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IA 12 – Terrorism

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1 Purpose

The purpose of this annex is to identify agency responsibilities and the processes for coordination, response, and management of terrorism incidents involving weapons of mass destruction (WMD). It includes preparation for, and response to, any terrorism incidents where WMD are utilized.

2 Situation and Assumptions

2.1 Situation

Terrorism is the unlawful use of force or violence against persons or property to intimidate or coerce government or civilian populations in furtherance of political or social objectives. Terrorism incidents may involve mass casualties and damage to building or other property. Currently, the major threat associated with terrorism is mass destruction, which may be carried out by either foreign or domestic groups or individuals. While it is generally assumed that terrorist incidents will occur in large cities, it should be recognized that smaller communities and targets might be used as “test sites” for a future strike at a large city. Remote rural areas may be used as training sites, which Klamath County has experienced. Local extremist groups are also not unknown. In addition, even the most remote areas may find themselves to be the location for terrorists planning strikes and for the manufacture of weapons. Klamath County may experience power failures or outages ranging from a few hours to several days. Power failures may result from any of the causes outlined below.

2.2 Assumptions

- No single agency at the local, State, Federal, or private-sector level possesses the authority and expertise to act alone on the many difficult issues that may arise in response to a threat or act of terrorism, particularly if WMD are involved.
- A terrorist incident will create a need for special response considerations not associated with other emergency incidents, e.g.:
 - A terrorism incident is an intentional act designed to maim and kill.
 - A WMD incident could contain nuclear, biological or chemical (NBC) agents that are extremely toxic and not the “typical” hazardous substances generally found at a hazardous materials (HazMat) incident.
 - First responders need to be aware of the threat of secondary devices.

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- First responders may not immediately recognize a terrorist incident. A responder's ability to recognize the signs of a terrorist event is critical to his or her safety in responding to this type of incident.
- Coordination will be required between law enforcement, who will view the incident as a crime scene, and other first responders, who will view the scene as a hazardous material and/or mass casualty incident site.
- Some chemical and biological agents may not have immediate adverse effects or may not be detected by conventional methods.
- An emerging situation may not be recognizable as a terrorist event until there are multiple casualties or other signs.
- There may be multiple events carried out to create a diversion of emergency resources or overwhelm the system.
- Secondary or delayed incidents may be used to cause additional damage and injury to emergency personnel responding to the incident. In the event of biological or chemical releases, first responders may become contaminated or exposed before they are able to recognize the agent involved.
- Cross-contamination of critical facilities and large geographic areas may result. Victims, not knowing they have been exposed to an agent, may carry contaminants to businesses, residences, public transportation, hospitals, and clinics. Emergency responders may unknowingly contaminate police and fire stations, emergency rooms, or other locations.
- A terrorism incident will cause a stronger, more emotional reaction from the public than other types of emergencies. While natural disasters tend to create a nurturing emotional reaction that leads people to assist one another, a terrorist event can evoke a reaction of extreme fear and anger.
- As a terrorist incident escalates, local, State, and Federal responders will be challenged with the complexity of command and control. There will be a need for close coordination through a Joint Operations Center (JOC) and/or on-scene Unified Command (UC).
- Federal assistance to support crisis and consequence management efforts probably will not arrive for at least 6–10 hours after the incident occurs.

3 Roles and Responsibilities

3.1 Local

The following agencies will provide the core local response to incidents of terrorism.

■ Klamath County Emergency Management Agency (KCEMA)

- Coordinate logistical and other support to first responders upon request from the Incident Commander (IC).
- Coordinate for the alert and warning of person located in affected area.
- Serve as liaison between local jurisdictions and response agencies and the Oregon State Emergency Management Division for requesting resources when the capabilities of local response agencies are expected.
- Provide for information management.
- Coordinate additional communication equipment, as needed
- Develop administrative guidelines and procedures for emergency response and communications to terrorist incidents involving weapons of mass destruction.
- Maintain liaison with supporting agencies.
- Make recommendations to the Board of County Commissioners regarding the implementation of the Incident Command System.

■ Klamath County Medical Examiner

- Assume overall responsibility for the care, identification, and disposition of the dead and notification of next-of-kin during and after disaster.
- Determine the cause and manner of death and provide information to Public Health and Social Services Vital Records Office for issuance of death certificate.
- Maintain a current list of mortuaries, morgues, and other facilities for the care of the dead. Coordinate with these services.
- Select suitable facilities for emergency morgues and ensure that qualified personnel operate them.

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- Keep all necessary records and furnish the Public Information Officer (PIO) with a periodically updated casualty list.
- Provide a representative from the Medical Examiner's Office to the Emergency Operations Center (EOC) upon request and if available.
- Establish and maintain Standard Operating Procedures (SOPs) for disaster responsibilities.
- Obtain additional supplies, as needed, including body bags, tags, special manpower, etc. Additional requests should be made through normal emergency management channels.
- Originate requests for State and Federal assistance.

■ Klamath County Public Health Department

- Provide preventive medical and health services.
- Control communicable diseases.
- Detect and identify possible sources of contamination dangerous to the general public health of the community.
- Provide a representative to the EOC for coordination of medical and health services.
- Coordinate health and sanitation services at mass care facilities.
- Record and Preserve death certificates.
- Assist the State Department of Health in providing assessments of the public health impact of terrorist incidents.
- Coordinate information with State and Federal agencies.
- Provide the public with information regarding disease prevention and sanitation precautions.
- Provide for mass immunization or treatment.
- Coordinate with other agencies to ensure the safety of food and water supplies.
- Oversee disposal of human and solid waste in a manner consistent with public health standards.
- Declare a health emergency to protect the general public.

■ Critical Incident Stress Management Team

- The Critical Incident Stress Management Team provides on-scene psychological assessment of first responder personnel during major incidents and those of long duration. The primary role of this assessment is to provide guidance in managing incident stress experienced by first responders and mitigate long-term psychological trauma.

■ Law Enforcement

- Identify, assess, and prioritize threats.
- Identify local sources of chemicals that may be used in improvised weapons.
- Ensure the safety of first responders.
- Coordinate control of people.
- Ensure scene ingress and egress for ambulances and other needed resources.
- Restrict scene access.
- Conduct/coordinate evacuation.
- Provide security and maintain order at decontamination sites, field and area hospitals, functional areas, and command post.
- Collect/coordinate evacuation.
- Serve as liaison with other law enforcement agencies.
- Other crisis management activities may include investigation, tracking, and maintaining scene integrity.
- Manage deceased incident victims at the scene until the medical examiner arrives to claim and relocate the bodies.
- Assist medical examiners with victim identification, if requested.
- Develop administrative guidelines and procedures for emergency response and communications to terrorist incidents involving weapons of mass destruction.
- Train all administration, emergency response personnel, and office staff in emergency procedures involving weapons of mass destruction.

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- Conduct training exercises and drills to maintain response readiness to terrorist incidents involving weapons of mass destruction.
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- Initiate mutual aid contingency plan, when needed.
- Provide support emergency operations as defined in agency emergency operation procedures or as requested by the EOC, such as damage assessment.
- Assist the public in recovery operations, as resources allow.
- Provide situation and status reports, upon request, to the Incident Commander and EOC.
- Provide an incident/event debriefing and critique for all participating agencies and departments.
- Provide liaison(s) to the Federal Bureau of Investigations (FBI) and the Joint Operations Center (JOC).

■ Fire

- Provide fire suppression.
- Provide hazardous materials response and/or coordination of response.
- Perform patient and first responder decontamination.
- Provide Incident Command of fire and emergency medical service operations.
- Provide medical response that includes Advanced and Basic Life Support within the boundaries of department training and capability.
- The first fire department unit at the scene evaluates the situation and makes the decision whether to request additional assistance.
- When the decision is made to upgrade to a Mass Casualty Incident (MCI), the first officer on the scene will serve as the on-scene commander until relieved. The term “MCI” shall be used to declare a situation for which full implementation of the Medical Incident Command System is indicated. Usually, this will occur when more than ten patients are encountered.

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- The State Hazardous Materials Response Team (HMRT) (or other responding Oregon State HazMat Team) will respond to and mitigate hazardous materials incidents as safely as possible using approved procedures governing on-scene command. They will also provide scene control Hot Zones; exclusionary zones; rescue; decontamination of response personnel and patients; extinguishment; proper protective equipment; reconnaissance; hazard assessment via monitoring, sampling, and detection; and other tactical operations, as appropriate.
- Develop administrative guidelines and procedures for emergency response and communications to terrorist incidents involving weapons of mass destruction.
- Maintain liaison with supporting agencies.
- Train all administration, emergency response personnel, and office staff in emergency procedures involving weapons of mass destruction.
- Conduct training exercises and drills to maintain response readiness to terrorist incidents involving weapons of mass destruction.
- Maintain a resource database of specialized equipment and specialized personnel that could provide support during terrorist incidents involving weapons of mass destruction.
- Provide temporary power and emergency lighting at emergency scenes, when needed.
- Assist in warning the public of evacuations, traffic routing, and/or traffic control, when possible.
- Initiate mutual aid agreements, when needed.
- Initiate County, regional, and State fire mobilization assets through the Klamath County Fire Defense Chief, if required.
- Provide supporting emergency operations, as defined in agency emergency operating procedures or as requested by the EOC, such as damage assessment.
- Assist the public in recovery operations, as resources allow.
- Provide situation and status reports to the EOC, upon request.
- Provide an incident/event debriefing and critique for all participating agencies and departments.

■ Klamath County Ambulance Providers

- Provide Basic and Advanced Life Support services and transport of decontaminated patients.
- Assist in coordinating private ambulance and emergency medical services (EMS) resources.
- Under the Incident Commander (IC), coordinate Mass Casualty transport.
- Coordinate storage and distribution of donated medical supplies.
- Provide a representative to the EOC to coordinate the EMS response, if requested.
- Provide casualty and damage assessment information to the EOC.
- Assist with evacuation of non-ambulatory and wheelchair bound people. Assist with evacuation of care facilities such as nursing homes and boarding homes.

■ Public Works

- Provide equipment and personnel resources to assist in evacuations.
- Provide traffic and crowd control.
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■ Building Maintenance

- Conduct building evaluations
- Repair and restore damaged or blocked access routes; critical water, electrical, and sewer utilities; and storm drains

3.2 State

The following agencies will provide the core State response to incidents of terrorism.

■ Department of Agriculture

- Monitor food, feed, and other commodities for contamination and ensure that products distributed for consumption are safe.

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- Work with local health agencies to provide information to the public regarding food and product safety.
- Provide laboratory assistance for chemical identification of pesticides or fertilizers used in a terrorist incident.

■ Department of Environmental Quality

- Provide the State On-Scene Coordinator (OSC) for terrorist incidents involving the discharge of hazardous substances.
- Coordinate with Oregon State Police (OSP), who assume responsibility as the IC, for clean-up activities for incidents on or near state highways.
- Provide meteorological and air modeling reviews, upon request.
- Measure ambient air concentrations for particulate materials, carbon monoxide, sulfur dioxide, and other contaminants.
- Evaluate public health impacts, in coordination with the Department of Health.
- Assist in post-terrorist incident damage assessments.
- Serve as the lead State agency for emergency environmental pollution response and cause investigation.

■ Department of Public Health

- Provide assessments of the public health impact of terrorist incidents. This includes:
 - Maintaining sentinel surveillance;
 - Identifying infectious disease organisms;
 - Conducting epidemiological investigations; and
 - Performing radiological and other environmental health surveys.
- Provide appropriate vaccinations.
- Manage the remains of mass fatality victims, in conjunction with the medical examiner's office.
- Provide technical assistance to health care providers and facilities.

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- Coordinate information with Federal agencies, including the Centers for Disease Control and Prevention.
- Disseminate information to the general public regarding appropriate responses through the Joint Information Center (JIC).
- Coordinate the reception and deployment of Federal and out-of-state health resources supporting the terrorist incident response and recovery.
- Provide support to local health agencies, including:
 - Identification, treatment, and control of communicable and non-communicable disease;
 - Resources to supplement health care services in affected areas;
 - Laboratory support in the detection, identification, and analysis of biological, chemical and radiological agents;
 - Inspection of consumable foods and water supplies; and
 - Technological and human exposure assessment.

■ Military Department - Emergency Management Division

- Maintain continuous preparedness and response capabilities.
- Process requests for State and Federal response-related assets and services.
- Coordinate State assets to support local jurisdictions in need of supplemental emergency assistance.
- Maintain 24-hour capability to receive notification of incidents and requests for assistance and initial notification to local, State, and Federal response agencies.

■ Military Department – National Guard

- Provide military resources, which include both equipment and personnel to aid in the response to a terrorist event.
- Providing Civil Support Detachment (CSD) WMD. The CSD team will deploy to rapidly assess suspected radiological, biological, or chemical events in support of the local IC.

■ Oregon State Police

- Provide law enforcement operations assistance to local governments.
- Serve as Incident Command agency for terrorist events involving hazardous materials on all state and interstate highways and designated political jurisdictions.
- Support may include evacuation, aerial reconnaissance, and dissemination of warning information, traffic control, and security.

■ Oregon Department of Transportation

The Oregon Department of Transportation (ODOT) coordinates the activation of ODOT personnel and equipment needed to establish traffic control and cleanup activities on state roads and interstate highways. Activation may be initiated by the OSP.

3.3 Federal

The following agencies will provide the core Federal response to incidents of terrorism.

- Department of Justice. PDD-62 validates and reaffirms existing lead agency responsibilities for all facets of the U.S. counter terrorism effort. The Department of Justice is designated as the overall lead Federal agency (LFA) for threats or acts of terrorism that take place within the United States until the Attorney General transfers the overall LFA role to Federal Emergency Management Agency (FEMA). The Department of Justice delegates the overall LFA role to the FBI for the operational response.
- Federal Bureau of Investigation. Under PDD-39, the FBI supports the overall LFA by operating as the lead agency for crisis management. The FBI will perform the following tasks.
 - Determine when a threat of terrorism warrants consultation with the White House, through the Attorney General.
 - Advise the White House, through the Attorney General, when the FBI requires assistance for a Federal crisis management response, in accordance with the PDD-39, Domestic Deployment Guidelines.
 - Work with FEMA to establish and operate a JIC in the field as the focal point for information to the public and the media concerning the Federal response to the emergency.

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- Establish the primary Federal operations centers for the crisis management response in the field (Oregon) and in Washington, D.C.
- Appoint an FBI OSC (or subordinate official) to manage and coordinate the crisis management response. Within this role, the FBI OSC will convene meetings with operational decision-makers representing Federal, State, and local law enforcement and technical support agencies, as appropriate, to:
 - Formulate incident action plans;
 - Define priorities, review status, resolve conflicts, and identify issues that require decisions from higher authorities;
 - Evaluate the need for additional resources;
 - Issue and track the status of crisis management actions assigned by the FBI; and
 - Designate appropriate liaison and advisory personnel to support FEMA and the local Incident Command System (ICS) infrastructure.
- Federal Emergency management Agency. Under PDD-39, FEMA supports the overall LFA as the lead agency for consequence management until the overall LFA role is transferred to FEMA. FEMA will perform the following tasks.
 - Determine when consequences are “imminent” for the purpose of the Stafford Act;
 - Consult with the Governor’s office and the White House to determine if a Federal consequence management response is required and if FEMA is directed to use Stafford Act authorities. This process will involve appropriate notification and coordination with the FBI, as the overall LFA.
 - Work with the FBI to establish and operate a JIC in the field as the focal point for information to the public and the media concerning the federal response to the emergency.
 - Establish the primary Federal operations centers for consequence management in the field (Oregon) and in Washington, D.C.
 - Appoint a Regional Operations Center (ROC) Director or Federal Coordinating Officer (FCO) to manage and coordinate the Federal consequence management response in support of

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state and local governments. In coordination with the FBI, the ROC Director or FCO will convene meetings with decision makers of Federal, state, and local emergency management and technical support agencies, as appropriate, to formulate incident action plans, define priorities, review status, resolve conflicts, identify issues that require decisions from higher authorities, and evaluate the need for additional resources.

- Issue and track the status of consequence management actions assigned by FEMA.
 - Designate appropriate liaison and advisory personnel to support the FBI and the local ICS function.
- Department of Defense. In accordance with DOD directives and the Chairman Joint Chiefs of Staff, DOD will provide military assistance to the LFA and/or Federal Response Plan (FRP) Emergency Support Function primary agencies during all aspects of a terrorist incident upon approval by the Secretary of Defense. DOD assistance could include threat assessment, staff deployment, technical advice, operational support, tactical operations, support for civil disturbance, and custody, transportation, and disposal of a WMD device.
- Department of Energy. The Department of Energy (DOE) will activate technical operations capabilities to support the Federal response to threats or acts of WMD terrorism. In addition, the FBI has concluded formal agreements with potential lead Federal agencies of the Federal Radiological Emergency Response Plan (FRERP) that provide for interface, coordination, and technical assistance in support of the FBI's mission. If the FRERP is implemented concurrently with the FRP:
- The FOOSC under the FRERP will coordinate the FRERP response with the FEMA official (either the ROC Director or the FCO), who is responsible under PDD-39 for coordinating all Federal support to state and local government.
 - The FRERP response may include on-site management, radiological monitoring and assessment, development of Federal protective action recommendations, and provisions of information about the radiological response to the public, the White House, members of Congress, and foreign governments. The lead Federal agency of the FRERP will serve as the primary Federal source of information regarding on-site radiological conditions and off-site radiological effects.
 - The lead Federal agency of the FRERP will issue tasking that draws upon funding for the responding FRERP agencies.

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- Department of Health and Human Services. The Department of Health and Human Services (HHS) will activate technical operations capabilities to support the Federal response to threats or acts of WMD terrorism. HHS may coordinate with individual agencies identified as the HHS Health and Medical Services Support Plan for the Federal Response to Acts of Chemical/Biological Terrorism, to use the structure, relationships, and capabilities described in the HHS plan is implemented:
 - The HHS on-scene representative will coordinate, through the ESF #8- Health and Medical Services Leader, the HHS plan response with the FEMA official (either the ROC Director or the FCO), who is responsible under PDD-39 for on-scene coordination of all Federal support to state and local governments.
 - The HHS plan response may include threat assessment, consultation, agent identification, epidemiological investigation, hazard detection and reduction, decontamination, public health support, medical support, and pharmaceutical support operations.
 - HHS will issue tasking that draws upon funding from the responding HHS plan agencies.
- Environmental Protection Agency. The Environmental Protection Agency (EPA) will activate technical operations capabilities to support the Federal response to acts of WMD terrorism. EPA may coordinate with individual agencies identified in the National Oil and Hazardous Substances Pollution Contingency Plan (NCP) to use the structure, relationships, and capabilities of the National Response System as described in the NCP to support response operations. If the NCP is implemented, the following will take place.
 - The Hazardous Materials OSC under the NCP will coordinate through the ESF# 10 – Hazardous Materials Chair, the NCP response with the FEMA official (either the ROC Director or the FOC), who is responsible under PDD-39 for on-scene coordination of all Federal support to state and local governments.
 - The NCP response may include threat assessment, consultation, agent identification, hazard detection and reduction, environmental monitoring, decontamination, and long-term site restoration (environmental cleanup) operations.

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- Other. The following organizations will assist in response to incidents of terrorism:
 - American Red Cross
 - Shelter for disaster victims, including the use of pre-identified shelter sites in existing structures, creation of temporary facilities or the temporary construction of shelter, and use of similar facilities outside the disaster-affected area, should evacuation be necessary.
 - Feeding of disaster victims and emergency workers through a combination of fixed sites, mobile feeding units, and bulk distribution of food. Such operation will be based on sound nutritional standards and will include meeting requirements of disaster victims with special dietary needs.
 - Basic emergency first aid to disaster clients and workers at mass care facilities and at designated sites within the disaster area. This service will be supplemental to emergency health and medical services established to meet the needs of the disaster victims.
 - Disaster welfare information regarding individuals residing within the affected area will be collected and provided to immediate family members outside of the affected area through a disaster welfare information system. Disaster welfare information will also be provided to aid in reunification of family members within the affected area who were separated at the time of the disaster.
 - Bulk distribution of emergency relief items. Sites will be established within the affected area for bulk distribution of emergency relief items to meet urgent needs of disaster clients.

4 Concept of Operations

4.1 Crisis Management

Federal, state, and local law enforcement agencies will be responsible for the gathering and dissemination of intelligence information. Intelligence information regarding presumed legitimate threats will be disseminated by local law enforcement agencies to any agency that may not have received the information and who is required to place staff in a readiness mode of operations.

4.1.1 Possible Terrorist Response Scenarios

- Pre-planned and special event scenario
 - This scenario provides advance notification and allows for planning, coordinating, pre-staging of assets, rehearsing, and conducting joint operation exercises.
 - Local, State, and Federal assets are pre-deployed and ready to react to any contingency.
 - Unified command will already be in place.
- Threat scenario
 - An articulated threat will immediately initiate the FBI threat assessment process to determine if it is a credible threat or a hoax.
 - If it is a credible threat, the FBI will notify local, State, and federal authorities for appropriate response actions.
 - This scenario may or may not provide adequate time for preparation and pre-deployment of local, State, and Federal response assets.
- No-notice scenario
 - The local first responder community is the first to arrive on site.
 - The ICS organization is established in accordance with local policies.
 - The IC knows that first responders are on their own for the initial critical hours.
 - Local and state authorities request Federal assistance in accordance with the established emergency operations plan.
 - The IC needs to be prepared to transition to a unified command, to include the FBI. The FBI will coordinate the arrival of all Federal assets and recover and maintain its own operations and services during power outages.

4.2 Consequence Management

- Direction and Control
 - The ICS shall be utilized by all local emergency response agencies when responding to incidents or suspected incidents of terrorism.

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- An on-scene command post will be established for the coordination of response activities.
- Terrorist incidents may involve explosions and/or hazardous materials or biological toxin releases, which increase the possibility of mass casualties. The response to this type of HazMat event would normally be commanded by the local fire department. In such cases, an on-scene unified command will be established for the management of the incident response activities until such time as it is appropriate for law enforcement to resume full command.
- In some instances, a biological toxin release could occur with no warning. In this case, the first indication of an incident could be an increase in the number of victims showing up at health care facilities. In this event, the Klamath County Public Health Department/Oregon Department of Health will coordinate enforcement to assume command.
- All acts of terrorism are considered criminal activity. As such, the local law enforcement agency will assume command after the fire department has completed actions to save lives.
- The IC shall provide direction and control over on-scene resources. Personnel shall operate according to specific directives, department policies and procedures, and by exercising reasonable personal judgment when unusual or unanticipated situations arise and command guidance is not available.

■ Coordination

- Initial coordination of on-scene emergency activities will normally take place from a command post established by the police or fire emergency units arriving first at the incident scene. Depending upon the situation, a unified command center may be established.
- The Klamath County EOC will be activated to support on-scene activities at major incidents. The EOC will serve as the coordination point for participating local, State, and Federal agencies during ongoing response and recovery activities. Depending upon the incident, a separate FBI JOC may be established.
- The FBI field office responsible for the incident site modifies its command post to function as the JOC.

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- An Emergency Management representative will be in the JOC to coordinate local consequences response activities.
- The JOC will manage the request for deployment of all Federal assets.
- The JOC provides communications between:
 - Separate command post and/or incident sites.
 - The Command Group and the Strategic Information Operations Center at FBI Headquarters in Portland Oregon and Washington, D.C.
- Wherever possible, mutual aid agreements among local emergency agencies and the private sector should be developed to promote and facilitate and sharing of resources and expertise.

■ Operational Concepts

- Notification
 - Initial notification of first responder agencies will take place through dispatch. Upon determination that the event may be an incident of terrorism, dispatch shall notify County emergency organizations and the Klamath County Sheriff's Office.
 - The County Emergency Manager will notify the Oregon State Emergency Management Division Duty Officer.
 - Other notification and requests for outside resources beyond established mutual aid shall be made through the EOC.
- Direction and Control

Overall direction and control during response operations will be divided into two levels.

 - The IC operates from command posts and will direct and coordinate field operations.
 - The EOC facilitates interagency coordination, informs local elected officials and executive heads, monitors the situation, and reports to authorities and outside agencies.

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- Incident Scene Security
 - Local law enforcement agencies are responsible for incident scene and perimeter security. Additional on-scene support shall be requested from other local, State, and Federal agencies through the EOC, in accordance with established plans and procedures.
 - Pre-established security procedures and measures shall be immediately implemented by the law enforcement IC. Such measures shall ensure that only authorized personnel have access to the affected area. The incident shall be protected as a crime scene.
 - Establishing the two perimeters is usually beneficial:
 - An outer perimeter restricts unauthorized persons from approaching the incident scene and on-scene emergency operations.
 - An inner perimeter separates the on-scene emergency response and support functions from the incident scene. It helps limit access to the incident scene to properly outfitted personnel with specific tasks to perform.
- Communications
 - Communications shall be managed through dispatch, utilizing standard operating procedures.
 - The established radio frequencies shall be used, in combination with telephones, to provide for complete communications capability. The use of amateur radio operator's frequencies to supplement communications may be requested through the EOC.
 - It is anticipated that responders from outside the local area and from State and Federal agencies will operate under separate frequencies. In order to facilitate communications, equipment may be shared or re-distributed to provide common equipment and frequency access. This will facilitate effective communications between the EOC and field command posts. The EOC is responsible for coordinating the provision of additional communication equipment as needed.
 - All communications among organizations at an incident shall be in plain language. No "10 Codes" or acronyms

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shall be used. All communications shall be limited to essential messages.

- Decontamination
 - Decontamination of casualties and first responder equipment will be under fire agency direction. The set up and operation of decontamination stations will be situation-dependent, using agency-developed procedures and protocols. All patients determined to be contaminated shall be decontaminated prior to transport to a medical facility.
 - In extreme circumstances, when the situation calls for decontamination and victims refuse, the Health Officer may issue an emergency administrative order under ORS 433.121. If this happens, the Health Officer can quarantine the area and utilize the law enforcement to ensure all victims are decontaminated. The decision to declare a health emergency can only be made by the Health Office and should be considered as a last resort to protect the public from certain danger.
- Mass Casualties
 - Mass casualty management, including triage, treatment, and transportation shall follow procedures established.
- Fatality Management

Fatality management, including incident scene preservation and incident/scene investigation, reconstruction, and the prevention of the commingling of remains shall follow the procedure of the Klamath County Medical Examiner.
- Incident Procedures

Responding agencies are responsible for developing their own response procedures and for training employees involved in emergency response. Agency procedures are separately published documents, which should be developed in coordination with other response agencies in the jurisdiction.
- Training
 - Heads of safety agencies providing emergency response to incidents of terrorism are responsible for ensuring that appropriate staff are trained in the concepts of this annex and departmental procedures and receive training in terrorism response through available resources.

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- The County EOP Basic Plan provides information regarding training recommendations.
- Media and Public Information
 - A PIO will be appointed by the IC to address initial public information needs from the scene. This may include coordinating media releases and arranging contacts between the media response agencies if appropriate. The PIO shall be responsible for communicating released information to the EOC.
 - A JIC will be established to provide accurate and coordinated ongoing incident information to the public and the media. Once established, all releases will be coordinated through the JIC.
 - Representatives from all participating agencies will be offered representation in the JIC. Joint agency releases of information will be preferred method of providing information to the media and the public. The JIC Manager shall be responsible for communicating released information to the EOC.
 - The location of the JIC will depend upon the incident location and facility availability at the time of incident.

- After Action Reports

Following any incident of terrorism, an after action review shall be conducted to assess the effectiveness of written plans and procedures, agency readiness, functionality of the ICS, and identification of areas requiring attention. A representative of each participating agency shall participate in the review and document the review in a written report.

5 Incident Annex Development and Maintenance

See Basic Plan.

6 Appendices

- Appendix A – Terrorism Incident Checklist

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Appendix A - Terrorism Checklist

Background Information

This annex can be applied to incidents involving Weapons of Mass Destruction (WMD) and Chemical, Biological, Radiological, Nuclear and Explosive (CBRNE) materials.

The laws of the United States assign primary authority to state and local governments to respond to the consequences of terrorism; the Federal government provides assistance as required. The County EOC typically will be activated and have the lead role in terrorism consequence management for most types of terrorist incidents, but the County Public Health Department will be assigned the lead local role in terrorism consequence management for incidents involving biological agents. Oregon Office of Emergency Management (OEM) and Federal Emergency Management Agency (FEMA) are the State and Federal consequence management leads.

Definitions for crisis management and consequence management can be found in the Basic Plan Appendices.

Terrorism Incident Checklist		
Phase of Activity	Action Items	Supplemental Information
PRE-INCIDENT PHASE	<input type="checkbox"/> Continue to maintain and revise, as needed, the appropriate emergency response plans relating to terrorism response, including the EOP and annexes.	
	<input type="checkbox"/> Have personnel participate in necessary training and exercises, as determined by County Emergency Management Agency.	
	<input type="checkbox"/> Participate in City, County, regional, State, and Federal terrorism preparedness activities, seeking understanding of interactions with participating agencies in a terrorism scenario.	
	<input type="checkbox"/> Ensure that emergency contact lists are updated and establish a pre-event duty roster allowing for 24/7 operational support for the EOC. Include appropriate regional, State, and Federal emergency contacts for terrorism response.	
	<input type="checkbox"/> Ensure that terrorism response equipment and personnel inventories for the County and the regional teams are updated. This includes response to chemical, biological, radiological, nuclear, and explosive agents. Test and maintain response and communications equipment. Keep a stock of necessary supplies.	
	<input type="checkbox"/> Inform Emergency Management of any major developments that could adversely affect response operations (e.g., personnel shortages, loss of firefighting equipment, etc.).	
	<input type="checkbox"/> Provide public safety information and educational programs for terrorism emergency preparedness and response.	

Terrorism Incident Checklist		
Phase of Activity	Action Items	Supplemental Information
SURVEILLANCE PHASE (BIO ONLY)	<input type="checkbox"/> Activate Incident/Unified Command upon recommendation from the Emergency Manager or Department Heads or Incident Commanders. UC may consist of County, regional, State and Federal crisis management and consequence management agencies.	
	<input type="checkbox"/> Mobilize appropriate emergency personnel and first responders. When deemed necessary, send fire, HazMat, law enforcement, public health and others to the site. Determine responder activities and establish non-contaminated areas prior to mobilizing resources.	
	<input type="checkbox"/> Evaluate the safety of emergency personnel. Initiate development of site- and agent-specific health and safety plan.	
	<input type="checkbox"/> Assess the situation/confirm the WMD/CBRNE incident. Gather all available data regarding the status of the incident. Record the information using established forms, log sheets, and templates. Use of standard ICS forms may well be useful.	<i>ICS Form 209: Incident Status Summary</i>
	<input type="checkbox"/> Activate public notification procedures. Contact agency and partner emergency personnel to ensure that they are aware of the incident status and are available and staffed to respond.	
	<input type="checkbox"/> Control the scene. Alert the public and consider shelter-in-place needs, relocation of people and animals, and special needs. This task should be coordinated with law enforcement.	
	<input type="checkbox"/> Conduct hazard assessment. In the case of a possible intentional release, begin addressing information needs for criminal investigation. For example, what is the ultimate purpose of the biological release? What is the target? Do further hazards and secondary threats exist? What is the source of release?	
	<input type="checkbox"/> Draft an IAP. Outline response goals and timelines and prepare for longer term (1–7 day) logistics, staffing, and operations.	
	<input type="checkbox"/> Maintain communication between field response crews, local/County EOCs, REOC, and State ECC, as applicable. Communication should be ongoing throughout the duration of the response and should include incident status reports, resource requests, and projected staffing and equipment needs.	
	<input type="checkbox"/> Gather additional information. Include photographs and video recording.	
	<input type="checkbox"/> Determine if the threat level for that area should be elevated and inform appropriate agencies.	
	<input type="checkbox"/> Determine if any advisories should be issued to the public.	

Terrorism Incident Checklist		
Phase of Activity	Action Items	Supplemental Information
RESPONSE PHASE	<input type="checkbox"/> If an explosive device is found, clear the immediate area and notify appropriate first responders. Be cognizant of any secondary devices that may be on site.	
	<ul style="list-style-type: none"> ▪ Be cognizant of any secondary devices that may be on site. 	
	<ul style="list-style-type: none"> ▪ Be cognizant that CBRNE agents may be present. 	
	<input type="checkbox"/> Investigate the crime scene and collect vital evidence.	
	<input type="checkbox"/> Activate the EOP.	
	<input type="checkbox"/> If the situation warrants, request activation of the County EOC via the IC through the Emergency Manager.	
	<input type="checkbox"/> Activate the appropriate EOCs and establish Incident Command. For larger events that cross multiple jurisdictions, establish a Unified Command. During terrorism incidents, local and/or County EOCs may be staffed. Staffing levels vary with the complexity and needs of the response. At a minimum, the IC, all Section Chiefs, the Resource Coordinator, and management support positions will most likely be needed.	
	<input type="checkbox"/> Estimate emergency staffing levels and request personnel support.	
	<input type="checkbox"/> Develop work assignments for ICS positions (<i>recurring</i>).	<i>ICS Form 203: Organization Assignment List</i>
	<ul style="list-style-type: none"> ▪ Establish an ICP near the incident location. The ICP should be uphill and upwind of the incident location. 	
	<input type="checkbox"/> Notify supporting agencies (dependent on the type of incident) and the County Commission.	
	<ul style="list-style-type: none"> ▪ Identify local, County, regional, and/or State agencies that may be able to mobilize resources to the EOC for support. 	
	<input type="checkbox"/> Determine the type, scope, and extent of the Terrorism incident (<i>recurring</i>). Verify reports and obtain estimates of the area that may be affected. Also verify the status of critical infrastructure.	<i>ICS Form 209: Incident Status Summary</i>
	<ul style="list-style-type: none"> ▪ Notify the regional HazMat team, public health agencies, support agencies, dispatch centers/PSAP, adjacent jurisdictions, Federal agencies (including FBI), and ESF leads/coordinators of any situational changes. 	<i>ESF 10 of the County EOP.</i>
	<ul style="list-style-type: none"> ▪ Verify that the hazard perimeter and hazard zone security have been established. 	
	<ul style="list-style-type: none"> ▪ Ensure that a health and safety plan is developed by the designated Safety Officer, including health monitoring of first responders in accordance with all applicable guidance. 	
<ul style="list-style-type: none"> ▪ Assess the type, severity, and size of the incident. If possible, characterize the hazardous material(s) of concern and determine appropriate personal protection equipment requirements. 		

Terrorism Incident Checklist		
Phase of Activity	Action Items	Supplemental Information
	<input type="checkbox"/> Determine if the threat level for that area should be elevated and inform appropriate agencies.	
	<input type="checkbox"/> Disseminate appropriate warnings to the public.	
	<input type="checkbox"/> Develop and initiate shift rotation plans, including briefing of replacements during shift changes.	
	<ul style="list-style-type: none"> <input type="checkbox"/> <ul style="list-style-type: none"> ▪ Dedicate time during each shift to preparing for shift change briefings. 	<i>ICS Form 201: Incident Briefing</i>
	<input type="checkbox"/> Confirm or establish communications links among primary and support agencies, the County EOC, AOCs, and State ECC. Confirm operable phone numbers and backup communication links.	
	<input type="checkbox"/> Ensure that all required notifications have been completed. Consider other local, regional, State, and Federal agencies that may be affected by the incident. Notify them of the status.	<i>Established emergency contact lists</i>
	<ul style="list-style-type: none"> ▪ Notification to the OSP and the FBI is required for all terrorism incidents. 	
	<ul style="list-style-type: none"> ▪ If an incident occurs on State highways, ensure that ODOT has been notified. 	
	<ul style="list-style-type: none"> ▪ Contact appropriate key stakeholders and partners if the incident poses an actual or potential threat to State parks, recreational areas, historical sites, environmentally sensitive areas, tourist routes, or other designated areas. 	
	<ul style="list-style-type: none"> ▪ If agricultural areas and livestock are potentially exposed, contact local Extension Services (OSU), the County Public Health Department, Oregon Department of Agriculture, and the State Veterinarian, as applicable to situation. 	<i>ESF 11 Annex to the County EOP</i>
	<input type="checkbox"/> Manage and coordinate interagency functions. Providing multi-agency coordination is the primary goal. Assimilate into a Unified Command, structure as dictated by the incident.	
	<input type="checkbox"/> Implement local plans and procedures for terrorism operations. Ensure that copies of all documents are available to response personnel. Implement agency-specific protocols and SOPs.	
	<input type="checkbox"/> Obtain current and forecasted weather to project potential HazMat vapor plumes (<i>recurring</i>). <ul style="list-style-type: none"> ▪ Note: Vapor plume modeling support may be obtained through regional HazMat teams, State, and/or Federal environmental protection agencies. 	
	<input type="checkbox"/> Determine the need to implement evacuations and sheltering activities (<i>recurring</i>). A determination of the use of shelter-in-place for surrounding residences and public facilities should be made. <ul style="list-style-type: none"> ▪ Note: Refer to the USDOT Emergency Response Guidebook for determining the appropriate evacuation distance from the source. 	

Terrorism Incident Checklist		
Phase of Activity	Action Items	Supplemental Information
	<input type="checkbox"/> Determine the need for and activate emergency medical services (<i>recurring</i>).	
	<input type="checkbox"/> Determine the need for additional resources and request as necessary through appropriate channels (<i>recurring</i>).	
	<input type="checkbox"/> Submit a request for emergency/disaster declaration, as applicable.	<i>Chapter 1.4.1 of the EOP</i>
	<input type="checkbox"/> Activate mutual aid agreements. Activation includes placing backup teams on standby and alerting resource suppliers about potential needs as well as current needs.	
	<input type="checkbox"/> Coordinate resource access, deployment, and storage in the operational area. Resources to coordinate include equipment, personnel, facilities, supplies, procedures, and communications. Track resources as they are dispatched and/or used.	<i>ICS Resource Tracking Forms</i>
	<input type="checkbox"/> Develop plans and procedures for registering regional HazMat or health and medical teams as they arrive on the scene and receive deployment orders.	
	<input type="checkbox"/> Establish a JIC.	
	<input type="checkbox"/> Formulate emergency public information messages and media responses utilizing “one message, many voices” concepts (<i>recurring</i>).	
	<ul style="list-style-type: none"> ▪ Public information will be reviewed and approved for release by the IC and lead PIO before dissemination to the public and/or media partners. 	
	<input type="checkbox"/> Record all EOC activity and completion of individual personnel tasks (<i>recurring</i>). All assignments, person(s) responsible, and significant actions taken should be documented in logbooks.	
	<input type="checkbox"/> Record all incoming and outgoing messages (<i>recurring</i>). All messages, and the person sending or receiving them, should be documented as part of the EOC log.	
	<input type="checkbox"/> Develop and deliver situation reports (<i>recurring</i>). At regular intervals, the EOC Director and staff will assemble a situation report.	<i>ICS Form 209: Incident Status Summary</i>
	<input type="checkbox"/> Develop an IAP (<i>recurring</i>). This document is developed by the Planning Section and approved by the IC. The IAP should be discussed at regular intervals and modified as the situation changes.	<i>ICS Form 202: Incident Objectives</i>
	<input type="checkbox"/> Implement achieving objectives and tasks outlined in the IAP (<i>recurring</i>).	
	<input type="checkbox"/> Coordinate with private sector partners as needed.	
	<input type="checkbox"/> Ensure that all reports of injuries, deaths, and major equipment damage due to the terrorist incident are communicated to the IC and/or Safety Officer.	

Terrorism Incident Checklist		
Phase of Activity	Action Items	Supplemental Information
RECOVERY/ DEMOBILIZATION PHASE	<input type="checkbox"/> Ensure an orderly demobilization of emergency operations in accordance with current demobilization and community recovery plans.	<i>ICS Form 221 - Demobilization Plan</i>
	<input type="checkbox"/> As applicable, clean-up activities will most likely be conducted by private contractors and coordinated among the County, the responsible party (if known), and the Oregon DEQ. Support from the EPA may be necessary.	
	<input type="checkbox"/> Activate, if necessary, the appropriate recovery strategies, continuity of operations plans, and/or continuity of government plans.	<i>ESF 14 of the County EOP, COOP/COG plans</i>
	<input type="checkbox"/> Release mutual aid resources as soon as possible.	
	<input type="checkbox"/> Conduct a post-event debriefing to identify success stories, opportunities for improvement, and development of the After Action Report/Improvement Plan.	
	<input type="checkbox"/> Deactivate/demobilize the EOC.	
	<input type="checkbox"/> Correct response deficiencies reflected in the Improvement Plan.	
	<input type="checkbox"/> Revise any applicable emergency response plans based on the success stories and/or lessons learned during the response.	
	<input type="checkbox"/> Submit valuable success stories and/or lessons learned to the Lessons Learned Information Sharing website (www.llis.gov)	