

Fairfax County Emergency Operations Plan

Aircraft Crash Appendix For Off Airport Incidents



Developed By:
Fairfax County Emergency Management
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FAIRFAX COUNTY OFF AIRPORT AIRCRAFT CRASH

Hazard Specific Appendix

Purpose

To establish procedures, guidelines and assign responsibilities to agencies which would respond to an off airport aircraft crash that occur in Fairfax County, Va. Other incidents such as aircraft bomb threats, searches for lost or missing aircraft, hostage situations, hijacking or hazardous materials involving aircraft are outside the scope of this document.

This Appendix establishes basic incident management principles that will be utilized during an aircraft disaster in which multiple deaths/injuries have occurred. This document may be used as a training manual for emergency responders who may be called upon to respond to an aircraft incident.

This Appendix is incorporated into the Fairfax County Emergency Operations Plan (EOP) to ensure consistency with established procedures and policies. This Appendix is to be used in conjunction with the Mass Fatality Hazard Specific Appendix and other supporting department/agency documents. Washington Dulles International Airport and other federal, state and municipal agencies have their own emergency plans that have been coordinated with this plan.

The advantages of this Appendix include:

- A. Improve coordination among designated responders.
- B. Enhance protection of Responders and injured persons.
- C. Facilitate consistency with other plans, procedures and directives.
- D. Enhance reference guidelines and checklists.
- E. Reduce problem solving time.
- F. Facilitate training of personnel.

Situation and Assumptions

Fairfax County is in the direct flight path of Washington Dulles International Airport. The airport is co-located in both Fairfax and Loudoun Counties. Both inbound and outbound aircraft will periodically experience emergencies in the vicinity of Fairfax County. Response to a major aircraft incident will tax local emergency resources; therefore, response to an off airport aircraft emergency will include local, State and Federal emergency responders.

Organization and Assignment of Responsibilities

In the event of an Off Airport Aircraft Crash the following agencies/organizations have been assigned duties and responsibilities:

- A. Fairfax County Police Department
- B. Fairfax County Fire and Rescue Department
- C. Fairfax County Office of the County Executive
- D. Fairfax County Emergency Management Division
- E. Fairfax County Family Services
- F. Fairfax-Falls Church Community Services Board
- G. Fairfax County Department of Public Works & Environmental Services
- H. Fairfax County Purchasing
- I. Fairfax County Community and Recreation Services
- J. Fairfax County Purchasing and Supply Management
- K. Fairfax County Department of Transportation
- L. Fairfax County Schools
- M. Fairfax County Health Department
- N. Fairfax County Office of the Sheriff
- O. Fairfax County Information Technology
- P. Fairfax County Attorney
- Q. Fairfax County Office of Public Affairs
- R. Virginia Department of Transportation (VDOT)
- S. Virginia State Police
- T. Virginia Office of the Chief Medical Examiner
- U. Volunteer Fairfax
- V. Federal Bureau of Investigation (FBI)
- W. National Transportation Safety Board (NTSB)
- X. Federal Aviation Administration (FAA)
- Y. Federal Transportation Security Administration (TSA)
- Z. Washington Dulles International Airport
- AA. American Red Cross (ARC)
- BB. INOVA Health Care System & other area hospitals
- CC. Military (DOD)
- DD. Department of Homeland Security
- EE. City of Fairfax Police and Fire Departments
- FF. Towns of Vienna and Herndon Police Departments
- GG. Council of Government
- HH. Affected Airlines

Functional Responsibilities:

Law Enforcement Operations

The Fairfax County Police Department's Patrol Bureau will coordinate the efforts during the **Response Phase** of the incident:

- A. In conjunction with senior fire officials, immediately establish an on-scene Unified Command Post and Staging Area(s).

- B. Establish a police operations area to coordinate activities of all law enforcement agencies at the scene.
- C. Assess the scene to determine what resources are needed.
- D. Establish perimeter control and protection of the crime scene.
- E. Conduct traffic control and/or re-routing.
- F. In conjunction with senior fire officials, begin the evacuation of affected hazardous areas.
- G. Establish a media Staging Area(s) until Public Affairs arrives.
- H. Contact the Criminal Investigations Bureau and Emergency Management Division.
- I. Administer disaster scene pass management plan.
- J. Establish a helicopter landing zone to transport injured personnel. The location of this landing zone shall be coordinated with Fire and Rescue personnel.

The Office of the Sheriff, City of Fairfax, Town of Vienna, Town of Herndon and the Virginia State Police may respond, with available resources, to assist with and support identified law enforcement operations. The Virginia State Police will have the lead role for aircraft incidents on Interstate Highways and on State property. The City of Fairfax will have the lead role for incidents that occur within the scope of their jurisdiction and authority. For incidents that occur within the corporate limits of Vienna and Herndon, Fairfax County will coordinate with town officials in accordance with the established letter of agreement for emergency management operations.

The Fairfax County Police Department's Criminal Investigations Bureau (CIB) will have the following responsibilities during the **Investigative Phase** of the incident:

- A. Criminal Investigations Bureau personnel will be the lead investigative unit in cases that do not involve Federal jurisdictions, military aircraft or incidents outside the scope of their jurisdiction or authority. Personnel from CIB will coordinate with Federal Bureau of Investigation (FBI), National Transportation Safety Board (NTSB), State Police and others during this phase.
- B. Accident Reconstruction Unit shall work with the NTSB, Federal Aviation Administration (FAA), and State Medical Examiner's Office during the investigation phase of the incident in an attempt to determine the cause of the crash.
- C. The Crime Scene Section will locate, collect, protect and document evidence at an aircraft crash site. They will provide staffing to assist the Medical Examiner's Office and the FBI with processing human remains, i.e. fingerprinting, collecting personal effects and documentation of injuries.
- D. Special Units may be established by the CIB Commander as appropriate. These may include but are not limited to:
 - 1. A Lead Investigative Unit responsible for processing the crime scene, conducting witness interviews, or other related tasks.

2. An Incident Morgue Unit assists the State Medical Examiner's Office with the operation of an incident morgue. Assistance will include, but is not limited to, the identification of bodies, next-of-kin notification and processing of personal effects.
3. An Information Task Force Unit responsible for working with the Office of Public Affairs to organize and staff a Citizens Phone Bank.
4. A Hospital Team coordinates a group of detectives who will be responsible for persons taken to local hospitals. Hospital Teams interviews and document events taking place at the medical facilities.

In the Commonwealth of Virginia, the examination and release of human remains falls within the jurisdiction of the Office of the Chief Medical Examiner. Before any action is taken to remove deceased bodies, identify bodies, or establish an incident morgue the senior police official will contact the on-call Assistant Chief Medical Examiner. The Assistant Chief Medical Examiner will report to the Unified Command Post. The senior police official shall ensure the management and identification of human remains is coordinated with the Office of the Chief Medical Examiner and officials from the National Transportation Safety Board and other appropriate federal and state authorities.

If assistance is needed with processing the bodies, the senior police official may contact the U.S. Army's 54 Quartermaster Company (Mortuary Affairs) at Fort Lee, VA; the Virginia Funeral Directors Association; the United States Public Health Service and/or the Disaster Mortuary Operational Response Team (through State EOC).

The Federal Bureau of Investigation (FBI) has the lead role in suspected terrorism incidents. Presidential Decision Directive 39, U.S. Policy on Counterterrorism, reaffirms the FBI lead responsibility in crisis management response to acts of terrorism. The FBI will be requested to send a senior representative to the Unified Command Post to coordinate law enforcement operations. The Fairfax County Police Department has a pre-established working relationship with the FBI that will carryover to aircraft crashes where terrorism might be indicated.

The Department of Homeland Security will send a senior representative to coordinate the overall federal response to the incident. Under the National Response Plan (NRP) and Presidential Directive Five, federal agencies are required to coordinate their activities with local response officials. This will be accomplished through a Unified Command Post that will initially be established by senior local emergency responders.

Fire, Rescue and HAZMAT Operations

Fire and Rescue personnel arriving on the scene during the **Response Phase** of the incident will:

- A. In conjunction with the senior police official immediately establish an on-scene Unified Command Post and Staging Area(s). As appropriate, the Unified

Command Post will place into effect the Mass Casualty/Mass Fatalities procedures.

- B. Establish a fire operations area to coordinate activities of all fire and rescue agencies on-scene.
- C. Immediately upon arrival, fire personnel shall advise the Unified Command Post and the Public Safety Communications Center (PSCC) of hazards which may be present on-scene. Hazards may include: fire, smoke, hazardous materials, aircraft fibers, downed electrical lines, munitions, etc.
- D. In conjunction with the senior law enforcement, fire officials begin the evacuation of affected hazardous areas.
- E. Fire and Rescue personnel will direct all fire fighting activities, supervise salvage and overhaul operations, and take necessary actions to ensure all aircraft parts, equipment and materials involved in the crash are protected for investigators.
- F. As appropriate, Fire and Rescue personnel will provide trained medical personnel to extricate and deplane injured persons and then transport them to a designated triage area(s).
- G. Fire and Rescue personnel shall manage triage operations, coordinate between medical facilities and on-scene operations, coordinate on-site medical personnel, transport injured personnel to local hospitals and coordinate out-of-county Fire, EMS and Rescue units.
- H. Fire and Rescue personnel shall activate appropriate mutual aid resources, advise all area hospitals of expected patient loads, and activate hospital triage teams and the Medical Director.
- I. The Medical Director, or designee shall oversee medical control at the triage/treatment area(s), issue treatment orders, amend medical protocols, assist in selecting hospital destinations and supervise other doctors, nurses or medical personnel who may be at the incident site.
- J. Fire and Rescue personnel shall initiate hazardous material monitoring procedures as appropriate.

The Fairfax Fire and Rescue Department may execute existing fire mutual aid agreements through Northern Virginia Regional Fire Services to enhance and coordinate fire department resources. In addition, the Fairfax County Emergency Management Division may request available resources through Virginia Emergency Management to assist agencies with emergency response and recovery operations.

As appropriate, the Fairfax County Fire and Rescue Department may request a FEMA Urban Search and Rescue (USAR) Team respond to assist with search and rescue activities associated with collateral damage.

During the **Investigative and/or Recovery Phase** the Fire and Rescue Department may be called upon to assist with the following:

- A. Search and rescue operations as necessary to discover or remove victims from plane wreckage, remove or secure plane wreckage, dislodge plane parts or operate rescue and extrication equipment.

- B. Working with the Fairfax County Health Department, establish a biohazard decontamination area near the crash site. Monitor the response personnel who enter the scene for health hazards. Ensure biohazard and hazardous materials are disposed of in accordance with approved environmental guidelines.
- C. Conduct an initial damage assessment survey to determine areas with greatest amount of impact.

Upon request, Department of Public Works and Environmental Services (DPWES) personnel will report to the scene to provide structural safety inspections prior to and in conjunction with search and rescue operations. In addition, they will conduct damage assessment to determine the extent of damage and report findings to Emergency Management personnel. This includes collateral damage assessment.

Health, Medical and Critical Incident Stress Management (CISM) Operations

Fairfax County Fire and Rescue personnel will make immediate contact with the Fairfax County Health Department and INOVA Health Care System for the purpose of coordinating hospital related issues. Both the Health Department and the INOVA Health Care System will activate their respective command center for coordination purposes.

INOVA Health Care System will provide the following assistance:

- A. Activate their Hospital Mass Casualty Plan.
- B. Upon request, send a liaison to the Emergency Operations Center (EOC) or Health Department Unified Command Post or other identified location.
- C. Identify space availability within the INOVA Health Care System and with other regional facilities.
- D. Coordinate patient treatment options with other Trauma & Specialty Centers.
- E. Establish a radio link with all regional hospitals.

The Fairfax County Health Department will work directly with the INOVA Health Care System to:

- A. Provide space availability information to emergency response personnel.
- B. Ensure radio interoperability between hospitals,
- C. Determine available patient load.
- D. Upon request, provide Health Department personnel to augment INOVA staff.

As appropriate, the Fairfax County Health Department will assist with the following:

- A. Support the Medical Examiner's Office.
- B. Inspect food and water supplies affected by the crash
- C. Assist fire and rescue personnel with biohazard and environmental monitoring at the crash site and other affected areas.
- D. Issue health advisories in coordination with the Office of Public Affairs.

- E. Provide medical personnel, counselors and identified staff to the Joint Family Services Operations Center.
- F. Coordinate the sanitary disposal of deceased animals, human remains, etc.

Fairfax-Falls Church Community Services Board, Family Services, police and fire chaplains, Critical Incident Stress Management (CISM) teams may offer critical incident stress management to all first responders, affected public, family members and others involved in the aircraft crash incident. A CISM team may be activated. Upon activation they will implement CISM protocols. If necessary, a location will be identified for defusing, crisis counseling, and/or group debriefings.

As appropriate, the Fairfax County Fire and Rescue Department or the Fairfax County Emergency Management Division may activate the Metropolitan Medical Response System (MMRS) through Arlington County. The MMRS provides support for managing the human health consequences of a terrorist incident or incident involving the use of weapons of mass destruction devices that may be capable of creating mass casualties. The MMRS is operated in conjunction with the U.S. Department of Health and Human Services (DHHS) and Arlington County.

Joint Family Services Operations Center (JFSOC)

(NTSB, ARC, Airline, Fairfax-Fall Church Community Services Board, Family Services, Fairfax County Police Department and Office of Public Affairs)

Fairfax County Family Services, in cooperation with the NTSB and other identified agencies may establish a Joint Family Services Operations Center. The Center will be activated in the event that a large number of casualties/fatalities are involved in an aircraft crash in Fairfax County. The purpose of the center is to provide a central facility where government agencies, airline representatives, and Red Cross personnel can work together to effectively and efficiently assist family members during disaster recovery. The JFSOC will be operated in accordance with the “Federal Plan for Aviation Accidents Involving Aircraft Operated By or Chartered by Federal Agencies” as prepared by the NTSB (NTSB/SPC 99/04) and “Federal Family Assistance Plan for Aviation Disasters” as prepared by the NTSB (6/29/03).

The location of the Center will be established by the Department of Family Services and approved by the NTSB. At a minimum, the facility should contain a large meeting room, overnight accommodations and an area that may be used as a chapel.

The Fairfax County Police Department will assign a liaison to the Joint Family Services Operations Center (JFSOC) to assist with the coordination of victim information and site security.

The Office of Public Affairs will activate and announce their Citizens Phone Bank telephone number to begin coordinating victim information for family members.

The Center manager shall appoint the following positions:

- A. Welfare Operations Coordinator who will be responsible for coordinating all family services, mental health, and related services.
- B. Health Operations Coordinator who will be responsible for coordinating all Health Department personnel at the Center.
- C. Chaplaincy Operations Coordinator who will be responsible for coordinating all counseling operations at the Center.
- D. American Red Cross Coordinator who will be responsible for mobilizing the ARC personnel. All ARC operations will be coordinated with the Welfare Operations Coordinator and Family Center Manager. The ARC will assist in providing victim information to the Center from other ARC Chapters as necessary.

Joint Information Center (JIC)

(Fairfax County Office of Public Affairs, Fairfax County Police Department, Fairfax County Fire and Rescue Department, National Transportation Safety Board, Federal Bureau of Investigation, Department of Homeland Security, Commonwealth of Virginia, and other affected agencies)

Fairfax County Office of Public Affairs shall establish and maintain a Joint Information Center (JIC) throughout the duration of the incident. The JIC will include representatives from affected agencies and organizations as appropriate. The JIC shall establish a single incident information center away from the crash site for the purpose of preparing news releases and disseminating information to the media and general public. Representatives from the JIC will be positioned at the Media Staging Area(s) near the crash site in order to provide timely updates to the media. Representatives from the JIC will report to the JFSOC, Unified Command Post/EOC, Morgue, and other appropriate locations in order to provide real time information to the JIC. All media releases will be coordinated through the Unified Command Post and/or the Emergency Operations Center (EOC), if activated.

Legal Assistance

The Fairfax County Office of the County Attorney shall be the lead agency for the coordination of all legal issues. A representative from the County Attorney's Office shall work collectively with appropriate federal, state and airline representatives on legal matters related to the airplane crash. These may include the following:

- A. Declarations of Emergency, Curfews and Evacuation Orders.
- B. Decision regarding the release of information to media and other interested parties.
- C. Agreements for services or interoperability.
- D. Coordination with victim's and/or other involved attorneys.
- E. Land acquisition and restoration issues.

- F. Environmental and contamination issues.
- G. Legal advice to emergency officials.

PL 104-264 Title VII Section 702 (Aviation Disaster Family Assistance Act of 1996) prohibits unsolicited communications with individuals or family members by attorneys or any potential party to litigation, for a period of 30 days from the date of the accident. Family members must be informed of this prohibition. The County Attorney's Office shall ensure these provisions are enforced.

Military or Government Owned Aircraft

Military or government officials may report to the scene of certain aircraft accidents such as those involving military, National Guard, government owned or aircraft incidents related to National Security. At their request, they may assume command of the "danger or restricted zone" immediately around the plane, but not for the entire incident. For the purpose of this document, this will be considered to be a "sector or area command". The arriving senior official (or designee) should report to (or send a senior representative) to the Fairfax County Command Unified Post for the purpose of resource (personnel or equipment) coordination.

In some crashes involving military fighter aircraft it may be dangerous to approach the scene without full protective gear. Military personnel should offer assistance and advice on matters related to decontamination of the scene and response personnel as well as environmental hazards.

Coordination with Washington Dulles International Airport

Fairfax County and Washington Dulles International Airport provide support to each other through an established mutual aid agreement. These emergency procedures are outlined in the Airport's Emergency Operations Manual and other supporting documentation. In the event of a significant off-airport crash, Fairfax County may request Washington Dulles International Airport to provide the following support:

- A. Provide available fire, police and specialized airport operations personnel to assist with response, investigation and recovery of an off-site aircraft crash. Provide a senior liaison to the Fairfax County Unified Command Post throughout the incident.
- B. Provide liaison with affected Washington Dulles International Airport based air carrier. Assist in obtaining the aircraft manifest and other applicable documentation from the air carrier.
- C. Participate in a Joint Information Center (JIC) and media briefings.
- D. Participate in a Joint Family Services Operations Center (JFSOC). Assist in locating affected family members who may present at the Airport.
- E. Provide personnel to assist with international travel and customs related issues.
- F. Provide available airport support services such as transportation, specialized equipment (and operators), etc.

- G. Provide radio and telephone linkages with FAA control tower as necessary to manage air space around (or near) the crash site.
- H. Provide liaison with resident government agencies that may be located at the Airport.

Concept of Operations

Incident Management

The initial and primary responsibility for public safety and the protection of lives and property rests with Fairfax County government. Appropriate emergency functions are assigned to identified agencies consistent, as much as possible, with normal day-to-day operations. Procedures and guidelines established by this Appendix may be changed by the Incident Commander when, in his/her judgment, immediate and direct action is necessary to protect life and property.

1. In the event of aviation accident that occurs in Fairfax County with ten or more casualties/fatalities this procedure will automatically activate. This would include injures/fatalities both within the aircraft and/or on the ground from a single event at one or more sites.
2. This procedure is an approved Appendix to the County Emergency Operations Plan (EOP). Response to aircraft crash incidents will be managed in accordance with this procedure and applicable sections of the Fairfax County EOP.
3. The County Executive (or designee) will make a determination, based on available information, if a “State of Emergency” is warranted. In consultation with the County Attorney’s Office, he will issue verbal and written directives and carry out official duties and responsibilities as the Fairfax County Emergency Management Director. He may serve as the overall Incident Commander (or appoint a designee) to oversee the operations of the Unified Command Post.
4. The Emergency Management Coordinator (or designee), in consultation with the County Executive, will make a determination as to the activation of the Emergency Operations Center (EOC). If the EOC is activated, Emergency Management personnel will notify identified county agencies necessary to report to the EOC to activate the appropriate Emergency Support Functions (ESFs). If the EOC is not activated, the Emergency Management Coordinator will report to the Unified Command Post on scene to provide coordination with identified agencies.
5. Fire, Rescue, EMS and HAZMAT operations will be managed in accordance with procedures identified in the Fairfax County EOP, Northern Virginia Regional Fire Services program entitled “Incident Unified Command Post Operations” and applicable Fire and Rescue Department standard operating procedures and guidelines. A senior fire official shall be present in the Unified Command Post throughout the incident.
6. Police operations will be managed in accordance with Fairfax County Police Department’s General Orders and applicable police standard operating procedures

- and guidelines. A senior police official shall be present in the Unified Command Post throughout the incident.
7. Other response agencies should follow established Fairfax County plans and procedures. The procedures established by the document apply to all agencies (public, private and voluntary) that become involved in responding to a Fairfax County aircraft disaster whether automatic or assigned. Upon request, identified response agencies will send a senior representative to the Unified Command Post.
 8. Police and Fire Command Support Vehicles, Tents and Fire Pods will be brought to the scene in order to establish an operational support area. A “Long Term Unified Command Post Operation” set up will be established by Police and Fire officials on the scene.
 9. ICS identification vests are required to be worn by on-scene personnel. Positions to which these vests are assigned are identified in the ICS Training Manual. Vests will be provided by emergency management, fire and police personnel.
 10. Fairfax County Emergency Management may request resources from the Fairfax County School System, Department of Community and Recreation Services, Department of Transportation, Purchasing and Supply Management, Department of Information Technology and other identified agencies to establish sites for emergency shelters, Staging Area(s) s, transportation and assistance to affected populations, family members or survivors.

On-Scene Command Post

First arriving emergency personnel shall establish an on-scene Unified Command Post. The command post will be staffed minimally by senior fire, police and emergency management officials. Command shall be responsible for the command and control of disaster on-scene operations. Command will be responsible for overall response and recovery efforts until the Emergency Operations Center (EOC) is activated.

Perimeter, Unified Command Post, Staging Area(s) and Media Security

It will be necessary to provide appropriate levels of security which encompasses the accident crash site Unified Command Posts, Staging Area(s) s, media staging, affected structures, wreckage, etc. Generally, three rings of security will be provided at the crash site.

- A. The outer perimeter will be established immediately by first arriving Fairfax County Police, Sheriff’s Deputies, State Police and other responding uniform law enforcement personnel. First arriving law enforcement officers shall begin blocking roads that lead to the crash site. Scene security, traffic direction and control shall be managed throughout the incident by the Fairfax Police Department. Access to the crash site or Unified Command Post should be limited to public safety personnel who are involved in scene security, life saving, rescue, hazardous materials operations and related public safety functions. All other personnel should be sent to the Staging Area(s) until such times as they are

- needed. Perimeter security officers should contact the Unified Command Post to clear VIPs, government agencies and other officials.
- B. A second ring of security will be maintained around the Media Staging Area, emergency vehicle/personnel Staging Area(s) and Unified Command Post. Personnel that requests to report to the Unified Command Post should be cleared prior to entry by the Unified Command Post.
 - C. The third ring of security will be maintained around the crash site. Once life-saving and firefighting operations have been completed, the scene will be treated as a “crime scene”. Persons entering the scene will be cleared through the Unified Command Post and/or the National Transportation Safety Board (NTSB).
 - D. Potentially dangerous materials may be present at the crash site. These may include but are not limited to, chemicals, explosives, biological, radioactive materials, fuel, pressure vessels, compressed air, hydraulics, batteries, accumulators, igniters, oxygen equipment, evacuation chutes, flares, composite materials, ballistic parachute systems, tires, etc. Fire and hazardous materials personnel shall determine when the scene is safe. Personnel entering the “danger zone” shall wear appropriate levels of protective equipment. Decontamination stations shall be established in order to reduce contamination from biological and other identified hazards that may present.
 - E. The Fairfax County Police Department shall establish and manage the scene pass system. Once lifesaving and firefighting operations have been completed, all persons must be cleared through the Unified Command Post before entering the crash site. Security passes will be changed daily (or more often if necessary) in order to maintain scene security.
 - F. A traffic and perimeter radio talk group should be established by PSCC. This radio talk group will be used to coordinate traffic direction and control, scene security and clear persons in order to gain access to the Unified Command Post or crash site.

Emergency Management Phases of Aircraft Crash Events

Generally, aircraft disaster operations fall into the emergency phase (life safety and firefighting operations), transition phase (stabilizing and protection of the scene), investigative phase (cause and determination) and the recovery phase (demobilization).

1. Emergency Phase:

- A. Emergency personnel respond to the scene and carry out assigned duties in accordance with their established procedures and guidelines. It is during this phase that fire suppression, search and rescue, emergency medical care, traffic direction and control, and perimeter security are established.
- B. Emergency Operations Center (EOC) personnel, Joint Information Center (JIC), Joint Family Services Operations Center (JFSOC) are notified by the Emergency Management Duty Officer.
- C. First arriving emergency personnel establish a Unified Incident Unified Command Post and Staging Area(s) in order to provide on-scene management of

- the incident. The scene is managed in accordance with established incident management procedures. At a minimum, representatives from Fairfax County Police Department, Fairfax County Fire and Rescue and Fairfax County Emergency Management shall be present in the Unified Command Post throughout the duration of the incident.
- D. During the Emergency Phase the senior official from the Fairfax County Fire and Rescue Department serves as the Incident Commander. The Fairfax County Police Department and Emergency Management Duty Officer provides necessary support during the Emergency Phase.
 - E. The Emergency Phase will terminate when the last surviving person(s) are transported from the scene and the scene has been stabilized.

2. Transition Phase

The transition phase provides interconnectivity with the investigative and recovery phases of the incident. Many activities will be occurring simultaneously with the Emergency Phase. During the Transition Phase the following activities will occur:

- A. The Emergency Operations Center (EOC) is activated in order to provide support to the on-scene Unified Command Post. A transition from the field Unified Command Post to the EOC begins to occur. As soon as practical, command and control for the incident is passed to the EOC. A fully functional on-scene Unified Command Post is in place and assumes operational control and security of the incident.
- B. The scene is secured by the first arriving law enforcement officials. Access to the crash site is secured and the pass system is implemented. The scene is secure at this point with all three rings of security in place.
- C. The disaster site is assessed and long term strategic and recovery plans are developed. Staffing and resource requirements are addressed to manage additional operational periods. Police and Fire personnel begin to establish operational areas near the crash site.
- D. The Department of Information Technology (DIT) is called to the scene to work with cellular and land based telephone companies to install temporary phone lines, cabling, computer connects and other technology applications that may be required to support on-scene operations.
- E. Emergency Management personnel, working with pre-identified agency personnel, establish the EOC, Joint Information Center (JIC) and the Joint Family Support Operation Center (JFSOC). These locations are functional during this phase of the incident.
- F. NTSB personnel begin arriving on the scene. They work with the Emergency Management Duty Officer in order to obtain necessary resources.
- G. Fairfax police personnel begin to mobilize investigative personnel and resources in preparation for the Investigation Phase of the incident. They begin to coordinate with federal, state and other resources.

- H. During the Transition Phase, operational control of the scene is passed from the Fire and Rescue Department to the Police Department. The Police Department will be the primary response agency for the Investigative Phase of the Incident.

3. Investigation Phase

This phase may last for several days and includes all aspects of the investigation in order to determine cause and origin of the crash. The National Transportation Safety Board (NTSB) in conjunction with the Fairfax County Police Department, the State Medical Examiner's Office and other affiliated agencies conduct the investigation. The aircraft crash scene is managed in accordance with established crime scene procedures.

- A. The Fairfax County Police Department Victim Services Section is responsible for notification of the next of kin. They work with the JFSOC on family related matters.
- B. A morgue is established by the Fairfax County Police Department in cooperation with the State Medical Examiner's Office. It is the responsibility of the Medical Examiner's Office to equip and staff the morgue.
- C. The Fairfax County Police Department works with Federal Bureau of Investigation, NTSB and the State Medical Examiner's Office in order to identify deceased persons at the crash site. A Disaster Mortuary Team (DMORT) may be requested to assist with this function.
- D. The JFSOC begins working to release victim remains to family members.

4. Recovery Phase

This phase of the incident last for several days and includes all aspects of the recovery phase as necessary to bring closure to the crash site and demobilize resources. Fairfax County Emergency Management will supervise the recovery phase.

- A. The JIC, JFSOC, Morgue and other operational functions begin to terminate operations.
- B. The on-scene Unified Command Post is deactivated and operational control of the scene is turned over to the EOC (or identified contractors).
- C. Equipment is deactivated and returned to its owner.
- D. The State of Emergency is rescinded (if activated).
- E. Clean up operations of the crash site are initiated as necessary.
- F. Final arrangements for a return to normal operations are completed.

Emergency Alerts, Notifications & Emergency Communications

- 1. The Fairfax County Public Safety Communications Center (PSCC) shall be responsible for the emergency dispatch and notification of emergency responders to an off-airport aircraft crash that occurs in Fairfax County. In addition, upon request they shall notify identified county agencies for mutual aid responses to adjacent counties or to Washington Dulles

International Airport. PSCC will maintain an updated “alert and notification” procedure necessary to immediately notify and dispatch identified emergency response agencies.

2. Upon notification, the Fairfax County Emergency Management Duty Officer, in cooperation with the PSCC Supervisor, shall identify and alert County, State, Federal and other agencies necessary to implement this procedure. It is envisioned that this will be executed using pre-identified groups in the Fairfax County Emergency Alert Network (EAN) notification system.
3. Upon notification of aircraft emergency, the PSCC will make pager notification as with other types of notifications.
4. The PSCC (in cooperation with the Department of Information Technology) will pre-establish radio talk groups necessary to manage a large scale incident such as an aircraft crash. PSCC will coordinate all radiocommunications activity associated with the disaster operation. They will establish a plan for disseminating information and coordinating instruction, directives and orders from decision makers (at the on-scene Unified Command Post and/or EOC) to field personnel.
5. The Metropolitan Area Council of Government may be requested to make notification and provide updates through the RICCS Emergency Notification System to identified agencies throughout the region.
6. Fairfax County Emergency Management shall notify the State Emergency Operations Center of an aircraft incident within the geographical boundaries of Fairfax County. The State EOC may provide assistance in the alert and notification of appropriate state and federal agencies.

Washington Dulles International Airport will make direct notification to the PSCC when the Airport Fire Department or FAA Control Tower declares an aircraft emergency that may impact Fairfax County. A “direct ring-down” emergency telephone line will be maintained between Washington Dulles International Airport and the PSCC for notification purposes. The phone will be used to communicate aircraft/airport related emergencies such as aircraft incidents, bomb threats, hijacking, hazardous materials and emergency weather information. The Washington Dulles International Airport will begin their message with the phrase **“This is a Washington Dulles International Airport... Red Alert... This is not a drill”**.

The following alert categories describe the emergency being experienced and shall be used upon notifying emergency personnel and equipment:

- A. Alert I- Indicates an aircraft on the airport is in difficulty: e.g., fuel spill, oil leak, hot brakes, etc. This type of incident is generally handled by the airport without outside assistance.
- B. Alert II- Indicates an aircraft approaching the airport is in difficulty; e.g., engine on fire, faulty landing gear, loss of hydraulic system, etc. Washington Dulles

International Airport personnel will generally assess this situation and make a determination if assistance will be needed by off-site response personnel.

- C. Alert III- Indicates an aircraft involved in an accident on or near the airport. Emergency equipment from Dulles will be proceeding to the scene. Washington Dulles International Airport personnel will determine if they need mutual aid assistance if the incident is located on the airport.

When contacted by Washington Dulles International Airport personnel the PSCC will attempt to obtain as much of the following information as possible:

- A. Alert Condition (Alert I, II or III)
- B. Runway to be used or location of the crash site (if known)
- C. Aircraft type and identification
- D. Nature of the emergency
- E. Estimated time of arrival
- F. Number of persons (souls) on board (SOBs)
- G. Fuel on board (indicated if already dumped)
- H. Presence of hazardous cargo or explosives (if known)

Under some circumstances the PSCC may be the first to be notified of an aircraft crash. This notification could come from the public, neighboring counties communication centers or from public safety officials. Upon receipt of this notification, the PSCC will notify Washington Dulles International Airport and other identified agencies of the incident. Notification should be made in conjunction with the Emergency Management Duty Officer.

First arriving police or fire personnel shall request and establish a direct radio link between Washington Dulles International Airport Command and Fairfax County Police and Fire Commanders. The PSCC shall link (patch) in both the Police, Fire Commanders with Airport Command in order to establish a command and coordination channel. Other talk groups should be used for fire, police, EMS, rescue operations based on an approved communications plan.

Pre-identified Staging Area(s) may be used for aircraft incidents occurring on or near the airport. Police and Fire Commanders shall notify PSCC as to the location for staging non-committed in-coming fire and police units.

For incidents occurring off the airport grounds, The Washington Dulles International Airport Manager (or designee) must approve airport police, fire and support units to be dispatched off the airport. A determination will be made as to equipment and staffing availability. It is envisioned that support from Washington Dulles International Airport may be limited based on established limited equipment and personnel.

Safety, Accountability and Documentation

- A. The Fire-Rescue Safety Officer shall respond to the scene for the purpose of establishing an incident safety plan and overseeing safety operations throughout the incident. Additional safety officers shall be appointed as appropriate.
- B. Other than first arriving emergency vehicles, each agency that responds to the scene of the crash shall check in with Staging to ensure accountability. The Fire-Rescue staging officer shall maintain a log of all persons and vehicles that enter the crash site during the Emergency and Transition phase of the incident.
- C. During the Investigative Phase of the incident Fairfax County Police Department shall maintain a log of all personnel and vehicles that enter the crash site (crime scene).
- D. A Unified Command Post recorder shall be appointed for the purpose of maintaining a detailed chronological account of all actions taken place during the event. Events initiated over radio will be recorded by the PSCC.
- E. The scene will be videotaped, sketched and recorded in accordance with established police procedures.

Training and Exercises

This Appendix is part of the Fairfax County Emergency Operations Plan (EOP). As such it will updated in conjunction with other areas of the EOP. Agencies listed in the Appendix are encouraged to review the document on a regular basis and train personnel on identified assigned duties and responsibilities.

This plan will be periodically tested by an appropriate exercise method.

References

- A. Fairfax County Emergency Operations Plan, 2002
- B. Mass Fatality Hazard Specific Appendix, 2002
- C. Northern Virginia Regional Fire Service's Incident Unified Command Post Operations, February 2002
- D. Federal Family Assistance Plan for Aviation Disasters, August 2000
- E. Federal Plan for Aviation Accidents Involving Aircraft Operated by or Chartered by Federal Agencies, October 1999
- F. Metropolitan Washington Airports Authority-Washington Washington Dulles International Airport's Emergency Operations Manual, January 1995