



DEPARTMENT OF THE NAVY

COMMANDING OFFICER
NAVAL BASE SAN DIEGO
3455 SENN ROAD
SAN DIEGO, CALIFORNIA 92136-5084

NAVBASESANDIEGOINST 3440.1J

MAY 04 2010

NAVAL BASE SAN DIEGO INSTRUCTION 3440.1J

Subj: NAVAL BASE SAN DIEGO (NBSD) EMERGENCY MANAGEMENT PROGRAM

Ref: (a) DODI 6055.17, Department of Defense Installation
Emergency Management Program (13 Jan 09)
(b) OPNAVINST 3440.17, Navy Installation Emergency
Management Program (22 Jul 05)
(c) CNIC Instruction 3440.17 Navy Installation Emergency
Management (EM) Program Manual (23 Jan 2006; Change
1:8 Jul 2006)
(d) COMNAVREGSW Instruction 3440.1B
(e) National Incident Management System (Dec 2008)
(f) National Response Framework (22 Mar 08)
(g) OPNAV Instruction 3440.16C (Series) Navy Civil
Emergency Management Program (10 March 1995)
(h) DODINST 2000.18
(i) COMNAVREGSW Instruction 5090.1D
(j) NAVMEDCENSANDIEGOINST 3440.5
(k) San Diego County Emergency Services Organization Annex
D Multi-Casualty Operations (March 2004)
(l) CNIC Instruction 3000.1 Shore response training Plan
(m) OPNAVINST 3040.5, Procedure and Reporting Requirements
for Reactor and Radiological Accidents
(n) Commanding Officer Standing Orders 5500.1D
(o) NAVBASESANDIEGO Instruction 1550.1E

1. Purpose: To provide policy, guidance, operational structure, and assignment of responsibilities for developing a comprehensive, all-hazards Emergency Management Plan (EMP) for NBSD and tenant commands in accordance with references (a) through (m). To implement the EMP within the area of responsibility (AOR) assigned to Commanding Officer (CO), NBSD per reference (d).

2. Cancellation. NAVBASESANDIEGOINST 3440.1H

3. Scope. This instruction applies to all Navy commands and activities within NBSD's AOR. It covers Navy emergency management activities, including all internal efforts of EM preparedness, mitigation, response, and recovery from natural or manmade disasters as defined within reference (c) and all aspects of Defense Support of Civil Authorities (DSCA) assigned to NBSD by references (d) and (g).

MAY 04 2010

4. Applicability. This instruction applies to NBSD and tenant commands within NBSD's AOR in peacetime, Military Operations Other Than War, and wartime conditions. This instruction is applicable to Navy personnel, to include active and reserve components, Navy civilians, Navy families, Navy and non-Navy tenants aboard NBSD, transient military or U.S. Government personnel, contractor personnel, visitors, guests and third country national personnel, as assigned. This instruction does not apply to mobile, expeditionary, afloat, or other deployable forces as delineated in applicable Fleet Forces guidance.

5. Exemption

a. Per references (b) and (c), the scope of the Navy Installation EM Program excludes combat operations and combat operations support along with Chemical Biological Radiological/Naval Base Coronado events during major combat operations. Nuclear weapon incident/accident Hazard Specific Appendix (HAS) and guidance are also excluded from this instruction.

b. Pursuant to references (b), (c) and (m), Executive Order 12344, DOE Directives, and Public Law 106-65, Naval Sea 08/Naval Reactors is the Federal Coordinating Agency for all aspects of radiological emergencies involving Naval nuclear propulsion plants, associated radioactive material, and its transport. Furthermore, all U.S. Navy nuclear-powered vessels and their support facilities are under the radiological regulatory authority of NAVSEA 08/Naval Reactors. As such, emergencies involving Naval Nuclear Propulsion Program (NNPP) reactor plants and associated radioactive material are exempt from references (b) and (c). Consistent with the responsibility defined in reference (c), NBSD shall provide support to Primary, Deputy Primary, and Area Commanders as necessary as directed by Navy Region Southwest (NRSW). Support provided by NBSD may include, but not be limited to, facilities, security, fire and emergency medical services, transportation, tugs, public affairs, and services provided by public works. The NNPP Primary, Deputy Primary, and Area Commander conduct periodic training, drills, and full-scale exercises to maintain a robust response capability. Consistent with the responsibility defined in reference (b), NBSD shall support these exercises, as appropriate. HSA 14 provides guidance on response to a NNPP incident.

MAY 04 2010

6. Background

a. The EM Program shall serve as the principle method within NBSD for implementing the shore installation chemical, biological, radiological, nuclear, and high-yield explosive (CBRNE) preparedness and defense guidelines and standards directed by references (b) and (d).

b. EM replaces the disaster preparedness construct previously utilized by the Navy.

c. The following information provides a guide to the most significant aspects of an Installation EM Program. Detailed program guidance is provided within references (b) and (c).

7. Policy. References (a) through (f) require NBSD to develop and maintain plans, policies, and procedures for EM to ensure protection of Navy personnel and assets per National Incident Management System guidance.

a. EM Program Primary Objectives. Per reference (b),

(1) Protect personnel onboard Navy Regions and Installations.

(2) Maintain critical missions(s) performed onboard Navy Regions and Installations specifically, Mission Essential Functions (MEFs) and any Critical Mission Facilities associated with these MEFs.

(3) Restore mission essential functions performed onboard Navy Regions and Installations.

b. Authority and Responsibility. Per reference (c), NBSD CO has the authority and responsibility to protect personnel, equipment, and facilities subject to their control. Nothing in this instruction or the EM Program shall detract from, or conflict with, the inherent and specified authorities and responsibilities of the CO.

c. EM Program Standards. References (b) and (d) promulgate EM Program guidance based on a list of standards. Reference (b) further delineates those standards and has been utilized as the basis for the NBSD EMP.

MAY 04 2010

d. Hazard Risk Assessments. CO, NBSD shall identify and prioritize potential hazards by completing Hazard Risk Assessments and then develop mitigating actions, policy guidance and capabilities. These Hazard Risk Assessments are a risk-based strategy that considers threat, vulnerability, consequence management, response capability, and criticality. Upon the completion of all regional and installation hazard risk and capability assessments, copies shall be provided to the NRSW EM Office.

e. EM Capabilities. CO, NBSD shall establish and maintain required capabilities necessary to sense hazards, shape the situation, shield personnel, and sustain critical operations IAW reference (c). The required EM capabilities will not be deemed to exist until they are properly organized, manned, trained, equipped, exercised, evaluated, and sustained IAW reference (b).

(1) EM capabilities may be organic, regionalized, or provided by Federal, territory, local, other service, and/or private agencies and departments through Memorandums of Understanding or Agreement, Mutual Aid Agreements, contracting, or Inter-Service Support Agreements. All such agreements will be approved through proper authority and a copy maintained by the Navy organization that participates in the agreement. Copies will be filed with the NRSW EM Office and the NRSW Business Office.

f. Environmental and Natural Resource Program Requirements. Within NBSD, Navy civilian or military first responders and emergency responders shall comply with all applicable Navy Environmental and Natural Resources Program Requirements.

g. Tenant Commands. Commands located on or grouped with NBSD do not require separate programs, but shall be required to participate in designated prevention, mitigation, preparedness, response, and recovery efforts through the development of tenant command Emergency Action Plans IAW NRSW and NBSD EM Programs.

h. Antiterrorism Plans. This plan is consistent with NRSW and NBSD antiterrorism (AT) plans as required by references (b) and (c). AT plan(s) are referenced accordingly within this plan, especially in the areas of vulnerability assessment and explosive event management.

MAY 04 2010

i. Fire Disaster Plans. This plan is consistent with Federal Fire Department disaster plans as required by references (b) and (c).

j. Commander, Naval Installations Command Guidance. Reference (b) is a combination of EM related sources and shall be used as the overarching guidance for the EM Program. Extremely detailed in nature, reference (c) will be used as the governing document should conflicts occur with other sources.

8. Assumptions

a. Response to an emergency onboard a shore installation may require all existing first and emergency responder assets. It may also exceed the EM capabilities of organic NBSD and or tenant command resources.

b. NBSD may require extensive Regional, Federal, State, County, City, other service, and/or private support in order to effectively respond to and recover from an emergency. Close liaison with these agencies and departments is essential prior to an emergency in order to ensure that civil authorities understand our requirements and are responsive in protecting Navy resources.

c. Higher headquarters may task NBSD with DSCA missions. Per reference (g), NBSD shall be prepared to aid civil authorities if requested. Requests for Navy assistance will normally come via the Joint Task Force Homeland Defense or via NRSW. Higher headquarters will also coordinate Secretary of Defense approval for DoD assistance. DSCA shall be provided strictly IAW Support Annex 15. The NRSW Emergency Manager (REM) serves as the principle advisor to designated Regional Planning Agent.

d. EM and emergency response are typically based on mutual assistance between the respective agencies and departments. Per reference (c), NBSD shall be prepared to request assistance, if needed, from Federal, State, County, City, or other services.

9. Responsibilities

a. CO, NBSD. The CO shall:

MAY 04 2010

(1) Designate a full-time Emergency Management Officer (EMO) in writing IAW reference (d). Due to the nature of the EMO responsibilities and the need for long-term continuity, these positions should be filled by civilians whenever possible.

(2) Designate an appropriate number of personnel to serve as a collateral duty or full-time staff to support the EM Program, including the administration and operation of the Emergency Operations Center.

(3) Provide direction and oversight of the NBSD EM Program. Assure the EM standards of references (a) through (m) are addressed in the EM Program.

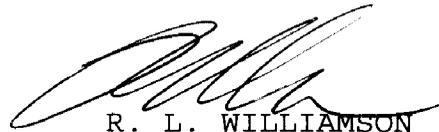
(4) Establish the NBSD Emergency Management Working Group (EMWG) per references (b) and (c) to assist the EMO in developing, executing, exercising, and assessing the NBSD EM Program. The EMWG should encourage participation by all tenant commands to the maximum extent possible.

b. NBSD EMO. The EMO shall:

(1) Report operationally to the CO via the NBSD Operations Officer (N3) and administratively to the REM.

(2) Serve as the EM Program Coordinator for NBSD preventing, preparing for, mitigating potential effects from, responding to, and recovering from all natural and man-made hazards, including CBRNE events that may affect the installation.

10. Action. Commands located on or grouped with NBSD do not require separate EM programs, but shall be required to participate in designated prevention, mitigation, preparedness, response, and recovery efforts through the development of tenant command Emergency Action Plans IAW NRSW and NBSD EM Programs.



R. L. WILLIAMSON

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NAVAL BASE SAN DIEGO

**INSTALLATION
EMERGENCY MANAGEMENT
(EM) PLAN**

BASIS FOR DEVELOPMENT OF NAVY EMERGENCY MANAGEMENT PROGRAMS

Deputy Secretary of Defense Memorandum to the Services on 5 September 2002 established the requirement for all Services to protect assigned personnel against CBRNE terrorism incidents impacting military installations. The appropriate DoD and Joint guidance quickly followed in the form of DoD Instruction 2000.18 to clarify the guidelines, standards, and employment concepts necessary to execute the guidance provided by the Deputy Secretary.

Homeland Security Presidential Directive (HSPD)-5, Management of Domestic Incidents, was issued in February 2003. It requires the development of the National Incident Management System (NIMS) to coordinate the preparedness and incident management efforts of Federal, State, Tribal, and Local governments. The Deputy Secretary of Defense Memorandum of 26 January 2004 mandated cooperation and the use of NIMS by all Services. The NIMS was released in March 2004 and updated in December 2008.

Based upon HSPD-5 and the common preparedness requirements set forth in NIMS, the Federal Government created the National Response Plan (NRP) in December 2004 to integrate Federal Government prevention/mitigation, preparedness, response, recovery plans into one all-discipline, all-hazard approach to domestic incident management. The NRP superseded the Federal Response Plan (FRP), United States Government Interagency Domestic Terrorism Concept of Operations Plan (CONPLAN), the Federal Radiological Emergency Response Plan (FRERP), and the Initial National Response Plan (INRP). The NRP served as the core plan for Federal support to State, Tribal, and Local governments and established the principal construct for management of Incidents of National Significance (INS). The NRP was linked to an array of incident- or hazard-specific Federal contingency plans, including the National Oil and Hazardous Substances Pollution Contingency Plan (NCP).

The National Response Framework (NRF) was released in March 2008 along with functional annexes and support annexes. The NRF supersedes the NRP with the exception that the NRP Incident Annexes remain in effect. The NRF is a guide to how the Nation conducts all-hazards response. It is built upon scalable, flexible, and adaptable coordinating structures to align key roles and responsibilities across the Nation. It describes specific authorities and best practices for managing incidents that range from the serious but purely local, to large-scale terrorist attacks or catastrophic natural disasters.

Federal departments and agencies are required to modify existing incident management, contingency, and emergency plans under their purview to appropriately align these plans with the direction provided in the NIMS and the NRF. State, Tribal, and Local authorities were requested to modify similar plans under their purview to the standards set forth in NIMS to facilitate national-level interoperability and coordination.

The Navy Installation Emergency Management (EM) Program implements the concepts outlined above as well as other applicable DoD and Joint guidance within Navy Regions and Installations worldwide. The incident management structures and processes outlined herein call for maximum integration and coordination at all levels of the Navy and coordination between the Navy and Federal, State, Local, Other Service, and/or private (or Host Nation) agencies and departments to optimize resources and develop an optimum response and recovery effort.

The Naval Base San Diego Emergency Management (EM) Program shall implement the policy and procedures set forth by DODI 6055.17, *Department of Defense Installation Emergency Management Program*, CNIC Instruction 3440.17, *Navy Installation Emergency Management EM) Program*, OPNAV Instruction 3440.16 *Navy Civil Emergency Management Program* through the development, maintenance, and execution of the EM Plan in this document.

The successful implementation of this program will take the concerted efforts of all stakeholders. Only by working together will the nation achieve greater efficiency and effectiveness in preventing, preparing for, mitigating the potential effects of, responding to, and recovering from all identified hazards and threats, including acts of terrorism. I look forward to working with all to achieve our common goal.

R. L. WILLIAMSON
Commanding Officer, NBSD

Table of Contents

Table of Contents 11

BASIC PLAN 15

Introduction..... 15

Purpose..... 15

References..... 15

Assumptions..... 17

Policy 18

NBSD Operational Environment Jurisdictions 22

Table BP-1 NBSD Operational Environment Jurisdictions 22

Figure BP-1 NBSD Operational Environment Jurisdictions 24

Figure BP-2 Admrl Baker Field Operational Environment Jurisdictions 24

Figure BP-3 Broadway Complex Operational Environment Jurisdictions 25

Figure BP-4: NBSD Military Title 10 Housing Area of Responsibility (AOR).....25

NBSD Organizational Information 24

Purpose..... 24

Area of Responsibility (AOR) 25

Table BP-2: Organizational Assignments (By Echelon).....25

NBSD Organization Structure 27

Figure BP-5: Installation Organizational Chart.....27

NBSD Required Operational Capability and Group Designation 28

Purpose..... 28

Required Operational Capability 28

Table BP-3: Required Operational Capability Levels.....28

Table BP-4: NBSD Group Designation.....29

Capabilities-Based Budgeting..... 29

Figure BP-6: NBSD Emergency Management Organization Structure 30

Emergency Management Program Execution 30

NBSD CO (Installation CO)..... 30

Executive Officer (Installation XO)..... 31

Operations Officer (N3)..... 31

NBSD Battle Watch Supervisor (BWS)..... 32

NBSD Incident Management Team..... 33

Tenant Command 37

Overview..... 37

Assumptions..... 37

Policy 37

Tenant Command and Military Housing Emergency Action Plan (EAP)..... 37

Table BP-5: Tenant Command List.....39

Command and Control Systems 43

Overview..... 43

Policy 43

Figure BP-7: Overall Command and Control Construct..... 44

Figure BP-8: NBSD ICS Command System Command Structure.....44

Unified Command System (UCS) 47

Regional Dispatch Center (RDC) 47

NBSD Emergency Operations Center (EOC)..... 48

Figure BP-9: NBSD EOC Structure.....49

Operation..... 49

Figure BP-10 NBSD EOC Lay Out.....50

Watch Requirements..... 50

Administration..... 51

CNRSW Regional Operations Center..... 51

Five Phases of Emergency Management..... 51

Prevention..... 52

Overview..... 52

Prevention Strategy..... 52

Mitigation..... 54

Overview..... 54

Assignments..... 55

Preparedness..... 55

Individual/Family Preparedness Overview..... 55

Assignments..... 55

Local Emergency Planning Committees (LEPCs)..... 56

Table BP-7 NBSD Hazard/Threat Probabilities.....57

NBSD Assessment Program..... 58

Figure BP-11: Overall Risk Management Process.....59

Risk Management Steps..... 59

Risk Management Strategy..... 59

Table BP-8: Types of Assessments.....61

Personnel Categorization..... 62

Background..... 62

Protected Populace..... 62

Table BP-9 Naval Base San Diego Protected Populace..... 63

Critical Infrastructure Protection (CIP) Program..... 63

Mass Warning and Notification..... 64

Fielding Considerations..... 64

Mass Care Services..... 66

Overview..... 66

Evacuation and Sheltering..... 66

Overview..... 66

Safe Haven..... 66

Shelter..... 67

Shelter-in-Place..... 67

Resource Inventory and Management..... 67

Overview..... 67

Resource Inventory Management..... 68

Managing Resources..... 70

Volunteer and Donations Management..... 73

Equipment Program..... 73

Training Program..... 73

Exercise and Evaluation Program..... 74

Overview..... 74

Execution..... 74

After Action Reports..... 75

Continuity of Operations (COOP) Program..... 75

Program Elements..... 76

COOP Planning Factors..... 76

Implementing COOP Plans..... 76

Classifying COOP Plans..... 77

COOP Plan Review..... 77

Assignments..... 77

Continuity of Business..... 78

Overview..... 78

Continuity of Command Authority (Line of Succession)..... 78

NBSD Business Continuity Plan Review..... 79

Response Concept of Operations..... 79

Overview..... 79

Definition..... 79

Operational Environment..... 80

Figure BP-12: Command and Control Structure..... 81

Figure BP-13:Notional Incident Response Sequence..... 81

Response Timeline..... 81

Response Priorities..... 81

Notional NBSD Response Scenario..... 82

Assumptions..... 82

Figure BP-14: NBSD Response time to Chemical Event 20-30 min..... 84

Figure BP-15: NBSD Response time to Chemical Event 20-30 min..... 85

Repatriation Operations..... 84

Overview..... 84

Impact..... 84

Repatriation Center Operations..... 85

Figure BP-16: Repatriation Center..... 85

Incident Notification..... 86

Overview..... 86

Figure BP-17: NBSD Notification Process..... 87

Incident Reporting..... 88

Overview..... 88

Figure BP-18: Initial OPREP-3..... 88

Figure BP-19: Initial OPREP-3 Pinnacle Message..... 89

NBSD-Level Tasks..... 91

Table BP-10: EOC Activation..... 94

Table BP-11 EOC Essential Elements of Information (EEl)s..... 93

Emergency Orders (Emergency Declaration)..... 95

Regional Emergency..... 96

Figure BP-20: NBSD Command and Control Structure..... 97

Figure BP-21: Planning P..... 97

Emergency Public Information..... 99

Base Support Installation..... 99

Overview..... 99

Concept of Support..... 99

BSI Mission Requirements..... 99

BSI Selection..... 99

National Logistics Staging Area (NLSA)..... 101

Overview 101

Concept of Support 102

Emergency Support Functions 102

Overview 102

Recovery 103

Overview 103

Recovery Task List 105

Table BP-12: Prioritized Recovery Tasks 105

Support Organizations. 108

Damage Assessment 109

Personnel Safety..... 109

Health/Environmental Considerations 110

Remediation & Retrograde Operations..... 111

Defense Support of Civil Authorities (DSCA) 112

Overview 112

Immediate Response Authority (IRA) 112

Priority of DSCA 112

Reimbursement 112

Command Structure 113

Request for Assistance (RFA) Process 113

Federal Requests for Assistance 113

Installation Role in DSCA 113

Supporting Plans 114

Antiterrorism Plan..... 114

High-Value Asset Sortie Plan 118

(1) Potential impact..... 118

 a. Increase of traffic to conditions 118

 b. Raise of FPCON Conditions 118

 c. Reduction in available emergency resources 118

 d. Reduction in available ASF personnel..... 118

APPENDIX A: GLOSSARY 119

BASIC PLAN

Introduction

Purpose

NBSD Emergency Management Plan is intended to establish policies, procedures, and organizational structure for response to emergencies that are of sufficient magnitude to cause a significant disruption of the functioning of all or portions of NBSD. This plan describes the roles and responsibilities of departments, tenants, and personnel during and after emergency situations. The basic emergency procedures are designed to protect lives and property through effective use of NSBD, tenant and NRSW resources. Since an emergency may be sudden and without warning, these procedures are designed to be flexible in order to accommodate contingencies of various types and magnitudes and can change at the direction of the NBSD CO as required.

This plan addresses several types of emergencies on an individual basis, providing guidelines for the containment of the incident and provides emergency instructions to the individual designated to direct NBSD resources in a concise format. It also will provide emergency response information primarily for use by faculty/staff and other on-site personnel who may be initial responders to an emergency incident. The purpose of this plan is to provide the necessary guidelines, procedures, and instructions for implementing emergency operations at NBSD. Emergency operations will utilize the existing NBSD organizations, with aid as necessary from NRSW, city, state, and federal governments.

References

- Ref: (a) DODI 6055.17, Department of Defense Installation
Emergency Management Program (13 Jan 09)
- (b) OPNAVINST 3440.17, Navy Installation Emergency
Management Program (22 Jul 05)
- (c) CNIC Instruction 3440.17 Navy Installation
Emergency Management (EM) Program Manual (23 Jan
2006; Change 1: 8 Jul 2006)
- (d) COMNAVREGSW Instruction 3440.1B
- (e) National Incident Management System (Dec 2008)
- (f) National Response Framework (22 Mar 08)
- (g) OPNAV Instruction 3440.16C (Series) Navy Civil
Emergency Management Program (10 March 1995)
- (h) DODINST 2000.18
- (i) COMNAVREGSW Instruction 5090.1D
- (j) NAVMEDCENSDIEGOINST 3440.5
- (k) San Diego County Emergency Services Organization
Annex D Multi-Casualty Operations (March 2004)
- (l) CNIC Instruction 3000.1 Shore response training
Plan
- (m) OPNAVINST 3040.5, Procedure and Reporting
Requirements for Reactor and Radiological
Accidents

Scope

The scope of this NBSD EM Plan includes all aspects of the preparedness for, the mitigation of potential effects of, the response to, and the recovery from natural, manmade (technological), and terrorism hazards within the jurisdiction of Naval Base San Diego.

This NBSD EM Plan:

- Provides NBSD operational and response organization structures
- Identifies NBSD response resources and assets
- Establishes training standards for assigned personnel
- Provides policy for equipment procurement, issue, and maintenance
- Identifies operational procedures

Applicability.

This instruction applies to Naval Base San Diego and tenant commands within NBSD's AOR in peacetime, Military Operations Other Than War (MOOTW), and wartime conditions. This instruction is applicable to Navy personnel, to include active and reserve components, Navy civilians, Navy families, Navy and non-Navy tenants aboard NBSD, transient military or U.S. Government personnel, contractor personnel, visitors, guests and third country national personnel, as assigned. This instruction does not apply to mobile, expeditionary, afloat, or other deployable forces as delineated in applicable Fleet Forces guidance.

Exemption.

a. Per references (b) and (c) the scope of the Navy Installation EM Program excludes combat operations and combat operations support along with CBR/NBC events during major combat operations. Nuclear weapon incident/accident HSAs and guidance are also excluded from this instruction.

b. Pursuant to references (b), (c) and (m), Executive Order 12344, DOE Directives, and Public Law 106-65, NAVSEA 08/Naval Reactors is the Federal Coordinating Agency for all aspects of radiological emergencies involving Naval nuclear propulsion plants, associated radioactive material, and its transport. Further, all U.S. Navy nuclear-powered vessels and their support facilities are under the radiological regulatory authority of NAVSEA 08/Naval Reactors. As such, emergencies involving Naval Nuclear Propulsion Program (NNPP) reactor plants and associated radioactive material are exempt from references (b) and (c). Consistent with the responsibility defined in reference (c), NBSD shall provide support to Primary, Deputy Primary, and Area Commanders as necessary as directed by Navy Region Southwest (NRSW). Support provided by Naval Base San Diego may include, but not be limited to, facilities, security, fire and emergency medical services, transportation, tugs, public affairs, and services provided by public works. The NNPP Primary, Deputy Primary, and Area Commander conduct periodic training, drills, and full-scale exercises to maintain a robust

response capability. Consistent with the responsibility defined in reference (b), NBSD shall support these exercises, as appropriate. HSA 14 provides guidance on response to a Naval Nuclear Propulsion Program incident.

Situation. Naval Base San Diego has been affected in the past by various emergencies that caused significant damage and disruption to facilities. The likelihood is that such events will happen again, often without warning. Their impact will vary from a local incident to a catastrophic emergency, depending on many factors. The following events may occur as a result of hazards/threats that the installation may experience:

- (1) Disruption or loss of critical missions
- (2) Significant personal injury or loss of life
- (3) Significant and prolonged human suffering
- (4) Disruption or loss of essential operations or services
- (5) Damage to or destruction of critical or supporting infrastructure
- (6) Disruption or loss of required resources
- (7) Disruption or loss of transportation and communication networks
- (8) Substantial and/or extensive property damage or loss
- (9) Damage to the environment
- (10) Civil disturbance or disobedience

Assumptions

The normal functions of Navy ashore facilities and operations are at constant risk from the effects of natural disasters, accidents, civil disturbances and/or terrorist attack. Any of these threats may result in an event that causes large loss of life, injuries, or loss of property to Navy facilities without warning.

The surrounding civilian population may also be adversely affected. NBSD EM Plan, along with supporting procedures developed using reference (a) as guidance, provide an effective organization and procedures for responding to threats, and providing assistance to other federal, state or local agencies, based on the possibility of any or all of the below conditions occurring.

The following events may occur during an emergency:

After any major disaster, some or all of the following effects could exist:

- (1) Disruption or loss of critical missions
- (2) Significant personal injury or loss of life
- (3) Significant and prolonged human suffering
- (4) Disruption or loss of essential operations or services
- (5) Damage to or destruction of critical or supporting infrastructure
- (6) Disruption or loss of required resources
- (7) Disruption or loss of transportation and communication networks
- (8) Substantial and/or extensive property damage or loss
- (9) Damage to the environment
- (10) Civil disturbance or disobedience

Mitigation activities, conducted prior to the occurrence of an emergency, result in a potential reduction in the above events.

Policy

The primary responsibility of all NBSD is to assigned mission-essential functions (MEFs) and supporting tasks to staff, and tenants. This NBSD EM Plan supports the priority of such continuity-of-operations (COOP) efforts in relation to the response to an emergency and provides validated and approved methods for protecting assigned personnel, equipment, and facilities within the scope of federal law and DOD, Joint, and Navy policy.

It is the policy of the federal government to support civil authorities in coping with civil emergencies or disasters that overwhelm the capability of state and local governments to adequately respond to and recover from such events to protect the safety, health, and property of the civilian population. This NBSD EM Plan outlines the applicable Navy support to assist civil authorities as directed by higher headquarters or when an emergency poses an immediate and imminent threat to human life.

- (1) Disruption or loss of critical missions
- (2) Significant personal injury or loss of life
- (3) Significant and prolonged human suffering

- (4) Disruption or loss of essential operations or services
- (5) Damage to or destruction of critical or supporting infrastructure
- (6) Disruption or loss of required resources
- (7) Disruption or loss of transportation and communication networks
- (8) Substantial and/or extensive property damage or loss
- (9) Damage to the environment
- (10) Civil disturbance or disobedience

a. Authority. Commanding Officer, Naval Base San Diego has the authority and responsibility to protect personnel, equipment, and facilities subject to his/her control. This EM Plan shall not detract from, or conflict with, the inherent and specified authorities and responsibilities of the Commanding Officer, Naval Base San Diego. Furthermore, this plan shall not legally bind military or governmental services and capabilities to be substituted for individual responsibility during a threatened or actual disaster. Accordingly, military and civilian personnel are expected to be aware of a developing or occurring hazardous event and to respond in a safe, responsible manner. Personnel are also encouraged to be prepared and to be self-sufficient for at least 7 days during a disaster event.

b. Incident Command System. All emergency related activities within Naval Base San Diego will utilize the Incident Command System (ICS) and NIMS and be conducted in accordance with references (a), (b), (d), and (e).

c. Phases of Emergency Management. Naval Base San Diego shall accomplish its EM responsibilities in five interrelated phases; Prevention, Mitigation, Preparedness, Response, Recovery. These phases are part of a comprehensive process; Plan Organization each phase building on the accomplishments of the preceding one with the overall goal of minimizing the impact of a natural or manmade disaster to Naval Base San Diego.

d. Occupational Safety and Health Program Requirements. Navy civilian and military first and emergency responders shall comply with all applicable Navy Occupational Safety and Health (NAVOSH) standards.

e. Defense Support of Civil Authorities. It is the policy of the federal government to support civil authorities in coping with civil emergencies or disasters that overwhelm the capability of state and local governments to adequately respond to and recover from such events to protect the safety, health, and property of the civilian population. Naval Base San Diego is located within the State of California. As such, Naval Base San Diego has Defense Support of Civil Authorities (DSCA) responsibilities (see reference (a) Standard 6, DSCA) and may be tasked to support DSCA operations

through the provision of resources, supported tenant commands assigned to the Fleet Commander, or the establishment of a Base Support Installation (BSI, see reference (a) Standard 6, BSI). This Installation EM Plan outlines the applicable Navy support to assist civil authorities as directed by the Regional Commander or when an emergency poses an immediate and imminent threat to human life.

EM PROGRAM PRIORITIES AND KEY ELEMENTS OF RESPONSE

a. Priorities. The priorities of the Naval Base San Diego EM Program are as follows:

- (1) Protect personnel onboard Navy Regions and Installations.
- (2) Maintain critical missions (s) performed onboard Navy Regions and Installations [specifically, Mission Essential Functions (MEFs) and any Critical Mission Facilities (CMFs) associated with these MEFs]
- (3) Restore mission essential functions performed onboard Navy Regions and Installations

b. Key Elements of Response. There are six key elements of an effective emergency management program that if robustly implemented will save the most lives and mitigate damage to equipment and facilities.

- (1) Public Awareness Program (e.g. to ensure the population of Naval Base San Diego knows what to do when mass warning announcements are made)
- (2) Mass Warning and Notification systems and procedures (to notify emergency responders and to direct non-essential personnel to shelter-in-place, evacuate, and seek safe haven)
- (3) Mass Care facilities and procedures (to care for evacuated personnel)
- (4) Trained and equipped, First and Emergency Responders
- (5) Command and Control systems and procedures
- (6) Definitive Medical Care facilities and procedures

This NBSD EM Plan is divided into five parts: a Basic Plan, Functional Area Annexes, Hazard-Specific Appendices, Support Annexes, General Appendices, and the Response Toolkit.

- **Section 1: Basic Plan**

The Basic Plan describes the overall structure and requirements to establish and implement the overarching concept of operations for responding to and recovering from an emergency impacting NBSD and/or the civil community in which NBSD

resides. The Basic Plan includes incident notification, reporting, and management procedures common to the effective management of all emergencies, regardless of cause or extent.

- Section 2: Functional Area Annexes

Functional Area annexes describe the roles and responsibilities of each identified functional area to successfully execute the concept of operations put forth in the basic plan.

- Section 3: Support Area Annexes

Support Annexes are provided to ensure consistent and accurate execution of those tasks which are considered technically rigorous, provide significant management challenges, or are based on detailed legal processes or procedures.

- Section 4: Hazard-Specific Appendices

Hazard-Specific Appendices are provided to ensure that the unique aspects of each possible hazard identified in the NBSD hazard assessments are documented and applied to the common incident notification, reporting, and management procedures and process provided by the Basic Plan.

- Section 5: General Appendices

General Appendices are provided to ensure consistent language and use of acronyms throughout the Plan.

Plan Maintenance

The NBSD EM Plan will be reviewed annually and revised, if necessary, by the EMO. The Plan may be modified as a result of post-incident analyses and/or post-exercise critiques. It may be modified if responsibilities, procedures, laws, rules or regulations pertaining to emergency management and operations change. A record of modifications to this Plan is maintained by the EMO and recorded.

Every three years, the entire Emergency Operations Plan will be reviewed, updated, republished, and redistributed. the Commanding Officer will be the final approving authority for this plan

**NAVAL BASE SAN DIEGO OPERATIONAL ENVIRONMENT
(JURISDICTIONS)**

The Naval Base San Diego geographic Area of Responsibility includes the following types of jurisdictions:

a. Exclusive Jurisdiction: The Federal Government may investigate and prosecute violations of Federal laws as well as, under the Assimilative Crimes Act (18 USC 13), violations of State law that occur on the property. The State has no authority to investigate or prosecute violations of State law that occur in the territory.

b. Concurrent Jurisdiction: The Federal Government and the State each have the right to investigate and prosecute violations of Federal and State law, respectively. In addition, the Federal Government may prosecute violations of State law under the Assimilative Crimes Act.

c. Partial Jurisdiction: Both the Federal Government and the State exercise some authority. Generally, a State does not have authority to investigate and prosecute crimes unless that authority is expressly reserved.

d. Proprietary Jurisdiction: The Federal Government has the authority to investigate and prosecute non-territory-based Federal offenses committed on the property.

Table BP-1: NBSD Operational Environment Jurisdictions

NBSD JURISDICTION	
AREA	DEGREE
1-4	Exclusive
5-12	Partial
13-20	Proprietary Only

Figure BP-1: NBSD Operational Environment Jurisdictions

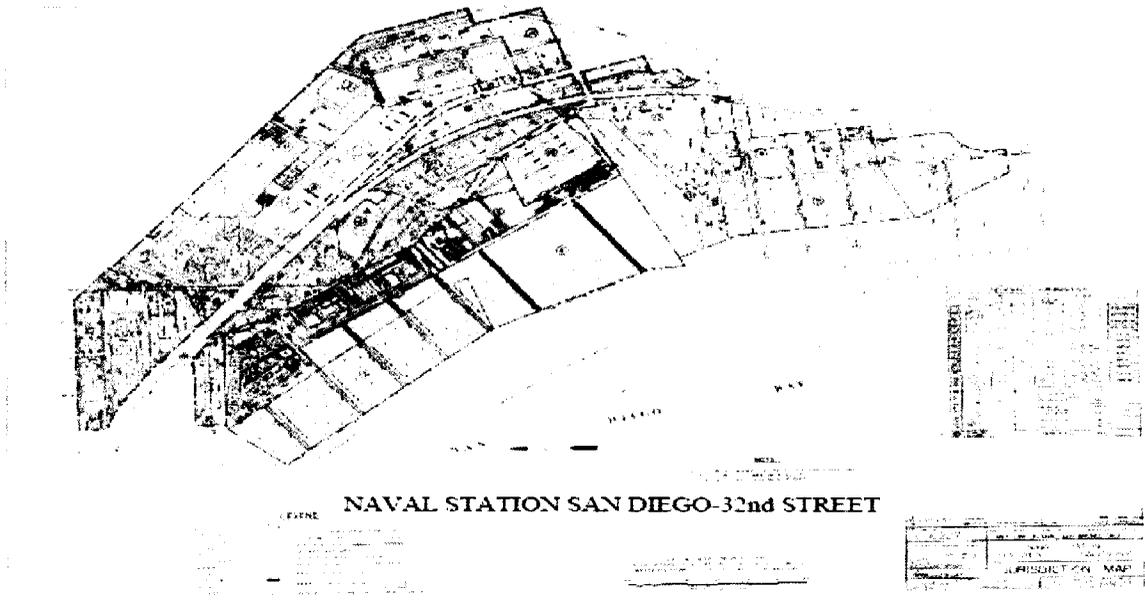


Figure BP-2: ADM Baker Field Operational Environment Jurisdictions

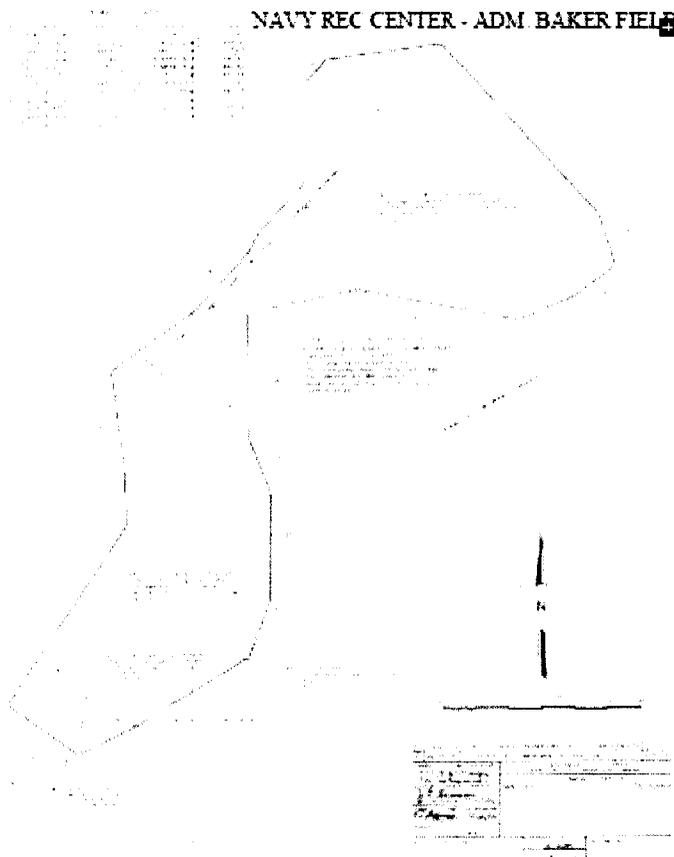


Figure BP-3: Broadway Complex Operational Environment Jurisdictions

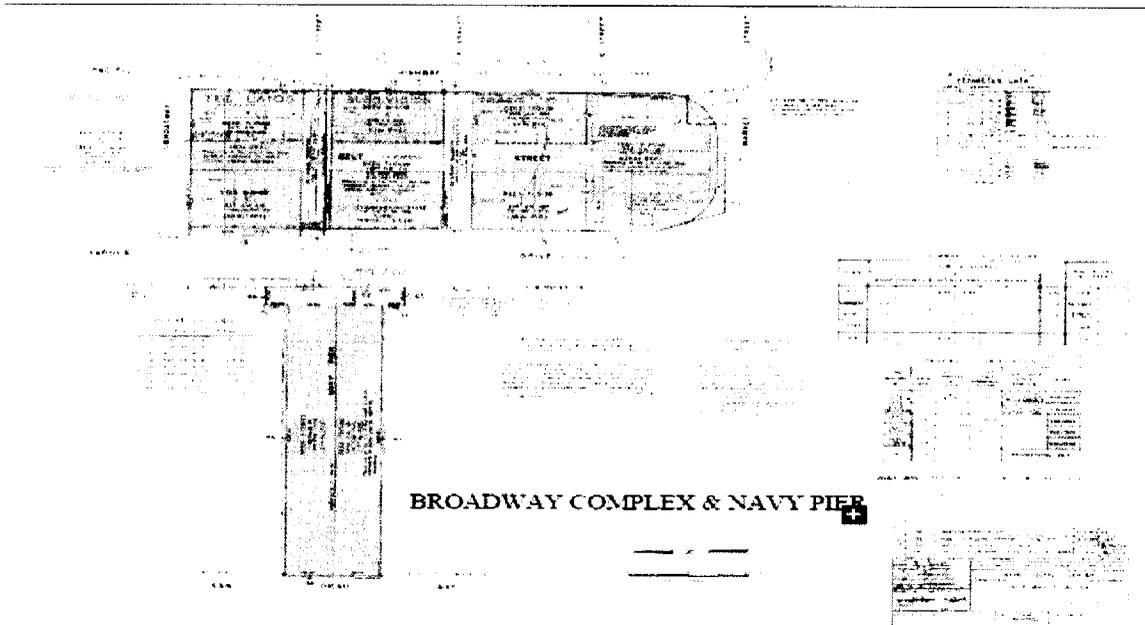
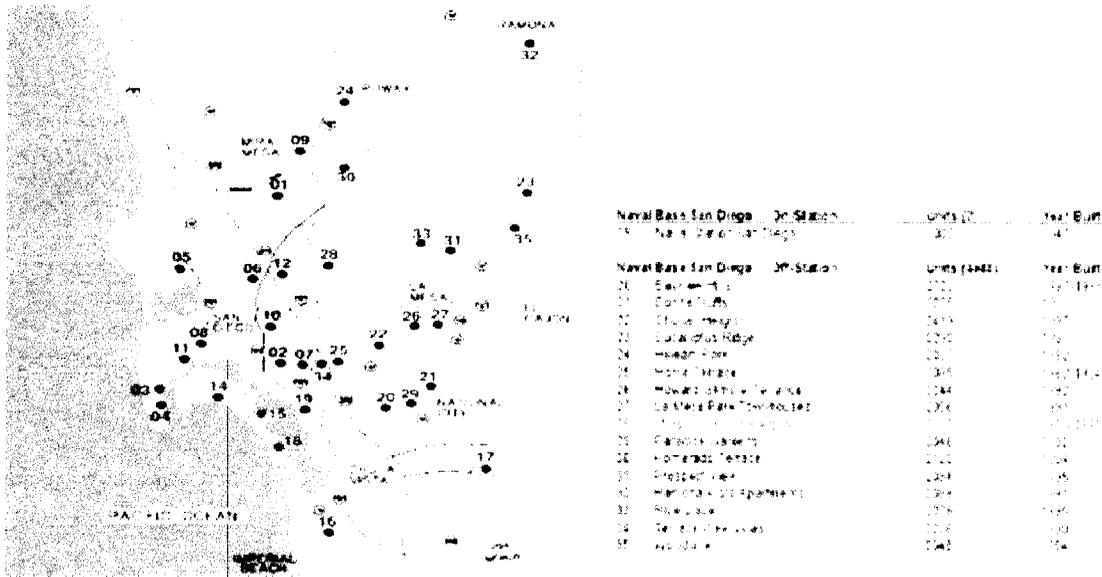


Figure BP-4: NBSD Military Title 10 Housing Area of Responsibility(AOR)



NBSD Organizational Information

Purpose

It is important to ensure a consistent understanding of the NBSD organization during normal (pre-emergency) operations in order to:

1. Understand the scope of NBSD operations

2. Identify the jurisdictional boundaries of supported tenant commands within NBSD boundaries
3. Identify potential NBSD and external resources for task accomplishment
4. Identify potential Federal, State, Local, other service, and/or private response partners
5. Identify lines of authority and command available to the Commander, NBSD during an emergency.

Area of Responsibility (AOR)

Naval Base San Diego Emergency Management Officer operationally reports to the Commanding Officer via the Naval Base San Diego Operations Officer (N3) and administratively reports to the Regional Emergency Manager. The EMO serves as the Emergency Management Program Coordinator for Naval Base San Diego as identified in references (a) and (b). The EMO is responsible for developing an emergency management program designed to prevent, prepare for, mitigate potential effects from, respond to, and recover from all natural and manmade hazards, including chemical, biological, radiological, nuclear, and high-yield explosive (CBRNE) events, which may affect Naval Base San Diego. The EMO is responsible for the management, administration, and operation of the Installation EOC. Naval Base San Diego EMO requests appropriate resources from the Regional Emergency Manager for developing and maintaining this organization.

NBSD Commanding Officer (CO) is the key link to supporting customers onboard NBSD and provides integration of the various Regional program service outputs in a coherent process in support of Navy operational missions. NBSD CO operationally and administratively reports to the Regional Commander. NBSD CO exercises OPCON over the Installation Office of Emergency Management.

Figure BP-1 provides NBSD’s organization during normal operations.

NBSD Organization Assignments by Echelon

Table BP-2: Organizational Assignments (By Echelon)

Echelon I (Operational):	Chief of Naval Operations
Echelon I (Administrative):	OPNAV N46
Echelon II (Operational):	U.S. Fleet Forces Command
Echelon II (Administrative):	Commander, Navy Installations Command (CNIC)
Echelon III (Regional):	Commander, Navy Region Southwest CNRSW
Echelon IV (Installation):	Commanding Officer, Naval Base San Diego

	(UIC 00245)
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NBSD Required Operational Capability and Group Designation

Purpose

In accordance with reference (a), all installations within NRSW have been assigned Required Operational Capability Levels and Group Designations. The designations are based upon the priority of the missions which these installations support in relation to the National Military Strategy (NMS). The purpose of assigning Group Designations and ROC Levels is to allow the Commander, NRSW to prioritize resource allocation and provide a risk rationalized approach to investing in Installation protection through installation EM Programs. This also ensures that each installation is assigned a specific EM preparedness goal in accordance with reference (a). Detailed information on the designation process can be found in reference (a), but will not be detailed in this plan.

Required Operational Capability

- The installation prioritization process permits the Commander, Navy Region Southwest to implement a risk-rationalized approach to investing in overall installation protection. This process allows the Commander to prioritize resource allocation for the development and implementation of Regional and Installation EM Programs and ensures that each Installation is assigned a specific EM preparedness goal.
- Two levels of installation prioritization exist within the Navy’s shore enterprise: Required Operational Capability Levels and Installation Group Designations.
 1. The first step in prioritization is assigning the Required Operational Capability Level for an installation. Possible Required Operational Capability levels are shown in Table BP-2 below. Commander, Navy Region Southwest has assigned NBSD its ROC Level designation via separate correspondence.

Table BP-3: Required Operational Capability Levels

ROC Level	Priority	Description
1	Strategic	Strategic Asset or High Threat Bases
2	High	Operational Bases & Critical C4ISR Nodes
3	Medium	Sustainment & Support Activities
4	Low	Administrative & Training Activities
5	Low	Commercially Owned – Government Leased

2. The second step in the installation prioritization process is the assignment of Installation Group Designations by the Commander, Navy Region Southwest. Installation EM response capabilities are grouped into one of three tiers based upon a risk-based strategy that considers existing response capability and operational requirements as well as vulnerability to and potential consequences of possible threats and hazards as shown in Table BP-3.

In accordance with reference (a), NBSD has been designated a Group 1 Installation. This designation requires EM response capabilities that are based upon a risk-based strategy that considers threat, vulnerability, criticality, operational requirements, and potential consequences. This group designation has been considered in the categorization of personnel, response capabilities training matrix, and MOU/MAA/ISSA support request.

Table BP-4: NBSD Group Designation

Group	Priority	EM Capability
1	High	Technician-level response capability. Ability to effectively respond to and contain, identify, and mitigate the effects of a natural or manmade emergency, including a CBRNE event. Ability to conduct offensive operations within a contaminated environment during a CBRNE event.

Table BP-3 identifies key response capabilities required to meet the EM capability requirements of each group per reference (a).

Capabilities-Based Budgeting

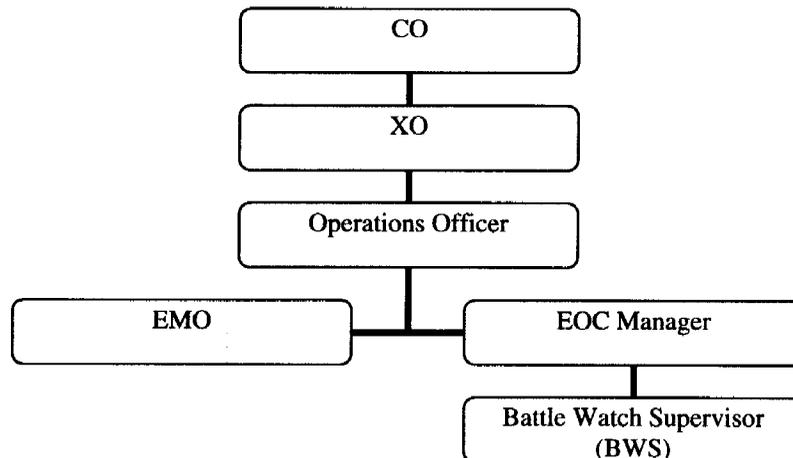
CO, NBSD ensures that the proper resources commensurate with its Group Designation are requested from CNIC via NRSW using the CNIC Capabilities-Based Budgeting (CBB) process and schedule provided by NRSW.

NBSD Emergency Management Organization Structure

Emergency Management Program Execution

In accordance with Standard 1 of reference (b), the NBSD EM Program is executed under CO, NBSD, supported by the NBSD OEM.

Figure BP-6: NBSD Organizational Chart



NBSD CO (Installation CO)

Per references (a) and (b), the CO has the following responsibilities. A lead for execution of some of these responsibilities is also noted.

- Designate in writing an Installation EMO appropriate to the established installation group designation. (XO/N37)
- Ensure EM Program Standards are properly addressed onboard installation. (EMO)
- Charter and participate in an Installation EMWG.
- Coordinate with Region to determine the appropriate installation group designation. (XO/N37/EMO)
- Support tenant operational commands in the identification of MEFs and associated CMFs onboard the installation. (EMO)
- Ensure that essential operations supporting these MEFs are identified by appropriate installation programs, and procedures are identified in the Installation EM Plan for prioritized restoration of these essential operations. (EMO)
- Conduct categorization of personnel at the installation level and provide results to Regional Commander for validation. Designate Category 1 and 5 personnel in writing. (each installation department and tenant command/N37/EMO)

- Ensure that all required threat, hazard, vulnerability, and consequence assessments are conducted IAW Standard 4 of reference (a) prior to approval of the Installation EM Plan. (EMO)
- Review and approve the Installation EM Plan (CO/XO)
- Designate appropriate Installation EM staff. (CO/XO)
- Establish interoperable communications across the response community, if possible. (EMO)
- Establish an Installation Emergency Operations Center (EOC). (EMO)
- Participate in training and exercises associated the duties performed in the Installation EOC. (N7)
- Assist the Regional Commander in the consolidation of individual dispatch centers at the Regional or multi-Regional level. (EMO)
- Designate a Joint Information Center in coordination with local representatives. (EMO)
- Ensure that all EM efforts are coordinated with region, state, local, other service, and private agencies and departments. (EMO)
- Review and approve all support agreements, to include installation MAAs, memoranda of understanding or agreement (MOU/MOA), Inter-Service Support Agreements, and contracts. (CO/XO)
- Review installation exercise AARs. (CO/XO)
- Ensure proper resources are programmed for during the budget process. (EMO)
- Ensure participation in the Installation EM Program by tenant commands. (EMO)

Executive Officer (Installation XO)

NBSD assumes command of NBSD and the emergency management program in the absence of the CO. The XO is the Director of the NBSD EOC and chairs the NBSD Emergency Management Working Group (EMWG).

Operations Officer (N3)

The N3 or N37 shall provide supervision and oversight of the NBSD EM Program, EMO and the EOC manager.

Emergency Management Officer (Installation EMO)

Per references (a) and (b), the EMO shall operationally report to the Installation Commanding Officer and administratively report to the Regional EM. The EMO will serve as the program coordinator at the installation level. They are responsible for preventing, preparing for, mitigating the effects of, responding to, and recovering from all hazards which may affect their installation. The EMO is responsible for the management, administration, and operation of the Installation EOC.

The Emergency Management Officer will coordinate the following:

- Identify Installation MEFs, associated CMFs, and infrastructure. (each installation department and tenant command/EMO)
- Ensure that installation assessments and analyses are completed prior to the preparation of Installation EM Plans, standard operating procedures, and checklists. (EMO)
- Perform risk assessments of MEFs and CMFs using Standard 4 of reference (a). (EMO/installation N3/NCIS)
- Perform a needs analysis using Standard 4 of reference (a). Determine mitigation strategies (procedures, training, activities, countermeasures, and equipment) and submit to the Regional EM. (EMO/installation N3)
- Perform an Installation EM capability assessment using Standard 4 of reference (a). (EMO)
- Ensure that the Installation EM Plan contains Hazard-Specific Appendices for identified hazards. (EMO)

NBSD Battle Watch Supervisor (BWS)

A 24-hour watch maintained in the EOC for command and control, emergency notification and response purposes. In the event of an emergency falling under the purview of this instruction, the BWS will notify the command staff and CDO. The CDO will contact the CO and XO. The CDO will also act as the NBSD representative supporting the Incident Commander. The BWS shall be qualified and designated in writing as per ref (o).

Emergency Management Working Group (Installation EMWG)

NBSD Emergency Management Working Group has been consolidated with the Anti-Terrorism Working Group to form a single working group (EMWG) at the discretion of the NBSD CO. NBSD has established and maintains an EMWG to assist the EMO and ATO in the development, execution, exercising and assessment of NBSD's EM and AT Programs. The principal goal of the EMWG is the coordination of plans and concepts of operations between multiple functional areas and between organic response organizations and their mutual aid partners. The EMWG will encourage participation by appropriate Federal, State, Local, Other Service and/or private EM and AT related agencies and departments.

NBSD has established an EMWG. The EMWG is chaired by the Director, The NBSD EMO and ATO shall serve as the principal action officer for the EMWG. At a minimum, the EMWG will include the following representatives:

- NBSD Commanding Officer or designee (N00)
- NBSD Executive Officer (N01)
- NBSD EMO (N37)
- NBSD Security Officer (N3AT)
- NBSD Fire Chief (N30)

- NBSD Public Works Officer (N4)
- NBSD Environmental Coordinator (N45)
- NBSD Public Affairs Officer (N00P)
- NBSD Fleet & Family Services Representative (N9)
- NBSD Safety Officer (N35)
- NBSD Information Technology / Information Systems (IT/IS) Manager (N6)
- Operations Officer, (N3)
- Port Operations, (N31)
- NBSD Anti-Terrorism Officer (N3AT)
- NPS Liaison Officer
- Tenant Command EMOs

Invite and include liaison personnel from appropriate Federal, State, Local, Other Service, and/or private responder communities and tenant organizations, as necessary. Existing support agreements should be evaluated and modified, when and where appropriate.

Integrate NRSW/NBSD EM initiatives into NBSD resource planning.

Collect and prioritize NRSW and NBSD EM resource requirements for the appropriate budget submissions.

Ensure that the NBSD EM Plans are integrated with Local/State EM plans, as necessary.

Ensure that the NRSW and NBSD EM training programs are developed and executed to support Category personnel.

Conduct and/or support all required assessments.

NBSD Incident Management Team

NBSD has established and maintains an Incident Management Team to support response and recovery operations during and following an emergency at the Local or Regional level. When activated, NBSD's Incident Management Team (IMT) consists of a minimum of two (3) watch sections of personnel to fill the identified positions within the NBSD EOC. All IMT personnel and on-scene, first and emergency responders are required to complete identified training requirements set forth in ref (c) for their assigned position within ninety (90) days of their designation.

Port Operations Department

Provides Port OPS representation at the On-Scene Control Point or NBSD EOC; Develops procedures to protect assigned resources, maintain port operations, and recover from the various threats and hazards affecting the harbor, berths, and ships/vessels within the NBSD AOR. (A member of the NBSD EMWG)

Public Affairs Officer

Provides Public Affairs representation at the On-Scene Control Point or NBSD EOC during contingencies/emergencies as directed by the CO/XO; develops press releases, controls media, and provides public affairs support as required. (A member of the NBSD EMWG)

Legal Officer

Provides legal representation at the On-Scene Control Point or NBSD EOC; Ensures support of the NBSD emergency management program is contained in MOA, MOU, and TSAS. Develops, maintains, and implements procedures associated with the establishment of National Defense Areas (NDA), Posse Comitatus Act, and claims against the government. Assists in investigations as requested. (A member of the NBSD EMWG)

Public Works Officer

Provides Public Works representation at the On-Scene Control Point or NBSD EOC; Develops, maintains, and implements procedures to protect assigned resources, facilities, maintain critical infrastructure, and recover from the various threats and hazards affecting installation electrical, water, sewage systems and facilities within the NBSD AOR. Develops, maintains, and provides infrastructure, facility, and response maps used by NBSD emergency responders. (A member of the NBSD EMWG)

Force Protection Officer

Ensures the senior force protection responder is the Incident Commander for law enforcement incidents until relieved by higher authority. Provides force protection representation at the On-Scene Control Point and/or NBSD EOC. Develops, maintains, and implements procedures to protect assigned resources and facilities, and to ensure installation force protection. First responder for the establishment of force protection/safety zones around accident sites and hazardous areas. Force Protection manages the NBSD Critical and Essential Personnel Access Program. (A member of the NBSD EMWG)

Navy Criminal Investigative Service

Provides intelligence estimates, hostage negotiation, investigative services and is a liaison to FBI, DEA, and other law enforcement/investigative entities.

Religious Ministry (RELMIN) Department

Provides Chaplain Representation at the On-Scene Control Point or NBSD EOC; Develops, maintains, and implements procedures for humanitarian support to victims, to protect Chapel resources and facilities, and to recover from the various threats and hazards affecting places of worship located on NBSD. (A member of the NBSD EMWG)

Naval Medical Center San Diego (NAVMEDCEN) Balboa

Provides support to NBSD BMC in the event that incident is beyond the BMCs capability.

Admiral Baker Recreational Facility

Departments, activities, and tenant commands who are located at this geographically separated location must develop, maintain, and implement emergency planning and response procedures for the various threats and hazards associated with operating at this location. They must make plans and procedures to protect assigned resources and facilities and to recover from the various and hazards affecting Admiral Baker and tenant commands.

Broadway Complex

Departments, activities, and tenant commands who use or are located on this geographically separated location must develop, maintain, and implement emergency planning and response procedures for the various threats and hazards associated with operating at this location. They must make plans and procedures to protect assigned resources and facilities and to recover from the various and hazards affecting the Broadway Complex.

Administrative Department

Provides administrative representation and support at the NBSD EOC; Develop procedures to protect command resources and facilities and to recover from the various threats and hazards affecting command administrative capabilities. (A member of the NBSD EMWG)

Tenant Commands and Activities

Provide Emergency Response Support to the Incident Commander and NBSD EOC, as directed/requested by the CO/XO.

Federal Fire and Emergency Services

The Incident Commander and First Responders providing emergency fire/paramedic response rescue, and containment of hazards associated with man-made and natural disasters. Provides Fire representation and augments the Federal Fire HAZMAT response team. Develops, maintains, and implements procedures to protect assigned resources, facilities and personnel. (A member of the NBSD EMWG)

Explosive Ordnance Disposal (EOD) Detachment Southwest

Provides EOD response within NRSW AOR supporting the Incident Commander as required and provides EOD representation to the NBSD EOC as requested by the CO/XO.

NBSD Branch Medical Clinic

Provides acute care support and provides Medical representation as requested by the Incident Commander. Develops, maintains, and implements procedures to protect assigned resources and facilities and to recover from the various threats and hazards affecting medical operations. Liaison to NAVMEDCEN and civilian hospitals for expanded medical response. (A member of the NBSD EMWG)

Regional Information Technology Support Center (RITSC)

Provides Information Technology representation and develops procedures to protect assigned personnel, resources, and facilities from the various threats and hazards to NBSD information technology capabilities.

Southwest Regional Maintenance Center

The Maintenance Center provides emergency response support to NBSD with manpower, technical expertise and equipment.

Transient Personnel Unit

The Transient Unit provides emergency response support to NBSD with manpower and technical expertise and equipment. Provides manpower to NBSD branch medical clinic to support DECON Operations during a CBRNE event.

Construction Battalion Unit 303

The Construction Battalion provides heavy equipment, multi-skilled construction capabilities, and manpower critical to recovery operations. Develop, maintain, and implement procedures to protect assigned resources, facilities and personnel.

Emergency Management Program Support

Navy commands and activities located within NBSD AOR shall provide the NBSD EMO an Emergency Management Status Report (EMSR) on a semi-annual basis, when significant changes occur, or as requested by the NBSD EMO or higher authority.

Tenant command and activity support includes but is not limited to:

- Carrying out all emergency management duties and responsibilities in accordance with this instruction and required by CO, NBSD
- Regardless of organization size or mission, tasks and function, all Navy commands and activities within NBSD AOR shall have an Emergency Response Plan (ERP) for all occupied buildings. All Navy commands and activities, without exception, shall provide a copy of their ERP to the NBSD EMO.
- Maintaining direct liaison with the EMO to coordinate emergency management and disaster planning and operations.

- Participating in emergency management exercises as required by the CO, NBSD unless specifically exempted by this instruction.

Reporting requirements, resources, and forces availability and capabilities for support of emergency operations to NBSD EMO

Tenant Command

Overview

All NBSD Navy tenant commands, programs and activities shall coordinate all emergency management related issues with the NBSD Emergency Management Officer. See Table BP-4 for a tenant command list.

Assumptions

Although the Region and NBSD have specific emergency management coordination responsibilities with all Navy commands, programs, tenants and activities throughout the region (regardless of normal chain of command or resource sponsor), nothing in this instruction should be interpreted as providing command or directive authority that does not normally exist.

Policy

NBSD tenant command, program and activity support shall include, but not be limited to:

- Categorize assigned personnel by their appropriate category number [i.e., 2, 2TR, 2SN, 2AN, 3, 4, 5(1), (5)3, and 5(4)] and ensure that Category 5 personnel are aware of their classification.
- Provide Category 5(1) and 5(3) personnel numbers to the NBSD EMO. These numbers will be reviewed on an annual basis as a minimum.
- Where applicable, ensure personnel have an appropriate identifier to allow installation access during times of restricted base access.
- Provide assigned Category 5 personnel with necessary billeting support (i.e., cots, blankets, pillow, etc.).

Tenant Command and Military Housing Emergency Action Plan (EAP)

Tenant commands onboard NBSD shall coordinate with the NBSD EM Program as outlined in host-tenant agreements or applicable ISSA/MOU/MOAs. Per reference (b), coordination shall include active participation in NBSD EM prevention, mitigation, preparedness, response, and recovery efforts including Continuity of Business.

The Tenant EAP focuses on the measures and actions that are vital for protecting assigned personnel within the tenant command. Tasks to be addressed at the tenant command level include integration with NBSD mass warning and notification systems,

completion/participation in public awareness training, and coordination with NBSD evacuation/safe haven/shelter/shelter-in-place procedures.

Reference (b) discusses how federal agencies must implement certain facility management procedures at each federal facility, including training employees in emergency procedures and determining a designated official, usually the highest-ranking official of the primary occupant agency or a designee selected by mutual agreement of occupant agency officials. Designated officials are responsible for the development of the Tenant EAP and the staffing and training of the occupant emergency organization.

Reference (a) discusses how certain work sites shall have an EAP that covers the designated actions employers and employees must take to ensure employee safety from all expected/likely hazards, including CBRNE terrorism events.

The Tenant EAP should contain, at a minimum, the following elements:

- Assignment of responsibilities in the event of an emergency (e.g., emergency coordinator, fire marshal or warden, etc.)
- Procedures and telephone numbers for reporting fires and other emergencies.
- A communication plan that includes details regarding how each facility will be notified of an emergency that occurs in its area; who in the facility will make the decision to evacuate vs. implement shelter-in-place procedures; how employees in the facility will be notified; how employees away from the facility will be notified; and for shelter-in-place scenarios, who will give the “all clear” signal to return to work or make the decision to subsequently evacuate.
- A facility emergency evacuation plan that specifies an assembly point away from the building.
- A shelter-in-place plan, which includes designated areas for sheltering-in-place and guidelines for employees to prepare their own emergency supply kits.
- Instructions for the preservation or removal of valuable or classified property and materials, if applicable, and whether this can be accomplished without undue risk to personnel.
- Procedures for personnel who must remain at their posts during the initial evacuation to secure equipment.
- Procedures to account for personnel after an emergency evacuation has been completed or after sheltering-in-place has occurred.
- Points of contact that can provide additional information or explanation of emergency plan duties.
- Resources for employees to obtain additional emergency preparedness information, including family emergency preparedness guidance.

Commanding Officers (COs) and OICs of tenant commands shall identify a designated official for each overall facility, which may include one or more buildings or structures. COs/OICs shall cooperate in the development, implementation, and maintenance of the tenant EAP and the establishment, staffing, and training of an occupant emergency organization.

COs, OICs, and/or designated officials shall:

- Develop and maintain a tenant EAP containing the applicable elements listed above. For tenant commands that already have emergency plans in place, those plans shall be updated as needed to incorporate these elements.
 - Large facilities or those with special considerations (e.g., child development centers) or significant quantities of hazardous materials will require more detailed EAPs.
- Provide appropriate occupant emergency plan training to all employees.
- Maintain an occupant emergency organization.
 - At small facilities, the Officer of the Day and duty section may satisfy this requirement.
 - Large facilities or facilities with multiple agencies located in large buildings may require a sizable occupant emergency organization to support their EAP during normal working hours. This organization may be independent of or integrated with the normal duty section requirements and may include members from other agencies/tenants.
- Conduct drills in accordance with the level of risk to the facility.

Table BP-5: Tenant Command List

AFLOAT TRAINING GROUP	UIC: 54062
AFLOAT TRAINING GROUP SAN DIEGO	UIC: 49365
ARMY RESERVE CENTER	NO UIC
ASYMCA	NO UIC
BERTHING BARGE REGIONAL PM	NO UIC
BRANCH MEDICAL CLINIC	UIC: 42980 and 00259
BRANCH DENTAL CLINIC	UIC: 66022
CENTER FOR SECURITY FORCES LEARNING SITE SDGO	UIC: 42149
CENTER FOR INFORMATION DOMINANCE LEARNING SITE	UIC: 61070
CENTER FOR NAVAL ENGINEERING DET	UIC: 41820
CENTER FOR PERSONNEL PROFESSIONAL DEVELOPMENT	UIC: 68482
CENTER FOR SERVICE SUPPORT LEARNING SITE	UIC: 61083
CENTER FOR SURFACE COMBAT SYSTEMS DET SDGO (WATERFRONT)	UIC: 45951

CENTER FOR SURFACE COMBAT SYSTEMS DET WEST	UIC: 69189
CG CLASSRON	UIC: 41093
CHILD DEVELOPMENT CENTER	UIC: 00242
NRSW CASUALTY ASSISTANCE OFFICE	UIC:00242
NRSW CHILD & YOUTH PROGRAMS	UIC: 00242
NRSW FED FIRE	UIC: 00242
NRSW HARBOR BOAT POLICE	UIC: 00242
NRSW LAW ENFORCEMENT TRAINING	UIC: 00242
NRSW KENNEL	UIC: 00242
COMDESRON ONE	UIC: 0172A
COMDESRON SEVEN	UIC: 0116A
COMDESRON TWO ONE	UIC: 0130A
COMDESRON TWO THREE	UIC: 0132A
COMEXSTRKGRU THREE	UIC: 52739
COMNAVSURFOR FORCE STOCK CONTROL	UIC: 69293
CONSTRUCTION BATTALION MOBILE UNIT 303	UIC: 55644
COUNTER DRUG TASK FORCE (TEAM SHIELD)	NO UIC
DEFENSE COMMISSARY AGENCY	NO UIC
DEFENSE DISTRIBUTION DEPOT CENTER	UIC: 49381
DIRECTOR FOR DENTAL SERVICES, NMC	UIC: 00245
DOCUMENT AUTOMATION & PRODUCTION SERVICE (DAPS)	UIC : 62706
DRMO	NO UIC
EOD OPERATIONAL SUPPORT UNIT SEVEN	UIC: 00244
EXPANDED FUNCTIONS TECH "C" SCHOOL	UIC: 82630
EXPEDITIONARY HEALTH SERVICES PACIFIC	UIC: 31380/ UIC: 46488
FAMILY ADVOCACY CENTER	UIC: 00242
FEDERAL INVESTIGATIVE SERVICES DIVISION	NO UIC
FISC FLEET LOGISTICS	UIC: 00242
FLEET FAMILY SERVICE CENTER	UIC: 00242
FT FISHER NAVAL SEA CADET CORPS	NO UIC
INTEGRATED SOLID WASTE	NO UIC

INTER-SERVICE SUPPLY SUPPORT OPERATIONS TEAM – ISSOT	UIC: N00244
JTF VISTA/OPERATION JUMP START	NO UIC
LCS CLASSRON	UIC: 41091
LSD/LPD-17 CLASSRON	UIC: 41092
METRO FAMILY HOUSING	UIC: 00242
MOBILE DIVING SALVAGE UNIT 1 DET 1	UIC: 49974
MSC TRAINING CENTER	UIC: N40452
NAGE LOCAL R12-35	UIC: 62473
NAVAIR RESEARCH & ENGINEERING	NO UIC
NAVAL MEDIA CENTER, FLEET SUPPORT DET	UIC: N42980
NAVAL RESERVE RECRUITING STATION	NO UIC
NAVFAC COASTAL IPT	NO UIC
NAVIGATION SEAMANSHIP SHIPHANDLING TRAINER – NSST	NO UIC
NAVOSH ENVIRONMENTAL TRAINING CENTER WEST	UIC: 39726
NAVSEA DET PT HUENEME	UIC: N63394
NAVSEA LOGISTICS CENTER SAN DIEGO DET	UIC: 65538
NAVY COLLEGE	UIC: 61092
NAVY ENVIRONMENTAL & PREVENTIVE MEDICINE UNIT FIVE	UIC: 0546A
NAVY EXCHANGE	UIC: 39233
NAVY INFORMATION OPERATIONS COMMAND (NBSD DET)	UIC: 55721
NAVY JUSTICE SCHOOL DETACHMENT	UIC: 68943
NAVY LEGAL SERVICE OFFICE SOUTHWEST	UIC: 68370
NAVY LODGE UIC:	NO UIC
NAVY-MARINE CORPS RELIEF SOCIETY	UIC: 00242
NAVY-MARINE CORPS TRIAL JUDICIARY SW CIRCUIT	UIC: 31557
NAVY MEDICINE WEST	UIC: 42980
NAVY MOBILIZATION PROCESSING STATION SAN DIEGO	NO UIC
NAVY POST GRADUATE SCHOOL	UIC: 62271
NCIS	UIC: 63057
NCTS CMS ADVICE/ASSISTANCE TRAINING TEAM	UIC: 32673
NEHC COMPREHENSIVE INDUSTRIAL HYGIENE LAB :	UIC: 00259

NMC INDUSTRIAL HYGIENE NBSD BRANCH	UIC: 00245
OJAG MEDICAL CARE RECOVERY UNIT SAN DIEGO	UIC: 00245
OPERATIONAL MINISTRY CENTER	UIC: 00242
PCU FREEDOM (LCS 1) BLUE	UIC: 20126
PCU FREEDOM (LCS 1) GOLD	UIC: 20126
PCU INDEPENDENCE (LCS 2) BLUE PRECOM	UIC: 3888A
PCU INDEPENDENCE (LCS 2) GOLD	UIC: 40512
PCU GREEN BAY (LPD 20)	UIC: 3012A
PCU MAKIN ISLAND (LHD 8)	UIC: 23171
PCU STERRET	UIC: 23166
PEO SHIPS (PMS 470X PMS 400F)	NO UIC
PERSONAL PROPERTY SHIPPING OFFICE	UIC: N00244
PERSONNEL SUPPORT DETACHMENT	UIC: 68556
PRIORITY MATERIAL OFFICE (DET) (BREMERTON)	UIC: 00411
PROJECT HANDCLASP	UIC: 35612
PSD AFLOAT WEST	UIC: 3500B
REGIONAL LEGAL SERVICE OFFICE	UIC: 31530
REGIONAL RETIRED ACTIVITIES OFFICE	UIC: 00242
SOCAL DISTRICT VETERINARY CMD	NO UIC
SOUTHWEST REGIONAL MAINTENANCE CENTER	UIC: 55236
SPAWAR CENTER (NORFOLK DETACHMENT)	UIC: 68562
SPAWAR SAN DIEGO (VOICE COMMS) :	UIC: 68562
SPAWAR SAN DIEGO (WATERFRONT CRYPO REPAIR)	UIC: 68562
STARBASE ATLANTIS - NBSD	NO UIC
SUBSTANCE ABUSE REHABILITATION PROGRAM	NO UIC
SWRMC/FISC 500S LOGISTICS DEPARTMENT	UIC: 55236
SWOS LEARNING SITE	UIC: N43304
TRAINING SUPPORT CENTER	UIC: 61690
TRANSIENT PERSONNEL UNIT	UIC: 44386
TRIWEST	NO UIC
USCG MATERIAL ASSESSMENT TEAM	NO UIC

ARMED FORCES BANK	NO UIC
AVAYA COMMUNICATIONS	NO UIC
BASE OILY WASTE TREATMENT FACILITY - SHAW INFRASTRUCTURE, INC	NO UIC
CLEAN HARBORS (HAZMAT FACILITY)	NO UIC
COMPUTER SCIENCE CORP (RITSC)	NO UIC
DD(X)/LCS - FLEET LIAISON OFFICE	NO UIC
DEFENSE TRAVEL SYSTEM (CACI)	NO UIC
ELECTRONIC DATA SYSTEMS (NMCI)	NO UIC
ESCAPE SNACK BAR	NO UIC
GENERAL DYNAMICS (DFAS FSD SDGO)	NO UIC
NOVA COMMERCIAL	NO UIC
ORI SERVICES (CNSF RRAM)	NO UIC
PRIMARY ENERGY (STEAM GENERATION PLANT)	NO UIC
SATO	NO UIC
USA FEDERAL CREDIT UNION	NO UIC

Command and Control Systems

Overview

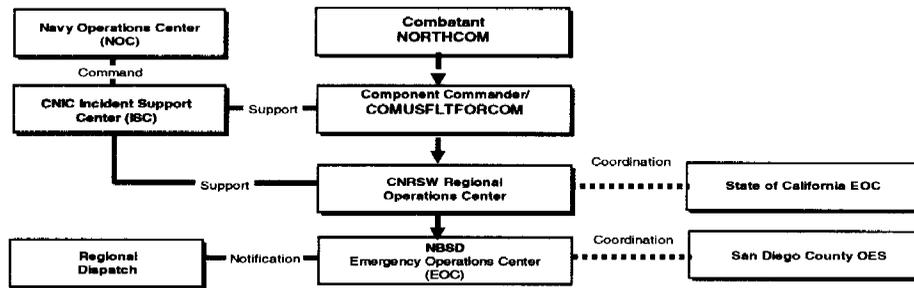
As detailed in reference (a), the ICS is the combination of facilities, equipment, personnel, procedures, and communications operating within a common organizational structure, designed to aid in domestic incident management activities. It is used for a broad spectrum of emergencies, from small to complex incidents, both natural and manmade, including acts of catastrophic terrorism. ICS is used by all levels of federal, state, and local government as well as by many private-sectors and nongovernmental organizations.

Policy

Nothing within this section is intended to override existing event-specific command and control procedures or requirements, especially in the areas of health service support and radiological/nuclear accident/incident response.

Overall Command and Control Construct. Figure BP-2 illustrates the overall command and control construct in which Naval Base San Diego operates.

Figure BP-7: Overall Command and Control Construct



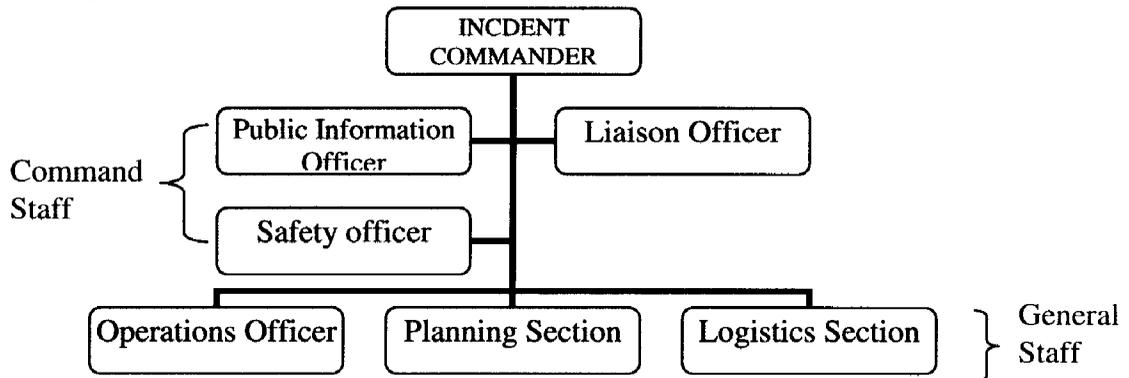
Incident Command System (ICS)

The ICS is used throughout the United States and is the recognized standard for on-scene incident management. ICS is specifically designed to allow response agencies to adopt an integrated organizational structure equal to the complexity and demand of single or multiple incidents without being hindered by jurisdictional boundaries. The use of ICS is mandated by references (a) and (c).

The ICS is usually organized around five major functional areas: Command, Operations, Planning, Logistics, and Finance/Administration as seen in Figure BP-1. A sixth functional area, Intelligence, may be established if deemed necessary by the IC, depending on the requirements of the situation at hand. The IC retains responsibility for these functions unless delegated to another individual. The ICS may be expanded to include a Unified Command for complex responses that require multiagency and/or multijurisdictional resources. Within the ICS, the Safety Officer is part of the command function, and this task is usually performed by Fire and Emergency Services (F&ES) personnel (or Emergency Response Team [ERT] personnel).

Figure BP-2 illustrates the *NBSD* ICS Command System Command Structure during an emergency within *NBSD* AOR.

Figure BP-8: NBSD ICS Command System Command Structure



The Incident Commander (IC) is in charge of the incident site and is responsible for all management decisions, including tactical planning and execution. The IC has authority to:

- (a) Assume command.
- (b) Assess the situation.
- (c) Determine and implement response strategies.
- (d) Determine need for outside assistance.
- (e) Activate resources.
- (f) Order evacuation of hazardous scene.
- (g) Oversee all incident response activities.

Incident Action Plan - An IAP is an oral or written plan containing general objectives reflecting the overall strategy for managing an incident. It identifies operational resources and assignments and may include attachments that provide additional direction. IC, EOC, and Regional Operations Center (ROC) IAP shall be coordinated to effectively respond to an emergency.

Operational Period - Each Operational Period defines a complete planning cycle leading to the development of an approved IAP. The timing required for this cycle is usually not a standard industrial "shift" cycle. It is possible and common for one Operational Period to contain two or more shift changes, or for each shift to include more than one Operational Period. IC, EOC, and ROC operational periods shall be coordinated to effectively respond to an emergency.

Multi-Agency Coordination Systems (MACS).

(1) **Definition** - A multi-agency coordination system is a combination of facilities, equipment, personnel, procedures, and communications integrated into a common system with responsibility for coordinating and supporting domestic incident management activities.

(2) **Primary Functions** - The NRSW ROC and the Naval Base San Diego EOC serve as MACS entities. The primary functions of MACS are listed below.

- (a) Support incident management policies and priorities
- (b) Facilitate logistics support and resource tracking, especially if shortages are predicted or occurring
- (c) Make informed resource allocation decisions using incident management priorities
- (d) Coordinating and providing incident-related information

(e) Coordinating/implementing interagency and intergovernmental issues/decisions regarding incident management policies, priorities, and strategies.

(3) Additional Functions during Multiple Incidents - The Navy Region Southwest Regional Operations Center and the Naval Base San Diego EOC perform additional MACS functions when multiple incidents have occurred and an increased number of response agencies are involved. These additional functions typically include the following:

(a) Ensuring that each agency involved in incident management activities is providing appropriate situational awareness and resource status information

(b) Establishing priorities between incidents and/or area commands in concert with the IC(s) or Unified Command (UC) involved and supporting operations center(s)

(c) Acquiring and allocating resources required by incident management personnel in concert with the tactical priorities established by the IC or UC

(d) Anticipating and identifying future resource requirements

(e) Coordinating and resolving policy issues arising from the incident(s)

(f) Providing strategic coordination as required.

(4) Concept of Employment - Operations centers, such as Regional Operations Centers and Installation Eon's represent the physical location at which the coordination of information and resources to support incident management activities normally takes place. The incident command post (ICP) located at or in the immediate vicinity of an incident site, although primarily focused on the tactical on-scene response, may perform an operations center-like function in smaller-scale incidents or during the initial phase of the response to larger, more complex events. ICP's are linked to the Installation EOC to ensure effective and efficient incident management.

Standing operations centers, or those activated to support larger, more complex events, are typically established in a more central or permanently established facility at a higher level of organization within a jurisdiction. Operations centers within the Navy are organized by jurisdiction (COCOM, Fleet, Numbered Fleet, CNIC, Region, Installation, Medical Treatment Facility [MTF], and tenant command). Departmental Operations Centers normally focus on internal department incident management and response and are linked to and, in most cases, are physically represented in, a higher-level operations center.

When incidents cross disciplinary or jurisdictional boundaries or involve complex incident management scenarios, a multi-agency coordination entity such as a Regional Operations Center or Installation EOC may be used to facilitate incident management and

policy coordination. The situation at hand and the needs of the jurisdictions involved will dictate how these multi-agency coordination entities conduct their business, as well as how they are structured. Multi-agency coordination entities typically consist of principals (or their designees) from organizations and agencies with direct incident management responsibility or with significant incident management support or resource responsibilities. Within the Navy, these principals include the Regional Commander, Installation Commander, MTF commander, and major tenant commanders. These entities are sometimes given titles such as crisis action team, policy committee, incident management group, or executive team.

Unified Command System (UCS)

Although a single IC normally handles the command function, an ICS organization may be expanded into a Unified Command (UC), a structure that brings together the ICs of all major organizations involved in the incident to coordinate an effective response while at the same time carrying out their own jurisdictional responsibilities. The UC links the organizations responding to the incident and provides a forum for these entities to make consensus decisions. Under UC, the various jurisdictions, agencies, and nongovernment responders may blend together to develop common strategy without relinquishing any agency's authority.

The Unified Commanders are responsible for overall management of the incident. They direct incident activities, including development and implementation of overall objectives and strategies and approve the ordering and releasing of resources. Members of the Unified Command System work together to develop a common set of incident objectives and strategies, share information, maximize the use of available resources and enhance the efficiency of the individual response organizations. UCS provides an integrated span of control for single or multiple terrorist incidents involving the same senior representatives from Federal, State, Local, Other Service and/or private agencies.

Regional Dispatch Center (RDC)

(Specific organizational and procedural details can be found in Functional Area Annex D of this Plan.)

NRSW has established an RDC which is a 24/7 operation that exists to receive notification of an emergency and then direct the correct responders (Category 5 personnel including Fire & Emergency Services, EMS, NSF, EOD, Public Works, etc.), to the right place, with the right capability, as quickly as possible.

NBSD Emergency Operations Center

NBSD Emergency Operations Center (EOC)

Per reference (a), NBSD CO has established, and is maintaining an Emergency Operation Center which is co-located with Port Operations in Building 150.

Per reference (b), NBSD EOC has been designated as a Group/EOC and shall maintain the requirement as outlined in reference (b), with support from the NRSW Program Director.

The EOC is a NIMS-compliant multi-agency coordination system using the Incident/Unified Command System's organizational structure delineated in reference (a) to provide a collaboration point and operations center for the Installation staff to support execution of the EM Plan, the AT Plan, Regional EM Plan and other supporting plans, DSCA missions, the operational/contingency plans of assigned Combatant, Component, and Fleet Commanders, and the National Response Plan (NRP).

The EOC serves as the command, control, communications, computers, intelligence, surveillance, and reconnaissance (C4ISR) point for NBSD CO to report and gather information, gain situational awareness, and exercise control over assigned forces across the entirety of the force protection (FP) and EM timelines from early warning and detection of suspicious events through Regional and NBSD response and recovery.

Pre-incident activities include, but are not limited to: intelligence gathering; suspicious incident tracking; common operational picture (COP) development and input; resource management; coordination with federal, state, local, other Service, and/or private agencies and departments through the Regional Commander; and implementation of precautionary/preventive measures to deter/detect events and/or mitigate potential effects. Post-event activities include, but are not limited to, resource management; strategic guidance/direction; and through the Regional Commander, coordination liaison with federal, state, local, other Service, and/or private response and recovery assets while supporting subordinate Installations during emergencies. The function of the EOC is principally to establish strategic priorities for one or more incidents at the NBSD level and allocate limited Regional/NBSD resources among incident locations.

Per reference (b), activation of the EOC shall follow the tiered activation concept described in Standard 6 of reference (a). It is not unusual for the EOC to take some time to become fully established following a no-notice partial or full activation, due to the establishment of FP condition (FPCON) Delta, the strain on limited transportation resources/routes, and/or the dispersal of the EOC staff after-hours.

Figure BP-9: NBSD EOC Structure

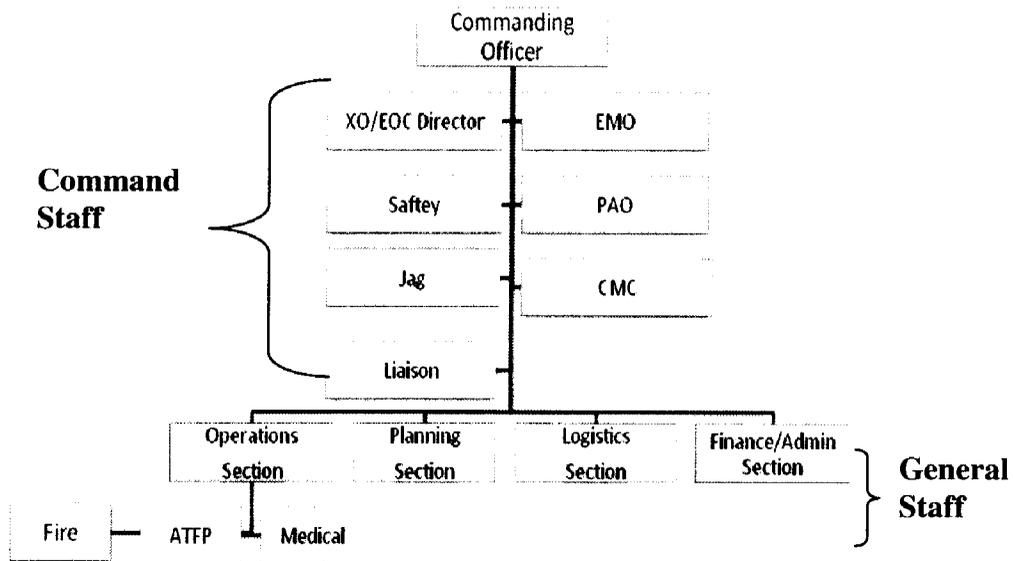
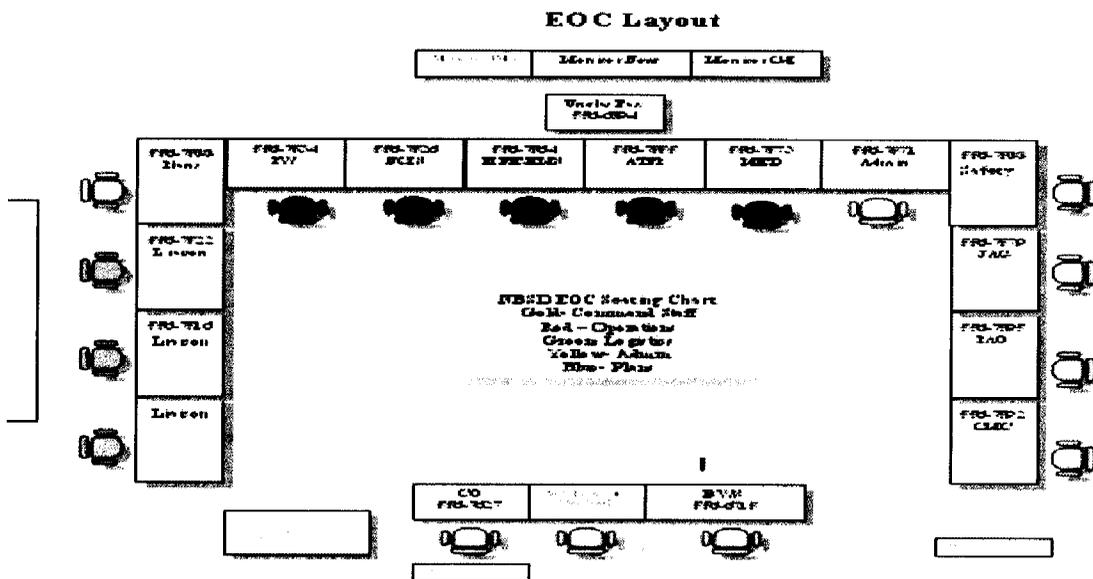


Figure BP-10: NBSD EOC Structure



Operation

NBSD’s EOC is responsible for liaison coordination with federal, state, local, other Service, adjoining or near the installation and/or private response and recovery assets within the geographic AOR through the NRSW ROC. NRSW may delegate liaison authority with the noted exceptions.

The mission of NBSD EOC is to support the IC during emergencies by setting strategic and operational-level objectives. The EOC will accomplish the following:

- Establish priorities between incidents and/or area commands in concert with the ICs involved
- Acquire and allocate resources in concert with the priorities established by the ICs
- Anticipate and identify future resource requirements
- Coordinate and resolve policy and support issues arising from the incident
- Coordinate with higher authorities
- Ensure that each agency involved in incident management activities is providing appropriate situational awareness and resource status information

NBSD EOC executes operational control over all assigned NBSD assets and may reallocate those assets on its own volition to support effected areas during an emergency. The EOC also supports the AT Program as agreed upon. Functions of the EOC in support of the AT Program include the following:

- Capturing of open-source suspicious activities in a common database
- Assessment of common suspicious activity threads
- Analysis of local incidents and events as they pertain to the security of or threat to an NBSD and its critical assets
- Development of potential enemy courses of action, as well as possible friendly courses of action
- Development of a visual COP
- Issuance of alerts, warnings, and notifications of impending threats based on latest available intelligence and incidents reported
- Issuance of orders to subordinate commands to implement:
 - FPCON change
 - Implementation of random antiterrorism measures
 - Additional FPCON measures
 - Additional readiness or equipment support at designated locations
 - Gate closures
 - NBSD closures
- Collaboration with non-DOD agencies and organizations within the installation and Regional AOR in order to assess potential threats and coordinate emergency responses

Watch Requirements

The EOC, with assistance from the RDC, is the pre-designated 24/7 contact or warning point for all emergencies and events within NBSD AOR. When an incident arises, the staff can be expanded rapidly in accordance with the structure given in figure BP-3.

Administration

The EOC Manager shall be designated in writing and shall be responsible for the administration, maintenance, and routine operations and use of the EOC. The EOC Manager and the Emergency Management Officer should not be the same individual. Per references (a) and (b), the EOC shall have personnel designated in writing and trained to complete the command and control tasks. See EOC watch-bill located in EOC for a list of the NBSD EM Team.

CNRSW Regional Operations Center

The Regional Operations Center (ROC) serves as the command, control, communications, computers, intelligence, and surveillance (C4IS) point for Commander, NRSW, to gather information, gain situational awareness, and exercise control over Public Safety, Force Protection and Emergency Management forces. The ROC establishes priorities for incidents at the Installation level and allocates limited Regional/Installation resources among incident locations.

The ROC is responsible for coordination and liaison with Federal, State, other service, and private response and recovery assets within their geographic area of responsibility.

The ROC in NRSW operates 24/7, staffed by the Battle Watch Team (BWT). See the Functional Area Annex A for additional information.

Five Phases of Emergency Management

Prevention

Prevention is aimed at activities, tasks, programs, and systems intended to avoid or intervene in order to stop an incident from occurring. Prevention can apply both to human-caused incidents (such as terrorism, vandalism, sabotage, or human error) as well as to naturally occurring incidents.

Mitigation

Mitigation actions often involve lasting or permanent reduction of exposure to, probability of or potential loss from hazard events. Actions tend to focus on where and how to build. Mitigation measures also include the use of modeling tools to evaluate potential mitigation strategies. Examples of mitigation include zoning and building code requirements for building in high-hazard areas, floodplain buyouts, and analysis of floodplain and other hazard-related data.

Preparedness

While mitigation may make communities safer, it does not eliminate the risk and vulnerability for all potential hazards. Therefore, NBSD must be ready to face emergency

threats that have not been mitigated away. Since emergencies often evolve quickly and become too complex for effective improvisation, it is anticipated that NBSD can successfully discharge its EM responsibilities only by taking actions beforehand.

Response

The onset of an emergency creates a need for time-sensitive actions to save lives and property, as well as for action to begin stabilizing the situation so that NBSD and tenant commands can regroup and eventually recover from disaster. Such response actions include notifying emergency management personnel of the crisis, warning and evacuating or sheltering the population if possible, keeping the base population informed, rescuing individuals and providing emergency medical treatment.

Recovery

Recovery is the effort to restore infrastructure and the social and economic life of a community to normal, but it should incorporate mitigation as a goal. For the short term, recovery may mean restoring or bringing necessary lifeline systems (i.e., power, communication, water, sewage, and transportation) up to an acceptable standard while providing for basic human needs and ensuring the social needs of the community is being met.

Prevention

Overview

Prevention of human-caused incidents can include applying intelligence and other information to a range of activities that includes such countermeasures as deterrence operations, heightened inspections, improved surveillance and security operations, investigations to determine the nature and source of the threat, and law enforcement operations directed at deterrence, preemption, interdiction, or disruption.

Prevention Strategy

- Pre-incident fire planning, fire protection inspections, and burn bans.
- NSF and NCIS efforts such as crime prevention, terrorism intelligence gathering/assessment of risk, deterrence measures, installation access inspections, and community policing.
- Public health efforts such as vaccinations, immunizations, isolation/quarantine, syndromic surveillance, vector control, and preventive health procedures

Prevention Strategy. Per NFPA 1600, the Naval Base San Diego prevention strategy includes the following:

- (1) Deterrence operations

- (2) Provision of protective systems or equipment for physical or cyber risks
- (3) Surveillance and security operations
- (4) Investigations to determine the full nature and source of the threat
- (5) Threat assessment documentation
- (6) Use of applicable building construction standards
- (7) Relocation, retrofitting, or removal of structures at risk
- (8) Removal or elimination of the hazard
- (9) Reduction or limitation of the amount or size of the hazard
- (10) Segregation of the hazard from that which is to be protected
- (11) Modification of the basic characteristics of the hazard
- (12) Control of the rate of release of the hazard
- (13) Provision of protective systems or equipment for both cyber and physical risks
- (14) Establishment of hazard warning and communication procedures
- (15) Redundancy or diversity of essential personnel, critical systems, equipment, information, operations, or materials
- (16) Protection of competitive/proprietary information
- (17) Perimeter fence line and gates
- (18) Access control system, increased camera surveillance, intruder detection systems (motion-sensing cameras, infrared detectors)
- (19) Patrols (inside and outside) of facility and increased inspections of vehicles entering the facility
Background checks for personnel

Techniques. In addition to the measures above, other techniques to consider in a prevention strategy include the following:

- (1) Ongoing hazard identification
- (2) Threat assessment

(3) Risk assessment

(4) Impact analysis. An impact analysis could include a cost-benefit analysis. The cost-benefit analysis should not be the overriding factor in establishing a prevention strategy.

(5) Program assessment

(6) Operational experience

(7) Ongoing incident analysis

(8) Information collection and analysis

(9) Intelligence and information sharing

Mitigation

Overview

Mitigation efforts are aimed at reducing the impact of identified hazards or threats on critical operations/assets/infrastructure, personnel, essential operations and services, and both government and personal property. Mitigation efforts are taken either before an emergency or incorporated in the recovery effort post-emergency to reduce further loss or injury from a similar event.

Multiple functional areas execute mitigation tasks as a normal part of their operations. The task presented to NBSD EM is the coordination of these efforts under an integrated strategy to ensure effective coordination of effort and resources. Examples of mitigation efforts include the following:

- Responder, community, and individual preparedness and evacuation and sheltering procedures
- MTF (or clinic) mitigation efforts such as vaccinations, immunizations, facility design and construction, syndromic surveillance, vector control, and preventive health procedures
- F&ES efforts such as pre-incident fire planning, fire protection inspections, and burn bans
- NSF efforts such as crime prevention, terrorism prevention, surveillance, and community policing
- Public works efforts such as facility design and construction, dam and levee maintenance, flood control, roof repair and strengthening, structural anchoring, and transportation network maintenance and signage
- Pre-activation of safe haven and shelter in place facilities.

Assignments

Supported by the NBSD EMWG, the NBSD EMO shall develop and promulgate an NBSD Mitigation Strategy to reduce facility damage or personnel injury/loss in the NBSD and its supporting tenants from identified hazards or threats. NBSD EMO and the NBSD EMWG shall review the Regional Mitigation Strategy and develop an NBSD Mitigation Plan to support the NBSD EM Plan and guide the combined mitigation efforts of all relevant functional areas.

The NBSD Emergency Manager will meet with the NBSD Officer-in-Charge of Construction on a semiannual basis to ensure that new building construction and refurbishment or repairs of existing facilities support the construction standards contained in Standard 11 of reference (a) and supporting Unified Facilities Criteria (UFC). Construction, refurbishment, and repair efforts will also support the Region's and NBSD's mitigation strategy for reducing the risk of facility damage due to flooding, destructive weather, seismic events, and other identified hazards.

Preparedness

While prevention and mitigation may make communities safer, it does not eliminate risk and vulnerability for all potential hazards. Therefore, Naval Base San Diego must be ready to face emergency threats that have not been either prevented or mitigated. Preparedness measures shall not be improvised or handled on an adhoc basis since emergencies often evolve rapidly and can become too complex for effective improvisation if preparatory plans, programs, and procedures have not already been established. A key part of preparedness involves establishing authorities and responsibilities for emergency actions and garnering the resources to support them. This investment in EM requires proper resourcing, maintenance, and sustainment. Responder personnel must receive proper training and their facilities and equipment must be maintained in working order.

Individual/Family Preparedness Overview

Individual and family preparedness is the cornerstone of any successful EM program. The preparedness at the individual level contributes directly to the success of regional and installation mass care efforts during and after an emergency by establishing a buffer between the onset of the emergency, the attendant evacuation, or sheltering events, and the reestablishment of essential services by providers. Individuals and families should be prepared to survive for a *minimum* of 72 hours before the restoration of essential services such as the distribution of water, food, and emergency supplies, such as nonemergency medicines.

Assignments

All personnel are encouraged to develop a personal or family emergency plan, complete a preparedness checklist, and develop/maintain a personal or family emergency kit. The

preparedness of the individual and the family is essential to the overall success of a regional or installation EM Program.

The NBSD EMO shall provide individual and family preparedness information to all Categories 1–5 personnel during the “Installation Emergency Management” portion of indoctrination. In addition, the individual and family preparedness information shall be provided directly to family members during regional or installation EM seminars and workshops within the community.

The NBSD EMO shall distribute an Operation Prepare Emergency Management Folding Card to all Categories 1–5 personnel during public awareness training.
(https://www.cnic.navy.mil/cnic_hq_site/OpPrepare/EPRRPlan/FamilyPlans/index.htm)

Resources

Detailed Navy Family preparedness information can be found through Operation Prepare (https://www.cnic.navy.mil/cnic_hq_site/OpPrepare/index.htm). The federal government also provides resources via its Individual Preparedness Web site: <http://www.ready.gov>.

Local Emergency Planning Committees (LEPCs)

Local Emergency Planning Committees (LEPCs) are established under Title III of the Superfund Amendments and Reauthorization Act (SARA) and appointed by the State Emergency Response Commission. The LEPC is a valuable resource in the community for information on local response plans, response capabilities and hazard/threat assessments for the areas around the installation. By participating in LEPCs, installation EMOs can establish working relationships with their civilian counterparts in the community. This function is carried out by the regional EM Program Manger and passed on to NBSD EM.

NBSD Hazard Summary

Table BP-5 identifies unclassified hazards/threats that are identified in the NRSW Regional Hazard Summary that are applicable to NBSD. The NRSW Regional Hazard Summary consolidated and ranked hazard and threat information (issued by Federal, State, Local, Navy, and/or private agencies) based solely on probability.

Table BP-5 lists those hazards that have been identified by federal, state, local, other Service, and/or private agencies or departments or identified through the NBSD hazards assessments required per reference (a).

Table 7. NBSD Hazard/Threat Probabilities

Significant Probability = 2
Hazardous material release
Tropical storm, rain, flooding
Thunderstorm, lightning strike, rain, flooding
Environmental contamination
Pandemic influenza
Terrorism (chemical, biological, radiological, nuclear, and high-yield explosives/incendiary, electromagnetic, cyber-terrorism, active shooter, hostage taking, and high jacking)
Moderate Probability = 1.0
Winter storm (rain, freezing) and associated flooding
Extreme heat, drought (with potential for DSCA)
Structural, ship, industrial, aircraft fires
Low Probability = 0.5
Civil disturbance
Dam failure
Financial system interruption
Very Low Probability = 0.1
Tornado (including structural failure/collapse)
Financial system collapse
Extremely Low Probability = 0.01 (New probability category, not in CNIC 3440.17 until it is revised)
Land/mudslide
Local tsunami
Geographically remote tsunami
Volcanic ash fall -
Commercial nuclear reactor or radiological accident/incident
NNPP reactor or radiological accident/incident

The following hazards/threats are not applicable to Navy Installations in California:

- Hurricane/cyclone (actual landfall)
- Land subsidence and expansive soils
- Volcanic eruption
- Avalanche

Preparedness Continued:

Based on the NBSD Hazard Assessment, the NBSD EM Plan includes the following hazard-specific appendices:

Appendix 1	Destructive Weather
Appendix 2	Seismic/Geological Hazards
Appendix 3	Fire Hazards
Appendix 4	Pandemic Influenza
Appendix 5	Hazardous Materials Spill/Release
Appendix 6	Transportation Accidents
Appendix 7	Structural Failure/Collapse
Appendix 8	Infrastructure or Utility Loss or Interruption
Appendix 10	Environmental Pollution/Contamination
Appendix 11	Agricultural Incidents
Appendix 12	Terrorism Incidents
Appendix 13	Chemical Terrorism
Appendix 14	Biological Terrorism
Appendix 15	Radiological Terrorism
Appendix 16	Nuclear Terrorism
Appendix 17	Explosive or Incendiary Terrorism
Appendix 19	Civil Disturbance (Riot, Strikes, Protests, or Mass Panic)
Appendix 20	Refugee and Migrant Operations

NBSD plays supports NRSW installations that have the following hazard-specific appendices are not applicable to NBSD:

Appendix 22	Commercial and NNPP Nuclear Reactor Accident/Incidents (NOTAL)
Appendix 23	Nuclear Weapon Accident/Incidents (NOTAL)

NBSD Assessment Program

Overview. EM planning is based on a complete and accurate assessment of the threats and hazards that may affect the Region and Naval Base San Diego. Assessments include: critical asset, threat/hazard, vulnerability, consequence, and response capability assessments. These sub-set assessments are used to evaluate Naval Base San Diego's ability to respond to a threat/hazard, protect the population on Naval Base San Diego, and implement future strategies to mitigate risks.

Required Assessments. Reference (b) requires assessments be performed for Mission Essential Functions (MEFs) carried out in Critical Mission Facilities (CMFs). A MEF is the specified or implied tasks required to be performed by, or derived from, statute or Executive order, and those organizational activities that must be performed under all circumstances to achieve DoD Component missions or responsibilities in a continuity threat or event. In other words, a MEF is tied to the National Military Strategy. Failure to perform or sustain these functions would significantly impact DoD ability to provide vital services, or exercise authority, direction, and control.

Figure BP-4 depicts how these assessments are related to each other. These assessments are used to evaluate NBSD's capability to respond successfully to identify hazards/threats in order to protect personnel, sustain essential operations and restore essential operations and services. These assessments also identify the Installation's "needs" in order to mitigate future and current risks. Standard 4 of reference (b) establishes assessment

criteria and provides specific guidance to the NBSD EMO on how to conduct these assessments.

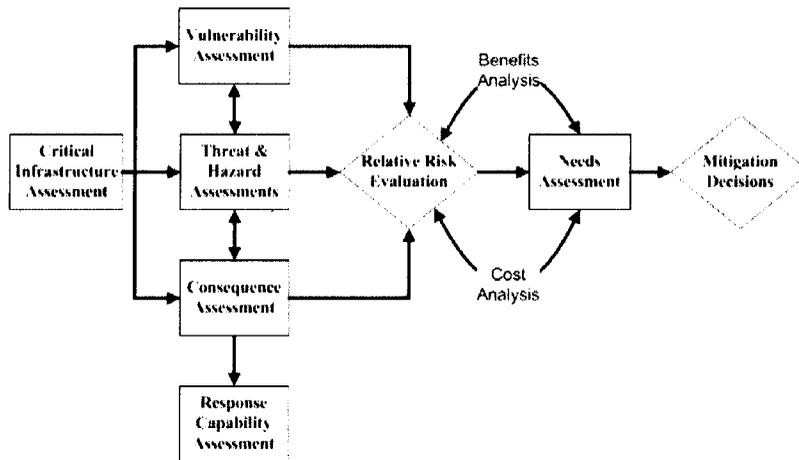
Recommended Assessments. The risk assessment methodology in reference (b) can also be used for assessment of:

(1) Installation-Wide – As a minimum, it is recommended that hazard/threat risk assessments to the installation as a whole (without focusing on individual assets) be performed.

(2) Mission Essential Vulnerable Assets (MEVAs) - MEVA risk assessments can compliment the AT risk assessments performed

NBSD Assessment Program:

Figure BP-11: Overall Risk Management Process



Risk Management Steps

The following risk equation is used to produce a risk determination that considers several factors:

$$Risk = [Threat (T) \text{ or } Hazard (H)] \times Critical\ Infrastructure (CI) \times Vulnerability (V) \times \frac{Consequence (C)}{Response\ Capability (RC)}$$

Risk Management Strategy

Risk is a function of identifying hazards, determining vulnerability to them, and projecting the consequences if these hazards were to impact the Region. Risk management is a continuous process of assessing critical operations/assets/infrastructure

against evolving hazards, threats, vulnerabilities, consequences, and existing response capabilities to determine what additional actions are needed to achieve and maintain the desired level of readiness.

- **Threat and Hazard** factors measure the probability that a specific type of attack or natural/man-made hazard will strike.
- **Critical Infrastructure** factors measure of the relative value of the Installation and its assets with respect to strategic, critical, and mission-essential functions.
- **Vulnerability** factors measure of the probability that in-place Installation and asset safeguards against a threat or hazard will fail.
- **Consequence** factors measure the magnitude of the negative effects on an Installation if the attack is successful or the hazard occurs.
- **Response Capability** factors measure the Installation's response level based on the types of existing response teams, procedures, equipment, training, and exercising. A robust response can mitigate the consequences of a threat or hazard after it has occurred. This is different than pre-threat/hazard safeguards (e.g., AT Standards and earthquake/severe weather construction standards) that may prevent an attack or mitigate consequences by being in place before the threat/hazard strikes.

In addition to the resources listed (below), assessments should incorporate information and recommendations from a variety of sources including, but not limited to the following:

- Joint Service Integrated Vulnerability Assessments (JSIVA)
- Chief of Naval Operations Integrated Vulnerability Assessments (CNO IVA)
- COOP planning
- Critical Infrastructure Protection (CIP) planning and assessments
- Exercise AARs and lessons learned
- Federal, state, and local hazard, threat, vulnerability, and/or risk assessments
- Federal, state, and local natural and technological hazard identification

Risk Management Strategy:

Table BP-6 provides guidance on what organizations should be involved in preparing the various assessments. Fire & Emergency Services (F&ES), Regional EOD Shore-Based Detachment(s), Navy Emergency Medical Services (EMS), and Public Works subject matter experts should assist these organizations in the preparation of the assessments.

Table BP-8: Types of Assessments

Responsible Organizations	Assessments
AT	Critical Infrastructure Assessment: Identification of regional and installation critical assets/infrastructure and personnel necessary to carry on MEFs
NCIS	Threat Assessment: Determination of specific terrorist or criminal threats to a region, installation, or geographic area
EM	Hazard Assessment: Identification of hazards specific to a region, installation, or geographic area
AT	Vulnerability Assessment: Determination of the extent of vulnerability of critical assets and personnel onboard an installation to threats and hazards
EM	Consequence Assessment: Determination of consequences of attacks and hazards that strike an installation at its current level of preparedness.
EM	Response Capability Assessment: Determination of existing manpower and equipment capabilities and established procedures to mitigate consequences of identified hazards/threats.

Risk Management Strategy:

- Based on the above factors listed and the applicable NBSD threats and hazards listed in Table BP-5, the NBSD EMO shall coordinate and ensure completion of the following actions in the order listed below:
- Determine applicable NBSD threat and hazard probabilities based on past or predicted events. Ensure that the NBSD EM Plan contains required Hazard-Specific Appendices for applicable hazards and threats. The determination shall incorporate information and recommendations from a variety of sources including, but not limited to:
 - CNRSW Hazard Summary.
 - Joint Service Integrated Vulnerability Assessments (JSIVA).
 - Chief of Naval Operations Integrated Vulnerability Assessments (CNO IVA).
 - Exercise After Action Reports (AAR) and Lessons Learned.

- Assist in identifying MEVAs with NSF. (Optional).
- Use the general methodology of Standard 4 of reference (b) to perform risk assessments of the installation as a whole (paying particular attention to Category 2-4 populations) and (Optional) of specific MEVAs.
- Perform a Relative Risk Assessment: Risk factors resulting from assessments should be compared against each other to determine relative risks. This Relative Risk Evaluation will culminate in a Needs Assessment.
- Perform a Needs Assessment to determine prevention and mitigation strategies (procedures, training, activities, countermeasures and equipment) and submit to the NBSD N3. Costs and benefits need to be a considered when deciding to acquire new resources. However, as noted previously, perceived “needs” must not drive NBSD to require some Category 5 personnel to receive special training/equipment and additional PPE that is inconsistent with Group 1 response concepts of operation.

NBSD shall perform annual self-assessments of its EM Capability and submit the results to the CNRSW EM.

Personnel Categorization

Background

As per ref (a) and (b) categorization of all assigned personnel is necessary to prioritize resource allocation and provide a risk-rationalized approach to investing in protection of personnel. Personnel categories will be used to identify the targeted assets for specific response requirements. Category 1 personnel are required to sustain critical operations or maintain essential operations and services, Categories 2–4 personnel are required to gain and maintain awareness and an understanding of mass warning procedures, and Category 5 personnel are required to conduct safe and effective emergency response operations at their level of training. Additional information is available in reference (a). Detailed, by-name information may be found in designation letters or alpha rosters, but designation of Category 1 and 5 personnel must be signed by the Commanding Officer and submitted to the Regional EM Program Manager. See the Functional Area Annex F for additional information

NBSD Protected Populace

Table BP-9 provides data concerning the type and quantity of personnel who may require protection should a hazard strike. This is known as the “Protected Populace.” Different types of personnel will require different strategies for evacuation to Safe Havens and Sheltering-in-Place. Additional factors also must be considered when devising these strategies (e.g. personnel with Special Needs). Dependant and family members listed in table-xxx include dependants and family members assigned to military housing in the following locations, Aero Ridge community, and Bay view Hills, Canyon View, Chesterton, Chesterton Townhomes, Chollas Heights.

Table BP-9: Naval Base San Diego Protected Populace

Base / Facility	Active Duty	DOD CIV	DEP / FAMILY	CONT	RET	Sub-Totals
Naval Base San Diego	19813	5,800	14,333	3,000	2,000	44,946
Admiral Baker Field	0	11	20	17	9	57
Broadway Complex	62	88	35	22	30	237
TOTALS:	19,875	5,899	14,388	3,039	2,039	45240

Critical Infrastructure Protection (CIP) Program

Per DoDD 3020.26, CIP includes the identification, assessment, and security of physical and cyber systems and assets so vital to the Nation that their incapacitation or destruction would have a debilitating impact on national security, national economic security, and/or national public health and safety. CIP involves identifying critical resources, identifying vulnerabilities internal and external to an installation, recognizing the relationship between vulnerabilities and operational readiness, mitigating the vulnerabilities if possible, managing the risk associated with the vulnerabilities, and planning for contingencies.

Within the Navy, it is the identification, assessment, and security enhancement of physical and cyber assets and associated infrastructures essential to the execution of the National Military Strategy. Per references DoDD 3020.40, CIP is a complementary program linking the mission assurance aspects of EM, COOP, AT, Force Protection, and Information Assurance (IA) programs.

The coordination and execution of the CIP Program is the responsibility of the Regional EM with cross-functional support provided by the NRSW/Naval Base San Diego EMWGs. Program remediation functions and resourcing responsibility lies in the owner/resource sponsor for the identified critical infrastructure and will typically involve the supporting efforts of Command Staff, Public Works, Facilities Management, Information Systems/Technology, Supply Department, Naval Security Forces, Antiterrorism (AT) Officers, and/or the AT Working Group. NRSW/Naval Base San Diego EM Programs are only responsible for coordinating this function and shall not resource CIP planning, assessment, mitigation, or redundant infrastructure procurement efforts.

Personnel Accountability Program

Naval Base San Diego uses the Navy Family and Accountability System (NFAAS) as a primary mean for personnel accountability for all military personnel active duty and reserve including dependents, government service and their family members, full and part-time non-appropriated funds (NAF) employees, and government contractors regardless of status, i.e., leave or Temporarily Assigned Duty (TAD) following a significant incident. All Naval Base San Diego departments and tenant commands will incorporate a secondary means to muster personnel following a significant incident in the event NFAAS is unavailable. The secondary means will be addressed in a

department/command recall and notification plan. N1 is the lead for plan development and Naval Base San Diego N3 and N7 will ensure the plan is exercised at least annually. For more details on personnel accountability see Support Annex 6.

Mass Warning and Notification

NBSD continues to develop capabilities to rapidly warn and notify personnel in the event of an emergency per reference (a). Per reference (a), Categories 2–4 personnel must receive warning within 10 minutes of an event and Categories 1 and 5 personnel must receive notification within 5 minutes of an event (all time constraints based on time from initial notification of event via 911 or similar emergency number). Mass warning and notification systems have been constructed per reference (a).

When a disaster happens or is imminent, NBSD must quickly alert everyone to avert death, injury, loss or property, and to keep everyone informed. At the same time, first responders and essential personnel must contend with issues common to emergency management from a facility standpoint, and to maintain mission readiness.

Fielding Considerations

Multiple systems are required to maximize the potential for reaching all required personnel. Further, cooperation with local authorities is of vital importance in the NBSD AOR due to the significant nearby off-base family housing. The mass warning and notification requirements for NBSD consists of three principal components.

- Installation-wide voice announcing system, including exterior and interior speakers (commonly termed “Giant Voice”)
- Interactive, community notification systems capable of providing voice and/or data messages to multiple receivers (telephone, cellular phones, pagers, e-mail, Web, etc.) with an interactive method to record receipt of notification/warning and a call-prioritization method compatible with the modeling capability. (commonly termed “Reverse 911”)
- Additional means of mass warning will be done via:
 - NBSD Marquee sign,
 - Telephone and e-mail.
 - Local media will be utilized in accordance with NBSD PAO policy and CO’s direction.

Recognition and proper response to mass warnings and notifications is a crucial component of public awareness training for all categories of personnel. This capability shall be routinely exercised as a part of all EM exercises.

Warning Terminology

Effective warnings shall use standard terminology that clearly communicates the immediacy, reliability, severity and scope of the hazard and the appropriate basic response. There are many different types of hazardous events with different time scales, which have been studied by different organizations. The result is a variety of warning terminologies. The principal agencies issuing warnings of natural hazards in the United States are the National Weather Service (NWS) and the U.S. Geological Survey (USGS).

The NWS has developed the following terminology for specific natural hazards:

- **Warning**: The hazardous event is occurring or is imminent. The public should take immediate protective action.
- **Watch**: Conditions are favorable for occurrence (development or movement) of the hazard. The public should stay alert.
- **Advisory**: An event, which is occurring or is imminent, is less severe than for a warning. It may cause inconvenience, but is not expected to be life or property threatening, if normal precautions are taken.
- **Outlook**: The potential for a hazard exists, though the exact timing and severity is uncertain.
- **Statement**: Detailed follow-up information to warnings, advisories, watches and outlooks is provided.
- **Forecast**: This is a prediction of what events are expected to occur. The range of predictability for hydro-meteorological hazards extends from the short-term forecasts for one to two hours out to climatological forecasts for trends up to a year in advance.

The USGS provides similar public notices on escalating risk for seismic events, such as volcanoes, earthquakes, landslides and tsunamis. Terms used to describe level of risk include:

- **Factual statement**: Report on current conditions of the volcano; does not anticipate future events. Such statements are revised when warranted by new developments.
- **Forecast**: Comparatively nonspecific statement about volcanic activity to occur, weeks to decades in advance. A forecast is based on projections of past eruptive activity or is used when monitoring data are not well understood.
- **Prediction**: Comparatively specific statement giving place, time, nature and (ideally) size of an impending event.

Emergency Alert System (EAS)

EAS, having replaced the 1963 Emergency Broadcast System (EBS), is a joint government-industry response to a Presidential requirement to have the capability to address the entire nation on very short notice in case of a national emergency. At the national level, EAS can only be activated through FEMA by the President or his constitutional successor. After the President has used the system, it may be used by Federal agencies to provide official information. In addition to national-level emergencies, EAS is used at the State and Local levels to provide emergency messages. Broadcast stations and cable systems are not required to rebroadcast State and local activations.

Mass Care Services

Overview

Per Annex Q (Mass Care) of the CNRSW Emergency Management Plan, a Mass Care Unit may need to be established following an emergency or disaster incident to provide aid to those in need. This team is responsible for the provision of humanitarian services (physical, emotional and spiritual) to responders, personnel, victims and family members following an emergency or disaster incident. Applicable procedures are contained within Support Annexes 6–12.

Evacuation and Sheltering

Overview

The NBSD EMO has developed procedures to implement evacuation, safe haven, move to shelter, or shelter-in-place (hereafter “evacuation and sheltering”) of Categories 2–4 personnel per reference (a). Per reference (a), evacuation, rather than procurement and employment of protective equipment, is the primary means of addressing hazards faced by Categories 2–4 personnel. Applicable procedures are contained within Support Annexes 6–12.

During an evacuation, an endangered population is directed to use specified evacuation routes and transportation methods to depart a threatened area/location. Evacuation planning must include provisions for all assigned personnel, including assisting people without transportation or with special needs. See Support Annex 6 on Evacuation. Support Annexes 11 and 12, respectively, provide additional information on managing special-needs populations during evacuations and managing evacuees with animal care issues.

Safe Haven

A safe haven is a pre-designated facility that is not publicly identified for use as temporary protection. This location is usually not certified, insured, supplied, or regularly staffed. A safe haven may be *local*, either onboard or in the immediate vicinity of an Installation, or *remote*, onboard either another geographically distinct NBSD or even

another Navy Region. When significant geographic separation exists between the safe haven and the originating Installation(s), a remote safe haven may assume additional legal and regulatory requirements. Safe Haven operations are discussed in Support Annex 8.

Shelter

A shelter is a publicly identified, certified, supplied, staffed, and insured facility where the endangered population may seek temporary protection for a limited duration. There are no requirements to designate and maintain shelters onboard an Installation.

Shelter-in-Place

Shelter-in-place consists of a temporary, protective position within a structure or vehicle during an emergency. This location is neither certified nor insured and is staffed only by those personnel present. In accordance with reference (a), when shelter-in-place procedures are used, the goal shall be to protect at least 90% of personnel within 15 minutes. Shelter-in-place operations are discussed in Support Annex 10.

Assignments

NBSD EMOs shall implement the procedures contained within Support Annexes 6–12 in NBSD EM Plans. The Navy Region COMNAVREGSW Regional Emergency Manager is responsible for coordination, tracking, and status reporting for all evacuations within the Regional geographic AOR involving personnel from the Region or its supporting installations. NBSD EMOs will ensure that evacuation reporting to Regional Emergency Manager is accomplished.

Resource Inventory and Management

Overview

The NBSD resource inventory identifies those assets which the EM Program may use to accomplish its tasks. The resource inventory includes a complete, current and accurate listing of those assets which already exist at NBSD and its tenant commands. A significant portion of this effort is coordinated with the Personnel Categorization process. The inventory also includes those assets that are readily available via existing Mutual Aid Agreements (MAA), Memorandums of Understanding or Agreement (MOU/MOA), Inter-Service Support Agreements (ISSA), or similar agreements or contracts.

Until such time as an automated inventory system is in place, the NBSD EOC data base located on the sw-ico shared drive under 'nawesdnsfs01va.nadsuswe.nads.navy.mil\cni\sdns' (N:) EOC then EOC Data Base shall be used to capture the resource inventory of available response and recovery assets. This inventory shall be maintained separate from this plan.

Resource Inventory Management

Resource management involves coordinating the use of tools that provide incident management personnel with timely and appropriate resources during an incident. Resources include personnel, teams, facilities, equipment, and supplies. Resource management coordination takes place in operations centers and incident command posts. Once activated, resource management is the responsibility and a principal task of the NBSD EOC and supporting departmental operation centers.

Resource management involves four primary tasks:

- Establishing systems for describing, inventorying, requesting, and tracking resources
- Activating these systems prior to and during an incident
- Dispatching resources prior to and during an incident
- Deactivating or recalling resources during or after incidents

The basic concepts and principles that guide the resource management processes used in references (a), (b), and (d) allow these four primary tasks to be conducted effectively. By standardizing the procedures, methodologies, and functions involved in these processes, resources can move quickly and efficiently to support incident managers and emergency responders.

Concept

- Provides a uniform method of identifying, acquiring, allocating, and tracking resources
- Uses effective mutual-aid and donor assistance and is enabled by the standardized classification of kinds and types of resources required to support the incident management organization
- Uses a credentialing system tied to uniform training and certification standards to ensure that requested personnel resources are successfully integrated into ongoing incident operations

Five key principles govern effective resource management:

1. Advance Planning

Preparedness organizations work together in advance of an incident to develop plans for managing and employing resources in a variety of possible emergency circumstances.

2. Resource Identification and Ordering

Resource managers use standardized processes and methodologies to order, identify, mobilize, dispatch, and track the resources required to support incident management

activities. Resource managers perform these tasks either at an IC's request or in accordance with planning requirements.

3. Categorizing Resources

Resources are categorized by size, capacity, capability, skill, and other characteristics. This system makes the resource ordering and dispatch process within jurisdictions, across jurisdictions, and between governmental and nongovernmental entities more efficient and ensures that ICs receive resources appropriate to their needs. Facilitating the development and issuance of national standards for "typing" resources and "certifying" personnel are the responsibility of the NIMS Integration Center [see reference (d)]. However, not all resources have been categorized and typed at this time. Thus Regional/Installation use of resource typing will be an on-going process.

4. Use of Agreements

Pre-incident support agreements among all parties providing or requesting resources are necessary to enable effective and efficient resource management during incident operations. Formal pre-incident agreements between parties, both governmental and nongovernmental, that might provide or request resources are established to ensure the employment of standardized, interoperable equipment, and other incident resources during incident operations.

5. Effective Management of Resources

Resource managers use validated practices to perform key resource management tasks systematically and efficiently. Examples include the following:

a. Acquisition Procedures:

- Used to obtain resources to support operational requirements. Preparedness organizations develop tools and related standardized processes to support acquisition activities. Examples include mission tasking, contracting, drawing from existing stocks, and making small purchases.

b. Management Information Systems:

- Used to collect, update, and process data; track resources; and display their readiness status. These tools enhance information flow and provide real-time data in a fast-paced environment where different jurisdictions and functional agencies managing different aspects of the incident life cycle must coordinate their efforts. Examples include geographical information systems, resource tracking systems, transportation tracking systems, inventory management systems, and reporting systems.

c. Ordering, Mobilization, Dispatching, and Demobilization Protocols:

- Used to request resources, prioritize requests, activate and dispatch resources to incidents, and return resources to normal status. Preparedness organizations develop standard protocols for use within their jurisdictions. Examples include tracking systems that identify the location and status of mobilized or dispatched resources and procedures to “demobilize” resources and return them to their original locations and status.

Managing Resources

To implement these concepts and principles in performing the primary tasks of resource management, the NB San Diego EM Program includes standardized procedures, methodologies, and functions in its resource management processes per reference (d). These processes reflect functional considerations, geographic factors, and validated practices within and across disciplines and are continually adjusted as new lessons are learned. The basic foundation for resource management provided in this discussion will be expanded and refined over time in a collaborative cross-jurisdictional, cross-disciplinary effort led by the NIMS Integration Center [see reference (d)].

The NBSD EM Program shall use ten processes for managing resources:

1. Identifying and Typing Resources

- Categorize by capability.
- Resource kinds may be divided into subcategories (types) to precisely define the capabilities needed.
- Resource typing is a continuous process designed to be as simple as possible to facilitate frequent use and accuracy in obtaining needed resources (see reference (b) Standard 12, Federal Response).
- *See Support Annex 13: Inventory Management.*

2. Certifying and Credentialing Personnel

Agencies that require resources from NBSD will submit a resources request to the NBSD EMO to include the resource requested as well as the name of the individual that will be receiving the resource. The receiving resource individual will be verified by the individual producing a government issued identification card (i.e., state issued drivers license, state issued identification card or federal government issued identification card)

3. Inventorying Resources

The NBSD EOC Database will be used to manage material resources and inventory resource transactions.

4. Identifying Resource Requirements.

Resource managers identify, refine, and validate resource requirements throughout the incident life cycle. This process involves accurately identifying what and how much is needed, where and when it is needed, and who will be receiving or using it.

Possible resources include the following:

- a. Supplies
- b. Equipment
 - Facilities
- c. Incident management personnel
- d. Emergency response teams

5. Ordering Resources

Requests for items that the IC cannot obtain locally are submitted through the NBSD EOC using standardized resource-ordering procedures. If the NBSD EOC is unable to fill the order locally, the order is forwarded to the NRSW Operations Center for resolution.

6. Mobilizing Resources

Incident personnel begin mobilizing when notified through established channels. A standardized process is established in the ICS for mobilizing resources. At the time of notification, personnel should be notified of the following:

- a) Date, time and place of departure
- b) Mode of transportation to the incident
- c) Estimated date and time of arrival at the incident
- d) Reporting location (address, contact name, and phone number)
- e) Anticipated incident assignment
- f) Anticipated duration of deployment
- g) Resource order number
- h) Incident number
- i) Applicable cost and funding codes

Deployed to an incident site must be recovered, restored, and returned to the donor agency. During the process, resources are rehabilitated, replenished, disposed of (when appropriate), and retrograded.

7. Tracking and Reporting Resources

This process provides incident managers with a clear picture of where resources are located, helps staff prepare to receive them, protects the safety of personnel and security of supplies and equipment, and enables the movement of personnel, equipment, and supplies. Resource managers use established procedures to track resources continuously from mobilization through demobilization.

Tracking and reporting resources will be done in accordance with above paragraphs 5 and 6 a-i.

8. Recovering Resources

Recovery involves the final disposition of all resources. During this process, resources are rehabilitated, replenished, disposed of, and retrograded.

- a. *Nonexpendable Resources.*** These are fully accounted for. Replacement occurs when a resource has been determined to require replacement. The incident management organization will incur the cost of the use for non-expendable resources. In the event that a non-expendable resource is returned in a non-operating or damaged state, the incident management organization will incur the cost of repair and/or replacement as well. Description of non-expendable resource items are supplies which are not consumed in use and which retain their original identity during the period of use such as: vehicles, generators, portable cots, tents, heavy equipment and weapons.
- b. *Expendable Resources.*** These are also fully accounted for. Restocking occurs at the point from which a resource was issued. The incident management organization bears the costs of expendable resources, as authorized in preplanned financial agreements concluded by preparedness organizations. Returned resources that are not in restorable condition—whether expendable or nonexpendable—must be declared as excess according to established regulations and policies of the controlling entity. Waste management is of special note in the process of recovering resources. Resources that require special handling and disposition (e.g., biological waste and contaminated supplies, debris, and equipment) are dealt with according to established regulations and policies.

9. Reimbursement

Reimbursement provides a mechanism to fund critical needs that arise from incident-specific activities. Reimbursement processes also play an important role in establishing and maintaining the readiness of resources. Processes and procedures must be in place to ensure that resource providers are reimbursed in a timely manner. These must include mechanisms for collecting bills, validating costs against the scope of the work, ensuring that proper authorities are involved, and accessing reimbursement programs, such as the Public Assistance Program and the Emergency Relief Program.

10. Resource Typing System

Resource typing is a standardized process for identifying resources to facilitate resource sharing across disparate organizations using different terminology, such as the local governments and the Navy. See reference (d) for more information on

resource typing. Resources available to NBSD are located in Annex 15: Inventory Management.

11. Volunteer and Donations Management

Volunteer and donations management refers to those volunteer services and donated goods provided by unaffiliated volunteer services or individuals and donated goods which are unsolicited and for which no established resource requirements may exist. See Annex 12 in Section II.

Equipment Program

The NBSD EMO is responsible for identifying, fulfilling, maintaining, and sustaining equipment requirements for assigned NBSD EM personnel per Standard 9 of reference (b). In coordination with the Regional Emergency Manager and NBSD EMWG, the NBSD EMO is also responsible for identifying the consolidated equipment requirements for all organic units or teams incorporated into this NBSD EM Plan. The NBSD EMO shall be supported by the Regional COOP Team for the equipping of Category 1 (Critical Operations) personnel and the relevant members of the Regional EMWG (Regional Fire Chief, Regional AT Officer, MTF/Clinic Commander/OIC, Regional Operations Center Manager, etc.) for the equipping of Category 5 personnel with first responder assignments. The Regional EM Plan provides a consolidated matrix of Regional/NBSD equipment requirements to support the response and recovery concepts of operations above.

Training Program

In coordination with the Regional Emergency Manager and the NBSD EMWG, the NBSD EMO is responsible for developing, implementing, tracking, and reporting on the training of personnel assigned to support emergency response and recovery operations per Standard 8 of reference (b). The NBSD EMO shall be supported by the Regional COOP Team for the training of all Category 1 personnel and the relevant members of the Regional/NBSD EMWG (Regional Fire Chief, Regional AT Officer, MTF/Clinic Commander/OIC, Regional Operations Center Manager, etc.) for the training of Category 5 personnel. The NBSD EMO is responsible for ensuring all categories of personnel are aware of their training requirements and that training is properly track in ESAMS and report to the installation N-7.

Requirements - All personnel associated with emergency response shall complete NIMS Phase I training to include: IS-100/100A (Introduction to ICS); IS-200A, ICS-300, and ICS-400 (ICS for Single Resources/Initial Action Incidents; Intermediate and Advanced ICS), IS-700/IS 700A (NIMS), and IS-800B (NRF). With the exception of ICS 300 and ICS 400, these courses are available online via ESAMS or the Federal EM Agency (FEMA) at www.fema.gov.

Exercise and Evaluation Program

Overview

Exercise scenarios should be realistic and address the full range of potential natural and manmade emergencies, including CBRNE terrorism. EM exercises may be combined with multiple existing exercise requirements provided that the resulting event exercises all applicable functional areas simultaneously, in addition to the personnel assigned to the NBSD EM Team, EOC and installation Training Team (ITT). Exercises should include appropriate representatives from federal, state, local, other Service, and/or private agencies and departments, whenever possible. When authorized post-event by the next higher echelon, actual management of a real-life emergency may meet some or all of the NBSD EM exercise requirements. Exercise schedules and priorities are defined in the in reference (j). The overall evaluation process and schedule are also defined in reference (j).

Execution

A centralized control environment is the recommended means to present a synchronized, coherent, and realistic event for participants at all levels. The NBSD EMO, with the support of the NBSD EMWG, shall designate members of an Exercise Control Group (ECG). The ECG has the overall responsibility to provide the control environment (information, guidance, and coordination) for execution planning in accordance with training objectives and doctrine. The ECG should provide:

- Initial and follow-on information
- Guidance and orders from higher authorities
- Coordination with supporting agencies to resolve operational, support and transportation limitations

Exercises should involve participants from all emergency response functions in NBSD, including response assets of the local community according to standing agreements. If participation by local agencies is not practical, scripted exercise interjects will simulate their involvement.

Exercise Analysis

A team of Subject Matter Experts (SMEs) and selected personnel from supporting installations and/or Services and outside agencies should lead the effort of collecting and analyzing information and data. This team consists of two sub-teams:

- An Evaluation Team that observes the exercise participants. The evaluation team observes and records event activities, including collection of relevant training audience products. The Evaluation Team maintains a database of observations, relevant Command products, messages, and overlays for analysis and review.

Standard operating procedures shall be developed to provide guidance for Evaluation Team personnel.

- An Analysis Team which consolidates and coordinates the Evaluation Team observations to identify potential deficiencies and determine key AAR issues. The Analysis Team collects, analyzes, and assesses additional areas or systems to identify specific areas of interest for overall improvement. The Analysis Team then consolidates and coordinates the overall evaluations of the exercise into an After Action Report.

After Action Reports

All exercises, regardless of type, shall include proper preparation and review of an After Action Report (AAR). The After Action Report should be prepared and submitted to CNRSW as soon as possible. It should be a product of all the participants, with representation from all elements of the exercise being given the opportunity for input.

The ideal situation is to get feedback from the evaluators early, so the command staff can do a complete internal review and determine what lessons learned are to be gained and to develop a game plan for making any necessary adjustment to plans, processes and procedures. Prior to the release of the formal AAR, the Analysis Team should review the AAR with the NBSD CO. AARs shall be maintained for a minimum of three (3) years. AARs should result in lessons learned that are prioritized based on CNRSW guidance and incorporated into the NBSD EM Program. Lessons Learned will be tracked and results reported to the NBSD EMWG to ensure corrective action is taken.

Continuity of Operations (COOP) Program

Per reference (a), the purpose of the COOP Program is to provide for the continual operation of the Region and NBSD MEFs and associated CMFs throughout an emergency. The focus of the COOP Program is the ability of the Region or it's supporting Installations to maintain or restore MEFs at the MEF's primary or alternate site and the ability of the identified Category 1 personnel to perform these functions for up to 30 days before returning to normal operations. These MEFs may be performed in one or more CMFs located primarily onboard DOD installations. Most of these MEFs may be relocated to either a complimentary CMF at another location or relocated to a designated ERS. MEFs should plan on the use of subordinate headquarters as the designated ERS, if available.

Based on reference (a), the MEFs and associated CMFs must be able to sustain operations for up to 12 hours at the primary site, depending on the speed and efficacy of MEF relocation to the ERS. A limited number of MEFs which require specialized facilities and equipment may not be able to relocate to an ERS either due to the unique nature of their MEF or due to the lack of warning and relocation time during an emergency. These MEFs and their supporting CMFs may receive specialized collective and individual protection capabilities from supporting DOD or Joint Staff programs to

sustain critical operations at the primary CMF despite the presence of contamination from an accidental or terrorist release of CBRN agents or materials.

Tenant commands that have MEFs will develop a COOP Plan that provides planned processes, assets, and a concept of operations that the organization is required to have in place to manage the response, recovery, and reconstitution of the MEFs after the event.

To provide a standard cross functional NBSD COOP, specify planning and execution responsibilities, and establish guidance and procedures for assistance to assist NBSD command organizations with emergencies operations procedures that disrupt installation infrastructure systems.

The overall coordination and execution of the COOP Program is the responsibility of the Regional Emergency Manager with the assistance of the NBSD EMOs. Regional and NBSD EM Programs within Navy Region COMNAVREGSW are responsible only for coordinating this function and shall not resource COOP planning, assessment, mitigation, training, equipment, or relocation site procurement efforts unless specifically tasked to do so in writing by the CNIC EM Functional Manager.

Program Elements

Standard elements of a COOP Program include MEVAs, ERS, MEFs, CMFs, Category 1 (Critical Operations) Personnel, Category 1 (Essential Operations) Personnel, Delegation of Authority, Order of Succession, Vital Records and Databases, Interoperable Communications, Critical Systems, Training and Exercises, Equipment Selection, Fielding, and Sustainment, and Plan Maintenance.

COOP Planning Factors

While COOP Plans cannot provide for all possible events or execution variables, it is necessary to develop as comprehensive a plan as possible. See references (a) and (b) for additional planning guidance.

Implementing COOP Plans

Take the following actions if an emergency requires the implementation of the COOP Plan:

- Bring each ERS to a degree of preparedness consistent with preplanned actions to meet conditions.
- If the MEF's primary site becomes inoperative, the ERS should automatically assume their responsibilities.
- Report relocation of MEFs to the appropriate operational and administrative chain of command via OPREP-3 voice or message report, as well as any other directed communications procedures.

- An activated ERS will monitor the status of the commands above them in their chain of command to ensure readiness to assume COOP responsibilities.

Classifying COOP Plans

Classify COOP Plans according to content as required by applicable security guidance.

COOP Plan Review

All MEFs and associated CMFs are required to review their COOP Plan annually and submit all changes to the supporting NBSD and Regional Emergency Manager.

Detailed planning guidance may be found in Standard 7 (Planning) and Appendix P (COOP Planning Guide) of reference (a).

Assignments

The NBSD EM shall identify applicable members of the NBSD COOP Team and ensure quarterly meetings with progress reports to the NBSD CO and Regional Emergency Manager on the development, implementation, and validation of COOP Plans. The NBSD COOP Team shall be a standing subcommittee of the NBSD EMWG.

Continuity of Business

Overview

Just as a COOP Program is critical to the sustainment of MEFs at CMFs, a Regional Business Continuity Program is critical to ensuring the continuity of tasks not directly related to supporting the National Military Strategy. Such tasks include the following:

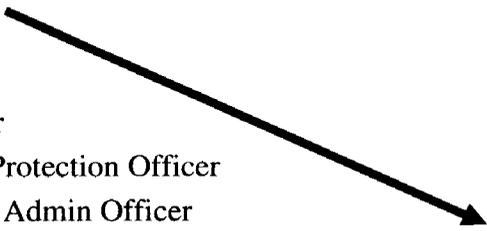
- Continuity of command authority through an established line of succession
- Ability to rapidly relocate command personnel and continue normal business operations without significant delay or loss of capability
- Ability to restore nonessential services and capabilities to support the return to normalcy during the recovery phase

Within NRSW, the NBSD EMs are responsible for developing, maintaining, and executing an NBSD Business Continuity Plan prior to, during, and following an emergency. The NBSD Business Continuity Plan will include the same planning considerations and aspects of the NBSD COOP Plans but rely solely on low-cost, predominately nonmaterial solutions to a reasonable RTO (days versus the minutes/hours in COOP).

The NBSD EMO will identify in the NBSD EM Plan the assignments for continuity of command authority (included below) and the movement of the EOC, NBSD Dispatch Center, and other key NBSD capabilities to designated ERSs (included in the command and control portion of this plan). Selection of the appropriate ERS (or multiple ERSs) should consider the assigned *remote* safe haven assignments determined for NBSD Categories 2–4 personnel. See Support Annexes 6–8.

Continuity of Command Authority (Line of Succession)

NBSD’s Line of Succession is shown below. This line of succession may be executed during any type or level of emergency.

- NBSD Commanding Officer
 - NBSD Executive Officer
 - NBSD Operations Officer
 - NBSD Force Protection Officer
 - NBSD Admin Officer
 - Command Duty Officer
- 

This line of succession may be executed during any type or level of emergency based upon the following principles (in order of priority):

- 1) The written transfer of command authority from the NBSD CO to a designated individual

- 2) The verbal transfer of command authority from the NBSD CO to a designated individual
- 3) The absence of the NBSD CO and/or designated successors above the individual assuming command with the written or verbal transfer of command authority granted to that individual
- 4) The death or incapacitation of the NBSD CO and/or designated successors above the individual assuming command

NBSD Business Continuity Plan Review

All NBSD offices and departments are required to review their supporting Business Continuity Plan annually and submit all changes to the NBSD EM.

Response Concept of Operations

Overview

Response to an emergency is best coordinated and executed at the local level of command involved in the emergency. The NBSD Incident Commander will maintain tactical control and responsibility for tactical-level emergency response actions within the immediate area of the hazard or damage. The NBSD CO will maintain operational control of his assigned installation forces and support the Incident Commander through the coordinated efforts of the NBSD EOC. The Regional Commander will maintain overall operational control over all supporting Installations and assigned Regional forces and support the NBSD CO through the coordinated efforts of the Regional Operations Center. Supporting Navy Medicine and other Service medical facilities and/or clinics will support NBSD with all necessary organic assets and coordinate delivery of medical care from civilian providers, when required.

Day-to-day NBSD command and control is exerted through the chain of command. The activities of the command are coordinated and monitored by the Command Duty Officer (CDO) and the NBSD Battle Watch Supervisor in the EOC. During the course of their duties, first responders may stand up an Incident Command Post (ICP) in the field to coordinate a response. In major emergency situations, at the direction of the NBSD CO, the CDO can initiate either a partial or full activation of the NBSD EOC. The EOC will utilize the concepts of the Incident Command System to organize the installation's response to an emergency situation. The CDO, or when activated, the EOC, will initiate OPREP and other required reports, and will pass information on emergency situations to the CNRSW Regional Operations Center and higher echelons.

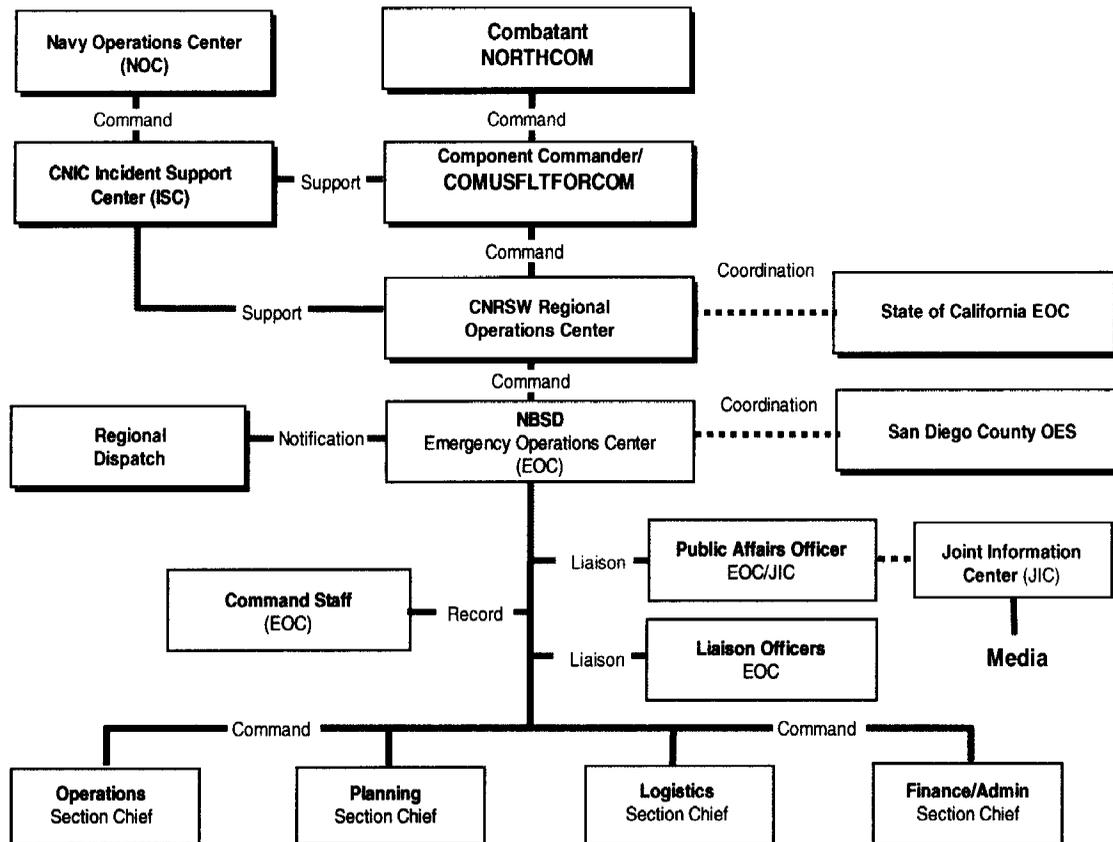
Definition

The onset of an emergency creates a need for time-sensitive actions to save lives and property, as well as for action to begin stabilizing the situation so that the installation can regroup. Response phase actions include notifying EM personnel of the crisis, warning and evacuating or sheltering the population if possible, keeping the population informed,

rescuing individuals and providing medical treatment, maintaining the rule of law, assessing damage, addressing mitigation issues that arise from response activities, and even requesting help from outside the installation.

Figure BP-6 shows the command and control structure that guides response during an emergency situation. For simplicity, DHS Homeland Security Operations Center and Regional Response Coordination Centers are not shown.

Figure BP-12: Command and Control Structure



Operational Environment

The operational environment includes a wide array of political and geographic environments, each having a unique mix of natural, technological, and terrorism hazards.

- Defining the Hazard and Threat Environment - The hazards and threats facing NASWI within its operational environment are in Table BP-5 (Page 46).
- Impact - Each of these hazards/threats represent a different set of challenges to the EM organization, as they impact command & control capabilities, warning capabilities, evacuation procedures, response capabilities, the availability of

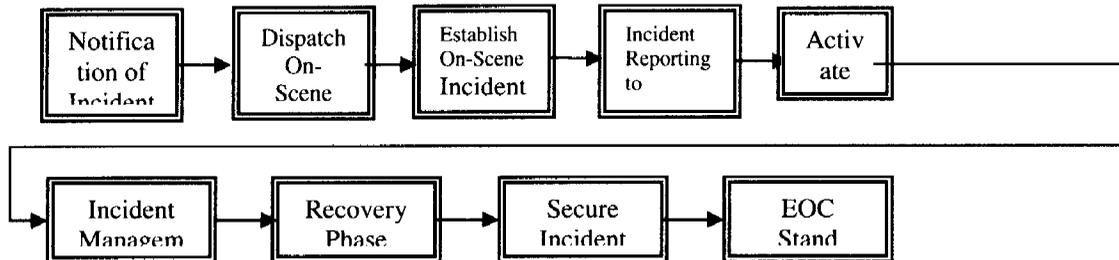
mutual aid, changes in Force Protection Condition (FPCON), sortie/mobility of operational units, and access to definitive medical care. In addition, many of these hazards may result in considerable psychological impact to all assigned personnel, especially those with family members in the local community.

- Scale of Hazards/Threats - The impacts of these hazards/threats progress from a small-scale local emergency, such as a single structure fire, to a moderate-scale emergency, such as flooding, to a large-scale emergency, such as wild fires and terrorism events. On the National scale, these incidents may also be categorized in one of three ways:
 - Below the threshold of a Federal Disaster Declaration
 - An incident requiring a Federal Disaster Declaration and Federal assistance to State and Local authorities
 - A catastrophic event requiring response by all levels of government.

Notional Incident Response Sequence

The activities of the Command are coordinated and monitored on a continuous basis by the NBSD Command Duty Officer (CDO). During the course of their duties, first responders may stand up an Incident Command Post (ICP) in the field to coordinate a response. In major emergency situations, at the direction of the Commanding Officer, the CDO can initiate either a partial or full activation of the NBSD EOC.

Figure BP- 13: Notional Incident Response Sequence



Response Timeline

As responders initially assess the incident and make a determination that the magnitude will overwhelm installation and local mutual aid resources, the NBSD CO may deem it necessary to request assistance from higher levels. NBSD must be prepared to address the EM issues in the interim (4 - 6+ Hours) while waiting for Navy, Joint, DoD, and, when necessary, Federal assistance.

Response Priorities

1. Protect personnel
2. Sustain essential operations during the emergency
3. Restore essential operations and services post-event

Special consideration is given to the following priorities when conducting emergency response operations:

- Meeting the immediate needs of personnel, to include rescue, medical care, food, shelter, clothing, and essential items
- Restoring facilities essential to the health, safety, and welfare of personnel, to include medical treatment facilities, utilities (power, water, and sewer), communications connectivity, and transportation.
- Meeting the rehabilitation needs, including provision of temporary housing, pay and benefits, psychological counseling and care, and return to normalcy.
- Mitigating hazards that pose a threat to life, property, and the environment.

Notional NBSD Response Scenario

The timeline of a possible response scenario varies dramatically based upon delays in initial incident notification, type & impact of event, time of day, and communications capabilities, among other prominent factors. Figure BP-5 depicts a notional, NBSD response to an overt CBRN event with the following characteristics: chemical agent (either warfare agent or Toxic Industrial Material), small to moderate event with approximately 100-150 personnel potentially exposed, occurring within the boundaries of NBSD during working hours, with exposure confined within a structure (such as a training facility or galley).

Assumptions

What is important to note is that for a CBRN event, NBSD responders shall enter the Warm or Hot Zone. NBSD has Qualified Technician-level Hazardous Material entry teams for hazard identification, however if the CBRNE event overwhelms the response capabilities of NBSD responders other resources will come from other CNRSW installations, Other Services, local agencies, the State of California, and/or Federal agencies in accordance with immediate response MOA/MOUs. See Support Annexes 1 and 2.

For other hazards not requiring specialized training, equipment or Personnel Protective Equipment (PPE) it is reasonable to expect that NBSD teams will enter the Warm and Hot Zones to save lives.

Figure BP-14: Notional Naval Base San Diego Response to Chemical Event (20-30 minutes)

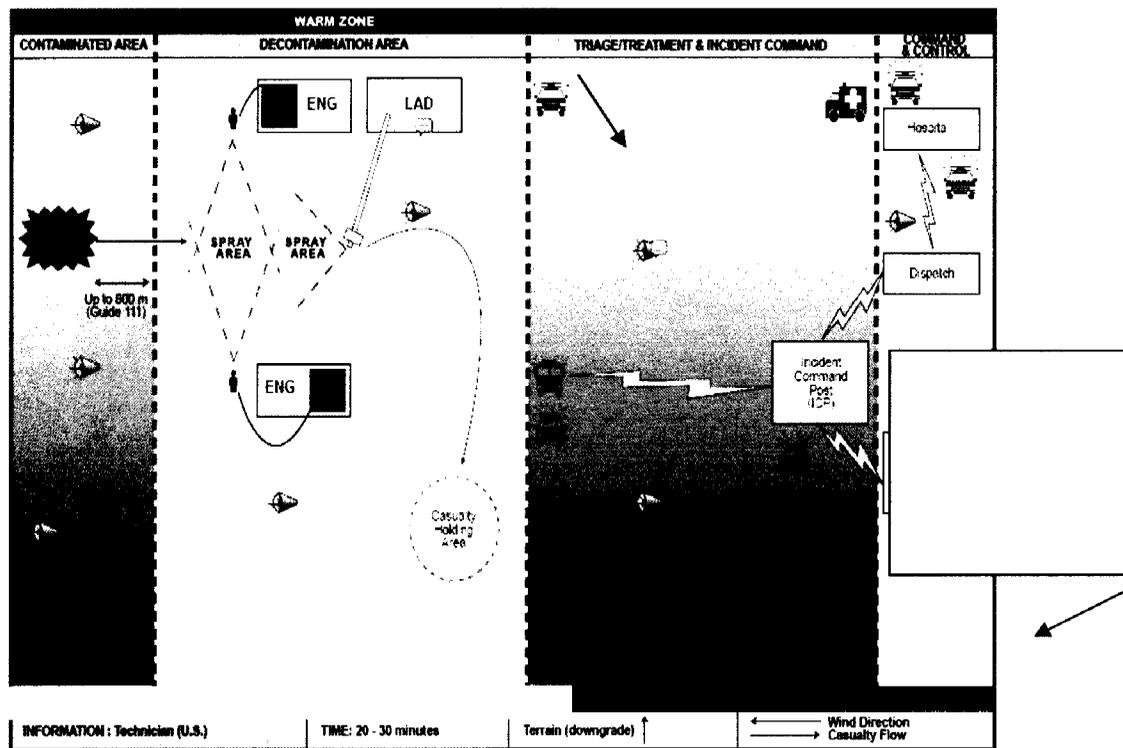
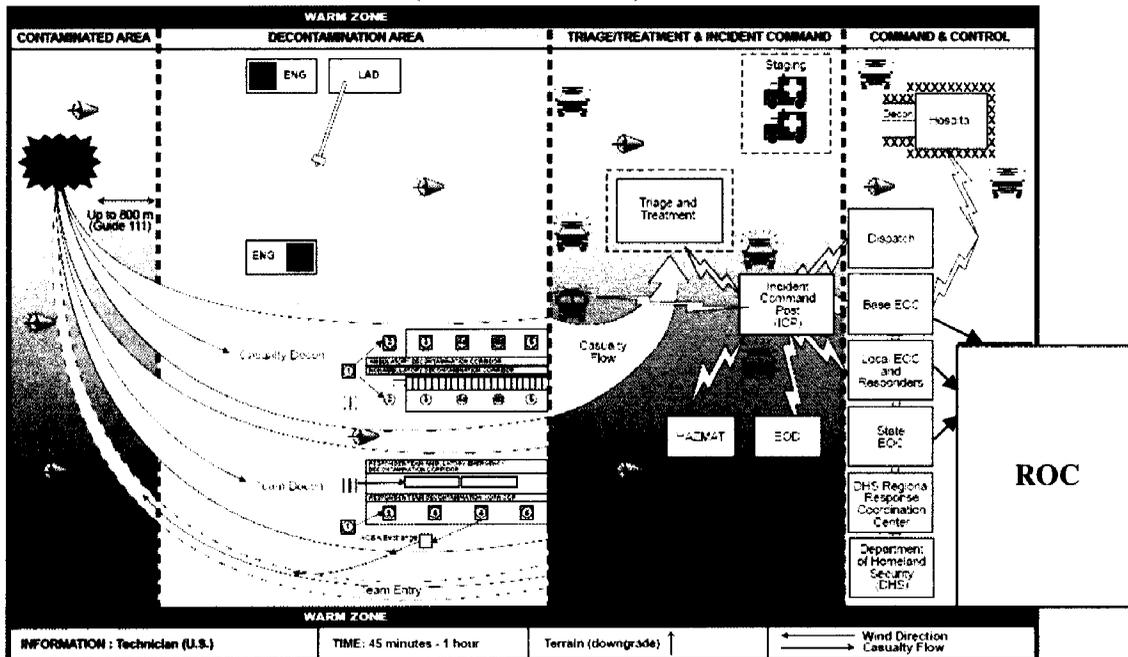


Figure BP-15: Notional Naval Base San Diego Response to Chemical Event (45 - 60 minutes)



Repatriation Operations

Overview

NBSD has been designated as one of the CNRSW Sea Port repatriation sites. At any given time, large numbers of U.S. citizens are living, working, or traveling in foreign countries. DOS is responsible for their protection and care. Situations such as political unrest, increasing international tensions, or widespread natural or technological disasters may require the immediate evacuation of these citizens to the United States with little or no preparation time.

Per reference (a), NONCOMBATANT EVACUATION OPERATIONS NEO involves evacuation of nonessential military personnel, dependent personnel, selected host-nation citizens, and third-country nationals whose lives are or may be in danger within a foreign nation to an appropriate extended safe haven and/or to the United States. They may arrive at a military air terminal in need of financial aid, clothing, medical attention, assistance in obtaining transportation to their home destination, and/or temporary housing. The arrival of large numbers of evacuees needing such assistance could quickly exceed the capabilities of the federal, state, local, and/or other Service agencies tasked to provide such assistance.

While DOS is responsible for planning and implementing mass repatriations, state and local governments are relied on to provide the operational structures for the reception, temporary care, and onward transportation of the evacuees. The military point of entry may therefore need to respond to the needs of these evacuees until transportation and berthing can be arranged by state and local authorities.

Impact

The Regional Emergency Manager will consider the impact of NEO in all aspects of emergency planning. Considerations include evacuation route management, local safe haven operations, and impact on state and local resources and associated agencies. Reference (a) provides specific guidance for the reception and onward movement of DOD noncombatants arriving at Navy facilities from overseas. In summary, DOD ports of debarkation will:

- Provide facilities for Emergency Processing Centers
- Make local transportation resources available for emergency transportation between port(s) of debarkation, Emergency Processing Center(s), feeding and temporary lodging facilities, medical centers, and commercial transportation terminals
- Provide backup support for security and law enforcement in coordination with port of entry security forces, DOS, DOD Police, and the FBI
- Be prepared to respond to the needs of evacuees until transportation and berthing can be arranged

Activation

When the Regional Commander, Regional Staff Duty Officer, or other designated representative receives notification of an actual or imminent NEO in the geographic area which their repatriation (REPAT) site supports, the individual or office shall immediately notify the Regional Dispatch Center and order the activation of the Regional EM Team and the Regional Operations Center to:

- Activation Level 2 (if the order is imminent and the Region is in the preparation phase).
- Activation Level 3 (if the order is being executed immediately and the Region is supporting an actual NEO with reception of personnel more than 48 hours away).
- Activation Level 4 (if the order is being executed immediately and the Region is supporting an actual NEO with reception of personnel in less than 48 hours). At Activation Level 4, all sections of the Regional Operations Center shall activate and begin initial support to impacted Installations and may be gradually reduced to support the actual workload by the Regional Commander or Regional Emergency Manager.

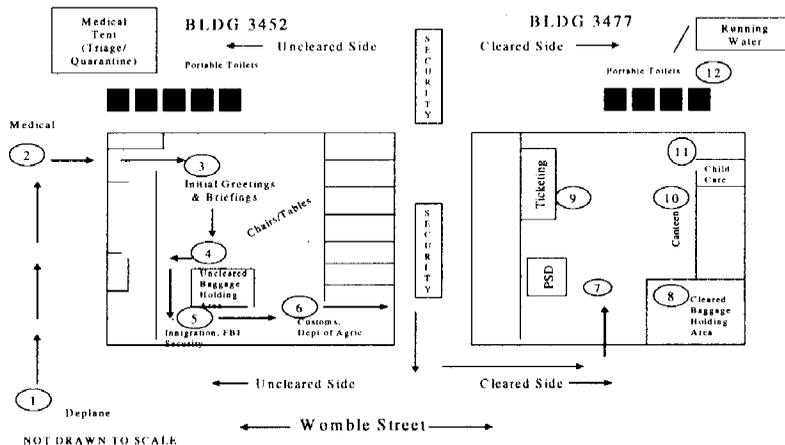
The incident notification process will include notification and similar activation of the supporting MTF and/or Clinics in the vicinity of the REPAT site. REPAT activation of the Regional Operations Center will require the immediate activation of the Regional FAC and JIC to support REPAT activities.

NAVFACSW will ensure activation of the FEC’s departmental operations center and will provide a liaison to the Regional Operations Center to coordinate transportation requirements in the Resource Management Section.

Repatriation Center Operations

The Regional Operations Center will ensure that the Repatriation Center is established, personnel rotations established, and procedures reviewed no later than 24 hours prior to arrival of repatriated personnel. Figure BP-6 illustrates the notional organization of a Repatriation Center.

Figure BP-16: Repatriation Center



Incident Notification

Overview

The incident notification process used by the NBSD EM Program is based on satisfying the requirements set forth by federal, DOD, Joint, and Navy policy while enabling rapid access to the installation's response partners in the civilian community. Incident notification will follow the procedures described per references (b) and (e) and provided in EOC SOPs.

As shown in Figure BP-8, the next steps in the incident notification process focus on the coordination and information exchange between various operations centers. During this time, limited Category 5 personnel (primarily NSF) are responding to the scene, beginning the employment of the Incident Command System (ICS), establishing the Incident Command Post (ICP), evaluating the scene(s), beginning their Incident Action Plan (IAP) development, and determining their initial resource requirements, including the need for dispatch of additional installation, Mutual Aid, Regional, and/or other Service assets. Incident notification to local response partners is almost always via non-secure voice from the NBSD Dispatch Center.

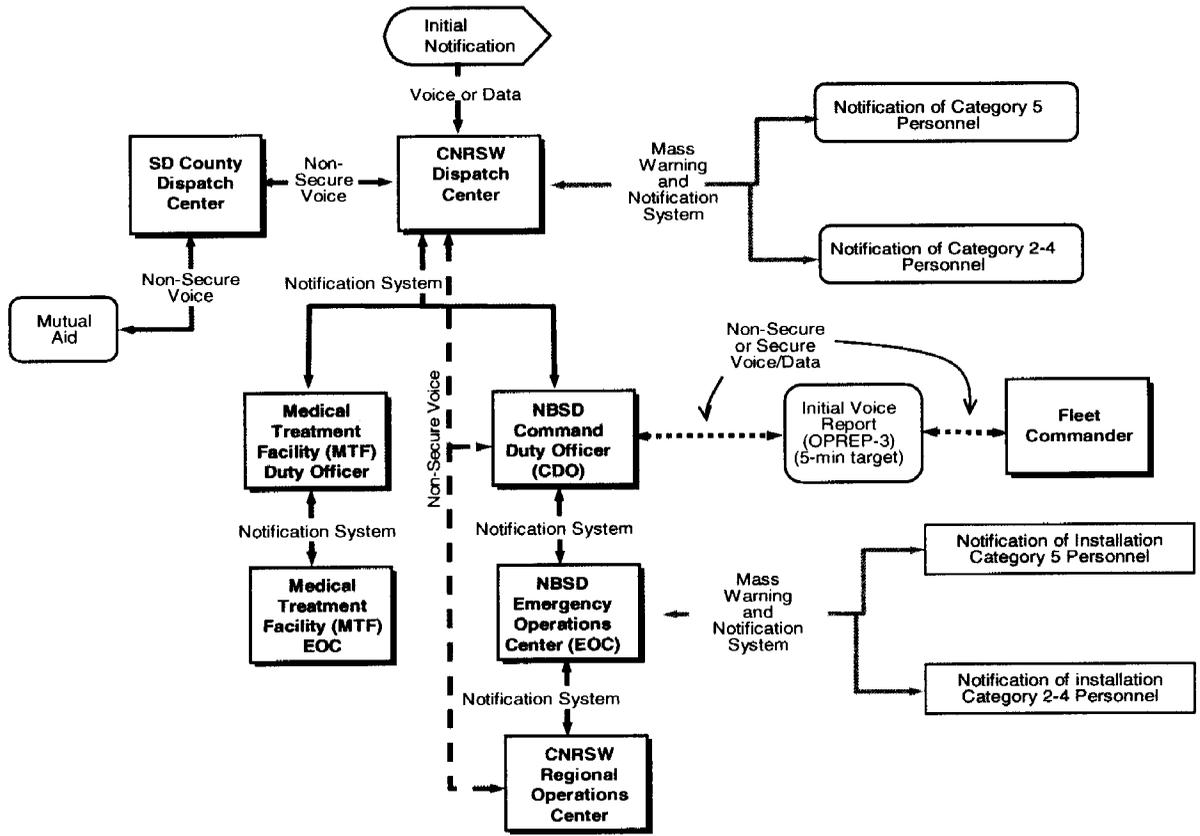
The NBSD CDO is responsible for the initial voice report and the NBSD EOC is responsible for follow-on written OPREP-3 reports. The Regional Operations Center is responsible for notifying Commander, Naval Installation Command's Installation Support Center (CNIC ISC), which will then notify senior headquarters (National Military Command Center (NMCC) and the Navy Operations Center (NOC)) as well as U.S. Northern Command (USNORTHCOM). In some cases, the Regional Operations Center, once fully established, may assume responsibility for the OPREP-3 reporting and the transition to OPREP-3 Navy SITREP reporting throughout the remainder of the incident.

The NBSD EOC will communicate directly with the San Diego County EOC. Incident notification and information exchange flow between the Navy incident management components to remote, other service (Army, Air Force, and Marine Corps) response partners will be the responsibility of the Regional Operations Center. Communication with State EOCs will be performed by the Regional Operations Center.

The Regional Operations Center and NBSD EOC should have operable and, if possible, compatible Incident Management (IM) software systems to enable communication and coordination with Federal, State, and local organizations. The use of Common Alerting Protocol (CAP) compliant IM software applications permits diverse software systems to share information in an effective manner. While using appropriate software is important, using standard terminology and procedures is also necessary to achieve interoperability with external response partners.

Figure BP-7 illustrates the initial notification process based on an overt/known event that is recognized immediately by nearby personnel.

Figure BP-17: NBSD Notification Process

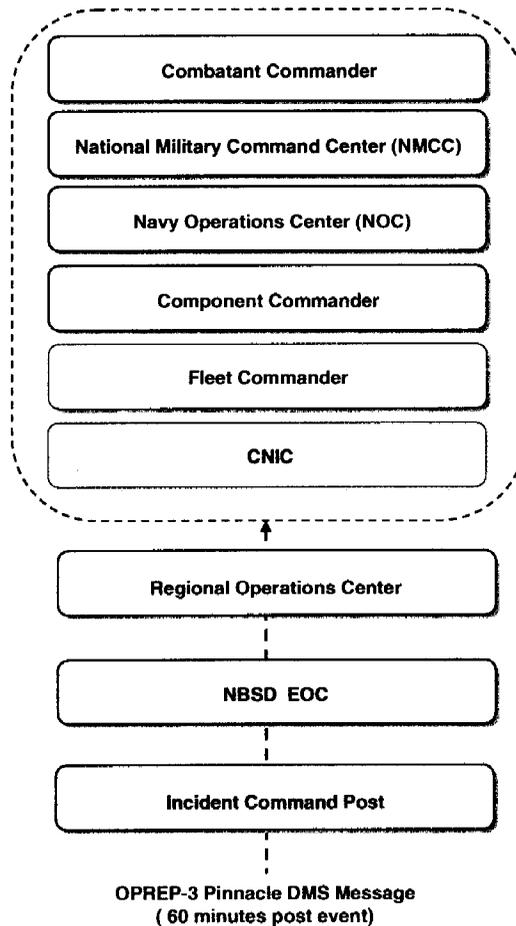


Incident Reporting Continued:

NBSD will continue to submit update OPREP-3 Pinnacle reports as directed. The NMCC may choose to downgrade the code word level of the reports once the scale, scope, and impact of the incident has been evaluated. Once the incident has stabilized to the satisfaction of the National-level chain of command, the reporting Region may be authorized to terminate OPREP-3 reporting and shift to Situation Report (SITREP) reporting procedures or submit a final end-of-incident OPREP-3 or SITREP message.

The list of addressees may expand or contract as appropriate to the incident and the National-level interest in the incident. The flow of follow-up SITREPs is similar to that shown in Figure BP-9 however there is no time constraint.

Figure BP-19: Initial OPREP-3 Pinnacle Message



Commander's Critical Information Requirements (CCIRs)

CCIRs are a compilation of generic information goals that have been established as a baseline for information gathering. Specific NBSD CCIRs are classified as SECRET. Generic CCIRs are similar to the EEIs and the 21 Installation-level tasks noted below.

NBSD Installation -Level Tasks. In addition to the incident command-level elements, the following 21 tasks must be successfully addressed at the Installation-level (in approximate order of execution):

1. Initial notification of event
2. Notification of selected Category 5 personnel
3. Impact of uncontrolled movement of contaminated casualties ("self-referrals")
4. Mass warning of Categories 2–4 personnel
5. Notification of Category 1 personnel
6. Initial incident reporting to higher headquarters
7. Casualty flow control at MTFs/clinics
8. Activation of the Installation EOC
9. Evacuation/shelter/shelter-in-place
10. Follow-on incident reporting to higher headquarters
11. Establishment of staging areas
12. Coordination with local responders
13. Casualty tracking
14. Activation of the ROC
15. Employment of Category 5 personnel
16. Incident modeling
17. Establishment of rehabilitation capability
18. Establishment of mass care capability
19. Agent confirmatory testing
20. Shelter management
21. Evacuation route management

Other Information Requirements (OIRs)

The following events are required to be reported immediately to CNIC by NBSD and therefore must be reported immediately by the CDO to NRSW:

- Significant degradation or reduction in readiness affecting an installation's ability to conduct its primary mission or conduct adequate force protection
- Significant change in the ability to execute and sustain Homeland Defense of Civil Support operations. Damage/casualty to critical infrastructure
- Civil disturbances directed against U.S. forces in the vicinity of a Navy installation
- Regional or installation plans to execute COOP
- Fire on an installation or fires that occur off base in which installation firefighters are dispatched to support

- Loss of communications (voice, data, networks, etc.) in the ROC
- Higher authority direction requiring imminent planning or asset provision by regions or installations
- CNIC personnel or immediate family member killed or involved in the death of another
- Intrusion or attack on computer networks
- Class C mishap involving any ship, submarine, or aircraft on a Navy installation

NBSD-Level Tasks

1. Increase in DEFCON, FPCON, INFOCON, or THREATCON
2. Indications of an actual or impending act of terrorism
3. National level news events that will likely generate inquiries from OSD, OPNAV, or other headquarters
4. Sudden, catastrophic event (tsunami, earthquake, mudslide, fire, flooding, extreme weather)
5. Observed or report of pre-operational surveillance of Navy facilities or personnel.

EOC Activation

The NBSD EOC operates under four activation levels. Each activation level is task organized by the type of event which the EM Team is addressing. Though an immediate increase from Activation Levels Normal or 1 directly to Activation Level 4 may be warranted in many situations, some emergencies will require the capability for transitional activation moving steady up or down the activation scale. Examples of such incidents include covert biological terrorism, natural epidemics/pandemics of disease, and some natural/technological hazard events (such as fires, volcanic ash fall, tropical/winter storms). The NBSD EM Program has adopted the activation levels in Table BP-11.

All emergency response and management agencies in the State of California use the Standardized Emergency Management System (SEMS) to respond to, manage and recover from disasters. Using a common system results in coordinated management and teamwork. The system is based on simplicity, flexibility, and common terminology.

Response to an emergency is best coordinated and executed at the lowest level, as stated in Incident Command System (ICS) guidelines. Incident Commanders (ICs) will maintain tactical control and responsibility for tactical-level emergency response actions within the immediate area of the hazard or damage.

Table BP-10: EOC Activation

Activation Level	Actions	FPCON
0 Normal	<ul style="list-style-type: none"> ○ Normal Operations (EMWG meetings, TWG meetings) ○ No emergency incident exists sufficient to warrant EOC Activation 	Alpha Operations
1 Watch	<p>“Enhanced Operations”</p> <ul style="list-style-type: none"> ❖ FPCON ❖ Terrorism threat warnings, Criminal/ Terrorism Surveillance Activities, Special Event Planning, Storm Preparations ❖ No emergency incident exists sufficient to warrant EOC Activation 	Alpha or Bravo Operations
2 Special Activation	<p>“Specialized Operations”</p> <ul style="list-style-type: none"> ❖ Bomb threats, biological threat warning, preliminary laboratory results indicative of a potential biological incident (terrorism or natural causes), Special Events, Active Major Winter Storm warnings/watches ❖ Threat Working Group assessment meetings ❖ Unique emergency condition exists sufficient to warrant special activation of the EOC (selected members of the IMT). ❖ Additional planning and coordination involving some members of the EOC IMT Team 	Charlie Operations
3 Partial Activation	<p>“Limited Operations”</p> <ul style="list-style-type: none"> ❖ Evacuation of more than 10% of NB San Diego, Flooding, Major storms, Moderate/Large-scale structural fires, Small-scale wildfires, Small-scale hazardous materials spill/release involving mutual aid, National Special Security Events (NSSEs) ❖ Potential or actual emergency condition(s) exist sufficient to warrant partial activation of the EOC. ❖ 24/7 situational awareness staffing of EOC ❖ Communicate with CNRM, Local, Other Services ❖ Determine status of response/recovery resources ❖ Determine the current status of all emergency response and recovery resources 	Charlie Operations
4 Full Activation	<p>“Full 24/7 Operations”</p> <ul style="list-style-type: none"> ❖ Evacuation of more than 50% of NB San Diego, Earthquake, Tsunami warning, severe storm arrival within 24 hours or less, ❖ Overt Terrorism Incident, ❖ Moderate/Large-scale Hazardous Materials spill/release involving mutual aid and environmental spill response, ❖ All nuclear-related events, ❖ Confirmed Biological Incident (Terrorism or Natural Causes), ❖ Wide-Scale Power Blackouts ❖ Potential or actual emergency condition(s) exist sufficient to warrant full activation of the EOC. ❖ 24/7 situational awareness staffing of EOC with defined operational periods and required reports ❖ Establish all EOC sections & communicate with CNRM, Local, Other Services ❖ Determine status of response/recovery resources ❖ Initiate/continue resource management support for the Incident Commander ❖ Report to local agency Joint Information Center 	Delta Operations

NBSD tenants will maintain operational control of their assigned spaces and forces and support the IC through the coordinated efforts of the NBSD Emergency Operations Center (EOC). The Regional Commander will maintain overall operational control over all supporting installations and assigned Regional forces and support the NBSD CO through the coordinated efforts of the Regional Operations Center.

Some events can deplete emergency responder/facility assets. ICs may require assistance from federal, state, local, other Service and private support to effectively respond. Supporting plans and procedures are updated and maintained by responsible parties at the higher headquarters, Regional, and NBSD levels.

EOC Essential Elements of Information (EEIs)

EEIs are a compilation of generic information goals that have been established as a baseline for information gathering by the EOC. Key Response Phase Actions are those taken by either the Incident Commander, EOC, or in some cases, the ROC. Situational awareness of actions taken by the IC and ROC must be maintained by the EOC but must not interfere with ICP tactical and ROC strategic responsibilities.

Table BP-xx lists EEIs and Response Phase Key Actions. Actions relating to five of the six “Key Elements” of emergency management: (1) Mass Care, (2) First & Emergency Responders, (3) Mass Warning and Notification – leading to sheltering in place and evacuation to safe havens, (4) Command & Control, and (5) Definitive Medical Care) are noted in ***bold italicized*** print. Actions related to the sixth Key Element (Public Awareness) are taken during the Preparedness phase, not the Response phase.

Table BP-11 EOC Essential Elements of Information (EEIs)/Key Response Phase Actions

(Not in chronological order. Many actions will be performed in parallel)

<p><u>1. Dispatch of Response Personnel / Initial Actions:</u></p> <p><input type="checkbox"/> Fire, <input type="checkbox"/> NSF, <input type="checkbox"/> ERT <input type="checkbox"/> EOD, <input type="checkbox"/> EMS <input type="checkbox"/> Environmental Teams <input type="checkbox"/> CBRNE/HAZMAT Establish Hot/Warm/Cold Zone Boundaries (based on ERG, blast radii, etc) <input type="checkbox"/> Establish ICP <input type="checkbox"/> Initiate Search and Rescue <input type="checkbox"/> Conduct Initial Site Assessment <input type="checkbox"/> Injured? <input type="checkbox"/> Fatalities? <input type="checkbox"/> Hazardous materials? <input type="checkbox"/> Presumptive Agent(s): _____ <input type="checkbox"/> Onsite wind direction/speed: _____ <input type="checkbox"/> Tide condition: _____ <input type="checkbox"/> Threat assessment</p>	<p><u>2. Protect Category 1-5 Personnel:</u></p> <p><input type="checkbox"/> Issue Warning Order (advance notice hazards) <input type="checkbox"/> <i>Issue Mass Warning and Notifications</i> <input type="checkbox"/> GV, <input type="checkbox"/> CDNS <input type="checkbox"/> Other</p> <p><u>Incident Commander Directed:</u> <input type="checkbox"/> <i>Shelter-in-Place</i> (CAT 2-4) <input type="checkbox"/> <i>Evacuate</i> (CAT 2-4) to Assembly Area/ On-Base Safe Havens) <input type="checkbox"/> <i>Evacuate</i> (CAT 2-4) to off-base community Shelters) <input type="checkbox"/> <i>Send injured to medical facilities</i> <input type="checkbox"/> Determine disposition of self-referred injured personnel <input type="checkbox"/> Perform Expedient DECON of casualties</p>
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<input type="checkbox"/> Preliminary damage assessment <input type="checkbox"/> Evidence collection <input type="checkbox"/> Request Mutual Aid Assistance <input type="checkbox"/> Establish Staging Area(s)	<input type="checkbox"/> Perform Casualty and Responder Team Decontaminatio
<p>3. <u>Establish and Maintain Communications:</u></p> <input type="checkbox"/> ICP, <input type="checkbox"/> ROC, <input type="checkbox"/> CSS-15 ECC <input type="checkbox"/> MTF EOC(s), <input type="checkbox"/> Safe Havens <input type="checkbox"/> Meteorology and Oceanography Center (METOC) <input type="checkbox"/> Local Authorities <input type="checkbox"/> Joint Information Center (JIC) <p><input type="checkbox"/> <u>Issue OPREP-3/UNIT SIPREP</u></p> <input type="checkbox"/> Voice RPT (time) _____ <input type="checkbox"/> Messages (time) _____ <input type="checkbox"/> Next Due (time) _____	<p>4. <u>Hazardous Release Containment/Stop:</u></p> <input type="checkbox"/> <i>Isolate/stop the leak</i> <input type="checkbox"/> Determine downwind/downstream release path(s) <p>5. <u>Obtain Environmental Data/Presumptive Hazardous Agent Determination:</u></p> <p><u>On-base:</u> <input type="checkbox"/> Atmospheric <input type="checkbox"/> Ground Contamination <input type="checkbox"/> Water <input type="checkbox"/> Oil</p> <p><u>Off-base</u> <input type="checkbox"/> Atmospheric <input type="checkbox"/> Ground Contamination <input type="checkbox"/> Water <input type="checkbox"/> Oil</p>
<p>6. <u>EOC Assessment of Data, Develop/Execute Incident Action Plan (IAP):</u></p> <p><input type="checkbox"/> <u>HAZMAT / CBRNE:</u></p> <input type="checkbox"/> Estimate/Determine if exposure limits were/will be exceeded <input type="checkbox"/> Estimate/Determine Projected Affected Area (hazard modeling) <input type="checkbox"/> Obtain confirmatory determination of hazardous agent from lab <p><input type="checkbox"/> <u>Develop Incident Objectives (ICS 202)</u></p> <p><input type="checkbox"/> <u>Develop Incident Action Plan (IAP)</u></p> <p><input type="checkbox"/> <i>Protect CAT 2-4 population</i> or provide additional information:</p> <input type="checkbox"/> <i>Sheltering-in-Place</i> (Cat 2-4) <input type="checkbox"/> <i>Establish Mass Care facilities/systems</i> <input type="checkbox"/> <i>Provide transportation & medical care for Special Needs populations</i> <input type="checkbox"/> <i>Evacuation</i> (To on-base Assembly Area or Safe Havens) <input type="checkbox"/> <i>Evacuation</i> (To off-base Safe Havens or community shelters) <input type="checkbox"/> Situation Updates (Emergency Public Information) to Cat 2-4 personnel <input type="checkbox"/> <i>Recommend Sheltering-in-Place/Evacuating Off-base general public</i> <p><input type="checkbox"/> <i>Public Health Emergency Officer-directed:</i></p> <input type="checkbox"/> Extended Sheltering-In-Place <input type="checkbox"/> Restriction of Movement / Social Distancing <input type="checkbox"/> Quarantine <input type="checkbox"/> Isolation <input type="checkbox"/> Receive/Distribute Strategic National Stockpile resources <p><input type="checkbox"/> <u>Defense Support of Civil Authorities (DSCA)</u></p> <input type="checkbox"/> Immediate Response <input type="checkbox"/> Host FEMA US&R Teams	

<input type="checkbox"/> Direct standup of Base Support Installation (BSI) or National Logistics Staging Area (NLSA) <input type="checkbox"/> Respond to Mission Assignments (MA) <input type="checkbox"/> Recommend Sortie of Aircraft / ships <input type="checkbox"/> Deploy Damage Assessment Teams <input type="checkbox"/> Dispatch relief personnel for Category 5 responders <input type="checkbox"/> Send/Receive Quick Response Teams/Fly-a-Way Teams for EOC <input type="checkbox"/> Standup as SPOD installation	
7. Restore Continuity of Business (COB) for Essential Functions: Temporary: <input type="checkbox"/> Power <input type="checkbox"/> Water Long-term: <input type="checkbox"/> Power <input type="checkbox"/> Water	8. Resource and Finance Management <input type="checkbox"/> Initiate personnel accountability procedure <input type="checkbox"/> Determine ICP resource needs
9. Other Emergency Public Information Systems <input type="checkbox"/> Issue press statements <input type="checkbox"/> Conduct News Conference <input type="checkbox"/> Establish Joint Information Center with local authorities	10. Other:

Emergency Orders (Emergency Declaration)

There are three types of emergency orders within NRSW: local, regional, and national. Regional and installation Emergency Declaration orders are outlined in reference (a).

There are three types of emergency orders:

1. Local Emergency
2. Regional Emergency
3. National Emergency

These orders can be issued at any time but usually they would be issued after the EOC or Regional Operations Center is activated. The following depict how such orders would affect NBSD:

Local Emergency

A Local Emergency order may be issued by the NBSD CO or his/her designated representative. A local emergency means that one or more hazards of any type or cause will imminently impact or has impacted a portion or the entirety of NBSD’s jurisdiction and requires the immediate and coordinated response of the assigned response assets with the possible support of NBSD’s civilian or Other Service response partners. A local emergency order results in the appropriate activation of the NBSD EM Team and required Category 5 personnel. A local emergency order may require appropriate activation of NBSD’s Continuity of Business Plan. The Regional Commander will be notified of a local emergency by NBSD’s Director or designated representative in accordance with the Incident Reporting procedures detailed in Section 16.e. The Regional Commander may choose to order an appropriate activation of other installation

EM Teams in CNRSW to support NBSD in managing the response to and recovery from such a local emergency.

Regional Emergency

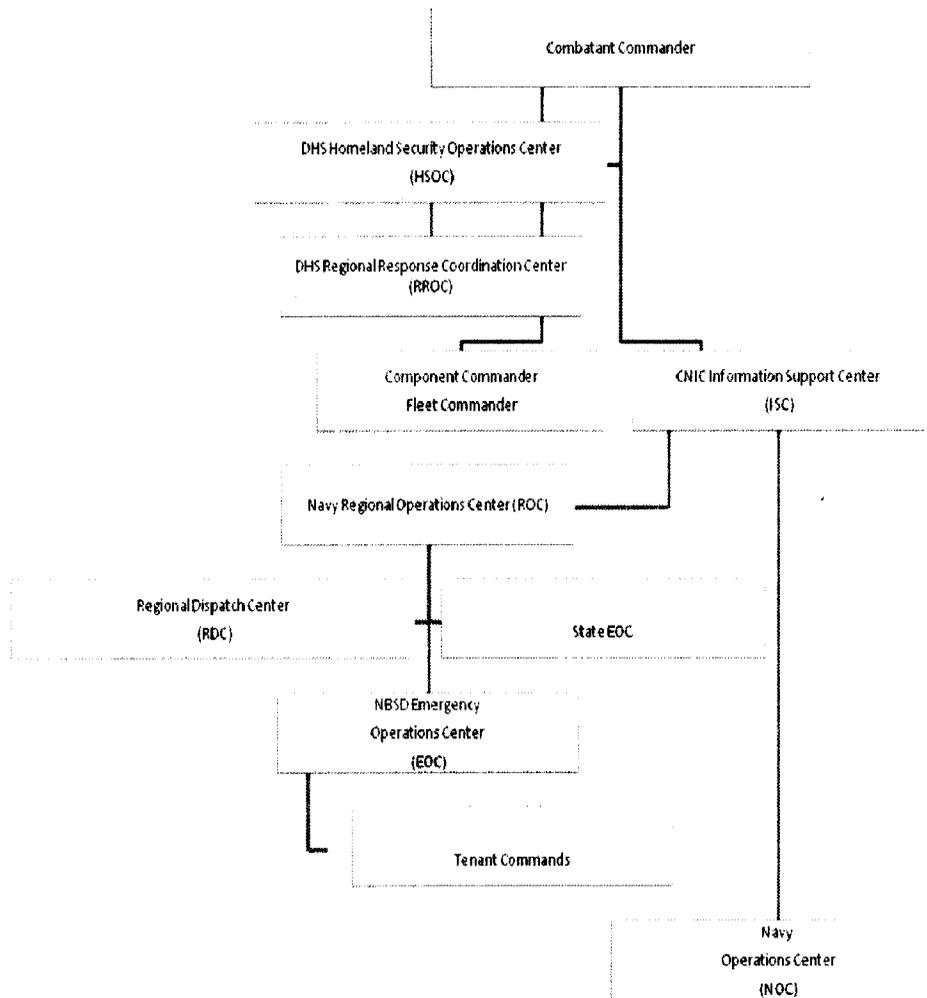
A Regional Emergency order may be issued by the Region Commander, or designated representative. A regional emergency means that one or more hazards of any type or cause will imminently impact or has impacted a portion or the entirety of the Region's jurisdiction and may require the immediate and coordinated response of the Region and Installation response assets with the possible support of the Region's civilian or Other Service response partners. A Regional Emergency Order results in activation of the Regional EM Team in the Regional Operations Center, NBSD's EM Team. If required the NBSD Category 5 personnel.

A Regional emergency order may also require appropriate activation of the Region's COOP and Continuity of Business Plans and NBSD's Continuity of Business Plan. A Regional Emergency order may require the provision of forces and/or material to support mission assignments with regards to DSCA tasking or the immediate response of such forces should conditions require such a response.

National Emergency

A National Emergency order may be issued by the Federal Government in discussed in reference (c). A National emergency order or similar theater or global warning order may also be issued by the appropriate Department of Defense (DoD), Joint Chiefs of Staff (JCS) or Navy authorities.

Figure BP-20: NBSD Command and Control Structure



Incident Management

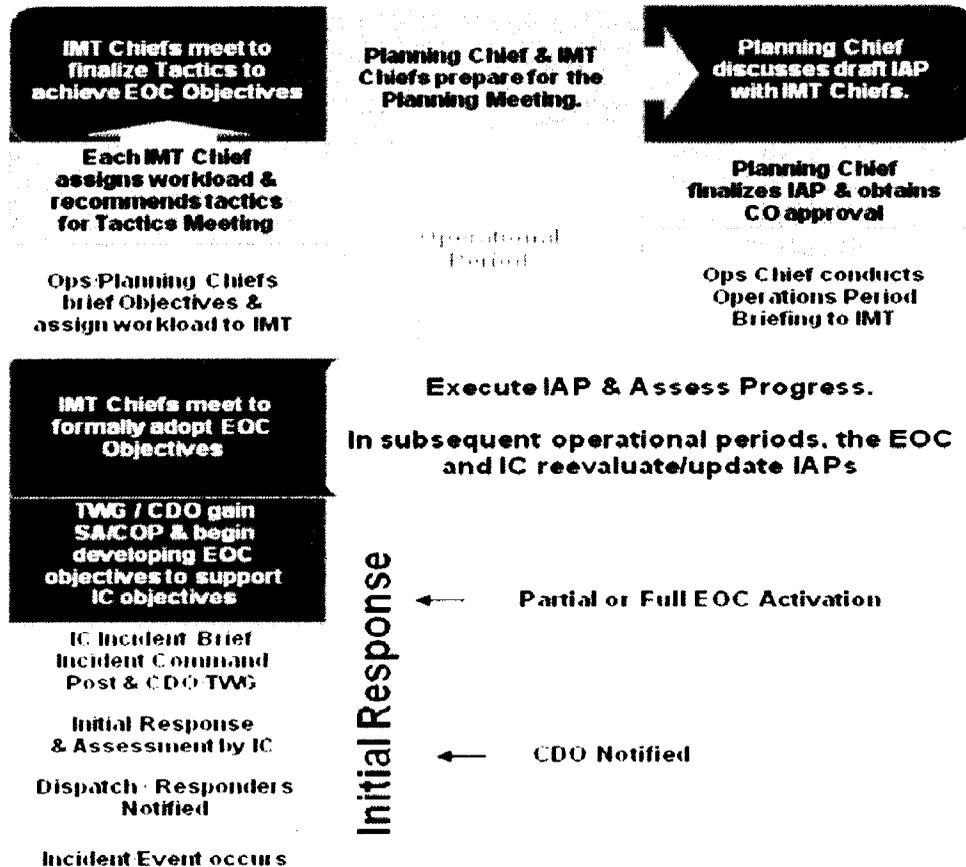
The Incident Management process utilized by the NBSD EM Program is based on satisfying the requirements set forth by Federal (e.g. ICS, NIMS), DoD, Joint, and Navy policy while enabling rapid access to the Region’s resources and response partners in the civilian community.

Incident Action Plans (IAPs) shall be developed at both the on-scene level and the EOC level. IAPs are plans that are developed in response to an incident when ICS is utilized. These plans are not permanent plans as they change in each Operational Period of the response. IAPs are prepared under the supervision of the Planning Section Chiefs at the Incident Command Post (ICP) and EOC in a collaborative manner. The IAPs are approved by the Incident Commander and Commanding Officer, NBSD, respectively. The IAPs are then carried out by the respective ICP and EOC Operations Sections.

(1) Incident Action Plan Process - In accordance with the ICS, the on-scene Incident Commander (IC) and the EOC use a “Planning P” process. Although both the IC and EOC both use this process, the Planning P shown in Figure BP-20 uses terminology that is more descriptive of what the EOC does.

The leg of the Planning P describes the initial response period. The actions in the “O” part of the “P” are completed for the initial operational cycle. For each Planning P cycle, a revised Incident Action Plans is developed by the Incident Commander and the EOC revises its IAP to support the IC IAP.

Figure BP-21: EOC “Planning P”



Emergency Public Information

NBSD shall provide public information to Category 1-5 personnel during the emergency (e.g., conveying impacts and analyses of the incident). The need for emergency public information is extremely important in the response phase but it does not end immediately after the response phase of an emergency has been terminated by the EOC. Reference (c) provides applicable guidance.

(1) Need for emergency public information does not end immediately with the response. Reference (a) provides applicable guidance.

(2) There's a continuous need to exchange information with the full range of affected population.

(a) NRSW and Naval Base San Diego shall provide pertinent information (i.e. impacts and analyses).

(b) NRSW and Naval Base San Diego shall provide opportunities to provide information on Navy community impacts, lessons learned, and other relevant information from the community.

Base Support Installation

Overview

A BSI is an integral portion of the DSCA concept of operations, planning and support considerations are outlined within references (a) and (b). NBSD EM Program may be directed by the Fleet Commander and Regional Planning Agent (RPA), to support the deployment and operations of military forces and material prior to, during, or after an emergency.

Concept of Support

To provide support with only critical specialized capabilities, NBSD will maximize use of existing capabilities, and infrastructure in the vicinity of the domestic operational area as delineated in references (a) and (b).

BSI Mission Requirements

In the event that NBSD is selected as BSI, NBSD will be expected to continue its assigned military mission operations, plus those imposed by the BSI mission. NBSD COs will request personnel, material, and equipment augmentation from NRSW.

BSI Selection

NRSW will not pre-designate BSIs or enter into agreements that automatically commit NBSD for BSI duties. Consideration of NBSD for BSI duties will be situation dependent, and primary consideration will be given to preservation of military mission effectiveness.