submit a local situation report to the state EOC. For a significant incident, the situation report will be followed by an official Initial Damage Assessment (IDA) as soon as specific damage information is available, but not later than 72 hours after the peak of the event. The Office of Emergency Management coordinates damage assessment information for the County. The damage assessment process may begin with reports from the field through the Incident Commander(s) as well as rapid assessments conducted by the Fire and Rescue Department to quickly size up the incident. However, these efforts will be followed by a deliberate damage assessment process managed by the Department of Public Works and Environmental Services. The Damage Assessment Annex provides additional information.
- OEM will continue to submit situation reports to the State at least once every operational period or as the incident escalates or milestones are achieved.
- Based upon the request of the Director of Emergency Management or other available information, the Governor may declare a state of emergency. OEM will ensure that all departments and agencies

with responsibilities under this EOP are notified through existing protocols and procedures.

- Once a determination is made by VDEM that the event is, or may be beyond the capabilities of the County and state, the Governor may request assistance from FEMA to conduct a more thorough joint federal/state Preliminary Damage Assessment (PDA).
- A PDA is an on-site survey of the affected area(s) by federal and state officials to determine the scope and magnitude of damages caused by the event. Generally, a PDA is conducted prior to an official request by the Governor for a declaration of an emergency or major disaster by the President. OEM will provide assistance in facilitating the PDA process within the County.
- Depending upon the extent and scope of damages provided in the initial reports, PDA teams may be organized to assess damage to private property (individual assistance) and/or public property (public assistance).
- For events of unusual severity and magnitude, State and Federal officials may delay the PDA pending more immediate needs and assessment activities.
- The PDA process verifies the general magnitude of damage and whether federal assistance will be requested.
- Based upon the results of the PDA and consultations with FEMA, VDEM will prepare an official request for an emergency or major disaster declaration for the Governor's signature. Upon receipt of an approved Presidential emergency or major disaster declaration, all departments and agencies with roles and responsibilities under this Plan will be notified by OEM.
- The Presidential Declaration will stipulate the types of Federal assistance authorized for the County.

## ***VIII. Concept of Operations***

This section outlines Fairfax County's concept of operations for responding to emergency events. It provides background information on the National Incident Management System and the Incident Command System, identifies authorities for emergency response, defines command and control structures and lines of authority, describes the roles and organization of the EOC, and outlines how emergency operations will be conducted under the EOP.

Fairfax County government has the primary responsibility for emergency operations within its borders and will commit available resources to save lives, stabilize the incident, and minimize property damage. In the event of a significant emergency, the immediate response priority will be life safety, incident stabilization, and property conservation.

### **A. National Incident Management System (NIMS):**

By resolution on November 21, 2005, Fairfax County adopted the federally-mandated National Incident Management System (NIMS) as the County standard for incident management. NIMS incorporates the Incident Command System (ICS) as the national standard for incident management. The EOP has incorporated these concepts with the Base Plan, Emergency Support Functions, and other annexes as appropriate.

NIMS defines standard means and establishes requirements for processes to describe, inventory, mobilize, track, and recover resources over the life cycle of an incident. These components are not covered in the EOP but in specialized annexes and agency standard operational guidelines.

### **B. Emergency Support Functions:**

Emergency Support Functions are the grouping of governmental and pre-designated private sector capabilities into an organizational structure to provide support, resources, program implementation, and services that are most likely needed to save lives, protect property and the environment, restore essential services and critical infrastructure, and help victims and communities return to normal following an incident or emergency.

The Fairfax County EOP is organized using ESF Annexes. It organizes the various departments, agencies, private sector companies, and voluntary organizations into 15 Emergency Support Functions to facilitate planning and coordination prior to an incident and to achieve an effective emergency response and recovery.

Each ESF has an assigned coordinating agency and designated cooperating agencies. The coordinating agencies are designated because they either have statutory responsibility or the prerequisite expertise and resources due to their programmatic or regulatory responsibilities.

The coordinating agency is responsible for all pre-incident planning and coordination to ensure that all ESF agencies are prepared to provide resources and perform assigned operational roles.

The coordinating agency is responsible for developing and maintaining the ESF annex to the EOP as well as developing operating procedures. The annex will be developed in accordance with OEM guidelines.

ESFs will be activated as needed to support actual or anticipated requirements and will provide representatives to the County EOC upon activation.

Within the EOC, the ESFs are assigned to the Senior Policy Group, the EOC command staff, and the Operations, Logistics, Planning, and Finance and Administration Sections.

More detailed information on each of the ESFs is provided in the corresponding functional annex (see Section Four of this Plan).

### **C. Emergency Support Function and Incident Command System Integration:**

The Fairfax County EOP uses the Emergency Support Function structure established by the National Response Framework and used by the State to organize their EOP and EOC. This structure provides a coordinating and collaboration tool that aligns well with County agency and department missions and provides a coordinating agency with management oversight

for the particular ESF. The organization of the Emergency Operations Plan using ESFs also provides a basis for coordination with the State and Federal government which are organized using the same structure.

When the EOP is activated and the ESFs are operationalized, the Incident Command System provides for the flexibility to assign ESFs and other stakeholder resources according to their capabilities, taskings, and requirements to augment and support staffing in the EOC. It also creates a parallel structure, mirroring the field structure, which allows for better coordination of and support to on-scene incident commanders.

#### **D. Incident Command System:**

The Incident Command System is an emergency management system designed to enable effective and efficient management of incidents by integrating a combination of facilities, equipment, personnel, procedures, and communications operating within a common organizational structure. The ICS is widely applicable to organize both short-term and long-term field and EOC operations for the full spectrum of emergencies.

The initial responsibility for implementing ICS rests with the first responders. Upon arrival at the scene of an incident, the senior responder(s) will establish incident command and designate a command post location to manage the emergency.

The Incident Commander (IC) is the individual responsible for all incident activities including the development of incident objectives, approving on-scene strategies and tactics, and the ordering and release of on-scene resources. The IC is delegated overall authority and responsibility for conducting incident operations. In the EOC, this person is termed the EOC Commander (EOCC) with overall authority and responsibility for conducting EOC operations in support of the incident.

Command Staff typically includes:

- **Public Information Officer (PIO):** The PIO has responsibility for all interaction between Command and the media and who coordinates the release of information on the incident situation and response efforts from Command to the media.
- **Safety Officer (SOFR):** The SOFR has responsibility for monitoring

safety conditions and developing measures to ensure the safety of all assigned personnel.

- **Liaison Officer (LOFR):** The LOFR is the person who acts as the on-scene contact point for representatives of assisting agencies assigned to the incident. A Liaison Officer may designate one or more assistants from either the same or another assisting agency or jurisdiction.

General Staff typically includes the following positions:

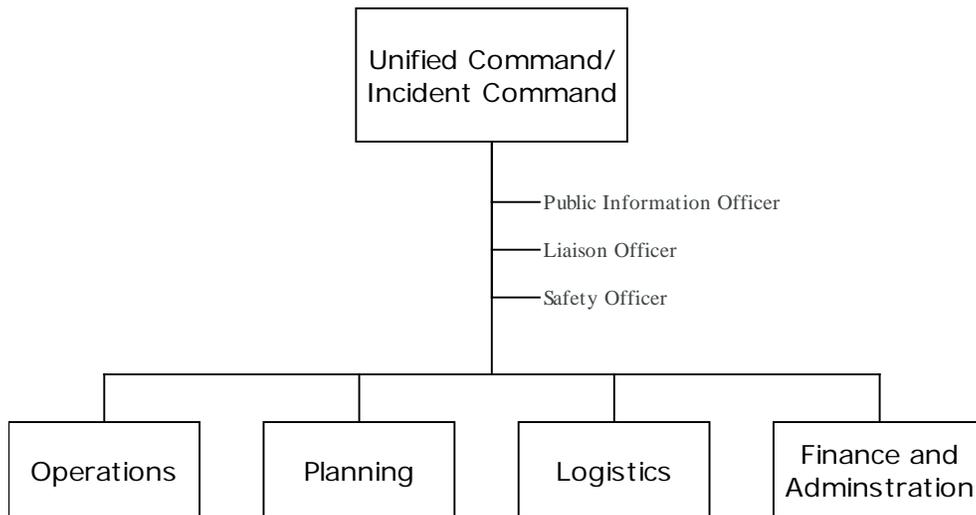
- **Planning Section:** The Planning Section is responsible for gathering information and intelligence critical to the incident and providing this information to incident management personnel. This section is also responsible for developing and documenting the Incident Action Plan (IAP) that identifies overall incident objectives and strategies.
- **Operations Section:** The Operations Section is responsible for all tactical activities in direct support of the reduction of the immediate hazard, saving lives and property, establishing situational control, and restoration of normal operations.
- **Logistics Section:** The Logistics Section is responsible for all support requirements needed to achieve an effective response to the incident.
- **Finance/Administration Section:** The Finance/Administration Section is established when incident management activities require finance and administrative support services. The chief of this section is responsible for recording personnel time and attendance; all financial management matters pertaining to the event, handling injury claims and compensation; and recording, tracking, and analyzing cost data for the overall incident.

ICS Command Structure:

The incident command organizational structure develops in a top-down, modular fashion that is based upon the size and complexity of the emergency (see Figure below). As needed, separate functional elements can be established, each of which can be further sub-divided, if needed. For example, the Operations Section can be expanded to include branches, divisions, groups, and specialized resources as required to effectively manage the incident.

Responsibility for the establishment and expansion of the ICS organization in ultimately rests with the on-scene Incident Commander who bases the organization on the requirements of the situation. As incident complexity increases, the organization expands from top down as functional responsibilities are delegated.

The Incident Commander may appoint additional staff and support positions as necessary depending upon the nature, scope, and complexity of the emergency or other requirements.



**ICS Organization Chart**

**E. Emergency Operations Center (EOC):**

The EOC serves as a multi-agency coordination center for Fairfax County, and, as appropriate, the towns of Clifton, Herndon, and Vienna, during major emergencies and disasters for assignment of resources, establishing policies, and coordination and approval of all requests for assistance outside the County.

The EOC will establish operational periods as a basis for the action planning process at the EOC. Typically, the operational periods are 7:00 a.m. to 7:00 p.m. and 7:00 p.m. to 7:00 a.m. during 24-hour operations. The planning process is designed around identifying expected accomplishments over the next operational period. An Emergency Operations Center Action Plan (EOC-AP) will be produced for each operational period to communicate overall EOC objectives.

The EOC schedules and conducts an operational period (or shift change) briefing before each operational period to ensure EOC staff are briefed on the operational elements of the EOC-AP and are aware of the objectives that are expected to be accomplished.

Operations within the EOC will be organized and conducted with established operational procedures, checklists, and job aids.

The EOC structure provides for further subdivision of the operations, planning, logistics, and finance and administration sections into branches and groups depending upon the complexity of the operations and to maintain a manageable span of control.

The **Senior Policy Group** includes the County Executive, appropriate Deputy County Executives, the Police and Fire Chiefs, the Director of Public Affairs, the Health Director, the Director of Public Works and Environmental Services, the County Attorney, and the Coordinator of Emergency Management. Other entities may be added as appropriate, depending on the incident or event. The primary responsibilities of this group include:

- o Establishing and promulgating emergency policy decisions.
  - o Providing strategic direction and priorities for field operations.
  - o Providing direction to agencies performing emergency activities.
  - o Authorizing issuance of public evacuation recommendations.
  - o Resolving resource and policy issues.
- The **EOC Command Staff** is responsible for the staffing and operations of the EOC. The EOC Command Staff directs the activities of the EOC staff and ensures that policies and priorities established by the Senior Policy Group are implemented. The EOC Command Staff establish the EOC objectives and direct, in consultation with the Senior Policy Group, strategic and contingency planning efforts to address incident-related concerns and issues. The EOC Commander establishes the operational periods for the EOC and is the approving authority for the EOC Action Plan.

EOC Command Staff includes:

- **EOC Commander (EOCC):** The EOCC is responsible for all operations within the EOC.
  - **Public Information Officer (PIO):** The PIO is responsible for interfacing with the public and media and providing incident-specific information.
  - **Safety Officer (SOFR):** The SOFR monitors EOC operations and advises the EOC Command Staff on all matters of safety for EOC operations staff and support teams.
  - **Liaison Officer (LOFR):** The LOFR serves as the point-of-contact on behalf of the EOCC for representatives from other government agencies, non-governmental organizations (NGO), and private sector entities. Depending upon the nature of the incident, OEM may provide a Liaison Officer (OEM Duty Officer) to assist the Incident Commander (IC) with agency coordination of other County agencies, non-governmental organizations, private sector representatives, and state, regional, and federal officials.
- The **EOC Operations Section** provides support to field operations directed towards reducing the immediate hazard, saving lives and property, establishing situational control, and restoring normal conditions. This section also ensures that policy and resource decisions of the Executive Group related to operations are implemented. The operations section is responsible for coordination of all response elements applied to the incident.
  - The **EOC Planning Section** collects, analyzes, displays, and disseminates information related to the incident and the status of operations. This section also collects and maintains information on the status of all resources assigned by the EOC to field operations. The section is also responsible for facilitating the action planning process for the EOC and produces the EOC-AP. The Planning Section functions as the primary support for strategic level decision making at the EOC including preparing situation reports and briefings, map displays, collecting and consolidating damage assessment information, and developing plans necessary to address changing field events.
  - The **EOC Logistics Section** is responsible for the acquisition and movement of supplies, equipment, and personnel in support of the response operations in the field. This section also will provide for the

establishment of operating facilities needed to support on-going response and recovery operations.

- The **EOC Finance and Administration Section** provides policy guidance and establishes procedures to authorize the commitment and payment of funds for resources or services ordered through the EOC. This section tracks and processes payment of vendor purchases, contracts, and other payments, and ensures that an accurate accounting of the cost of responding to the incident is maintained.

The EOC structure provides for further subdivision of the four sections into branches and groups depending upon the complexity of the operations and to maintain a manageable span of control.

#### **F. Participating Towns in Fairfax County:**

The Towns of Herndon and Vienna are included under this EOP, and are responsible for maintaining their own emergency response plan to further detail operations within their boundaries. During an emergency or disaster that impacts one of the Towns, Fairfax County will coordinate with them as appropriate.

By signing this Plan, the Towns of Herndon and Vienna agree to be active participants in all of the phases of emergency management laid out earlier in this plan and are guided by the mandates of this Plan. As detailed in their emergency response plans, they will activate their own EOCs to coordinate response within their boundaries and liaise with the Fairfax County EOC.

#### **G. Unified Command:**

Unified Command will be used when there is more than one agency with incident jurisdiction or when incidents cross political jurisdictions. Agencies work together through the designated members of the Unified Command to establish common objectives and strategies under a single Incident Action Plan (IAP).

In large-scale emergencies, a unified command post may be established at or near the incident site. They will notify other agencies that need to be

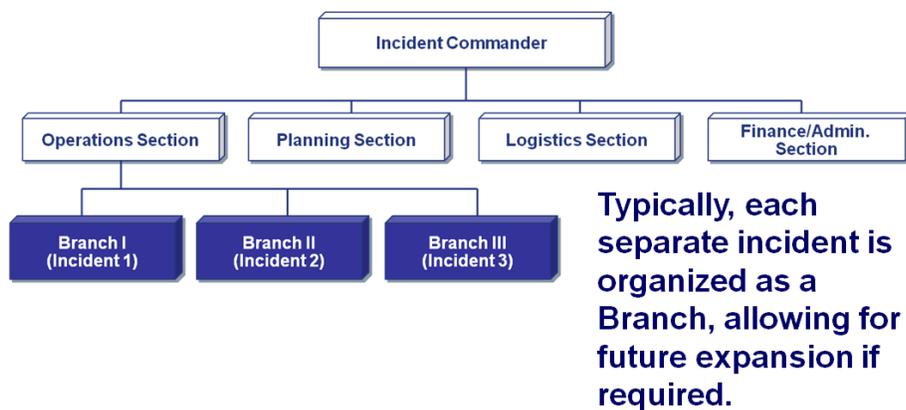
present at the unified command post. They will jointly appoint command and general staff as necessary to carry out incident objectives.

## H. Incident Complex:

An Incident Complex refers to two or more individual incidents located in the same general area that are assigned to a single Incident Command or Unified Command. When an Incident Complex is established over several individual incidents, the general guideline is that the previously identified incidents would become branches within the Operations Section. This provides more potential for future expansion if required.

### Incident Complex: Structure

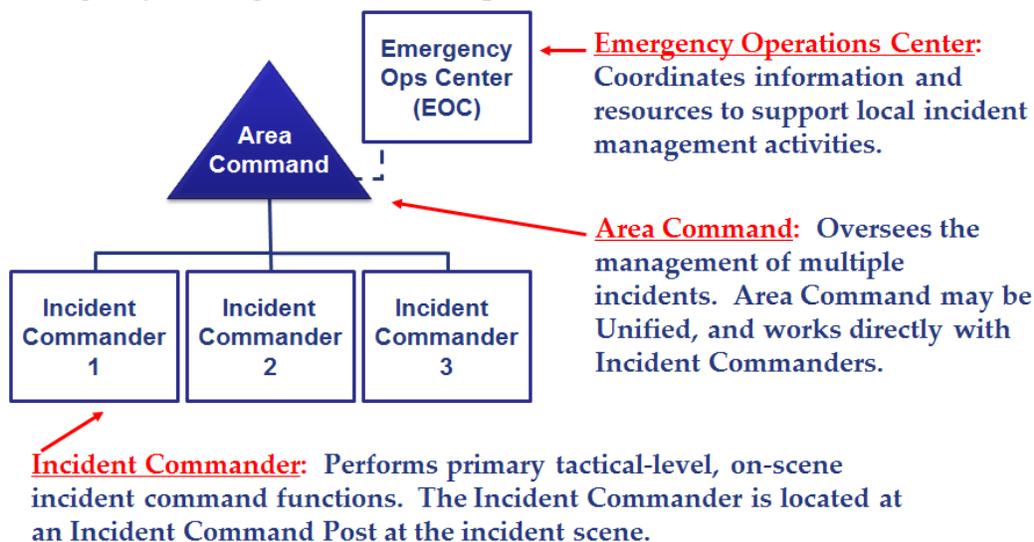
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## I. Area Command:

When a single incident covers a large geographical area or there are multiple incidents, multiple local ICS organizations may be required. When multiple organizations are operational, it may be necessary to establish an Area Command organization. Area Commands are particularly relevant to incidents that are typically not site-specific, are not immediately identifiable, are geographically dispersed, and evolve over longer periods of time (e.g., public health emergencies, earthquakes, tornadoes, or civil disturbances). Area Command has the responsibility to set overall strategy and priority, allocate critical resources according to the priorities, and ensure that all incidents are properly managed and established objectives are achieved. In Fairfax County, depending upon the scope, magnitude, and complexity of the event, the EOC or another fixed facility may function as the Area Command. In the event an Area

Command is needed, County agency and department leadership will ensure that appropriate coordination and consultation with the Director of Emergency Management is accomplished.



#### J. Multi-agency Coordination System (MCS):

The Multi-agency Coordination System (MCS) defines the operating characteristics, interactive management components, and organizational structure of cooperating incident management entities engaged at the federal, state, regional, and local level through mutual-aid agreements and other assistance arrangements.

Generally, a Multi-agency Coordination Center (MACC) is established when incidents cross disciplinary or jurisdictional boundaries or involve complex incident management scenarios. The Director of Emergency Management will approve the establishment of a MACC and will appoint the MACC Coordinator. A MACC is a fixed site facility with responsibility for establishing priorities among the incidents and allocating resources accordingly.

#### K. Joint Information System (JIS):

The JIS refers to processes, procedures, and systems for communicating timely and accurate information to the public during crisis or emergency situations. Within Fairfax County, a Joint Information Center (JIC) may be established to provide public information during emergency operations.

The Fairfax County Office of Public Affairs is the coordinating agency for establishing and staffing a JIC under the JIS.

**L. Department Operation Centers (DOCs):**

County departments and agencies may establish Department Operation Centers (DOC) staffed by agency personnel to support emergency operations and provide assistance to agency personnel assigned to the EOC. In these circumstances, the individual at the EOC serves as a liaison to the DOC. As missions and tasks are assigned by the EOC, they are conveyed to the DOC for implementation. DOCs will coordinate their activities with the EOC to reduce duplication and confusion. It is the responsibility of each agency to notify the EOC of the DOC's operating status. DOC functions will include managing agency resources, managing administrative functions relevant to the incident, coordinating exchange of equipment, enhancing agency continuity of operations, and conducting expedient training.

**M. Authority of On-Scene Commanders:**

The Director of Emergency Management delegates authority to the Fire and Rescue Chief, Police Chief, Sheriff, Director of Public Works and Environmental Services, and Director of Health to appoint on-scene incident commanders and establish standard operating procedures to guide management of emergency operations. The senior official on scene will establish incident command and designate a command post location to manage the emergency. Incidents that begin as a single agency response may evolve into an operation requiring a multi-agency unified response to meet actual or expected needs.

**N. Continuity of Operations Plans (COOP):**

A major incident or emergency could include death or injury of key County officials, the partial or complete destruction of established facilities, and the destruction of vital public records essential to the continued operations of the government. It is essential that law and order be preserved and government services maintained.

Continuity of government and government business is particularly important with respect to emergency services, direction of emergency response operations, and management of recovery activities. Under the Commonwealth of Virginia concept of mutual aid, local officials remain in control of their jurisdiction's emergency operations while additional resources may be provided from other local, state, or federal sources. A key aspect of this control is the continued capability to communicate official requests, situation reports, and other emergency information throughout the event.

The Letter of Agreement to this Plan includes a provision that all departments and agencies maintain an agency-specific Continuity of Operations Plan (COOP) according to standards issued by OEM.

To ensure continuity of government, the following elements need to be addressed:

- Line of succession (minimum three "deep") for essential agency positions.
- Pre-delegation (in writing) of emergency authorities to key officials.
- Provision for the safeguarding of vital records and systems.
- Protection of facilities and personnel.
- Provision for relocation to alternate operating facilities.

#### **O. Resource Ordering and Management:**

The following are sources or potential sources for resources that may be available to the County in responding to disasters and emergencies:

- Personnel, staff, equipment, and facilities belonging to Fairfax County.
- Resources available from neighboring jurisdictions through local mutual aid agreements.
- Resources available from the private sector through acquisition /purchasing or MOU's.
- Resources of the Commonwealth of Virginia including the National Guard through the Virginia Emergency Operations Center (VEOC).
- Mutual aid resources from other states via the Emergency Management Assistance Compact (EMAC), through the VEOC.
- Intrastate mutual aid available through the Statewide Mutual Aid

Program (SWMA).

- Resources available from the Federal government under the National Response Framework (NRF), after the Governor’s Declaration of Emergency.

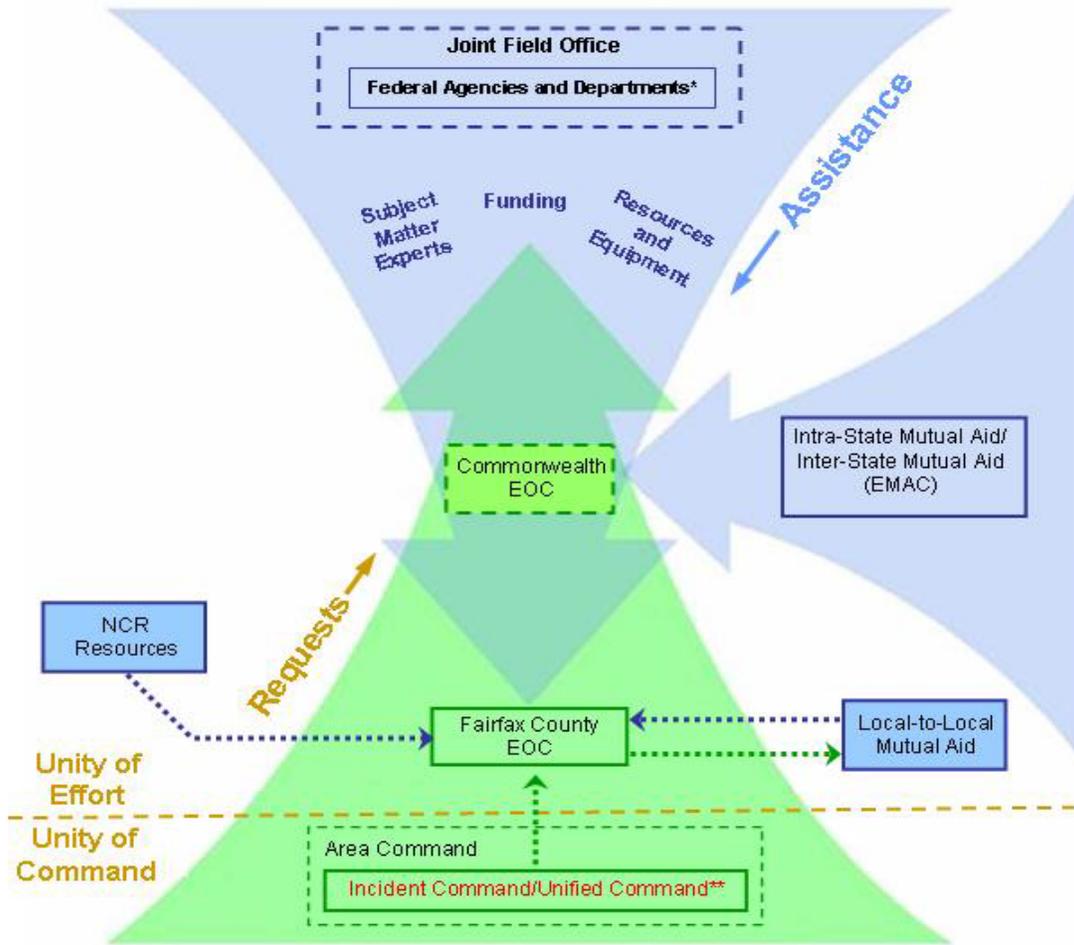
If existing County resources and automatic mutual aid resources are exhausted, the EOC will submit a request through the statewide mutual aid listserv to request assistance outside jurisdictions within the commonwealth. Formal requests for assistance shall be directed to the VEOC. Note that this provision does not apply to existing “automatic” aid/mutual aid agreements.

The VEOC Unit in the Logistics Section in the Fairfax County EOC is responsible for making VEOC resource requests on behalf of the EOC Commander. In the event that the VEOC Unit is not staffed, the Logistics Section Chief is responsible for resource requests.

Support by military units may be requested by Logistics through the VEOC provided that a Governor's State of Emergency Declaration including Fairfax County is in place. Military forces, when made available, will support and assist local agencies through the Office of Emergency Management, and may receive mission-type requests to include objectives, priorities, and other information necessary to accomplish established objectives.

The figure below depicts the flow of resource requests and assistance during significant incidents where Commonwealth and Federal resources are available through the appropriate emergency and disaster declarations.

## Flow of Requests and Assistance During Large Scale Incidents



Resource Assistance Process

### P. Evacuations:

Fairfax County is susceptible to both natural and man-made hazards and threats such as floods, hurricanes, hazardous material incidents, and acts of terrorism that may necessitate an evacuation of nearby residents, businesses, and other facilities in order to save and protect lives.

Fairfax County defines three stages for evacuations:

1. **Selected:** An evacuation event limited to a specific building or neighborhood requiring a limited number of residents to be evacuated and possibly sheltered.

2. **Staged:** An evacuation event requiring multiple neighborhoods or communities to be evacuated and possibly moved to various shelter sites within the County.
3. **Full-Scale:** An evacuation event requiring all persons within an entire geographical area to be evacuated to multiple locations outside the County.

**Q. Access and Functional Needs:**

Residents or visitors who have access or functional needs may require additional assistance before, during and after an emergency in functional areas, including but not limited to: maintaining independence, communications, transportation, supervision, and/or medical care. People with medical needs may have health conditions that prevent them from managing independently in a shelter or evacuation center, and may require assistance in performing activities of daily living and/or require care for the monitoring of a health condition. People with physical conditions that require the use of durable medical equipment that uses electricity may come under this definition even though the individual may regularly perform activities of daily living without caregiver or family assistance. People with functional needs are typically not medically dependent, but could be vulnerable, at-risk, or hard to reach in the event of an emergency. People with functional needs typically are able to regularly perform activities of daily living without caregiver or family assistance, and are usually able to manage independently in a shelter or evacuation center.

Residents or visitors with access or functional needs may need assistance with transportation, communications, and registering for shelters and typically require strategies designed to meet their needs before, during or after an emergency. Fairfax County will communicate critical emergency information to county residents and visitors during all phases of emergency management using an array of accessible technologies. To facilitate the delivery of emergency services, Fairfax County has developed, implemented and maintains Medical Needs Registry. During EOC activations, this registry can be polled to determine if any assistance may be necessary. Before, during and after an emergency, the County will provide accessible transportation to and from County shelters. Should residents or visitors with access or functional needs use a service animal, Fairfax County will ensure that the specific service animal will remain

with the individual during County supplied transportation and sheltering activities, consistent with ADA regulations.

The Office of Public Affairs (OPA), as the coordinating agency for External Affairs-ESF 15, will provide communications consultation to OEM to develop methods of advertising and promotion to recruit county residents for the medical needs registry. In addition, OPA will provide assistance to OEM for their public outreach and education campaigns designed to prepare populations with medical and/or functional needs for emergencies.

To ensure that Fairfax County is able to provide shelters accessible for people with access or functional needs, the Department of Family Services has developed the county Shelter Plan that is consistent with ADA regulations, as an ancillary to Mass Care, Emergency Assistance, Housing and Human Services Support-ESF 6. Once the determination is made by the Incident Commander and/or the Coordinator of Emergency Management to open a shelter, the Department of Family Services will establish and operate the shelter(s) in accordance with their established plan(s).

The Department of Transportation, as coordinating agency for Transportation-ESF 1, will assist with coordinating accessible transportation for individuals with access and functional needs to and from shelters or other locations, as necessary.

## **R. Transition to Recovery:**

Although there is no clear line between the response and recovery phases, the command and control, coordination, and resources to serve disaster victims will transition from immediate needs to a more deliberate process of program delivery. Recovery activities may include coordination with the state and federal government for administering state and federal assistance.

Generally, the termination of the local declaration of emergency and/or the closing of the EOC will signal the formal transition to the recovery phase. The Director of Emergency Management may designate a

coordinating agency for recovery and/or appoint a Recovery Coordinator to oversee recovery operations.

The formal transition from response to recovery and the transfer of incident command will be announced to all departments and agencies using existing notification protocols and procedures.

## ***IX. Recovery Operations***

### **A. General:**

Once the immediate threat to life and property has passed and appropriate response operations conducted, steps will be taken to ensure the rapid recovery of the affected communities. Recovery operations may begin concurrently with response operations or may represent a continuation of actions initiated during the response phase.

Recovery actions are implemented in an effort to recover a community from the effects of an emergency event. For Fairfax County, the recovery process will follow the National Disaster Recovery Framework (NDRF) which divides recovery into three phases: short-term, intermediate, and long-term. The Fairfax County Pre-Disaster Recovery Plan (PDRP) will provide the concept and coordination for this effort. It should be noted that the community as a whole may advance through the different recovery phases at one pace, while discrete recovery functions may advance at rates that differ from the community as a whole and from other recovery functions.

- Short-term recovery is initiated as soon as possible following the disaster, if not immediately. That is, it typically overlaps with emergency response, as well as with intermediate recovery. It consists of health and safety needs (beyond immediate rescue), the assessment of the scope of damages and needs, the restoration or interim provision of basic infrastructure, and the mobilization of recovery organizations and resources including restoring essential services.
- The intermediate recovery phase may begin within days of a catastrophic event, and may last weeks or months afterward, depending on the severity of the disaster. It therefore overlaps with

short-term and long-term recovery. This phase involves returning individuals, families, critical infrastructure, and essential government or commercial services to a functional – if not pre-disaster – state. Such activities are often characterized by temporary actions that provide a bridge to permanent measures.

- Long-term recovery is generally defined as “any activity designed to return life to normal or to an improved state.” Long-term recovery involves rebuilding or relocating damaged or destroyed social, economic, natural, and built environments and moves toward self-sufficiency, sustainability, and resilience to future disasters.
- The long-term recovery phase begins once the community is in a position to begin planning for permanent reconstruction and revitalization of the impacted area, and it may last for multiple years, even as other functions of the community return to normal. Some long-term recovery activities should begin almost immediately after an incident, because policy and planning associated with long-term decision-making should be used to inform certain responses as well as short-term and intermediate-term actions.

This EOP addresses many aspects of short-term recovery. The Fairfax County Pre-Disaster Recovery Plan (PDRP), as a separate stand-alone plan, intends to supplement actions described in the EOP and situate them within a recovery context, because actions taken and decisions made during response and short-term recovery should be expected to have significant implications for later recovery phases. Activation of the PDRP will take place during the transition from response to short-term recovery.

The Pre-Disaster Recovery Plan, in conjunction with the Northern Virginia Regional Hazard Mitigation Plan, will incorporate appropriate mitigation actions and strategies for maximizing available state and federal assistance.

Fairfax County may be eligible to apply for reimbursement of disaster-related expenses either through the Commonwealth of Virginia or the federal government. It is critical that departments and agencies document disaster-related expenditures.

Availability of recovery assistance will depend upon whether or not Fairfax County is included in a state and/or federal emergency or disaster declaration. In the event there is no state or federal declaration, recovery assistance will include what is provided through County departments and agencies and various voluntary organizations. The County may open one or more Service and Information Centers to provide social services, information, and referrals to affected residents. When a single Service and Information Center is established, it may also serve as the command location for the incident during recovery operations.

If the scope and complexity of the incident warrant establishing more than one Service and Information Center, the Fairfax County Recovery Center (if activated) or the Office of Emergency Management may serve as the primary point for coordination and support for those facilities along with the recovery operations.

In the event of a federal disaster or emergency declaration, federal and state officials will establish and co-locate at a Joint Field Office (JFO) that will serve as the hub for the coordination of disaster assistance and recovery programs throughout the Commonwealth for all declared jurisdictions. The Commonwealth of Virginia Emergency Operations Plan provides detailed information on recovery operations under federal declarations.

OEM will be the primary point of coordination with VDEM on implementation and management of the recovery programs within Fairfax County. Other County departments and agencies will provide appropriate support as outlined in this plan.

The disaster recovery process may continue for an extended period of time depending upon the scope and magnitude of the incident and the complexity of the recovery process. The Director of Emergency Management may establish a Recovery and Restoration Task Force to serve as an advisory group on long-term recovery and restoration issues, policies, and activities.

Incident command will be transferred as response and short-term recovery operations are completed. The Director of Emergency Management will designate the Recovery Coordinator for recovery operations and establish command at an appropriate location depending upon the scope and magnitude of the incident. All departments and

agencies with roles and responsibilities under the EOP will be notified and provided relevant contact information.

County departments and agencies will provide support to the Recovery Coordinator, Incident Commander, and EOC Commander as outlined in this EOP and the Fairfax County Pre-Disaster Recovery Plan.

## **B. Disaster Assistance Programs:**

The types of disaster assistance will vary depending upon the level of emergency and/or disaster declarations. Disaster assistance programs are designed to meet the needs of four distinct groups: individuals and families, businesses, governments, and nonprofit organizations.

- Individuals may receive loans or grants for real and personal property, dental, funeral, medical, transportation, unemployment, sheltering, and rental assistance depending upon the extent of the damage. The State Recovery Task Force program assists the local government to ensure that needed assistance is provided to disaster victims.
- The U.S. Small Business Administration (SBA) provides loans to many types of businesses and can provide assistance with both physical and economic losses as the result of a disaster of emergency.
- Funds and grants are available to government and certain nonprofit organizations to repair, reconstruct, and mitigate the risk of future damage. The Commonwealth Emergency Relief for Localities program is designed to assist local governments that suffer uninsured damages to public property.
- Under a Presidential Major Disaster Declaration, individuals, businesses, and the County may be eligible for a variety of disaster assistance programs.
- Assistance for individuals and families is also provided by a wide variety of voluntary relief organizations including, among others, the American Red Cross and the Salvation Army.

### **C. FEMA Public Assistance Program:**

- The FEMA public assistance program requires a local emergency declaration, a state of emergency proclamation, and a federal declaration of a major disaster that specifically authorizes public assistance for Fairfax County.
- This program provides public assistance to state agencies, local governments, political subdivisions of local governments, and certain private nonprofit organizations.
- This assistance can cover debris removal and/or emergency protective measures taken during the response phase as well as repair and restoration of damaged facilities. It also includes certain mitigation actions.
- The FEMA public assistance program consists of two types of work: emergency and permanent. Emergency work has two categories and permanent work has five as detailed in Tables 1.IX.1 and 1.IX.2 below:

**Table 1.IX.1. Emergency Work**

Category	Definition
<b>A- Debris Removal</b>	Provides for removal of debris and wreckage resulting from a major disaster or emergency. Eligible work includes debris removal from public roads and streets, including rights of way, other public property, and, in special cases, private property.
<b>B- Emergency Protective Measures</b>	Provides reimbursement for emergency protective measures to save lives, remove health and safety hazards, and protect property.

**Table 1.IX.2. Permanent Work**

Category	Definition
<b>C- Road Systems</b>	Roads, bridges, traffic controls, streets, and culverts.
<b>D- Water Control Facilities</b>	Dikes, levees, dams, drainage channels, and irrigation systems.
<b>E - Public Buildings and Equipment</b>	Public buildings, supplies or inventory, vehicle or other equipment, transportation systems, and higher education facilities.
<b>F- Public Utilities Systems</b>	Stormwater drainage systems, sanitary, sewer, light, and power facilities.
<b>G- Other</b>	Parks and recreational facilities.

- The FEMA public assistance program is administered by VDEM. A grant is provided to the Commonwealth and sub-grants are authorized to eligible applicants within the Commonwealth.
- The Commonwealth of Virginia EOP provides detailed information on the management of the public assistance program.

**D. FEMA Individual Assistance Program:**

- The basic purpose of the Individual Assistance Program is to serve individuals and families affected by the disaster. This program requires that a federal major disaster declaration is in effect and the individual assistance program authorized for the County.
- This program is jointly administered by VDEM and FEMA as outlined in Appendix 5 of the Commonwealth of Virginia EOP, Volume 2.
- This program is designed as a supplement to other assistance that may be available such as private insurance or disaster assistance loans offered through the U.S. Small Business Administration.

- Individual Assistance may be available to individuals and households and can be a grant, temporary housing (such as travel trailers), low interest loans, services (such as crisis counseling), and eligibility for programs not normally available unless there is a federal disaster declaration. Individuals register to receive federal disaster assistance by calling the FEMA toll-free registration number.
- Commonwealth and federal officials may establish one or more Disaster Recovery Centers (DRC) within a federally declared jurisdiction where one-on-one assistance can be provided to disaster victims. DRCs are typically located in public buildings and provide for face-to-face interaction between disaster victims and representatives from federal, state, and local government with resources to provide direct assistance and appropriate referrals. OEM will coordinate support from the County necessary to establish and operate a DRC. Support agencies to Long Term Community Recovery-ESF 14 will provide assistance, as appropriate.

#### **E. Unmet Needs:**

- Unmet needs are any disaster-related losses experienced by the victim that cannot be provided for by the programs available from the local jurisdiction, commonwealth, or federal agencies due to the victim's ineligibility for such services or the goods or services. During the recovery phase, a collaborative effort is established between the government and the private nonprofit community to address the issue of unmet needs.

#### **F. After-Action Review:**

- After-action reviews are essential for identifying issues that impeded operations or innovative approaches that were introduced during the response and recovery that may be applicable to future incidents. In order for issues to be addressed they need to be identified and documented.
- All departments and agencies will participate in the after-action review process and submit issues and recommended solutions to OEM for review and consolidation. Coordinating ESF agencies will conduct after-action reviews with their cooperating agencies to identify ESF-

specific issues or concerns that will be provided to OEM for tracking through the corrective actions process.

- OEM will provide guidelines and templates for agencies to use to identify issues or successes.
- In consultation with the Director of Emergency Management, OEM may schedule and facilitate an after-action review to verify and document issues for further review and corrective action.
- OEM will prepare and issue a formal after-action report for any incidents conducted under the EOP.

#### **G. Corrective Actions:**

- The after-action review process will be used to identify issues for corrective action. Corrective actions will be assigned through the Emergency Management Committee Training Committee to specific departments and agencies for review and resolution. OEM will manage the corrective action program by documenting issues and tracking the status of resolution.
- Assigned departments and agencies are responsible for developing recommended solutions and timelines for approval of the Emergency Management Committee Training Committee.
- Open actions will be reviewed quarterly.

### **X. *Hazard Mitigation***

#### **A. General:**

- The primary goal of mitigation is to reduce loss of life and property by lessening the impact of disasters. This is achieved through regulations, local ordinances, land use and building practices, and mitigation projects that reduce or eliminate long-term risk from hazards and their effects. Mitigation, by reducing the impacts of a disaster, will also lessen the demand for resources in the event of another disaster.
- In the event of a federal declaration of a major disaster for the Commonwealth of Virginia, Fairfax County may be eligible to apply

for hazard mitigation assistance under the federal Hazard Mitigation Grant Program (HMGP).

- The HMGP provides grants to state and local governments to implement long-term hazard mitigation measures after a major disaster declaration.
- Mitigation initiatives identified in the Northern Virginia Regional Hazard Mitigation Plan may be eligible for a HMGP grant.
- In addition, if Fairfax County is included in a federal major disaster declaration that includes public assistance, hazard mitigation funding may be available through the public assistance program under Section 406 of the Robert T. Stafford Act. Departments and agencies engaged in repair and restoration work should consider mitigation methods that will prevent or reduce damage in future incidents for potential funding as part this program. The public assistance program is managed by VDEM.
- OEM is responsible for coordinating County department and agencies participation in post-disaster hazard mitigation activities. Agencies involved in these activities will vary according to the specifics of each event.
- Eligible applicants include state agencies, local governments, and private nonprofit organizations which own or operate facilities providing essential government services.

## **B. Project Eligibility:**

To be eligible for the HMGP, a project must:

1. Conform to the State Hazard Mitigation Plan.
2. Conform to environmental, historical, and economic justice issues.
3. Provide a long-term solution.
4. Demonstrate cost effectiveness.
5. Comply with program regulations.
6. Be consistent with overall mitigation strategies.

**C. Hazard Mitigation Grant Program Process:**

1. The HMGP, when authorized under a federal disaster declaration, is managed by the State Hazard Mitigation Officer (SHMO).
2. The SHMO, in coordination with other state departments and agencies, develops a mitigation strategy as an update to the state hazard mitigation plan. The strategy identifies mitigation opportunities and establishes priorities for funding.
3. The grant application process may be announced through press releases and applicant briefings scheduled by the SHMO.
4. OEM will contact all agencies for post-disaster mitigation activities and notify them of their role in these operations.

## Section 2 – Appendices

- Appendix A – EOC Organization Chart
- Appendix B – Sample Formats and References
- Appendix C – Succession of Authority
- Appendix D – Glossary of Terms and Definitions
- Appendix E – Acronyms

## Section 3 – Support Annexes

- Commodities Points of Distribution
- Damage Assessment
- Donations Management
- Mass Fatality Incident Annex
- Service Information Center
- Volunteer Management

## Section 4 – Emergency Support Functions

	<b>Title</b>	<b>Coordinating Agency</b>
1	Transportation	Department of Transportation
2	Communications	Department of Information Technology
3	Public Works & Engineering	Department of Public Works and Environmental Services
4	Firefighting	Fire and Rescue Department
5	Emergency Management	Office of Emergency Management
6	Mass Care, Emergency Assistance, Housing, and Human Services	Department of Family Services
7	Logistics Management & Resource Support	Department of Purchasing and Supply Management
8	Public Health and Medical Services	Health Department
9	Search and Rescue	Fire and Rescue Department
10	Oil and Hazardous Materials Response	Fire and Rescue Department
11	Agriculture and Natural Resources	Office of Emergency Management, Virginia Department of Agriculture and Consumer Services
12	Energy	Department of Public Works and Environmental Services
13	Public Safety and Security	Police Department
14	Long-Term Community Recovery	Office of Emergency Management
15	External Affairs	Office of Public Affairs





## Appendix B – Sample Formats and References

### *Table of Contents*

Initial Damage Assessment Report  
Situation Report Template  
Sample Declaration of Local Emergency

**LOCAL GOVERNMENT**  
**INITIAL DAMAGE ASSESSMENT REPORT**

(This form should be submitted within 72 hours from the start of the event)

Required fields are followed by an (\*) [Help](#)

Jurisdiction:	
Date/Time IDA Report Prepared:	03/13/ Time: 14:51
Preparer:	*
Call Back #:	Ex: [800-555-1212] *
Fax #:	Ex: [800-555-1212]
Email:	Ex: [loginname@isprovider.com] *
Emergency Type:	Fire If Other Specify:

**PART I: PRIVATE PROPERTY (PRIMARY)**

Type Property	# Destroyed	# Major Damage	# Minor Damage	# Affected	Estimated Dollar Loss
<b>Category A</b>					
Residential/Personal					\$
<b>Category B</b>					
Business/Industry					\$
<b>Category C</b>					
Agriculture					\$

**PART II: PUBLIC PROPERTY (INCLUDES ELIGIBLE PRIVATE NON-PROFIT FACILITIES)**

	Type of Property	Estimated Dollar Loss
<b>Category A</b>	Debris Removal	\$
<b>Category B</b>	Emergency Protective Measures	\$
<b>Category C</b>	Roads and Bridges	\$
<b>Category D</b>	Water Control Facilities	\$
<b>Category E</b>	Public Buildings and Equipment	\$
<b>Category F</b>	Public Utilities	\$
<b>Category G</b>	Parks and Recreational Facilities	%

**ADDITIONAL COMMENTS**

IF EVERYTHING IS CORRECT, THEN YOU ARE READY TO

Submit OR YOU CAN

Reset AND START OVER

## Fairfax County OEM Situation Report

Info that has changed since the last situation report will be highlighted in yellow.

**Time:** ##:##

**Date:** MM/DD/YYYY

**Incident Name:** Insert Incident Name

**Internal Order Number:** (If no number exists, delete this portion)

**WebEOC Incident Name:** (Insert WebEOC Incident Name)

### County Operating Status:

- EOC Activation Level:
- County Status:
- School Status:
- Court Status:

### Life Safety:

- Injuries
- Fatalities

### Weather Report

- Give Current Weather Forecast
- Give future weather forecast (as needed)

### Infrastructure Status

- Power: (Report total number of meter outages between NOVEC and Dominion Power including percentages)
- Transportation: ( Report Statuses of significant County and State road closures, Amtrak, Fastran, Connector VRE, and Metro)
- Gas: (Report any relevant gas outages)
- Water: (Report any relevant water issues)
- Communications: (Report any communication outages or issues including cellular, landline, Radios, and network.

- Hospitals: (Report any hospital issues including current hospitals at capacity)
- County Facilities: Significant Issues with County buildings including Schools, Libraries, Parks, and Public safety Buildings.

### **Events and Activities**

- (Insert all Public Works Events and Activities here)
- (Insert all Mass Care Events and Activities here)
- (Insert all Logistics and Resource Support (DPSM) Events and Activities here)
- (Insert all Public Information (PIO) Events and Activities here)
- (Insert all Volunteers and Donations Events and Activities here)
- (Insert all Damage Assessment Events and Activities here)
- (Insert all Health Department Events and Activities here)
- (Insert other Events and Activities here)

## Sample Evacuation Order

### EVACUATION ORDER

Due to \_\_\_\_\_, there has been \_\_\_\_\_ in certain areas of Fairfax County. Based on consultation with public safety staff and staff in the Department of Public Works and Environmental Services and information provided by Emergency Management and other staff, and the recommendation of staff that it is necessary to safeguard lives and property, I hereby approve the evacuation of that portion of Fairfax County specifically identified on the attached map. The Fire and Rescue Department is responsible for warning and coordinating evacuation efforts, and other County departments shall carry out their respective responsibilities under the Fairfax County Operations Plan.

Dated: \_\_\_\_\_  
\_\_\_\_\_  
Director of Emergency Management

#### **YOUR INSTRUCTIONS**

- 1 All persons residing within the \_\_\_\_\_ (name of area) are advised to evacuate immediately. The area covered runs \_\_\_\_\_ (give boundaries of evacuation area) \_\_\_\_\_.
- 2 Persons leaving the area are asked to leave via: \_\_\_\_\_ (evacuation route) \_\_\_\_\_.
- 3 If you cannot stay with relatives or friends outside the evacuation area, go to one of these temporary shelters: \_\_\_\_\_.
- 4 If you do not go to one of the temporary shelter(s) call \_\_\_\_\_ to inform officials of your whereabouts for the next few days.
- 5 Take only essential items - - medicine, special foods, valuable papers, baby supplies - but do not overload your car. Secure your home before you leave. Lock windows and doors, turn off water and gas, and disconnect all electrical appliances except refrigerators and freezers.
- 6 Be sure to check on any neighbors who may need assistance.
- 7 If you cannot make arrangements for someone outside the evacuation area to take care of your pets, Fairfax County Animal Control will provide temporary shelter for your pet(s).

#### **FUNCTIONAL NEEDS:**

9. If you have no means of transportation, ask for help from a neighbor or friend, or walk to one of the following pickup points: \_\_\_\_\_ (list of locations) \_\_\_\_\_

10. If you are physically unable to go to one of the pickup points, call: \_\_\_\_\_ Telephone # \_\_\_\_\_

## Sample Declaration of Local Emergency

**WHEREAS**, due to *[name or description of event]*, Fairfax County, Virginia, is facing dangerous conditions of sufficient severity and magnitude to warrant coordinated local government action to prevent or alleviate the damage, loss, hardship or suffering threatened or caused thereby; and

**WHEREAS**, the conditions of extreme peril to life and property necessitate the declaration of a local emergency pursuant to the Commonwealth of Virginia Emergency Services and Disaster Law of 2000, codified at Virginia Code §§ 44-146.13 through 44-146.28.1; and

**WHEREAS**, circumstances do not permit the governing body to convene to consent to the declaration of a local emergency; now therefore, it is hereby

**DECLARED**, subject to confirmation by the Board of Supervisors on or before *[next Board of Supervisors meeting, or fourteen (14) days, whichever is sooner]* that, effective *[date, time]*, a local emergency will exist throughout Fairfax County; and it is

**FURTHER DECLARED** that the Fairfax County Emergency Operations Plan is now in effect, and that the powers, functions, and duties of the Director of Emergency Management and the Emergency Management organization of the County of Fairfax shall be those set forth in the laws of the Commonwealth of Virginia, and the ordinances, resolutions, and approved plans of Fairfax County in order to mitigate the effects of this emergency.

Dated: \_\_\_\_\_

\_\_\_\_\_

*[Name]*  
Director of Emergency Management

### Sample Resolution Confirming The Declaration Of Local Emergency

At a regular meeting of the Board of Supervisors of Fairfax County, Virginia, held in the Board Auditorium of the Government Center at Fairfax, Virginia on [date], at which a quorum was present and voting, the following resolution was adopted:

**WHEREAS**, the Commonwealth of Virginia Emergency Services and Disaster Law of 2000, codified at Virginia Code §§ 44-146.13 through 44-146.28.1, authorizes the Director of Emergency Management to declare the existence of a local emergency when the governing body cannot convene, subject to confirmation by the governing body at its next regularly scheduled meeting or at a special meeting within fourteen days of the declaration; and

**WHEREAS**, circumstances associated with [name or description of events] created the potential of an emergency that threatened to be of sufficient severity and magnitude to warrant coordinated local government action to prevent or alleviate the damage, loss, hardship or suffering threatened or caused thereby; and

**WHEREAS**, the potential of such an emergency necessitated the Declaration of a Local Emergency by the Director of Emergency Management, effective [date, time]; and

**WHEREAS**, circumstances did not permit the governing body to convene to consent to the declaration of a local emergency; and

**WHEREAS**, the Director of Emergency Management terminated the local emergency effective [date, time] after determining that all coordinated local government emergency actions had been taken and it was no longer necessary for the Declaration of Local Emergency to remain in effect; and

**WHEREAS**, the Board of Supervisors of Fairfax County seeks to confirm the Declaration of Local Emergency and to approve and consent to all actions taken by the Director of Emergency Management and County staff pursuant to the declaration and the Fairfax County Emergency Operations Plan;

**NOW, THEREFORE, BE IT RESOLVED** that the Board of Supervisors of Fairfax County

1. Confirms the Declaration of Local Emergency dated [*date*]; and
2. Approves and consents to all actions taken by the Director of Emergency Management and County staff pursuant to the Declaration of Local Emergency and the Fairfax County Emergency Operations Plan; and
3. Confirms the termination of the local emergency effective [*date, time*].

A Copy Teste:

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[*name*]  
Clerk of the Board of Supervisors

## Appendix C – Succession of Authority

Continuity of operations is critical to the successful execution of disaster operations. Therefore, the following lines of succession are specified in anticipation of any contingency, which might result in the unavailability of the ranking member of the administrative hierarchy. The decision-making authority for each organization is listed by position in decreasing order.

### Board of Supervisors

Chairman  
Vice Chairman

### Office of the County Executive

County Executive  
Deputy County Executive

### Department of Administration for Human Services

Director  
Human Resources Business Division Director  
Physical Resources Business Division Director  
Financial Management Business Division Director

### Department of Cable and Consumer Services

Director  
Fiscal Manager – Mail and Administrative Services Branch  
Director – Communications Productions Division  
Director – Communications Policy and Regulation Division

### Department of Code Compliance

Director  
Deputy Director Operations  
Deputy Director Administration of Code

### Department of Family Services

Director  
Division Director, Adult and Aging  
Division Director, Children, Youth and Families  
Division Director, Self Sufficiency  
Division Director, Office for Children  
Director, Office for Women/Domestic and Sexual Violence Services

### Department of Finance

Director  
Deputy Director  
Chief, Operations and IT Division

### Department of Housing and Community Development

Director  
Deputy Director, Operations  
Deputy Director, Real Estate, Finance and Development

**Department of Human Resources**

Director  
Assistant Director  
Information Systems Division Chief

**Department of Information Technology**

Director / Chief Technology Officer  
Deputy Director of Infrastructure  
Deputy Director of Solutions  
Senior Director of Strategic Programs  
Chief of Information Security Officer

**Department of Management and Budget**

Director  
Deputy Director  
Budget Coordinator  
FBSG Coordinator

**Department of Neighborhood and Community Services**

Director  
Assistant Director, Administration  
Assistant Director, Operations

**Department of Planning and Zoning**

Director  
Zoning Administrator  
Director, Planning Division  
Director, Zoning Evaluation Division

**Department of Public Safety Communications**

Director  
Assistant Director - 9-1-1 Dispatch  
Operations  
Assistant Director - Support Services  
On-Duty Communications Operations  
Manager

**Department of Public Works and Environmental Services**

Director  
DPWES Deputy Director-Wastewater and  
Stormwater  
DPWES Deputy Director-Land  
Development Services  
DPWES Deputy Director-Capital Facilities

**Department of Purchasing and Supply Management**

Director  
Deputy Director  
Division Manager, Contracts

**Department of Tax Administration**

Director  
Director, Real Estate Division

<b>Department of Transportation</b>	Director, Revenue Collection Division Director Chief, Capital Projects and Traffic Engineering Division Chief, Transit Services Division
<b>Department of Vehicle Services</b>	Director Assistant Director of Operations Assistant Director of Administration
<b>Fairfax County Public Schools</b>	Superintendent Division Superintendent Deputy Superintendent Chief Operating Officer Chief of Staff Chief Academic Officer Assistant Superintendent of Facilities and Transportation Assistant Superintendent of Human Resources
<b>Facilities Management Department</b>	Director Assistant Director for Design, Engineering, and Construction Assistant Director for Operations and Maintenance Assistant Director for Real Estate Services
<b>Fairfax-Falls Church Community Service Board</b>	Executive Director Deputy Director of Clinical Services Deputy Director of Finance and Operations Director of Compliance, Risk Management, Emergency Preparation and Recovery
<b>Fire and Rescue Department</b>	Chief Assistant Chief, Business Services Assistant Chief, Operations Assistant Chief, Personnel Services
<b>Health Department</b>	Director Deputy Director for Medical Services Deputy Director for Health Services Director of Patient Care Services Director of Environmental Health
<b>Office of the County Attorney</b>	County Attorney Deputy County Attorney

**Office of Emergency Management**

Coordinator  
Deputy Coordinator  
Senior Assistant Coordinator

**Office of Public Affairs**

Director  
Deputy Director(s)  
Emergency Information Officer

**Office of Sheriff**

Sheriff  
Chief Deputy of Operations  
Chief Deputy of Administration

**Park Authority**

Director  
Deputy Director / Chief Operating Officer  
Division Director - Park Operations

**Police Department**

Chief  
Deputy Chief, Operations  
Deputy Chief Administration  
Deputy Chief, Patrol

## Appendix D – Glossary of Terms

**Agency:** A division of government with a specific function offering a particular kind of assistance. In ICS, agencies are defined either as jurisdictional (having statutory responsibility for incident management) or as assisting or cooperating (providing resources or other assistance).

**Agency Representative:** A person assigned by a primary, assisting, or cooperating federal, state, local, or tribal government agency or private entity that has been delegated authority to make decisions affecting that agency's or organization's participation in incident management activities following appropriate consultation with the leadership of that agency.

**American Red Cross:** An organization charged by statute and agreements with the responsibility of helping meet the human needs of disaster victims.

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

**Available Resources:** Resources assigned to an incident, checked in, and available for use.

**Awareness:** The continual process of collecting, analyzing, and disseminating intelligence, information, and knowledge to allow organizations and individuals to anticipate requirements and to react effectively.

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

**Casualty:** Any person who is declared dead or is missing, ill, or injured.

**Chemical Agent:** A chemical substance that is intended to kill, seriously injure, or incapacitate people through physiological effects. Generally separated by severity of

effect: lethal, blister, and incapacitating.

**Command Staff:** In an incident management organization, the Command Staff consists of the Incident Commander and the special staff positions of Public Information Officer, Safety Officer, Liaison Officer, and other positions as required, who report directly to the Incident Commander. They may have an assistant or assistants, as needed.

**Coordination:** The process of systematically analyzing a situation, developing relevant information, and informing appropriate personnel of viable alternatives for selection of the most effective combination of available resources to meet specific objectives.

**Coordinator of Emergency Management:** A person who manages the development and coordination of emergency management plans, is the liaison with state and federal authorities and coordinates volunteer personnel, public and private agencies.

**Critical Infrastructure:** Systems and assets, whether physical or virtual, so vital to the United States that the incapacity or destruction of such systems and assets would have a debilitating impact on security, national economic security, national public health or safety, or any combination of those matters.

**Cyber:** Pertaining to computers and their support systems, such as servers, routers, and switches, which support critical infrastructure.

**Declaration of Emergency:** Whenever, in the opinion of the governing official, the safety and welfare of the people of the jurisdiction require the exercise of extreme emergency measures due to a threatened or actual disaster, they may declare a state of emergency to exist.

**Deputy:** A fully qualified individual who, in the absence of a superior, could be delegated the authority to manage a functional operation or perform a specific task. In some cases, a deputy could act as relief for a superior and therefore must be fully qualified in the position.

**Disaster Housing:** Provides up to 18 months temporary housing assistance, using local resources, for displaced persons whose residences were heavily damaged or destroyed. Funding also can be provided for housing repairs and replacement of damaged items to make homes habitable.

**Disaster Grants:** Available to help meet other serious disaster related needs and necessary expenses not covered by insurance and other aid programs. These may include replacement of personal property, and transportation, medical, dental and funeral expenses.

**Disaster Recovery Center (DRC):** A facility established in a centralized location within or near the disaster area at which disaster victims (individuals, families, or businesses) apply for disaster aid. Commonwealth and federal officials may establish one or more DRC within federally declared jurisdiction where one-on-one assistance can be provided to disaster survivors.

**Emergency/Disaster:** An event that demands a crisis response beyond the scope of any single line agency or service and that presents a threat to a community or larger area. An emergency is usually an event that can be controlled within the scope of local capabilities; a major emergency or disaster usually requires resources beyond what is available locally.

**Emergency Alert System (EAS):** A network of broadcast stations interconnecting facilities authorized by the Federal Communications Commission (FCC) to operate in a controlled manner to warn and inform the public of needed protective actions in the event of a disaster or emergency situation.

**Emergency Management:** The preparation for and the carrying out of functions (other than functions for which military forces are primarily responsible) to prevent, minimize, and repair injury and damage resulting from natural or man-made disasters. These functions include fire-fighting, police, medical and health, rescue, warning, engineering, communications, evacuation, resource management, plant protection, restoration of public utility services, and other functions related to preserving the public health, safety, and welfare.

**Emergency Operations Center (EOC):** The physical location at which the coordination of information and resources to support domestic incident management activities normally takes place. An EOC may be a temporary facility or may be located in a more central or permanently established facility, perhaps at a higher level of organization within a jurisdiction. EOCs may be organized by major functional disciplines (e.g., fire, law enforcement, and medical services), by jurisdiction (e.g., Federal, State, regional, County, city, tribal), or by some combination thereof.

**Emergency Operations Plan (EOP):** A document which provides for a preplanned and coordinated response in the event of an emergency or disaster situation.

**Emergency Public Information:** Information that is disseminated primarily in anticipation of an emergency or during an emergency. In addition to providing situational information to the public, it also frequently provides directive actions required to be taken by the general public.

**Emergency Support Function (ESF):** A function which tasks agencies to provide or to

coordinate certain resources in response to emergencies or disasters.

**Evacuation:** The movement of persons from a dangerous place due to the threat or occurrence of a disaster or emergency incident.

**Federal:** Of or pertaining to the Federal Government of the United States of America.

**National Response Framework (NRF):** The National Response Framework establishes a process and structure for the systematic, coordinated, and effective delivery of federal assistance to address the consequences of any major disaster or emergency declared under the Robert T. Stafford Disaster Relief and Emergency Assistance Act, as amended (42 U.S. Code [USC], et seq.).

**First Responder:** Local and nongovernmental police, fire, and emergency personnel who in the early stages of an incident are responsible for the protection and preservation of life, property, evidence, and the environment, including emergency response providers as defined in section 2 of the Homeland Security Act of 2002 (6 U.S.C. 101), as well as emergency management, public health, clinical care, public works, and other skilled support personnel who provide immediate support services during prevention, response, and recovery operations. First responders may include personnel from Federal, State, local, tribal, or nongovernmental organizations.

**Geographic Information System (GIS):** A computer system capable of assembling, storing, manipulating, and displaying geographically referenced information, i.e. data identified according to their locations.

**Hazard Mitigation:** Funding for measures designed to reduce future losses to public and private property.

**Hazardous Material:** Hazardous material can be a substance or material, including a hazardous substance that has been determined to be capable of posing an unreasonable risk to health, safety, and property. It may also mean a hazardous substances, pollutants, and contaminants.

**Hazardous Substance:** As defined by the National Contingency Plan (NCP), any substance designated pursuant to section 311(b)(2)(A) of the Clean Water Act; any element, compound, mixture, solution, or substance designated pursuant to section 102 of the Comprehensive Environmental Response, compensation, and Liability Act (CERCLA); any hazardous waste having the characteristics identified under or listed pursuant to section 3001 of the Solid Waste Disposal Act (but not including any waste the regulation of which under the Solid Waste Disposal Act (42 U.S.C. § 6901 et seq.) has been suspended by act of Congress); any toxic pollutant listed under section 307(a) of the Clean Water Act; any hazardous air pollutant listed under section 112 of the Clean

Air Act (42 U.S.C. § 7521 et seq.); and any imminently hazardous chemical substance or mixture with respect to which the EPA Administrator has taken action pursuant to section 7 of the Toxic Substances Control Act (15 U.S.C. § 2601 et seq.).

**Incident:** An occurrence or event, natural or human caused, that requires an emergency response to protect life or property. Incidents can, for example, include major disasters, emergencies, terrorist attacks, terrorist threats, wild land and urban fires, floods, hazardous materials spills, nuclear accidents, aircraft accidents, earthquakes, hurricanes, tornadoes, tropical storms, war-related disasters, public health and medical emergencies, and other occurrences requiring an emergency response.

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

**Incident Command Post (ICP):** The field location at which the primary tactical-level, on-scene incident command functions are performed. The ICP may be collocated with the incident base or other incident facilities and is normally identified by a green rotating or flashing light.

**Incident Command System (ICS):** A model for disaster response that uses common terminology, modular organization, integrated communications, unified command structure, action planning, manageable span-of-control, predesignated facilities, and comprehensive resource management. In ICS there are five functional elements: Command, Operations, Logistics, Planning and Finance/Administration.

**Incident Commander (IC):** The individual responsible for the management of all incident operations.

**Individual Assistance:** Aid to individuals and households under a Major Disaster Declaration.

**Infrastructure:** The man-made physical systems, assets, projects, and structures, publicly and/or privately owned, that are used by or provide benefit to the public. Examples of infrastructure include utilities, bridges, levees, drinking water systems, electrical systems, communications systems, dams, sewage systems, and roads.

**Initial Damage Assessment Report:** A report that provides information regarding overall damage to public and private property, thereby providing a basis for an emergency declaration and/or disaster assistance.

**Initial Response:** Resources initially committed to an incident.

**Joint Field Office (JFO):** An administrative office established by FEMA and staffed by appropriate federal/state personnel following a disaster declaration by the president. The Disaster Field Office is the primary field location for the coordination of response and recovery operations.

**Joint Information Center (JIC):** Is a facility established to coordinate all incident-related public information activities. It is the central point of contact for all news media at the scene of the incident. Public information officials from all participating agencies should collocate at the JIC.

**Joint Information System (JIS):** The JIS refers to processes, procedures, and systems for communicating timely and accurate information to the public during crisis or emergency situations

**Jurisdiction:** A range or sphere of authority. Public agencies have jurisdiction at an incident related to their legal responsibilities and authorities. Jurisdictional authority at an incident can be political or geographical (e.g., city, County, tribal, state, or federal boundary lines) or functional (e.g., law enforcement, public health).

**Coordinating/Primary Agency:** While several County departments will be performing varied and critical tasks during a disaster, in most cases only one agency will be considered the “coordinating” or ‘primary agency.’ The primary response agency shall be responsible for detailed planning, testing, and evaluation of their respective emergency support function(s) plans/activities. The Department Director of the primary agency shall serve as the principal advisor to the County Executive during the response and recovery phase. In addition, the Department Director of the primary agency must assure that essential operations of his/her agency will continue, unless otherwise directed by the County Executive or his/her designee.

**Liaison Officer (LOFR):** A member of the Command Staff responsible for coordinating with representatives from cooperating and assisting agencies.

**Local Emergency:** The condition declared by the local governing body when, in its judgment, the threat or actual occurrence of a disaster is or threatens to be of sufficient severity and magnitude to warrant coordinated local government action to prevent or alleviate loss of life, property damage, or hardship. A local emergency arising wholly or substantially out of a resource shortage may be declared only by the Governor, upon petition of a local governing body, when he deems the situation to be of sufficient magnitude to warrant coordinated local government action to prevent or alleviate the hardship or suffering threatened or caused thereby.

**Local Government:** A County, municipality, city, town, township, local public authority, school district, special district, intrastate district, council of governments (regardless of whether the council of governments is incorporated as a nonprofit corporation under State law), regional or interstate government entity, or agency or instrumentality of a local government; an Indian tribe or authorized tribal organization or, in Alaska, a Native Village or Alaska Regional Native Corporation; or a rural community, unincorporated town or village, or other public entity. (As defined in section 2(10) of the Homeland Security Act of 2002, Public Law 107-296, 116 Stat. 2135, et seq. (2002).)

**Low-Interest Disaster Loans:** Loans available after a disaster for homeowners and renters from the U.S. Small Business Administration (SBA) to cover uninsured property losses. Loans may be for repair or replacement of homes, automobiles, clothing or other damaged personal property. Loans are also available to businesses for property loss and economic injury.

**Major Disaster Declaration:** Any natural or man-made disaster in any part of the United States which, in the determination of the President of the United States, is or thereafter determined to be of sufficient severity and magnitude to warrant disaster assistance above and beyond emergency services by the federal government to supplement the efforts and available resources of local and state governments, and relief organizations in alleviating the damage, loss, hardship, or suffering caused.

**Man-made Disaster:** Any industrial, nuclear, or transportation accident, explosion, conflagration, power failure, resource shortage, or other condition such as sabotage, oil spills, and other injurious environmental contaminations which threaten or cause damage to property, human suffering, hardship, or loss of life caused by an individual or individuals.

**Memorandum of Understanding (MOU):** An agreement between agencies (internal and external) located within the jurisdictions on cooperative efforts and services, which would be provided during a disaster. The agencies involved usually maintain command of their personnel while providing specific services to the community at large and in conjunction with the normal resources available in the community.

**Mitigation:** Mitigation is any activity taken to eliminate or reduce the degree of long-term risk to human life and property from natural, technological, and human-caused hazards.

**Mobilization:** The process and procedures used by all organizations—federal, state, local, and tribal—for activating, assembling, and transporting all resources that have been requested to respond to or support an incident.

**Mobilization Center:** A location at which response personnel and resources are received and positioned for deployment to a local staging area or directly to an incident site. A mobilization center can serve as both an incident facility and a tactical facility. It serves specific logistical (incident) functions, including receiving, documenting, and temporary warehousing of equipment when required; and issuing disaster equipment and supplies. It also acts as a support center for responding tactical teams (accommodating team personnel, including food and lodging).

**Mutual Aid Agreement (MAA):** A written agreement between agencies and/or jurisdictions in which they agree to assist one another, upon request, by furnishing personnel and equipment in an emergency situation.

**National:** Of a nationwide character, including the federal, state, local, and tribal aspects of governance and policy.

**National Incident Management System (NIMS):** A system mandated by HSPD-5 that provides a consistent, nationwide approach for Federal, State, local, and tribal governments; the private sector; and NGOs to work effectively and efficiently together to prepare for, respond to, and recover from domestic incidents, regardless of cause, size, or complexity. To provide for interoperability and compatibility among Federal, State, local, and tribal capabilities, the NIMS includes a core set of concepts, principles, and terminology. HSPD-5 identifies these as the ICS; multiagency coordination systems; training; identification and management of resources (including systems for classifying types of resources); qualification and certification; and the collection, tracking, and reporting of incident information and incident resources.

**National Response System:** Pursuant to the NRF, the mechanism for coordinating response actions by all levels of government (40 CFR § 300.21) for oil and hazardous substances spills and releases.

**National Weather Service (NWS):** The federal agency which provides localized weather information to the population, and during a weather-related emergency, to state and local emergency management officials.

**Natural Disaster:** Any hurricane, tornado, storm, flood, high water, wind-driven water, tidal wave, earthquake, drought, fire, or other natural catastrophe resulting in damage, hardship, suffering, or possible loss of life.

**Natural Resources:** Natural resources include land, fish, wildlife, domesticated animals, plants, biota, and water. Water means salt and fresh water, surface and ground water, including water used for drinking, irrigation, aquaculture, and recreational purposes, as well as in its capacity as fish and wildlife habitat, including coral reef ecosystems as defined in 16 U.S.C. 64501. Land means soil, surface and subsurface minerals, and other terrestrial features.

**Nongovernmental Organization (NGO):** A nonprofit entity that is based on interests of its members, individuals, or institutions and that is not created by a government, but may work cooperatively with government. Such organizations serve a public purpose, not a private benefit. Examples of NGOs include faith-based charity organizations and the American Red Cross.

**Preparedness:** Preparedness is any activity taken in advance of an emergency to develop, support and enhance operational capabilities and to facilitate an effective and efficient response and recovery to an emergency situation.

**Presidential Declaration:** A presidential declaration frees up various sources of assistance from the Federal government based on the nature of the request from the governor.

**Prevention:** Actions taken to avoid an incident or to intervene to stop an incident from occurring. Prevention involves actions taken to protect lives and property. It involves applying intelligence and other information to a range of activities that may include such countermeasures as deterrence operations; heightened inspections; improved surveillance and security operations; investigations to determine the full nature and source of the threat; public health and agricultural surveillance and testing processes; immunizations, isolation, or quarantine; and, as appropriate, specific law enforcement operations aimed at deterring, preempting, interdicting, or disrupting illegal activity and apprehending potential perpetrators and bringing them to justice.

**Public Assistance:** Aid available to state or local governments to pay part of the costs of rebuilding a community's damaged infrastructure. Public Assistance may include debris removal, emergency protective measures and public services, repair of damaged public property, loans needed by communities for essential government functions and grants for public schools.

**Public Health:** Protection, safety, improvement, and interconnections of health and disease prevention among people, domestic animals and wildlife.

**Public Information Officer (PIO):** A member of the Command Staff responsible for interfacing with the public and media or with other agencies with incident related information requirements.

**Public Works:** Work, construction, physical facilities, and services provided by governments for the benefit and use of the public.

**Recovery:** Recovery in the short-term is any activity to return vital life-support systems and critical infrastructure to minimum operating standards; and in the long-term any activity designed to return life to normal or an improved state.

**Resources:** Personnel and major items of equipment, supplies, and facilities available or potentially available for assignment to incident operations and for which status is maintained. Resources are described by kind and type and may be used in operational support or supervisory capacities at an incident or at an EOC.

**Response:** Response is any action taken immediately before, during, or after an emergency situation to reduce casualties, save lives, minimize damage to property, and enhance the effectiveness and speed of recovery.

**Search and Rescue:** The employment of available personnel, equipment and facilities in rendering aid to persons and property in distress, or potential distress, in the air, water or on the land.

**Service Information Center:** A SIC is an information and resource facility established by the County to effectively communicate response and recovery information to the public, provide recovery services to the public, streamline the recovery process, and alleviate the burdens of recovery for impacted populations.

**Situation Assessment:** The evaluation and interpretation of information gathered from a variety of sources (including weather information and forecasts, computerized models, GIS data mapping, remote sensing sources, ground surveys, etc.) that, when communicated to emergency managers and decision makers, can provide a basis for incident management decision making.

**Standard Operating Procedures (SOP):** Guidelines for operating procedures in an emergency; includes equipment, processes and methods.

**State of Emergency:** The condition declared by the Governor when, in his judgment, a threatened or actual disaster in any part of the State is of sufficient severity and magnitude to warrant disaster assistance by the State to supplement local efforts to prevent or alleviate loss of life and property damage.

**Strategic:** Strategic elements of incident management are characterized by continuous, long-term, high-level planning by organizations headed by elected or other senior officials. These elements involve the adoption of long-range goals and objectives, the setting of priorities, the establishment of budgets and other fiscal decisions, policy development, and the application of measures of performance or effectiveness.

**Telecommunications:** The transmission, emission, or reception of voice and/or data through any medium by wire, radio, other electrical electromagnetic or optical means. Telecommunications includes all aspects of transmitting information.

**Terrorism:** Any activity that (1) involves an act that (a) is dangerous to human life or potentially destructive of critical infrastructure or key resources; and (b) is a violation of the criminal laws of the United States or of any State or other subdivision of the United States; and (2) appears to be intended (a) to intimidate or coerce a civilian population; (b) to influence the policy of a government by intimidation or coercion; or (c) to affect the conduct of a government by mass destruction, assassination, or kidnapping.

**Threat:** An indication of possible violence, harm, or danger.

**Unaffiliated Volunteer:** An individual who is not formally associated with a recognized voluntary disaster relief organization or assigned to an agency; also known as a spontaneous or emergent volunteer.

**Unified Command:** An application of ICS used when there is more than one agency with incident jurisdiction or when incidents cross political jurisdictions. Agencies work together through the designated members of the Unified Command to establish their designated Incident Commanders at a single Incident Command Post and to establish a common set of objectives and strategies and a single Incident Action Plan.

**Volunteer:** Any individual accepted or assigned to perform services by an agency that has authority to accept volunteer services when the individual performs services without promise, expectation, or receipt of compensation for services performed.

**Warning:** The alerting of public officials, emergency support services, and the general public to a threatened emergency or disaster situation.

**Weapon of Mass Destruction (WMD):** As defined in Title 18, U.S.C. § 2332a: (1) any explosive, incendiary, or poison gas, bomb, grenade, rocket having a propellant charge of more than 4 ounces, or missile having an explosive or incendiary charge of more than one-quarter ounce, or mine or similar device; (2) any weapon that is designed or intended to cause death or serious bodily injury through the release, dissemination, or impact of toxic or poisonous chemicals or their precursors; (3) any weapon involving a

disease organism; or (4) any weapon that is designed to release radiation or radioactivity at a level dangerous to human life.

## Appendix E – Acronyms

CERT - Community Emergency Response Team  
COOP – Continuity of Operations Plan  
CSB – Fairfax-Falls Church Community Services Board  
DHS - Department of Homeland Security  
DIT - Department of Information Technology  
DOC - Department Operation Centers  
DoD - Department of Defense  
DMORT - Disaster Mortuary Operation Response Teams  
DPSC - Department of Public Safety Communications  
DPZ – Department of Planning and Zoning  
DRC - Disaster Recovery Centers  
EAN - Employee Alert Network  
EAS - Emergency Alert System  
EMAC - Emergency Management Assistance Compact  
EMnet - Emergency Management Notification Network  
EOC - Emergency Operations Center  
ESF - Emergency Support Function  
FAC - Family Assistance Center  
FBI - Federal Bureau of Investigation  
FCRC - Fairfax County Recovery Center  
FCPA – Fairfax County Park Authority  
FDA - Food and Drug Administration  
FEMA - Federal Emergency Management Agency  
FSIS - Food Safety and Inspection Services

GIS - Geographic Information Systems  
HMGP - Hazard Mitigation Grant Program  
IAP - Incident Action Plan  
IC - Incident Command  
ICS - Incident Command System  
IMT - Incident Management Team  
IT - Information Technology  
JFO - Joint Field Office  
JIC - Joint Information Center  
LDS - Land Development Services  
LEPC - Local Emergency Planning Committee  
LOFR - Liaison Officer  
MACC - Multi-agency Coordination Center  
MCS - Multi-agency Coordination System  
MDW - Military District of Washington  
MWCOG - Metropolitan Washington Council of Governments  
NCR - National Capital Region  
NDMS - National Disaster Medical System  
NGO - Non-governmental Organizations  
NIMS - National Incident Management System  
NOAA - National Oceanic and Atmospheric Administration  
NVHA – Northern Virginia Hospital Alliance  
NRF - National Response Framework  
NVRC - Northern Virginia Regional Commission  
OEM - Office of Emergency Management  
OPA - Office of Public Affairs  
OSC - On-Scene-Coordinator  
PDA - Preliminary Damage Assessment

PIO - Public Information Officer  
PSA - Public Service Announcements  
RECP - Regional Emergency Coordination Plan  
RHCC - Regional Healthcare Coordination Center  
NVRIC – Northern Virginia Regional Intelligence Center  
RICCS - Regional Incident Communication and Coordination System  
SARA - Superfund Amendments and Reauthorization Act  
SBA - Small Business Administration  
SHMO - State Hazard Mitigation Officer  
SIC - Service and Information Centers  
SNS - Strategic National Stockpile  
SOFR - Safety Officer  
USDA - United States Department of Agriculture  
VCMC - Volunteer Coordination and Mobilization Center  
VDACS - Virginia Department of Agriculture and Consumer Affairs  
VDEM - Virginia Department of Emergency Management  
VDOT - Virginia Department of Transportation  
VIPS - Volunteers in Police Service  
VRE - Virginia Railway Express  
WMD - Weapon of Mass Destruction

# ESF 1

## *Transportation*

Coordinating Agency: *Department of Transportation*

<b>Coordinating Agency</b>	<b>Department of Transportation</b>
<b>Cooperating Agencies</b>	Fairfax County Public Schools
	Department of Vehicle Services
	Neighborhood and Community Services
	Fire and Rescue Department
	Virginia Department of Transportation
	Virginia Railway Express
	Washington Metropolitan Area Transit Authority

### ***I. MISSION STATEMENT***

Manage all emergency transportation resources for the response to and recovery from any disaster or emergency within Fairfax County including coordination of transportation resources in support of evacuations.

### ***II. SCOPE AND POLICIES***

- All emergency response and recovery operations conducted under ESF 1 will be in accordance with the National Incident Management System (NIMS).
- As directed through the Emergency Operations Center (EOC), ESF 1 assists local governmental entities and voluntary organizations requiring transportation support to perform response missions following a disaster or emergency.
- ESF 1, in coordination with regional transportation partners will collect, analyze, and distribute information on the impact and status of the transportation infrastructure.

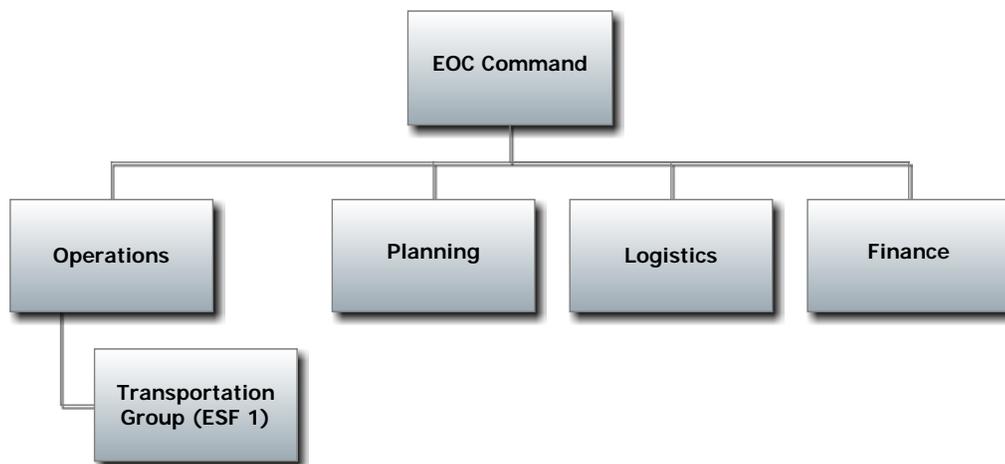
- ESF 1 will actively work with the ESF cooperating agencies during planning, training, and emergency exercises to ensure an effective operation upon activation.
- ESF 1 encompasses the full range of transportation services or resources that may be required to support emergency response operations; transport of critical supplies, equipment, and evacuations, including those residents with access and functional needs.
- ESF 1 will provide assistance and serve as the information coordination point for the restoration of the transportation infrastructure; however, Virginia Department of Transportation (VDOT) has the lead role in restoration.

### ***III. CONCEPT OF OPERATIONS***

1. The OEM Duty Officer monitors incidents and threats to the county and will notify the coordinating agency of incidents impacting or potentially impacting the transportation systems and infrastructure. The coordinating agency will contact cooperating agencies and organizations as necessary to collect additional information.
2. As an incident or threat escalates, the coordinating agency will issue notifications to cooperating agencies and agency emergency personnel in accordance with internally established protocols and checklists.
3. Upon activation of the EOC, the coordinating agency will provide representation to the EOC to coordinate transportation requirements and issues.
4. Once the EOC is activated, all requests for transportation support by other county departments and agencies will be submitted to the Emergency Operation Center for coordination, validation, and/or action.

5. ESF 1 will monitor the status of the county transportation systems and infrastructure in coordination with regional transportation organizations, and provide updates to EOC Command as requested.
6. ESF 1 will provide technical assistance to the EOC in determining the most viable transportation networks to, from, and within the disaster area, as well as alternate means to move resources within the area affected by the disaster.
7. ESF 1 will provide transportation services based upon the priorities established by the EOC Senior Policy Group, and may task cooperating agencies to provide available assets in order to meet operational requirements. As necessary, private sector resources may be acquired to augment the county resources, as appropriate.
8. ESF 1 Operations will continue at the EOC until the local emergency declaration is terminated or as otherwise directed.

The Transportation Group in the EOC reports to the Operations Section, as illustrated below:



#### **IV. LEAD AND SUPPORT AGENCY ROLES AND RESPONSIBILITIES**

##### *Coordinating Agency – Department of Transportation*

<b>Phase</b>	<b>Roles and Responsibilities</b>
<b>Preparedness</b>	<ul style="list-style-type: none"> <li>• Develop internal supporting plans and procedures.</li> <li>• Participate in sponsored training and exercises in support of ESF 1.</li> <li>• Provide support for evacuation planning.</li> <li>• Develop and maintain internal inventory of assets.</li> <li>• Develop and maintain internal notification rosters.</li> <li>• Coordinate resolution of ESF 1 after-action issues.</li> <li>• Participate in emergency preparedness planning and exercises as appropriate with designated cooperating support agencies. Ensure cooperating agencies are aware of coordinating agencies training opportunities.</li> </ul>
<b>Response</b>	<ul style="list-style-type: none"> <li>• Collect, analyze, and distribute information on the status of the county's transportation infrastructure.</li> <li>• Provide liaison with the Virginia Department of Transportation (VDOT) and other regional transportation organizations, as necessary.</li> <li>• Manage transportation services to support emergency operations.</li> <li>• Provide support and technical assistance to evacuations.</li> <li>• Assist the EOC Logistics Section with mutual aid requests for transportation services and assets.</li> <li>• Coordinate the provision of transportation to residents with access and functional needs during evacuations.</li> <li>• Maintain public transportation services to the extent possible.</li> </ul>
<b>Recovery</b>	<ul style="list-style-type: none"> <li>• Manage transportation services.</li> <li>• Maintain public transportation services, as feasible.</li> <li>• Maintain liaison with VDOT.</li> <li>• Support return of evacuees.</li> <li>• Conduct ESF 1 after-action review as necessary.</li> </ul>

Mitigation	<ul style="list-style-type: none"> <li>As appropriate, identify opportunities to mitigate the impacts of future incidents.</li> </ul>
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*Cooperating Agency – Fairfax County Public Schools*

Phase	Roles and Responsibilities
Preparedness	<ul style="list-style-type: none"> <li>Participate in planning, training, and exercises.</li> <li>Maintain agency internal notification roster.</li> <li>Maintain inventory of agency resources.</li> <li>Train agency staff for emergency assignments.</li> <li>Assist in resolving ESF 1 after-action issues.</li> <li>Develop supporting plans and procedures.</li> </ul>
Response	<ul style="list-style-type: none"> <li>Provide available transportation assets to meet emergency operational requirements and evacuations.</li> </ul>
Recovery	<ul style="list-style-type: none"> <li>Provide available transportation assets to support recovery activities.</li> </ul>
Mitigation	<ul style="list-style-type: none"> <li>As appropriate, identify opportunities to mitigate the impacts of future incidents.</li> </ul>

*Cooperating Agency – Department of Vehicle Services*

Phase	Roles and Responsibilities
Preparedness	<ul style="list-style-type: none"> <li>Participate in planning, training, and exercises.</li> <li>Maintain agency internal notification roster.</li> <li>Assist in resolving ESF 1 after-action issues.</li> <li>Maintain inventory of internal agency resources.</li> <li>Develop supporting plans and procedures.</li> </ul>
Response	<ul style="list-style-type: none"> <li>Provide fuel for emergency services.</li> <li>Prioritize release of fuel and petroleum products in coordination with the coordinating agency.</li> <li>Coordinate acquisition of alternate fuel supplies.</li> <li>Provide site access, fuel, and maintenance support for emergency transportation.</li> <li>Manage allocation of fuel resources to county assets.</li> </ul>
Recovery	<ul style="list-style-type: none"> <li>Provide site access, fuel, and maintenance support for recovery operations.</li> <li>Participate in after-action review.</li> </ul>
Mitigation	<ul style="list-style-type: none"> <li>As appropriate, identify opportunities to mitigate the</li> </ul>

	<b>impact of future incidents.</b>
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*Cooperating Agency – Neighborhood and Community Services*

<b>Phase</b>	<b>Roles and Responsibilities</b>
Preparedness	<ul style="list-style-type: none"> <li>• Participate in planning, training, and exercises.</li> <li>• Maintain internal agency notification roster.</li> <li>• Maintain inventory of internal agency resources.</li> <li>• Assist in resolving ESF 1 after-action issues.</li> <li>• Train agency staff for emergency assignments.</li> <li>• Develop supporting plans and procedures.</li> </ul>
Response	<ul style="list-style-type: none"> <li>• Provide available transportation assets (Human Services Transportation) for evacuations (including persons with access and functional needs) or for movement of county personnel and resources in support of emergency operations.</li> </ul>
Recovery	<ul style="list-style-type: none"> <li>• Provide available transportation assets (Human Services Transportation).</li> <li>• Participate in after-action review.</li> </ul>
Mitigation	<ul style="list-style-type: none"> <li>• As appropriate, identify opportunities to mitigate the impact of future incidents.</li> </ul>

*Cooperating Agency – Fire and Rescue Department*

<b>Phase</b>	<b>Roles and Responsibilities</b>
Preparedness	<ul style="list-style-type: none"> <li>• Participate in planning, training, and exercises.</li> <li>• Maintain internal agency notification roster.</li> <li>• Maintain inventory of internal agency resources.</li> <li>• Assist in resolving ESF 1 after-action issues.</li> <li>• Train agency staff for emergency assignments.</li> <li>• Develop supporting plans and procedures.</li> </ul>
Response	<ul style="list-style-type: none"> <li>• Provide transportation assets to support evacuations of persons with medical needs</li> <li>• Provide available transportation assets to support Human Services Transportation operations when they are unavailable.</li> </ul>
Recovery	<ul style="list-style-type: none"> <li>• Participate in after-action review.</li> </ul>
Mitigation	<ul style="list-style-type: none"> <li>• As appropriate, identify opportunities to mitigate the impact of future incidents.</li> </ul>

*Cooperating Agency – Virginia Department of Transportation*

Phase	Roles and Responsibilities
<b>Preparedness</b>	<ul style="list-style-type: none"> <li>• Participate in planning, training, and exercises.</li> <li>• Maintain internal agency notification roster.</li> <li>• Maintain inventory of internal agency resources.</li> <li>• Assist in resolving ESF 1 after-action issues.</li> <li>• Train agency staff for emergency assignments.</li> <li>• Develop supporting plans and procedures.</li> </ul>
<b>Response</b>	<ul style="list-style-type: none"> <li>• Provide representative to the EOC, if available.</li> <li>• Provide technical assistance in determining the most viable transportation networks to, from, and within the disaster area.</li> <li>• Assess damages and repair/restore the highway infrastructure</li> <li>• Provide Fairfax County DOT information on the highway infrastructure as it impacts Fairfax County and associated ingress and egress routes</li> </ul>
<b>Recovery</b>	<ul style="list-style-type: none"> <li>• Participate in after-action review.</li> </ul>
<b>Mitigation</b>	<ul style="list-style-type: none"> <li>• As appropriate, identify opportunities to mitigate the impact of future incidents.</li> </ul>

## V. MAPS AND SUPPORTING DATA

<p><i>The following maps and data will be available at the EOC:</i></p> <ol style="list-style-type: none"> <li>1. County fueling sites.</li> <li>2. Fairfax Connector routes.</li> <li>3. METRO stations.</li> <li>4. VRE stations.</li> <li>5. Amtrak stations.</li> <li>6. Park and Ride lots.</li> <li>7. Demographic information.</li> <li>8. VDOT Snow Maps</li> </ol>	
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## VI. SUPPORTING PLANS AND PROCEDURES

FCDOT: Transportation Plan for People with Special Needs

# ESF 2

## Communications

COORDINATING AGENCY: *Department of Information Technology*

<b>Coordinating Agency</b>	<b>Department of Information Technology</b>
<b>Cooperating Agencies</b>	Fire and Rescue Department & FRD Regional Cache
	Police Department
	Department of Public Safety Communications
	Office of Emergency Management
	Department of Cable and Consumer Services
	Facilities Management Department
	Office of the Sheriff
	Fairfax County Public Schools
	Amateur Radio: ARES/RACES

### ***I. MISSION STATEMENT***

Provide communications and information technology capabilities and resources supporting response and recovery from emergency and disaster events and Emergency Operations Center (EOC) activation. Provide technical leadership in the assessment and restoration of the county's telecommunications and IT systems infrastructure, and advisory assistance in the restoration of the public telecommunications infrastructure.

### ***II. SCOPE AND POLICIES***

- All emergency response and recovery operations conducted under ESF 2 will be in accordance with the National Incident Management System (NIMS) and the Incident Command System (ICS).
- DIT, as the coordinating agency for ESF 2, will actively engage the ESF 2 cooperating agencies in planning, training, and exercises to ensure an effective operation upon activation.

- ESF 2 functions encompass the full range of communications and information system services that may be required to support emergency response and recovery operations, and to provide timely information to the public including:
  - Public Safety Radio system.
  - Public Service Radio system.
  - County Telecommunications systems including 9-1-1.
  - County enterprise network, including I-Net
  - Internet/WEB.
  - County Data Center.
  - Geographical Information System (GIS).
  - Enterprise phone system
  - Mobile devices (including pagers and mobile telephones).
  - FOCUS.
  - Core applications infrastructure for Police, FRD, Health, CSB, FMD, DPSC, FIDO, etc.
  - Remote access.
  
- The coordinating agency will provide authority and governance protocols for access to enterprise communications and IT systems, resources, and data, including physical access to enterprise facilities that house associated assets and equipment.
  
- Core communications and IT services must be operational 24x7. To ensure their operability, DIT monitors these services at all times. DIT maintains a Continuity of Operations Plan for logistics and resources in the event of an IT emergency.
  
- FCPS provides IT equipment and communications for their personnel. DIT is responsible for the shared fiber network (I-Net) and will assist FCPS with IT and communications emergencies as they are able.
  
- ESF 2 encompasses coordination and mitigation of cyber security events on County communications and information systems. ESF 2 coordinates with Energy and Infrastructure – ESF 12 organizations that operate utility systems on the County and commercial networks and provides subject matter expertise in recovery from cyber-attacks that may disrupt operations (such as SCADA).

- ESF 2 coordinates logistics for county facility technology services restoration.
- ESF 2 maintains a list of vendors and commercial providers to support and augment resources during major emergencies.
- ESF 2 coordinates with regional partners to maintain interoperability for response and recovery capabilities.
- IT and communications equipment and infrastructure are highly reliant on electrical power and commercial telecom providers' utilities. ESF 2 will coordinate with ESF 12 for restoration of interrupted utilities and those restoration activities required for County communications and information systems.
- In support of EOC activations ESF 2 will respond to the EOC for partial and full activations and perform the following functions:
  - ESF 2 will support the Emergency Operations Center (EOC) as required to activate and maintain communications and IT capability for emergency management operations.
  - As requested, staff the Communications Unit Leader, Information Technology Unit Leader, A/V Technical Specialist and Ares Technical Specialist.
  - As an emergency escalates, ESF 2 will collect, analyze, and follow established protocols and checklists to distribute information on the impact and status of the telecommunications and IT systems infrastructure to cooperating agencies, agency emergency and/or functional support personnel and to ESF 5 for inclusion in the Situation Report.
  - Supports the Emergency Data Gathering and Reporting system (EDGR).
  - Work to ensure that radios, telephones, related IT resources, network capability, and communications

capability essential to emergency services are maintained and operational.

- Facilitate the provision of available communications and IT enterprise staff and/or contract resources, technical assets, and IT capabilities needed to support emergency operations.
- Support the activation and setup of temporary emergency facilities managed directly by County of Fairfax for communications and IT requirements.
- Serve as the coordination point for the restoration of the communications and IT infrastructure, and support County agencies with the restoration and reconstruction of agency based telecommunications equipment, and IT systems in accordance with the DIT Disaster Recovery Plan and approved DIT and agency COOP plans.
- Provide technical consultation and expertise to all ESFs, supporting county agencies and departments, and regional partners.

### ***III. CONCEPT OF OPERATIONS***

1. The coordinating agency will engage cooperating agencies requiring supplemental communications, and issue notifications to cooperating agencies and agency emergency and/or functional support personnel in accordance with established protocols and checklists.
2. Upon activation of the Emergency Operations Center, the coordinating agency will provide representation to coordinate communications and IT systems requirements and issues.
3. ESF 2 will monitor the status of the communications and IT systems and associated infrastructure and provide updates to the DIT Director, Deputy Director, Infrastructure Director, Communications Systems Director, Deputy County Executive, ESF 2 cooperating agencies, ESF 5,

and the Senior Policy Group/Emergency Management Executive Committee as appropriate.

4. All requests for communication support will be submitted to the EOC for coordination, validation, and/or action. Normal communications operations supporting public safety incident response will not be unduly affected.
5. In the event of a large scale disaster, ESF 2 will prioritize restoration of County services based upon the priorities and incident objectives established by the Director of Emergency Management and the Senior Policy Group at the EOC.
6. The coordinating agency will request cooperating agencies to provide assets in order to meet operational requirements. If necessary, mutual aid and/or private sector resources will be acquired to augment the County resources through the Logistics Section at the EOC.

#### **IV. AGENCY ROLES AND RESPONSIBILITIES**

##### *Coordinating Agency – Department of Information Technology*

Phase	Roles and Responsibilities
Preparedness	<ul style="list-style-type: none"> <li>• Identify critical services and systems.</li> <li>• Develop supporting plans and procedures for emergency operations, BCP/COOP and DR.</li> <li>• Ensure sustained operability of public safety communications and critical emergency IT systems.</li> <li>• Ensure appropriate interoperability of public safety communications and IT assets.</li> <li>• Conduct ESF 2 training and exercises.</li> <li>• Provide security for county information systems.</li> <li>• Develop and maintain inventory of communications and IT assets including auxiliary radio equipment.</li> <li>• Develop and maintain notification rosters for ESF coordinating and cooperating agencies.</li> <li>• Provide for protection of vital electronic records.</li> <li>• Maintain backup emergency communications.</li> <li>• Conduct planning with cooperating agencies.</li> </ul>
Response	<ul style="list-style-type: none"> <li>• Ensure data retrieval and restoration in enterprise data stores.</li> </ul>

Phase	Roles and Responsibilities
	<ul style="list-style-type: none"> <li>• Provide communication and IT services for emergency response operations.</li> <li>• Provide technical assistance to the EOC and cooperating agencies.</li> <li>• Assess the communications and IT infrastructure, establish and activate restoration priorities.</li> <li>• Assess and establish authority and protocols to grant or deny access to facilities that house IT and communications infrastructure, and equipment.</li> <li>• Maintain DIT critical services and systems.</li> <li>• Manage public safety and public service radio systems, telephone systems, and networks.</li> <li>• Assist with allocation of emergency portable communications equipment, and IT equipment as needed.</li> </ul>
Recovery	<ul style="list-style-type: none"> <li>• Lead recovery operations for enterprise communications and IT systems</li> <li>• Provide support for cooperating agencies' based systems recovery process.</li> <li>• Conduct after-action review.</li> </ul>
Mitigation	<ul style="list-style-type: none"> <li>• Identify opportunities to mitigate the impact of future incidents on IT systems.</li> </ul>

*Cooperating Agency – Fire and Rescue Department*

Phase	Roles and Responsibilities
Preparedness	<ul style="list-style-type: none"> <li>• Participate in planning, training, and exercises.</li> <li>• Maintain agency notification roster.</li> <li>• Maintain inventory of agency resources.</li> <li>• Train agency staff for emergency assignments.</li> <li>• Assist in resolving ESF 2 after-action issues.</li> <li>• Maintain NCR radio cache.</li> <li>• Develop supporting plans and procedures</li> </ul>
Response	<ul style="list-style-type: none"> <li>• Provide communications support.</li> <li>• As requested, maintain and distribute NCR radio cache equipment with regional team members.</li> <li>• Provide technical and tactical assistance.</li> </ul>
Recovery	<ul style="list-style-type: none"> <li>• Provide communications support.</li> <li>• Collect NCR radio cache equipment and refurbish as necessary.</li> </ul>

	<ul style="list-style-type: none"> <li>• Participate in after-action review.</li> </ul>
Mitigation	<ul style="list-style-type: none"> <li>• As appropriate, identify opportunities to mitigate the impact of future incidents.</li> </ul>

*Cooperating Agency – Police Department*

Phase	Roles and Responsibilities
Preparedness	<ul style="list-style-type: none"> <li>• Participate in planning, training, and exercises.</li> <li>• Maintain agency notification roster.</li> <li>• Maintain inventory of agency resources.</li> <li>• Train agency staff for emergency assignments.</li> <li>• Assist in resolving ESF 2 after-action issues.</li> <li>• Develop supporting plans and procedures</li> </ul>
Response	<ul style="list-style-type: none"> <li>• Provide communications support.</li> <li>• Assist in the distribution of NCR radio cache</li> <li>• Provide technical and tactical assistance.</li> </ul>
Recovery	<ul style="list-style-type: none"> <li>• Provide communications support.</li> </ul>
Mitigation	<ul style="list-style-type: none"> <li>• As appropriate, identify opportunities to mitigate the impact of future incidents.</li> </ul>

*Cooperating Agency – Department of Public Safety Communications*

Phase	Roles and Responsibilities
Preparedness	<ul style="list-style-type: none"> <li>• Participate in planning, training, and exercises.</li> <li>• Maintain agency notification roster.</li> <li>• Assist in resolving ESF 2 after-action issues.</li> <li>• Train agency staff for emergency assignments.</li> <li>• Develop supporting plans and procedures.</li> </ul>
Response	<ul style="list-style-type: none"> <li>• Provide communications capabilities/assets.</li> <li>• Monitor and make notifications regarding the status of DPSC specific primary and backup communications equipment.</li> </ul>
Recovery	<ul style="list-style-type: none"> <li>• Provide communications capabilities/assets.</li> <li>• Manage DPSC specific primary and backup communications equipment.</li> <li>• Participate in after-action review.</li> </ul>
Mitigation	<ul style="list-style-type: none"> <li>• As appropriate, identify opportunities to mitigate the impact of future incidents.</li> </ul>

*Cooperating Agency – Department of Cable and Consumer Services*

Phase	Roles and Responsibilities
Preparedness	<ul style="list-style-type: none"> <li>• Participate in planning, training, and exercises.</li> </ul>

	<ul style="list-style-type: none"> <li>• Maintain agency notification roster.</li> <li>• Maintain inventory of agency resources.</li> <li>• Assist in resolving ESF 2 after-action issues.</li> <li>• Train agency staff for emergency assignments.</li> <li>• Develop supporting plans and procedures.</li> </ul>
Response	<ul style="list-style-type: none"> <li>• Ensure the operation of the local emergency message system.</li> <li>• Provide the EOC capability to transmit video over the Fairfax County Training Network.</li> <li>• Provide technical assistance for video-teleconferencing and broadcasting.</li> <li>• Coordinate with service providers to monitor status of services.</li> </ul>
Recovery	<ul style="list-style-type: none"> <li>• Ensure the operation of the local emergency message system.</li> <li>• Participate in after-action review.</li> </ul>
Mitigation	<ul style="list-style-type: none"> <li>• As appropriate, identify opportunities to mitigate the impact of future incidents.</li> </ul>

*Cooperating Agency – Facilities Management Department*

<b>Phase</b>	<b>Roles and Responsibilities</b>
Preparedness	<ul style="list-style-type: none"> <li>• Participate in planning, training, and exercises.</li> <li>• Maintain agency notification roster.</li> <li>• Assist in resolving ESF 2 after-action issues.</li> <li>• Train agency staff for emergency assignments.</li> <li>• Develop supporting plans and procedures.</li> </ul>
Response	<ul style="list-style-type: none"> <li>• Assess and establish appropriate authority and protocols to grant or deny access to Fairfax County enterprise facilities that house communications resources, infrastructure, and equipment.</li> <li>• Maintain facilities and systems critical to IT and communications infrastructure including HVAC and back-up power generation equipment.</li> </ul>
Recovery	<ul style="list-style-type: none"> <li>• Provide support for County facilities critical to the recovery of IT and communications infrastructure.</li> <li>• Participate in after-action review.</li> </ul>
Mitigation	<ul style="list-style-type: none"> <li>• As appropriate, identify opportunities to mitigate the impact of future incidents.</li> </ul>

*Cooperating Agency – Office of the Sheriff*

<b>Phase</b>	<b>Roles and Responsibilities</b>
<b>Preparedness</b>	<ul style="list-style-type: none"> <li>• Participate in planning, training, and exercises.</li> <li>• Maintain agency notification roster.</li> <li>• Assist in resolving ESF 2 after-action issues.</li> <li>• Train agency staff for emergency assignments.</li> <li>• Develop supporting plans and procedures.</li> </ul>
<b>Response</b>	<ul style="list-style-type: none"> <li>• Assess and establish appropriate authority and protocols to grant or deny access to Fairfax County Courthouse Complex enterprise facilities that house communications resources, infrastructure, and equipment.</li> </ul>
<b>Recovery</b>	<ul style="list-style-type: none"> <li>• Provide access control for County Courthouse Complex facilities critical to the recovery of IT and communications infrastructure.</li> <li>• Participate in after-action review.</li> </ul>
<b>Mitigation</b>	<ul style="list-style-type: none"> <li>• As appropriate, identify opportunities to mitigate the impact of future incidents.</li> </ul>

**Cooperating Agency - Fairfax County Public Schools**

<b>Phase</b>	<b>Roles and Responsibilities</b>
<b>Preparedness</b>	<ul style="list-style-type: none"> <li>• Participate in planning, training, and exercises.</li> <li>• Maintain agency notification roster.</li> <li>• Maintain inventory of agency resources.</li> <li>• Assist in resolving ESF 2 after-action issues.</li> <li>• Train agency staff for emergency assignments.</li> <li>• Develop supporting plans and procedures.</li> </ul>
<b>Response</b>	<ul style="list-style-type: none"> <li>• Assess the FCPS communications and IT infrastructure, establish and activate restoration priorities.</li> <li>• Assess and establish appropriate authority and protocols to grant or deny access to FCPS enterprise facilities that house communications resources, infrastructure, and equipment.</li> <li>• Maintain FCPS DIT critical services and systems.</li> </ul>
<b>Recovery</b>	<ul style="list-style-type: none"> <li>• Lead recovery operations for FCPS enterprise communications and IT systems</li> <li>• Provide support for FCPS systems recovery process.</li> <li>• Conduct after-action review.</li> </ul>
<b>Mitigation</b>	<ul style="list-style-type: none"> <li>• As appropriate, identify opportunities to mitigate the</li> </ul>

	<b>impact of future incidents</b>
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**Cooperating Agency - Amateur Radio: ARES**

<b>Phase</b>	<b>Roles and Responsibilities</b>
<b>Preparedness</b>	<ul style="list-style-type: none"> <li>• <b>Participate in training and exercises.</b></li> <li>• <b>Provide assistance in resolving after-action issues.</b></li> </ul>
<b>Response</b>	<ul style="list-style-type: none"> <li>• <b>Coordinate response activities through the Office of Emergency Management and the Logistics Section of the EOC.</b></li> <li>• <b>Provide support in maintaining communications with shelters and other emergency facilities.</b></li> <li>• <b>Provide assistance in conducting emergency notifications.</b></li> <li>• <b>Provide supplemental weather information by monitoring Skywarn activities when active.</b></li> </ul>
<b>Recovery</b>	<ul style="list-style-type: none"> <li>• <b>Participate in after-action review.</b></li> </ul>
<b>Mitigation</b>	<ul style="list-style-type: none"> <li>• <b>As appropriate, identify potential opportunities for mitigating the impacts of future incidents.</b></li> </ul>

**V. SUPPORTING PLANS AND OPERATIONAL PROCEDURES**

- Fairfax County IT Disaster Recovery Plan (DIT)
- FRD Radio Cache Procedures (FRD)
- Communications Manual (FRD)

# ESF 3

## *Public Works and Engineering*

LEAD AGENCY: *Department of Public Works and Environmental Services*

<b>Coordinating Agency</b>	<b>Department of Public Works and Environmental Services</b>
<b>Cooperating Agencies</b>	Fire and Rescue Department
	Health Department
	Police Department
	Department of Tax Administration
	Fairfax County Public Schools
	Facilities Management Department
	Office of the County Attorney
	Park Authority
	Fairfax County Water Authority
	Department of Planning and Zoning
	Department of Code Compliance
	Fairfax County Department of Transportation
	Virginia Department of Transportation
	Fairfax County Sheriff's Office
Town of Herndon Public Works	
Town of Vienna Public Works	

### ***I. MISSION STATEMENT***

Provide essential public works and county-run utility services, including storm-water, wastewater, and solid waste during and following an emergency or disaster. Provide debris removal and damage assessment operations for private residential and commercial structures.

### ***II. SCOPE AND POLICIES***

- All emergency response and recovery operations conducted under ESF 3 will be in accordance with the National Incident Management System (NIMS).

- ESF 3 will collect, analyze, and distribute information on the impact to and status of critical infrastructure and systems, including wastewater collection and treatment, and stormwater.
- ESF 3 will facilitate the damage assessment process by evaluating damage to stormwater, wastewater, and solid waste systems and facilities, as well as commercial and residential structures. Information as a result of the evaluation will be provided to the Emergency Operations Center (EOC) through the Damage Assessment Group Supervisor representative.
- The coordinating agency will actively engage the ESF cooperating agencies in planning, training, and exercises to ensure an effective operation upon activation.

### *III. CONCEPT OF OPERATIONS*

1. The coordinating agency (ESF 3) monitors incidents and threats to the county and maintains situational awareness on the county facilities and critical infrastructure.
2. As an incident or threat escalates, the coordinating agency will issue notifications to cooperating agencies and agency emergency personnel in accordance with established protocols and checklists.
3. Upon activation of the EOC, the coordinating agency will provide representation to facilitate action on requirements and issues.
4. All public works services requests will be submitted to the EOC for coordination, validation, and/or action in accordance with this Emergency Support Function.
5. Damage to school facilities, parks, and water authority facilities will be evaluated by those respective agencies, and information will be submitted to the EOC. The coordinating agency will provide support for this function if required.

6. The Director of the Department of Public Works and Environmental Services (DPWES) will designate a Debris Removal Coordinator who will be responsible for deploying all county and contracted private debris removal resources in coordination with the Virginia Department of Transportation and affected public utilities efforts in order to maximize debris removal. This position is specific to DPWES, and not part of the Incident Command System (ICS).
7. Operations will continue at the EOC until the local emergency declaration is terminated or as otherwise directed. Department Operations Centers (DOC) may continue to operate post deactivation of the EOC.

#### **IV. AGENCY ROLES AND RESPONSIBILITIES**

*Coordinating Agency – Department of Public Works and Environmental Services*

Phase	Roles and Responsibilities
<b>Preparedness</b>	<ul style="list-style-type: none"> <li>• <b>Develop supporting plans and procedures.</b></li> <li>• <b>Conduct training and exercises.</b></li> <li>• <b>Develop and maintain inventory of internal assets.</b></li> <li>• <b>Develop and maintain notification rosters.</b></li> <li>• <b>Maintain plans and procedures for damage assessment, debris removal, snow removal and flood response.</b></li> <li>• <b>Manage resolution of ESF 3 after-action issues.</b></li> <li>• <b>Conduct planning in coordination with cooperating agencies.</b></li> </ul>
<b>Response</b>	<ul style="list-style-type: none"> <li>• <b>Implement debris removal plan and coordinate debris removal operations.</b></li> <li>• <b>Ensure normal wastewater and refuse collection services.</b></li> <li>• <b>Coordinate emergency structural repairs to critical DPWES facilities.</b></li> <li>• <b>Conduct damage assessment and mitigation on county drainage and impoundment systems.</b></li> <li>• <b>Monitor Board of Supervisor-owned dams during storm events.</b></li> <li>• <b>Monitor potential flooding at flood-proned communities, including but not limited to the Huntington and Belleview areas.</b></li> <li>• <b>Manage snow and ice removal from county facilities.</b></li> </ul>

	<ul style="list-style-type: none"> <li>• Conduct structural inspections/evaluations of privately-owned residential and commercial buildings and structures, as requested.</li> <li>• Assist with mutual aid requests for engineering, construction resources and debris removal.</li> <li>• Provide available heavy construction equipment, trucks, operators, and construction supplies.</li> <li>• Conduct damage assessment for county urban forestry systems.</li> </ul>
Recovery	<ul style="list-style-type: none"> <li>• Implement (or continue) debris removal plan and coordinate debris removal operations.</li> <li>• As necessary, expedite the building permit, plan review and inspection process for repair or demolition of damaged structures.</li> <li>• Provide damage assessment reports, and certifications as required by FEMA.</li> <li>• Conduct after-action review.</li> </ul>
Mitigation	<ul style="list-style-type: none"> <li>• Provide input to the Northern Virginia Regional Hazard Mitigation Plan.</li> <li>• Review plans for compliance with FEMA flood plain standards.</li> <li>• Administer and enforce existing codes and ordinances, as applicable.</li> <li>• Make recommendations for mitigating codes or ordinances where applicable.</li> <li>• Ensure building code enforcement.</li> <li>• Conduct mitigation efforts of county urban forestry systems.</li> </ul>

*Cooperating Agency – Fire and Rescue Department*

Phase	Roles and Responsibilities
Preparedness	<ul style="list-style-type: none"> <li>• Participate in planning, training, and exercises.</li> <li>• Maintain agency notification roster.</li> <li>• Maintain inventory of agency resources.</li> <li>• Assist in resolving ESF 3 after-action issues.</li> <li>• Develop supporting plans and procedures.</li> </ul>
Response	<ul style="list-style-type: none"> <li>• Provide support to damage assessment by conducting rapid assessment/windshield surveys.</li> <li>• Conduct initial structural inspections/evaluations of privately-owned residential and commercials</li> </ul>

	<p>buildings and structures.</p> <ul style="list-style-type: none"> <li>• Provide oversight for hazardous and toxic waste removal and disposal.</li> <li>• Provide support for flood related evacuations</li> </ul>
Recovery	<ul style="list-style-type: none"> <li>• Participate in after-action review.</li> </ul>
Mitigation	<ul style="list-style-type: none"> <li>• Identify potential opportunities for mitigating the impacts of future incidents.</li> </ul>

*Cooperating Agency – Health Department*

Phase	Roles and Responsibilities
Preparedness	<ul style="list-style-type: none"> <li>• Participate in planning, training, and exercises.</li> <li>• Maintain agency notification roster.</li> <li>• Maintain inventory of agency resources.</li> <li>• Assist in resolving ESF 3 after-action issues.</li> <li>• Train agency staff for emergency assignments.</li> <li>• Develop supporting plans and procedures</li> </ul>
Response	<ul style="list-style-type: none"> <li>• Provide expertise on health hazards in the affected area.</li> </ul>
Recovery	<ul style="list-style-type: none"> <li>• Provide technical assistance in regards to environmental health hazards.</li> <li>• Participate in after-action review.</li> </ul>
Mitigation	<ul style="list-style-type: none"> <li>• Identify potential opportunities for mitigating the impacts of future incidents.</li> </ul>

*Cooperating Agency – Police Department*

Phase	Roles and Responsibilities
Preparedness	<ul style="list-style-type: none"> <li>• Participate in planning, training, and exercises.</li> <li>• Maintain agency notification roster.</li> <li>• Maintain inventory of agency resources.</li> <li>• Assist in resolving ESF 3 after-action issues.</li> <li>• Train agency staff for emergency assignments.</li> <li>• Develop supporting plans and procedures.</li> </ul>
Response	<ul style="list-style-type: none"> <li>• Provide traffic management in support of ESF 3 operations.</li> <li>• Provide site access control and security.</li> <li>• Assist in entry to and/or condemnation of premises.</li> </ul>
Recovery	<ul style="list-style-type: none"> <li>• Participate in after-action review.</li> </ul>
Mitigation	<ul style="list-style-type: none"> <li>• Identify potential opportunities for mitigating the</li> </ul>

	<b>impacts of future incidents.</b>
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*Cooperating Agency – Department of Tax Administration*

<b>Phase</b>	<b>Roles and Responsibilities</b>
Preparedness	<ul style="list-style-type: none"> <li>• Develop internal agency plans and procedures.</li> <li>• Maintain agency notification roster.</li> <li>• Participate in training and exercises.</li> <li>• Assist in resolving ESF 3 after-action issues.</li> <li>• Train agency staff for emergency assignments.</li> <li>• Develop supporting plans and procedures.</li> </ul>
Response	<ul style="list-style-type: none"> <li>• Support damage assessment by providing information on housing values.</li> </ul>
Recovery	<ul style="list-style-type: none"> <li>• Support damage assessment by providing information on housing values.</li> </ul>
Mitigation	<ul style="list-style-type: none"> <li>• Identify potential opportunities for mitigating the impacts of future incidents.</li> </ul>

*Cooperating Agency – Fairfax County Public Schools*

<b>Phase</b>	<b>Roles and Responsibilities</b>
Preparedness	<ul style="list-style-type: none"> <li>• Participate in planning, training, and exercises.</li> <li>• Maintain agency notification roster.</li> <li>• Maintain inventory of agency resources.</li> <li>• Assist in resolving ESF 3 after-action issues.</li> <li>• Train agency staff for emergency assignments.</li> <li>• Develop supporting plans and procedures.</li> </ul>
Response	<ul style="list-style-type: none"> <li>• Provide damage assessment to schools and other agency facilities.</li> </ul>
Recovery	<ul style="list-style-type: none"> <li>• Participate in after-action review.</li> </ul>
Mitigation	<ul style="list-style-type: none"> <li>• Identify potential opportunities for mitigating the impacts of future incidents</li> </ul>

*Cooperating Agency – Facilities Management Department*

<b>Phase</b>	<b>Roles and Responsibilities</b>
Preparedness	<ul style="list-style-type: none"> <li>• Participate in planning, training, and exercises.</li> <li>• Maintain county facility situational awareness systems.</li> <li>• Maintain agency notification roster.</li> <li>• Maintain inventory of agency resources.</li> <li>• Assist in resolving ESF 3 after-action issues.</li> <li>• Train agency staff for emergency assignments.</li> <li>• Develop supporting plans and procedures.</li> </ul>

Response	<ul style="list-style-type: none"> <li>• Support damage assessment to county owned buildings and facilities.</li> <li>• Coordinate and monitor county facility situational awareness system.</li> <li>• Coordinate emergency repairs to county facilities for which they have responsibility.</li> <li>• As required, lease facilities to support operations.</li> </ul>
Recovery	<ul style="list-style-type: none"> <li>• Participate in after-action review.</li> </ul>
Mitigation	<ul style="list-style-type: none"> <li>• Provide input for the Northern Virginia Regional Hazard Mitigation Plan.</li> <li>• Identify potential opportunities for mitigating the impacts of future incidents.</li> </ul>

*Cooperating Agency – Office of the County Attorney*

Phase	Roles and Responsibilities
Preparedness	<ul style="list-style-type: none"> <li>• Participate in planning, training, and exercises.</li> <li>• Maintain agency notification roster.</li> <li>• Assist in resolving ESF 3 after-action issues.</li> <li>• Develop supporting plans and procedures.</li> </ul>
Response	<ul style="list-style-type: none"> <li>• Provide legal clearances.</li> <li>• Provide legal interpretation and opinions.</li> </ul>
Recovery	<ul style="list-style-type: none"> <li>• Prepare legal clearances.</li> <li>• Participate in after-action review.</li> </ul>
Mitigation	<ul style="list-style-type: none"> <li>• Identify potential opportunities for mitigating the impacts of future incidents.</li> </ul>

*Cooperating Agency – Park Authority*

Phase	Roles and Responsibilities
Preparedness	<ul style="list-style-type: none"> <li>• Participate in planning, training, and exercises.</li> <li>• Maintain agency notification roster.</li> <li>• Maintain inventory of agency resources.</li> <li>• Assist in resolving ESF 3 after-action issues.</li> <li>• Train agency staff for emergency assignments.</li> <li>• Develop supporting plans and procedures.</li> </ul>
Response	<ul style="list-style-type: none"> <li>• Perform damage assessment to county parks and facilities.</li> <li>• Assist with debris and snow removal operations by providing temporary storage sites.</li> <li>• Provide resources in vehicles and heavy equipment.</li> </ul>

	<ul style="list-style-type: none"> <li>• Perform monitoring of park owned dams and lakes.</li> </ul>
Recovery	<ul style="list-style-type: none"> <li>• Assist with debris removal.</li> <li>• Provide on-site support center for recovery operations, if appropriate and if a suitable facility is available.</li> <li>• Participate in after-action review</li> </ul>
Mitigation	<ul style="list-style-type: none"> <li>• Identify potential opportunities for mitigating the impacts of future incidents.</li> </ul>

*Cooperating Agency – Fairfax County Water Authority*

<b>Phase</b>	<b>Roles and Responsibilities</b>
Preparedness	<ul style="list-style-type: none"> <li>• Participate in planning, training, and exercises.</li> <li>• Maintain agency notification roster.</li> <li>• Maintain inventory of agency resources.</li> <li>• Assist in resolving ESF 3 after-action issues.</li> <li>• Train agency staff for emergency assignments.</li> <li>• Develop supporting plans and procedures.</li> </ul>
Response	<ul style="list-style-type: none"> <li>• Conduct damage assessment of FCWA water supply and control facilities.</li> <li>• Manage restoration of FCWA water distribution systems.</li> <li>• Assist with debris removal, as appropriate.</li> <li>• Assist with emergency water supply and distribution.</li> </ul>
Recovery	<ul style="list-style-type: none"> <li>• Assist with debris removal.</li> <li>• Restore FCWA water supply and distribution systems.</li> <li>• Participate in after-action review.</li> </ul>
Mitigation	<ul style="list-style-type: none"> <li>• As appropriate, identify potential opportunities for mitigating the impacts of future incidents.</li> </ul>

*Cooperating Agency – Department of Planning and Zoning*

<b>Phase</b>	<b>Roles and Responsibilities</b>
Preparedness	<ul style="list-style-type: none"> <li>• Participate in planning, training, and exercises.</li> <li>• Maintain agency notification roster.</li> <li>• Maintain inventory of agency resources.</li> <li>• Assist in resolving ESF 3 after-action issues.</li> <li>• Train agency staff for emergency assignments.</li> <li>• Develop supporting plans and procedures.</li> </ul>
Response	<ul style="list-style-type: none"> <li>• None.</li> </ul>
Recovery	<ul style="list-style-type: none"> <li>• Expedite building permit issuance process and the review and approval of site-related construction plans</li> </ul>

	<p>submitted for demolition, rebuilding, or restoration of residential and commercial buildings.</p> <ul style="list-style-type: none"> <li>• Provide technical assistance in documentation of damages.</li> <li>• Participate in after-action review.</li> </ul>
Mitigation	<ul style="list-style-type: none"> <li>• Provide input to the Northern Virginia Regional Hazard Mitigation Plan.</li> <li>• Identify potential opportunities for mitigating the impacts of future incidents.</li> </ul>

*Cooperating Agency –Fairfax County Department of Code Compliance*

<b>Phase</b>	<b>Roles and Responsibilities</b>
Preparedness	<ul style="list-style-type: none"> <li>• Participate in planning, training, and exercises.</li> <li>• Maintain agency notification roster.</li> <li>• Assist in resolving ESF 3 after-action issues.</li> <li>• Train agency staff for emergency assignments.</li> <li>• Develop supporting plans and procedures.</li> </ul>
Response	<ul style="list-style-type: none"> <li>• Assist with damages assessments and repair/restoration of highway infrastructures.</li> <li>• Primary resource for assistance with damage assessment, as requested.</li> </ul>
Recovery	<ul style="list-style-type: none"> <li>• Provide technical assistance in documentation of damages.</li> <li>• Participate in after-action review.</li> </ul>
Mitigation	<ul style="list-style-type: none"> <li>• As appropriate, identify potential opportunities for mitigating the impacts of future incidents.</li> </ul>

*Cooperating Agency –Fairfax County Department of Transportation*

<b>Phase</b>	<b>Roles and Responsibilities</b>
Preparedness	<ul style="list-style-type: none"> <li>• Participate in planning, training, and exercises.</li> <li>• Maintain agency notification roster.</li> <li>• Assist in resolving ESF 3 after-action issues.</li> <li>• Train agency staff for emergency assignments.</li> <li>• Develop supporting plans and procedures.</li> </ul>
Response	<ul style="list-style-type: none"> <li>• Assist with damages assessments and repair/restoration of highway infrastructures.</li> <li>• Provide engineering support.</li> <li>• Provide transportation to and from emergency</li> </ul>
Recovery	<ul style="list-style-type: none"> <li>• Provide engineering support.</li> </ul>

	<ul style="list-style-type: none"> <li>• Assist with repair/restoration of critical highway infrastructures, as appropriate.</li> <li>• Participate in after-action review.</li> </ul>
Mitigation	<ul style="list-style-type: none"> <li>• Identify potential opportunities for mitigating the impacts of future incidents.</li> </ul>

*Cooperating Agency – Virginia Department of Transportation*

<b>Phase</b>	<b>Roles and Responsibilities</b>
Preparedness	<ul style="list-style-type: none"> <li>• Participate in planning, training, and exercises.</li> <li>• Maintain agency notification roster.</li> <li>• Maintain inventory of agency resources.</li> <li>• Assist in resolving ESF 3 after-action issues.</li> <li>• Train agency staff for emergency assignments.</li> <li>• Develop supporting plans and procedures.</li> </ul>
Response	<ul style="list-style-type: none"> <li>• Assess damages and repair/restore the highway infrastructures.</li> <li>• Manage emergency debris removal from public roadways.</li> <li>• Provide for traffic management.</li> </ul>
Recovery	<ul style="list-style-type: none"> <li>• Manage restoration of the highway infrastructure.</li> <li>• Participate in after-action review</li> <li>• Provide expedited permitting for repair work to be performed in right of way.</li> </ul>
Mitigation	<ul style="list-style-type: none"> <li>• Identify potential opportunities for mitigating the impacts of future incidents.</li> </ul>

*Cooperating Agency – Fairfax County Sheriff's Office*

<b>Phase</b>	<b>Roles and Responsibilities</b>
Preparedness	<ul style="list-style-type: none"> <li>• Participate in planning, training, and exercises.</li> <li>• Maintain agency notification roster.</li> <li>• Maintain inventory of agency resources.</li> <li>• Assist in resolving ESF 3 after-action issues.</li> <li>• Train agency staff for emergency assignments.</li> <li>• Develop supporting plans and procedures.</li> </ul>
Response	<ul style="list-style-type: none"> <li>• If approved by the Sheriff, assist with emergency debris removal through the use of the community labor force from public roadways.</li> <li>• If approved by the Sheriff, assist with emergency debris removal through the use of the community</li> </ul>

	labor force from private properties.
Recovery	<ul style="list-style-type: none"> <li>• Participate in after-action review</li> </ul>
Mitigation	<ul style="list-style-type: none"> <li>• Identify potential opportunities for mitigating the impacts of future incidents.</li> </ul>

*Cooperating Agency – Town of Herndon Public Works*

<b>Phase</b>	<b>Roles and Responsibilities</b>
Preparedness	<ul style="list-style-type: none"> <li>• Participate in planning, training, and exercises.</li> <li>• Maintain agency notification roster.</li> <li>• Maintain inventory of agency resources.</li> <li>• Assist in resolving ESF 3 after-action issues.</li> <li>• Train agency staff for emergency assignments.</li> <li>• Develop supporting plans and procedures.</li> </ul>
Response	<ul style="list-style-type: none"> <li>• Provide resources in debris removal operations.</li> <li>• Provide resources in wastewater and refuse collection services.</li> <li>• Provide resources in damage assessment operations.</li> <li>• Provide resources in snow and ice removal operations.</li> <li>• Provide available heavy construction equipment, trucks, operators, and construction supplies.</li> </ul>
Recovery	<ul style="list-style-type: none"> <li>• Provide resources in debris removal operations.</li> <li>• Provide resources in damage assessment operations.</li> <li>• Participate in after-action review.</li> </ul>
Mitigation	<ul style="list-style-type: none"> <li>• Identify potential opportunities for mitigating the impacts of future incidents.</li> </ul>

*Cooperating Agency – Town of Vienna Public Works*

<b>Phase</b>	<b>Roles and Responsibilities</b>
Preparedness	<ul style="list-style-type: none"> <li>• Participate in planning, training, and exercises.</li> <li>• Maintain agency notification roster.</li> <li>• Maintain inventory of agency resources.</li> <li>• Assist in resolving ESF 3 after-action issues.</li> <li>• Train agency staff for emergency assignments.</li> <li>• Develop supporting plans and procedures.</li> </ul>
Response	<ul style="list-style-type: none"> <li>• Provide resources in debris removal operations.</li> <li>• Provide resources in wastewater and refuse collection services.</li> <li>• Provide resources in damage assessment operations.</li> <li>• Provide resources in snow and ice removal operations.</li> </ul>

	<ul style="list-style-type: none"><li>• Provide available heavy construction equipment, trucks, operators, and construction supplies.</li></ul>
Recovery	<ul style="list-style-type: none"><li>• Provide resources in debris removal operations.</li><li>• Provide resources in damage assessment operations.</li><li>• Participate in after-action review.</li></ul>
Mitigation	<ul style="list-style-type: none"><li>• Identify potential opportunities for mitigating the impacts of future incidents.</li></ul>

## ***V. SUPPORTING PLANS AND PROCEDURES***

1. Land Development Services Emergency Preparedness and Response Plan
2. Debris Management Plan
3. Department of Public Works and Environmental Services Emergency Roles and Resources Manual
4. Fire and Rescue Department Rapid Assessment Windshield Survey May 2015
5. Huntington and Belleview Flood Response Plan
6. Northern Virginia Regional Hazard Mitigation Plan

# ESF 4

## Firefighting

COORDINATING AGENCY: *Fire and Rescue Department*

<b>Coordinating Agency</b>	<b>Fire and Rescue Department</b>
<b>Cooperating Agency</b>	Police Department
	Department of Public Works and Environmental Services
	Department of Public Safety Communications
	Health Department

### ***I. MISSION STATEMENT***

- Detect and suppress fires that are the result of a disaster or fires that could become a disaster as well as coordinating and performing fire prevention and investigation services.

### ***II. SCOPE AND POLICIES***

- All emergency response and recovery operations conducted under ESF 4 will be in accordance with the National Incident Management System (NIMS) and the Incident Command System (ICS).
- ESF 4 will establish a unified command structure in order to coordinate the activities of all cooperating agencies.
- The coordinating agency will actively engage the ESF 4 cooperating agencies in planning, training, and exercises to ensure an effective operation upon activation.
- ESF 4 encompasses the coordination of county fire and rescue resources during disasters and other large-scale emergencies. ESF 4 will coordinate incoming automatic mutual aid resources in support of fire and rescue operations. Statewide mutual aid or other outside resources, beyond the existing automatic or standing mutual aid

agreements already in place will be requested through the Logistics Section at the EOC.

- ESF 4 will establish and manage staging areas and logistical support bases for arriving mutual aid resources in coordination with all first response agencies.
- ESF 4 will maintain documentation for financial reimbursement in accordance with Federal Emergency Management (FEMA) Standards.

### ***III. CONCEPT OF OPERATIONS***

1. The coordinating agency monitors incidents on a continuous basis and routinely responds to incidents and emergencies. Most incidents will be managed by the on-scene incident commander (IC) who establishes the on-scene incident command post (ICP).
2. As an incident or threat escalates or the initial event has resulted in multiple emergencies, coordinating and cooperating agencies may activate their Department Operations Centers (DOC).
3. The primary function of the DOC will be to monitor the situation and ensure that resource continuity of field operations (outside of the incident) and service to the community are maintained. DOCs will report to their respective agencies at the Emergency Operations Center (EOC).
4. The ICP will include an incident command structure as appropriate for managing operations. An Incident Action Plan (IAP) will be developed for each operational period. The ICP will provide situational briefings to the DOC and to the EOC if activated.
5. In incidents with multi-agency and/or multi-jurisdictional involvement, a unified command will be established.
6. When a central incident command post is established for multiple related incidents, the incident will be managed as an incident complex, the on-scene incident commanders will become Branch Directors under the central ICP.

7. In the event the size, scope, or complexity of the incident exceeds the capability of the incident complex organization the ICP may be reorganized and staffed to serve as an Area Command.
8. Upon activation of the EOC, the coordinating agency will provide representation in the Fire and Rescue Group Supervisor position in the EOC to address strategic level firefighting and fire suppression requirements and issues.
9. The Fire and Rescue Group Supervisor in the EOC will coordinate ICP requests for support from other county, state, federal, and/or contractor resources through the Logistics Section in the EOC.
10. The Fire and Rescue Group Supervisor at the EOC may provide briefings to the senior policy group on incidents operations and agency activities and issues.

#### ***IV. AGENCY ROLES AND RESPONSIBILITIES***

##### *Coordinating Agency – Fire and Rescue Department*

<b>Phase</b>	<b>Roles and Responsibilities</b>
<b>Preparedness</b>	<ul style="list-style-type: none"> <li>• <b>Develop supporting plans and procedures.</b></li> <li>• <b>Conduct training and exercises.</b></li> <li>• <b>Develop and maintain inventory of assets.</b></li> <li>• <b>Develop and maintain notification rosters.</b></li> <li>• <b>Ensure protection of vital records.</b></li> <li>• <b>Manage resolution of ESF-4 after-action issues.</b></li> <li>• <b>Conduct planning with designated cooperating agencies.</b></li> </ul>
<b>Response</b>	<ul style="list-style-type: none"> <li>• <b>Provide firefighting and fire suppression services.</b></li> <li>• <b>Request and manage mutual aid for fire and rescue operations.</b></li> <li>• <b>Coordinate and perform search and rescue operations.</b></li> <li>• <b>Coordinate and assist in evacuation operations.</b></li> <li>• <b>Coordinate and perform fire prevention and investigation services.</b></li> <li>• <b>Coordinate and establish an on-scene Incident Command Post and other incident command activities.</b></li> </ul>
<b>Recovery</b>	<ul style="list-style-type: none"> <li>• <b>Submit requests for the removal of debris from fire sites.</b></li> </ul>

	<ul style="list-style-type: none"> <li>• Conduct ESF-4 after-action review.</li> </ul>
Mitigation	<ul style="list-style-type: none"> <li>• As appropriate, identify potential opportunities for mitigating the impacts of future incidents.</li> </ul>

*Cooperating Agency – Police Department*

Phase	Roles and Responsibilities
Preparedness	<ul style="list-style-type: none"> <li>• Participate in planning, training, and exercises.</li> <li>• Maintain agency notification roster.</li> <li>• Maintain inventory of agency resources.</li> <li>• Assist in resolving ESF-4 after-action issues.</li> <li>• Develop supporting plans and procedures.</li> </ul>
Response	<ul style="list-style-type: none"> <li>• Traffic control and management.</li> <li>• Crowd control and site security.</li> <li>• Assist with evacuations.</li> </ul>
Recovery	<ul style="list-style-type: none"> <li>• Participate in after-action review.</li> </ul>
Mitigation	<ul style="list-style-type: none"> <li>• As appropriate, identify potential opportunities for mitigating the impacts of future incidents.</li> </ul>

*Cooperating Agency – Department of Public Works and Environmental Services*

Phase	Roles and Responsibilities
Preparedness	<ul style="list-style-type: none"> <li>• Participate in planning, training, and exercises.</li> <li>• Maintain agency notification roster.</li> <li>• Maintain inventory of agency resources.</li> <li>• Assist in resolution of ESF-4 after-action issues.</li> <li>• Develop supporting plans and procedures.</li> </ul>
Response	<ul style="list-style-type: none"> <li>• Provide available heavy equipment, as requested.</li> <li>• Conduct structural evaluation and assessment of residential and commercial buildings.</li> </ul>
Recovery	<ul style="list-style-type: none"> <li>• Conduct structural evaluation and assessment of residential and commercial buildings.</li> <li>• Participate in after-action review.</li> </ul>
Mitigation	<ul style="list-style-type: none"> <li>• As appropriate, identify potential opportunities for mitigating the impacts of future incidents.</li> </ul>

*Cooperating Agency – Department of Public Safety Communications*

<b>Phase</b>	<b>Roles and Responsibilities</b>
<b>Preparedness</b>	<ul style="list-style-type: none"> <li>• Participate in planning, training, and exercises.</li> <li>• Maintain agency notification roster.</li> <li>• Assist in resolving ESF-4 after-action issues.</li> <li>• Develop supporting plans and procedures.</li> </ul>
<b>Response</b>	<ul style="list-style-type: none"> <li>• Provide communications capabilities/assets.</li> <li>• Manage primary and backup communications equipment.</li> </ul>
<b>Recovery</b>	<ul style="list-style-type: none"> <li>• Provide communications capabilities/assets.</li> <li>• Manage primary and backup communications equipment.</li> <li>• Participate in after-action review.</li> </ul>
<b>Mitigation</b>	<ul style="list-style-type: none"> <li>• As appropriate, identify potential opportunities for mitigating the impacts of future incidents.</li> </ul>

*Cooperating Agency – Health Department*

<b>Phase</b>	<b>Roles and Responsibilities</b>
<b>Preparedness</b>	<ul style="list-style-type: none"> <li>• Participate in planning, training, and exercises.</li> <li>• Maintain agency notification roster.</li> <li>• Maintain inventory of agency resources.</li> <li>• Assist in resolving ESF-4 after-action issues.</li> <li>• Develop supporting plans and procedures.</li> </ul>
<b>Response</b>	<ul style="list-style-type: none"> <li>• Conduct environment health assessments.</li> <li>• Provide assistance in developing public information related to the incident.</li> </ul>
<b>Recovery</b>	<ul style="list-style-type: none"> <li>• Participate in after-action review.</li> </ul>
<b>Mitigation</b>	<ul style="list-style-type: none"> <li>• As appropriate, identify potential opportunities for mitigating the impacts of future incidents.</li> </ul>

## ***V. SUPPORTING PLANS AND OPERATIONAL PROCEDURES***

Northern Virginia Regional Firefighting and Emergency Operations Manuals:

1. Command Officer Operations (August 2013).
2. Single Family Dwellings Manual (June 2013).
3. Residential and Commercial Townhouse and Rowhouse Fires Manual (June 2013).
4. Strip Shopping Center Fires Manual (June 2013).
5. Garden-type Apartment Fires (January 2013).
6. High-Rise Building Fires Manual (June 2013).
7. Rapid Intervention Team Command and Operational Manual (May 2013).
8. Engine Company Operations (December 2013).
9. Operating Procedures for Roadway Incidents (October 2012).
10. Metrorail Emergencies Manual (September 2007).
11. Elevator and Escalator Emergencies (June 2008).
12. Response to Flammable Liquid Emergency Incidents Manual (April 2014).
13. Fire and Rescue Departments of northern Virginia - Inland Water Rescue and Emergencies (March 2010).
14. Utility Emergencies (April 2014).
15. Weapons of Mass Destruction (August 2007).
16. Mid-rise building fires manual (December 2013).
17. Railroad Emergency Response Manual (May 2008).
18. Water Supply for Suburban and Rural firefighting Manual (December 2012).
19. Fairfax County DPWES Emergency Roles and Resources Manual (September 2014).
20. Fairfax County DPWES LDS Emergency Preparedness and Response plan (October 2014).
21. Fairfax County Debris Management Plan (March 2014).
22. Fairfax County Damage Assessment Annex (September 2013).

# ESF 5

## *Emergency Management*

*COORDINATING AGENCY: Office of Emergency Management*

<b>Coordinating Agency</b>	<b>Office of Emergency Management</b>
<b>Cooperating Agencies</b>	Office of Public Affairs
	Health Department
	Department of Information Technology
	Department of Public Works and Environmental Services
	Department of Management and Budget
	Fire and Rescue Department
	Police Department
	Office of the Sheriff
	Department of Public Safety Communications
	Facilities Management Department
	Department of Finance (Risk Management Division)
	Department of Planning and Zoning
	Department of Code Compliance
	Office of the County Attorney
	Department of Human Resources
Volunteer Fairfax	
Amateur Radio: ARES/RACES	

### ***I. MISSION STATEMENT***

Provide a comprehensive emergency management program through coordination and collaboration to reduce the impact of emergencies and disasters.

### ***II. SCOPE AND POLICIES***

- All emergency operations conducted under ESF 5 will be in accordance with National Incident Management System (NIMS) and Incident Command System (ICS).

- ESF 5 is focused on providing coordination and support to departments, agencies, and supporting organizations engaged in emergency response operations. ESF 5 will provide relevant information to ESF 15 for use in informing the public. ESF 15 is responsible for releasing information to the public.
- ESF 5 is focused on supporting field operations during the response phase of an incident. As the situation stabilizes and transitions to recovery, ESF 14 and the Pre-Disaster Recovery Plan will be activated.
- The coordinating agency for ESF 5 will actively engage the cooperating agencies in planning, training, and exercising to ensure an effective operation upon activation.
- ESF 5 is responsible for:
  1. Managing the Emergency Operations Center (EOC), including ensuring that the EOC is adequately staffed to accomplish its mission.
  2. Providing coordination and support to County agencies involved in emergency response or managing significant planned events.
  3. Determining County resource needs and prioritization of critical resource based on the overarching needs of the County.
  4. Providing technical assistance and support to the Senior Policy Group, Incident Commanders, and EOC Commander in determining the need to establish facilities including, but not limited to shelters, reception centers, or other mass care facilities; developing and distributing protective action guidance; and recommending emergency declarations.
  5. Collecting and analyzing emergency-related information and disseminating the information to stakeholders through the Situation Report.

6. Serving as the primary point-of-contact with the Virginia Department of Emergency Management (VDEM) and the Commonwealth EOC (VEOC).
7. Coordinating and managing all requests for Geographic Information Systems (GIS) support to emergency operations.
8. Coordinating and managing event impact on populations with access and functional needs, including accessible emergency alerts, evacuation transportation, and sheltering activities.
9. Coordinating incident planning at the EOC and publishing the EOC Action Plan (EOC-AP) for each operational period. This process provides and tracks the completion of the objectives to be accomplished by the EOC for the upcoming operational period.
10. Maintaining documentation of disaster activities and costs for accountability. Recovery funds may be made available for disaster related expenses to this Plan and the Fairfax County Pre-Disaster Recovery Plan.

### ***III. CONCEPT OF OPERATIONS:***

1. OEM, as the coordinating agency, monitors incidents and threats to the County through the Duty Officer. As an incident or threat escalates, the Duty Officer will issue notifications and alerts in accordance with established protocols and checklists.
2. OEM will augment the Duty Officer with additional staff if needed, by activating the EOC to a monitoring level ensuring that timely information is collected and disseminated to key decision makers, and to prepare for a possible partial or full activation of the EOC.
3. Depending upon the scope and magnitude of the incident, OEM may deploy the OEM Duty Officer or other EOC representative to the incident scene to serve as a field observer reporting to the EOC.

4. The Coordinator of Emergency Management, in consultation with the Director of Emergency Management, will designate the level of activation.
5. Upon activation of the EOC, OEM, as the coordinating agency, assumes responsibility for managing EOC operations.
6. ESF 5 ensures that VDEM is notified of any EOC activations, incident status updates, and EOC closings.
7. The EOC Commander, in consultation with the Planning Section Chief, will establish operational periods as the basis for determining the planning process and situation reporting. The Planning Section will prepare and distribute the EOC meeting schedule on a regular basis and facilitate the planning process and all associated activities.
8. The Planning Section in the EOC will actively collect, analyze, and disseminate information to all departments and agencies and other supporting partner agencies and organizations, as needed. All staff in the EOC shall provide the Planning Section's Situation Unit current information concerning the event and shall immediately report critical information to the EOC Commander.
9. Where possible, all parties working in the EOC or providing information to the EOC shall follow established information sharing procedures and formal communications pathways.
10. Operations will continue at the EOC until the local emergency declaration is terminated or as otherwise directed.

#### IV. AGENCY ROLES AND RESPONSIBILITIES

##### *Coordinating Agency – Office of Emergency Management*

Phase	Roles and Responsibilities
<b>Preparedness</b>	<ul style="list-style-type: none"> <li>• Monitor and track incidents 24/7 through the Duty Officer.</li> <li>• Develop and conduct training and exercises related to ESF 5 and EOC operations.</li> <li>• Provide emergency management leadership to County departments and agencies.</li> <li>• Develop and maintain the Emergency Operations Plan (EOP), the EOC standard operating procedures, and associated checklists and job aids.</li> <li>• Develop and maintain Continuity of Operations Plan (COOP) for the EOC.</li> <li>• Manage and operate alerting systems.</li> <li>• Coordinate resolution of ESF 5 after-action issues.</li> <li>• Conduct planning with designated support agencies.</li> <li>• Operate the EOC and AEOC and ensure facility readiness for activation.</li> </ul>
<b>Response</b>	<ul style="list-style-type: none"> <li>• Provide technical assistance and administrative support in the preparation and processing of emergency declarations, protective action guidelines, and related issues.</li> <li>• Serve as primary liaison to VDEM and the Commonwealth EOC.</li> <li>• Determine the appropriate level of EOC activation and issue notifications.</li> <li>• Manage the overall emergency information collection and distribution process through the Situation Report.</li> <li>• Manage EOC operations in accordance with ICS principles.</li> <li>• Facilitate the planning process and publish the EOC Action Plan for each operational period.</li> <li>• Coordinate and manage event impact on populations with access and functional needs, ensuring accessible event information bulletins, emergency alerts, evacuation transportation, and sheltering activities.</li> </ul>

<b>Recovery</b>	<ul style="list-style-type: none"> <li>• Manage the development of the County post-disaster recovery plan that will guide the County’s recovery program implementation.</li> <li>• Utilize ESF 14 and the Fairfax County Pre-Disaster Recovery Plan (PDRP) to guide recovery activities.</li> <li>• Conduct after-action review.</li> </ul>
<b>Mitigation</b>	<ul style="list-style-type: none"> <li>• Assist with the Northern Virginia Regional Hazard Mitigation Plan.</li> </ul>

*Cooperating Agency – Office of Public Affairs*

<b>Phase</b>	<b>Roles and Responsibilities</b>
<b>Preparedness</b>	<ul style="list-style-type: none"> <li>• Emergency preparedness, public outreach, and public education.</li> <li>• Train agency staff for emergency assignments.</li> <li>• Assist in resolving ESF 5 related after-action issues.</li> <li>• Participate in exercises.</li> <li>• Develop supporting plans and procedures.</li> </ul>
<b>Response</b>	<ul style="list-style-type: none"> <li>• Fill the position of Public Information Officer (PIO) in the EOC.</li> <li>• Provide assistance in developing and distributing protective action guidance.</li> <li>• Develop and distribute emergency public information in accordance with ESF 15.</li> <li>• Manage the Joint Information Center (JIC).</li> </ul>
<b>Recovery</b>	<ul style="list-style-type: none"> <li>• Provide assistance in developing and distributing recovery information to the public.</li> <li>• Participate in after-action review.</li> </ul>
<b>Mitigation</b>	<ul style="list-style-type: none"> <li>• Provide public information and education related to hazard mitigation.</li> </ul>

*Cooperating Agency – Health Department*

<b>Phase</b>	<b>Roles and Responsibilities</b>
<b>Preparedness</b>	<ul style="list-style-type: none"> <li>• Develop internal agency plans and procedures.</li> <li>• Participate in training and exercises.</li> <li>• Provide assistance in resolving ESF 5-related after-action issues.</li> <li>• Train agency staff for emergency assignments.</li> </ul>
<b>Response</b>	<ul style="list-style-type: none"> <li>• Staff designated positions in the EOC when requested.</li> </ul>

	<ul style="list-style-type: none"> <li>• When activated, ensure information is shared between the Health Department Operations Center and the EOC.</li> </ul>
Recovery	<ul style="list-style-type: none"> <li>• Participate in after-action review.</li> </ul>
Mitigation	<ul style="list-style-type: none"> <li>• Identify potential opportunities for mitigating the impacts of future incidents.</li> </ul>

*Cooperating Agency – Department of Information Technology*

Phase	Roles and Responsibilities
Preparedness	<ul style="list-style-type: none"> <li>• Ensure sustained operability of public safety communications and critical emergency IT systems.</li> <li>• Ensure appropriate interoperability of public safety communications, IT assets.</li> <li>• Train agency staff for emergency assignments.</li> <li>• Assist in resolving ESF 5 related after-action issues.</li> <li>• Participate in exercises.</li> <li>• Develop supporting plans and procedures.</li> </ul>
Response	<ul style="list-style-type: none"> <li>• Provide GIS support to emergency operations.</li> <li>• Provide technical assistance for data retrieval and recovery.</li> <li>• Provide technical assistance and support to the EOC.</li> </ul>
Recovery	<ul style="list-style-type: none"> <li>• Provide GIS support for recovery operations.</li> <li>• Lead recovery operations for enterprise communications and IT systems.</li> <li>• Provide support for cooperating agencies based systems recovery process.</li> <li>• Participate in after-action reviews.</li> </ul>
Mitigation	<ul style="list-style-type: none"> <li>• Identify opportunities to mitigate the impact of future incidents.</li> <li>• Provide GIS support for hazard identification and risk analysis development.</li> </ul>

*Cooperating Agency – Department of Public Works and Environmental Services*

Phase	Roles and Responsibilities
Preparedness	<ul style="list-style-type: none"> <li>• Develop plans and procedures for damage assessment, debris management and flood response.</li> <li>• Develop rosters and notification procedures for damage assessment, debris removal, and flood</li> </ul>

	<p>response personnel and team.</p> <ul style="list-style-type: none"> <li>• Conduct training on damage assessment, debris removal, and flood response operations with agency staff and others.</li> <li>• Develop and conduct tests and exercises on damage assessment, debris removal, and flood response operations.</li> <li>• Assist in addressing ESF 5 related after-action issues.</li> </ul>
Response	<ul style="list-style-type: none"> <li>• Provide damage assessment information related to critical infrastructure, including, commercial and residential structures.</li> <li>• Support damage assessment, debris removal, and flood response emergency operations as required.</li> <li>• Provide technical assistance related to engineering, as requested.</li> </ul>
Recovery	<ul style="list-style-type: none"> <li>• See ESF 14 and the Pre-Disaster Recovery Plan.</li> <li>• Participate in after-action reviews.</li> </ul>
Mitigation	<ul style="list-style-type: none"> <li>• Make recommendations for mitigating codes or ordinances, where applicable.</li> <li>• Provide input into the Northern Virginia Regional Hazard Mitigation Plan.</li> </ul>

*Cooperating Agency – Department of Management and Budget*

Phase	Roles and Responsibilities
Preparedness	<ul style="list-style-type: none"> <li>• Assist with grants management.</li> <li>• Develop internal agency plans and procedures.</li> <li>• Assist in the provision of training on disaster related financial management procedures for County departments and agencies.</li> <li>• Assist in resolving ESF-5 after-action issues.</li> <li>• Participate in training and exercises.</li> <li>• Train agency staff for emergency assignments.</li> </ul>
Response	<ul style="list-style-type: none"> <li>• Provide staff assistance in documenting emergency-related costs.</li> <li>• Provide staff assistance in preparing bills and requests for reimbursement.</li> <li>• Provide funding mechanism to allow for initial response purchases above established procurement card limits to be made through the single point</li> </ul>

	ordering system in the EOC.
Recovery	<ul style="list-style-type: none"> <li>• Provide staff assistance in documenting costs.</li> <li>• Provide staff assistance in preparing bills and requests for reimbursement.</li> <li>• Provide a mechanism to reimburse agency-incurred costs during the initial response phase for purchases made through the single point ordering system in the EOC.</li> <li>• Participate in the after-action review.</li> </ul>
Mitigation	<ul style="list-style-type: none"> <li>• Identify potential opportunities for mitigating the impacts of future incidents.</li> </ul>

*Cooperating Agency – Fire and Rescue Department*

Phase	Roles and Responsibilities
Preparedness	<ul style="list-style-type: none"> <li>• Develop internal agency plans and procedures.</li> <li>• Participate in training and exercises.</li> <li>• Train agency staff on ESF 5 procedures and operations.</li> <li>• Assist in resolving ESF 5 after-action issues.</li> </ul>
Response	<ul style="list-style-type: none"> <li>• Provide rapid assessment information to the EOC and other County partners.</li> <li>• Provide assistance in developing and disseminating protective action guidance through the PIO function.</li> <li>• Provide technical assistance on emergency-related issues.</li> </ul>
Recovery	<ul style="list-style-type: none"> <li>• Participate in after-action review.</li> </ul>
Mitigation	<ul style="list-style-type: none"> <li>• Identify potential opportunities for mitigating the impacts of future incidents.</li> </ul>

*Cooperating Agency – Police Department*

Phase	Roles and Responsibilities
Preparedness	<ul style="list-style-type: none"> <li>• Develop internal agency plans and procedures.</li> <li>• Participate in training and exercises.</li> <li>• Provide assistance in resolving ESF 5-related after-action issues.</li> <li>• Train agency staff for emergency assignments.</li> </ul>
Response	<ul style="list-style-type: none"> <li>• Provide assistance in developing and disseminating protective action guidance through the PIO.</li> </ul>
Recovery	<ul style="list-style-type: none"> <li>• Participate in after-action review.</li> </ul>

Mitigation	<ul style="list-style-type: none"> <li>Identify potential opportunities for mitigating the impacts of future incidents.</li> </ul>
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*Cooperating Agency – Office of the Sheriff*

Phase	Roles and Responsibilities
Preparedness	<ul style="list-style-type: none"> <li>Develop internal agency plans and procedures.</li> <li>Participate in training and exercises.</li> <li>Provide assistance in resolving ESF 5-related after-action issues.</li> <li>Train agency staff for emergency assignments.</li> </ul>
Response	<ul style="list-style-type: none"> <li>Staff the EOC Security Unit during EOC Activations.</li> </ul>
Recovery	<ul style="list-style-type: none"> <li>Participate in after-action review.</li> </ul>
Mitigation	<ul style="list-style-type: none"> <li>Identify potential opportunities for mitigating the impacts of future incidents.</li> </ul>

*Cooperating Agency – Department of Public Safety Communications*

Phase	Roles and Responsibilities
Preparedness	<ul style="list-style-type: none"> <li>Develop internal agency plans and procedures.</li> <li>Participate in training and exercises.</li> <li>Provide assistance in resolving ESF 5-related after-action issues.</li> <li>Train agency staff for emergency assignments.</li> </ul>
Response	<ul style="list-style-type: none"> <li>Receive warning and notifications of actual or pending emergencies and make initial notifications in coordination with the OEM Duty Officer and others.</li> <li>Staff the EOC Status Specialist position during EOC Activations.</li> </ul>
Recovery	<ul style="list-style-type: none"> <li>Participate in after-action review.</li> </ul>
Mitigation	<ul style="list-style-type: none"> <li>Identify potential opportunities for mitigating the impacts of future incidents.</li> </ul>

*Cooperating Agency – Facilities Management Department*

Phase	Roles and Responsibilities
Preparedness	<ul style="list-style-type: none"> <li>Develop internal agency plans and procedures.</li> <li>Participate in training and exercises.</li> <li>Provide assistance in resolving ESF 5-related after-action issues.</li> <li>Train agency staff for emergency assignments.</li> </ul>

Response	<ul style="list-style-type: none"> <li>• Provide building management/maintenance support to the EOC during activations.</li> <li>• Staff the County Facilities Group in the EOC as requested to provide a comprehensive view of County facility status.</li> </ul>
Recovery	<ul style="list-style-type: none"> <li>• Participate in after-action review.</li> </ul>
Mitigation	<ul style="list-style-type: none"> <li>• Identify potential opportunities for mitigating the impacts of future incidents.</li> </ul>

*Cooperating Agency – Department of Finance (Risk Management Division)*

Phase	Roles and Responsibilities
Preparedness	<ul style="list-style-type: none"> <li>• Develop internal agency plans and procedures.</li> <li>• Participate in training and exercises.</li> <li>• Train agency staff on ESF 5 procedures and operations.</li> <li>• Assist in resolving ESF 5 after-action issues.</li> </ul>
Response	<ul style="list-style-type: none"> <li>• Staff the EOC Safety Officer (SAFO) position during EOC activations.</li> <li>• Provide Safety information to the EOC and other County partners, to include County DOCs and ensure risk management safety practices are applied throughout EOC activation.</li> <li>• Provide assistance in developing and disseminating appropriate safety and injury prevention procedures through the SAFO function.</li> <li>• Provide oversight for the EOC Chaplain functions during an EOC activation.</li> <li>• Provide oversight for the Claims/Comp unit staffed by Risk Management.</li> <li>• Provide technical assistance on emergency-related issues.</li> </ul>
Recovery	<ul style="list-style-type: none"> <li>• Participate in after-action review.</li> </ul>
Mitigation	<ul style="list-style-type: none"> <li>• Identify potential opportunities for mitigating the impacts of future incidents.</li> </ul>

*Cooperating Agency – Department of Planning and Zoning*

Phase	Roles and Responsibilities
Preparedness	<ul style="list-style-type: none"> <li>• Train agency staff for emergency assignments.</li> </ul>

	<ul style="list-style-type: none"> <li>• Develop internal agency plans and procedures.</li> <li>• Assist with resolving ESF 5 after-action issues.</li> <li>• Participate in training and exercises.</li> </ul>
<b>Response</b>	<ul style="list-style-type: none"> <li>• Provide support for damage assessment.</li> </ul>
<b>Recovery</b>	<ul style="list-style-type: none"> <li>• Provide support for damage assessment.</li> <li>• Participate in after-action review.</li> </ul>
<b>Mitigation</b>	<ul style="list-style-type: none"> <li>• Ensure that hazard mitigation is included in the County comprehensive plan.</li> <li>• Make recommendations for modifications to development codes or ordinances to ensure our businesses and residents are building in areas resistant to damage from natural threats.</li> <li>• Provide input to the Northern Virginia Regional Hazard Mitigation Plan.</li> </ul>

*Cooperating Agency – Department of Code Compliance*

<b>Phase</b>	<b>Roles and Responsibilities</b>
<b>Preparedness</b>	<ul style="list-style-type: none"> <li>• Train agency staff for emergency assignments.</li> <li>• Develop internal agency plans and procedures.</li> <li>• Assist with resolving ESF 5 after-action issues.</li> <li>• Participate in training and exercises.</li> </ul>
<b>Response</b>	<ul style="list-style-type: none"> <li>• Provide staff to the EOC, as requested.</li> <li>• Provide support for damage assessment.</li> </ul>
<b>Recovery</b>	<ul style="list-style-type: none"> <li>• Provide support for damage assessment.</li> <li>• Participate in after-action review.</li> </ul>
<b>Mitigation</b>	<ul style="list-style-type: none"> <li>• Ensure that hazard mitigation is included in the County comprehensive plan.</li> <li>• Make recommendations for modifications to development codes or ordinances to ensure our businesses and residents are building in areas resistant to damage from natural threats.</li> <li>• Provide input to the Northern Virginia Regional Hazard Mitigation Plan.</li> </ul>

*Cooperating Agency – Office of the County Attorney*

<b>Phase</b>	<b>Roles and Responsibilities</b>
<b>Preparedness</b>	<ul style="list-style-type: none"> <li>• Develop internal agency plans and procedures.</li> </ul>

	<ul style="list-style-type: none"> <li>• Advise County officials concerning legal responsibilities, powers, and liabilities in emergency operations.</li> <li>• Assist in reviewing and preparing mutual aid agreements.</li> <li>• Assist in resolving ESF 5 after-action issues.</li> <li>• Participate in training and exercises.</li> </ul>
Response	<ul style="list-style-type: none"> <li>• Provide assistance/preparation of applications, legal interpretations or opinions.</li> <li>• Prepare disaster declarations and evacuation orders.</li> </ul>
Recovery	<ul style="list-style-type: none"> <li>• Prepare waivers and legal clearances.</li> <li>• Provide assistance/preparation of applications, legal interpretations, or opinions.</li> <li>• Participate in the after-action review.</li> </ul>
Mitigation	<ul style="list-style-type: none"> <li>• Provide assistance/preparation of applications, legal interpretations, opinions or appropriate code amendments.</li> </ul>

*Cooperating Agency – Department of Human Resources*

Phase	Roles and Responsibilities
Preparedness	<ul style="list-style-type: none"> <li>• Develop internal agency plans and procedures.</li> <li>• Participate in training and exercises.</li> <li>• Provide guidance on how to code time in accordance with County policies.</li> <li>• Train agency staff for emergency assignments.</li> <li>• Assist in resolving ESF 5 after-action issues.</li> </ul>
Response	<ul style="list-style-type: none"> <li>• Inform County employees of the additional duties to support emergency operations outside of their normal reporting duties. This may include a temporary transfer to another location doing a job outside of their normal scope of work to support emergency operations.</li> </ul>
Recovery	<ul style="list-style-type: none"> <li>• Identify County employees that may be available to support recovery operations.</li> </ul>
Mitigation	<ul style="list-style-type: none"> <li>• Identify potential opportunities for mitigating the impacts of future incidents.</li> </ul>

*Cooperating Agency – Volunteer Fairfax*

Phase	Roles and Responsibilities
Preparedness	<ul style="list-style-type: none"> <li>• Develop internal agency plans and procedures.</li> <li>• Participate in training and exercises.</li> <li>• Train agency staff for emergency assignments.</li> <li>• Assist in resolving ESF 5 after-action issues.</li> <li>• Provide technical assistance to other agencies in their planning and development of emergency procedures.</li> </ul>
Response	<ul style="list-style-type: none"> <li>• Provide representation and information to the EOC, as requested.</li> <li>• Activate the Volunteer Reception Center to process unaffiliated volunteers for support, as requested.</li> </ul>
Recovery	<ul style="list-style-type: none"> <li>• Participate in after-action review.</li> </ul>
Mitigation	<ul style="list-style-type: none"> <li>• Identify potential opportunities for mitigating the impacts of future incidents.</li> </ul>

*Cooperating Agency – Amateur Radio: ARES*

<b>Phase</b>	<b>Roles and Responsibilities</b>
<b>Preparedness</b>	<ul style="list-style-type: none"><li>• <b>Participate in training and exercises.</b></li><li>• <b>Provide assistance in resolving ESF 5-related after-action issues.</b></li></ul>
<b>Response</b>	<ul style="list-style-type: none"><li>• <b>Provide support in maintaining communications with shelters and other emergency facilities.</b></li><li>• <b>Provide assistance in conducting emergency notifications.</b></li><li>• <b>Provide supplemental weather information by monitoring Skywarn activities when active.</b></li></ul>
<b>Recovery</b>	<ul style="list-style-type: none"><li>• <b>Participate in after-action review.</b></li></ul>
<b>Mitigation</b>	<ul style="list-style-type: none"><li>• <b>Identify potential opportunities for mitigating the impacts of future incidents.</b></li></ul>

***V. SUPPORTING PLANS AND OPERATIONAL PROCEDURES***

1. Commonwealth of Virginia Emergency Operations Plan, Volume I, Basic Plan, as amended.
2. Commonwealth of Virginia Emergency Operations Plan, Volume II, Disaster Recovery, as amended.
3. Fairfax County Pre-Disaster Recovery Plan (2011).
4. Fairfax County Rapid Assessment Plan (2014).
5. National Response Framework (2013).

# ESF 6

## *Mass Care, Housing, and Human Services*

COORDINATING AGENCY: *Department of Family Services*

<b>Coordinating Agency</b>	<b>Department of Family Services</b>
<b>Cooperating Agencies</b>	American Red Cross Chapter of the National Capital Region
	Fire and Rescue Department
	Office of Emergency Management
	Police Department
	Department of Neighborhood and Community Services
	Department of Housing and Community Development
	Health Department
	Fairfax County Public Schools
	Office of the County Attorney
	Department of Administration for Human Services
	Facilities Management Department
	Fairfax-Falls Church Community Services Board
	Park Authority
Office of the Sheriff	
Department of Transportation	

### ***I. MISSION STATEMENT***

Provide basic immediate needs including shelter and food to disaster survivors in Fairfax County.

### ***II. SCOPE AND POLICIES***

- All emergency response and recovery operations conducted under ESF 6 – Mass Care, Housing and Human Services will be in accordance with the National Incident Management System (NIMS).
- The coordinating agency, in conjunction with OEM, will actively engage the ESF6 cooperating agencies in planning, training, and exercises to ensure an effective operation upon activation.
- ESF 6 encompasses the full range of non-medical mass care services to include sheltering, organizing feeding operations, providing emergency first aid at designated sites, collecting and providing information on disaster victims to family members, and coordinating bulk distribution of emergency relief items.
- ESF 6 is responsible for coordinating and providing accessible sheltering assistance to county residents
- ESF 6 will establish a Family Assistance Center (FAC) when directed by the Director of Emergency Management or their designee.
- The focus of ESF 6 is on the short-term and immediate needs of the disaster victims. Recovery and long-term housing issues will be managed through the County's Pre-Disaster Recovery Plan.
- ESF 6 will maintain documentation for financial reimbursement.

### *III. CONCEPT OF OPERATIONS*

1. Fairfax County maintains a Memorandum of Understanding with the American Red Cross of the National Capital Area. In accordance with their memorandum of understanding, the Red Cross may operate shelter facilities and arrange for mass feeding and other appropriate support in cooperation with the other departments, agencies, and organizations assigned to support ESF 6 – Mass Care and Human Services.
2. The Department of Family Services as the coordinating agency will receive notification of incidents or potential incidents through OEM.

3. Mass Care supervisor and/or Human Services Branch Chief positions (ESF 6) will be activated to provide coordination and management for mass care activities.
4. Shelters will be activated based on the expected needs associated with the scope and magnitude of incidents or potential incidents.
5. The determination to activate shelters and/or reception centers will be made by the Director of Emergency Management and/or Coordinator for Emergency Management with input from the Incident Commander/Unified Command.
6. The Department of Family Services will provide representation to the Emergency Operation Center to coordinate the staffing and services of shelters and other mass care requirements to meet immediate needs. Department of Family Services will request representatives from the other cooperating agencies as needed.
7. The Department of Family Services will coordinate the staffing and services of shelters and reception centers to meet immediate needs.
8. The Fairfax County Shelter Plan and Family Assistance Center Plan define the terms, roles, and protocols by which Fairfax County agencies and organizations will collaborate when the decision is made to open various mass care facilities such as Evacuation Shelters, Emergency Shelters, Pet-Friendly Shelters, Reception Centers, or a Family Assistance Center (see Section V below).
9. Mass Care supervisor and/or Human Services Branch Chief will collect information on shelter activities, populations, and related information and provide it to the Operations Section Chief at the EOC as requested.
10. Mass Care supervisor and/or Human Services Branch Chief will establish and operate feeding sites to serve disaster victims as determined by the Director of Emergency Management or the Coordinator of Emergency Management.

11. When directed, the Department of Family Services will establish and operate a Family Assistance Center to provide assistance to the families of disaster victims in Fairfax County. The FAC will be activated, established, and operated as outlined in the Fairfax County Family Assistance Center Plan.
12. Mass Care supervisor and/or Human Services Branch Chief positions will continue at the EOC until the local emergency declaration is terminated or as otherwise directed.
13. Shelter operations will continue until directed by directed by the Coordinator of Emergency Management to close the shelter.

#### ***IV. AGENCY ROLES AND RESPONSIBILITIES***

##### *Coordinating Agency – Department of Family Services*

<b>Phase</b>	<b>Roles and Responsibilities</b>
<b>Preparedness</b>	<ul style="list-style-type: none"> <li>• <b>Develop supporting plans and procedures.</b></li> <li>• <b>Conduct training and exercises.</b></li> <li>• <b>Develop and maintain inventory of agency resources.</b></li> <li>• <b>Develop and maintain notification rosters.</b></li> <li>• <b>Manage resolution of ESF 6 after-action issues.</b></li> <li>• <b>Ensure protection of vital records.</b></li> <li>• <b>Conduct planning with designated support agencies.</b></li> </ul>
<b>Response</b>	<ul style="list-style-type: none"> <li>• <b>Assume the lead and coordinate with support agencies to care for those affected by disaster</b></li> <li>• <b>Operate and manage short-term shelter(s)/mass care facilities.</b></li> <li>• <b>Provide shelter services.</b></li> <li>• <b>Provide a shelter management and shelter staffing.</b></li> <li>• <b>Prioritize missions in accordance with guidance provided by the Operations Section at the EOC.</b></li> </ul>
<b>Recovery</b>	<ul style="list-style-type: none"> <li>• <b>Facilitate ESF 6 after-action review.</b></li> </ul>
<b>Mitigation</b>	<ul style="list-style-type: none"> <li>• <b>As appropriate, identify potential opportunities for mitigating the impacts of future incidents.</b></li> </ul>

##### *Cooperating Agency – American Red Cross*

<b>Phase</b>	<b>Roles and Responsibilities</b>
<b>Preparedness</b>	<ul style="list-style-type: none"> <li>• Participate in planning, training, and exercises.</li> <li>• Maintain agency notification roster.</li> <li>• Maintain inventory of agency resources.</li> <li>• Assist in resolving ESF 6 after-action issues.</li> <li>• Train agency staff for emergency assignments.</li> <li>• Develop supporting plans and procedures.</li> </ul>
<b>Response</b>	<ul style="list-style-type: none"> <li>• In coordination with DFS, operate, manage shelters and provide for the care of shelter residents according to Red Cross standards.</li> <li>• Provide a shelter manager and shelter staff.</li> <li>• Deploy supplies and equipment from the NCR Mass Care Cache.</li> <li>• Provide shelter services.</li> <li>• Provide casework to shelter residents.</li> <li>• Coordinate mass feeding to those affected by disaster.</li> <li>• Provide for basic immediate needs of disaster victims.</li> <li>• Collaborate with partners on the provision of recovery assistance as dictated by the scale of the incident and availability of appropriate resources</li> <li>• Provide emergency (e.g., bulk distribution of clean-up kits) and financial assistance.</li> </ul>
<b>Recovery</b>	<ul style="list-style-type: none"> <li>• Participate in after-action review.</li> </ul>
<b>Mitigation</b>	<ul style="list-style-type: none"> <li>• As appropriate, identify potential opportunities for mitigating the impacts of future incidents.</li> </ul>

*Cooperating Agency – Fire and Rescue Department*

<b>Phase</b>	<b>Roles and Responsibilities</b>
<b>Preparedness</b>	<ul style="list-style-type: none"> <li>• Participate in planning, training, and exercises.</li> <li>• Maintain agency notification roster.</li> <li>• Maintain inventory of agency resources.</li> <li>• Assist in resolving ESF 6 after-action issues.</li> <li>• Develop supporting plans and procedures.</li> </ul>
<b>Response</b>	<ul style="list-style-type: none"> <li>• Provide emergency medical care and medical transport of sheltered occupants or personnel during the first operational period</li> <li>• Provide medical transport upon request to 911, if no EMS are not located on site at the shelter,</li> </ul>

Recovery	<ul style="list-style-type: none"> <li>• Participate in after-action review.</li> </ul>
Mitigation	<ul style="list-style-type: none"> <li>• As appropriate, identify potential opportunities for mitigating the impacts of future incidents.</li> </ul>

*Cooperating Agency – Office of Emergency Management*

<b>Phase</b>	<b>Roles and Responsibilities</b>
Preparedness	<ul style="list-style-type: none"> <li>• Participate in planning, training, and exercises.</li> <li>• Maintain agency notification roster.</li> <li>• Maintain inventory of agency resources.</li> <li>• Assist in resolving ESF 6 after-action issues.</li> <li>• Develop supporting plans and procedures.</li> </ul>
Response	<ul style="list-style-type: none"> <li>• In cooperation with IC/UC and the Director of Emergency Management, determine need for opening shelters, reception centers, and other short-term mass care facilities.</li> <li>• Provide assistance and support for mass care needs and operations.</li> <li>• Activate the Community Chaplain Corp, as needed.</li> </ul>
Recovery	<ul style="list-style-type: none"> <li>• Participate in after-action review.</li> </ul>
Mitigation	<ul style="list-style-type: none"> <li>• As appropriate, identify potential opportunities for mitigating the impacts of future incidents.</li> </ul>

*Cooperating Agency – Police Department*

<b>Phase</b>	<b>Roles and Responsibilities</b>
Preparedness	<ul style="list-style-type: none"> <li>• Participate in planning, training, and exercises.</li> <li>• Maintain agency notification roster.</li> <li>• Maintain inventory of agency resources.</li> <li>• Assist in resolving ESF 6 after-action issues.</li> <li>• Train agency staff for emergency assignments.</li> <li>• Develop supporting plans and procedures.</li> </ul>
Response	<ul style="list-style-type: none"> <li>• Provide security for shelters, reception centers, and other mass care facilities.</li> <li>• Manage pet evacuations and sheltering.</li> </ul>
Recovery	<ul style="list-style-type: none"> <li>• Participate in after-action review.</li> </ul>
Mitigation	<ul style="list-style-type: none"> <li>• As appropriate, identify potential opportunities for mitigating the impacts of future incidents.</li> </ul>

*Cooperating Agency – Department of Neighborhood and Community Services*

<b>Phase</b>	<b>Roles and Responsibilities</b>
<b>Preparedness</b>	<ul style="list-style-type: none"> <li>• Participate in planning, training, and exercises.</li> <li>• Maintain agency notification roster.</li> <li>• Maintain inventory of agency resources.</li> <li>• Assist in resolving ESF 6 after-action issues.</li> <li>• Train agency staff for emergency assignments.</li> <li>• Develop supporting plans and procedures.</li> </ul>
<b>Response</b>	<ul style="list-style-type: none"> <li>• Provide Coordinated Service Planning (CSP) for shelter residents (in-person or by phone).</li> <li>• Provide staff support for shelters, reception centers, and other short-term mass care facilities when DFS/Red Cross are unable to provide adequate staffing levels.</li> <li>• In coordination with the Department of Transportation (DOT), provide accessible transportation for shelter residents (Fastran).</li> <li>• Schedule ongoing shifts for the Chaplain Corps, as needed.</li> <li>• Provide short-term facilities for emergency use.</li> </ul>
<b>Recovery</b>	<ul style="list-style-type: none"> <li>• Participate in after-action review.</li> </ul>
<b>Mitigation</b>	<ul style="list-style-type: none"> <li>• As appropriate, identify potential opportunities for mitigating the impacts of future incidents.</li> </ul>

*Cooperating Agency – Department of Housing and Community Development*

<b>Phase</b>	<b>Roles and Responsibilities</b>
<b>Preparedness</b>	<ul style="list-style-type: none"> <li>• Participate in planning, training, and exercises.</li> <li>• Maintain agency notification roster.</li> <li>• Maintain inventory of agency resources.</li> <li>• Assist in resolving ESF 6 after-action issues.</li> <li>• Train agency staff for emergency assignments.</li> <li>• Develop supporting plans and procedures.</li> </ul>
<b>Response</b>	<ul style="list-style-type: none"> <li>• Provide short-term facilities for emergency use, as available.</li> </ul>
<b>Recovery</b>	<ul style="list-style-type: none"> <li>• Assist with the location of housing resources.</li> <li>• Participate in after-action review.</li> </ul>
<b>Mitigation</b>	<ul style="list-style-type: none"> <li>• As appropriate, identify potential opportunities for mitigating the impacts of future incidents.</li> </ul>

*Office of the Sheriff*

Phase	Roles and Responsibilities
Preparedness	<ul style="list-style-type: none"> <li>• Participate in planning, training, and exercises.</li> <li>• Maintain agency notification roster.</li> <li>• Maintain inventory of agency resources.</li> <li>• Assist in resolving ESF 6 after-action issues.</li> <li>• Train agency staff for emergency assignments.</li> <li>• Develop supporting plans and procedures.</li> </ul>
Response	<ul style="list-style-type: none"> <li>• Provide security at identified facilities, as available</li> <li>• Assist with mass feeding, as available.</li> </ul>
Recovery	<ul style="list-style-type: none"> <li>• Participate in after-action review.</li> </ul>
Mitigation	<ul style="list-style-type: none"> <li>• As appropriate, identify potential opportunities for mitigating the impacts of future incidents.</li> </ul>

*Cooperating Agency – Health Department*

Phase	Roles and Responsibilities
Preparedness	<ul style="list-style-type: none"> <li>• Participate in planning, training, and exercises.</li> <li>• Maintain agency notification roster.</li> <li>• Maintain inventory of agency resources.</li> <li>• Assist in resolving ESF 6 after-action issues.</li> <li>• Train agency staff for emergency assignments.</li> <li>• Develop supporting plans and procedures.</li> </ul>
Response	<ul style="list-style-type: none"> <li>• Identify and appoint medical consultants for shelters.</li> <li>• Provide public health staff for shelters to perform access and functional needs screening, communicable disease surveillance and control, and basic first aid.</li> <li>• Provide staff support to evaluate environmental health conditions within a shelter..</li> </ul>
Recovery	<ul style="list-style-type: none"> <li>• Participate in after-action review.</li> </ul>
Mitigation	<ul style="list-style-type: none"> <li>• Identify potential opportunities for mitigating the impacts of future incidents.</li> </ul>

*Cooperating Agency – Fairfax County Public Schools*

Phase	Roles and Responsibilities
Preparedness	<ul style="list-style-type: none"> <li>• Participate in planning, training, and exercises.</li> <li>• Maintain agency notification roster.</li> </ul>

	<ul style="list-style-type: none"> <li>• Maintain inventory of agency resources.</li> <li>• Assist in resolving ESF 6 after-action issues.</li> <li>• Train agency staff for emergency assignments.</li> <li>• Develop supporting plans and procedures.</li> </ul>
Response	<ul style="list-style-type: none"> <li>• Provide facilities for short term shelters and other mass care activities.</li> <li>• Provide support for feeding operations, as appropriate.</li> </ul>
Recovery	<ul style="list-style-type: none"> <li>• Participate in after-action review.</li> </ul>
Mitigation	<ul style="list-style-type: none"> <li>• As appropriate, identify potential opportunities for mitigating the impacts of future incidents.</li> </ul>

*Cooperating Agency – Fairfax-Falls Church Community Services Board*

<b>Phase</b>	<b>Roles and Responsibilities</b>
Preparedness	<ul style="list-style-type: none"> <li>• Participate in planning, training, and exercises.</li> <li>• Maintain agency notification roster.</li> <li>• Maintain inventory of agency resources.</li> <li>• Assist in resolving ESF 6 after-action issues.</li> <li>• Train agency staff for emergency assignments.</li> <li>• Develop supporting plans and procedures.</li> </ul>
Response	<ul style="list-style-type: none"> <li>• Provide psychological first-aid services.</li> <li>• Provide mental health and counseling services.</li> </ul>
Recovery	<ul style="list-style-type: none"> <li>• Provide critical incident stress management services.</li> <li>• Participate in after-action review.</li> </ul>
Mitigation	<ul style="list-style-type: none"> <li>• As appropriate, identify potential opportunities for mitigating the impacts of future incidents.</li> </ul>

*Cooperating – Office of the County Attorney*

<b>Phase</b>	<b>Roles and Responsibilities</b>
Preparedness	<ul style="list-style-type: none"> <li>• Participate in planning, training, and exercises.</li> <li>• Maintain agency notification roster.</li> <li>• Assist in resolving ESF 6 after-action issues.</li> <li>• Develop supporting plans and procedures.</li> </ul>
Response	<ul style="list-style-type: none"> <li>• Provide legal advice and opinions.</li> <li>•</li> </ul>
Recovery	<ul style="list-style-type: none"> <li>• Participate in after-action review.</li> </ul>
Mitigation	<ul style="list-style-type: none"> <li>• As appropriate, identify potential opportunities for</li> </ul>

	mitigating the impacts of future incidents.
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*Cooperating Agency – Department of Administration for Human Services*

<b>Phase</b>	<b>Roles and Responsibilities</b>
<b>Preparedness</b>	<ul style="list-style-type: none"> <li>• Participate in planning, training, and exercises.</li> <li>• Maintain agency notification roster.</li> <li>• Maintain inventory of agency resources.</li> <li>• Assist in resolving ESF 6 after-action issues.</li> <li>• Train agency staff for emergency assignments.</li> <li>• Develop supporting plans and procedures.</li> </ul>
<b>Response</b>	<ul style="list-style-type: none"> <li>• Provide Contracts and Procurement Management, Financial Management, Human Resources Management, and Physical Resources Management services during emergencies, consistent with DAHS Core functions unless other provisions are made by the DAHS Director or designee.</li> </ul>
<b>Recovery</b>	<ul style="list-style-type: none"> <li>• Participate in after-action review.</li> </ul>
<b>Mitigation</b>	<ul style="list-style-type: none"> <li>• As appropriate, identify potential opportunities for mitigating the impacts of future incidents.</li> </ul>

*Cooperating Agency – Facilities Management Department*

<b>Phase</b>	<b>Roles and Responsibilities</b>
<b>Preparedness</b>	<ul style="list-style-type: none"> <li>• Participate in planning, training, and exercises.</li> <li>• Maintain agency notification roster.</li> <li>• Maintain inventory of agency resources.</li> <li>• Assist in resolving ESF 6 after-action issues.</li> <li>• Train agency staff for emergency assignments.</li> <li>• Develop supporting plans and procedures.</li> </ul>
<b>Response</b>	<ul style="list-style-type: none"> <li>• Provide staff support to facilities established to support short term mass care activities.</li> <li>• Provide assistance in leasing temporary facilities</li> </ul>
<b>Recovery</b>	<ul style="list-style-type: none"> <li>• Participate in after-action review.</li> </ul>
<b>Mitigation</b>	<ul style="list-style-type: none"> <li>• As appropriate, identify potential opportunities for mitigating the impacts of future incidents.</li> </ul>

*Cooperating Agency – Park Authority*

<b>Phase</b>	<b>Roles and Responsibilities</b>
<b>Preparedness</b>	<ul style="list-style-type: none"> <li>• Participate in planning, training, and exercises.</li> </ul>

	<ul style="list-style-type: none"> <li>• Maintain agency notification roster.</li> <li>• Maintain inventory of agency resources.</li> <li>• Assist in resolving ESF 6 after-action issues.</li> <li>• Train agency staff for emergency assignments.</li> <li>• Develop supporting plans and procedures.</li> </ul>
Response	<ul style="list-style-type: none"> <li>• Provide facilities for use as short term shelters or other mass care activities.</li> </ul>
Recovery	<ul style="list-style-type: none"> <li>• Participate in after-action review.</li> </ul>
Mitigation	<ul style="list-style-type: none"> <li>• As appropriate, identify potential opportunities for mitigating the impacts of future incidents.</li> </ul>

*Cooperating Agency – Department of Transportation*

Phase	Roles and Responsibilities
Preparedness	<ul style="list-style-type: none"> <li>• Participate in planning, training, and exercises.</li> <li>• Maintain agency notification roster.</li> <li>• Maintain inventory of agency resources.</li> <li>• Assist in resolving ESF 6 after-action issues.</li> <li>• Train agency staff for emergency assignments.</li> <li>• Develop supporting plans and procedures.</li> </ul>
Response	<ul style="list-style-type: none"> <li>• As the lead agency under Transportation-ESF 1, manage all emergency transportation resources for the response to and recovery from any disaster or emergency within Fairfax County including coordination of transportation resources in support of evacuations.</li> </ul>
Recovery	<ul style="list-style-type: none"> <li>• Participate in after-action review.</li> </ul>
Mitigation	<ul style="list-style-type: none"> <li>• As appropriate, identify potential opportunities for mitigating the impacts of future incidents.</li> </ul>

## V. DEFINITIONS

### Shelter Types

In order to meet a variety of mass care needs, several types of shelters are utilized in the region. The Metropolitan Washington Council of Government's (COG) Emergency Managers Group developed the following shelter definitions

in 2014 following a regional evaluation of key sheltering terms being used within the National Capitol Region (NCR).

1. Evacuation Shelter – a facility where potentially impacted residents can seek refuge from an impending incident (pre-incident). Evacuation shelters are intended for short-term protection from the direct impacts of an impending emergency and should provide basic amenities (showering, sleeping and meals).
2. Emergency Shelter – a facility designated as a site to temporarily provide housing and basic services such as sleeping areas, food services, health services and other resources post incident.
3. Pet friendly Shelter – any private or public facility that provides refuge to rescued household pets and the household pets of the shelterees in response to an emergency.
4. Reception Center – a temporary location intended to provide a place of refuge for temporarily displaced workers or residents as might be required immediately after a spontaneous event. A reception center is intended to provide limited assistance for a short period of time.
5. Warming/Cooling Center – a physical location that provides certain services such as protection from adverse weather conditions and restrooms, but does not offer any overnight sleeping accommodations. The services provided will be based on demonstrated needs.
6. Shower and Power Station – a safe environment used by individuals who are able to remain in their homes but may not have access to normal services (electricity, water, telephone) due to an emergency. This facility will offer access to showers and resources to charge electronic devices like laptop computers and cellphones.
7. Family Assistance Center – designed to facilitate the process of identifying victims of a disaster, reuniting them with their family members, and ensuring the provision of emergency social services to victims and families as they recover from the emergency.

## ***VI. SUPPORTING PLANS AND OPERATIONAL PROCEDURES***

1. Fairfax County Family Assistance Center Plan (December 2011)
2. Fairfax County Shelter Plan (2014) Fairfax County Police Department  
Emergency Response Plan for Animals (March 2006)
3. Statement of Understanding between Fairfax County and the  
American Red Cross of the National Capital Area

# ESF 7

## *Logistics Management and Resource Support*

COORDINATING AGENCY: *Department of Purchasing and Supply Management*

<b>Coordinating Agency</b>	<b>Department of Purchasing and Supply Management</b>
<b>Cooperating Agencies</b>	Department of Public Works and Environmental Services
	Fire and Rescue Department
	Office of Emergency Management
	Department of Finance
	Fairfax County Public Schools
	Department of Vehicle Services
	Police Department
	Facilities Management Department

### ***I. MISSION STATEMENT***

Provide logistical support to county departments and agencies involved in the response to and recovery from a disaster or emergency under the Emergency Operations Plan (EOP) through the procurement and distribution/delivery of commodities and services.

### ***II. SCOPE AND POLICIES***

- All emergency response and recovery operations conducted under ESF 7 will be in accordance with the National Incident Management Systems (NIMS).
- ESF 7 is not intended to replace or supplant the purchasing authorities of the individual County departments and agencies. Rather, ESF 7 will provide technical assistance in locating, distributing and procuring critical resources and supplies through the Logistics Section in the Emergency Operations Center (EOC). However, once a Single Point

Order (SPO) decision has been made, ALL requests for additional resources must be made through the Logistics Section of the EOC. Further guidance for this process can be found in the standard operating procedure for Single Point Ordering, Section V, below.

- ESF 7 will maintain a list of anticipated essential material resources and a list of potential suppliers in order to obtain resources more expeditiously during a major disaster or emergency.
- Existing agency inventories shall be used unless the severity of the disaster dictates additional supplies and equipment must be procured from outside sources. ESF 7 does not stockpile supplies.
- ESF 7 will locate, procure, and distribute resources to support the incident as requested through the Logistics Section in the EOC, and in accordance with the operational priorities established by the EOC Commander.
- ESF 7 agencies will participate in planning, training, and exercises as coordinated by the Office of Emergency Management (OEM) to ensure an effective operation upon activation of the EOC.

### ***III. CONCEPT OF OPERATIONS***

1. As an incident or threat escalates, OEM will issue notifications to cooperating agencies and agency emergency personnel in accordance with established protocols and checklists.
2. Upon activation of the Logistics Section at the EOC, the coordinating agency will provide representation to assist with resource requirements and procurement support based on activation level.
3. The Logistics Section of the EOC will manage all requests for resources and logistical support for the incident(s), and provide the coordination of specific requirements for ESF 7 action and documentation. The institution of Single Point Ordering will require all resource requests not already made at the incident

level, to be managed through the EOC for purposes of coordinating, tracking, and allocating.

4. Resources may be provided upon the request of recognized field command personnel, such as an Incident Commander, EOC General Staff, or upon direction of the EOC Commander (EOCC).
5. Equipment and materials will be obtained from both intra-departmental and inter-departmental inventories. Inter-departmental requests will be submitted and routed through ESF 7 under the Logistics Section. Requests unable to be filled in County inventories may be procured by ESF 7 from commercial vendors. Coordination for resource reallocation will be accomplished within the EOC.
6. The coordinating agency maintains lists of vendors and suppliers of equipment, materials and services needed during disaster response and recovery operations.
7. ESF 7 will conduct operations in accordance with all local, state, and federal laws and regulations.
8. The coordinating and cooperating agencies will provide available resources based upon the priorities established by the EOC Commander.
9. The Logistics Section will request cooperating agencies to provide available assets in order to meet operational requirements. If necessary, private sector sources will be acquired to augment the county resources.
10. The Logistics Section will collaborate with the Planning Section to monitor resource levels and demands through the Operations Section. The EOC Logistics section will work with EOC staff to monitor and mitigate resource shortages.

11. The Logistics Section will track resource requests from order to fulfillment.
12. The Logistics Section may contact vendor partners according to the scale of the event to establish communication and share information regarding the emergency response requirements. These vendors may include, but are not limited to: fuel, food, water, catering, supplies, equipment, and rental companies.
13. Operations will continue at the EOC until the local emergency declaration is terminated or as otherwise directed.
14. The County central warehouse is available as a logistics staging area. Additional county warehouse space may be available. Leasing of additional buildings or warehouses is a responsibility of the Facilities Management Department.
15. Emergency procurement actions must be in compliance with the Fairfax County Purchasing Resolution and Internal Procedural Memorandum 12-201.

## IV. AGENCY ROLES AND RESPONSIBILITIES

### *Coordinating Agency – Department of Purchasing and Supply Management*

Phase	Roles and Responsibilities
Preparedness	<ul style="list-style-type: none"> <li>• Develop supporting plans and procedures.</li> <li>• Participate in ESF 7 training and exercises.</li> <li>• Develop and maintain inventory of critical resources and potential suppliers.</li> <li>• Develop and maintain notification rosters.</li> <li>• Coordinate resolution of ESF 7 after-action issues.</li> <li>• Maintain procurement records pertinent to each event.</li> </ul>
Response	<ul style="list-style-type: none"> <li>• Establish and manage the Receipt, Store, and Stage facility for the Strategic National Stockpile in the event the Fairfax County Rich Site Summary (RSS) is designated by the state.</li> <li>• Procure critical resources via the Supply Unit in the Logistics Section at the EOC.</li> <li>• Provide assistance to departments and agencies in locating resource and service providers.</li> <li>• Restock commodities and supplies consumed during the emergency response.</li> <li>• Provide technical procurement assistance.</li> <li>• Provide transportation services to deliver bulk shipments of commodities.</li> </ul>
Recovery	<ul style="list-style-type: none"> <li>• Provide assistance to departments and agencies in locating resource providers.</li> <li>• Receive, transport, store, and deliver supplies and commodities.</li> <li>• Provide technical assistance in procurement and logistics.</li> <li>• Restock commodities and supplies consumed during the emergency response.</li> <li>• Return resources to issuing location.</li> <li>• Participate in after-action reviews.</li> </ul>
Mitigation	<ul style="list-style-type: none"> <li>• Identify potential opportunities for mitigating the impacts of future incidents.</li> </ul>

*Cooperating Agency – Department of Public Works and Environmental Services*

<b>Phase</b>	<b>Roles and Responsibilities</b>
<b>Preparedness</b>	<ul style="list-style-type: none"> <li>• Participate in planning, training, and exercises.</li> <li>• Maintain agency notification roster.</li> <li>• Maintain inventory of agency resources.</li> <li>• Assist in resolving ESF 7 after-action issues.</li> <li>• Develop and maintain supporting plans and procedures.</li> </ul>
<b>Response</b>	<ul style="list-style-type: none"> <li>• Provide available resources as requested.</li> <li>• Assist with staging of resources, as available.</li> <li>• Follow Disaster Recovery Procurement guidelines.</li> </ul>
<b>Recovery</b>	<ul style="list-style-type: none"> <li>• Provide available resources as requested.</li> <li>• Restock internal inventories as needed.</li> <li>• Participate in after-action review.</li> </ul>
<b>Mitigation</b>	<ul style="list-style-type: none"> <li>• Identify potential opportunities for mitigating the impacts of future incidents.</li> </ul>

*Cooperating Support Agency – Office of Emergency Management*

<b>Phase</b>	<b>Roles and Responsibilities</b>
<b>Preparedness</b>	<ul style="list-style-type: none"> <li>• Develop internal agency plans and procedures.</li> <li>• Participate in training and exercises.</li> <li>• Assist in resolving ESF 7 after-action issues.</li> <li>• Train agency staff for emergency assignments.</li> <li>• Develop the Logistics Section at the EOC to its fullest capacity.</li> </ul>
<b>Response</b>	<ul style="list-style-type: none"> <li>• Identify staffing for the various Logistics Section Positions at the EOC.</li> <li>• Provide Logistics Section Chief staffing at the EOC.</li> </ul>
<b>Recovery</b>	<ul style="list-style-type: none"> <li>• Manage and track requests for outside resources submitted to the Virginia Emergency Operations Center (VEOC).</li> <li>• Participate in after-action reviews.</li> </ul>
<b>Mitigation</b>	<ul style="list-style-type: none"> <li>• Identify potential opportunities for mitigating the impacts of future incidents.</li> </ul>

*Cooperating Agency – Department of Finance*

<b>Phase</b>	<b>Roles and Responsibilities</b>
<b>Preparedness</b>	<ul style="list-style-type: none"><li>• Participate in planning, training, and exercises.</li><li>• Maintain agency notification roster.</li><li>• Train agency staff for emergency assignments.</li><li>• Assist with resolving ESF 7 related after-action issues.</li><li>• Develop supporting plans and procedures.</li></ul>
<b>Response</b>	<ul style="list-style-type: none"><li>• Maintain and update vendor file.</li><li>• Conduct accounts payable function.</li></ul>
<b>Recovery</b>	<ul style="list-style-type: none"><li>• Maintain and update vendor file.</li><li>• Conduct accounts payable function.</li><li>• Participate in after-action review.</li></ul>
<b>Mitigation</b>	<ul style="list-style-type: none"><li>• Identify opportunities to mitigate the impact of future incidents.</li></ul>

*Cooperating Agency – Fire and Rescue Department*

<b>Phase</b>	<b>Roles and Responsibilities</b>
<b>Preparedness</b>	<ul style="list-style-type: none"> <li>• Participate in planning, training, and exercises.</li> <li>• Maintain agency notification roster.</li> <li>• Assist in resolving ESF 7 after-action issues.</li> <li>• Maintain inventory of agency resources.</li> <li>• Develop and maintain supporting plans and procedures.</li> </ul>
<b>Response</b>	<ul style="list-style-type: none"> <li>• Provide available resources as requested.</li> <li>• Provide logistical support for staging resources.</li> </ul>
<b>Recovery</b>	<ul style="list-style-type: none"> <li>• Provide available resources as requested.</li> <li>• Restock internal inventories.</li> <li>• Participate in after-action reviews.</li> </ul>
<b>Mitigation</b>	<ul style="list-style-type: none"> <li>• Identify potential opportunities for mitigating the impacts of future incidents.</li> </ul>

*Cooperating Agency – Fairfax County Public Schools*

<b>Phase</b>	<b>Roles and Responsibilities</b>
<b>Preparedness</b>	<ul style="list-style-type: none"> <li>• Participate in planning, training, and exercises.</li> <li>• Maintain agency notification roster.</li> <li>• Maintain inventory of agency resources.</li> <li>• Assist in resolving ESF 7 after-action issues.</li> <li>• Train agency staff for emergency assignments.</li> <li>• Develop and maintain supporting plans and procedures.</li> </ul>
<b>Response</b>	<ul style="list-style-type: none"> <li>• Provide available transportation assets.</li> <li>• Act as partner in receipt and handling of Strategic National Stockpile (SNS) assets in accordance with County RSS plan.</li> </ul>
<b>Recovery</b>	<ul style="list-style-type: none"> <li>• Provide available transportation assets.</li> <li>• Participate in after-action review.</li> </ul>
<b>Mitigation</b>	<ul style="list-style-type: none"> <li>• Identify potential opportunities for mitigating the impacts of future incidents.</li> </ul>

*Cooperating Agency – Police Department*

<b>Phase</b>	<b>Roles and Responsibilities</b>
<b>Preparedness</b>	<ul style="list-style-type: none"> <li>• Participate in planning, training, and exercises.</li> <li>• Maintain agency notification roster.</li> <li>• Maintain inventory of agency resources.</li> <li>• Assist with resolving ESF 7 after-action issues.</li> <li>• Train agency staff for emergency assignments.</li> <li>• Develop and maintain supporting plans and procedures.</li> </ul>
<b>Response</b>	<ul style="list-style-type: none"> <li>• Provide available resources as requested.</li> <li>• Provide security at staging areas.</li> <li>• Provide security and tactical support to RSS/SNS operations.</li> </ul>
<b>Recovery</b>	<ul style="list-style-type: none"> <li>• Provide security at staging and demobilization areas.</li> <li>• Participate in after-action review.</li> </ul>
<b>Mitigation</b>	<ul style="list-style-type: none"> <li>• Identify potential opportunities for mitigating the impacts of future incidents.</li> </ul>

*Cooperating Agency – Department of Vehicle Services*

<b>Phase</b>	<b>Roles and Responsibilities</b>
<b>Preparedness</b>	<ul style="list-style-type: none"> <li>• Participate in planning, training, and exercises.</li> <li>• Maintain agency notification roster.</li> <li>• Maintain inventory of county resources, for which DVS has technical review or maintenance responsibilities.</li> <li>• Assist with resolving ESF 7 after-action issues.</li> <li>• Train agency staff for emergency assignments.</li> <li>• Develop and maintain supporting plans and procedures.</li> </ul>
<b>Response</b>	<ul style="list-style-type: none"> <li>• Maintain maintenance and support capabilities for County and FCPS fleet assets.</li> </ul>
<b>Recovery</b>	<ul style="list-style-type: none"> <li>• Maintain maintenance and support capabilities for County and FCPS fleet assets.</li> <li>• Participate in after-action review.</li> </ul>
<b>Mitigation</b>	<ul style="list-style-type: none"> <li>• Identify potential opportunities for mitigating the impacts of future incidents.</li> </ul>

Cooperating Agency – Facilities Management Department

Phase	Roles and Responsibilities
Preparedness	<ul style="list-style-type: none"><li>• Participate in planning, training, and exercises.</li><li>• Maintain agency notification roster.</li><li>• Train agency staff for emergency assignments.</li><li>• Develop and maintain supporting plans and procedures.</li></ul>
Response	<ul style="list-style-type: none"><li>• Maintain maintenance and support capabilities for FMD facilities and assets.</li><li>• Provide leasing services for facilities.</li><li>• Provide additional generator support.</li></ul>
Recovery	<ul style="list-style-type: none"><li>• Maintain maintenance and support capabilities for FMD facilities and assets.</li><li>• Participate in after-action review.</li><li>• Provide additional generator support.</li></ul>
Mitigation	<ul style="list-style-type: none"><li>• Identify potential opportunities for mitigating the impacts of future incidents.</li></ul>

***V. SUPPORTING PLANS AND PROCEDURES***

1. EOC Resource Ordering Process for Single Point Ordering SOP

# ESF 8

## *Public Health and Medical Services*

Coordinating Agency: *Health Department*

<b>Coordinating Agency</b>	<b>Health Department</b>
<b>Cooperating Agencies</b>	Courts
	Department of Administration for Human Services
	Department of Family Services
	Department of Information Technology
	Department of Neighborhood and Community Services
	Department of Purchasing and Supply Management
	Department of Transportation
	Fairfax County Public Schools
	Fairfax County Water Authority
	Fairfax-Falls Church Community Services Board
	Fire and Rescue Department
	Northern Virginia Hospital Alliance
	Office of the Chief Medical Examiner
	Office of the County Attorney
	Office of the Sheriff
Police Department	

### ***I. MISSION STATEMENT***

Ensure a comprehensive public health and medical response following an emergency.

### ***II. SCOPE AND POLICIES***

- All emergency response and recovery operations coordinated by ESF 8 will be conducted in accordance with the National Incident Management System (NIMS).

- The Health Department, as the coordinating agency, will:
  - Actively engage their cooperating agencies in ESF 8-related preparedness activities, including planning, training, and exercises.
  - Actively engage key non-governmental stakeholders, including the private medical provider community, extended care facilities, dialysis centers and others, as well as the public, in ESF 8-related preparedness activities.
  - Utilize various information sources, including the NoVA Regional Healthcare Coordination Center (RHCC), surveillance data, and on-the-ground assessments to determine the public health and medical impact of an emergency, and will monitor for incident-related threats to public health.
  - Enhance the common operating picture by providing information to critical recipients, including the EOC and ESF 15, on the public health and medical impact of and response to emergencies.
  - Coordinate public health and medical services to the community during and after an emergency, including advising the public on the safety of the water supply, ensuring adequate sanitation and food safety, providing health and medical services, coordinating fatality management and medical countermeasure distribution and dispensing, and preventing and controlling epidemics.
  - Maintain documentation for financial reimbursement.

### ***III. CONCEPT OF OPERATIONS***

1. As an incident or threat escalates, the coordinating agency will issue notifications to cooperating agencies and agency personnel in accordance with established protocols.

2. Upon activation of the Emergency Operations Center (EOC), the coordinating agency will provide representation to coordinate public health and medical services.
3. The coordinating agency will interact with the RHCC, extended care facilities, dialysis centers and other stakeholders to obtain information on the status of healthcare infrastructure and related issues.
4. ESF 8 will provide emergency public health services in accordance with the priorities and objectives of the Senior Policy Group and the State Health Commissioner.

#### **IV. AGENCY ROLES AND RESPONSIBILITIES**

##### *Coordinating Agency – Health Department*

Phase	Roles and Responsibilities
<b>Preparedness</b>	<ul style="list-style-type: none"> <li>• <b>Develop supporting plans and procedures.</b></li> <li>• <b>Establish memorandums of agreement (MOAs) with partners for the distribution of medical countermeasures.</b></li> <li>• <b>Maintain inventory of resources available for medical and non-medical countermeasure dispensing and other public health activities.</b></li> <li>• <b>Maintain notification rosters for agency staff, cooperating agencies, and other stakeholders.</b></li> <li>• <b>Manage and train the Fairfax Medical Reserve Corps.</b></li> <li>• <b>Ensure protection of vital medical records.</b></li> <li>• <b>Conduct planning in conjunction with cooperating agencies and other stakeholders (e.g., extended care facilities, etc.)</b></li> <li>• <b>Conduct training for cooperating agencies and other stakeholders.</b></li> <li>• <b>Conduct exercises that include cooperating agencies and other stakeholders.</b></li> <li>• <b>Coordinate the resolution of ESF 8-related after-action issues.</b></li> </ul>
<b>Response</b>	<ul style="list-style-type: none"> <li>• <b>Coordinate the distribution of medical</b></li> </ul>

	<p>countermeasures using established methods (i.e., Closed Points of Dispensing [PODs]).</p> <ul style="list-style-type: none"> <li>• Establish and operate mass dispensing sites (public PODs).</li> <li>• Coordinate medical resource acquisition and management.</li> <li>• Coordinate situational assessment of medical infrastructure, services, and needs.</li> <li>• Coordinate mass fatality management.</li> <li>• Prepare and issue drinking water and food safety advisories.</li> <li>• Provide emergency public health services.</li> <li>• Provide disease surveillance, investigation and control.</li> <li>• Provide vector-borne surveillance and control.</li> <li>• Provide laboratory surveillance and technical expertise.</li> <li>• Conduct environmental health assessments.</li> <li>• Coordinate issuance of voluntary or involuntary orders of isolation or quarantine.</li> <li>• Coordinate health services within emergency shelters.</li> <li>• Coordinate with hospitals, extended care facilities, and dialysis centers to arrange for or provide support to impacted facilities or infrastructure.</li> </ul>
<p><b>Recovery</b></p>	<ul style="list-style-type: none"> <li>• Prepare and issue drinking water and food advisories.</li> <li>• Monitor for threats to public health identified during damage assessment.</li> <li>• Provide public health services.</li> <li>• Provide disease surveillance, investigation and control.</li> <li>• Conduct environmental health assessments.</li> <li>• Document, collect and submit information for cost recovery.</li> <li>• Ensure ESF 8 after-action issues are documented.</li> </ul>
<p><b>Mitigation</b></p>	<ul style="list-style-type: none"> <li>• Identify opportunities for mitigating the impacts of future incidents.</li> </ul>

*Cooperating Agency – Courts*

<b>Phase</b>	<b>Roles and Responsibilities</b>
<b>Preparedness</b>	<ul style="list-style-type: none"> <li>• Participate in planning, training, and exercises.</li> <li>• Assist in resolving ESF 8 after-action issues.</li> <li>• Maintain agency notification roster.</li> <li>• Maintain inventory of agency resources.</li> <li>• Develop supporting plans and procedures.</li> <li>• Liaise with the Supreme Court of Virginia.</li> </ul>
<b>Response</b>	<ul style="list-style-type: none"> <li>• Coordinate planning for and hearing of appeals related to orders of isolation and quarantine.</li> <li>• Liaise with the Supreme Court of Virginia.</li> </ul>
<b>Recovery</b>	<ul style="list-style-type: none"> <li>• Participate in ESF 8 after-action review.</li> </ul>
<b>Mitigation</b>	<ul style="list-style-type: none"> <li>• Identify opportunities for mitigating the impacts of future incidents.</li> </ul>

*Cooperating Agency – Department of Administration for Human Services*

<b>Phase</b>	<b>Roles and Responsibilities</b>
<b>Preparedness</b>	<ul style="list-style-type: none"> <li>• Participate in planning, training, and exercises.</li> <li>• Assist in resolving ESF 8 after-action issues.</li> <li>• Maintain agency notification roster.</li> <li>• Maintain inventory of agency resources.</li> <li>• Develop supporting plans and procedures.</li> </ul>
<b>Response</b>	<ul style="list-style-type: none"> <li>• Provide on-going human resources, financial management and contracts and procurement management services during emergencies (applies only to Department of Administration for Human Services [DAHS] staff dedicated to the Health Department, unless other provisions are made by the DAHS director or designee to ensure additional coverage.)</li> </ul>
<b>Recovery</b>	<ul style="list-style-type: none"> <li>• Participate in ESF 8 after-action review.</li> </ul>
<b>Mitigation</b>	<ul style="list-style-type: none"> <li>• Identify opportunities for mitigating the impacts of future incidents.</li> </ul>

*Cooperating Agency – Department of Family Services*

<b>Phase</b>	<b>Roles and Responsibilities</b>
<b>Preparedness</b>	<ul style="list-style-type: none"> <li>• Participate in planning, training, and exercises.</li> <li>• Assist in resolving ESF 8 after-action issues.</li> </ul>

	<ul style="list-style-type: none"> <li>• Maintain agency notification roster.</li> <li>• Maintain inventory of agency resources.</li> <li>• Develop supporting plans and procedures.</li> </ul>
Response	<ul style="list-style-type: none"> <li>• Assist in providing essential services to those under isolation or quarantine orders.</li> </ul>
Recovery	<ul style="list-style-type: none"> <li>• Participate in ESF 8 after-action review.</li> </ul>
Mitigation	<ul style="list-style-type: none"> <li>• Identify opportunities for mitigating the impacts of future incidents.</li> </ul>

*Cooperating Agency – Department of Information Technology*

<b>Phase</b>	<b>Roles and Responsibilities</b>
Preparedness	<ul style="list-style-type: none"> <li>• Participate in planning, training, and exercises.</li> <li>• Assist in resolving ESF 8 after-action issues.</li> <li>• Maintain agency notification roster.</li> <li>• Maintain inventory of agency resources.</li> <li>• Develop supporting plans and procedures.</li> </ul>
Response	<ul style="list-style-type: none"> <li>• Provide ongoing information technology support during emergencies.</li> </ul>
Recovery	<ul style="list-style-type: none"> <li>• Participate in ESF 8 after-action review.</li> </ul>
Mitigation	<ul style="list-style-type: none"> <li>• Identify opportunities for mitigating the impacts of future incidents.</li> </ul>

*Cooperating Agency – Department of Neighborhood and Community Services*

<b>Phase</b>	<b>Roles and Responsibilities</b>
Preparedness	<ul style="list-style-type: none"> <li>• Participate in planning, training, and exercises.</li> <li>• Assist in resolving ESF 8 after-action issues.</li> <li>• Maintain agency notification roster.</li> <li>• Maintain inventory of agency resources.</li> <li>• Develop supporting plans and procedures.</li> </ul>
Response	<ul style="list-style-type: none"> <li>• Coordinate the provision of essential services to those under isolation or quarantine orders.</li> <li>• Provide transportation to individuals with access and functional needs during specific scenarios (e.g., medical countermeasure dispensing, healthcare facility evacuation, etc.)</li> </ul>
Recovery	<ul style="list-style-type: none"> <li>• Participate in ESF 8 after-action review.</li> </ul>
Mitigation	<ul style="list-style-type: none"> <li>• Identify opportunities for mitigating the impacts of future incidents.</li> </ul>

*Cooperating Agency – Department of Purchasing and Supply Management*

<b>Phase</b>	<b>Roles and Responsibilities</b>
<b>Preparedness</b>	<ul style="list-style-type: none"> <li>• Develop supporting plans and procedures.</li> <li>• Participate in training and exercises.</li> <li>• Maintain an inventory of medical and non-medical supplies.</li> <li>• Develop and maintain notification rosters.</li> <li>• Assist in resolving ESF 8 after-action issues.</li> <li>• Provide storage space and support staff.</li> <li>• Assist in ensuring maintenance of proper storage conditions for pharmaceuticals stored at the DPSM warehouse.</li> </ul>
<b>Response</b>	<ul style="list-style-type: none"> <li>• Operate the Northern Region’s Receipt, Stage, and Store (RSS) site for the Strategic National Stockpile (SNS).</li> <li>• Provide support to dispensing sites by delivering resources stored in DPSM facilities.</li> <li>• Provide staff support to public health logistics activities at DPSM facilities.</li> </ul>
<b>Recovery</b>	<ul style="list-style-type: none"> <li>• Participate in after-action review.</li> </ul>
<b>Mitigation</b>	<ul style="list-style-type: none"> <li>• Identify opportunities for mitigating the impacts of future incidents.</li> </ul>

*Cooperating Agency – Department of Transportation*

<b>Phase</b>	<b>Roles and Responsibilities</b>
<b>Preparedness</b>	<ul style="list-style-type: none"> <li>• Develop supporting plans and procedures.</li> <li>• Participate in training and exercises.</li> <li>• Develop and maintain inventory of assets.</li> <li>• Develop and maintain notification rosters.</li> <li>• Assist in resolving ESF 8 after-action issues.</li> <li>• Provide storage space and support staff.</li> </ul>
<b>Response</b>	<ul style="list-style-type: none"> <li>• Provide transportation assets in support of countermeasure dispensing or other public health and medical operations.</li> </ul>
<b>Recovery</b>	<ul style="list-style-type: none"> <li>• Participate in after-action review.</li> </ul>
<b>Mitigation</b>	<ul style="list-style-type: none"> <li>• Identify opportunities for mitigating the impacts of future incidents.</li> </ul>

*Cooperating Agency – Fairfax County Public Schools*

Phase	Roles and Responsibilities
Preparedness	<ul style="list-style-type: none"> <li>• Participate in planning, training, and exercises.</li> <li>• Maintain agency notification roster.</li> <li>• Maintain inventory of agency resources.</li> <li>• Conduct planning and preparedness activities designed to prepare staff to accomplish assigned emergency responsibilities.</li> <li>• Develop supporting plans and procedures.</li> <li>• Assist in resolving ESF 8 after-action issues.</li> </ul>
Response	<ul style="list-style-type: none"> <li>• Provide available facilities for countermeasure dispensing operations and facility support staff.</li> <li>• Provide transportation for resources from County warehouse to dispensing sites.</li> <li>• Provide feeding services to staff and volunteers at dispensing sites.</li> <li>• Provide client transportation as planned.</li> </ul>
Recovery	<ul style="list-style-type: none"> <li>• Participate in after-action review.</li> </ul>
Mitigation	<ul style="list-style-type: none"> <li>• Identify opportunities for mitigating the impacts of future incidents.</li> </ul>

*Cooperating Agency – Fairfax County Water Authority*

Phase	Roles and Responsibilities
Preparedness	<ul style="list-style-type: none"> <li>• Participate in planning, training, and exercises.</li> <li>• Maintain agency notification roster.</li> <li>• Train agency staff for emergency assignments.</li> <li>• Develop supporting plans and procedures.</li> </ul>
Response	<ul style="list-style-type: none"> <li>• Conduct assessment of water supply and related facilities and notify appropriate partners of status and issues.</li> <li>• Provide emergency water supply and assist with distribution.</li> </ul>
Recovery	<ul style="list-style-type: none"> <li>• Participate in ESF 8 after-action review.</li> </ul>
Mitigation	<ul style="list-style-type: none"> <li>• Identify opportunities for mitigating the impacts of future incidents.</li> </ul>

*Cooperating Agency – Fairfax-Falls Church Community Services Board*

Phase	Roles and Responsibilities
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Preparedness	<ul style="list-style-type: none"> <li>• Participate in planning, training, and exercises.</li> <li>• Assist in resolving ESF 8 after-action issues.</li> <li>• Maintain agency notification rosters.</li> <li>• Train agency staff for emergency assignments.</li> <li>• Develop supporting plans and procedures.</li> </ul>
Response	<ul style="list-style-type: none"> <li>• Provide mental health services.</li> <li>• Provide psychological first aid services.</li> </ul>
Recovery	<ul style="list-style-type: none"> <li>• Provide mental health services.</li> <li>• Provide critical incident stress management services.</li> </ul>
Mitigation	<ul style="list-style-type: none"> <li>• Identify opportunities for mitigating the impacts of future incidents.</li> </ul>

*Cooperating Agency – Fire and Rescue Department*

Phase	Roles and Responsibilities
Preparedness	<ul style="list-style-type: none"> <li>• Participate in planning, training, and exercises.</li> <li>• Assist in resolving ESF 8 after-action issues.</li> <li>• Maintain agency notification roster.</li> <li>• Conduct NIMS-compliant typing of agency resources.</li> <li>• Maintain stockpile of medical supplies and countermeasures.</li> <li>• Develop supporting plans and procedures.</li> <li>• Assist with evaluation and planning at proposed public health and medical response facilities, such as PODs and other venues.</li> </ul>
Response	<ul style="list-style-type: none"> <li>• Provide emergency medical transportation.</li> <li>• Provide emergency medical services/pre-hospital care.</li> <li>• Evaluate fire safety-related issues at public health and medical response facilities.</li> </ul>
Recovery	<ul style="list-style-type: none"> <li>• Participate in ESF 8 after-action review</li> </ul>
Mitigation	<ul style="list-style-type: none"> <li>• Identify opportunities for mitigating the impacts of future incidents.</li> </ul>

*Cooperating Agency – Northern Virginia Hospital Alliance (NVHA)*

Phase	Roles and Responsibilities
Preparedness	<ul style="list-style-type: none"> <li>• Participate in planning, training, and exercises.</li> <li>• Assist in resolving ESF 8 after-action issues.</li> <li>• Maintain internal notifications roster.</li> <li>• Maintain the NoVA Regional Hospital Emergency</li> </ul>

	<p><b>Operations Plan.</b></p> <ul style="list-style-type: none"> <li>• Maintain an inventory of resources and identify resource shortfalls.</li> <li>• Develop and maintain disaster supply caches.</li> <li>• Provide support to extended care facilities.</li> <li>• Train internal staff for emergency assignments.</li> <li>• Support regional hospitals and other entities (e.g., extended care facilities, etc.) with planning, training and exercises.</li> <li>• Develop supporting plans and procedures.</li> <li>• Manage and maintain the NoVA RHCC, the operational arm of the NVHA, in a state of readiness.</li> </ul>
<b>Response</b>	<ul style="list-style-type: none"> <li>• Assess and provide the status of medical infrastructure, facilities, and needs.</li> <li>• Activate and operate the RHCC.</li> <li>• Provide support to hospitals and other healthcare facilities (e.g., extended care facilities).</li> <li>• Serve as single point-of-contact and coordination for patient transportation during mass casualty incidents (MCIs).</li> <li>• Coordinate inter-hospital patient movement, transfers and tracking.</li> <li>• Disseminate regional medical treatment and infection control protocols, based on coordinated guidance from the Virginia Department of Health and hospital clinical leadership.</li> <li>• Coordinate requests for resources, including the SNS, through the Fairfax County EOC.</li> </ul>
<b>Recovery</b>	<ul style="list-style-type: none"> <li>• Participate in ESF 8 after-action review.</li> </ul>
<b>Mitigation</b>	<ul style="list-style-type: none"> <li>• Identify opportunities for mitigating the impacts of future incidents.</li> </ul>

*Cooperating Agency – Office of the Chief Medical Examiner*

<i>Phase</i>	<i>Roles and Responsibilities</i>
<i>Preparedness</i>	<ul style="list-style-type: none"> <li>• <i>Participate in planning, training, and exercises.</i></li> <li>• <i>Assist in resolving ESF 8 after-action issues.</i></li> <li>• <i>Maintain notification roster.</i></li> <li>• <i>Train staff and volunteers for emergency assignments.</i></li> <li>• <i>Develop supporting plans and procedures.</i></li> </ul>

<i>Response</i>	<ul style="list-style-type: none"> <li>• <i>Coordinate with the lead investigating authority to document, collect, and recover the deceased.</i></li> <li>• <i>Assist in technical decontamination of the deceased.</i></li> <li>• <i>Determine the nature and extent of injuries.</i></li> <li>• <i>Provide technical assistance in requesting Disaster Mortuary Operation Response Teams (DMORT).</i></li> <li>• <i>Assist in the transportation, storage, and recovery of forensic and physical evidence.</i></li> </ul>
<i>Recovery</i>	<ul style="list-style-type: none"> <li>• <i>Provide expert testimony in subsequent legal proceedings.</i></li> <li>• <i>Participate in ESF 8 after-action review.</i></li> </ul>
<i>Mitigation</i>	<ul style="list-style-type: none"> <li>• <i>Identify opportunities for mitigating the impacts of future incidents.</i></li> </ul>

*Cooperating Agency – Office of the County Attorney*

<b>Phase</b>	<b>Roles and Responsibilities</b>
<b>Preparedness</b>	<ul style="list-style-type: none"> <li>• <b>Participate in planning, training, and exercises.</b></li> <li>• <b>Maintain agency notification roster.</b></li> <li>• <b>Assist in resolving ESF 8 after-action issues.</b></li> </ul>
<b>Response</b>	<ul style="list-style-type: none"> <li>• <b>Provide assistance in the implementation of isolation and quarantine measures.</b></li> <li>• <b>Assist with emergency contracts.</b></li> </ul>
<b>Recovery</b>	<ul style="list-style-type: none"> <li>• <b>Participate in after-action review.</b></li> </ul>
<b>Mitigation</b>	<ul style="list-style-type: none"> <li>• <b>Identify opportunities for mitigating the impacts of future incidents.</b></li> </ul>

*Cooperating Agency – Office of the Sheriff*

<b>Phase</b>	<b>Roles and Responsibilities</b>
<b>Preparedness</b>	<ul style="list-style-type: none"> <li>• <b>Participate in planning, training, and exercises.</b></li> <li>• <b>Assist in resolving ESF 8 after-action issues.</b></li> <li>• <b>Maintain agency notification rosters.</b></li> <li>• <b>Train agency staff for emergency assignments.</b></li> <li>• <b>Develop supporting plans and procedures.</b></li> </ul>
<b>Response</b>	<ul style="list-style-type: none"> <li>• <b>Serve and enforce isolation or quarantine orders.</b></li> </ul>
<b>Recovery</b>	<ul style="list-style-type: none"> <li>• <b>Serve and enforce isolation or quarantine orders.</b></li> </ul>
<b>Mitigation</b>	<ul style="list-style-type: none"> <li>• <b>Identify opportunities for mitigating the impacts of future incidents.</b></li> </ul>

*Cooperating Agency – Police Department*

<b>Phase</b>	<b>Roles and Responsibilities</b>
<b>Preparedness</b>	<ul style="list-style-type: none"><li>• Participate in planning, training, and exercises.</li><li>• Assist in resolving ESF 8 after-action issues.</li><li>• Maintain agency notification roster.</li><li>• Maintain inventory of agency resources.</li><li>• Develop supporting plans and procedures.</li></ul>
<b>Response</b>	<ul style="list-style-type: none"><li>• Provide assistance in victim identification.</li><li>• Coordinate and ensure security at mass dispensing sites and other critical facilities (e.g. temporary morgues, RSS, etc.)</li><li>• Enforce isolation or quarantine orders.</li></ul>
<b>Recovery</b>	<ul style="list-style-type: none"><li>• Participate in ESF 8 after-action review.</li><li>• Enforce isolation or quarantine orders.</li></ul>
<b>Mitigation</b>	<ul style="list-style-type: none"><li>• Identify opportunities for mitigating the impacts of future incidents.</li></ul>

***IV. MAPS AND SUPPORTING DATA***

(Note: ESF 8 maps and related data will be maintained on WebEOC)

***V. Supporting Plans and Operational Procedures***

1. Fairfax County Health Department Emergency Operations Plan (2015)
2. Fairfax County Health Department Continuity of Operations (COOP) Plan (2015)
3. Commonwealth of Virginia Emergency Operations Plan, ESF 8 Annex (2012)
4. Virginia Department of Health Strategic National Stockpile Plan (2012)
5. Fairfax County Department of Purchasing and Supply Management Receipt, Store, and Stage (RSS) Plan (2013)
6. Fairfax County Emergency Operations Plan Mass Fatality Incident Annex
7. Northern Virginia Hospital Alliance Regional Hospital Emergency Operations Plan (2011).

# ESF 9

## *Search and Rescue*

Coordinating Agencies: *Fire and Rescue Department/Police Department*

<b>Coordinating Agencies</b>	<b>Fire and Rescue Department Police Department</b>
<b>Cooperating Agencies</b>	Department of Public Works and Environmental Services
	Park Authority
	Department of Public Safety Communications
	American Red Cross

### *I. MISSION STATEMENT*

Coordinate search and rescue operations for missing or trapped persons in order to mitigate the loss of life following a major disaster or emergency in Fairfax County.

### *II. SCOPE AND POLICIES*

- All emergency response and recovery operations conducted under ESF 9 will be in accordance with the National Incident Management System (NIMS) and the Incident Command System (ICS).
- The ESF 9 coordinating agency, during operations, is dependent upon the nature of the mission. For ground search operations, such as open spaces in parks and neighborhoods, the Police Department (PD) is the coordinating agency for search and rescue of missing persons. For collapsed structures, confined space, technical and water rescue, the Fire and Rescue Department (FRD) is the coordinating agency.
- The coordinating agencies will actively engage the ESF 9 cooperating agencies in planning, training, and exercises to ensure an effective operation upon activation.

- ESF 9 agencies are required to work with other agencies with subject matter expertise and resources that can assist with search and rescue operations such as Volunteer Fairfax and the Office of Public Affairs.
- ESF 9 encompasses the coordination of county rescue resources during disasters and other large-scale emergencies. ESF 9 will coordinate incoming mutual aid resources in support of search and rescue operations.
- ESF 9 will establish staging areas and logistical support bases for requested mutual aid resources in coordination with all first response agencies.

### *III. CONCEPT OF OPERATIONS*

1. The coordinating agencies monitor incidents on a continuous basis and routinely respond to incidents and emergencies. Most incidents will be managed by the on-scene incident commander (IC) who establishes the on-scene incident command post (ICP).
2. As an incident or threat escalates or the initial event has resulted in multiple emergencies, coordinating and cooperating agencies may activate their Department Operations Centers (DOC).
3. The primary function of the DOC will be to monitor the situation and ensure that resource continuity of field operations (outside of the incident) and service to the community are maintained. DOCs will report to their respective agencies at the Emergency Operations Center (EOC).
4. The ICP will include an incident command structure as appropriate for managing operations. An Incident Action Plan (IAP) will be developed for each operational period. The ICP will provide situational briefings to the DOC and to the EOC if activated.
5. In incidents with multi-agency and/or multi-jurisdictional involvement, a unified command will be established.
6. When a central incident command post is established for multiple related incidents, the incident will be managed as an incident complex, the on-

scene incident commanders will become Branch Directors under the central ICP.

7. In the event the size, scope, or complexity of the incident exceeds the capability of the incident complex organization the ICP may be reorganized and staffed to serve as an Area Command.
8. Upon activation of the EOC, the coordinating agency will provide representation in the Fire and Rescue Group Supervisor position in the EOC to address strategic level firefighting and fire suppression requirements and issues.
9. The Fire and Rescue Group Supervisor and/or the Law Enforcement Group Supervisor at the EOC will coordinate ICP requests for support from other county, state, federal, and/or contractor resources through the Logistics Section in the EOC.
10. The Fire and Rescue Group Supervisor and/or the Law Enforcement Group Supervisor at the EOC will provide briefings to the senior policy group on incidents operations and agency activities and issues.

#### ***IV. AGENCY ROLES AND RESPONSIBILITIES***

##### *Coordinating Agency – Fire and Rescue Department*

Phase	Roles and Responsibilities
<b>Preparedness</b>	<ul style="list-style-type: none"> <li>• <b>Develop supporting plans and procedures.</b></li> <li>• <b>Conduct training and exercises.</b></li> <li>• <b>Develop and maintain resource inventory and notification rosters.</b></li> <li>• <b>Manage resolution of ESF 9 after-action issues.</b></li> <li>• <b>Conduct planning with designated support agencies.</b></li> </ul>
<b>Response</b>	<ul style="list-style-type: none"> <li>• <b>Conduct confined space search and rescue operations.</b></li> <li>• <b>Conduct collapsed structure search and rescue.</b></li> <li>• <b>Conduct trench search and rescue operations.</b></li> <li>• <b>Conduct water search and rescue.</b></li> <li>• <b>Assist with ground search and rescue operations.</b></li> <li>• <b>Provide emergency medical services.</b></li> <li>• <b>Coordinate and establish an on-scene Incident Command Post and other incident command activities.</b></li> </ul>

Recovery	<ul style="list-style-type: none"> <li>• Conduct after-action review.</li> </ul>
Mitigation	<ul style="list-style-type: none"> <li>• Identify potential opportunities for mitigating the impacts of future incidents.</li> </ul>

*Coordinating Agency – Police Department*

Phase	Roles and Responsibilities
Preparedness	<ul style="list-style-type: none"> <li>• Participate in planning, training, and exercises.</li> <li>• Develop and maintain resource inventory and notification rosters.</li> <li>• Assist in resolving ESF 9 after-action issues.</li> <li>• Develop supporting plans and procedures.</li> </ul>
Response	<ul style="list-style-type: none"> <li>• Conduct ground search and rescue operations.</li> <li>• Assist with water rescue, search and recovery.</li> <li>• Provide for site access control.</li> <li>• Provide traffic control and management.</li> <li>• Provide security for search and rescue sites.</li> <li>• Establish and operate staging areas, as necessary.</li> </ul>
Recovery	<ul style="list-style-type: none"> <li>• Participate in after-action review.</li> </ul>
Mitigation	<ul style="list-style-type: none"> <li>• Identify potential opportunities for mitigating the impacts of future incidents.</li> </ul>

*Cooperating Agency – Department of Public Works and Environmental Services*

Phase	Roles and Responsibilities
Preparedness	<ul style="list-style-type: none"> <li>• Participate in planning, training, and exercises.</li> <li>• Develop and maintain resource inventory and notification rosters.</li> <li>• Assist in resolving ESF 9 after-action issues.</li> <li>• Develop supporting plans and procedures.</li> </ul>
Response	<ul style="list-style-type: none"> <li>• Provide available heavy equipment and associated personnel upon request.</li> <li>• Provide construction support (shoring), as necessary.</li> <li>• Provide equipment support to ground search and rescue upon request.</li> <li>• Provide structural evaluation of residential and commercial buildings.</li> </ul>
Recovery	<ul style="list-style-type: none"> <li>• Participate in after-action review.</li> </ul>
Mitigation	<ul style="list-style-type: none"> <li>• Identify potential opportunities for mitigating the</li> </ul>

	impacts of future incidents.
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*Cooperating Agency – Park Authority*

Phase	Roles and Responsibilities
Preparedness	<ul style="list-style-type: none"> <li>• Participate in planning, training, and exercises.</li> <li>• Develop and maintain resource inventory and notification rosters.</li> <li>• Train agency staff for emergency assignments.</li> <li>• Assist in resolving ESF 9 after-action issues.</li> <li>• Develop supporting plans and procedures.</li> </ul>
Response	<ul style="list-style-type: none"> <li>• Provide support to ground search and rescue (maps, personnel).</li> </ul>
Recovery	<ul style="list-style-type: none"> <li>• Participate in after-action review.</li> </ul>
Mitigation	<ul style="list-style-type: none"> <li>• Identify potential opportunities for mitigating the impacts of future incidents.</li> </ul>

*Cooperating Agency – Department of Public Safety Communications*

Phase	Roles and Responsibilities
Preparedness	<ul style="list-style-type: none"> <li>• Participate in planning, training, and exercises.</li> <li>• Develop and maintain resource inventory and notification rosters.</li> <li>• Assist in resolving ESF 9 after-action issues.</li> <li>• Develop supporting plans and procedures.</li> </ul>
Response	<ul style="list-style-type: none"> <li>• Provide communications capabilities/assets.</li> <li>• Manage primary and backup communications equipment.</li> </ul>
Recovery	<ul style="list-style-type: none"> <li>• Provide communications capabilities/assets.</li> <li>• Manage primary and backup communications equipment.</li> <li>• Participate in after-action review.</li> </ul>
Mitigation	<ul style="list-style-type: none"> <li>• Identify potential opportunities for mitigating the impacts of future incidents.</li> </ul>

*Cooperating Agency – American Red Cross*

Phase	Roles and Responsibilities
Preparedness	<ul style="list-style-type: none"> <li>• Participate in planning, training, and exercises.</li> <li>• Develop and maintain resource inventory and notification rosters.</li> </ul>

	<ul style="list-style-type: none"> <li>• Assist in resolving ESF 9 after-action issues.</li> <li>• Train agency staff for emergency assignments.</li> <li>• Develop supporting plans and procedures.</li> </ul>
Response	<ul style="list-style-type: none"> <li>• Provide mass feeding as needed for rescue personnel.</li> <li>• In cooperation with the Fairfax-Falls Church Community Services Board, provide mental health services for rescue workers.</li> </ul>
Recovery	<ul style="list-style-type: none"> <li>• Participate in after-action review.</li> </ul>
Mitigation	<ul style="list-style-type: none"> <li>• Identify potential opportunities for mitigating the impacts of future incidents.</li> </ul>

## ***V. SUPPORTING PLANS AND OPERATIONAL PROCEDURES***

1. Federal Emergency Management Agency (FEMA) Urban Search and Rescue Response System Operations Manual (September 2012)
2. Federal Emergency Management Agency (FEMA) Urban Search and Rescue Field Operations Guide (September 2006)
3. Fire and Rescue Departments of Northern Virginia - Inland Water Rescue and Emergencies (March 2010)
4. 2009 Emergency Medical Services Manual (December 2012)
5. Fire and Rescue Departments of Northern Virginia - Multiple Casualty Incident Manual (May 2013)
6. Fairfax County Marine Operations Manual (February 2002)
7. Fairfax County Technical Rescue Operations Manual (March 2006)
8. Fairfax County Technical Rescue Confined Space Manual (April 2003)
9. Fairfax County Technical Rescue Structural Collapse Manual (March 2003)
10. Fairfax County Technical Rescue Trench Manual (May 2005)
11. Fairfax County Technical Rescue Rope Manual (May 2001)
12. Fairfax County Police Department Emergency Operations Manual (2011)
13. Fairfax County Police Search and Rescue Team Standard Operating Procedures (2011).
14. Fairfax County DPWES Emergency Roles and Resources Manual (September 2014)

15. Fairfax County DPWES LDS Emergency Preparedness and Response plan (September 2013)
16. Fairfax County Debris Management Plan (March 2014)
17. Fairfax County Damage Assessment Annex (September 2013)

# ESF 10

## *Oil and Hazardous Material Response*

COORDINATING AGENCY: *Fire and Rescue Department*

<b>Coordinating Agency</b>	<b>Fire and Rescue Department</b>
<b>Cooperating Agencies</b>	Department of Public Works and Environmental Services
	Department of Public Safety Communications
	Police Department
	Health Department

### ***I. MISSION STATEMENT***

Provide a coordinated response to actual or potential oil and hazardous materials incidents to mitigate the loss of life and damage to property in Fairfax County.

### ***II. SCOPE AND POLICIES***

- All emergency response and recovery operations conducted under ESF 10 will be in accordance with the National Incident Management Systems (NIMS).
- The coordinating agency will actively engage the ESF cooperating agencies in planning, training, and exercises to ensure an effective operation upon activation.
- ESF 10 encompasses the prevention of, response to, containment of, and monitoring the clean-up of oil and hazardous material releases that occur concurrently with an emergency or major disaster.
- For purposes of this document, hazardous materials include chemical, biological, radiological, and nuclear releases whether accidental or intentional.

- Incidents with a terrorism nexus (or suspected nexus) will involve additional coordination with local, state, and federal organizations.
- ESF 10 will establish command posts, staging areas and logistical support bases for requested mutual aid resources and other resources in coordination with all first response agencies.

### *III. CONCEPT OF OPERATIONS*

1. In cooperation with the Local Emergency Preparedness Committee (LEPC), the county has identified public and private facilities with extremely hazardous materials. Each facility is required to have in place a site-specific response plan.
2. Hazardous material response operations will be conducted in accordance with the Fire and Rescue Department's Hazardous Materials Operations Manual. This manual is compatible with Fairfax County's Emergency Operations Plan (EOP).
3. The coordinating agency monitors incidents on a continuous basis and routinely responds to incidents and emergencies. Most incidents will be managed by the on-scene incident commander (IC) who establishes the on-scene incident command post (ICP).
4. As an incident or threat escalates or the initial event has resulted in multiple emergencies, coordinating and cooperating agencies may activate their Department Operations Centers (DOC).
5. The primary function of the DOC will be to monitor the situation and ensure that resource continuity of field operations (outside of the incident) and service to the community are maintained. DOCs will report to their respective agencies at the Emergency Operations Center (EOC).
6. The ICP will include an incident command structure as appropriate for managing operations. An Incident Action Plan (IAP) will be developed for each operational period. The ICP will provide situational briefings to the DOC and to the EOC if activated.

7. In incidents with multi-agency and/or multi-jurisdictional involvement, a unified command will be established.
8. When a central incident command post is established for multiple related incidents, the incident will be managed as an incident complex, the on-scene incident commanders will become Branch Directors under the central ICP.
9. In the event the size, scope, or complexity of the incident exceeds the capability of the incident complex organization the ICP may be reorganized and staffed to serve as an Area Command.
10. Upon activation of the (EOC), the coordinating agency will provide representation in the Fire and Rescue Group Supervisor position in the EOC to address strategic level firefighting and fire suppression requirements and issues.
11. The Fire and Rescue Group Supervisor and/or the Law Enforcement Group Supervisor at the EOC will coordinate ICP requests for support from other county, state, federal, and/or contractor resources through the Logistics Section in the EOC.
12. The Fire and Rescue Group Supervisor and/or the Law Enforcement Group Supervisor at the EOC will provide briefings to the senior policy group on incidents operations and agency activities and issues.

#### ***IV. AGENCY ROLES AND RESPONSIBILITIES***

##### ***Coordinating Agency – Fire and Rescue Department***

Phase	Roles and Responsibilities
Preparedness	<ul style="list-style-type: none"> <li>• <b>Coordinate oil and hazardous material response planning.</b></li> <li>• <b>Manage environmental compliance and reporting through LEPC.</b></li> <li>• <b>Conduct training and exercises.</b></li> <li>• <b>Maintain notification rosters.</b></li> <li>• <b>Manage resolution of ESF 10 after-action issues.</b></li> <li>• <b>Conduct planning with designated support agencies.</b></li> </ul>

<b>Response</b>	<ul style="list-style-type: none"> <li>• Provide for response and containment for oil and hazardous material incidents.</li> <li>• Provide hazard identification.</li> <li>• Determine need for evacuations – risk analysis, plume, and dispersion modeling.</li> <li>• Determine the need for appropriate protection measures for the public and first responders.</li> <li>• Manage decontamination of victims and responders.</li> </ul>
<b>Recovery</b>	<ul style="list-style-type: none"> <li>• Monitor site clean-up and restoration.</li> <li>• Conduct after-action review.</li> </ul>
<b>Mitigation</b>	<ul style="list-style-type: none"> <li>• Identify potential opportunities for mitigating the impacts of future incidents.</li> </ul>

*Cooperating Agency – Department of Public Works and Environmental Services*

<b>Phase</b>	<b>Roles and Responsibilities</b>
<b>Preparedness</b>	<ul style="list-style-type: none"> <li>• Participate in planning, training, and exercises.</li> <li>• Maintain agency notification roster.</li> <li>• Maintain inventory of agency resources.</li> <li>• Assist in resolving ESF 10 after-action issues.</li> <li>• Maintain supporting plans and procedures.</li> </ul>
<b>Response</b>	<ul style="list-style-type: none"> <li>• Provide technical assistance in support of the incident.</li> <li>• Provide available construction and heavy equipment.</li> <li>• Provide engineering services in support of the incident.</li> <li>• Provide environmental evaluation and monitoring as related to stormwater management.</li> </ul>
<b>Recovery</b>	<ul style="list-style-type: none"> <li>• Provide engineering services in support of the incident.</li> <li>• Provide available construction and heavy equipment.</li> <li>• Provide technical assistance in support of the incident.</li> <li>• Provide environmental evaluation and monitoring as related to stormwater management.</li> <li>• Participate in an after-action review.</li> </ul>
<b>Mitigation</b>	<ul style="list-style-type: none"> <li>• Identify potential opportunities for mitigating the impacts of future incidents.</li> </ul>

*Cooperating Agency – Department of Public Safety Communications*

<b>Phase</b>	<b>Roles and Responsibilities</b>
Preparedness	<ul style="list-style-type: none"> <li>• Participate in planning, training, and exercises.</li> <li>• Maintain agency notification roster.</li> <li>• Assist in resolving ESF 10 after-action issues.</li> <li>• Maintain supporting plans and procedures.</li> </ul>
Response	<ul style="list-style-type: none"> <li>• Provide communications capabilities/assets.</li> <li>• Manage primary and backup communications equipment.</li> </ul>
Recovery	<ul style="list-style-type: none"> <li>• Provide communications capabilities/assets.</li> <li>• Manage primary and backup communications equipment.</li> <li>• Participate in after-action review.</li> </ul>
Mitigation	<ul style="list-style-type: none"> <li>• Identify potential opportunities for mitigating the impacts of future incidents.</li> </ul>

*Cooperating Agency – Police Department*

<b>Phase</b>	<b>Roles and Responsibilities</b>
Preparedness	<ul style="list-style-type: none"> <li>• Participate in planning, training, and exercises.</li> <li>• Maintain agency notification roster.</li> <li>• Maintain inventory of agency resources.</li> <li>• Assist in resolving ESF 10 after-action issues.</li> <li>• Maintain supporting plans and procedures.</li> </ul>
Response	<ul style="list-style-type: none"> <li>• Provide for traffic management.</li> <li>• Provide support for evacuations if required.</li> <li>• Provide for site access control and security.</li> <li>• Provide Special Operations support including, but not limited to, Explosive Ordnance Disposal.</li> </ul>
Recovery	<ul style="list-style-type: none"> <li>• Provide for site access and control and security.</li> <li>• Participate in after-action review.</li> </ul>
Mitigation	<ul style="list-style-type: none"> <li>• Identify potential opportunities for mitigating the impacts of future incidents.</li> </ul>

*Cooperating Agency – Health Department*

<b>Phase</b>	<b>Roles and Responsibilities</b>
Preparedness	<ul style="list-style-type: none"> <li>• Participate in planning, training, and exercises.</li> <li>• Maintain agency notification roster.</li> <li>• Assist in resolving ESF 10 after-action issues.</li> </ul>

	<ul style="list-style-type: none"> <li>• <b>Maintain supporting plans and procedures.</b></li> </ul>
<b>Response</b>	<ul style="list-style-type: none"> <li>• <b>Provide environmental health technical expertise.</b></li> <li>• <b>Provide information on short and long term public health impact of incident.</b></li> <li>• <b>Provide assistance in developing public information related to the incident.</b></li> </ul>
<b>Recovery</b>	<ul style="list-style-type: none"> <li>• <b>Conduct after-action review.</b></li> </ul>
<b>Mitigation</b>	<ul style="list-style-type: none"> <li>• <b>Identify potential opportunities for mitigating the impacts of future incidents.</b></li> </ul>

## ***V. SUPPORTING PLANS AND PROCEDURES***

1. Fire and Rescue Hazardous Materials Operations Manual (January 2007)
  2. Command Officer Operations (August 2013).
  3. Engine Company Operations (December 2013).
  4. Metrorail Emergencies Manual (September 2007).
  5. Response to Flammable Liquid Emergency Incidents Manual (April 2014).
  6. Fire and Rescue Utility Emergencies manual (April 2014).
  7. Fire and Rescue Weapons of Mass Destruction Manual (August 2007).
  8. Fire and Rescue Railroad Emergency Response Manual (May 2008).
  9. Fairfax County DPWES Emergency Roles and Resources Manual (September 2014).
  10. Fairfax County DPWES LDS Emergency Preparedness and Response plan (October 2014).
  11. Fairfax County Debris Management Plan (March 2014).
  12. Fairfax County Damage Assessment Plan (November 2014).
- Council of Governments Heavy Railroad Manual (May 2008).

# ESF 11

## *Agriculture and Natural Resources*

COORDINATING AGENCY: *Office of Emergency Management/Virginia Department of Agriculture and Consumer Affairs*

<b>Coordinating Agencies</b>	<b>Office of Emergency Management Virginia Department of Agriculture and Consumer Services</b>
<b>Cooperating Agencies</b>	Health Department
	Police Department

### ***I. MISSION STATEMENT***

To provide assurance of food security in the event of an accidental or deliberate action that threatens food security and safety.

### ***II. SCOPE AND POLICIES***

- Under the National Response Framework, ESF 11 includes the functions of nutritional assistance, animal and plant disease response, food safety and security, and cultural and natural resource preservation and protection. Within Fairfax County, the scope of this ESF is focused on food safety and security. The medical and public health response to food-borne outbreaks will be addressed under ESF 8 Public Health and Medical Services.
- An act of food tampering within the supply chain, particularly an act directed against large sectors of the food industry in the United States, will have major consequences that may overwhelm the capabilities of states and local jurisdictions.
- ESF 11 is focused on food security for a significant food emergency. A food-related emergency involves the unintentional or deliberate contamination, threatened or actual, of food that impacts human health. For purposes of this ESF, a food-related emergency does not apply to food incidents routinely handled by the Fairfax County and Virginia Health Departments. This ESF is focused on food emergencies that may involve a

large number of people in a small area or that are widespread, involving multiple localities and/or states.

- The scope of this ESF includes ensuring that the food products affected by the incident are safe; removing unsafe foods from commerce; and ensuring a partnership among federal, state, local, and private sector entities in providing timely, accurate information and in taking appropriate actions to mitigate the impacts of the incident.
- Due to the urban nature of Fairfax County and the absence of any significant agriculture, it is not envisioned that a response operation under the EOP would be required due to an animal or plant disease outbreak.
- The Office of Emergency Management and the Virginia Department of Agriculture and Consumer Services are designated as coordinating agencies in for ESF 11. The Virginia Department of Agriculture and Consumer Affairs has the primary responsibility for responding to food safety and security incidents that involve food sold by a retail establishments or for incidents at a food service establishment where investigation indicates that the suspect food may have been initially contaminated at the packing or distribution point in the supply chain. In the event of a significant incident related to food security, county departments and agencies will provide cooperation as necessary to Virginia and federal authorities.
- Food related emergencies may result from a variety of factors:
  - o Natural disasters or man-made events that affect food or impact human health (e.g., hurricane, floods, power outages) that result in the loss of food due to spoilage or contamination.
  - o Unintentional contamination of food that results in a public health threat or food-borne disease such as improper processing or production.
  - o Deliberate contamination of food to cause harm to the public or the economy.
- At the federal level, the United States Department of Agriculture (USDA) and the Food and Drug Administration (FDA) have the primary responsibility for food safety and security. USDA is responsible for meat, poultry, and egg-related products, whereas FDA is responsible for all

other food sources. However, depending upon the nature of the incident other federal departments and agencies may become directly involved as well. If the incident is a potential or actual Incident of National Significance, the Department of Homeland Security (DHS) requires a federal response and activates the Food Safety and Inspection Services (FSIS). Further information on federal response policies related to nationally significant incidents regarding food safety and security are included in the ESF 11 (Agriculture and Natural Resources) and the Food and Agriculture Incident annexes to the National Response Plan.

- Operations under ESF 11 may be conducted for incidents that originate outside of Fairfax County or the Commonwealth of Virginia due to the nature and scope have interstate or national implications. For example, a contaminated or potentially contaminated food product that is distributed on a regional or national basis or an incident involving imported food may necessitate the activation of ESF 8 and ESF 11.

### ***III. CONCEPT OF OPERATIONS:***

1. Local health departments will most likely be the initial responders to most food emergencies. The Health Department conducts public health and food safety surveillance on a regular basis and will be generally notified by local healthcare providers if unusual or reportable symptoms or diseases are identified.
2. In some cases, it may be difficult to determine initially whether an emergency is caused by deliberate or accidental factors. However, the initial response to protect public health and reduce the threat may be the same.
3. In any incident involving food that is associated with a food service establishment, such as a restaurant or school cafeteria, the Health Department conducts a standard food-borne illness investigation. If a criminal act is suspected as a result of this investigation, the incident will be referred to the Police Department. In the event the investigation indicates that the suspect food may have been initially contaminated at the packing or distribution point in the supply chain, the Health Department will alert the Virginia Department of Agriculture and Consumer Affairs (VDACS).

4. For an incident involving food sold by a retail establishment such as a grocery or convenience store, the incident would be referred directly to VDACS for investigation. Based upon the nature of the incident, VDACS in turn would contact USDA or FDA.
5. The USDA and/or FDA will work with federal, state, and local authorities (as well as industry) to conduct tracing, recall, and control of adulterated products (including disposal).
6. The Fairfax County Police Department will provide the initial response and evidence gathering relative to a criminal investigation of a food supply emergency originating within the county and will coordinate with the Virginia State Police as appropriate. It is likely that this initial law enforcement effort will be quickly augmented with federal law enforcement.
7. The Office of Emergency Management will activate the Emergency Operations Center for a food safety and security incident to provide a local base of operations and coordinate local agency support to Virginia and federal authorities responding to the event.
8. The coordinating and cooperating agencies will work together to ensure that unsafe foods are removed from commerce and that they will not be offered for sale until their safety is assured.
9. Restaurants, wholesale and grocery stores, schools, and other businesses that produce and distribute food or meals will be notified immediately in case of suspicious outbreak involving food contamination.
10. ESF 8 will be activated in conjunction with ESF 11, if necessary, to respond to the health and medical aspects of food-related emergencies.

#### ***IV. AGENCY ROLES AND RESPONSIBILITIES***

##### *Coordinating Agency – Office of Emergency Management*

Phase	Roles and Responsibilities
Preparedness	<ul style="list-style-type: none"> <li>• <b>Conduct planning, training, and exercises.</b></li> <li>• <b>Maintain agency notification roster.</b></li> <li>• <b>Coordinate resolution of ESF 11 after-action issues.</b></li> </ul>
Response	<ul style="list-style-type: none"> <li>• <b>Activate and manage the emergency operations center.</b></li> </ul>

	<ul style="list-style-type: none"> <li>• Coordinate county support to Virginia and federal authorities responding to an incident through the Logistics Section at the EOC.</li> </ul>
Recovery	<ul style="list-style-type: none"> <li>• Conduct after-action review.</li> </ul>
Mitigation	<ul style="list-style-type: none"> <li>• As appropriate, identify potential opportunities for mitigating the impacts of future incidents.</li> </ul>

*Coordinating Agency – Virginia Department of Agriculture*

<b>Phase</b>	<b>Roles and Responsibilities</b>
<b>Preparedness</b>	<ul style="list-style-type: none"> <li>• Maintain supporting plans and procedures to include communications with federal and state agencies as well as trade associations.</li> <li>• Participate in training and exercises, as requested.</li> <li>• Maintain internal notification rosters.</li> <li>• Assist in resolving ESF 11 after-action issues.</li> </ul>
<b>Response</b>	<ul style="list-style-type: none"> <li>• Provide primary point-of-contact with federal agencies engaged in response to a food emergency.</li> <li>• Investigate incidents involving food sold by retail establishments or contaminated at the packing and distribution point (within Virginia).</li> <li>• Coordinate with USDA/FDA for incidents with implications outside of Virginia.</li> <li>• Ensure that unsafe foods are removed from commerce.</li> <li>• Ensure that food products affected by a food-related incident are safe for human consumption if offered for sale.</li> <li>• Facilitate a partnership among state, federal, local, and private entities to provide timely and accurate information in order to mitigate the impact of the incident.</li> </ul>
<b>Recovery</b>	<ul style="list-style-type: none"> <li>• Continue to monitor food safety and general sanitation and provide active disease surveillance.</li> <li>• Participate in after-action review.</li> </ul>
<b>Mitigation</b>	<ul style="list-style-type: none"> <li>• Identify potential opportunities for mitigating the impacts of future incidents.</li> </ul>

*Cooperating Agency – Health Department*

<b>Phase</b>	<b>Roles and Responsibilities</b>
<b>Preparedness</b>	<ul style="list-style-type: none"> <li>• Maintain supporting plans and procedures.</li> <li>• Participate in training and exercises.</li> <li>• Develop and maintain notification rosters.</li> <li>• Assist in resolving ESF 11 after-action issues.</li> </ul>
<b>Response</b>	<ul style="list-style-type: none"> <li>• Inspect restaurants and regulated portions of grocery stores to ensure food safety when an incident is reported or identified.</li> </ul>

	<ul style="list-style-type: none"> <li>• Conduct limited testing of clinical and environmental samples where food contamination is reported.</li> <li>• Issue health advisories in coordination with Office of Emergency Management and Office of Public Affairs.</li> <li>• Conduct active disease surveillance and investigation and provide technical assistance during outbreaks or suspected outbreaks at specific locations or facilities.</li> <li>• Upon authorization from the Fairfax County Health Director, implement hold orders and permit suspension measures. Order that food that has been contaminated, adulterated, or not honestly presented be discarded.</li> <li>• Establish liaison with Commonwealth and federal health and environmental agencies through the EOC.</li> </ul>
Recovery	<ul style="list-style-type: none"> <li>• Participate in after-action review.</li> </ul>
Mitigation	<ul style="list-style-type: none"> <li>• Identify potential opportunities for mitigating the impacts of future incidents.</li> </ul>

*Cooperating Agency – Police Department*

Phase	Roles and Responsibilities
Preparedness	<ul style="list-style-type: none"> <li>• Participate in planning, training, and exercises.</li> <li>• Maintain agency notification roster.</li> <li>• Maintain inventory of agency resources.</li> <li>• Assist in resolving ESF 11 after-action issues.</li> <li>• Maintain supporting plans and procedures.</li> </ul>
Response	<ul style="list-style-type: none"> <li>• Provide criminal investigation services and evidence gathering.</li> <li>• Coordinate with Virginia State Police and federal law enforcement authorities.</li> </ul>
Recovery	<ul style="list-style-type: none"> <li>• Participate in after-action review.</li> </ul>
Mitigation	<ul style="list-style-type: none"> <li>• Identify potential opportunities for mitigating the impacts of future incidents.</li> </ul>

## ***V. SUPPORTING PLANS AND PROCEDURES***

1. National Response Framework, ESF 11 (Agriculture and Natural Resources).
2. National Response Framework, Food and Agriculture Incident annex.

3. Virginia Department of Agriculture and Consumer Affairs (VDACS),  
Food Safety and Security Program, Incident Response Plan, as updated.

# ESF 12

## *Energy and Infrastructure*

COORDINATING AGENCY: *Department of Public Works and Environmental Services*

<b>Coordinating Agency</b>	<b>Department of Public Works and Environmental Services</b>
<b>Cooperating Agencies</b>	Office of Emergency Management
	Office of the County Attorney
	Department of Vehicle Services
	Department of Facilities Management
	Washington Gas – Virginia Division
	Dominion Virginia Power
	NOVEC Power Company
	Plantation Pipeline
	Colonial Pipeline Company
	Columbia Gas Transmission
Columbia Gas of Virginia	

### ***I. MISSION STATEMENT***

Collect, evaluate, and share information on energy system infrastructure damages and impacts on the affected areas and monitor restoration progress.

### ***II. SCOPE AND POLICIES***

- All emergency response and recovery operations conducted under ESF 12 will be in accordance with the National Incident Management Systems (NIMS).
- The primary functions of ESF 12 are to collect, analyze, and provide information on the status of energy resources and related infrastructure within the county including fuel, natural gas, and electrical supply and distribution.

- ESF 12 will monitor infrastructure impacts and restoration efforts and provide status reports to ESF 5 (Office of Emergency Management) continuously.
- The restoration of normal operations of energy facilities and distribution systems is the primary responsibility of the infrastructure owners. However, since restoration of normal operations is critical to the response and recovery process, Utilities Branch Coordinator through the Emergency Operations Center (EOC) may provide assistance as feasible to expedite the restoration process.
- ESF 12 will establish and maintain contacts with appropriate private sector representatives to obtain information on energy facilities and distribution systems and the status of infrastructure impacts and restoration.
- The coordinating agency will actively engage the ESF cooperating agencies and affiliated organizations in planning, training, and exercises to ensure an effective operation upon activation.
- The coordinating agency will work with the cooperating agencies to identify restoration priorities.
- ESF 12 maps and related data will be maintained on WebEOC.

### ***III. CONCEPT OF OPERATIONS***

1. As an incident or threat escalates, the coordinating agency will issue notifications to cooperating agencies, affiliated organizations, and agency emergency personnel in accordance with established protocols and checklists.
2. Upon activation of the EOC, the coordinating agency will provide representation to collect information on the status of the energy facilities and distribution systems.
3. The coordinating agency will monitor infrastructure impacts and restoration operations and, where feasible, provide assistance to prioritize and expedite the restoration process.

4. As necessary, ESF 12 may assist in identifying alternate supply sources for fuel to meet emergency needs of the county.
5. Operations will continue at the EOC until the local emergency declaration is terminated or as otherwise directed.

#### **IV. AGENCY ROLES AND RESPONSIBILITIES**

##### *Coordinating Agency – Department of Public Works and Environmental Services*

Phase	Roles and Responsibilities
Preparedness	<ul style="list-style-type: none"> <li>• Develop supporting plans and procedures.</li> <li>• Develop and maintain list of critical county facilities , systems, and fuel requirements. Participate in training and exercises.</li> <li>• Maintain notification rosters.</li> <li>• Coordinate resolution of ESF 12 after-action issues.</li> </ul>
Response	<ul style="list-style-type: none"> <li>• Manage the collection and distribution of information related to energy supply, infrastructure, and restoration.</li> <li>• Coordinate with cooperating agencies to prioritize restoration of services.</li> <li>• Maintain information on the status of fuel supplies and distribution.</li> </ul>
Recovery	<ul style="list-style-type: none"> <li>• Monitor status of fuel and energy infrastructure restoration.</li> <li>• Participate in after-action reviews.</li> </ul>
Mitigation	<ul style="list-style-type: none"> <li>• Identify potential opportunities for mitigating the impacts of future incidents.</li> </ul>

##### *Cooperating Agency – Office of Emergency Management*

Phase	Roles and Responsibilities
Preparedness	<ul style="list-style-type: none"> <li>• Participate in planning, training, and exercises.</li> <li>• Maintain agency notification roster.</li> <li>• In cooperation with other agencies, develop and maintain list of critical energy facilities and systems.</li> <li>• Assist in resolving ESF 12 after-action issues.</li> </ul>

<b>Response</b>	<ul style="list-style-type: none"> <li>• Provide support for information collection and analysis related to ESF 12 responsibilities.</li> </ul>
<b>Recovery</b>	<ul style="list-style-type: none"> <li>• Participate in after-action review.</li> </ul>
<b>Mitigation</b>	<ul style="list-style-type: none"> <li>• Identify potential opportunities for mitigating the impacts of future incidents.</li> </ul>

*Cooperating Agency – Office of the County Attorney*

<b>Phase</b>	<b>Roles and Responsibilities</b>
<b>Preparedness</b>	<ul style="list-style-type: none"> <li>• Participate in planning, training, and exercises.</li> <li>• Assist in resolving ESF 12 after-action issues.</li> <li>• Maintain agency notification roster.</li> </ul>
<b>Response</b>	<ul style="list-style-type: none"> <li>• Provide legal counsel, interpretation and opinions as appropriate.</li> </ul>
<b>Recovery</b>	<ul style="list-style-type: none"> <li>• Participate in after-action review.</li> </ul>
<b>Mitigation</b>	<ul style="list-style-type: none"> <li>• Identify potential opportunities for mitigating the impacts of future incidents.</li> </ul>

*Cooperating Agency – Department of Vehicle Services*

<b>Phase</b>	<b>Roles and Responsibilities</b>
<b>Preparedness</b>	<ul style="list-style-type: none"> <li>• Maintain supply of vehicle fuel for county assets.</li> <li>• Participate in planning, training, and exercises.</li> <li>• Maintain agency notification roster.</li> <li>• Assist in resolving ESF 12 after-action issues.</li> </ul>
<b>Response</b>	<ul style="list-style-type: none"> <li>• Provide limited assistance with fuel for emergency generators.</li> <li>• Provide information on the status of fuel reserves and availability of supply.</li> </ul>
<b>Recovery</b>	<ul style="list-style-type: none"> <li>• Participate in after-action review.</li> </ul>
<b>Mitigation</b>	<ul style="list-style-type: none"> <li>• Identify potential opportunities for mitigating the impacts of future incidents.</li> </ul>

*Cooperating Agency – Department of Facilities Management*

<b>Phase</b>	<b>Roles and Responsibilities</b>
<b>Preparedness</b>	<ul style="list-style-type: none"> <li>• Participate in planning, training, and exercises.</li> <li>• Maintain agency notification roster.</li> <li>• Assist in resolving ESF 12 after-action issues.</li> </ul>
<b>Response</b>	<ul style="list-style-type: none"> <li>• Provide assistance with fuel for emergency generators.</li> <li>• Provide information on the status of emergency</li> </ul>

	generators and availability of supply.
Recovery	<ul style="list-style-type: none"> <li>• Participate in after-action review.</li> </ul>
Mitigation	<ul style="list-style-type: none"> <li>• Identify potential opportunities for mitigating the impacts of future incidents.</li> </ul>

*Dominion Virginia Power*

Phase	Roles and Responsibilities
Preparedness	<ul style="list-style-type: none"> <li>• Participate in planning, training, and exercises.</li> <li>• Maintain agency notification roster.</li> <li>• Provide assistance, as appropriate, in resolving ESF 12 related after-action issues.</li> <li>• Maintain outage map on company website</li> <li>• Maintain prioritization list of critical facilities for service restoration.</li> </ul>
Response	<ul style="list-style-type: none"> <li>• Provide information on the status of electrical power service and facilities through their EOC or domain website.</li> <li>• Maintain outage map on company website.</li> </ul>
Recovery	<ul style="list-style-type: none"> <li>• Participate in after-action review.</li> </ul>
Mitigation	<ul style="list-style-type: none"> <li>• Identify potential opportunities for mitigating the impacts of future incidents.</li> </ul>

*Northern Virginia Electrical Cooperative*

Phase	Roles and Responsibilities
Preparedness	<ul style="list-style-type: none"> <li>• Participate in planning, training, and exercises.</li> <li>• Maintain agency notification roster.</li> <li>• Provide assistance, as appropriate, in resolving ESF 12-related after-action issues.</li> <li>• Maintain outage map on company website.</li> <li>• Maintain prioritization list of critical facilities for service restoration.</li> </ul>
Response	<ul style="list-style-type: none"> <li>• Provide information on the status of electrical power service via telephone or through the NOVEC website.</li> <li>• Maintain outage map on company website.</li> <li>• Maintain prioritization list of critical facilities for service restoration.</li> </ul>
Recovery	<ul style="list-style-type: none"> <li>• Participate in after-action review.</li> </ul>
Mitigation	<ul style="list-style-type: none"> <li>• Identify potential opportunities for mitigating the</li> </ul>

	impacts of future incidents.
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*Washington Gas – Virginia Division*

<b>Phase</b>	<b>Roles and Responsibilities</b>
Preparedness	<ul style="list-style-type: none"> <li>• Participate in planning, training, and exercises.</li> <li>• Maintain agency notification roster.</li> <li>• Provide assistance, as appropriate, in resolving ESF 12 related after-action issues.</li> <li>• Maintain prioritization list of critical facilities for service restoration.</li> </ul>
Response	<ul style="list-style-type: none"> <li>• Provide information on the status of natural gas service and facilities through the EOC.</li> </ul>
Recovery	<ul style="list-style-type: none"> <li>• Participate in after-action review.</li> </ul>
Mitigation	<ul style="list-style-type: none"> <li>• Identify potential opportunities for mitigating the impacts of future incidents.</li> </ul>

**Columbia Gas Transmission**

<b>Phase</b>	<b>Roles and Responsibilities</b>
Preparedness	<ul style="list-style-type: none"> <li>• Participate in planning, training, and exercises.</li> <li>• Maintain agency notification roster.</li> <li>• Provide assistance, as appropriate, in resolving ESF 12 related after-action issues.</li> <li>• Maintain prioritization list of critical facilities for service restoration.</li> </ul>
Response	<ul style="list-style-type: none"> <li>• Provide information on the status of natural gas service and facilities through the EOC.</li> </ul>
Recovery	<ul style="list-style-type: none"> <li>• Participate in after-action review.</li> </ul>
Mitigation	<ul style="list-style-type: none"> <li>• Identify potential opportunities for mitigating the impacts of future incidents.</li> </ul>

**Colonial Pipeline Company**

<b>Phase</b>	<b>Roles and Responsibilities</b>
Preparedness	<ul style="list-style-type: none"> <li>• Participate in planning, training, and exercises.</li> <li>• Maintain agency notification roster.</li> <li>• Provide assistance, as appropriate, in resolving ESF 12 related after-action issues.</li> <li>• Maintain prioritization list of critical facilities for</li> </ul>

	service restoration.
Response	<ul style="list-style-type: none"> <li>• Provide information on the status of pipeline operational/releases and facilities through the EOC.</li> </ul>
Recovery	<ul style="list-style-type: none"> <li>• Participate in after-action review.</li> </ul>
Mitigation	<ul style="list-style-type: none"> <li>• Identify potential opportunities for mitigating the impacts of future incidents.</li> </ul>

### Plantation Gas Pipeline

Phase	Roles and Responsibilities
Preparedness	<ul style="list-style-type: none"> <li>• Participate in planning, training, and exercises.</li> <li>• Maintain agency notification roster.</li> <li>• Provide assistance, as appropriate, in resolving ESF 12 related after-action issues.</li> <li>• Maintain prioritization list of critical facilities for service restoration.</li> </ul>
Response	<ul style="list-style-type: none"> <li>• Provide information on the status of pipeline operational/releases and facilities through the EOC.</li> </ul>
Recovery	<ul style="list-style-type: none"> <li>• Participate in after-action review.</li> </ul>
Mitigation	<ul style="list-style-type: none"> <li>• Identify potential opportunities for mitigating the impacts of future incidents.</li> </ul>

### Columbia Gas of Virginia

Phase	Roles and Responsibilities
Preparedness	<ul style="list-style-type: none"> <li>• Participate in planning, training, and exercises.</li> <li>• Maintain agency notification roster.</li> <li>• Provide assistance, as appropriate, in resolving ESF 12 related after-action issues.</li> <li>• Maintain prioritization list of critical facilities for service restoration.</li> </ul>
Response	<ul style="list-style-type: none"> <li>• Provide information on the status of natural gas service and facilities through the EOC.</li> </ul>
Recovery	<ul style="list-style-type: none"> <li>• Participate in after-action review.</li> </ul>
Mitigation	<ul style="list-style-type: none"> <li>• Identify potential opportunities for mitigating the impacts of future incidents.</li> </ul>

# ESF 13

## *Public Safety and Security*

COORDINATING AGENCY: *Police Department*

<b>Coordinating Agency</b>	<b>Police Department</b>
<b>Cooperating Agencies</b>	Department of Public Safety Communications
	Office of the Sheriff
	Facilities Management Department
	Office of the County Attorney
	Virginia State Police
	Herndon Police Department
	Vienna Police Department
	Virginia Department of Transportation

### ***I. MISSION STATEMENT***

Provide for the protection of life and property and the maintenance of law and order through the coordination of law enforcement activities in anticipation of and following a major emergency or disaster.

### ***II. SCOPE AND POLICIES***

- All emergency response and recovery operations conducted under ESF 13 will be in accordance with the National Incident Management Systems (NIMS) and Incident Command System (ICS).
- The coordinating agency will actively engage the ESF cooperating agencies in planning, training, and exercises to ensure an effective operation upon activation.
- ESF 13 encompasses the coordination of county law enforcement resources during disasters and other large-scale emergencies to provide for access control and security of the affected area(s); traffic

control and management for evacuations and re-entry, and security for designated response and recovery sites.

- ESF 13 will coordinate incoming mutual aid resources in support of law enforcement and security and operations.
- In the event National Guard resources are deployed to the county to augment law enforcement and security, the Emergency Operations Center (EOC) will coordinate and manage the use of those resources.
- ESF 13 will establish staging areas and logistical support bases for requested mutual aid resources supporting public safety and security activities.
- For incidents that are the result of an act of terrorism (or suspected), the Federal Bureau of Investigation (FBI) will be the coordinating agency for the criminal investigation.

### ***III. CONCEPT OF OPERATIONS***

1. The coordinating agency monitors incidents on a continuous basis and routinely responds to emergency incidents. Most incidents are managed by the on-scene incident commander (IC).
2. In incidents with multi-agency and/or multi-jurisdictional involvement, a unified command will be established.
3. Upon activation of the EOC, the coordinating agency will provide representation to address countywide public safety requirements and issues. The coordinating agency will ensure cooperating agencies are notified and activated as needed.
4. ESF 13 at the EOC will coordinate requests for state and/or other resources through the Logistics Section at the EOC.
5. ESF 13 at the EOC may provide briefings to the senior policy group on incident operations and agency activities and issues.

## IV. AGENCY ROLES AND RESPONSIBILITIES

### *Coordinating Agency – Police Department*

Phase	Roles and Responsibilities
Preparedness	<ul style="list-style-type: none"> <li>• Maintain supporting plans and procedures.</li> <li>• Conduct training and exercises.</li> <li>• Maintain notification rosters.</li> <li>• Maintain mutual aid agreements.</li> <li>• Participate in resolution of ESF 13 after-action issues.</li> <li>• Participate in planning with designated cooperating agencies.</li> </ul>
Response	<ul style="list-style-type: none"> <li>• Provide traffic management and access control.</li> <li>• Coordinate and manage mutual aid resources including the National Guard.</li> <li>• Coordinate security at designated areas.</li> <li>• Provide support for temporary morgue operations.</li> </ul>
Recovery	<ul style="list-style-type: none"> <li>• Coordinate security at designated areas.</li> <li>• Provide traffic management and access control.</li> <li>• Participate in after-action review.</li> </ul>
Mitigation	<ul style="list-style-type: none"> <li>• As appropriate, identify potential opportunities for mitigating the impacts of future incidents.</li> </ul>

### *Cooperating Agency – Department of Public Safety Communications*

Phase	Roles and Responsibilities
Preparedness	<ul style="list-style-type: none"> <li>• Participate in planning, training, and exercises.</li> <li>• Maintain agency notification roster.</li> <li>• Provide emergency communications.</li> <li>• Provide warnings and alerts.</li> <li>• Assist in resolving ESF 13 after-action issues.</li> <li>• Maintain inventory of internal agency resources.</li> <li>• Maintain supporting plans and procedures.</li> </ul>
Response	<ul style="list-style-type: none"> <li>• Provide emergency communications.</li> <li>• Dispatch resources as requested.</li> </ul>
Recovery	<ul style="list-style-type: none"> <li>• Provide emergency communications.</li> <li>• Dispatch resources as requested.</li> <li>• Participate in after-action review.</li> </ul>
Mitigation	<ul style="list-style-type: none"> <li>• As appropriate, identify potential opportunities for mitigating the impacts of future incidents.</li> </ul>



*Cooperating Agency – Facilities Management Department*

<b>Phase</b>	<b>Roles and Responsibilities</b>
<b>Preparedness</b>	<ul style="list-style-type: none"> <li>• Participate in planning, training, and exercises.</li> <li>• Maintain agency notification roster.</li> <li>• Assist in resolving ESF 13 after-action issues.</li> <li>• Maintain inventory of agency resources.</li> <li>• Maintain supporting plans and procedures.</li> </ul>
<b>Response</b>	<ul style="list-style-type: none"> <li>• Provide security county facilities for which they have responsibility.</li> <li>• Provide assistance for security of shelters and other designated county facilities.</li> </ul>
<b>Recovery</b>	<ul style="list-style-type: none"> <li>• Provide security for county facilities for which they have responsibility.</li> <li>• Provide assistance for security of other designated facilities (e.g., service centers).</li> <li>• Participate in after-action review.</li> </ul>
<b>Mitigation</b>	<ul style="list-style-type: none"> <li>• As appropriate, identify potential opportunities for mitigating the impacts of future incidents.</li> </ul>

*Cooperating Agency – Office of the Sheriff*

<b>Phase</b>	<b>Roles and Responsibilities</b>
<b>Preparedness</b>	<ul style="list-style-type: none"> <li>• Participate in planning, training, and exercises.</li> <li>• Maintain agency notification roster.</li> <li>• Assist in resolving ESF 13 after-action issues.</li> <li>• Maintain inventory of agency resources.</li> <li>• Maintain supporting plans and procedures.</li> </ul>
<b>Response</b>	<ul style="list-style-type: none"> <li>• Staff the EOC Security Unit at the EOC.</li> <li>• Upon request, provide available assistance in security of designated facilities.</li> <li>• Upon request, provide available assistance in site(s) access and control.</li> <li>• Upon request, provide available assistance to evacuations (control points, traffic management).</li> </ul>
<b>Recovery</b>	<ul style="list-style-type: none"> <li>• Upon request, provide available assistance in security of designated recovery facilities.</li> <li>• Participate in after-action review.</li> </ul>
<b>Mitigation</b>	<ul style="list-style-type: none"> <li>• As appropriate, identify potential opportunities for mitigating the impacts of future incidents.</li> </ul>

*Cooperating Agency – Office of County Attorney*

<b>Phase</b>	<b>Roles and Responsibilities</b>
<b>Preparedness</b>	<ul style="list-style-type: none"><li>• Participate in planning, training, and exercises.</li><li>• Maintain agency notification roster.</li><li>• Assist in resolving ESF 13 after-action issues.</li></ul>
<b>Response</b>	<ul style="list-style-type: none"><li>• Provide legal opinions and interpretations.</li><li>• Draft ordinances as appropriate.</li></ul>
<b>Recovery</b>	<ul style="list-style-type: none"><li>• Participate in after-action review.</li></ul>
<b>Mitigation</b>	<ul style="list-style-type: none"><li>• As appropriate, identify potential opportunities for mitigating the impacts of future incidents.</li></ul>

***V. SUPPORTING PLANS AND PROCEDURES***

1. Fairfax County Police Department Emergency Operations Manual

# ESF 14

## *Long Term Community Recovery*

At the Federal level, ESF 14, a component of the National Response Framework, was superseded by the National Disaster Recovery Framework. To remain in sync with the National Response Framework and the National Disaster Recovery Framework, Fairfax County published the Pre-Disaster Recovery Plan. ESF 14 provides a framework to promote long-term recoveries for communities; ESF 14 concepts are expanded in the PDRP and include recovery-specific leadership, organizational structure, planning guidance and other components needed to coordinate continuing recovery support to individuals, businesses, and communities.

The Fairfax County Pre-Disaster Recovery Plan is a result of the collaborative efforts between the Fairfax County Office of Emergency Management (OEM) and the many other county departments and agencies that have emergency roles and responsibilities.

The Pre-Disaster Recovery Plan incorporates comments and suggestions received from a variety of stakeholders including many partner agencies and organizations that provide critical support to the County during times of disaster.

The plan fulfills Fairfax County's commitment to maintain readiness capabilities for all phases of emergency management, and thus to be able to respond to disasters or large-scale emergencies. It also incorporates the National Incident Management System (NIMS) as the county standard for emergency response operations, as adopted by Fairfax County resolution on November 21, 2005.

The Pre-Disaster Recovery Plan establishes the overall roles and responsibilities for emergency recovery operations, as well as the concept of operations for the County. It is intended to be used in conjunction with established operational procedures, plans and protocols.

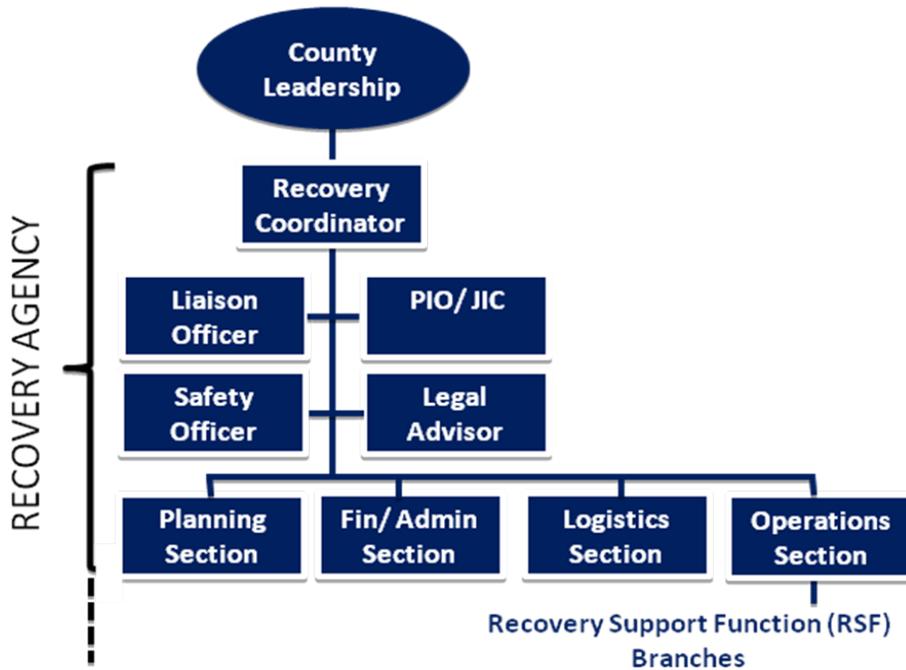
For detailed information regarding the roles and responsibilities of those agencies involved in the recovery process, please refer to the Fairfax County Pre-Disaster Recovery Plan.

### *A. Recovery Agency Staff and Structure*

The County Executive may establish a temporary Recovery Agency within the executive branch of County Government. The Recovery Agency will comprise the leadership of the recovery effort, including the Recovery Coordinator who will serve as the Director of the Recovery Agency, and all Command and General Staff positions. The Recovery Coordinator will be a full-time appointment; Command and General Staff may be detailed to the Recovery Agency full or part-time, depending on the situation. All staff detailed to the Recovery Agency will be properly credentialed upon mobilization.

The cost of Recovery Agency staff and recovery tasks will be borne by their home agencies, unless such costs are eligible for reimbursement under federal or state programs, or if other funding mechanisms are provided by the County.

#### **Fully-Activated Recovery Agency Structure (showing all Recovery Agency Staff)**



## ***B. Recovery Support Function (RSF) Branches***

Recovery Support Function (RSF) Branches may be established within the Operations Section at the discretion of the Operations Section Chief. Recovery objectives will in large part be accomplished by staff at this level, working out of existing county agencies or in private or non-profit sector organizations, under the direction and coordination of Recovery Agency staff at the RSF Branch or Recovery Group level.

The RSF Branches identified in the PDRP are consistent with the federal National Disaster Recovery Framework (NDRF). Depending on the scale of the incident and on recovery objectives, RSF Branches may staff their own Public Information Officers and Liaison Officers, who would have an indirect report to the Command Staff Public Information Officer and Liaison Officer, and provide coordination.

Depending on the scope and scale of the incident, only those RSF Branches determined to be necessary will be activated. Branch Directors may remain in their home agency or be detailed part- or full-time from their home agencies to the temporary Recovery Agency, depending on the scope and scale of the incident.

The RSF Branches are:

- Community Recovery Planning
- Economic Recovery
- Housing
- Public Safety
- Community Services
- Infrastructure
- Natural and Cultural Resources

## ***C. Recovery Groups***

Recovery Groups represent functional groupings of county agencies and other organizations. Under an activated Recovery Agency, they will be subdivisions of the RSF Branches. Recovery Groups contain the assets and capabilities to

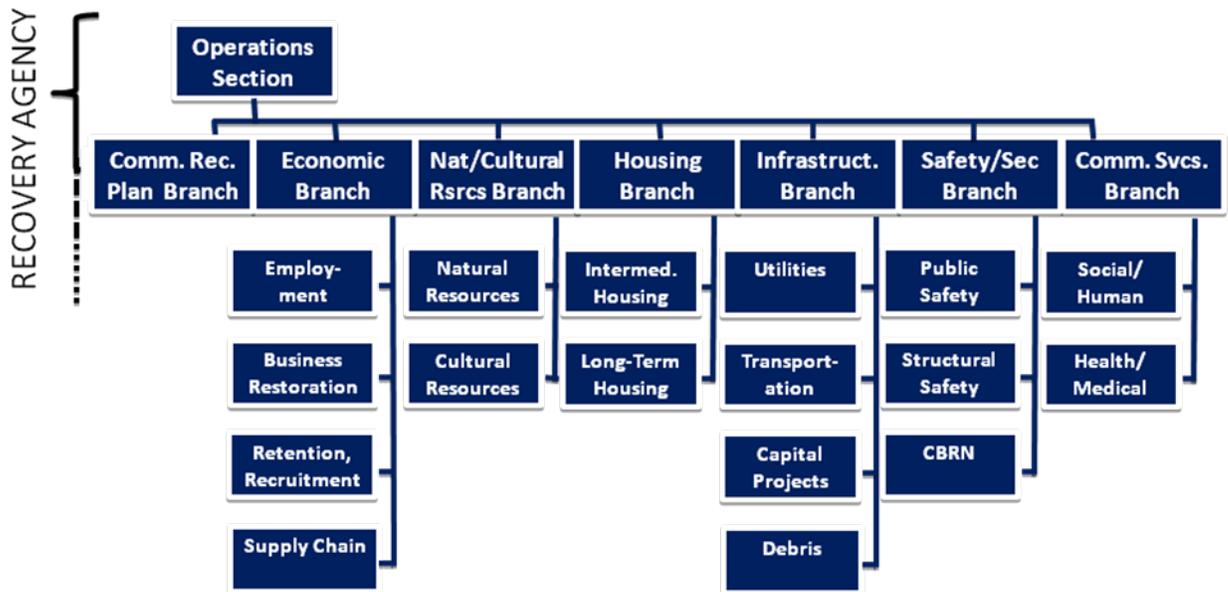
implement goals and strategies identified in this PDRP and other incident-specific long-term recovery plans. Their purpose is to coordinate government, nongovernmental, and stakeholder agencies, departments, and organizations to support recovery operations.

Recovery Groups will be activated by the Operations Section Chief as early as the need for their services is identified. They may be needed to address recovery-specific issues, or to maintain continuity with response activities in order to address ongoing or unmet needs.

Depending on the scope and scale of the incident, only those Recovery Groups determined to be necessary will need to be activated. Group Supervisors may remain in their home agency or be detailed part- or full-time from their home agencies to the temporary Recovery Agency, again depending on the scope and scale of the incident.

To ensure scalability and flexibility in the mobilization of recovery operations, Recovery Groups may be activated (for ICS-purposes) as a branch, group, unit, or division, and may be functionally or geographically subdivided, at the discretion of the Operations Section Chief, as circumstances dictate and consistent with ICS.

**Fully Activated Operations Section (showing all RSF Branches and Recovery Groups)**



*D. Pre-Disaster Recovery Plan*

1. Fairfax County Pre-Disaster Recovery Plan (2011) -

<http://www.fairfaxcounty.gov/oem/pdrp/pdrp-complete-doc-march2012.pdf>

# ESF 15

## External Affairs

COORDINATING AGENCY: *Office of Public Affairs*

<b>Coordinating Agency</b>	<b>Office of Public Affairs</b>
<b>Cooperating Agencies</b>	Office of Emergency Management
	Department of Information Technology
	Department of Cable and Consumer Services
	Fire and Rescue Department
	Police Department
	Health Department
	Department of Public Works and Environmental Services
	Department of Public Safety Communications

### ***I. MISSION STATEMENT***

To monitor and provide timely and accurate information to the public, media, private sector, and Fairfax County elected officials and employees during emergencies or threatened emergencies and to provide protective action guidance as appropriate to save lives and protect property.

### ***II. SCOPE AND POLICIES***

- As the coordinating agency, Office of Public Affairs (OPA) will facilitate the process of developing a “common message” and communications strategy to ensure the consistency of information provided to the public, communities, and the private sector. All emergency response and recovery operations conducted under ESF 15 will be in accordance with the National Incident Management Systems (NIMS) and other federal guidelines.

- When three or more County agencies are involved in emergency operations, the Office of Public Affairs, as the coordinating agency of ESF 15, will serve as the primary point-of-contact for the release of information to the media and public, and the monitoring and engagement between the County and its various stakeholders.
- This policy does not prevent supervisors at the Department of Public Safety Communications from providing basic information after coordination with ESF 15, nor does it preclude Public Information Officers (PIOs) from responding to media inquiries at the scene or sharing information on social media. In the event that an incident commander or County official releases time-sensitive or safety-related information at the scene, he or she will ensure that the same information is conveyed to ESF 15.
- It is critical that all points of information release are coordinated under the direction of OPA to ensure that the public receives accurate, current, and consistent information.
- Public information includes providing incident-related information through County tools, the media and other sources to individuals, families, businesses, and industries directly or indirectly affected by the incident. This includes but is not limited to social media tools as well as monitoring of traditional and non-traditional media sources.
- Community relations activities include identifying and communicating with community leaders (e.g., grassroots, political, religious, business, labor, and ethnic) and neighborhood advocacy groups to ensure a rapid dissemination of information, identify unmet needs, and establish an ongoing dialogue and information exchange.
- Government affairs includes coordination with the Deputy County Executive (DCEX) for Public Safety who is the primary point person for establishing contact with members of the Fairfax County Board of Supervisors and other elected officials representing the affected areas. The Office of Public Affairs works to provide information on the incident and the status of response and recovery

activities to the DCEX for distribution to the Board of Supervisors and other elected officials.

- The Office of Public Affairs will actively engage the ESF cooperating agencies and PIO Corps in planning, training, and exercises to ensure an effective operation upon activation.
- Public education on disaster preparedness is a critical component of ESF 15 and will be conducted on a year-round basis in conjunction with the ESF cooperating agencies.
- Depending upon the situation, ESF 15 may establish a Joint Information Center (JIC) or a Virtual Joint Information Center (VJIC) that may include representatives from the PIO Corps and other cooperating agencies as determined by the Office of Public Affairs. Depending upon the nature of the incident, technical experts may be needed from a variety of agencies.
- If the EOC is activated on a partial or full basis, a JIC or VJIC will automatically be activated. It may be activated for EOC monitoring level activities, based upon the decision of OPA and/or the request of the Office of Emergency Management.
- ESF 15 will utilize all appropriate communication tools during an emergency, including, but not limited to public information releases, the emergency information blog, social and traditional media, Fairfax Alerts, the Fairfax County website, Fairfax County Government Radio, news conferences, local radio and television, media releases, highway advisory radio, community meetings, the Channel 16 emergency message system, and door-to-door contacts.
- In a scenario that has implications across the jurisdictions of the National Capital Region (NCR) a JIC or VJIC may be activated to ensure that consistent information is provided throughout the NCR. The Office of Public Affairs will actively support a regional JIC by ensuring that any relevant documents and information is posted and by participating in collaboration on common regional messages. Staffing of a regional JIC is a priority, but will be based on available staffing at the County JIC, which takes priority. If a

regional JIC can be staffed virtually from the County JIC, it will be the preferred method.

- In the event of a mass fatality incident, ESF 15 will provide support to the Family Assistance Center (FAC) to include family and media briefings, website postings, social media updates and other public information efforts, and will facilitate communications with family members.
- Should there be a need for a shelter or multiple shelters, ESF 15 will provide support to the shelter(s) and/or assistance centers to include family and media briefings, website postings, social media updates, and other public information efforts.

### ***III. CONCEPT OF OPERATIONS***

1. For emergency response operations involving only one or two agencies such as the Fire and Rescue and Police Departments, the on-scene Incident Commander determines the need for notifications and all public information is coordinated through the primary agency's public information office. This PIO will ensure that the Office of Public Affairs is provided copies of relevant documents and kept apprised of field activities. The Office of Public Affairs may provide support as requested or initiated, depending on the incident.
2. As an incident or threat escalates to involve three or more County agencies or a local emergency is declared, the Office of Public Affairs will coordinate all public information. Prior to (or in the absence of) an activation of the Emergency Operations Center (EOC), coordination of public information will be through the Office of Public Affairs.
3. The Office of Public Affairs will coordinate and share information with other County departments and agencies through established protocols and procedures.
4. The Office of Public Affairs will notify the ESF 15 cooperating agencies and the PIO Corps when activating a Joint Information Center. Other agencies and departments will provide representatives to the JIC or VJIC.

5. The JIC will operate as the coordination center for all public information activities related to the incident.

## **IV. AGENCY ROLES AND RESPONSIBILITIES**

### *Coordinating Agency – Office of Public Affairs*

<b>Phase</b>	<b>Roles and Responsibilities</b>
<b>Preparedness</b>	<ul style="list-style-type: none"> <li>• Assist coordinating agencies in the development and communication of information on disaster planning and preparedness (public education).</li> <li>• Conduct planning, training, and exercises with cooperating agencies.</li> <li>• Maintain inventory of assets.</li> <li>• Maintain agency notification rosters.</li> <li>• Participate in resolution of ESF 15 after-action issues.</li> <li>• Maintain supporting plans and procedures (e.g., JIC)</li> <li>• Provide content for public information release.</li> <li>• Train agency staff for emergency assignments.</li> </ul>
<b>Response</b>	<ul style="list-style-type: none"> <li>• Monitor and engage on social media platforms.</li> <li>• Provide situational awareness updates based on social media and traditional media.</li> <li>• Maintain supporting plans and procedures.</li> <li>• Provide liaison(s) to state and/or federal Joint Information Centers.</li> <li>• Conduct press conferences and media briefings.</li> <li>• Establish a physical or virtual JIC.</li> <li>• Assist with development and communications of protective action guidance.</li> <li>• Provide emergency information to county employees, the media, the public, elected officials and the private sector.</li> <li>• Provide communications support to a Family Assistance Center, Shelter, Service Information Center, etc.</li> <li>• Provide content for public information release.</li> </ul>
<b>Recovery</b>	<ul style="list-style-type: none"> <li>• Develop and communicate information on disaster assistance initiatives and programs.</li> <li>• Coordinate media briefings and inquiries.</li> <li>• Coordinate community relations.</li> <li>• Participate in after-action review.</li> <li>• Provide content for public information release.</li> </ul>
<b>Mitigation</b>	<ul style="list-style-type: none"> <li>• Identify opportunities to mitigate the impact of future</li> </ul>

	incidents.
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*Cooperating Agency – Office of Emergency Management*

<b>Phase</b>	<b>Roles and Responsibilities</b>
<b>Preparedness</b>	<ul style="list-style-type: none"> <li>• Assist coordinating agency in the development and communication of information on disaster planning and preparedness (public education).</li> <li>• Coordinate community relations and emergency public information.</li> <li>• Assist in resolving ESF 15 after-action issues.</li> <li>• Respond to requests for information needed to address media or other public inquires.</li> <li>• Participate in planning, training, and exercises.</li> <li>• Maintain agency notification roster.</li> <li>• Maintain inventory of internal agency resources.</li> <li>• Maintain supporting plans and procedures.</li> <li>• Assist in resolving ESF 15 after-action issues.</li> <li>• Support the technical needs of the County’s communications and information systems.</li> <li>• Provide content for public information release.</li> <li>• Train agency staff for emergency assignments.</li> </ul>
<b>Response</b>	<ul style="list-style-type: none"> <li>• Provide situational awareness.</li> <li>• Determine need for protective action guidance and provide technical assistance.</li> <li>• Respond to requests for information needed to address media or other public inquires.</li> <li>• Provide information from EOC to JIC.</li> <li>• Provide content for public information release.</li> </ul>
<b>Recovery</b>	<ul style="list-style-type: none"> <li>• Provide information on recovery assistance programs and operations.</li> <li>• Respond to requests for information needed to address media or other public inquires.</li> <li>• Participate in after-action review.</li> <li>• Provide content for public information release.</li> </ul>
<b>Mitigation</b>	<ul style="list-style-type: none"> <li>• Identify opportunities to mitigate the impact of future incidents.</li> </ul>

*Cooperating Agency – Department of Information Technology*

<b>Phase</b>	<b>Roles and Responsibilities</b>
Preparedness	<ul style="list-style-type: none"> <li>• Participate in planning, training, and exercises.</li> <li>• Maintain agency notification roster.</li> <li>• Maintain inventory of internal agency resources.</li> <li>• Maintain supporting plans and procedures.</li> <li>• Ensure County website is functional and operational and activate emergency banners.</li> <li>• Assist in resolving ESF 15 after-action issues.</li> <li>• Support the technical needs of the County’s communications and information systems.</li> <li>• Serve as technical advisor and provide assistance with audio/visual feeds to/from the media and other related services at the MPSTOC and/or the JIC and other facilities across the County.</li> <li>• Train agency staff for emergency assignments.</li> </ul>
Response	<ul style="list-style-type: none"> <li>• Provide technical assistance.</li> <li>• Ensure County website is functional and operational and activate emergency banners.</li> <li>• Provide staff support to the GIS Unit in the Planning Section in the EOC.</li> </ul>
Recovery	<ul style="list-style-type: none"> <li>• Provide technical assistance.</li> <li>• Provide GIS support.</li> <li>• Ensure County website is functional and operational and activate emergency banners.</li> <li>• Participate in after-action review.</li> </ul>
Mitigation	<ul style="list-style-type: none"> <li>• Identify opportunities to mitigate the impact of future incidents.</li> </ul>

*Cooperating Agency – Department of Cable and Consumer Services*

<b>Phase</b>	<b>Roles and Responsibilities</b>
Preparedness	<ul style="list-style-type: none"> <li>• Participate in planning, training, and exercises.</li> <li>• Maintain agency notification roster.</li> <li>• Maintain inventory of agency resources.</li> <li>• Train agency staff for emergency assignments.</li> <li>• Assist in resolving ESF 15 after-action issues.</li> </ul>

	<ul style="list-style-type: none"> <li>• Maintain supporting plans and procedures.</li> <li>• Ensure that Channel 16 Emergency Message System is functional and operational.</li> </ul>
Response	<ul style="list-style-type: none"> <li>• Ensure that Channel 16 Emergency Message System is functional and operational.</li> <li>• Serve as technical advisor and provide assistance with audio/video feeds from the press room and other audio/visual needs.</li> <li>• Provide audio/visual recording services as needed.</li> </ul>
Recovery	<ul style="list-style-type: none"> <li>• Ensure the Channel 16 Emergency Message System is functional and operational.</li> <li>• Serve as technical advisor and provide assistance with audio/visual feeds from the Government Center press room and other audio/visual needs.</li> <li>• Provide audio/visual recording services.</li> <li>• Participate in after-action review.</li> </ul>
Mitigation	<ul style="list-style-type: none"> <li>• Ensure that Channel 16 Emergency Message System is functional and operational.</li> <li>• Identify opportunities to mitigate the impact of future incidents.</li> </ul>

*Cooperating Agency – Fire and Rescue Department*

<b>Phase</b>	<b>Roles and Responsibilities</b>
Preparedness	<ul style="list-style-type: none"> <li>• Support public education initiatives on emergency preparedness.</li> <li>• Participate in planning, training, and exercises.</li> <li>• Maintain agency notification roster.</li> <li>• Assist in resolving ESF 15 after-action issues.</li> <li>• Maintain supporting plans and procedures.</li> <li>• Provide content for public information release.</li> <li>• Train agency staff for emergency assignments.</li> </ul>
Response	<ul style="list-style-type: none"> <li>• Assist with evacuation and protective guidance information distribution.</li> <li>• Provide assistance in developing protective action guidance and other emergency information.</li> <li>• Provide content for public information release.</li> </ul>
Recovery	<ul style="list-style-type: none"> <li>• Provide assistance in developing public information related to the incident.</li> <li>• Participate in after-action reviews.</li> </ul>

	<ul style="list-style-type: none"> <li>• Provide content for public information release.</li> </ul>
Mitigation	<ul style="list-style-type: none"> <li>• As appropriate, identify opportunities to mitigate the impact of future incidents.</li> </ul>

*Cooperating Agency – Police Department*

<b>Phase</b>	<b>Roles and Responsibilities</b>
Preparedness	<ul style="list-style-type: none"> <li>• Participate in planning, training, and exercises.</li> <li>• Maintain agency notification roster.</li> <li>• Train agency staff for emergency assignments.</li> <li>• Assist in resolving ESF 15 after-action issues.</li> <li>• Maintain supporting plans and procedures.</li> <li>• Provide content for public information release.</li> </ul>
Response	<ul style="list-style-type: none"> <li>• Assist with evacuation and protective guidance information distribution.</li> <li>• Provide assistance in developing public information.</li> <li>• Provide content for public information release.</li> <li>• Provide traffic information, including road closures for public information release.</li> </ul>
Recovery	<ul style="list-style-type: none"> <li>• Provide assistance in developing public information related to the incident.</li> <li>• Participate in after-action review.</li> <li>• Provide content for public information release.</li> </ul>
Mitigation	<ul style="list-style-type: none"> <li>• As appropriate, identify opportunities to mitigate the impact of future incidents.</li> </ul>

*Cooperating Agency – Health Department*

<b>Phase</b>	<b>Roles and Responsibilities</b>
Preparedness	<ul style="list-style-type: none"> <li>• Participate in planning, training, and exercises.</li> <li>• Maintain agency notification roster.</li> <li>• Maintain supporting plans and procedures.</li> <li>• Train agency staff for emergency assignments.</li> <li>• Assist in resolving ESF 15 after-action issues.</li> <li>• Provide content for public information release.</li> </ul>
Response	<ul style="list-style-type: none"> <li>• Provide assistance in developing public information related to health issues and protective guidance.</li> <li>• Provide content for public information release.</li> </ul>
Recovery	<ul style="list-style-type: none"> <li>• Participate in after-action review.</li> <li>• Provide content for public information release.</li> </ul>

Mitigation	<ul style="list-style-type: none"> <li>Identify opportunities to mitigate the impact of future incidents.</li> </ul>
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*Cooperating Agency – Department of Public Works and Environmental Services*

Phase	Roles and Responsibilities
Preparedness	<ul style="list-style-type: none"> <li>Participate in planning, training, and exercises.</li> <li>Maintain agency notification roster.</li> <li>Maintain supporting plans and procedures.</li> <li>Train agency staff for emergency assignments.</li> <li>Assist in resolving ESF 15 after-action issues.</li> <li>Provide content for public information release.</li> </ul>
Response	<ul style="list-style-type: none"> <li>Assist with protective guidance information distribution.</li> <li>Provide content for public information release.</li> </ul>
Recovery	<ul style="list-style-type: none"> <li>Provide assistance in developing public information related to the incident.</li> <li>Participate in after-action review.</li> <li>Provide content for public information release.</li> </ul>
Mitigation	<ul style="list-style-type: none"> <li>Identify opportunities to mitigate the impact of future incidents.</li> </ul>

*Cooperating Agency – Department of Public Safety Communications*

Phase	Roles and Responsibilities
Preparedness	<ul style="list-style-type: none"> <li>Participate in planning, training, and exercises.</li> <li>Maintain agency notification roster.</li> <li>Maintain supporting plans and procedures.</li> <li>Train agency staff for emergency assignments.</li> <li>Assist in resolving ESF 15 after-action issues.</li> <li>Provide content for public information release.</li> </ul>
Response	<ul style="list-style-type: none"> <li>Assist with protective guidance information distribution.</li> <li>Provide assistance in developing public information.</li> <li>Provide content for public information release.</li> </ul>
Recovery	<ul style="list-style-type: none"> <li>Provide assistance in developing public information related to the incident.</li> <li>Participate in after-action review.</li> </ul>

	<ul style="list-style-type: none"><li>• <b>Provide content for public information release.</b></li></ul>
<b>Mitigation</b>	<ul style="list-style-type: none"><li>• <b>Identify opportunities to mitigate the impact of future incidents.</b></li></ul>