

ROCKPORT

PARTICIPANTS

The following Rockport officials have participated in the development or review of this CEM Plan:

Chairman Board of Selectmen
Emergency Management Director
Police Chief
Fire Chief
DPW Director

STATE PARTICIPANTS

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The following Massachusetts Emergency Management Agency, (MEMA) officials took part in the development of this plan:

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Kevin Tully, Director, MEMA Area I

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(OFFICIAL LETTERHEAD)

To All Recipients:

Transmitted herewith is the revised Emergency Management Plan for Rockport. This plan supersedes any previous plans promulgated for this purpose. It provides a framework wherein the community can plan and perform their respective emergency functions during a disaster or emergency situation on the local, state or national level.

This Comprehensive Emergency Management Plan combines the four phases of emergency management:

1. Mitigation:

Those activities which eliminate or reduce the probability of disaster;

2. Preparedness:

Those activities which governments, organizations, and individuals develop to save lives and minimize damage;

3. Response:

Those activities which prevent loss of lives and property and provide emergency assistance; and

4. Recovery:

Those short and long term activities which return all systems to normal or improved standards.

This plan is written in accordance with existing federal, state and local statutes and understandings of the various departments involved. It will be revised and updated as required. All recipients are requested to advise the Rockport Emergency Management Director of recommendations for improvement.

All Department Heads assigned a responsibility under this plan are hereby directed to develop detailed implementing procedures for each department, describing how response functions will be carried out.

CHAIRMAN BOARD OF SELECTMEN

DATE





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FOREWORD

The Rockport Emergency Management Office is charged with the responsibility to develop and implement Comprehensive Emergency Management (CEM). The heaviest emphasis-in the past was on preparedness and response to all risks: man-caused emergencies and natural disasters. Equal emphasis is now placed on mitigation and recovery to complete the four phases of CEM.

This plan addresses emergency situations in which the actions of many different agencies must be coordinated. This major coordination effort differs from those emergencies handled on a daily basis by local fire, law enforcement, and medical services personnel.

Emergency response Standard Operating Procedures (SOP's) for local emergency response personnel should be developed based on responsibilities assigned in their plan. These SOP's will be maintained separately from this plan as supporting documents.

Information concerning telephone contacts, equipment inventories, resources, facilities, and support forms supporting the CEM Plan and SOP's is contained in the Resource Manual. The Resource Manual is maintained as a separate support document.



COMMONWEALTH OF MASSACHUSETTS COMPREHENSIVE
EMERGENCY MANAGEMENT PLAN

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PART ONE

1.1 PURPOSE

The Rockport Comprehensive Emergency Management Plan outlines an emergency management program for planning and response to potential emergency or disaster situations. It assigns responsibilities and functions which will provide for the safety and welfare of its citizens against the threat of natural, technological, and national security emergencies and disasters. The plan addresses the mitigation, preparedness, response and recovery aspects of emergency management organizations, programs, protective actions, and specific hazards.

1.2 AUTHORITIES AND REFERENCES

Provision for local emergency powers are found in the Massachusetts General Laws and other state and federal laws...specifically:

- Civil Defense Acts of 1950, (PL 81-920) as amended
- Massachusetts Chapter 639 of the Acts of 1950, Chapter 33 as amended (basic Civil Defense/Emergency Management legislation)
- Interstate Civil Defense Compact of 1951 (with abutting states)
- The Disaster Relief Act of 1974, (PL 93-288) as amended by Public Law 100-707, The Robert T. Stafford Act of 1988.
- PL 99-499, Title III, SARA (Superfund Amendment and Reauthorization Act)
- PL 4, 58th Congress (Red Cross)
- PL 84-99 (Federal Insurance Administration PL 93-234 National Flood Insurance)
- Massachusetts Flood Relief Board Section 4 of General Laws Chapter 698 & 699 of Acts of 1955
- General Laws Chapter 131, Section 40 (Wetlands Protection Act)

Executive Orders are authorized by the Massachusetts Civil Defense Act. They are permanent in nature and prescribe consequences for violation:

- Executive Order #144 and #34 (Civil Defense/Emergency Management Organization)
- Executive Order #27 (Emergency Command of Resources)
- Executive Order #221 and #40 (Fire Mobilization)
- Executive Order #46 (Resources Mobilization Planning)
- Executive Order # 242, June 28, 1984 (Comprehensive All-Hazard Emergency Planning)

Administrative Orders are authorized by the Massachusetts Civil Defense Act and have the same force and effect as Executive Orders. They are generally concerned with Civil Defense/Emergency Management Organizations or State Officials:

- Administrative Order #10 (Civil Defense Supplies and Equipment)
- Administrative Order #14 to #23 (State Agency Responsibilities)

1.3 SITUATION

ROCKPORT RISK ANALYSIS SUMMARY

Although somewhat sheltered by a small harbor and breakwaters, Rockport's location right on the ocean puts it at high risk for blizzards, hurricanes, and all other types of severe storms which carry high winds and heavy precipitation, and also at high risk for the power outages which accompany these storms. Based on past history, local officials also assign a high risk rating for water contamination. Due to its coastal nature, the risk to seaside sections of Rockport for flooding from storms is high. Some wooded areas of the town away from the coast pose a high risk for forest fire. Because a rail line runs through the town, it is also at moderately high risk for a major rail accident. Rtes 127 and 127A create a moderate risk for both hazmat-related and non-hazmat related highway accidents. Like the rest of Massachusetts, Rockport is at moderate risk for earthquake occurrence and impact. Many sections of the town - especially the seaside

village and Bearskin Neck - contain lovely old wooden buildings in close proximity to each other, creating a moderate to high risk for structural fire. Like other communities within the Rte 128 belt, Rockport is at some risk for air crash from air traffic going in and out of metro Boston airports, creating a low/moderate air crash vulnerability. Although the town is right on a small harbor, the magnitude of any marine-related accident that might occur is such that the risk for such an incident falls into the low/moderate range. Rockport is at low risk for dam failure, drought, fixed-site hazmat accident, nuclear incident, rioting, terrorism, and tornado.

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1.4 ASSUMPTIONS

The responsibilities of specific local managers/directors and departments in most Massachusetts communities are similar or identical to those listed on the following pages. Each emergency response organization is responsible for certain mitigation, preparedness, response, and recovery activities.

MITIGATION activities are those which eliminate or reduce the probability of a disaster occurring, and also those short or long-term activities which lessen the undesirable effects of unavoidable disasters.

PREPAREDNESS activities develop, prepare, and pre-place all resources and capabilities needed in the event of an emergency.

RESPONSE is the actual provision of emergency resources and services during a disaster.

RECOVERY activities seek to restore the vital services to the community, and to provide for the basic needs of the public. Recovery also involves long-term processes to restore the community to its pre-disaster status, and to institute mitigation measures against future emergencies and disasters.

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1.5 CONCEPT OF OPERATIONS

It is the responsibility of government to develop comprehensive emergency management in order to protect life and property from the effects of both natural and technological hazards. Local government has the primary responsibility for emergency management activities. In situations where emergency response exceeds the local capability, assistance may be requested from the Massachusetts Emergency Management Agency, (MEMA). Federal assistance may be requested by MEMA to supplement state response, and where resources are inadequate.

This plan is based upon the concept that emergency functions will generally parallel the day to day functions of the groups involved in emergency management. To the extent possible, the same personnel, equipment, and material resources will be employed in emergency response functions.

In keeping with this goal, this plan will describe actions to be taken by emergency response organizations to mitigate against, prepare for, respond to, and assist with the recovery from emergencies and disasters affecting Rockport. It will also assign responsibilities for each group, define authority, and describe response actions for hazards to which Rockport is vulnerable.

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1.6 CONTINUITY OF GOVERNMENT

In an emergency and disaster situation, it is essential that government at all levels and staff in all departments be maintained. A duly authorized person must be designated to step in and operate the government and other departments when the person in charge is not able to do so. Refer to the Resource Manual, Resources/Personnel for line of succession.

1.7 PRESERVATION OF VITAL RECORDS

In order to provide normal government operations following a disaster, vital records must be protected. Refer to Resource Manual for Rockport's vital records.

1.8 ADMINISTRATION AND LOGISTICS

Other policies and practices concerning the carrying out of emergency management activities are as follows:

A. Agreements and Understanding

Should local government resources prove to be inadequate during an emergency, requests for assistance will be made to other local communities and higher levels of government in accordance with mutual aid agreements. Such assistance may take the form of equipment, supplies, personnel, or other available capabilities. All agreements will be entered into by duly authorized officials and will be formalized in writing wherever possible. Refer to Resource Manual for Mutual Aid Listing.

B. Reports and Records

Required reports will be submitted to the appropriate authorities by designated department personnel. All records of emergency management activities will be maintained at the local Emergency Operating Center. A Daily Staff Journal Log for overall emergency response actions, and department representative Chronological Log should be maintained. Refer to the Resource Manual for these Logs.

C. Relief Assistance

All individual relief assistance will be provided in accordance with State and Federal laws. If disaster assistance activities are to be carried out by contract or agreement with private organizations or individuals, preference will be given to the extent feasible and

practicable to those organizations and individuals residing or doing business primarily in the areas affected.

D. Consumer Protection

Consumer complaints pertaining to alleged unfair illegal business practices will be referred to the State Attorney General's Office.

E. Non-Discrimination

There will be no discrimination on grounds of race, color, religion, nationality, gender, sexual preference, age, or economic status in the execution of emergency management functions. This policy applies equally to all levels of government, contractors, and labor unions.

F. Insurance Claims

Insurance claims are normally handled on a routine basis by commercial insurance companies and adjustment agencies. Complaints should be referred to the Massachusetts Insurance Commissioner.

G. Duplication of Benefits

No person, business, concern or any other entity will receive assistance with respect to any loss for which he had received financial assistance under any other program or for which he has received insurance or other compensation.

1.9 PLAN DEVELOPMENT AND MAINTENANCE

All departments will be responsible for the development and maintenance of their respective sections of this Plan. This maintenance includes annual reviewing and updating as necessary taking into account changes identified by tests, drills, and exercises.

This Plan is structured in five parts. Part I deals with the Basic Plan. Part II deals with Emergency Response Organizations. Part III deals with Emergency Management Processes and Protective Procedures. Part IV deals with specific Hazards/Emergencies/Disasters. Part V deals with Hazardous Materials.

PART TWO

2.1 EMERGENCY MANAGEMENT RESPONSE ORGANIZATIONS

Part II of this plan sets forth descriptions of the purpose, activities, and responsibilities of emergency organizations based in Rockport, and other organizations which provide some type of disaster response. The emergency functions for these organizations will generally parallel, and be an extension and enlargement of, their normal day to day functions. To the extent possible, the same personnel and material resources will be employed in both cases. Those day to day functions which do not contribute directly to the emergency operation may be suspended for the duration of the emergency. Efforts normally required for those functions will be redirected to the accomplishment of emergency tasks by the organization concerned. These organizations are the local emergency management organization, along with overall local government services including, but not necessarily limited to, police, fire, public works, health/medical services, communications networks, radiological protection services, incident command post, area Red Cross and other service and volunteer organizations, school department, town/city planning departments, local assessor, and animal control organization.

Lists, charts, and other information pertinent to, and/or required for, each organization's optimal management of emergency/disaster situations can be found following the sections defining specific department responsibilities, or in the Resource Manual.

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2.2 DIRECTION AND CONTROL

The Chairman Board of Selectmen is responsible for actions performed on the behalf of the community, including delivery of emergency response activities by community officials and departments.

The Chairman Board of Selectmen is required by law to appoint an Emergency Management Director who is responsible for coordinating the emergency management program. The Emergency Management Director advises the Board of Selectmen on matters concerning the emergency management program. During emergency operations, the Emergency Management Director is responsible for the proper functioning of the Emergency Operations Center, (EOC) and coordination of emergency response by the community. The Emergency Management Director is also liaison with other communities, State and Federal agencies.

Specific persons and departments are responsible for fulfilling their obligations as presented in this Plan. Department heads will retain control over their subordinates and equipment. Each department will have its own standard operating procedures for response operations. In certain emergency situations a department representative may be required to staff the EOC.

During emergency operations, the EOC staff is organized into four primary functional groups:

a. Executive Group

Composed of the Chairman, Board of Selectmen and designees. The Executive Group is responsible for major decision making, policy issues, and overall management of emergency operations.

b. Operations Group

The Operations Group consists of the Emergency Management Director and staff, and department representatives assigned to coordinate activities with the EOC.

c. Communications Group

The Communications Officer coordinates all communications supporting emergency response activities.

d. Damage Assessment and Assistance Group

Department heads or designees working with the Emergency Management Director are responsible for analysis of disaster related damage and coordination of damage assessment and assistance programs.

Rockport's Primary EOC is located at the Police Station, 37 Broadway Street, and the Alternate EOC is located at the Town Hall, Dept of Public Works, 34 Broadway Street. The location and capabilities of the EOC are shown on the following pages. Refer to the Resource Manual for EOC additional requirements list, and forms used at the EOC.

2.3 INCIDENT COMMAND INFORMATION

This plan recognizes the role of the Incident Command System for managing emergency response resources.

The function of the Incident Commander is to provide overall management at the incident site, including public safety and public information actions. The Incident Commander directs, controls, and orders resources including personnel and equipment. When more than one scene is involved, the Incident Commanders coordinate activities with the EOC. The Incident Commander will develop a management structure based on the needs of the incident. As incidents grow in size and complexity, the management structure grows accordingly.

FIGURE 1.1

EMERGENCY OPERATIONS CENTER ORGANIZATIONAL CHART

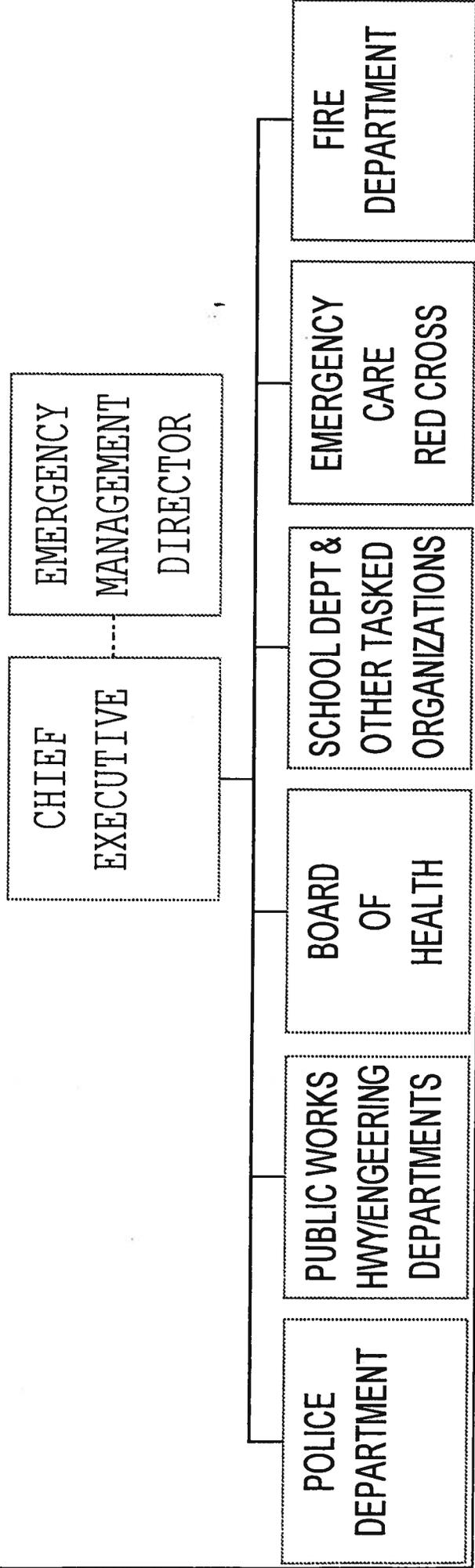
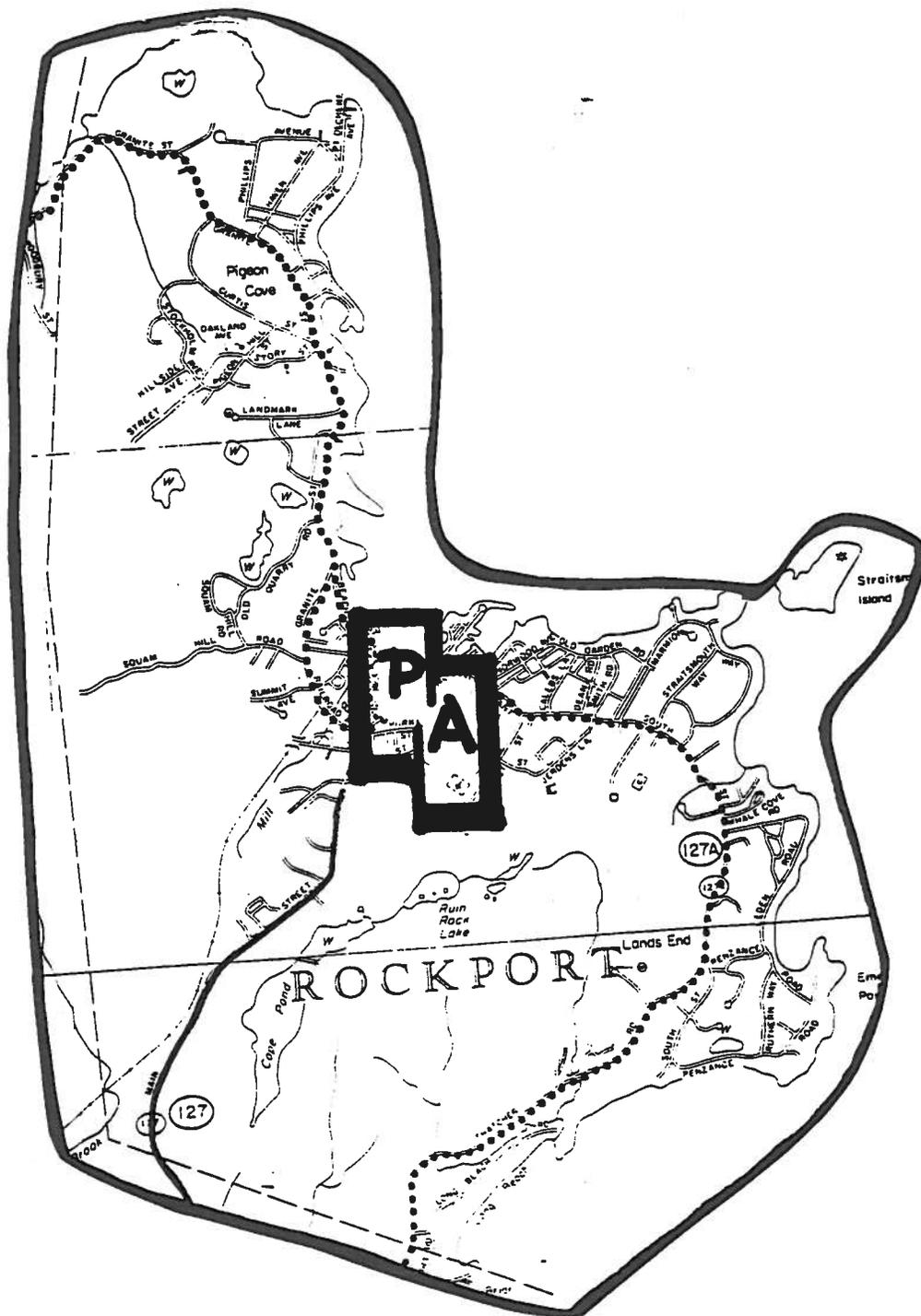




FIGURE 1.2
MAP OF EOC

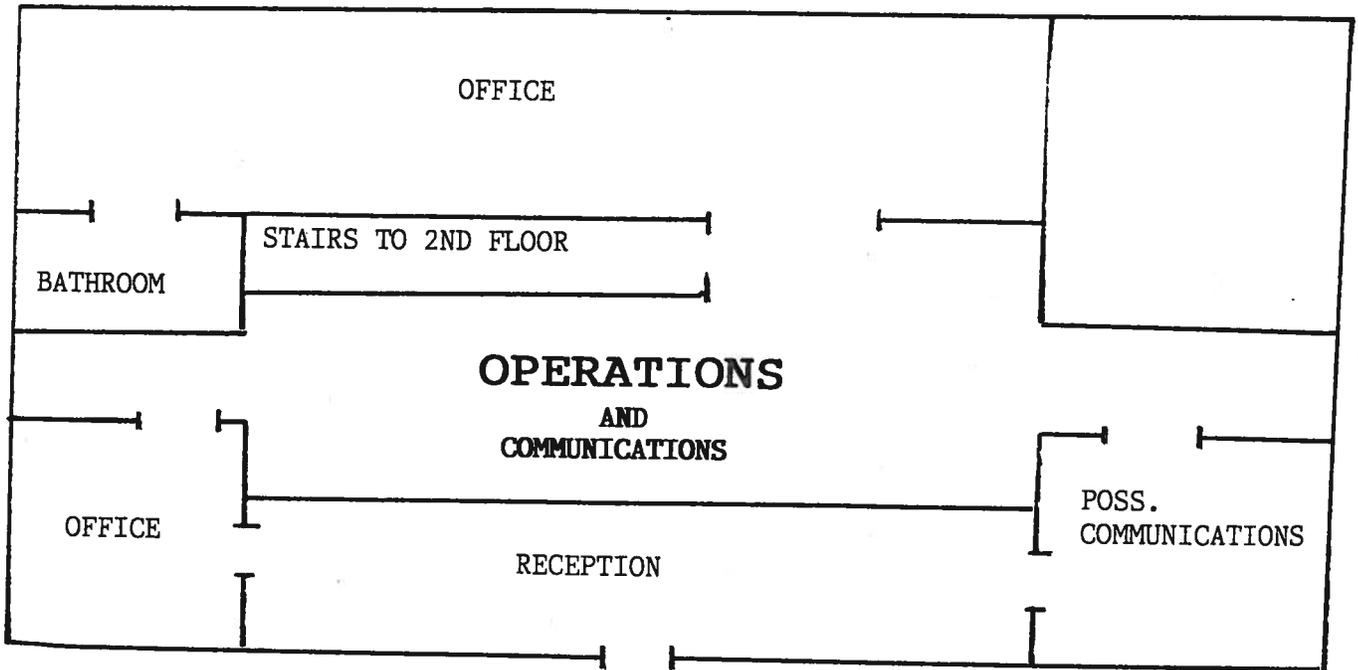
PRIMARY EOC: P

ALTERNATE EOC: A



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FIGURE 1.3
EOC FLOOR PLAN DIAGRAM
POLICE STATION



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TABLE 1.1
EOC CAPABILITIES CHECKLIST
PRIMARY EOC

SECONDARY EOC

Is EOC in a basement?	no	no
Is there a generator?	yes	no
How many days fuel supply?	2 days	
Are RADEF kits at EOC? If not, where are they stored?		
Do you have radio communications:		
with Fire Department?	yes	yes
with Police Department?	yes	yes
with Ambulance?	yes	yes
with DPW?	yes	yes
with MEMA Area Office?	no	no
with Amateur Band Radio?	yes	yes
Do you have warning systems?	yes	no
What type? (Sirens, bullhorn/loud-speaker, door-to-door, cable TV, etc)	Bullhorns/Loudspeakers	
What is the % of coverage?	100%	
Are there wall charts in EOC?	yes	yes
Do you have a media briefing room?	no	no
Is there an alternate water supply?	no	no
Is there food stored at EOC?	yes	yes
Number of days food supply?	2	2 1/2
Is there written agreement for provision of food supply?	no	no
Is there written agreement for medical supplies?	yes	yes
Does EOC have a sleeping area?	yes	yes
What is the EOC Radiation Protection Factor or PF?	0	0

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TABLE 1.2
FUNCTION ASSIGNMENT TABLE

P = PRIMARY RESPONSIBILITY S = SECONDARY RESPONSIBILITY	E X C T U R T O I L V E	C O N T R I B U T I O N	P R O V I D E	S E R V I C E	F R I E N D &	R E C U I S E	H E A L T H &	M A N P O W E R	S E R V I C E	R E C E P T I O N	C O N T R I B U T I O N	S E R V I C E	R E S O U R C E S
COMMUNICATIONS AND WARNING	P		S										
PUBLIC INFORMATION	PS		S										
MANPOWER RESOURCES	S									S			P
EQUIPMENT RESOURCES					S								P
DIRECTION AND CONTROL	S		P							S			
TRANSPORTATION FOR AUTOLESS	P		S										S
SHELTER ALLOCATIONS	S									P			S
HEALTH/MEDICAL CARE					S		P						
MEDICAL RESOURCES ALLOCATIONS							S						P
WATER SUPPLY	S												P
WASTE DISPOSAL							S						P
MORTUARY SERVICES							P						S
RECEPTION/REGISTRATION			S							P			
FIRE SUPPRESSION			S		P								
LAW ENFORCEMENT	S		P										
RADIOLOGICAL MONITORING			S		P		S						
FUEL ALLOCATION										S			P
WATER TESTING							P						S
RESOURCE CONSERVATION	P												S
DAMAGE ASSESSMENT	P												S

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2.4 HEAD OF GOVERNMENT

The ultimate responsibility for all emergency management is vested in the Chairman Board of Selectmen of Rockport. He/she is responsible for all policy level decisions, and during emergency operations will be available to handle non-routine problems. It is advised that the Chairman Board of Selectmen of Rockport assemble an executive group of key municipal officials to make major decisions regarding operations during the emergency/disaster.

In the event of an emergency/disaster situation, it is essential that government at all levels be maintained and that there be authorized persons to operate all of these government levels and departments. It is the responsibility of the Chairman Board of Selectmen to ensure, in the event that any department head is unable to perform his/her duties, that an approved line of succession be activated by which a duly authorized person is put in charge. It is ultimately incumbent upon the Chairman Board of Selectmen to assure that Rockport's vital records are maintained.

All required reports and records of emergency operations activities will be submitted to and received by the Chairman Board of Selectmen as well as other appropriate authorities.

2.5 RESPONSIBILITIES OF THE CHAIRMAN BOARD OF SELECTMEN

A. Mitigation

1. Develops/approves all emergency management-related policies and make all final decisions concerning Emergency Management actions. Refer to Resource Manual for additional requirements list.
2. Appoints a Public Information Officer.
3. Identifies by title or position individual responsible for serving as head of each Emergency Management function.

B. Preparedness

1. Approves all Emergency Management plans.
2. Designates 'media center' location.
3. Is ultimately responsible for the maintenance of all jurisdictional records. Refer to Resource Manual for vital records.

C. Response

1. Assumes responsibility for overall response operations.
2. Handles all non-routine problems during an emergency/disaster.
3. Is responsible for continuity of government activities.
4. Authorizes activation of EBS/EAS.
5. Authorizes issuance of evacuation instructions.
6. Issues order to open mass care facilities.

D. Recovery

1. Assumes responsibility for developing/approving all disaster recovery policy.
2. Authorizes mitigation strategy for recovery.

2.6 EMERGENCY MANAGEMENT DIRECTOR

The Emergency Management Director, (EMD) is appointed by the Chairman Board of Selectmen, has responsibility for coordinating the entire emergency management program including advising the Chairman Board of Selectmen on courses of action available for decision making. The Emergency Management Director is responsible for the development and maintenance of Rockport's Comprehensive Emergency Management Plan, and for relating its contents to those who are responsible for its implementation. He/she will do this by briefing appropriate officials concerning their role in emergency management. The Emergency Management Director will coordinate an annual review and revision by all officials involved and activate a test exercise of the Plan at least once a year to provide practical, controlled, operational experience to those who have EOC responsibilities.

During emergency situations the demand for services escalates, and decisions must be made to effectively utilize resources. Activation of the Emergency Operations Center (EOC) may be necessary to coordinate response activities. The EMD is responsible for coordinating response actions including operations of the EOC. Refer to map for locations of primary and alternate EOCs. Refer to Resource Manual for suggested forms and lists that are useful when organizing the EOC and during operations.

It is advised that the Emergency Management Director assemble an Operations Group for coordinating and carrying out emergency activities which will ensure the smooth running of the EOC. This group should consist of the Emergency Management Director and operations assignees.

Should there be a need during the disaster/emergency period for augmenting operations in Rockport, a request for state assistance may be made through the Massachusetts Emergency Management Agency.

2.7 RESPONSIBILITIES OF THE EMERGENCY MANAGEMENT DIRECTOR

A. Mitigation

1. Coordinates and carries out all Emergency Management activities in both emergency and non-emergency time periods ensuring smooth running of the department and the EOC.
2. Coordinates public emergency education/awareness.
3. Develops and maintains the local Comprehensive Emergency Management Plan. Refer to Resource Manual for Emergency Management organization/EOC additional requirements list and for suggested forms and lists to be used in the EOC.

B. Preparedness

1. Develops EOC procedures to assure activation on short notice and adequate staffing and communications capabilities including maintaining lists of resources and personnel to be notified when emergency situation occurs.
2. Oversees the planning and development of basic warning/notification functions.
3. Trains public officials and EOC personnel regarding EOC operations.
4. Ensures stocking and/or tracks availability of food, water, administrative supplies and other essential supplies and equipment for emergency operations.
5. Designates facilities to be used as EOC and alternate EOC.
6. Ensures that adequate resources are available at alternate EOC.
7. Consults with coordinators of all individual emergency functions to ensure readiness for the management of potential emergencies/disasters.

C. Response

1. Activates EOC and initiates response procedures and activities.

2. Coordinates all EOC activities, and emergency response activities of other agencies, and interfaces with the Incident Command System. The agencies and services coordinated through the EOC include: communications, public information, resource management, radiological monitoring activities. Refer to PART III of the plan for Protective Procedures such as evacuation and shelter, and PART IV of the plan for Hazard Specific response actions.

D. Recovery

1. Continues and phases out response operations as needed.
2. Initiates recovery activities including damage assessment, compilation of damage assessment data and applying for federal and state disaster relief funds. (In some cases a separate individual may be appointed by the Head of Government to be in charge of coordinating disaster relief applications). Refer to Massachusetts Emergency Management Agency's, "Disaster Assistance Program Guide", a manual of information and instructions on damage assessment and how to apply for state and federal disaster relief funds.
3. De-activates EOC.

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2.8 LOCAL LAW ENFORCEMENT

Emergency operations for the Rockport law enforcement agency will be an expansion of their normal daily responsibilities, and the police chief is responsible for coordinating all of these emergency activities. If, during emergency operations, local law enforcement capabilities are exceeded, support will be available through existing mutual aid agreements and from state and federal law enforcement agencies. The police chief or his designee will integrate and manage outside law enforcement agencies which are brought in for assistance.

2.9 RESPONSIBILITIES OF LAW ENFORCEMENT (POLICE DEPARTMENT)

A. Mitigation

1. Maintains plans for maintaining law and order and traffic and crowd control during Disaster/emergency periods. Refer to Resource Manual for law enforcement additional requirements list.
2. Maintains law enforcement resources. Refer to Resource Manual for law enforcement inventory.

B. Preparedness

1. Provides training of primary and auxiliary law enforcement personnel.
2. Ensures that law enforcement mutual aid agreements are in place.

C. Response

1. Provides law enforcement and maintains law and order during disaster/emergency period. Refer to Resource Manual for Law Enforcement Call Down Roster.
2. Provides traffic control, crowd control, and restricted area control including patrolling evacuated areas. Refer to traffic control points list and traffic control points map.
3. Provides security to critical facilities, including Mass Care Shelters. Refer to Resource Manual for critical facilities listing.
4. Provides warning and notification support which may include mobile warning units.

5. May provide back-up communications for shelter operations and other communications support.
6. Conducts and/or supports search and rescue operations.
7. Issues restricted area passes to appropriate personnel. Refer to Resource Manual for sample emergency pass. The following vehicles and occupants are exempt from pass requirements: marked utility company vehicles, military and government vehicles, marked town/city and county vehicles, and relief agency vehicles.
8. Provides liaison and coordination with other law enforcement groups and mutual aid.
9. Provides EOC support.
10. Directs and carries out evacuation and relocation of prisoners in local jail/lock-up facility. Refer to Resource Manual for local jail relocation information.
11. Coordinates with State Police to provide traffic control on state highways, and additional support to local operations.
12. Performs Incident Command duties if appropriate.

D. Recovery

1. Continue response operations until no longer needed.

2.10 LOCAL FIRE SERVICE

The basic responsibilities of the fire service in emergency/disaster situations are fire control and the management of hazardous materials accidents (including radiological incidents). The fire service is also involved on a regular basis with rescue operations, and, to some degree, with public warning systems. During emergency response activities, if Rockport fire resources should become exhausted, additional support will be obtained through mutual aid, state agencies and the Fire Mobilization Plan. The fire chief is responsible for coordinating all emergency fire service operations.

2.11 RESPONSIBILITIES OF THE FIRE SERVICE (Fire Department)

A. Mitigation

1. Provides fire code enforcement and fire prevention services including inspection and public education.
2. Maintains plans for providing resources and services needed during disaster/emergency periods. Refer to Resource Manual for Fire Service additional requirements list.
3. Maintains fire department resources. Refer to Resource Manual for fire service inventory.

B. Preparedness

1. Provides training of primary and auxiliary fire personnel to utilize to the maximum degree resources during emergency/disaster periods.
2. Ensures hazardous materials safeguards are in place. Refer to separate hazardous materials section for all Rockport hazmat planning data/information.
3. Maintains readiness of all fire service equipment, supplies, procedures and mutual aid agreements needed in connection with emergency/disaster response activities.

C. Response

1. Provides fire response and control during disaster/emergency period. Refer to Resource Manual for Fire Service Call Down Roster.

2. Provides communications and warning/notification support including operating fixed and mobile siren units.
3. Provides search and rescue operations.
4. Provides radiological monitoring and decontamination support.
5. Provides hazardous material incident response, control, and operations including biochemical decontamination.
6. Provides primary or secondary emergency medical services.
7. Provides EOC support.
8. Provides fire control in shelters.
9. Performs incident command duties if appropriate.

D. Recovery

1. Conducts, and/or supports damage assessment activities including fire inspection of damaged facilities.
2. Continues to provide EOC support until no longer needed.

2.12 DEPARTMENT OF PUBLIC WORKS (DPW)

In an emergency/disaster situation, the local DPW is responsible for deploying appropriate, available equipment and manpower in a prompt and orderly manner. Such resources under the jurisdiction of the Rockport government may include equipment accessed through the police, fire, health and school departments as outlined under Resource Management in this section. In the event that such local resources become exhausted, assistance may be requested from Massachusetts Emergency Management Agency through its Area I Office.

2.13 RESPONSIBILITIES OF THE PUBLIC WORKS DEPARTMENT

A. Mitigation

1. Maintains plans for provision of equipment and services needed during emergency/disaster period. Refer to Resource Manual for additional requirements list.
2. Provides training as needed to DPW and other response personnel for optimal utilization of resources during emergency/disaster periods.
3. Maintains DPW resources. Refer to Resource Manual for DPW inventory.
4. Maintains roads, bridges, waterways, water and sewer systems and services.
5. Maintains flood control systems.
6. Provides engineering services and consultation.
7. Provides snow and debris removal.

B. Preparedness

1. Maintains readiness of all DPW equipment, supplies, and personnel needed in connection with emergency/disaster response activities. Refer to Resource Manual for location of regular DPW staging area, designated additional staging area(s), and DPW Call Down Roster.
2. Ensures written agreements are in place with emergency response organizations for utilization of equipment.

3. Provides fuel storage.

C. Response

1. Provides distribution and management of emergency/ disaster equipment and related resources for emergency use through EOC.
2. Identifies and staffs resource distribution centers.
3. Provides fuel for emergency generators.
4. Provides for pre-positioning of traffic control devices and expedient shelter marking. Refer to traffic control point list.
5. Provides EOC support.
6. Provides potable water.
7. Maintains water pressure.
8. Performs incident command duties at emergency scene if appropriate.

D. Recovery

1. Provides damage assessment of public buildings, roads, bridges, and other facilities and infrastructure.
2. Assesses impact of emergency on available equipment and resources.
3. Provides estimates of costs to provide needed recovery resources.
4. Coordinate record keeping related to damage assessment and recover resources.
5. Provides debris clearance.
6. Coordinates with public health on water testing.
7. Provides road, bridge, and other public facility repair.
8. Coordinates with utility companies to restore services.

2.14 HEALTH/MEDICAL SERVICES

In most emergency/disaster situations there is a potential for public health problems, and always a need for medical response. When local health/medical capabilities to meet the demands of an emergency are exhausted, support may be requested from state and federal agencies. The Rockport, Chairman Board of Health is responsible for direction and control of health/medical services during an emergency/disaster situation.

2.15 RESPONSIBILITIES OF HEALTH DEPARTMENT/MEDICAL SERVICES

A. Mitigation

1. Provides continuous health inspection of public facilities.
2. Administers immunization programs.
3. Administers blood programs.
4. Provides training to appropriate personnel in detection, evaluation, and prevention of communicable diseases. Refer to Resource Manual for health/medical services additional requirements list.
5. Maintains plans for administration of health department responsibilities during disaster/emergency periods.
6. Provides programs to the public in disease prevention and health education.

B. Preparedness

1. Maintains readiness of medical facilities, supplies, equipment, and personnel for use during disaster/emergency period. Refer to Resource Manual for health/medical inventory, and for Emergency Health/Medical Call Down Rosters.
2. Provides for protection of food and water supply.
3. Consults with representatives of response agencies to discuss coordination of health/medical aspect of response to emergency/disaster.

C. Response

1. Directs the management, distribution, and utilization of health department and health/medical resources during disaster period. Refer to Evacuation Section of this plan for health/medical facility evacuation information.
2. Investigates and corrects sanitation conditions during emergency/disaster period.
3. Coordinate medical treatment support activities of all response organizations providing such services.
4. Provides safe waste disposal.
5. Provides EOC support.
6. Provides for water and food inspection, and laboratory testing during emergency/disaster period.
7. Provides pest control.
8. Coordinates necessary mortuary services with the Chief Medical Examiner, including operation of temporary morgues, and identification and registration of victims. Refer to Resource Manual for mortuary facilities listing.

D. Recovery

1. Continue response activities as needed.
2. Compile health/medical assessment data as needed for application for state and federal relief funds.

TABLE 2.1

HEALTH/MEDICAL FACILITY
LISTING

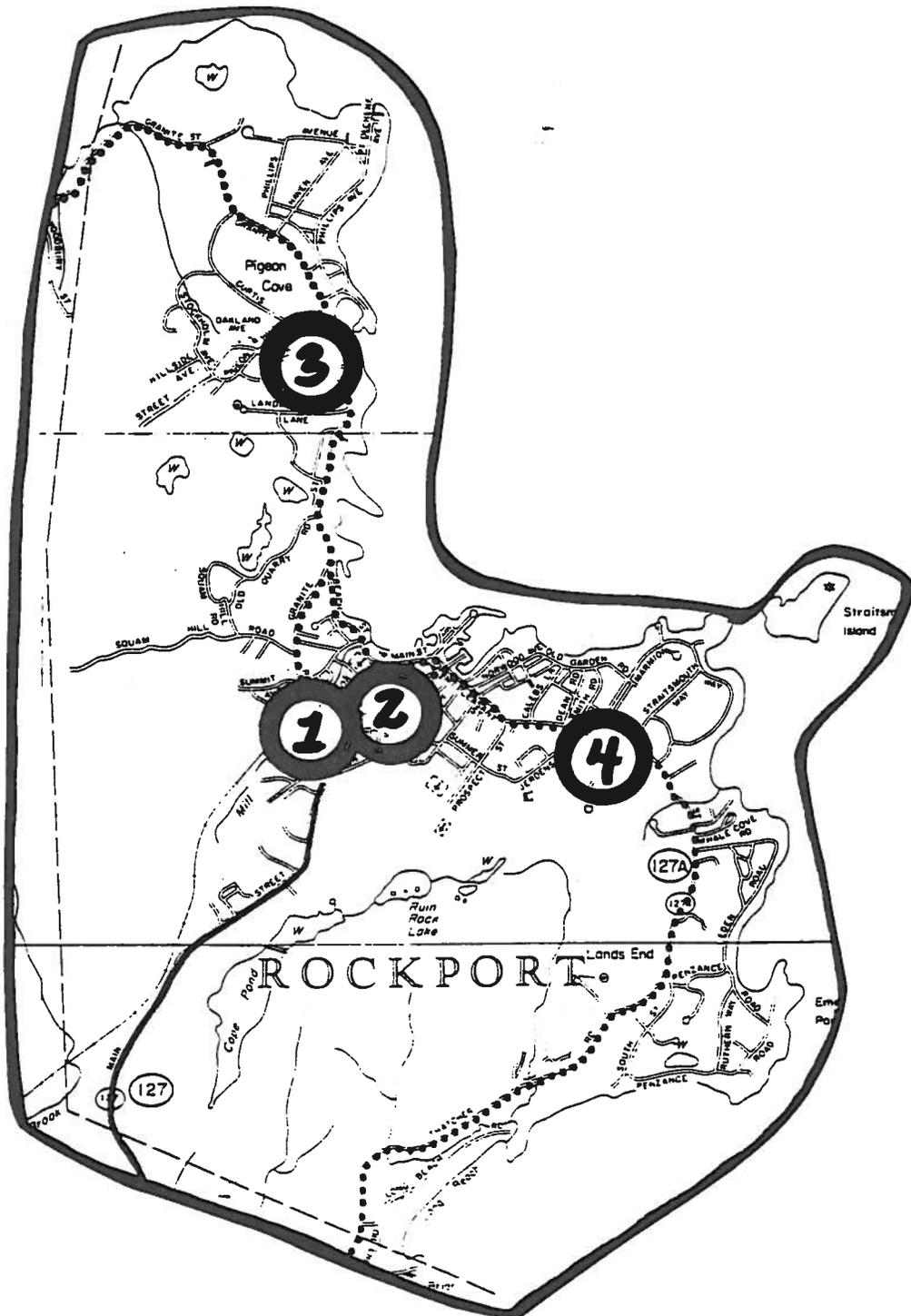
	NAME/ADDRESS	TYPE	ADC*	DECONTAMINATION CAPABILITY (YES/NO)
1	Whistle Stop Medical Center Railroad Avenue	First Aid	40	No
2	Police/Central Fire 37 Broadway Street	First Aid	20	No
3	Pigeon Cove Fire Station Granite Street	First Aid	20	No
4	Denmar Rehab & NursingCenter 44 South Street	Level I, II	80	No

* Average Daily Capacity (number of patients)

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FIGURE 2.1

HEALTH/MEDICAL FACILITY MAP



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2.16 AMERICAN RED CROSS (ARC)

The mission of the American Red Cross Disaster Services is to implement the disaster related provisions of its' Congressional Chapter and subsequent legislation (Jan 5, 1905), the mission and corporate goals of the American Red Cross and the policies of the American Red Cross Board of Governors, by ensuring an independent nationwide system of mitigation, education, planning, preparedness, and response that will provide the American people with effective quality services delivered in an uniform, consistent and responsive manner. These actions are undertaken to mitigate and alleviate human suffering caused by disaster activities with government and other entities to help ensure timely and effective service delivery to people and communities impacted by disasters.

The local ARC chapter works with a consortia of other Massachusetts ARC chapters and the national organization to assist in the fulfillment of their mission.

2.17 RESPONSIBILITIES OF THE RED CROSS

A. Mitigation

1. Work with government and other partners to help develop and strengthen mitigation efforts within the community. Support efforts to create a disaster resistant community.
2. Promote the adoption of public policies supporting mitigation strategies.
3. Encourage and support efforts to incorporate mitigation into community decision making.
4. Conduct Community Disaster Education programs.

B. Preparedness

1. Participates in developing and testing community disaster plan.
2. Develops and tests local ARC disaster response plans. Based on Hazard and Risk Impact Analysis determine resources necessary for an effective ARC response. Including identifying and training personnel for disaster response.
3. May designate person(s) to serve as a liaison to various government emergency operations centers and/or command posts.

4. Works with government, other voluntary agencies, private agencies, and the business community to identify resources for coordinated disaster response.
5. Identify facilities which may be required for service delivery to people impacted by disaster caused situations. For safety considerations (including compliance with ARC 4496 "Hurricane Evacuation Shelter Selection Guidelines"), local government will assist ARC with the shelter selection process.

C. Response

1. Opens and operates facilities under ARC auspices, to provide emergency shelter to people impacted by a disaster caused situation.
2. Provide emergency mass feeding on a fixed and mobile basis. Feeding will generally take place at ARC service delivery locations and areas heavily impacted by a disaster situation.
3. May operate a system of bulk distribution of emergency relief supplies, life sustaining products, to communities impacted by a disaster.
4. Provide disaster health services, including mental health, at ARC service delivery locations. If requested and personnel are available, assist government health interventions.
5. Recruit and train additional people to assist in ARC relief activities.
6. Coordinate relief activities with state ARC, other agencies, businesses, labor and government.
7. Provide statistical information on a regular basis to government in keeping with the basic plan.
8. After an initial moratorium, handle inquiries from concerned family members through the ARC Disaster Welfare Inquiry system.
9. Through the American National Red Cross, provide blood and blood products.

D. Recovery

1. Transition from emergency shelters to resumption of normal living patterns or longer term care by government agencies. Work with government to aid in the transition to temporary housing/return to normal living conditions.
2. Provides individual and family assistance to meet immediate emergency needs. As needed, open ARC Service Center(s) to provide this assistance. Coordinate assistance with government to avoid duplication of benefits.
3. May staff local Disaster Recovery Centers; if appropriate.
4. Assess relevant long term services needed by people and communities impacted by a disaster event. Coordinate ARC activities designed to assist in the recovery process.
5. Disseminate public information describing available ARC services and provide information and referrals to government and other agencies' disaster relief programs.
6. Assist in meeting the emergency needs of clients whose needs are not met through government programs. Participate in any unmet needs committees.

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2.18 COMMUNICATIONS AND WARNING

The need to warn the public of impending danger could arise at any time, and it is the responsibility of the local emergency management organization to provide adequate and timely warnings in the event of a threatening or occurring disaster or emergency. Proper coordination and operation of such warning systems and communications networks will save lives, and minimize property damage.-

In Rockport the primary warning point is located at the Fire Department. Upon receipt of notification of an emergency situation, the Emergency Management Director will activate appropriate warning procedures. The list of primary and secondary local warning methods along with telephone and two-way radio listings for local emergency response services are listed in the Resource Manual.

In some communities the primary warning point is the National Warning System (NAWAS) station. NAWAS is a nationwide dedicated telephone warning system that operates on the federal, state, and local levels. Procedures for use of the NAWAS System are outlined in the NAWAS Operations Manual. NAWAS may be utilized for use in both weapons-related and natural/technological disasters and emergencies.

Current weather information and warnings are received over the National Weather Service (NWS) system through weather radio broadcasts and commercial radio stations. NWS also issues severe weather warnings over NAWAS.

The Emergency Broadcast System (EBS), now undergoing revision to become the Emergency Alerting System (EAS), provides a means for conveying emergency information to the public utilizing commercial radio and television broadcasting systems. This system may be activated at the local, state, or federal level. Refer to Resource Manual for a list of EBS/EAS systems serving Rockport.

During a declared state-of-emergency, various code systems used for brevity will be discontinued and normal speech will be used to ensure comprehension; also, local time will be used during transmissions.

Standard lightning protection, including lightning arrestors and the use of emergency power will be used during radio transmissions in severe weather.

Line-load protection features, which cut off non-vital callers, will be used during emergency/disaster periods to prevent telephone line jamming. The Rockport EOC is on the NYNEX (or other local) telephone service priority service restoration list.

Requests for needed augmentation of Rockport communications and warning services during an emergency/disaster period may be made to the Massachusetts Emergency Management Agency.

2.19 RESPONSIBILITIES OF COMMUNICATIONS AND WARNING

A. Mitigation

1. Develops and maintains warning and communication procedures and systems for use during emergency/disaster periods.
2. Develops and maintains plans for communications procedures and use of equipment. Refer to Resource Manual for communications additional requirements.

B. Preparedness

1. Ensures readiness of communications facilities and equipment through a regular schedule of testing, repair, and maintenance, and stocking of replacement parts. Refer to Resource Manual for communications inventory.
2. Identifies warnings and communications resources in local government, private and public service organizations, and the broader community available to the EOC in time of emergency.
3. Provides training of personnel on use of equipment.
4. Coordinates emergency communications and warning frequencies and procedures with neighboring communities.
5. Ensures communications of warning/notification to hearing impaired and non-English speaking populations.
6. Ensures backup warning/notification systems.

C. Response

1. Issues appropriate warning/notification concerning the occurrence of disaster/emergency. Refer to Resource Manual for primary warning point and general warning information.
2. Staffs communications facilities/areas, and operates all systems as necessary throughout the disaster period.
3. Arranges for 24-hour staffing of communications areas.
4. Supports media center communications operations.

D. Recovery

1. Continues to support response activities as long as needed.
2. Provides notification to public that the emergency/disaster period has passed, and relays information/instructions for safe return to affected area.

2.20 OTHER TASKED ORGANIZATIONS

All tasked organizations including those detailed above, and the School Department, the Salvation Army and other Volunteer Organizations, the Local Planning Department, the Local Comptroller/Treasurer or Tax Assessor, and local Animal Control, as well as other government and private sector organizations assigned emergency response functions are each obligated to maintain their own capability to carry out their emergency functions.

Activities which promote the readiness for emergency response include, but are not limited to:

- Maintaining current personnel rosters and task assignment list, and ensuring that personnel are trained for their emergency assignments.
- Ensuring lines of succession for key management personnel.
- Maintaining a continuing relationship with the local Emergency Management Director and participating in preparedness activities such as exercises and drills.
- Maintaining in ready condition, (if appropriate) facilities, equipment and supplies for emergency use.

2.21 RESPONSIBILITIES OF THE SCHOOL DEPARTMENT

A. Mitigation

1. Maintains plans for protection of students during any disaster/emergency period. Refer to the Resource Manual for additional requirements list.

B. Preparedness

1. Regularly practices, through drills, and other educational means, procedures for safe evacuation and relocation of students in case of disaster/emergency.
2. Coordinates with Red Cross and emergency management organization arrangements to use schools, and/or school food stocks, for mass care shelter and feeding.

C. Response

1. Protects students in school by releasing them, or sheltering them, or evacuating and relocating them to safe areas during disaster/emergency.
2. Provides school buildings for public shelter.
3. Provides buses for evacuation of students and public during disaster/emergency.

D. Recovery

1. Coordinates safe re-entry of students into school after disaster/emergency period has passed.
2. Assists in damage assessment of school facilities.

2.22 RESPONSIBILITIES OF THE SALVATION ARMY AND OTHER VOLUNTEER ORGANIZATIONS ACTIVE IN DISASTER (VOAD) GROUPS

A. Mitigation

1. Maintains plans for administering various types of assistance during disaster/emergency period. Refer to Resource Manual for VOAD additional requirements list.

B. Preparedness

1. Maintains its own resources, personnel, and procedures in readiness for disaster occurrences.
2. Trains volunteers for jobs which they will perform during disaster/emergency period.

C. Response

1. Provides feeding and clothing services during disaster/emergency period.
2. Provides shelter management support.
3. Provides EOC support.
4. Provides field canteens.

D. Recovery

1. Assists with cleanup during recovery period.

2.23 RESPONSIBILITIES OF COMMUNITY PLANNING DEPARTMENT

A. Mitigation

1. Coordinates engineering consultant services for all aspects of emergency management. Refer to Resource Manual for additional requirements list.

B. Preparedness

1. Coordinates planning efforts with local emergency management organization.

C. Response

1. Provides essential data bases.

2. Provides EOC support.

D. Recovery

1. Compiles damage assessment data.

2.24 RESPONSIBILITIES OF ASSESSOR

A. Mitigation

1. Maintains jurisdiction financial records. Refer to Resource Manual for additional requirements list.

B. Preparedness

1. Establishes procedures for handling financial aspects of disaster/emergency activities and consequences.

2. Becomes familiar with Stafford Act protocol and procedures.

C. Response

1. Provides EOC support.

2. Handles procurement requests and maintains records of financial transactions during disaster/emergency period.

3. Provides local head of government with status of financial transactions

D. Recovery

1. Provides support for damage assessment activities.

2. Prepares appropriate reports on costs incurred during disasters.

2.25 RESPONSIBILITIES OF THE ANIMAL CONTROL DEPARTMENT

A. Mitigation

1. Coordinates with appropriate public and private sector agencies planning that provides for protection of domestic animals and fish and wildlife during an emergency/disaster situation. Refer to Resource Manual for additional requirements list.

B. Preparedness

1. Continue mitigation efforts.

C. Response

1. Forms emergency response teams to address activities necessary for the care of animals in an emergency such as evacuation, sheltering, medical treatment, search and rescue, etc.
2. Coordinates the animal services and assistance necessary during a disaster including protection and care of animal victims, and disposal of dead animals.

D. Recovery

1. Coordinates return of domestic animals to owners after emergency period has passed.

2.26 RESOURCE MANAGEMENT

Resource management in emergency management involves managing personnel, equipment, facilities, and supplies needed to protect the public. This ranges from analyzing resource needs, procuring resources, and staging the resources for efficient support of emergency operations. Depending on the nature of the emergency, specialized resources may be required. The Superintendent of Public Works is responsible for resource management activities. Resource inventories, and other resources can be found in the Resource Manual.

2.27 RESPONSIBILITIES OF RESOURCE MANAGEMENT

A. Mitigation

1. Plan resource services to be provided in an emergency. Refer to the Resource Manual for equipment inventories and other resources such as transportation.
2. Coordinate activities through Emergency Management Director.
3. Plan for and train adequate personnel for maximum utilization of the resources:
 - a. Law Enforcement Department

- b. Fire Services
- c. Board of Health
- d. Public Works Department
- e. School Department
- f. All other departments.

B. Preparedness

1. Identify emergency resources.
2. Prepare written agreements with other departments, private companies and volunteer organizations to ensure availability of volunteers and resources.

C. Response

1. Coordinate Resource Management.
2. Coordination of resources to disaster victims.
3. Identify resource distribution centers.
4. Coordinate local efforts with other agencies including volunteer agencies.
5. Keep records of services and resources rendered during an emergency.
6. All essential consumer goods, such as food and medicine will be warehoused in the following buildings(s): Rockport High School, 24 Jerdens Lane, Fire Department, 37 Broadway Street.

The Resource Management Service will direct trucks to their delivery sites, provide additional instructions or allow warehousing to be done at this site.

7. Supply necessary fuel for emergency generators and other equipment at disaster sites.

D. Recovery

1. Coordinate resource management.
2. Assess needs of victims.
3. Estimate costs to provide resources.

4. Assess impact of the emergency on the available resources and identifiable needs.
5. Record resource needs and available supplies.
6. Provide support for debris removal.

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PART THREE

3.1 EMERGENCY MANAGEMENT PROCESSES AND PROTECTIVE PROCEDURES

The second part of this Plan deals with the procedures and processes which are carried out by emergency management and response organizations prior to, during, and after emergencies and disasters occur. The goal of these functions is to save lives, prevent injury, and minimize property damage. The processes addressed in this section are public information, training and education, and damage assistance programs. The Protective Procedures discussed are evacuation and shelter.

For information and instructions concerning Damage Assessment in Rockport, and how to apply for state and federal disaster relief funds, please refer to the "MEMA Disaster Assistance program Reference Guide".

Emergency management personnel perform mitigation, preparedness, response, and recovery activities related to each of the processes/procedures listed above. These activities ensure that, when the need arises, Public Information, Training and Education, Evacuation, and Sheltering procedures will run smoothly and effectively.

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3.2 EMERGENCY MANAGEMENT PROGRAMS

3.3 PUBLIC INFORMATION

It is crucial that the public receive accurate and timely information and instructions concerning impending and occurring disasters and emergencies. It is also extremely important that programs be in place to train and educate the public with disaster preparedness information long before any emergency/disaster occurs. The fact is, that in many cases, hours or even days may pass before local, state, or federal government response personnel can effectively attend to disaster victims. It is highly desirable that private citizens receive good information through the media concerning what measures to take to protect themselves and their families from disaster consequences. When acting on this information people not only have a better chance at surviving the disaster unscathed, but will, in turn, free up more response personnel to attend to other victims.

Emergency public information will focus on warning, evacuation, and sheltering instructions. The flow of erroneous and misleading statements must also be controlled through effective rumor control. The Emergency Management Director is responsible for Emergency Public Information and education programs. These programs are directed by the Public Information Officer who is appointed by the Chairman Board of Selectmen. The success of these efforts, both in normal times and during emergency/disaster periods, relies heavily on the cooperation of commercial print media, television, radio, and, recently, the internet.

Such Emergency Public Information as camera-ready copy and audio and video tapes should be prepared, be in place in advance of emergency/disaster occurrences, and be specific to various hazards. This information should be available for the visually and hearing impaired and non-English speaking populations as well.

Local emergency management personnel should make every effort to provide accurate and timely information to the news media, and access to response scenes with strict attention to bounds of safety and efficient operations. In order that media representatives may interview involved local response personnel efficiently and in a manner consistent with safe and effective emergency operations the Town Hall, DPW Office, 34 Broadway Street has been designated and set aside as Rockport's 'Media Center'. Recognition of the rights of the media to perform their proper function is of great importance as it is necessary that the public be informed of the following information as soon as possible.

- Nature, location, and time of emergency/disaster
- Immediate actions that should be taken by the public
- Number of casualties, nature and severity of injuries
- Identification of victims, their condition and where treated if appropriate
- Agencies involved in response and scope of their involvement
- Telephone numbers where the public can receive answers to specific questions and further information

3.4 RESPONSIBILITIES OF THE EMERGENCY PUBLIC INFORMATION OFFICER

A. Mitigation

1. Develops and conducts hazard awareness information and education programs for the general public. Refer to Resource Manual for Public Information additional requirements list.
2. Develops and maintains a mutually cooperative relationship with the local and area media.

B. Preparedness

1. Maintains plans for carrying out emergency public information activities when needed during disaster/emergency periods.
2. Pre-places Emergency Public Information and instructions ready for use in time of emergency/disaster.
3. Ensures that Emergency Public Information will reach groups that do not normally have access to media broadcasts, (e.g. schoolchildren and other institutionalized populations).
4. Secure training for Public Information personnel.

C. Response

1. Broadcasts emergency/disaster-related public informational instructions. Refer to Resource Manual for listings of EBS/EAS stations, commercial radio and TV stations, newspapers, and cable TV serving Rockport.

2. Coordinates rumor control.
3. Provides news releases and conducts news conferences.
4. Maintains a record of events.

D. Recovery

1. Continue to provide emergency public information and recovery instructions as long as necessary.
2. Compile and develop post disaster report on events that transpired during disaster period including an assessment of effectiveness of Emergency Public Information program.

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3.5 TRAINING AND EDUCATION

There are many programs available, both on the state and federal levels, to provide training in all aspects of emergency management to emergency response personnel, government officials, industry, and the general public. Effective emergency management training programs will provide emergency responders with skills to implement effective activities and operations which will save lives, minimize injury, and protect property during emergency/disaster events.

In addition, programs should be initiated at the local level which provide instruction to the general public to prepare them for protecting themselves against the consequences of emergency/disaster occurrences. Most of the emergency information that is received by the general public comes through the electronic and print media. However, public emergency management meetings, and conferences are held for the purpose of conveying to the population at large information and instructions concerning specific types of emergencies and disasters. This educational information is presented through films videotapes, lectures, booths, demonstrations, handouts, and audio/visual displays. MEMA also keeps a large inventory of instructional flyers, brochures and booklets on a variety of Emergency Management subjects. These are available for distribution to groups and individuals by contacting MEMA's Training Division.

MEMA also receives and processes applications for, and provides information concerning Commonwealth of Massachusetts Human Resource Division Professional Development Programs, and FEMA Emergency Management Institute training courses. Information concerning all of these programs can be obtained by contacting the MEMA Training Division.

The Emergency Management Director ensures the overall readiness of Rockport's emergency response personnel through maintaining an emergency management training program. Emergency management subjects which should be covered by all departments include, but are not limited to, self protection when responding to an emergency, efficient management of the immediate disaster scene, rescue skills, evacuation procedures, shelter management, radiological monitoring, etc. Proposals for scheduled training should be in place by the beginning of each fiscal year.

3.6 RESPONSIBILITIES OF THE TRAINING COORDINATOR/STAFF

A. Mitigation

1. Establish policies and procedures pertaining to the training of individuals, groups, and functional teams in emergency/disaster subjects, skills, and techniques.
2. Arrange for the availability of qualified instructors, equipment, supplies, and related material for training personnel in Emergency Management related subjects both during normal times and just prior to an anticipated emergency/disaster period. Refer to Resource Manual for Training additional requirements list.
3. Maintain up-to-date lists of Emergency Management training materials, literature, and courses that are available outside of the local community.

B. Preparedness

1. Ensure that an adequate supply of training aids, instructors, and functional support will be available for increased readiness training and during the emergency/disaster period.
2. Develop an additional resource pool of instructors from the state and federal governments to conduct or assist in conducting Emergency Management training.

C. Response

1. Provide for on-site instruction as required during emergency/disaster period.

D. Recovery

1. Release personnel who are no longer needed for response activities, and implement short and long-term recovery training as necessary.

3.7 DAMAGE ASSESSMENT AND DISASTER ASSISTANCE PROGRAMS

3.8 PUBLIC ASSISTANCE

The Public Assistance Program provides partial reimbursement to State and Local governments for: the repair of reconstruction of public facilities which are owned and operated by government; debris removal; and protective measures. Assistance may also be available to certain Private Non-Profit (PNP) organizations who provide an essential public service open to all persons within the community. Examples of eligible PNP's are: museums, zoos, community centers, senior citizen centers, libraries, homeless shelters, rehabilitation facilities, and shelter workshops. Facilities which are not eligible are: recreation, public housing, cemeteries, theaters, and parking, conference facilities, and job counseling/training.

The Public Assistance Program is administered by the Massachusetts Emergency Management Agency, Disaster Recovery Division, as the Grantee for all federal funds related to the program. Eligible applicants to the program are Subgrantees.

An Applicants Briefing on all aspects of the Public Assistance Program will be held as soon as possible after receipt of the declaration. Every community, and private non-profit organization, in the declared disaster area must send a representative to the meeting. The individual attending the meeting should be the designated Authorized Agent and qualified to speak officially for the local government or organization they are representing. It is recommended that a fiscal and public works person also attend the meeting.

Refer to the Public Assistance Handbook, "MEMA Disaster Assistance Program Reference Guide", August, 1995, for details concerning community disaster recovery for public property and the eligible non-profit organizations.

3.9 INDIVIDUAL AND FAMILY ASSISTANCE

The Individual and Family Grant Program provides assistance to individuals and families adversely affected by a major disaster for meeting disaster related expenses or serious needs of those unable to meet expenses or needs through other disaster assistance programs. Such assistance may include Disaster Housing Assistance, Individual and Family Grants and Home/Personal and Business loans through the Small Business Administration (SBA), or The Farmers Home Administration (FMHA) for farm owners or tenants. Details on these programs may be obtained from MEMA, Disaster

Recovery Program. Refer to the Resource Manual for damage assessment forms, which would be used to record public, individual, family and SBA damage information during and after a disaster.

3.10 RESPONSIBILITIES OF THE DAMAGE ASSESSMENT COORDINATOR

A. Mitigation

1. Develop and adequate building codes.
2. Develop and enforce adequate land use regulation. Refer to Resource Manual for additional requirements list.

B. Preparedness

1. Train personnel in damage assessment techniques.
2. Maintain pre-disaster maps, photos, and other documents for damage assessment purposes.
3. List critical facilities requiring priority repairs if damaged.

C. Response

1. Collect damage information.
2. Compile damage assessment reports.

D. Recovery

1. Provide summaries of damage assessment reports.
2. Identify unsafe structures and prevent their use.
3. Monitor restoration activities.
4. Review building codes and land use regulations for possible improvements.

3.11 PROTECTIVE ACTIONS

3.12 EVACUATION

An emergency situation may require the evacuation of part of or all of the community. The characteristics and scope of the emergency will determine where evacuation occurs, the number of people affected, and the measures needed to ensure safety.

The public will be advised to evacuate by public safety officials. The primary means of transportation during an evacuation is private automobile. Providing transportation to those without access to a vehicle or who require medical or other assistance is an important factor in the evacuation process.

Facility managers with special needs populations are responsible for the evacuation of those in their care. Assistance may be requested through the Emergency Management Director in the evacuation process, if needed. These facilities should have plans and resources to support an emergency evacuation. (See the Resource Manual for the Special Needs Facility Response Requirements listing, transportation resources, alternate transportation system, and jail relocation information).

In the case of a Hazardous Materials (Hazmat) spill, a 2000 foot radius area may be closed off by public safety officers upon the recommendation of the incident commander. Flooding or other type of emergency may affect a larger area.

General large-scale evacuations involving two or more communities will be coordinated through the Massachusetts Emergency Management Agency. Small scale evacuations which involve only one community or limited areas such as one neighborhood are coordinated through the EMD, and law enforcement personnel.

3.13 RESPONSIBILITIES FOR EVACUATION OPERATIONS

A. Mitigation

1. Identifies areas that will probably need to be evacuated in case of certain types of disasters such as flood plains, areas near hazmat sites, areas downstream of dams, etc. (Refer to Part THREE in this Plan for further information).
2. Maintains plans outlining evacuation procedures. Refer to Resource Manual for evacuation additional requirements.
3. Assume that Special Needs populations have appropriate host arrangements.

B. Preparedness

1. Identifies 'special needs populations' that will require assistance during an evacuation. Refer to Health Facility Evacuation Activities.
2. Identifies best evacuation routes through and out of community away from areas likely to be impacted by more common disasters such as flooding and hazmat incidents. These should take into account vehicle capacity and predictable areas of traffic impasse.
3. Identifies possible sources of transportation both publicly and privately owned and draws up letters of agreement for use of these resources where appropriate.
4. Provides training to drivers of public transport evacuation vehicles where appropriate.
5. Provides public education regarding evacuation procedures.

C. Response

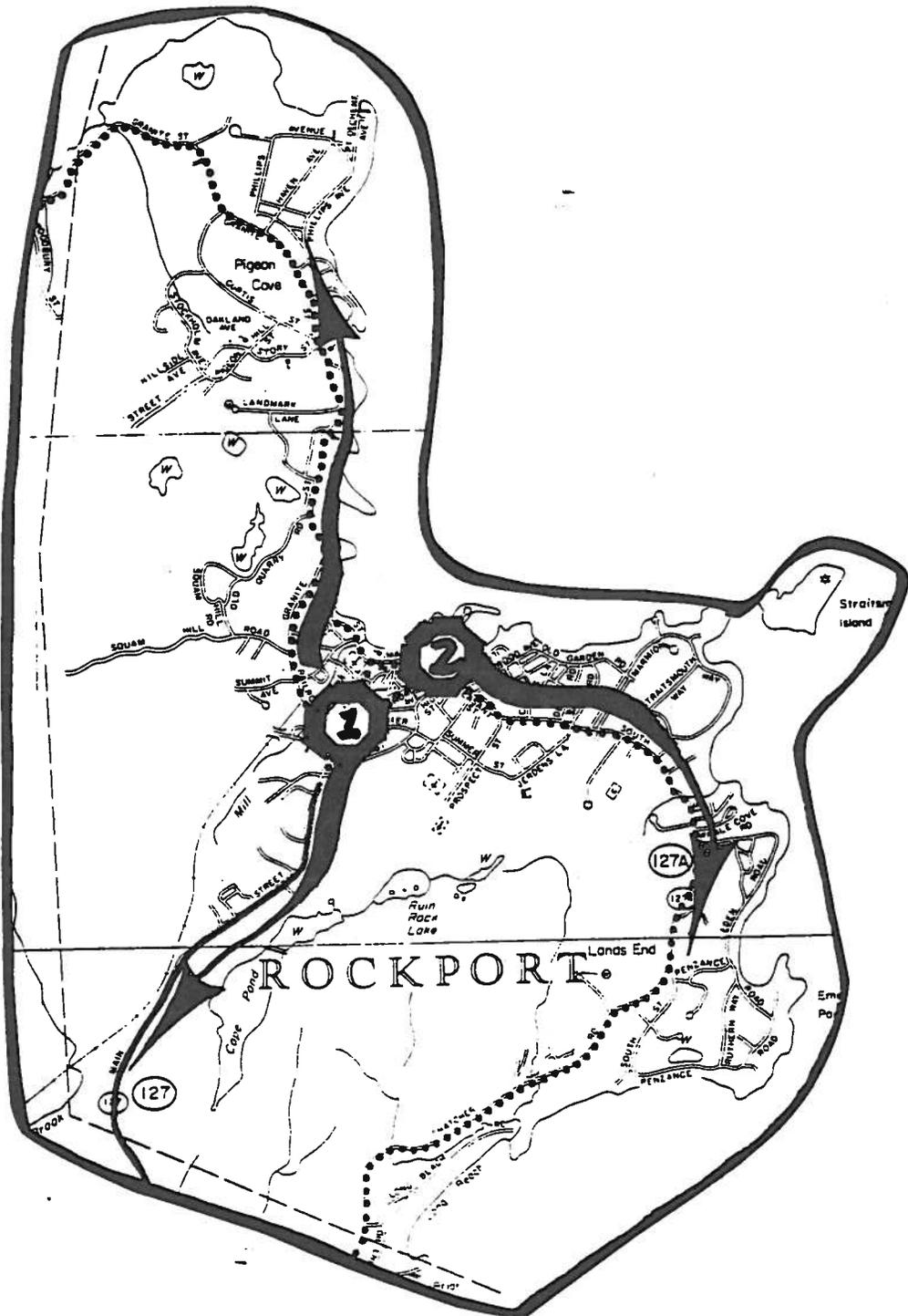
1. Initiates evacuation procedures after recommendation to evacuate is issued.
2. Provides traffic and perimeter control through local and State Police.
3. Proceeds with evacuation of 'special needs' populations.

D. Recovery

1. Initiates return of victims to affected area when emergency/disaster has passed, including providing information and instructions to the public concerning safe re-entry into their neighborhoods and homes.

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FIGURE 3.1
TRAFFIC CONTROL POINTS EVACUATION RTES MAP



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3.14 HEALTH FACILITY EVACUATION ACTIVITIES

To provide for the reduction of endangered health facility patient population, provide for the continued care of non-relocatable patients in endangered areas and to provide additional medical personnel to meet emergency needs of Rockport and nearby communities, the following recommendations are made.

- Should an actual or pending disaster threaten a health facility whereby staff and patients' lives would be endangered, they will be notified by the Emergency Management Director or other local official. These facilities will immediately reduce their patient population by:
 - A. Discontinuing elective surgery
 - B. Discharging patients to family and/or friends
 - C. Relocating patients to facilities in safer areas
- The chief medical officer at each hospital will decide the status of each patient. Should it be deemed that a patient should not be discharged or relocated, care will be provided at the site to the best of the facility's ability. The best on-site protection available shall be provided to the patient and staff.
- Medical and support personnel shall be utilized in or at the relocation facility site. The relocated medical personnel will also support the Rockport population in the community(s) to which they are temporarily relocated.
- Rockport Medical professionals will be needed to support essential workers in Rockport during an emergency as well as those patients unable to be transferred out of Rockport.
- Relocation sites for health facilities of Rockport will be identified prior to an emergency. Currently in Massachusetts, it is the responsibility of each hospital to voluntarily identify suitable relocation sites.

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3.15 SHELTERING

The policy in Massachusetts for emergency shelter is for shelter-in-place during a fast moving emergency such as a chemical spill with an aerial plume, and temporary housing of evacuees at Mass Care Shelters should they be required to evacuate.

If shelter-in-place is ordered, the public would be advised to turn off air intake systems such as air conditioning, and remain indoors. Emergency information concerning shelter-in-place would be available from public safety officials, and the Emergency Alert System radio and TV messages.

Mass Care Shelters may be opened based on need either by the community or the American Red Cross, (ARC). Public shelters opened by the ARC will be coordinated through MEMA and will be operated under the provisions of the ARC. Buildings that are preferred for use as public Mass Care Shelters are usually schools or other structures with large open areas, such as gyms, with cooking facilities, back-up power and heat.

A reception center could serve as a temporary relocation site for evacuees from the community or those who have evacuated from a neighboring community. The reception center would provide a place to care for people while mass care arrangements are being made, or the reception center could become a mass care shelter if suitable.

Selection of mass care shelter should consider potential vulnerability to hazards such as flooding, and exposure to hurricane winds, and handicap accessibility, for example.

3.16 RESPONSIBILITIES OF SHELTER OPERATIONS

A. Mitigation

1. Promote consideration of shelter factors to be included in new construction, especially facilities built with public funds, (e.g., encourage building structures that will withstand high winds, flooding, earthquake impact, etc).
2. Maintain plans containing information for quickly preparing shelters for occupancy. Refer to Resource Manual for additional requirements list.

B. Preparedness

1. Identify suitable shelters with the cooperation of building owners. Request ARC shelter survey and

agreement.

2. Train shelter managers.
3. Provide public education concerning shelters and their use.
4. Plan and prepare for upgrading of public shelters.
5. Pre-designate reception center(s).

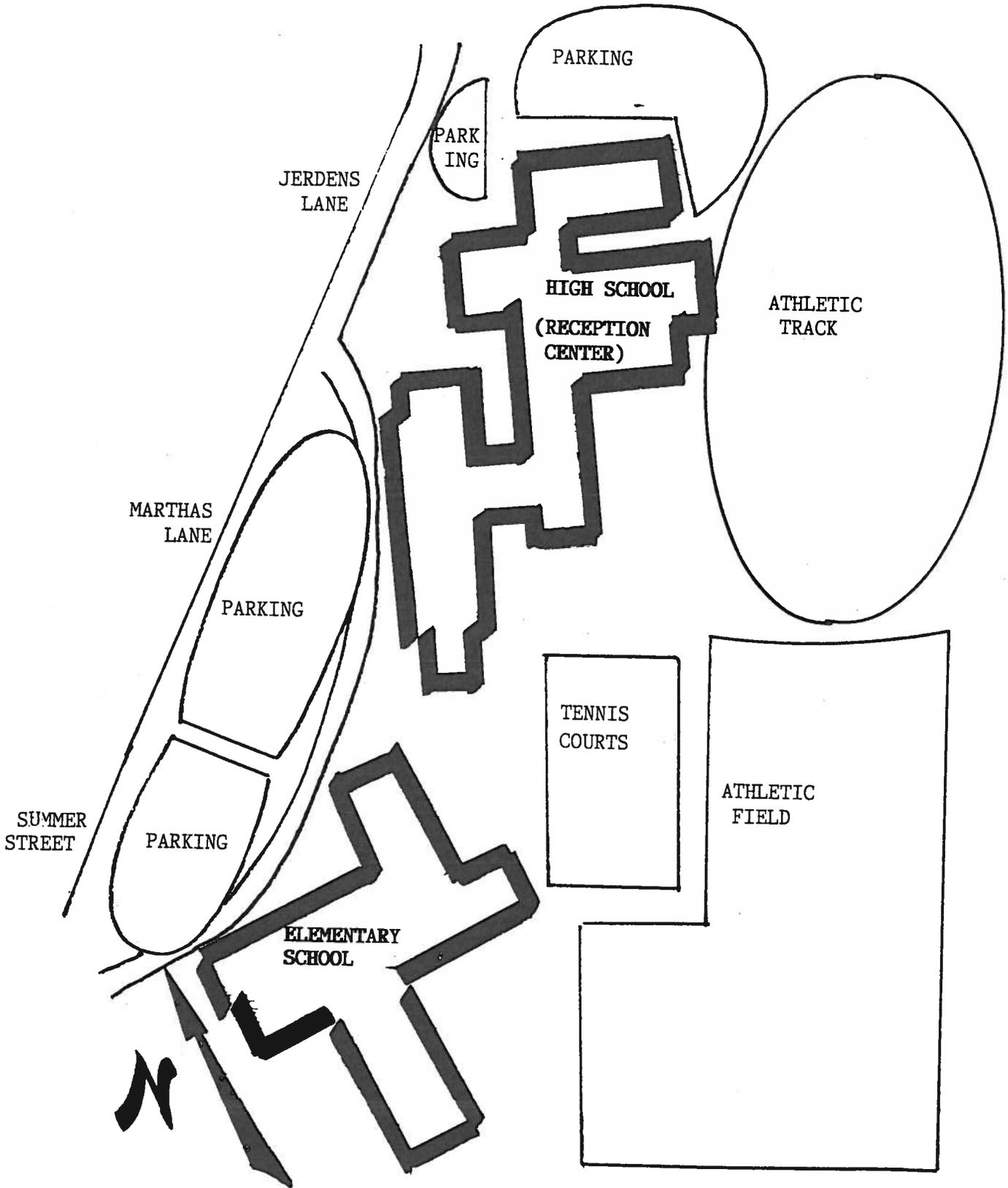
C. Response

1. Open shelters as needed.
2. Upgrade shelters where necessary.
3. Initiate public information announcements concerning location and operations of shelters.
4. Maintain communications between shelters and EOC
5. Provide immediate and ongoing shelter management guidance.
6. Maintain shelter status information.
7. Maintain reception center operations providing information on status of disaster evacuees, and status of damaged/restricted areas.

D. Recovery

1. Maintain shelter operations as long as needed.
2. De-activate shelters that are no longer needed.

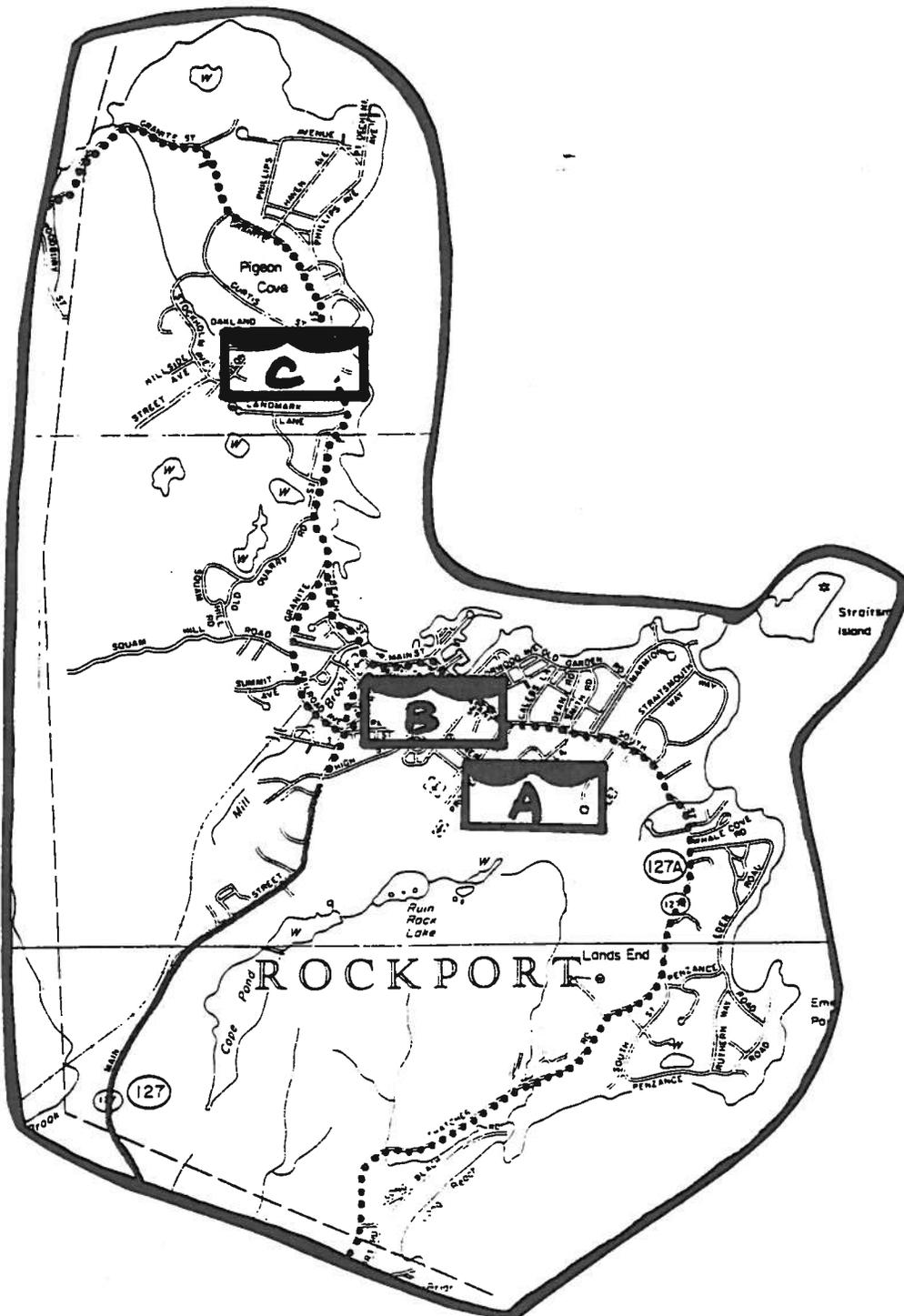
FIGURE 3.2
DIAGRAM OF GEOGRAPHICAL PLACEMENT OF RECEPTION CENTER
ELEMENTARY & HIGH SCHOOLS



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FIGURE 3.3
MASS CARE SHELTER MAP



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PART FOUR

4.1 SPECIFIC HAZARDS

PART FOUR of this Plan deals with the management of specific hazards/emergencies/disasters that affect, or could affect Rockport at some time. Presently included in this section (in alphabetical order) are:

Civil Disturbance (rioting)
Dam Failure
Earthquake
Flooding
Hurricane
Radiological Plume Pathway
Terrorism
Tornado
Weapons-Related Incidents
Winter Storms

Hazardous Materials (Hazmat)*

*The Hazardous Material Plan for Rockport can be utilized as a self-contained document.

Some emergencies/disasters are generated by nature and some are human-caused. In some cases a combination of a natural phenomenon and human activities will bring about a disaster incident. Some emergencies/disasters are preventable; some are not. Whichever the case, aggressive, well conceived, well planned, and well executed mitigation, preparedness, response, and recovery measures will be effective in saving lives, minimizing injuries, reducing property damage, and generally decreasing the negative impact of all disasters.

Because of the technological character of our society, and the proliferation of a variety of chemicals in all aspects of industry, commerce, and our everyday lives, hazardous materials accidents have become a daily occurrence. They are the most frequent, and among the most threatening of all types of emergencies/disasters.

The Radiological/Nuclear Section of this plan contains basic information with detailed appendices and support forms located in the Resource Manual.

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4.2 CIVIL DISTURBANCE

Incidents of civil disturbance are more likely to occur in communities with characteristics of low income populations, ethnically diverse populations, areas where housing and unemployment problems exist, and areas where groups exist who have a propensity for instigating social protests. Civil disturbances usually start within a small geographical area, and with effective initial response can be contained and resolved within that confined area.

Depending upon the situations, the community may wish to establish a Task Force headed by Chairman Board of Selectmen and chaired by the EMD discuss concerns and strategies relative to civil disturbance incidents. Provision for emergency meetings of the task force in time of increased tensions is advisable.

4.3 SUGGESTED TASK FORCE

- (1) Chairman Board of Selectmen
- (2) Emergency Management Director
- (3) Board of Selectmen
- (4) Local Public Safety Departments
- (5) Social Service Agencies
- (6) Clergy
- (7) Community Leaders
- (8) School Department

4.4 RESPONSIBILITIES FOR CIVIL DISTURBANCE PLANNING AND RESPONSE

A. Mitigation

1. Make efforts, in cooperation with the community at large, to address root causes of civil unrest such as unemployment, substandard housing, lack of public services, ethnic disharmony and communications barriers.
2. Establish 'neighborhood watch' groups to report on conditions that could lead to a civil disturbance incident.
3. Address indications of civil unrest before they swell to a more dangerous magnitude.
4. Maintain plans to deal with all aspects and degrees of civil unrest problems. Refer to Resource Manual for Civil Disturbance additional requirements list.

B. Preparedness

1. Define areas and issues affecting the community that could be vulnerable to civil disturbance incidents.
2. Plan 'confinement area' limits which will prevent civil disturbance incidents from spreading.
3. Designate a spot for an incident command post in each of these 'confinement' areas.
4. Plan an 'access control' area just outside of each 'confinement' area with communication between the two areas.
5. Create a staffing plan for civil disturbance incidents.
6. Create dedicated access routes for Emergency Management response personnel to these areas.
7. Ensure that evacuation routing, transportation, and shelter will be available for civil disturbance victims.
8. Coordinate training for Public Safety personnel on Civil Disturbance response.

C. Response

1. Respond to civil disturbance incidents with a strong police presence.
2. Activate EOC and incident command post with clear communications between the two.
3. Convene "task force".
4. Set up media center and initiate PIO activities.
5. Establish 'confinement' and 'access control' areas.
6. Activate mutual aid if needed.
7. Provide evacuation and sheltering services for victims.

D. Recovery

1. Maintain security to ensure public safety.
2. Reduced enhanced security gradually over a period of several days.
3. 'Task Force' established mitigation policies against future incidents.

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4.5 DAM FAILURE

Dam failure is a highly infrequent occurrence, but a severe incident could prove deadly. Since 1984, three dams have failed in or very near Massachusetts, and two have come very close to failing. One of these dam failures resulted in a death.

There are over 2,500 dams in Massachusetts. Of these, the Army Corps of Engineers in conjunction with the Department of Environmental Management has classified over 50 dams as "structurally unsafe". Three hundred dams, (including over 40 of the "unsafe" dams) are designated as 'high hazard' dams. High hazard dams are those located upstream of an area which would most probably suffer fatalities and property destruction if the dam were to fail. Many of the dams in the state were built in the 19th Century during the early industrial revolution; some are even older and date back to the late 18th Century. These structures are definite hazards that must be considered when planning for the safety of local residents. Even dams which, theoretically, would pose little threat under normal circumstances can overflow or fail under the stress of such cataclysmic events as earthquake or sabotage.

The following dams impact Rockport:

Quarry Reservoir Dam - Atlantic Ocean

Weather-related or human-caused conditions which may compromise a dam's integrity should be monitored by the local Emergency Management services. Assistance under these conditions is available from MEMA.

Dam Failure or overflow with subsequent flooding to downstream areas is classified as one of three types, and action is taken according to hazard rating:

- Type 1: Slowly developing condition
- Type 2: Rapidly developing condition
- Type 3: Imminent or Instantaneous failure

The following basic measures are to be taken for each of these three types of dam failures:

Type 1: Slowly developing condition

- (1) Activate EOC
- (2) Activate all communication networks
 - a. Establish communications with Command Post on a 24-hour basis
- (3) Release public information
- (4) Notify
 - a. MEMA Area Headquarters
 - b. American Red Cross
 - c. Down stream communities
- (5) Review Plans for evacuation and sheltering
 - a. Evacuation
 - (1) Routes
 - (2) Notification
 - b. Sheltering
 - (1) Availability and capacity
 - (2) Food, supplies and equipment
 - (3) Shelter owners and managers
 - (4) Other communities (if out of town sheltering is required)
- (6) Require "Stand By" status of designated emergency response forces.

Type 2: Rapidly developing condition

- (1) Establish a 24-hour communications from damsite to EOC.
- (2) Assemble, brief and assign specific responsibilities to emergency response forces.

- (3) Release public information.
- (4) Obtain and prepare required vehicles/equipment for movement.
- (5) Prepare to issue warning.

Type 3: Practically instantaneous failure

- (1) Issue warning.
- (2) Commence immediate evacuation.
- (3) Commit required resources to support evacuation.
- (4) Activate shelters or coordinate activation of shelters located outside the community.
- (5) Notify
 - (a) MEMA Area Headquarters
 - (b) Red Cross
- (6) Initiate other measures as required to protect lives and property.

4.6 RESPONSIBILITIES FOR DAM FAILURE PLANNING AND RESPONSE

A. Mitigation

1. Develop and conduct public education programs concerning dam hazards.
2. Maintain up-to-date plans to deal with threat and actual occurrence of dam over-spill or failure. Refer to Resource Manual for Dam Hazard additional requirements.
3. Emergency Management and other local government agencies should familiarize themselves with technical data and other information pertinent to the dams which impact Rockport. This should include determining the probable extent and seriousness of the effect to downstream areas.
4. Dams should be inspected periodically and monitored regularly.
5. Repairs should be attended to promptly.
6. As much as is possible burdens on faulty dams should be lessened through stream re-channelling.
7. Identify dam owners.
8. Determine minimum notification time for downstream areas.

B. Preparedness

- (1) Pre-place adequate warning/notification systems in areas potentially vulnerable to dam failure impact.
- (2) Pre-place procedures for monitoring dam site conditions at first sign of any irregularity that could precipitate dam failure.
- (3) Identify special needs populations, evacuation routes, and shelters for dam failure response.
- (4) Acquire, and have in readiness such equipment and supplies as sandbags, temporary dikes, and other items which would be used to lessen or deflect dam failure impact.

C. Response

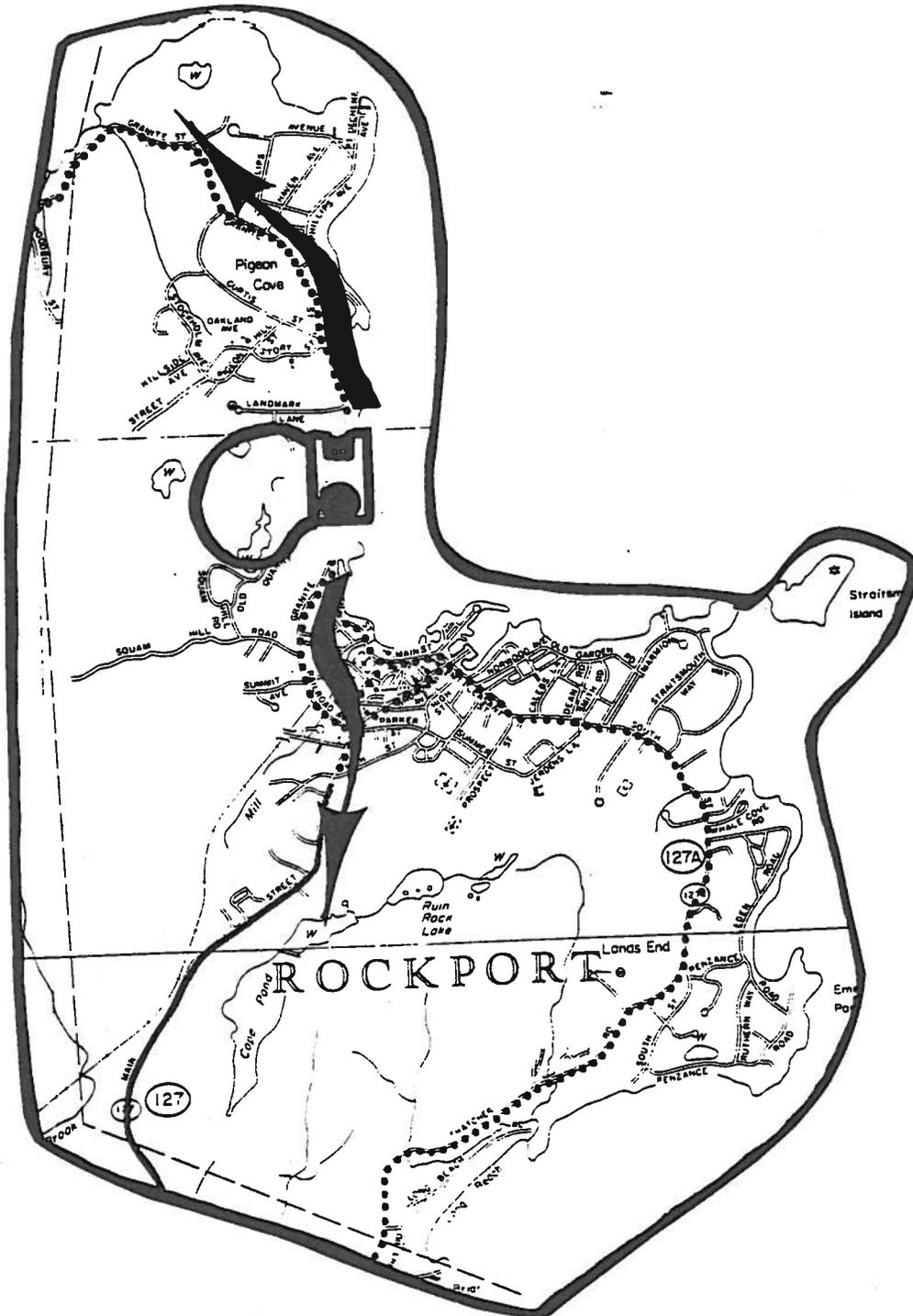
- (1) Disseminate warning/notification of imminent or occurring dam failure.
- (2) Coordinate evacuation and sheltering of affected populations.
- (3) Dispatch search and rescue teams.
- (4) Coordinate the management of secondary emergencies such as fires, power failure, traffic accidents, etc.
- (5) Activate mutual aid if needed.
- (6) Acquire additional needed supplies not already in place, such as earth moving machinery.
- (7) Establish incident command post as close to affected area as safely possible.
- (8) Provide security for evacuated public and private property.

D. Recovery

- (1) Coordinate recovery safety measures such as decontamination of water, sanitation activities, debris clearance, etc.
- (2) Coordinate re-entry of evacuees.
- (3) Conduct damage assessment activities.
- (4) Arrange for providing short and long-term assistance to victims in matters of food, clothing, housing, insurance, etc.
- (5) Initiate application for state and federal disaster relief funds, if appropriate.

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FIGURE 4.1
QUARRY RESERVOIR DAM MAP



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TABLE 4.1
SPECIAL NEEDS FACILITIES IN DAM IMPACT AREA

DAM NAMES & LOCATIONS: Quarry Reservoir Dam - Atlantic Ocean
SPECIAL FACILITIES THAT WOULD BE AFFECTED BY DAM EMERGENCY

<u>NAME OF INSTITUTION</u>	<u>ADDRESS/LOCATION</u>
None in affected areas	

SHELTERS FOR VICTIMS OF DAM EMERGENCY

<u>NAME OF BUILDING</u>	<u>ADDRESS/LOCATION</u>
Rockport High School	24 Jerdens Lane
Central Fire Station	37 Broadway
Pigeon Cove Fire Station	Granite Street

Estimated Peak Population Downstream of Dam: 100

Primary Warning Method: Fire Horn

Backup Warning Method: Loudspeaker

TABLE 4.1.1
NON-INSTITUTIONALIZED IN DAM IMPACT AREA

DAM NAME AND LOCATION: Quarry Reservoir Dam - Atlantic Ocean

Population in Affected Downstream Area: 100

Number of People Without Transportation in Area:

Number of Buses Needed @45 passengers per bus:

Hearing impaired (Notification):

Number of Mobility Impaired (Walking):

Number of Visually Impaired:

Number with other Impairment:

TOTAL needing Special Assistance:

Number needing ambulance? Wheelchair Van? Bus?

TRANSPORTATION RESOURCES

<u>NAME/ADDRESS OF COMPANY</u>	<u>PHONE</u>	<u>CONTACT PERSON</u>
Cape Ann Transit Authority Eastern Avenue	978-283-7916	Paul Talbot

<u>MOU?</u>	<u>NUMBER</u>	<u>TYPE</u>	<u>CAPACITY OF VEHICLES</u>
No	26	Buses	Total 670 passengers

SHELTERS FOR NON-INSTITUTIONALIZED SPECIAL NEEDS PEOPLE

<u>NAME/ADDRESS OF COMPANY</u>	<u>PHONE</u>	<u>CONTACT PERSON</u>
Rockport High School Jerdens Lane	978-546-1234	Charles Martin

4.7 EARTHQUAKE

Although New England has not experienced a damaging earthquake since 1755, numerous less powerful earthquakes have been centered in Massachusetts and neighboring states. Seismologists state that a serious earthquake occurrence is possible.

There are five seismological faults in Massachusetts, but there is no discernible pattern of previous earthquakes along these fault lines. Earthquakes occur without warning and may be followed by after shocks. Most buildings and infrastructures in Massachusetts were constructed without specific earthquake resistant design features. Development in filled, sandy or clay soils is more vulnerable to earthquake pressures than other soils.

Earthquakes precipitate several potentially devastating secondary effects.

They are:

- The collapse of buildings, bridges, roads, dams, and other vital structures
- Rupture of utility pipelines
- Flooding caused by dam failure
- Landslides
- Major transportation accidents, (railroad, chain highway crashes, landing/taking off aircraft, and in rare cases marine mishaps from tidal waves)
- Extended power outages
- Fires and/or explosions
- Hazmat mishaps
- Water contamination

4.8 RESPONSIBILITIES FOR EARTHQUAKE PLANNING AND RESPONSE

A. Mitigation

1. Community leaders in cooperation with Emergency Management personnel should obtain local geological information and identify and assess

structures and land areas that are especially vulnerable to earthquake impact and define methods to minimize the risk.

2. Strict adherence should be paid to land use and earthquake resistant building codes for all new construction.
3. Periodic evaluation, repair, and/or improvement should be made to older public structures.
4. Emergency earthquake public information and instructions should be developed and disseminated.
5. Earthquake drills should be held in schools, businesses, special care facilities, and other public gathering places.

B. Preparedness

1. Earthquake response plans should be maintained and ready for immediate use. Refer to Resource Manual for earthquake additional requirements.
2. All equipment, supplies, and facilities that would be needed for management of an earthquake occurrence should be maintained for readiness.
3. Emergency Management personnel should receive periodic training in earthquake response.
4. If the designated EOC is in a building that would probably not withstand earthquake impact, another building should be chosen for an earthquake EOC.
5. Mass Care shelters for earthquake victims should be pre-designated in structures that would be most likely to withstand earthquake impact.

C. Response

1. EOC will be activated and response will immediately be engaged to address any and all earthquake effects listed.
2. Emergency warning/notification information and instructions will be broadcast to the public.
3. Search and rescue teams will be dispatched.
4. Emergency medical teams will be dispatched.

5. Firefighters will address fires/explosions, and hazmat incidents.
6. Law enforcement personnel will coordinate evacuation and traffic control.
7. Reception centers and shelters will be opened and staffed.
8. Animal control measures will be taken.
9. Law enforcement personnel will protect critical facilities and conduct surveillance against criminal activities.
10. Immediate life-threatening hazards will be addressed such as broken gas lines, downed utility wires, and fire control resources.
11. Emergency food, water, and fuel will be acquired.
12. Activate mutual aid.
13. Measures will be taken relating to identification and disposition of remains of deceased by the Chief Medical Examiner.

D. Recovery

Restoration of community to pre-disaster status will address immediate and long-term measures including:

1. Restoration of utility services.
2. Decontamination of water.
3. Debris clearance.
4. Damage assessment of public and private property.
5. Demolition of irreparable structures.
6. Assisting victims with the provision of short and long-term food, water, clothing, housing, medical care, etc.
7. Coordination of re-entry of evacuees.
8. Public health monitoring of lingering long-term hazards.
9. Addressing of legal and insurance matters.

10. Application for state and federal disaster relief funds.
11. Overall long-term rehabilitation and reconstruction of affected area.

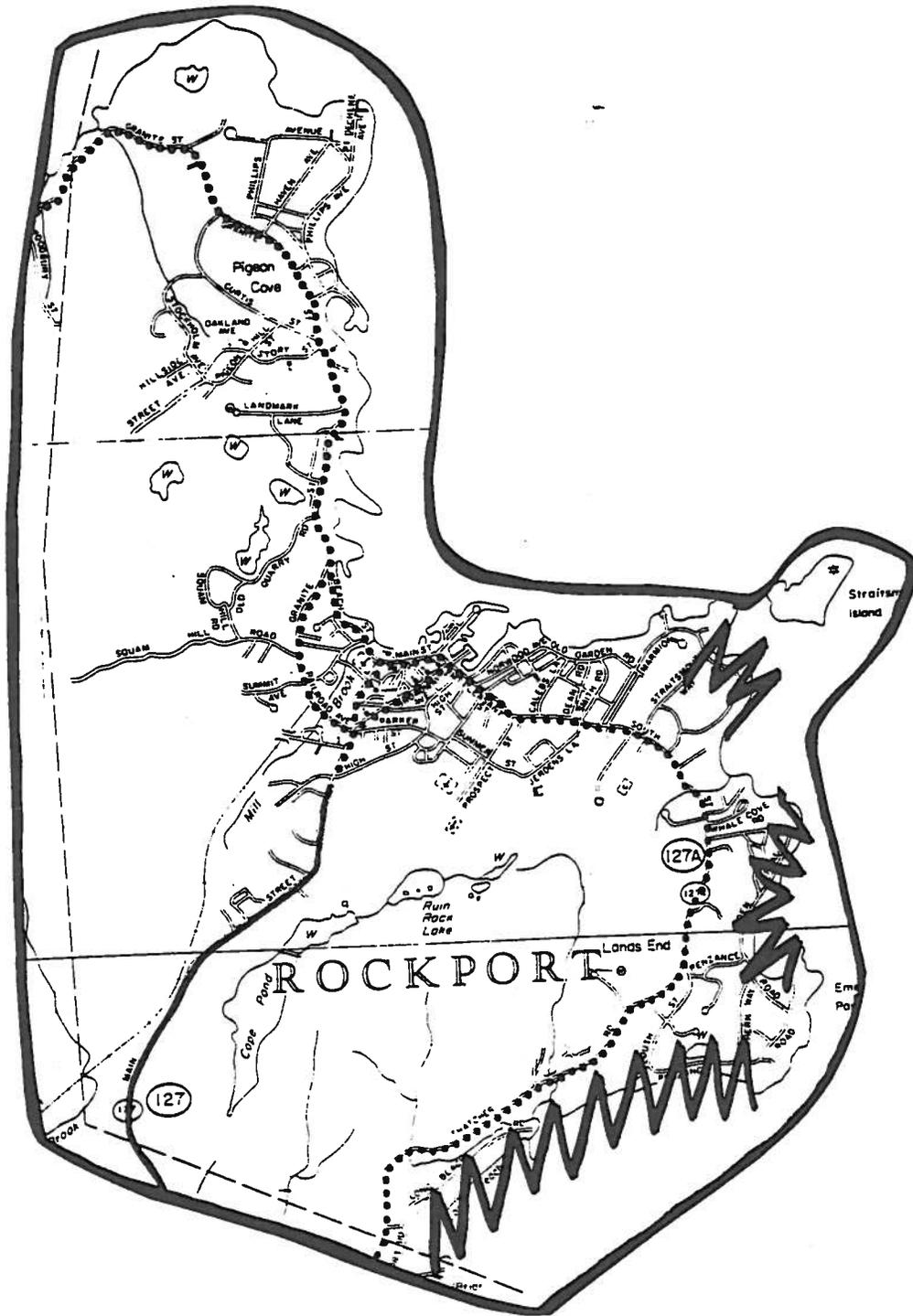
FIGURE 4.2
AREAS OF EARTHQUAKE VULNERABILITY

MAP MARKINGS

AREA

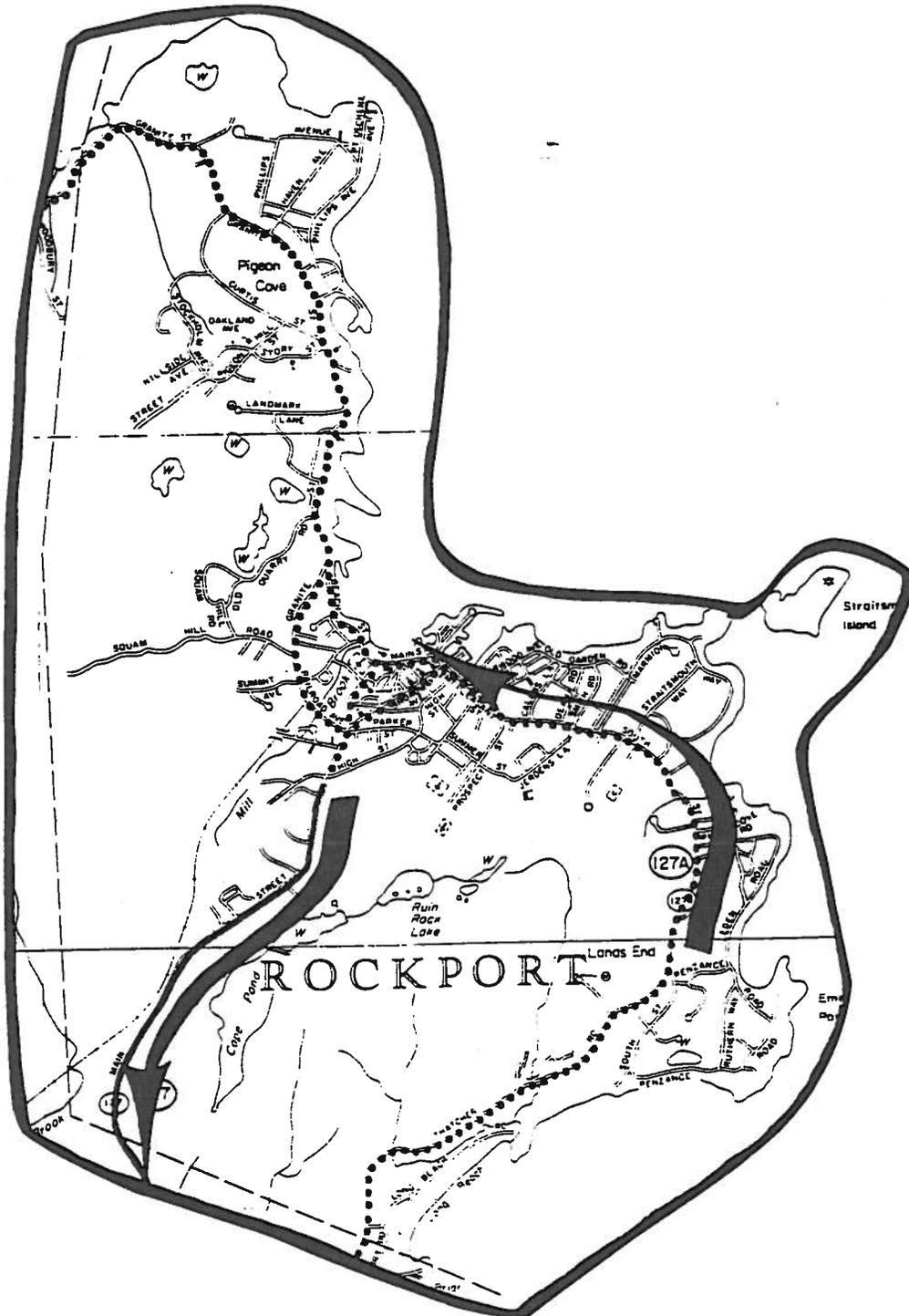


Low lying areas especially vulnerable to earthquake effects



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FIGURE 4.2.1
EARTHQUAKE AREAS SPECIAL NEEDS FACILITIES
& EVACUATION RTES MAP



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TABLE 4.2
SPECIAL NEEDS FACILITIES IN EARTHQUAKE AREA

NAME/ADDRESS/LOCATION OF INSTITUTION

None in affected areas

NOTE: Foster care facilities should be incorporated into your emergency SOP's.

SHELTERS FOR EARTHQUAKE VICTIMS

<u>NAME OF BUILDING</u>	<u>ADDRESS/LOCATION</u>
Rockport High School	24 Jerdens Lane
Central Fire Station	37 Broadway Street
Pigeon Cove Fire Station	Granite Street

Estimated Peak Population in Earthquake Area: 800

Primary Warning Method: Bullhorn, Cable TV, Fire Vehicles

Backup Warning Method: Door-to-door

TABLE 4.2.1
NON-INSTITUTIONALIZED IN EARTHQUAKE AREA
 (See previous page for description of Specific Locations)

Total population in Affected Area:	800
Number of People Without Transportation in Area:	80
Number of Buses Needed @45 passengers per bus:	2
Hearing impaired (Notification):	1
Number of Mobility Impaired (Walking):	5
Number of Visually Impaired:	1
Number with other Impairment:	1

TOTAL needing Special Assistance: 8

Number needing ambulance: Wheelchair Van: Bus:

<u>TRANSPORTATION RESOURCES</u>		
<u>NAME/ADDRESS OF COMPANY</u>	<u>PHONE</u>	<u>CONTACT PERSON</u>
Cape Ann Transit Authority 168 Eastern Avenue	978-283-7916	Paul Talbot

<u>MOU?</u>	<u>NUMBER</u>	<u>TYPE</u>	<u>CAPACITY OF VEHICLES</u>
No	26	Buses	Total 670 passengers

SHELTERS FOR NON-INSTITUTIONALIZED SPECIAL NEEDS PEOPLE

<u>NAME/ADDRESS</u>	<u>PHONE</u>	<u>CONTACT PERSON</u>	<u>MOU?</u>
Rockport High School	978-546-1234	Charles Martin	Yes
Central Fire Station	978-546-6750	Russell Anderson	Yes
Pigeon Cove Fire Station	978-546-6848	James Parisi	Yes

4.9 FLOODING

Communities in Massachusetts may be exposed to coastal or riverine flooding. This can range from street flooding to serious flooding resulting in damage to public and private property. Hurricane and northeaster storms have produced numerous coastal storms over the past decade, including flooding impacts. Riverine flooding is often associated with hurricanes, but may result from spring runoff as well. A key factor in riverine flooding is the water capacity of water bodies and waterways, the regulation of waterways by flood control works, and the preservation of wetlands.

Flash floods are fast moving floods resulting from extremely heavy rainfall generally over a period of less than 6 hours.

The National Weather Service, and the New England River Forecast Center issue flood watch, flood warning, and flash flood watch and warnings through MEMA, EAS, and the news media.

A flood watch would be issued if the flood stage is forecast to be reached or exceeded in 12 to 24 hours. A flood warning would be issued if the flood stage forecast suggests that the flood stage for a given location will be reached or exceeded within 12 hours.

A flash flood watch would be issued if rainfall may reach or exceed the 1 or 3 hour rainfall values or amount needed to produce flooding on small streams in a forecast zone. A flash flood warning is issued based on radar or observation that the 1 or 3 hour rainfall values will be exceeded.

Areas in each community that are vulnerable to flooding are usually well known, and are identifiable through National Flood Insurance maps. However, the intensity of flooding impact and the amount of damage that can result from an especially heavy rainfall is sometimes worse than expected. Flash floods can occur with startling suddenness and be especially devastating.

4.10 RESPONSIBILITIES FOR FLOOD PLANNING AND RESPONSE

A. Mitigation

1. Identify areas in the community that are flood prone and define methods to minimize the risk. Review National Flood Insurance Maps.
2. Disseminate emergency public information and instructions concerning flood preparedness and safety.

3. Community leaders should ensure that Rockport is enrolled in the National Flood Insurance Program.
4. Strict adherence should be paid to land use and building codes, (e.g. Wetlands Protection Act), and new construction should not be built in flood-prone areas.
5. Ensure that flood control works are in good operating condition at all times.
6. Natural water storage areas should be preserved.
7. Maintain plans for managing all flood emergency response activities including addressing potentially hazardous dams.

B. Preparedness

1. Place EOC personnel on standby during stage of flood 'watch' and monitor NWS/New England River Forecast Center reports.
2. Ensure that public warning systems are working properly and broadcast any information that is needed at this time.
3. Review mutual aid agreements.
4. Monitor levels of local bodies of water.
5. Arrange for all evacuation and sheltering procedures to be ready for activation when needed.
6. Carry out, or assist in carrying out needed flood-proofing measures such as sandbag placement, etc.
7. Regulate operation of flood control works such as flood gates.
8. Notify all Emergency Management related groups that will assist with flood response activities to be ready in case flood 'warning'.

C. Response

1. Broadcast warning/notification of flood emergency.
2. Coordinate traffic control and proceed with evacuation of affected populations as appropriate.
3. Open and staff shelters and reception centers.

4. Undertake, or continue to carry out flood proofing measures.
5. Dispatch search and rescue teams.
6. Dispatch emergency medical teams.

D. Recovery

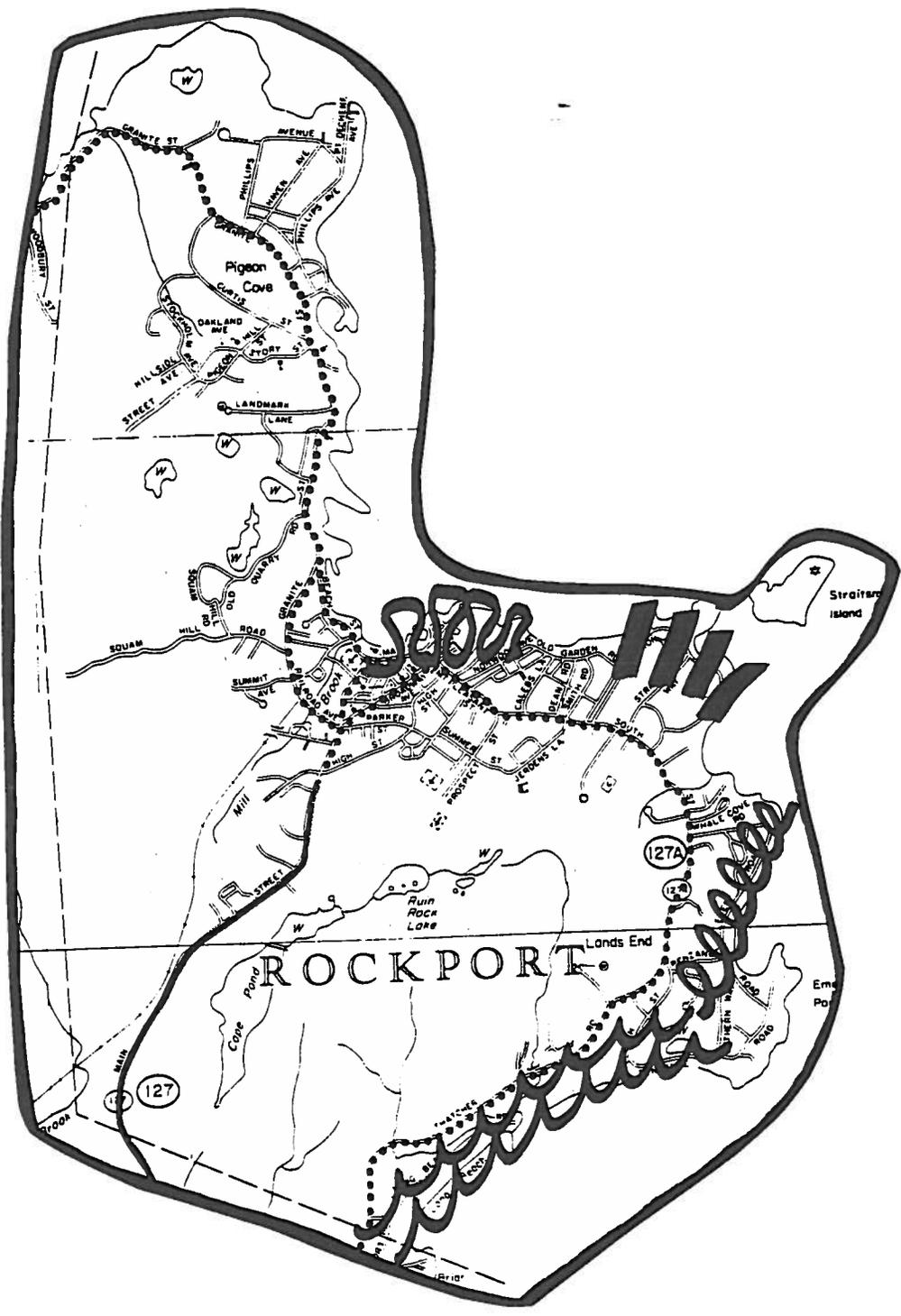
1. Inspect all affected buildings for structural integrity.
2. Clear debris.
3. Pump out basements, lower floor, wells, etc.
4. Test and purify water.
5. Address public health and sanitation issues.
6. Coordinate re-entry of evacuees.
7. Establish disaster recovery centers for victims.
8. Apply for state and federal disaster relief funds, if appropriate.

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FIGURE 4.3
AREAS OF FLOOD VULNERABILITY MAP

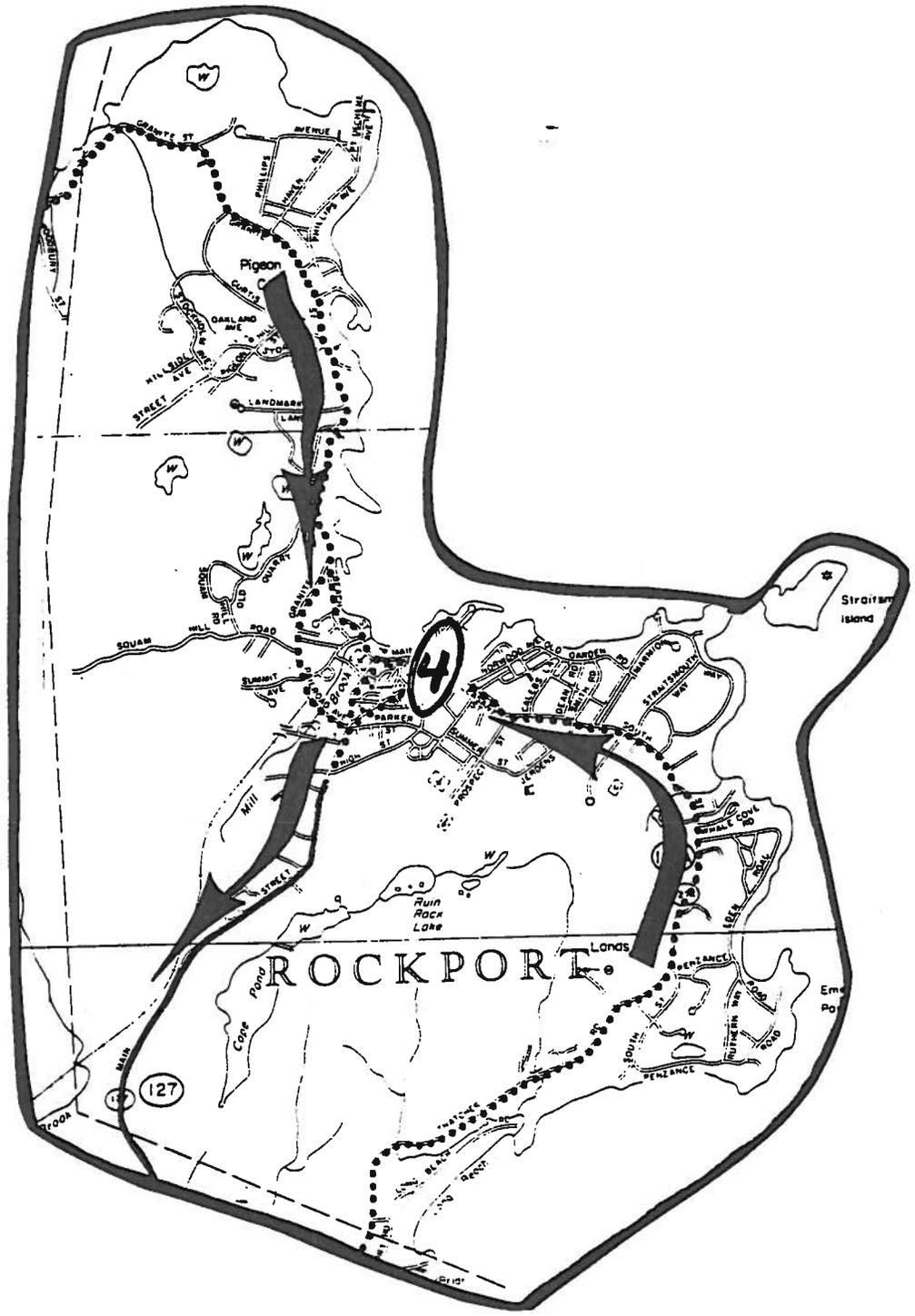
MAP MARKINGS
 Long Beach Area
 Enden Road
 Off Straightsmouth Way
 Bearksin Neck



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FIGURE 4.4
FLOOD AREAS SPECIAL NEEDS FACILITIES
& EVACUATION RTES



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TABLE 4.3
SPECIAL NEEDS FACILITIES IN FLOOD AREA

NAME/ADDRESS/LOCATION OF INSTITUTION

4. Senior Housing Center Broadway Street

SHELTERS FOR FLOOD VICTIMS

<u>NAME OF BUILDING</u>	<u>ADDRESS/LOCATION</u>
Rockport High School	Jerdens lane

Estimated Peak Population in Affected Area: 800

Primary Warning Method: Cable TV, Fire Horn, Scanner, Bullhorns

Backup Warning Method: Door-to-door

TABLE 4.3.1
NON-INSTITUTIONALIZED IN FLOOD AREA

(See previous page for description of Specific Locations)

Total population in Affected Area:	800
Number of People Without Transportation in Area:	80
Number of Buses Needed @45 passengers per bus:	2
Hearing impaired (Notification):	1
Number of Mobility Impaired (Walking):	5
Number of Visually Impaired:	1
Number with other Impairment:	1
TOTAL needing Special Assistance:	8

Number needing ambulance:	Wheelchair Van:	Bus:
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TRANSPORTATION RESOURCES

<u>NAME/ADDRESS</u>	<u>PHONE</u>	<u>CONTACT PERSON</u>
Cape Ann Transit Authority 168 Eastern Avenue	978-283-7916	Paul Talbot

<u>MOU?</u>	<u>NUMBER</u>	<u>TYPE</u>	<u>CAPACITY OF VEHICLES</u>
No	26	Buses	Total 670 passengers

SHELTERS FOR NON-INSTITUTIONALIZED SPECIAL NEEDS PEOPLE

<u>NAME/ADDRESS</u>	<u>PHONE</u>	<u>CONTACT PERSON</u>	<u>MOU?</u>
Rockport High School Jerdens Lane	978-546-1234	Principal	Yes

4.11 HURRICANES

Of all emergencies/disasters that can affect Massachusetts, hurricanes provide the most lead warning time. Even at the 'hurricane watch' stage, the storm could be hundreds of miles away from the Massachusetts coast. MEMA assumes 'standby' status when a hurricane's location is determined to be 35 North Latitude, (Cape Hatteras), unless the storm is moving unusually fast which may necessitate standby at an earlier time.

When the hurricane has reached 40 North Latitude, (Long Island), MEMA assumes 'alert' status and the decision may be made by the Governor or the local head of government to recommend evacuation of areas that the storm is likely to strike.

Coastal communities are subject to storm surge, flooding, and wind damage from hurricanes. Inland communities can experience riverine flooding from heavy rainfall, wind damage, and tornadoes which are associated with these storms.

4.12 RESPONSIBILITIES FOR HURRICANE PLANNING AND RESPONSE

A. Mitigation

1. Develop and disseminate emergency public information and instructions concerning hurricane preparedness and safety.
2. Community leaders should ensure that Rockport is enrolled in the National Flood Insurance Program.
3. Develop and enforce local building codes to enhance structural resistance to high winds and flooding. Build new construction in areas that are not vulnerable to direct hurricane effects.
4. Make informed decisions concerning protecting natural attributes such as beaches and dunes with breakwaters and sea walls. Review National Flood Insurance Maps for possible impact on community.
5. Maintain plans for managing all hurricane emergency response activities.

B. Preparedness

1. Ensure that warning/notification systems and equipment is ready for use at the 'hurricane warning' stage.

2. Review mutual aid agreements.
3. Designate suitable wind and flood resistant shelters in the community and make their locations known to the public.
4. Prepare for coordination of evacuation from potentially impacted areas including alternate transportation systems and locations of special needs facilities.

C. Response

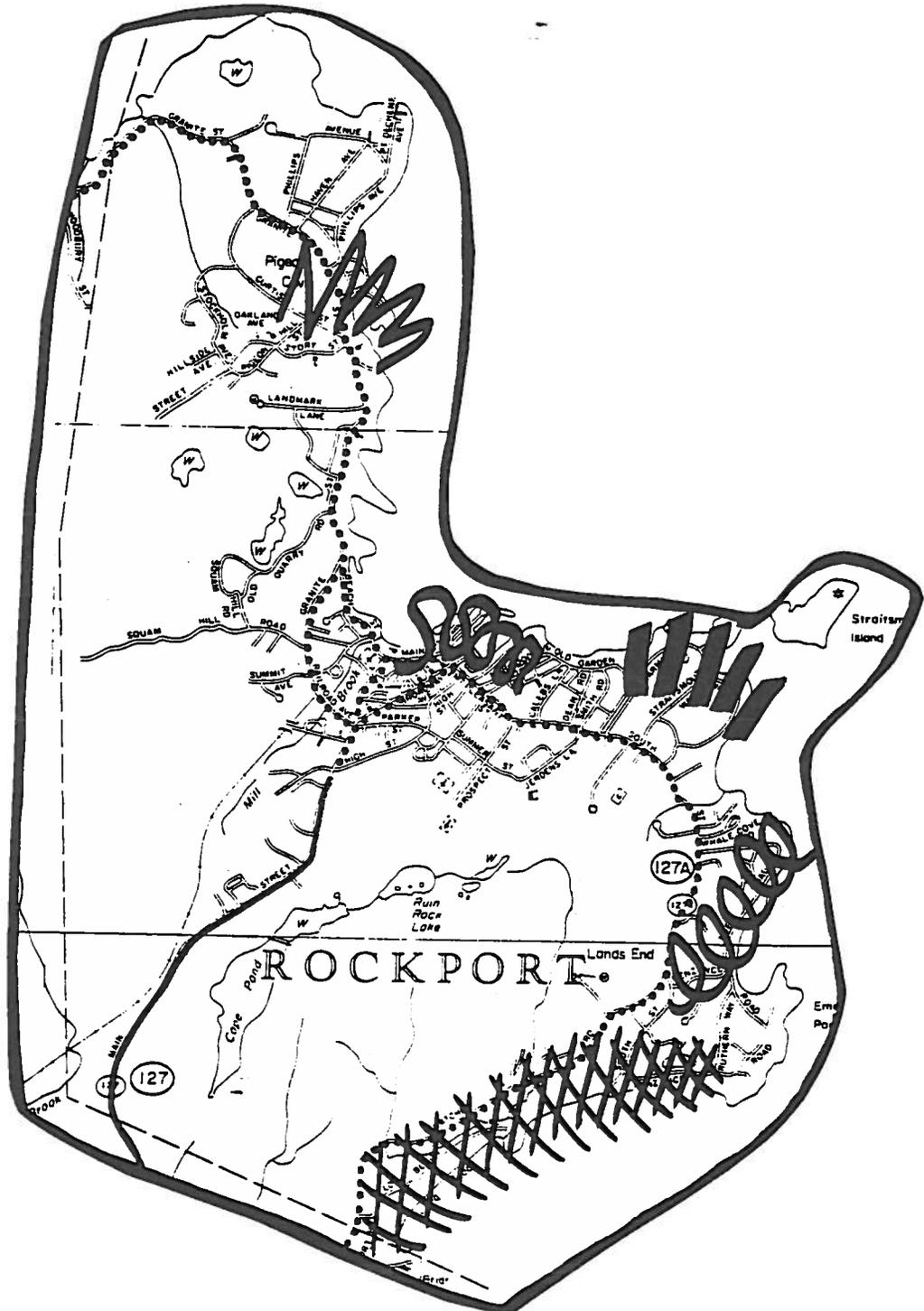
1. Activate warning/notification systems to inform public of protective measures to be taken including evacuation where appropriate.
2. Conduct evacuation of affected populations.
3. Open and staff shelters and reception centers.
4. Dispatch search and rescue teams.
5. Dispatch emergency medical teams.
6. Activate mutual aid activities.
7. Take measures to guard against further danger from downed trees and utility lines, debris, etc.

D. Recovery

1. Clear debris.
2. Inspect damaged buildings, bridges, etc., for structural integrity.
3. Test and purify water.
4. Coordinate re-entry of evacuees.
5. Address public health and sanitation issues.
6. Conduct damage assessment.
7. Establish disaster recovery centers to provide information and assistance to victims.
8. Apply for state and federal disaster relief funds, if appropriate.

FIGURE 4.5
 AREAS OF HURRICANE VULNERABILITY MAP

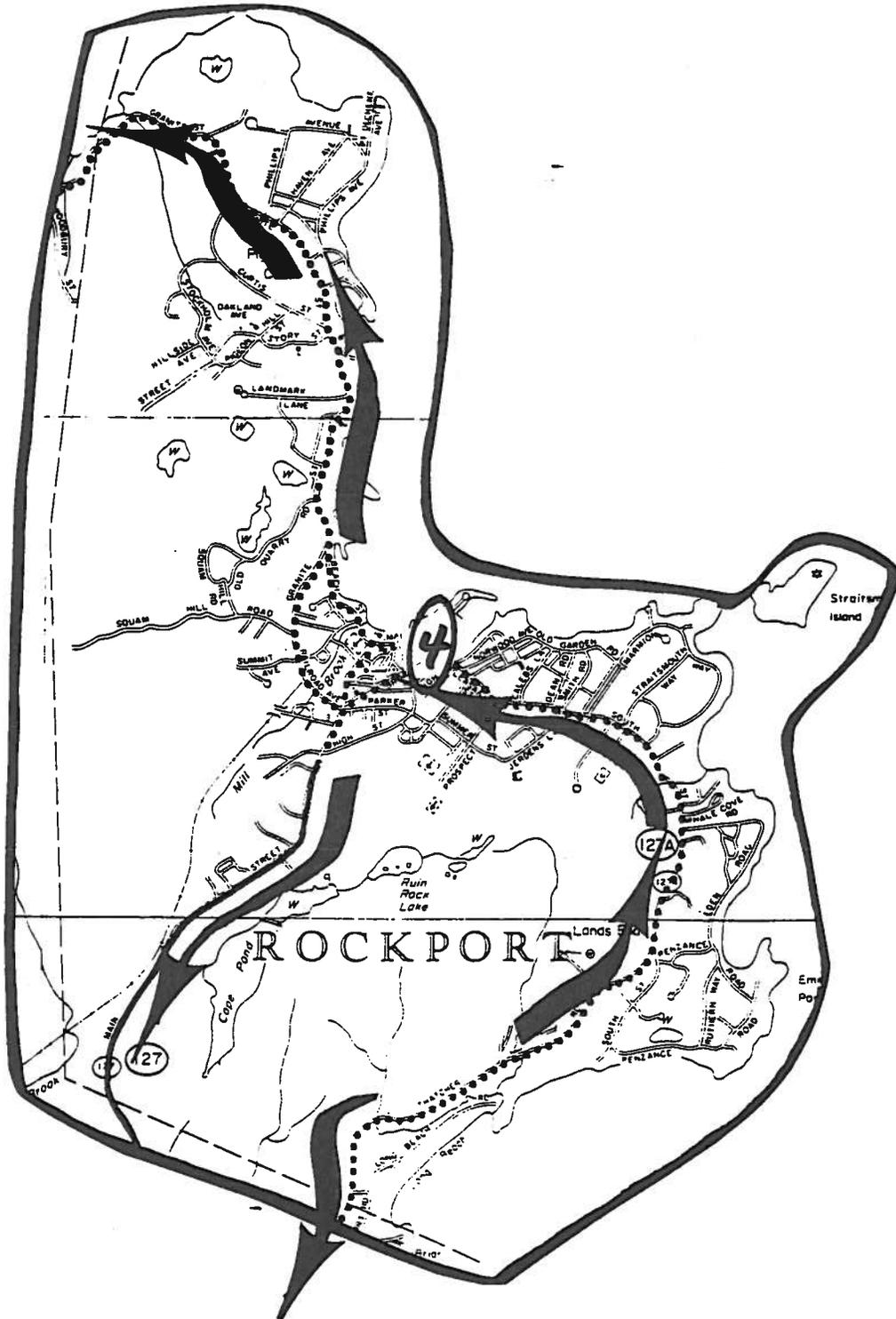
MAP MARKINGS	AREA
	Long Beach Area
	Enden Road
	Off Straightsmouth Way
	Bearksin Neck
	Pigeon Cove



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FIGURE 4.6
HURRICANE AREAS SPECIAL NEEDS FACILITIES MAP



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TABLE 4.4

SPECIAL NEEDS FACILITIES IN HURRICANE AREA

NAME/ADDRESS/LOCATION OF INSTITUTION

4. Senior Housing Center Broadway Street

SHELTERS FOR HURRICANE VICTIMS

NAME OF BUILDING

ADDRESS/LOCATION

Rockport High School

Jerdens Lane

Estimated Peak Population in Hurricane Area: 800

Primary Warning Method: Fire Horn, Scanner, Bullhorn, and Cable
TV

Backup Warning Method: Door-to-door

TABLE 4.4.1
NON-INSTITUTIONALIZED IN HURRICANE AREA
 (See previous page for description of Specific Locations)

Total population in Affected Area: 800
 Number of People Without Transportation in Area: 80
 Number of Buses Needed @45 passengers per bus: 2

Hearing impaired (Notification): 1
 Number of Mobility Impaired (Walking): 5
 Number of Visually Impaired: 1
 Number with other Impairment: 1
 TOTAL needing Special Assistance: 8

Number needing ambulance: Wheelchair Van: Bus:

<u>NAME/ADDRESS</u>	<u>TRANSPORTATION RESOURCES</u>	<u>CONTACT PERSON</u>
	<u>PHONE</u>	
Cape Ann Transit Authority 168 Eastern Avenue	978-283-7916	Paul Talbot

<u>MOU?</u>	<u>NUMBER</u>	<u>TYPE</u>	<u>CAPACITY OF VEHICLES</u>
No	26	Buses	Total 670 passengers

SHELTERS FOR NON-INSTITUTIONALIZED SPECIAL NEEDS PEOPLE

<u>NAME & ADDRESS</u>	<u>PHONE</u>	<u>CONTACT PERSON</u>
Rockport High School Jerdens Lane	978-546-1234	Principal

4.13 PLUME INGESTION PATHWAY (Related to Nuclear Power Plant Incident)

There are eighteen towns and cities in Massachusetts - plus their host communities - that are within or service the 10-mile Emergency Planning Zones of the three nuclear power plants which impact the Commonwealth. All planning and procedures which address a potential accident at any of these nuclear facilities are fully covered by very detailed and comprehensive Radiological Emergency Response Plans. However, for a certain period of time after a radiation release to the atmosphere occurs, areas within 50-miles of the affected nuclear facility will be in the "ingestion pathway" of the radiation plume. Most of Massachusetts is within 50 miles of a commercial nuclear power station located in Massachusetts or adjacent state. Radiation exposure through the food chain will be addressed through controlling access to contaminated animal feeds, decontaminating certain foodstuffs, diversion and storage to allow decay of short half-life radionuclides, and destruction of contaminated foods.

Decisions on these protective measures will be made by the Massachusetts Department of Public Health. Implementing protective actions will primarily be the responsibility of state agencies including MDPH, MEMA, DEP, and Department of Food & Agriculture, Department of Fisheries, Wildlife and Recreational Vehicles Division of Marine Fisheries. Support is provided where necessary by local authorities.

Several laws cover these Ingestion Pathway activities and procedures:

- General Law, Chapter 128 & General Law, Chapter 94, Section 16-16K, (embargo of food)
- General Law, Chapter 134, Section 74A, (regulatory emergency measures by Department of Food & Agriculture in cooperation with DPH)
- General Law, Chapter 94, Section 16 (certification of dairies, sampling of and interdiction of contaminated milk)
- General Law, Chapter 21A, Section 2 (28), Chapter 92, Section 17 and Chapter 111, Section 160, (drinking water regulations)

4.14 RESPONSIBILITIES FOR INGESTION PATHWAY PLANNING AND RESPONSE

1. Ensure safe, effective storage of cattle feed.
2. Protect surface water supplies. Test and restrict water supplies, if recommended.
3. Agriculture growers and producers will keep informed on ingestion pathway safety measures through information available through the Massachusetts Department of Food and Agriculture, the USDA State and County Emergency Boards, and Extension Service County Agents. Refer to Resource Manual Radiological Protection Plan for additional information.

4.15 RADIOLOGICAL PROTECTION

A Radiological emergency could call for the declaration of a National Security Emergency. Under such conditions, the need to detect and measure radiation may become vital to protect the health and safety of the public and maintain continuity of government.

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

Currently there are three commercial nuclear power plants in and near the State which could pose a threat in the event of an uncontrolled release of radioactive material to the environment.

- a. Pilgrim Nuclear Power Station, Plymouth, MA
- b. Seabrook Nuclear Power Station, Seabrook, NH
- c. Vermont Yankee Nuclear Power Station, Vernon, VT

Under conditions of a National Security Emergency, response to and recovery from an uncontrolled radiological environment would require that the majority of protective warnings, guidance and measures be taken at the State and Local levels of government initially.

In the event of a serious peacetime radiological emergency, this community would receive assistance from State and Federal Governments and other local jurisdictions and from the commercial nuclear power industry if applicable.

The State will provide technical guidance and assistance in the development, implementation and maintenance of this plan.

The organization for response to a radiological emergency condition is dependent upon the type of hazard which dictates the appropriate Appendix to be used from this plan.

Specific responsibilities for responding to a radiological emergency are identified in the appropriate hazard-specific Appendices.

This portion of the CEMP has been developed and is maintained by MEMA. The local Emergency Management Agency Director is responsible for coordinating and ensuring the

development and maintenance of this Emergency Management Plan and its hazard-specific Appendices. All Departments and Agencies within the community with emergency management responsibilities will develop appropriate implementation plans and procedures.

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

- . environmental surveillance
- . personnel radiation exposure control
- . protective measures

Coordination of emergency response to an identified radiological hazard emergency is accomplished by a Lead Agency. This Lead Agency assumes the direction and control function in the emergency and is supported by various support agencies as provided in each Hazard-Specific Appendix.

All Appendices which will be found in the Resource Manual, even though they are bound and maintained as separate documents, are incorporated by reference and are considered as part of this plan.

TOPIC

1. National Security Emergency (RADEF)
2. Local RERP for Commercial Nuclear Power Plant(s)*
3. Transportation Radiological Accident
4. Nuclear Terrorism Incident*

*May not be applicable in some communities

4.16 TERRORISM

A terrorist threat or act could occur with little or no warning. The threat may be based on the use of conventional weapons, explosives, or chemical, biological and radiological agents or devices.

Though such threats are often associated with international, or national issues, the impact would begin at the local level. Potential targets for terrorism includes but are not limited to; federal facilities, airports, educational and research facilities, family planning centers, and utilities. Support from state and federal agencies such as the Massachusetts State Police and Federal Bureau of Investigation is available for response and investigation of terrorist threats, or acts. The Massachusetts State Police should be contacted immediately.

Awareness of the potential for terrorism is important for the public, and government officials, as well as employees of the facilities which might be subject to terrorism. A community with facilities that present a concern for potential terrorism may wish to form a Terrorism Task Force involving key public safety, business, and facility representatives. The task force should discuss measures to enhance public and private awareness of terrorism, and planning such as:

- Identifying and mapping possible terrorist targets. Refer to Resource Manual for Rockport's potential terrorist target list and map.
- Defining general areas of confinement around possible targets where emergency workers will be provided a secure working area.
- Developing an access control area outside of the confinement area.
- Ensuring that there will be secured facilities for those arrested.

As domestic terrorism has developed into a major emergency/disaster threat only in very recent years, local Emergency Management personnel are encouraged to avail themselves of Terrorism courses offered on the state and federal levels and coordinated through the Training Division of the Massachusetts Emergency Management Agency.

4.17 RESPONSIBILITIES FOR TERRORISM PLANNING AND RESPONSE

A. Mitigation

1. Local officials should remain constantly alert to signs that presage possible terrorist activity.
2. Maintain plans to deal with all aspects of terrorist threats and actual incidents. Refer to Resource Manual for terrorism additional requirements.
3. Form a 'Terrorist Task Force'; if appropriate.

B. Preparedness

1. Pre-designate command post locations near potential terrorist targets with communications outside confinement area and to the EOC.
2. Pre-designate Incident Commander, (usually first responding senior police or fire officer).
3. Develop police staffing plan for both confinement and access control areas.
4. Pre-determine emergency vehicle and victim evacuation routes to, from, and through confinement and access control areas.
5. Pre-determine locations of temporary shelter for non-involved populations victimized by incident.

C. Response

1. Strong police presence should quickly appear at site of terrorist threat or actual incident.
2. Set up incident command post, (ICP), and appoint incident commander.
3. Establish communications between ICP and EOC.
4. Convene Terrorism Task Force to address immediate needs and issues of the terrorism emergency, if appropriate.
5. Set up media center and initiate PIO activities. Refer to Resource Manual.
6. Establish 'confinement' and 'access control' areas.

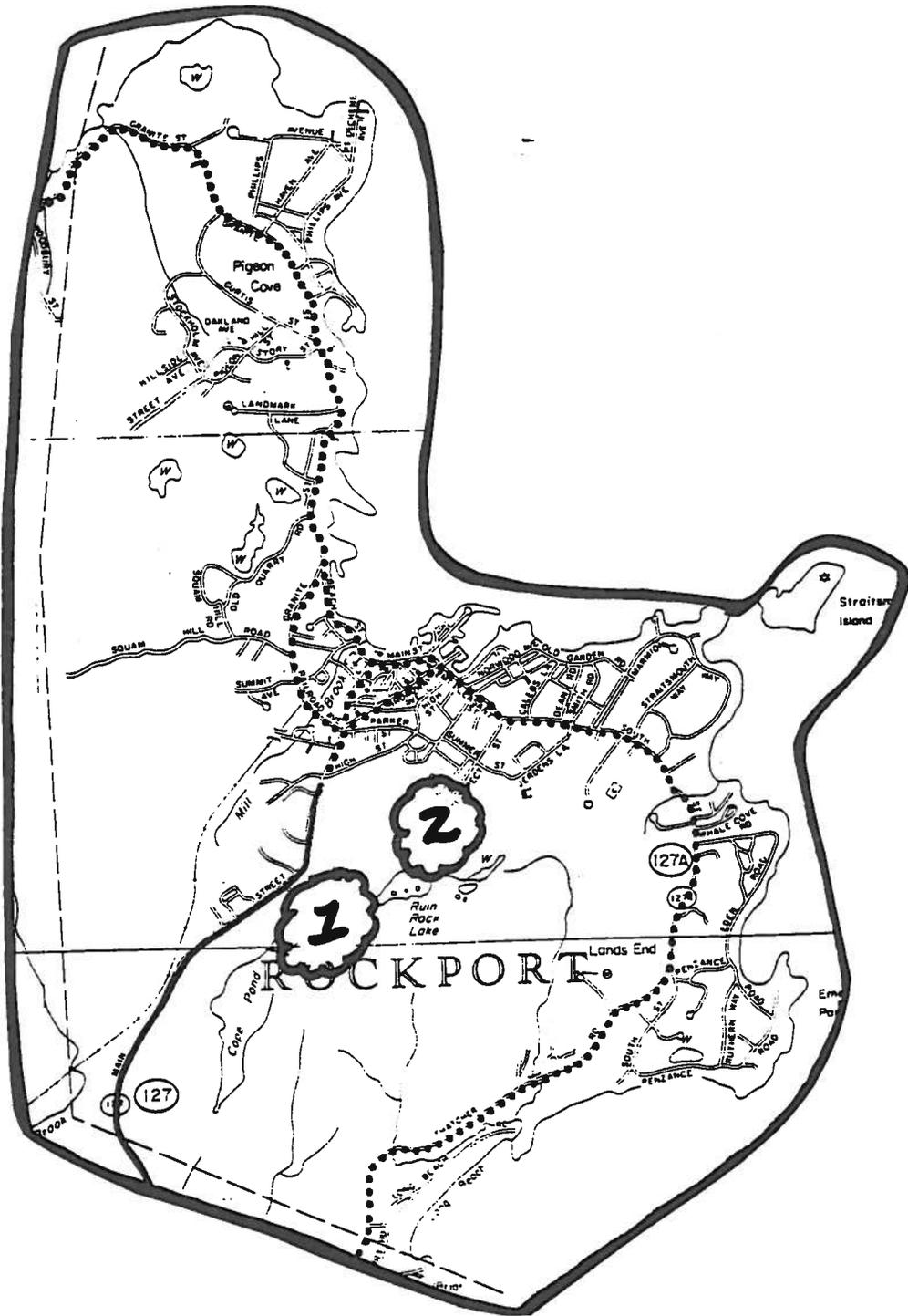
7. Activate mutual aid if needed.
8. Dispatch search and rescue team.
9. Dispatch emergency medical teams.
10. Provide evacuation, reception, and sheltering services for victims.
11. Take necessary measures relating to the identification and disposition of the remains of the deceased under the direction of the Chief Medical Examiner.

D. Recovery

1. Sustain police presence of the area to ensure continuing public safety; reduce police presence only gradually.
2. Coordinate re-entry of evacuees.
3. Provide short and long-term assistance to any victims permanently dislocated by the terrorist incident.
4. Debris clearance.
5. Damage assessment.
6. Monitor any lingering long-term health hazards.
7. Address legal and insurance matters.
8. Apply for state and federal disaster relief funds.

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FIGURE 4.7
POTENTIAL TERRORIST TARGET MAP



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4.18 TORNADO

Like earthquakes, the location of tornado impact is totally unpredictable; however a tornado's approach does provide a short time, (minutes or less), to take shelter in a basement, inner room of a building, deep ditch, or some such location.

Tornadoes are fierce phenomena which generate wind funnels of up to 200 MPH or more, and occur in Massachusetts usually during June, July, and August. Worcester County, and areas just to its west have been dubbed the "tornado alley" of the state, as the majority of significant tornadoes in Massachusetts weather history have occurred in that region.

A tornado 'watch' indicates that conditions are favorable for severe thunderstorms and tornadoes to occur. Tornado 'warnings' are issued when severe thunderstorms and/or tornadoes have occurred, or are in progress.

As tornado occurrences are relatively uncommon, but appear with unsettling suddenness and violence when they do occur, it is incumbent upon local Emergency Management organizations to have effective response measures in place.

4.19 RESPONSIBILITIES FOR TORNADO PLANNING AND MANAGEMENT

A. Mitigation

1. Develop and disseminate emergency public information and instructions concerning tornado safety, especially guidance regarding in-home protection and evacuation procedures, and locations of public shelters.
2. Strict adherence should be paid to building code regulations for all new construction.
3. Maintain plans for managing tornado response activities. Refer to the non-institutionalized, special needs and transportation resources listed in the Resource Manual.

B. Preparedness

1. Designate appropriate shelter space in the community that could potentially withstand tornado impact.
2. Periodically test and exercise tornado response plans.

3. Put Emergency Management on standby at tornado 'watch' stage.

C. Response

1. At tornado 'warning' stage, broadcast public warning/notification safety instructions and status reports.
2. Conduct evacuation, reception, and sheltering services to victims.
3. Dispatch search and rescue teams.
4. Dispatch emergency medical teams.
5. Activate mutual aid agreements.
6. Take measures to guard against further injury from such dangers as ruptured gas lines, downed trees and utility lines, debris, etc.
7. Acquire needed emergency food, water, fuel, and medical supplies.
8. Take measures relating to the identification and disposition of remains of the deceased.

D. Recovery

1. Continue debris clearance, and restoration of utilities.
2. Restore utility services.
3. Conduct damage assessment of public and private property.
4. Provide security to structures that are uninhabited.
5. Provide short and long-term food, water, clothing, shelter, medical care and other necessary assistance to victims.
6. Coordinate re-entry of evacuees.
7. Public health monitoring of long-term hazards.
8. Establish disaster recovery centers for victims.
9. Apply for state and federal disaster relief funds.

10. Assist in conducting and/or coordinating overall long-term rehabilitation and reconstruction of area.

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4.20 WEAPON RELATED

As long as human nature remains unchanged, there will be the threat, no matter how remote, of war-related attacks on the United States. The types of weapons that could be used are conventional, chemical, biological, and nuclear.

Regarding nuclear weapons: FEMA developed a "Nuclear Attack Planning Base" in 1990, listing those areas of the United States that are the most likely targets. In keeping with Massachusetts Executive Order 242, (1984), we must have building structure responses to provide the Commonwealth's population with radiation-resistant shelter within the boundaries of this state. Refer to Resource Manual for list of radiation resistant shelters and map.

The occurrence of a weapons-related incident could occur with little warning. Information and instructions would be broadcast over the EBS/EAS system. Refer to Resource Manual for list of EBS/EAS stations. The possibility, however, remains that in a certain type of situation an increase in international tensions would create a brief warning period during which measures could be taken to promote survival of the ensuring conflict.

An unexpected attack by conventional weapons, (depending upon intensity), could have an effect similar to that of other types of major disasters such as earthquakes or tornadoes and the same type of response and rescue measures would be required.

In case of a nuclear attack threat, populations should take shelter in home basements or assigned radiation-resistant shelters. It must be understood that no shelter can guarantee survival. According to FEMA's Nuclear Attack Planning Base survey, Rockport does not lie in a high risk area where a blast pressure possibly exceeding 2 lbs. per square inch might occur.

In case of attack by chemical weapons, the area should be evacuated limiting exposure to the immediate environment. If evacuation is not possible, shelter should be taken inside a building with all ventilating, heating and cooling systems shut off, and doors and windows sealed.

In case of a biological weapons attack, only stored water and food should be used until sources can be tested by state and federal authorities.

4.21 RESPONSIBILITIES FOR WEAPONS-RELATED PLANNING AND RESPONSE

A. Mitigation

1. Review local warning/notification, sheltering, and evacuation and relocation plans.
2. Maintain contact with MEMA Area I office for information on weapons-related emergency threats/situations.
3. Prepare to stock radiation-resistant shelters with water, food, medical and sanitation supplies, and radiation detection equipment.

B. Preparedness

1. Maintain up-to-date training of emergency personnel regarding their assignments and responsibilities in the event of a weapons-related threat or actual event.
2. Identify, and have at readiness, all personnel, equipment, supplies, and facilities that would be utilized in the event of a weapons-related threat or actual event.
3. Have all in-place warning/notification systems in readiness.

C. Response

1. Provide warning/notification via in-place systems for population to tune to EBS/EAS for instructions and emergency information.
2. Depending on type of threat, evacuate affected populations or shelter in place.

D. Recovery

1. Area will be monitored, (possibly on a long-term basis), to determine level of safety for returning evacuees.
2. Conduct re-entry of evacuees.

4.22 WINTER STORMS

Winter storms are the most common and most familiar of Bay State hazards which affect large geographical areas. The majority of blizzards and ice storms in the Commonwealth cause more massive inconvenience than they do serious property damage, injuries, or deaths. However, periodically, a storm will occur which is a true disaster, and necessitates intense, large-scale emergency response.

A winter storm is very challenging to Emergency Management personnel because, even though it has usually been forecast there is no certain way of predicting its length, size, or severity. For these reasons, it is imperative that local communities have clear and strict policies governing school and business closings, road use, parking, and other factors that could affect the management of a serious snowstorm. It is also crucial that all snow management equipment, supplies, and personnel be in place and ready to respond to a winter storm emergency.

MEMA monitors the NWS alerting systems during periods when winter storms are expected, and serves as the primary coordinating arm in the state-wide management of all types of winter storms. The MEMA EOC may be put on standby at the discretion of the Director even before a 'storm warning' is issued. The local community is responsible for the basic management of winter storm response. When local resources for winter storm management are exhausted, assistance can be requested through MEMA's Area I Office.

4.23 RESPONSIBILITIES FOR WINTER STORM PLANNING AND RESPONSE

A. Mitigation

1. Develop and disseminate emergency public information concerning winter storms, especially material which instructs individuals and families how to stock their homes, prepare their vehicles, and take care of themselves during a severe winter storm.
2. As it is almost guaranteed that winter storms will occur annually in Massachusetts, local government bodies should give special consideration to budgeting fiscal resources with snow management in mind.
3. Maintain plans for managing all winter storm emergency response activities.

B. Preparedness

1. Ensure that warning/notification, and communications systems are in readiness.
2. Ensure that appropriate equipment and supplies, (especially snow removal equipment), are in place and in good working order.
3. Review mutual aid agreements.
4. Designate suitable shelters throughout the community and make their locations known to the public.
5. Implement public information procedures during storm 'warning' stage.
6. Prepare for possible evacuation and sheltering of some populations impacted by the storm, (especially the elderly and special needs).

C. Response

1. Broadcast storm warning/notification information and instructions.
2. Conduct evacuation, reception and sheltering activities.
3. If appropriate activate media center. Refer to Resource Manual for media center information.
4. Dispatch search and rescue teams.
5. Dispatch emergency medical teams.
6. Take measures to guard against further danger from power failure, downed trees and utility lines, ice, traffic problems, etc.
7. Close roads, and/or limit access to certain areas if appropriate.
8. Provide assistance to homebound populations needing heat, food, and other necessities.
9. Provide rescue and sheltering for stranded/lost individuals.

D. Recovery

1. Conduct aggressive efforts to restore utilities.
2. Clear all debris with priority downed power lines, obstacles on roadways, and snow and ice on roofs susceptible to collapse.
3. Conduct damage assessment of public and private property.
4. Monitor public health threats.
5. Provide security for temporarily abandoned and/or damaged public and private property.
6. Provide short and long-term assistance to victims with housing, food, clothing, medical care, etc.
7. Address legal and insurance matters. Apply for federal and state disaster relief funds.

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