

Town of Newington, NH

Emergency Operations Plan

2025



For Official Town Use Only

TABLE OF CONTENTS

Page

Table of Contents ..	i-iii
Record of Revisions and Changes	iii
Statement of Promulgation	iv
Annual Concurrence	v
Foreword	vi
Signatories to the Town of Newington Emergency Operations Plan (EOP).	vii

I. Introduction

Introduction ..	1
A. Purpose	2
B. Scope	2
C. Structure	2-4
D. ESF Descriptions ...	5-6
E. ESF Assignment Matrix.....	7

II. Situation and Planning Assumptions

A. Situation	8
B. Planning Assumptions	8
C. Hazard Analysis and Assessment	10

III. Concept of Operations

A. General	10
B. Plan Implementation	11
C. Organization and Assignment of Responsibilities	10-19
D. Administration, Finance, and Logistics ..	19-21
E. Notification .	21
F. Activation and Deployment	22

G.	State to Local, State, and Federal Interface	22
H.	Continuity of Operations	23
I.	Continuity of Government.. ..	24
J.	Recovery and Deactivation	24

IV. Plan Management

A.	Development	24
B.	Maintenance	24
C.	Document Control	25
D.	Training and Exercises.....	25

v. Authorities and References

A.	Statutes and Regulations	26
B.	References	26

EMERGENCY SUPPORT FUNCTIONS (ESF)

A.	ESF 1 – Transportation	1-3
B.	ESF 2 – Communications and Alerting	4-6
C.	ESF 3 – Public Works and Engineering	7-9
D.	ESF 4 – Fire Fighting	10-12
E.	ESF 5 – Information & Planning	13-15
F.	ESF 6 – Mass Care & Shelter	16-20
G.	ESF 7– Resource Support	21-23
H.	ESF 8 – Health and Medical Services....	24-26
I.	ESF 9 – Search and Rescue.....	27-29
J.	ESF 10 – Hazardous Materials	30-32

K.	ESF 11 – Food & Water33-35
L.	ESF 12 – Energy.....	.36-38
M.	ESF 13 – Law Enforcement and Security39-41
N.	ESF 14 – Public Information.....	.42-44
O.	ESF 15 – Volunteers & Donations45-46
P.	ESF 16 – Animal Health.....	.47-50

HAZARD - SPECIFIC ANNEXES

Hazard Specific Annex

EOC Guideline Annex

ADMINISTRATIVE APPENDICES

- A. List of Acronyms/Abbreviations
- B. Terms and Definitions
- C. Authorities of Emergency Response Agencies
- D. Hazard Analysis and Assessment
- E. Resource List
- F. Incident Command System (ICS) Forms
- G. NIMS Resolution
- H. Future Appendices to be added

RECORD of REVISIONS and CHANGES

- | | | |
|----|--|------|
| 1. | Emergency Operations Plan (ESF Format) | 2006 |
| 2. | Emergency Operations Plan (ESF Format) | 2015 |
| 3. | Emergency Operations Plan (ESF Format) | 2025 |


STATEMENT OF PROMULGATION

This publication of the Town of Newington Emergency Operations Plan represents a concerted effort on the part of town government to provide a mechanism for effectively responding to and recovering from the impact of natural or human-caused disasters or emergencies.

The stated purpose of this plan and associated supporting documents is to facilitate the delivery of local government, community, and mutual aid resources, and to provide needed assistance and relief to disaster victims and the community at large. As no community has the resources to manage a major emergency without outside assistance, this plan represents the town's best intentions to deal with disaster within the framework of community-wide cooperation, and statewide coordination.

The adoption of this plan nullifies all previously adopted Emergency Operations Plans for the Town of Newington, NH.

The Town of Newington, NH Emergency Operations Plan is adopted effective this day, the 18th of June, 2025.


Chairman,
Board of Selectmen


Board of Selectmen


Board of Selectmen


Co-Emergency Management Director


Co-Emergency Management Director

ANNUAL CONCURRENCE

The Town of Newington shall execute this page annually by the members of the new governing body at their first organizational meeting.

**Town of Newington, NH
Emergency Operations Plan**

REVIEWED AND APPROVED

DATE: _____

SIGNATURE: _____

TYPED NAME: Michael Bilodeau
Co-Emergency Management Director

SIGNATURE: _____

TYPED NAME: E.J. Hoyt
Co-Emergency Management Director

CONCURRENCE OF APPROVAL

BOARD OF SELECTMEN

SIGNATURE: _____

TYPED NAME: Chris Wayss

SIGNATURE: _____

TYPED NAME: Bob Blonigen

SIGNATURE: _____

TYPED NAME: Brandon Arsenault

FOREWORD

The Newington Emergency Operations Plan (EOP) establishes a framework for local government to provide assistance in an expeditious manner to save lives and to protect property in the event of a disaster. The Town of Newington appreciates the continuing cooperation and support from all the departments and agencies and to the volunteer and private organizations, which have contributed to the development and publication of this Plan.

The purpose of the Emergency Operations Plan is to facilitate the delivery of all types of emergency response and to help deal with the consequences of significant disasters. The EOP outlines the planning assumptions, policies, concept of operations, organizational structures and specific assignments of responsibility to the Town departments and agencies involved in coordinating the local, state and federal response activities.

Signatories to the Town of Newington Emergency Operations Plan (EOP)

Police Chief, Co-EMD

Fire Chief, Co-EMD

Board of Selectmen, Chairman

Building Inspector, Health Officer

Road Agent

Sewer Commission, Chairman

Newington School Principal

Town Treasurer

Portsmouth Water Department

Rockingham County Dispatch

I. Introduction

The *Town of Newington Emergency Operations Plan*, hereafter referred to as the **EOP**, is designed to address the response to consequences of any disaster or emergency situation that would affect the population and/or property within the Town of Newington, NH. The **EOP** is applicable to natural disasters such as earthquakes, hurricanes, and tornadoes; manmade incidents such as civil disturbances; and technological situations such as hazardous materials incidents (including terrorism), power failures, nuclear power plant incidents, and national security emergencies. In order to further describe the purpose of the EOP and its role in emergency management the relevant terms are highlighted below:

Emergency Operations Plan: The **EOP** describes the basic mechanisms and structures by which the Town of Newington would respond to potential and/or actual emergency situations. To facilitate effective response operations, the **EOP** incorporates a functional approach that groups the types of assistance to be provided into Emergency Support Functions (ESFs) (i.e., communications, transportation, etc.). Each ESF is assigned a primary or co-primary agency, which has been selected based upon statutory authority, current roles and responsibilities, resources, and capabilities within the particular functional area. Other agencies have been designated as support agencies for one or more of the ESF(s) based upon their expertise, resources, and capabilities to support the functional areas. The primary agency is responsible for developing and maintaining the ESF documents and for coordinating related tasks during emergency operations. The EOP does not contain the detailed “how-to” instructions that need to be known only by an individual or group with responsibility to perform the function. The standard operating procedures are referenced as deemed appropriate.

Emergency Operation Center (EOC): The Town of Newington maintains an EOC as part of the town’s Emergency preparedness program. The EOC is where department heads, government officials, and volunteer agencies gather to coordinate their response to an emergency event. The EOC is where the officials responsible for responding to major emergencies and disasters assemble to direct and control the jurisdiction’s response. The EOC goes into operation when the elected officials decide that the situation is serious enough to require a coordinated and other-than-routine response.

National Incident Management System (NIMS) / Incident Command System (ICS): NIMS/ICS is a model for command, control and coordination of a response and provides a means to coordinate the efforts of individual agencies as they work toward the common goal of stabilizing the incident and protecting life and property. The command function is directed by the **Incident Commander (IC)**, who is the person in charge at the incident and who must be fully qualified to manage the response. The Incident Command Structure and the EOC function together with the same goals, but function at different levels of responsibility. The Incident Commander is responsible for on-scene response activities, and the EOC is responsible for the entire community-wide response to the event.

Emergency Management Director (EMD): The EMD works closely with all emergency response managers as the town collectively prepares for and responds to emergencies. The EMD is located at the EOC and coordinates the community-wide response to the event.

A. Purpose

The primary purpose of the **EOP** is to initiate, coordinate, and sustain an effective local response to disasters and emergency situations. Secondary to this is to make each organization and department aware of its responsibility in all-hazard emergency operations. This plan, upon being implemented by the town government, will provide the basis for coordinating protective actions prior to, during, and after any type of disaster.

The **EOP** is designed to:

1. Identify planning assumptions, assess hazard potentials, and develop policies;
2. Establish a concept of operations built upon an interagency coordination in order to facilitate a timely and effective local response;
3. Assign specific functional responsibilities to appropriate departments and agencies;
4. Coordinate actions necessary to respond to an emergency and coordinate the links between local governments, neighboring states, and federal response;
5. Unify the efforts of government, volunteers, and the private sector for a comprehensive approach to reducing the impacts of emergencies and disasters.

B. Scope

1. This **EOP** addresses the emergencies and disasters likely to occur as described in Appendix D, Hazard Analysis and Assessment.
2. Includes those actions that support local and state government efforts to save lives, protect public health and safety, and protect property.
3. Comprises all local departments and agencies assigned one or more functions, activities, and/or tasks, to provide response and recovery activities in support of local operations during an emergency or disaster.
4. Provides for the integration and coordination between government, the private sector, and volunteer organizations involved in emergency response and recovery efforts.
5. Describes how State and Federal resources will be coordinated to supplement local resources in response to a disaster.
6. As acknowledged by the Town in the NIMS Resolution in Appendix G, this **EOP** corresponds with the National Incident Management System (NIMS) of October 17, 2017. The Newington EOP establishes the basic elements of the NIMS, including the Incident Command System (ICS).

C. Structure

As shown in *Figure 1, Components of the Newington EOP* consist of the following:

1. The format of the **EOP** is consistent with the State of New Hampshire Emergency Operations Plan as well as the National Response Framework (NRF) using the ESF concept and approach to providing assistance.
2. The **Basic Plan**, which describes the purpose, scope, situations and assumptions, hazard analysis, concept of operations, plan management, and authorities of the State departments and/or agencies in response to an emergency or disaster.
3. **Administrative Appendices** that include: a list of acronyms/abbreviations, terms and definitions, a compendium of emergency authorities and directives, and hazard analysis and assessment, which serve as points of reference and information for the users.
4. **Emergency Support Functions (ESFs)** that delineate primary and/or co-primary and support agencies and describe policies, situations, concept of operations, and responsibilities; necessary standard operating procedures/guides (SOPs/SOGs) to implement functions.
5. **Annexes**, which include Hazardous Materials, Radiological Protection and Terrorism.

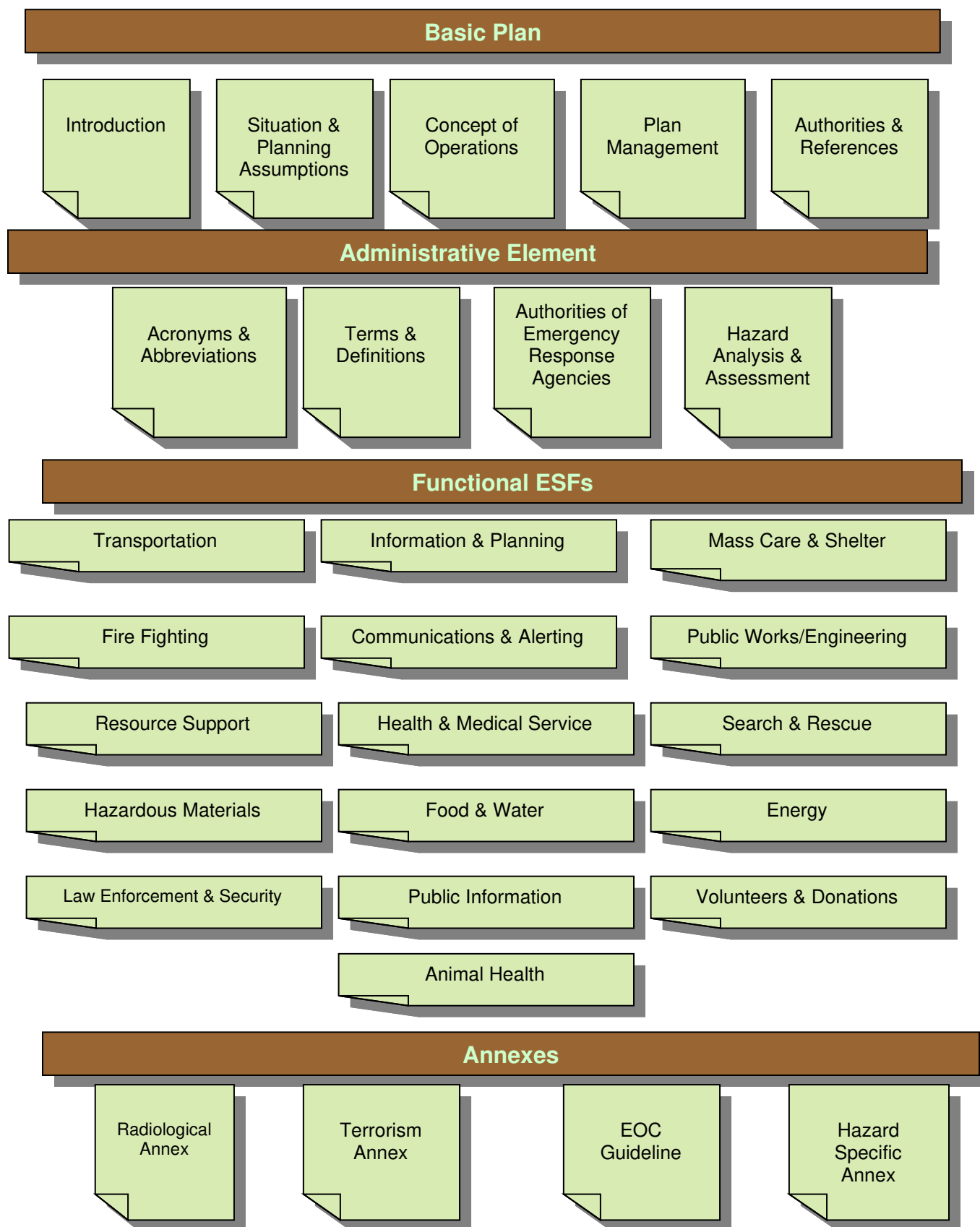


Figure 1 - Components of the Newington EOP

D. ESF Descriptions

ESF-1, Transportation – Provides for coordination, control and allocation of transportation assets in support of the movement of emergency resources including the evacuation of people, and the redistribution of food and fuel supplies.

ESF-2, Communications and Alerting – Provides the responsibilities and establishment of procedures to provide communications and alerting for the Town. Consists of personnel and equipment, including local, state, federal, and volunteer resources essential to coordinate and disseminate information before, during, and after an impending or actual emergency.

ESF-3, Public Works & Engineering – Provides for debris clearance, roads, highways and bridge repairs, engineering, construction, repair and restoration of essential public works systems and services, and the safety inspection of damaged public buildings.

ESF-4, Fire Fighting – Provides for mobilization and deployment, and assists in coordinating structural fire fighting resources to combat urban incidents; provides incident management assistance for on-scene incident command and control operations.

ESF-5, Information and Planning – Provides for the overall management and coordination of the town's emergency operations in support of their government; collects, analyzes and disseminates critical information on emergency operations for decision making purposes; identifies the roles and responsibilities of local government in coordinating state and federal assistance to local government.

ESF-6, Mass Care & Shelter – Manages and coordinates sheltering, feeding and first aid for disaster victims; provides for temporary housing, food, clothing, and special populations needs in situations that do not warrant mass-care systems; manages the receipt and distribution of donated goods and services; provides assistance in coordinating and managing volunteer resources.

ESF-7, Resource Support – Secures resources through mutual aid agreements and procurement procedures for all ESFs, as needed; provides for coordination and documentation of personnel, equipment, supplies, facilities, and services used during disaster response and initial relief operations.

ESF-8, Health and Medical Services – Provides care and treatment for the ill and injured; mobilizes trained health and medical personnel and other emergency medical supplies, materials and facilities; provides public health and environmental sanitation services, disease and vector control, and the collection, identification, and protection of human remains.

ESF-9, Search & Rescue – Provides resources for ground, water, and airborne activities to locate, identify, and remove from a stricken area, persons lost or trapped in buildings and other structures; provides for specialized emergency response and rescue operations.

ESF-10, Hazardous Materials – Provides response, inspection, containment and cleanup of hazardous materials accidents or releases.

ESF-11, Food & Water – Identifies, secures, prepares, and/or arranges for transportation of safe food and water supplies for mass feeding to affected areas following a disaster.

ESF-12, Energy – Coordinates with the private sector the emergency repair and restoration of critical public energy utilities, (i.e., gas, electricity, etc.); coordinates the rationing and distribution of emergency power and fuel.

ESF-13, Law Enforcement & Security – Provides for the protection of life and property by enforcing laws, orders, and regulations, including the movement of persons from threatened or hazardous areas; provides for area security, traffic, and access control.

ESF-14, Public Information – Provides for effective collection, control, and dissemination of public information to inform the general public adequately of emergency conditions and available assistance; coordinates a system to minimize rumors and misinformation during an emergency.

ESF-15, Volunteers and Donations – Facilitates the delivery of donated goods and volunteer services to support response operations and relief efforts in a disaster.

ESF-16, Animal Health – Establish procedures to create an Animal Response Team, which will coordinate volunteer groups, mutual aid, emergency responders, and veterinary medical personnel to respond to the needs of animals affected by disasters.

See Figure 2 on the following page for the Emergency Support Function Assignment Matrix

Figure 2 – Emergency Support Function Assignment Matrix

Function	Board of Selectmen	Emergency Management Dir.	Police Department.	Fire Department/EMS	Road Agent	Building Inspector	Health Officer	Sewer Commission	Newington School SALU #50	Town Treasurer	Portsmouth Water Department	Rockingham County Dispatch
ESF 1-Transportation	S	P	S	S	S							
ESF 2-Communications & Alerting	S	P	S	S								S
ESF 3-Public Works & Engineering			S	S	P	S		S			S	
ESF 4-Fire Fighting	S	S	S	P	S	S					S	S
ESF 5-Information & Planning	S	P	S	S	S	S	S	S	S		S	S
ESF 6-Mass Care & Shelter	S	P	S	S			S		S		S	
ESF 7-Resource Support	P	P	S	S	S	S	S	S	S		S	S
ESF 8-Health & Medical Services	S	P	S	P			P		S			S
ESF 9-Search & Rescue		P	S	S	S	S						S
ESF 10-Hazardous Materials		S	S	P	S			S			S	S
ESF 11-Food & Water	S	P	S	S			S		S		S	
ESF 12-Energy		P	S	S	S	S						S
ESF 13-Law Enforcement & Security	S	S	P	S	S							S
ESF 14-Public Information	P	P							S			
ESF 15-Volunteers & Donations	S	P	S	S					S	S		
ESF 16-Animal Health			P	S			S					S

*P = Primary Agency**S = Support Agency*

II. Situation and Planning Assumptions**A. Situation**

The Town of Newington is located in Rockingham County in southeastern New Hampshire. Newington is a community governed by a 3 member Board of Selectmen, with a population of approximately 800 people. The town is predominantly a residential community with some commercial businesses, primarily established on Route 16.

The following natural or man-made hazards are the prime consideration of the Emergency Operations Plan:

Agro-terrorism	Hurricane
Arson	Ice & Snow Events
Biological Agent	Multiple Vehicle Accident
Chemical Agent	Nuclear Accident
Civil Disorder	Health Pandemic
Conventional Bomb	Plane Crash
Cyber-Terrorism	Radiological Agent
Flooding	Wildland/Urban Fire
Haz Mat (fixed)	Wind
Haz Mat (transport)	

Accordingly, the situation is as follows:

1. The Town of Newington faces a wide array of risks, which may pose a significant threat to the population and property within the town. These include natural, human-caused and technological emergencies or disasters.
2. Depending upon the extent and nature of the disaster or emergency, a potential condition exists that may severely hamper the economic and physical infrastructure of the town, region or state.
3. During an emergency or disaster, the town will take immediate and appropriate actions to determine, direct, mobilize, and coordinate the response movement. The town will activate the necessary functions to redirect resources in order to save lives, relieve human suffering, sustain survivors, protect property, and repair essential facilities.
4. A catastrophic disaster may overwhelm local and state governments in providing a timely and effective response to meet the needs of the situation.

B. Planning Assumptions

An emergency or disaster can occur in the town at any time, any place. It may create significant degrees of human suffering, property damage and economic hardship to individuals, local government, and the business community. The Town of Newington assumes that there are many emergency situations that may directly produce severe consequences and

the varying degrees of impact will affect the response. Hence, the following assumptions are valid:

1. The town, in conjunction with the state, is primarily responsible for natural, manmade, and technological emergency preparedness and has shared responsibilities with the state and federal government for national security preparedness.
2. That a disaster, producing a great number of casualties and wide spread damage, may occur with little or no warning.
3. Depending upon the severity of the situation, the Town of Newington may be quickly overwhelmed with the emergency.
4. Each level of government will respond to an incident using its available resources, to include the use of mutual aid, and may request assistance from the next higher level of government, if required (i.e., municipality to state and state to federal government).
5. The state will modify normal operations and redirect resources to assist and support our local government in saving lives, relieving human suffering, sustaining survivors, protecting property, and re-establishing essential services.
6. Private and volunteer organizations, (i.e., American Red Cross, Volunteer Organizations Active in Disasters (VOAD), etc.) will provide immediate life-sustaining relief to individuals and families, not normally available from government resources. Local and/or state agencies will assist these organizations by providing information, guidance, and coordination of relief efforts.
7. Local and state emergency operations plans address the ability to direct, control, coordinate and manage emergency operations during multiple events.
8. The National Incident Management System (NIMS) Incident Command System (ICS) will be used as the principal on-scene incident management system to direct and control response and initial relief actions and activities.
9. Local government will continue to function under all disaster and emergency conditions.
10. Citizens expect governments to keep them informed and to provide assistance in the event of an emergency or disaster.
11. If the situation warrants, the Governor of New Hampshire may declare a STATE OF EMERGENCY and request immediate federal assistance to augment efforts in relieving major emergency or disaster related problems beyond the capabilities of state and local government.

C. Hazard Analysis and Assessment

The hazard analysis and assessment study is located as **Appendix D, Hazard Analysis and Assessment**, in the Administrative Appendices to this **EOP**. A more comprehensive analysis of hazards is included in the 2025 Hazard Mitigation Plan.

III. Concept of Operations***A. General***

1. Local response operations will be organized and managed under the National Incident Management System (NIMS) and the Incident Command System (ICS).
2. Assigned departments have been grouped together under the Emergency Support Functions (ESFs), either as primary, co-primary, or support, to facilitate the provisions of the response actions of the state.
 - a. Each ESF has been assigned a number of functions to support response operations in an emergency situation. The designated primary agency, with the assistance of one or more of the support agencies, is responsible for managing the activities of the ESF and ensuring the missions are carried out, as necessary. The primary and support agency assignments for each of the ESFs are identified by **Figure 2, Emergency Support Function Assignment Matrix** shown earlier in Basic Plan, Page 7.
 - b. Specific functional missions, organizational structures, response actions, primary and/or co-primary, and support agency responsibilities are described in the individual ESF sections to the **EOP**.

B. Newington Emergency Operations Plan (EOP) Implementation

The plan has the force and effect of law as promulgated by RSA 21-P:39. Plan implementation, and the subsequent supporting actions taken by local government are specific to the emergency or disaster situation. Implementation is influenced by the timely acquisition and assessment of reliable information gathered from the disaster scene. The plan is in effect for preparedness, response, and initial recovery activities when a major emergency or disaster occurs or is imminent.

C. Organization and Assignment of Responsibilities***1. General***

In response to an incident that requires the activation of the **EOP** and subsequently the Emergency Operations Center (EOC), the Emergency Management Director (EMD), in coordination with Police, Fire and Road Agent and Selectmen will determine the extent of the town's emergency response and activate appropriate ESFs accordingly. The extent of activation will be based upon, but not limited to the following:

- a. Communications and Alerting in support of agency notifications and EOC operations.
- b. Initial planning & information data (damage assessment) received from outside sources (i.e., local governments, public, news organizations, and Federal government).
- c. Pre-disaster response to emergency situations (i.e., hurricanes, winter storms, flooding potential, etc.).
- d. The EMD or their designee, after consideration of the event(s), will determine the extent of **EOC** operational level.

2. ***Emergency Operations Center (EOC)***

The Primary EOC is the facility that is used to coordinate a local response to any major emergency or disaster situation. It is located at the Police Station. Security and maintenance of the EOC facilities will be carried out in accordance with EOC SOPs. In the event the Primary EOC is threatened, an alternate EOC may be activated at the Fire Station.

3. ***Organization***

The organization to implement the **EOP** under emergency or disaster conditions consists of the town departments having primary or co-primary, and support roles as specified in the functional ESFs. **Figure 3, Emergency Operations Center (EOC) Organization Chart**, details the overall response structure of the **EOP**. Direction and control of the EOC is the responsibility of the Emergency Management Director, or in their absence, the Deputy EMD. The EMD will coordinate the response of the community's departments, advise the selectmen on the necessary protection actions, and coordinate the use of local and outside resources. Department heads, or designees, will direct their operational personnel from the EOC in coordination with the other community departments and the EMD and in response to executive decisions. The emergency response organization is composed of inter-department coordination and operational support elements from participating departments. The five (5) elements are described as follows:

a. **Command and Control Section**

This section is composed of elements that provide direction and control of the emergency situation; ensures the response follows established SOPs/SOGs; and provides for a centralized EOC facility. The EMD or Co-EMD is the primary person assigned to the Command and Control Section and will ensure the following:

- 1) Coordinate all emergency response functions in the EOC.

- 2) Establish and maintain a facility to be used as the EOC for centralized direction, coordination, and control of emergency operation.
- 3) Develop EOC activation/deactivation SOPs/SOGs, personnel staffing requirements, and functional operating procedures/guides.

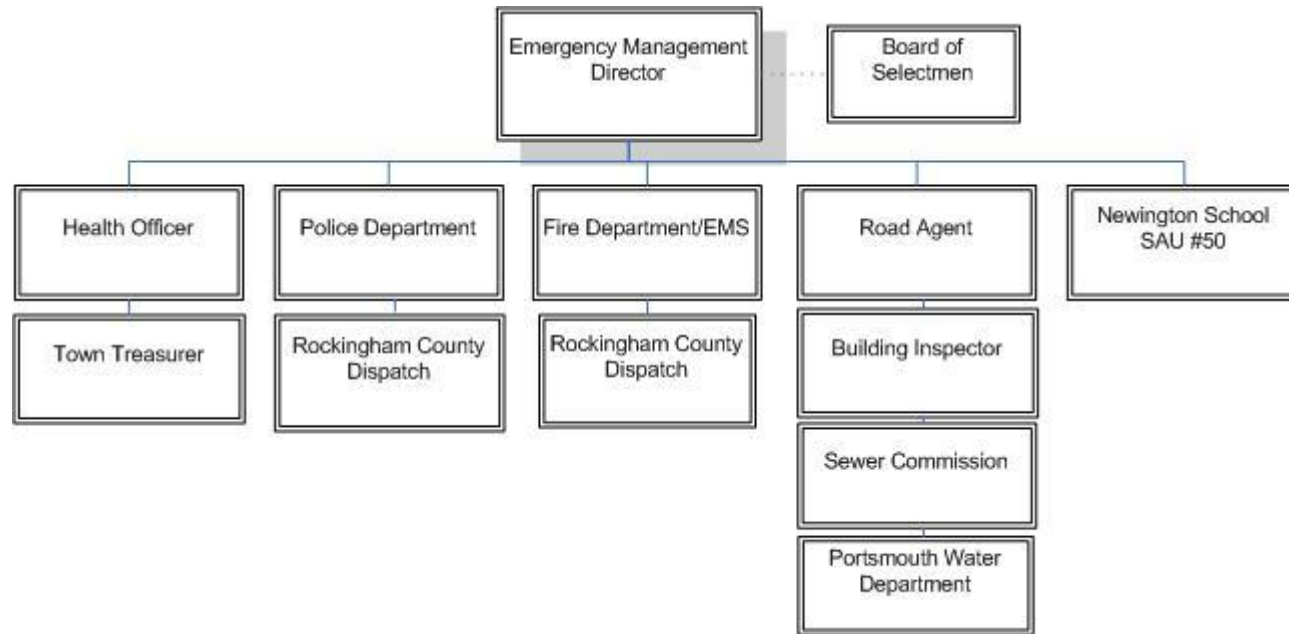


Figure 3: Emergency Operations Center Organization Chart

b. Operations Section

This section is composed of elements that, when either partially or fully activated, will provide emergency support functions to support local operations during an emergency/disaster. Each ESF is responsible for assessing assistance requirements and resource requests and to organize and direct appropriate response actions. **Figure 4, Newington Operations Section Organization Chart**, identifies the ESFs and the functional activities. Staffing patterns will be dependent upon the severity of the emergency.

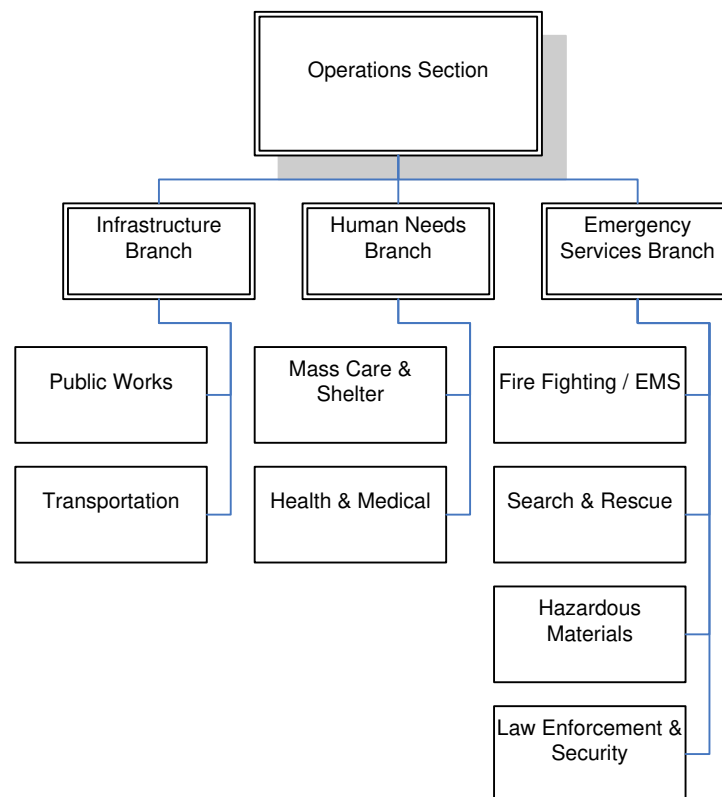


Figure 4: Operations Section Organization Chart

c. **Information & Planning Section**

This element includes information and planning activities to support operations. It also includes functions to collect and process information; develop information into briefings, reports, and other materials; display pertinent information on maps, charts, and status boards; consolidate information for response and recovery actions; provide an action tracking system; and provide technical services in support of operations. **Figure 5, Information & Planning Section Organization Chart**, identifies the working components within the element.

During activations of the EOC, the Information and Planning Section will be supported by each of the ESFs represented in the EOC.

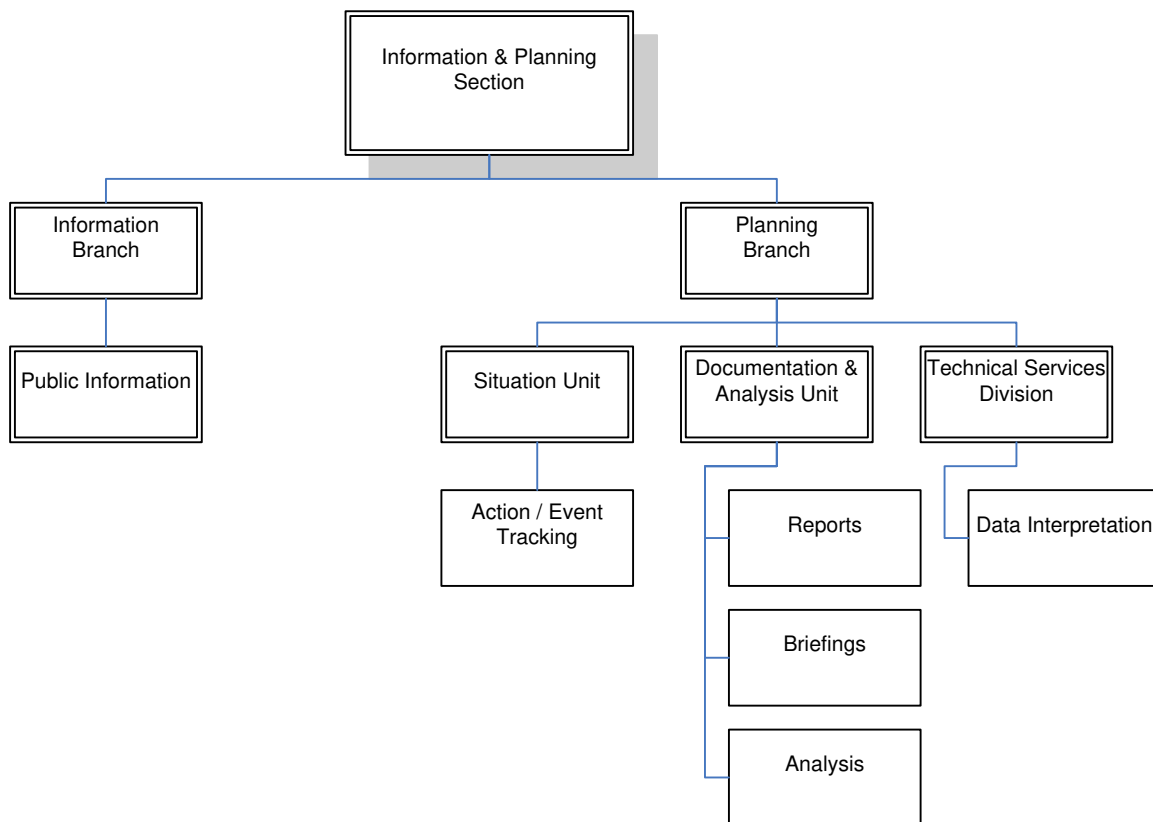


Figure 5: Information and Planning Section Organization Chart

d. Logistics Section

This element includes activities, which provide facilities and services to support response and recovery efforts.

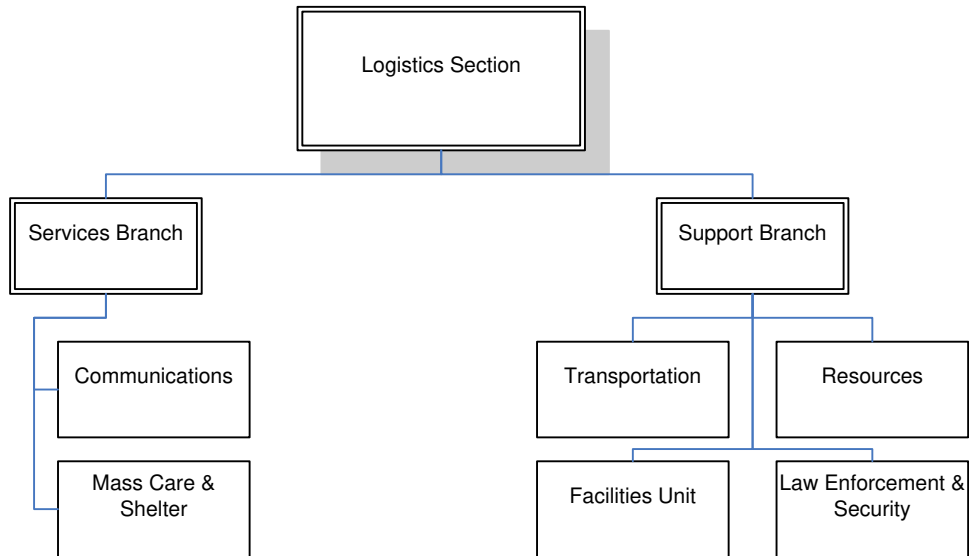


Figure 6: Logistics Section Organization Chart

e. **Administrative & Finance Section**

This element provides support to the response and recovery efforts, as required.

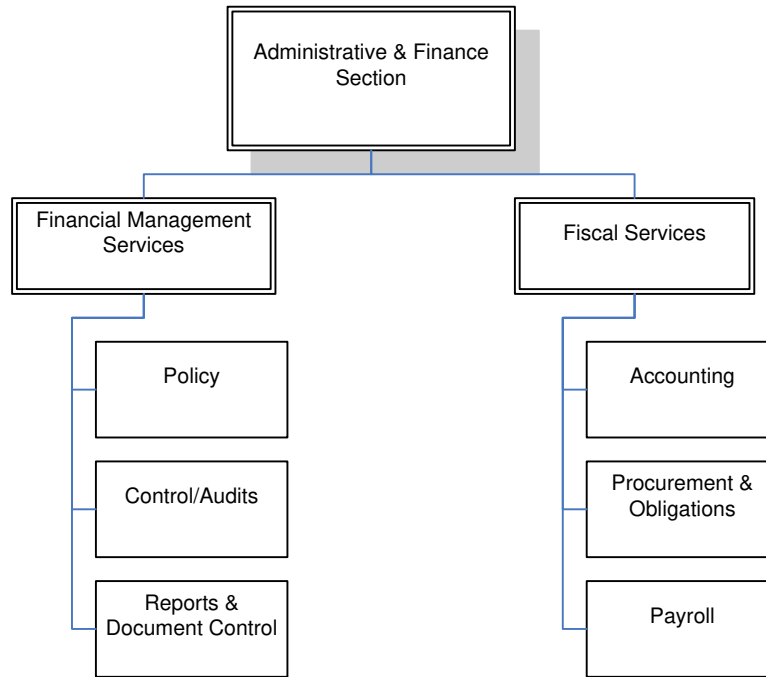


Figure 7: Administrative & Finance Section Organization Chart

4. **Responsibilities**

The following describes the general responsibilities and duties of the respective departments:

The **Emergency Management Director** is responsible for:

1. Coordinating emergency operations training for all departments.
2. Conducting test exercises of a multi-department nature and assisting departments to conduct their own test exercises.
3. Coordinating emergency operations.
4. Maintaining the Emergency Operations Plan.
5. Providing information on existing and potential resources.
6. Providing and coordinating administrative support for the Emergency Operations Center (EOC).
7. Coordinating emergency functions for community or organizations and industries.

The **Board of Selectmen** is responsible for:

1. Supporting the EMD in establishing, equipping and staffing the EOC.
2. Requesting military assistance.
3. Issuing a Declaration of a State of Emergency.

4. Coordinating financial support for emergency response and recovery operations.
5. Issuing emergency evacuation recommendations.
6. Providing emergency public information.
7. Providing leadership for disaster mitigation programs.

The **Fire Department/EMS** is responsible for:

1. Providing emergency operations training for its own personnel, assisted by an Emergency Management Director.
2. Containing and extinguishing fires.
3. Dispersing its own equipment and manpower to strategic locations, as necessary.
4. Assisting the Police Department in providing crowd control.
5. Providing a monitoring capability for radiological accidents or incidents.
6. Coordinating regional fire mutual aid.
7. Providing and maintaining an up-to-date fire department emergency implementation plan, assisted by the Emergency Management Director.
8. Supervising emergency operations in hazardous materials accidents or incidents.
9. Coordinating emergency health care planning.
10. Providing emergency medical service and transportation.

The **Police Department** is responsible for:

1. Providing emergency operations training for its own personnel, assisted by an Emergency Management Director.
2. Protecting life and property, assisted by all departments.
3. Providing crowd control, assisted by the Fire Department.
4. Dispersing its own equipment and manpower to strategic locations, as necessary.
5. Coordinating regional police mutual aid.
6. Providing and maintaining an up-to-date police department emergency implementation plan, assisted by the Emergency Management Director.
7. Coordinating all emergency traffic control procedures within the community.

The **Road Agent** is responsible for:

1. Providing emergency operations training for members of its own staff, assisted by an Emergency Management Director.
2. Assisting in the protection of life and property.
3. Dispersing its own equipment and manpower to strategic locations.
4. Coordinating public works mutual aid.
5. Keeping streets clear of debris.
6. Providing refuse disposal.
7. Providing and maintaining an up-to-date department emergency implementation plan, assisted by the Emergency Management Director.
8. Assisting with emergency transportation.
9. Assisting in the restoration of utility services.

The **Health Officer** is responsible for:

1. Enforcing public health standards.
2. Assisting in coordinating emergency shelter and feeding.
3. Implementation the local and regional pandemic plan.

4. Coordinating mass burials.
5. Liaison with NH Department of Health and Human Services.

The **Newington School SAU #50** is responsible for:

1. Coordinating emergency operations planning in all public schools and maintaining an up-to-date school department emergency implementation plan.
2. Providing shelter facilities.

The **Town Treasurer** is responsible for:

1. Maintaining records of emergency expenditures.
2. Assisting with damage assessment activities.

The **Building Inspector** is responsible for:

1. Providing maps.
2. Information resource.

The **Sewer Commission** is responsible for:

1. Maintaining and providing sewer distribution.
2. Monitor hazardous waste in the sewer system.

The Portsmouth Water District will:

- ☐ Monitor water supply.
- ☐ Provide water and assistance as required.
- ☐ Coordinate with Newington EMD on the Distribution of water to shelters and individuals.

The **Rockingham County Dispatch** is responsible for:

1. Coordinating communications.
2. Notification of emergency response personnel.
3. Receive and relay communications related to emergency response.

D. Administrative, Finance, and Logistics

1. Administrative

- a. During an emergency/disaster local government shall determine, as necessary, which normal administrative procedures shall be suspended, relaxed or made optional in order to prevent unnecessary impediments to emergency operations and recovery activities. Departures from normal methods should be stated in the State of Emergency declarations, or as specified in the **EOP** and its supporting documents.
- b. Emergency response elements will include provisions for documenting all disaster related expenditures using accepted accounting procedures. Such accounting documentation will support the town's request for supplemental assistance.
- c. Upon activation of the **EOP**, each delegated representative of the emergency response team shall ensure that personnel, property, equipment, supplies and vehicles are accounted for and protected.

- d. All town departments and offices shall implement established resource controls and determine the availability and accessibility of such resources. Additional required resources needed to support the emergency operation should be identified.
- e. When local resources have been exhausted, requests for assistance will be submitted to the State EOC.
- f. Training of emergency operations staff should be conducted annually through in-house training sessions, exercises, actual response, and Homeland Security Emergency Management (HSEM)/ Federal Emergency Management Agency (FEMA) courses. If warranted, the EMD training staff will conduct accelerated/refresher training on an appropriate subject matter during periods of increased readiness status.

2. ***Finance***

- a. Funding allocations to meet the needs of an emergency situation are met by:
 - 1) If a disaster declaration is requested by the Governor of the State of New Hampshire, through FEMA Region I, to the President of the United States, and if such is declared, then reimbursement of associated disaster activity expenses may be available through FEMA. Procedures for applying for Federal disaster assistance funds will be in accordance with prescribed state and federal disaster assistance protocols and procedures.
- b. A major disaster or emergency may require the expenditure of large sums of state and local funds. Financial operations may be carried out under compressed schedules and intense political pressures requiring expeditious actions that meet sound financial management and accountability requirements.
- c. Town departments designated as primary and/or co-primary agencies for the ESFs, conducting emergency support activities, will be responsible for establishing and maintaining financial support and accountability during emergency operations. Each department is responsible for maintaining appropriate documentation to support requests for reimbursement, for submitting bills in a timely fashion, and for closing out assignments.
- d. The Town of Newington is responsible for documenting all emergency or disaster related expenditures using generally accepted accounting procedures or as stipulated in the ESF documents. Care must be taken throughout the course of the emergency to maintain logs, records, receipts, invoices,

purchase orders, rental agreements, etc. These documents will be necessary to support claims, purchases, reimbursements, and disbursements. Record keeping is necessary to facilitate closeouts and to support post recovery audits.

3. ***Logistics***

- a. The EMD in coordination with other town departments, will facilitate logistical support for emergency operations (i.e., provide supplies and equipment) and, if required, sleeping and feeding facilities for EOC staff.
- b. Appropriate departments shall implement established resource controls and determine resource availability; this would include source and quantity of available resources. Further, they shall keep the EOC advised of any anticipated shortfalls in required resources needed to support a given emergency or disaster operations.
- c. Town government shall develop and maintain a current database of locally available resources and their locations (see Appendix E). The database should include all public and available private equipment, and personnel with special technical skills, pertinent to the anticipated needs of the local jurisdiction.

4. ***Mutual Aid Agreements***

No single local jurisdiction will have all the personnel, equipment, and materials required to cope with a major emergency or disaster. Additional assistance may be rendered through a system of mutual aid agreements, which provide for obtaining additional resources from non-impacted inter/intra-jurisdictional governmental agencies and other organizations. Mutual aid agreements are an essential component of emergency management planning, response, and recovery activities. These agreements can significantly increase the availability of critical resources and improve response and recovery efforts. According to *Title I, The State and Its Government, Chapter 21-P, Section 21-P:40 Mutual Aid Arrangements* of the Revised Statutes Annotated (RSAs), it is the responsibility of local government to ensure that local emergency operations plans contain adequate provisions for the rendering and the receipt of mutual aid. Mutual Aid agreements for the town are identified in the appropriate Emergency Support Functions.

E. Notification

The EMD may receive notification of a disaster or impending emergency from multiple sources. Depending upon the time and day, the sequence would be as follows:

1. EMD would be alerted to the emergency or disaster situation by the local or county dispatch, and/or other responding agencies. Depending upon the severity of the incident, the EMD would initiate all or part of the ***EOP***.
2. Primary and support agency notification actions are described in detail under the agency's assigned ESF component of the ***EOP***.
3. Upon initial notification each responding agency is responsible for conducting its own internal notifications.

F. Activation and Deployment

Activation of the ***EOP*** is dependent on a variety of circumstances. Generalized assumptions are as follows:

1. The ***EOP*** will be utilized to address particular requirements of a given disaster or emergency situation. Selected functional ESFs will be activated based upon the nature and scope of the event and the level of state support needed to respond.
2. Based upon the requirements of the situation, EMD will notify town departments and agencies regarding activation of some or all of the functional ESFs and other structures of the ***EOP***. Priority for notification will be given to primary agencies as specified by the ESFs.
3. When activation of the ***EOP*** (partial or full) is initiated, and unless otherwise specified, all departments and office representatives having primary and/or co-primary roles and responsibilities, as specified in the ***EOP***, will deploy to the EOC, and activate their respective ESF component to the ***EOP*** and relevant SOPs/SOGs.
 - a. In the event the primary EOC at the Police Station is inaccessible/usable, staff will report to the alternate EOC located at the Fire Station.

G. Local to State and Federal Interface

The identification and notification procedures for local to State, and Federal interface are described in the functional and hazard specific ESFs. Generally, the concepts are as follows:

1. Once the EOC is activated, NH State EOC at (800) 852-3792 will be notified immediately. The linkage within the Local EOC and the State EOC will be established and maintained. Whenever possible, the EOC should establish contact to the State EOC via WEB-EOC at <http://www.nh.gov/safety/divisions/hsem/> and selecting 'CTRL/E'

on the computer keyboard. The following highlights the issues regarding this linkage with specifics found in the individual ESFs:

- a. **Points of Contact:** The EMD, or their designee, will be the liaison to the State EOC.
 - b. Status reports, compiled by EOC staff will be forwarded to the State EOC by the Emergency Management Director.
2. The state to local interface is specified by this EOP and will be guided by emergency management and **ESF 2 - Communications**. The EMD shall have direct responsibility for the organization, administration, and operation for emergency management within Newington.

H. Continuity of Operations (COOP)

1. The major thrust of an emergency operations plan is to protect the lives and properties of those involved in a disaster and return the situation to normal. Disasters can interrupt, paralyze, and/or destroy the ability of State and local governments to carry out specific executive, legislative and judicial functions. Therefore, it is imperative that the Town of Newington establishes and maintains the capability to provide response and recovery functions during emergencies or disasters.
2. The Emergency Management Director is responsible for developing, maintaining, and exercising a COOP Plan for the Town. The EMD is also responsible for ensuring that all departments, agencies, and offices develop, maintain, and exercise a COOP Plan outlining how essential services/functions will be maintained during emergencies/disasters, respectively.
3. **In order to ensure effective emergency operations, the following should be considered:**
 - a. The Town of Newington provides a capability to preserve, maintain, and/or reconstitute its ability to function under the threat or occurrence of any emergency and/or disaster that could disrupt governmental operations or services.
 - b. That local emergency response departments provide for the following during emergency operations:
 - 1) Each department have designated and trained personnel available for EOC deployment; and
 - 2) Each department maintains and updates notification lists, twenty-four-hour staffing and/or response capabilities, and standard operating procedures/guides (SOPs/SOGs).
 - c. Each of the emergency response departments will also develop and maintain policies, plans and SOPs/SOGs to ensure the capability to provide essential services/functions sustainable during emergencies and/or disasters.

4. In the event the primary EOC at the Police Station is inaccessible, is damaged to the point that it is rendered inhabitable or is destroyed, the EMD will take action to relocate local emergency operations to the Fire Station.

I. Continuity of Government (COOG) / Line of Succession

1. In order to maintain civil order and control, it is imperative for all levels of government to identify clear lines of succession and establish the mechanisms to ensure government continues to function during emergencies and/or disasters.
2. Per RSA 669:63, vacancies in the Board of Selectmen shall be filled by appointment made by the remaining selectmen. Whenever the selectmen fail to make such appointment, the superior court or any justice thereof, on petition of any citizen of the town, and after such notice as the court shall deem reasonable, may appoint a suitable person to fill the vacancy.

J. Recovery and Deactivation

Deactivation of emergency operations is dependent on a wide range of variables that must be satisfied before such an event may occur. Some basic principles that should be followed before deactivation are:

1. Ensure that all health and safety issues are resolved prior to full deactivation;
2. That all essential services and facilities are re-established and operational;
3. Recovery operations may be initiated during response operations;
4. Final deactivation of all operational activities should be coordinated with appropriate local, State, and Federal governments.

IV. Plan Management

A. Development

1. The EMD will coordinate the development of this ***EOP***. The development of the ESF components, SOPs/SOGs, alerting and notification lists, and resource inventories, shall be developed by the primary, co-primary, and/or support agencies within the functional ESFs, as assigned.
2. In addition, the development will include the coordination between local, State, and Federal governments to ensure the necessary link with all jurisdictions having emergency response capabilities met.

B. Maintenance

All primary, co-primary, and support agencies whether federal, state, local, or private with emergency responsibilities, shall integrate their planning efforts in the maintenance, implementation, and exercising of the ***EOP***. Hence:

1. The EMD will conduct the overall plan review and report to the Board of Selectmen with recommended revisions on an annual

basis, every year in April. EMD will request from the primary, co-primary, and support agencies the necessary updates as noted below.

2. Review of the functional ESFs by the respective primary, co-primary, and support agencies will be conducted every two years; SOPs/SOGs yearly; resource inventories and notification and recall lists on a six (6) month basis.
3. Review procedures following critiques of actual emergency operations and/or exercises and revise where deficiencies were noted. Revisions and/or updates within forty-five (45) days.
4. Major changes that affect the Situation and Assumptions and Concept of Operations sections of the **EOP** will be made as required. The department head shall approve major changes. Authority to revise and/or update routine documents such as SOPs/SOGs, notification and recall lists, and resource inventories, shall be made by the primary, co-primary, and support agencies.
5. All changes, revisions, and/or updates shall be forwarded to the EMD for review, editing, publication, and distribution to all holders of the **EOP**. If no changes are required, the EMD is to be notified in writing, by the respective department, agency or office that the plan and associated ESF, and all supporting documents, have been reviewed and are considered valid and current.

C. Document Control

The EMD is responsible for establishing and maintaining a document control system for all emergency management planning documents, as appropriate. The document control system will include the following:

- Inventory Control Numbering System for plans.
- List of plans with control numbers.
- Identify the location of where the plans are stored/maintained (i.e., EOC).
- Record of plan revisions.
- Plan distribution list.

D. Training and Exercises

1. The EMD will utilize annual training and exercise to evaluate the capability of the Town to respond to minor, major, and catastrophic disasters. The EMD will coordinate the training of local and volunteer personnel on their roles and responsibilities in the four phases of emergency management (i.e., preparedness, response, recovery, and mitigation).
2. The training and exercise programs will help to ensure the operational readiness of the Town's emergency support functions and emergency responders through the design and delivery of courses, professional development seminars and workshops, and hazard specific exercises (e.g., animal health and terrorism related

exercises and Radiological Emergency Preparedness Exercises for commercial nuclear power plants) to evaluate established plans and procedures/guides that are activated during an emergency situation at all levels of the emergency management system.

3. After each hazard-specific exercise a critique is held to allow participants to provide input into the development of an After-Action Report (AAR) that captures all recommended changes to existing policies, plans, and procedures/guides.

V. Authorities and References

A. Statutes and Regulations

Appendix C, Authority of Emergency Response Agencies, describes a compiled list of authorities and regulations that reflect federal, state, and local agencies, departments, and/or offices authority to respond and initiate emergency response procedures. Additionally, hazard-specific Annexes may contain supplemental authorities and regulations.

B. References

The following documents serve as guidance and reference in the development, maintenance and execution of this ***EOP***:

1. Federal Emergency Management Agency, State and Local Guide (SLG) - 101, Guide For All-Hazard Emergency Operations Planning, September 1996.
2. Federal Emergency Management Agency, Managing The Emergency Consequences of Terrorist Incidents, Interim Planning Guide for State and Local Governments, July 2002.
3. Federal Emergency Management Agency, CPG 1-8A, A Guide for the Review of State and Local Emergency Operations Plans, October 1992.
4. National Response Framework, October 2019.
5. Newington Emergency Management Plan 2006
6. Federal Emergency Management Agency, CPG 1-10, Guide for the Development of a State and Local Continuity of Government Capability.
7. Federal Emergency Management Agency, CPG 1-20, Guide for EOC Operations.

ESF Table of Contents

ESF 1 - Transportation	1-3
ESF 2 – Communications and Alerting... ..	4-6
ESF 3 - Public Works and Engineering	7-9
ESF 4 - Fire Fighting	10-12
ESF 5 - Information & Planning	13-15
ESF 6 - Mass Care & Shelter	16-20
ESF 7 - Resource Support	21-23
ESF 8 - Health and Medical Services	24-26
ESF 9 - Search and Rescue	27-29
ESF 10 - Hazardous Materials.....	30-32
ESF 11 - Food & Water	33-35
ESF 12 - Energy	36-38
ESF 13 - Law Enforcement and Security	39-41
ESF 14 - Public Information.....	42-44
ESF 15 - Volunteers & Donations	45-46
ESF 16 - Animal Health	47-50

ESF 1 – TRANSPORTATION

Primary Agency: Office of Emergency Management

Support Agencies: Board of Selectmen
Police Department
Fire Department
Road Agent

I. Introduction**A. Purpose**

To provide for coordination, control and allocation of transportation assets in support of the movement of emergency resources including the evacuation of people, and the redistribution of food and fuel supplies.

B. Scope

This ESF provides for local transportation support including:

1. Management and coordination of transportation activities to support the effort of local agencies.
2. Establishing priorities and/or allocating transportation resources, processing of all transportation requests, determining the priority of highway repair, conducting damage assessment, and coordinating emergency management activities with neighboring jurisdictions and state agencies.
3. Processing overall coordination of requests for local transportation support.
4. Obtaining transportation services and providing transportation assets into and out of impacted areas.
5. Assessing the damage to transportation infrastructure, analyzing the effects of the disaster on the local and regional transportation system, monitoring the accessibility of transportation capacity and congestion in the transportation system, and implementing management controls, as required.
6. Coordinating the clearing and restoration of the transportation resources.
7. Documenting of transportation needs and reporting to the local EOC, if applicable.

II. Situation and Planning Assumptions**Situation**

An evacuation may be recommended when all or any part of the community is affected and may involve all or any portion of the population. An organized evacuation of potentially endangered populations is one protective action and should be recommended only when other protective actions appear to be inadequate. Areas in Newington that might require an evacuation to be recommended would include:

- Designated floodplains areas
- Areas around potentially dangerous or explosive hazardous materials accident
- Areas downwind of a hazardous chemical materials accident
- Areas subjected to outages of power, water or home heating materials
- Areas affected by sabotage, terrorist activities or civil disturbance

- Structures, which are or could become unsound due to fires, earthquakes, hurricanes, tornadoes and other major natural or technological phenomena
- Areas threatened by advancing forest fires
- Areas around or near crashed aircraft
- Seabrook Nuclear Power Plant

A NH Supreme Court ruling on November 6, 2008 reaffirmed that Fire Officials have the right to require evacuations during an emergency. RSA 154:7, II(b) (2002) gives a fire department responding to a "fire, service call, or other emergency" authority to "order any persons to leave any building or place in the vicinity of such scene for the purpose of protecting such persons from injury or remove persons interfering with duties."

Although most adults in Newington own or have use of a private vehicle and would evacuate using that vehicle, the town assisted by state government will provide school buses and available commercial vehicles to transport those who do not own or have use of a vehicle or who cannot ride with friends, relatives or neighbors. Prisoners being held by the Police Department who could not be released would be transferred for incarceration. Some businesses have established evacuation plans for fire safety which could be used in certain emergencies.

The major evacuation routes for Newington will be:

- Spaulding Turnpike / Woodbury Ave. No. & So.
- Nimble Hill Road to McIntyre Road So.
- Industrial Corridor Road to Spaulding No. & So.

III. Concept of Operations

A. General

In accordance with the Newington Emergency Operations Plan and this ESF, the Emergency Management Director (EMD) is responsible for coordinating transportation activities. The Standard Operating Procedures to be established by supporting Departments will provide the framework for carrying out these activities.

Requests for assistance will be forwarded to the Newington EOC. It is important that the Road Agent maintain close coordination with the local EOC when it is in full operation, in order to support the EMD.

When transportation requests exceed the capability of the Town of Newington the EMD will coordinate transportation activities with the State EOC.

B. Notification and Activation

Upon determination of an impending or actual incident requiring transportation capabilities, the EMD will request agency representatives to implement ESF Transportation activities from the EOC.

C. Recovery Actions

Once recovery efforts have been initiated, the ESF will assist, coordinate, and facilitate the transportation needs required to re-enter the affected areas. Those requirements will include personnel and vehicle capabilities.

D. Deactivation

Partial deactivation would occur based upon the extent of the current response and recovery actions and at the discretion of the EMD. Full deactivation would occur at the termination of the operation elements at the EOC.

IV. Roles and Responsibilities

The Emergency Management Director will:

- ☐ Coordinate overall direction of the evacuation and transportation procedures.
- ☐ In coordination with the Fire and Police Departments, determine the approximate number of people involved.
- ☐ Begin the public warning procedures.
- ☐ Notify NH Homeland Security Emergency Management and request state and/or federal assistance, if necessary.
- ☐ Disseminate information and instructions to the public through the local media via a Public Information Officer.
- ☐ Ensure all populations have access to ADA compliant transportation.
- ☐ Distribute personnel and vehicle identification to key worker and emergency services personnel.

The Police Department will:

- ☐ Coordinate emergency transportation routes and traffic control.
- ☐ Establish and maintain control points to maximize traffic flow.
- ☐ Organize patrols to provide security in the evacuated area.

The Fire Department will:

- ☐ Assist in maintaining emergency transportation routes.
- ☐ Provide recommendations on areas to be evacuated.
- ☐ Provide post-evacuation fire surveillance.
- ☐ Direct in rescue operations.

The Road Agent will:

- ☐ Assist in maintaining emergency transportation routes.
- ☐ Provide barricades, cones and/or other devices for traffic control.
- ☐ Assist in manning control points designated by the Police Department.
- ☐ Provide for and maintain clearance of the evacuation routes.
- ☐ Clear parking areas at the shelters, if necessary.
- ☐ Request assistance from local contractors for personnel and equipment, if necessary.

The Board of Selectmen will:

- ☐ Provide support and assistance to emergency response agencies in support of this ESF 1 - Transportation.

V. References

A. Standard Operating Procedures/Guides (SOPs/SOGs)

Police Department Standard Operating Procedures
Fire Department Standard Operating Guidelines
School Emergency Procedures

B. Interagency Agreements/Compacts/Mutual Aid Agreements

Police Department Mutual Aid Agreements
Interstate Emergency Unit Fire Mutual Aid System
Seacoast Chief Fire Officers Mutual Aid District

ESF 2 – COMMUNICATIONS & ALERTING

Primary Agency: Office of Emergency Management

Support Agencies: Police Department
Fire Department
Board of Selectmen
Rockingham County Dispatch

I. Introduction

A. Purpose

In the event of an emergency or disaster, this Emergency Support Function (ESF) will assign the responsibilities and establishment of procedures to provide communications and alerting for the town.

B. Scope

The town's emergency function under this ESF consists of personnel and equipment, including local, state, federal, and volunteer resources essential to coordinate and disseminate information before, during, and after an impending or actual emergency.

II. Situation and Planning Assumptions

Situation

The Fire, Police and Road Agent currently maintain radio networks for conducting day-to-day operations. These departments have base stations, mobiles and portables for dispatching field forces and interfacing with other systems, both regional mutual aid and state agencies. The Police and Fire Departments utilize Rockingham County Dispatch.

These local networks, by necessity, must form the basis for an emergency communications system. In addition, telephones will be utilized as long as those systems are in operation. If needed and available, amateur radio and citizen's band networks may be used to augment the existing communications capability.

Major emergencies will generate an extraordinary demand on all communications systems so priority usage must be given to state and local direction and control networks.

III. Concept of Operations

A. General

ESF-Communications and Alerting manages and coordinates communications and alerting activities during existing or potential emergency conditions, using established communication organizations, processes, and procedures. Primary responsibility for the assessment and determination of communication requirements will rest with the Emergency Management Director along with the appropriate support agencies.

B. Notification and Activation

Upon notification of an emergency alert, the Emergency Management Director will establish communication links with one or more of the following:

- Local Emergency Operations Center (EOC)
- Emergency Response Personnel
- State EOC
- Police & Fire Mutual Aid Systems
- Surrounding Community EOCs

C. Emergency Response Actions

The Emergency Management Director will be notified as soon as possible upon receipt of information on any emergency situation that might affect the community. The EMD will then decide on whether to alert the other emergency response organizations or not, based on the information received.

Immediately following the notification sequences, the following actions should occur:

- Local or regional dispatch, or other responding agencies will contact EMD or designee.
- The EMD may approve the activation of this Plan and initiate notification of Emergency Support Functions to be activated. Dispatch shall make the initial notifications using the phones and their paging software.
- Upon activation, the Emergency Management Director or designee will take charge of EOC operations. The executive and operational staff positions shall be filled and shall report their state of readiness and recommendations to executive staff.
- Members of the executive staff will determine which, if any, other officials and staff should be notified/requested.
- The Board of Selectmen is to be notified of all EOC activations.

D. Deactivation

Partial deactivation will be determined by the extent of the current response and recovery actions and at the discretion of the EMD. Full deactivation would occur at the termination of the operations elements at the local EOC. Some elements of ESF-Communications and Alerting may continue to be operational to support the recovery phase of the operations, which may remain active for an extended period of time.

IV. Roles and Responsibilities**The Emergency Management Director will:**

- ☐ Support communications between the ESF primary and support departments.
- ☐ Notify State EOC to activate warning systems.
- ☐ Research and obtain additional communication resources.
- ☐ Ensure communications among emergency responders meets ADA requirements.

The Police Department will:

- ☐ Provide communication equipment for first responders, as needed.
- ☐ Provide communication support.
- ☐ Provide local dispatching.
- ☐ Receive warnings from the National Weather Service and/or State Emergency Management.

The Fire Department will:

- ☐ Provide communication equipment for first responders, as needed.
- ☐ Provide communication support.
- ☐ Provide local dispatching.
- ☐ Receive warnings from the National Weather Service and/or State Emergency Management.

The Rockingham County Dispatch will:

- ☐ Establish communications with primary and support agencies for ESF 2 – Communications and Alerting.

The Board of Selectmen will:

- ☐ Provide support and assistance to emergency response agencies in support of this ESF 2 - Communications and Alerting.

V. References

A. *Standard Operating Procedures/Guides (SOPs/SOGs)*

Police Department Standard Operating Procedures
Fire Department Standard Operating Guidelines

B. *Interagency Agreements/Compacts/Mutual Aid Agreements*

NH Telecommunicator Emergency Response Team (TERT)

ESF 3 – PUBLIC WORKS & ENGINEERING

Primary Agency: Road Agent

Support Agencies: Fire Department
Police Department
Building Inspector
Sewer Commission
Portsmouth Water Department

I. Introduction**Purpose**

To provide for and implement procedures and policies in coordinating all engineering resources and expertise in surveying and assessing damage and initiating emergency repair of public highways, right-of-ways, bridges, public buildings, and critical facilities; emergency ice, snow and debris removal; and emergency demolition of unsafe structures.

II. Situation and Planning Assumptions

A significant disaster may cause unprecedented property damage. Structures may be destroyed or severely weakened. Homes, public buildings, bridges, and other facilities may have to be reinforced or demolished to ensure safety.

Debris may make streets and highways impassible. Public utilities may be damaged and/or partially or totally inoperable.

Sufficient resources may not be available to state and local jurisdiction to meet emergency requirements. Federal assistance may be required to identify and deploy resources from outside the affected area to ensure a timely, efficient and effective response and recovery from the event.

III. Concept of Operations**A. General**

This ESF will provide support to the local emergency response efforts following a disaster. Coordination will be maintained between local, state and federal officials as appropriate, in order to maximize efforts. This ESF will work closely with ESF-, Information & Planning, in order to provide damage assessment information.

B. Notification and Activation

Upon determination of an impending or actual incident requiring transportation capabilities, the EMD will request agency representatives to implement ESF activities from the EOC.

C. Emergency Response Actions

Immediately following the notification and staffing of this ESF, attention should be directed towards, but not be limited to, the following:

- Compiling and evaluating damage assessments from town departments and staff.
- Establishing communications with emergency response personnel.
- Coordinating additional engineering and construction resources as needed.

D. Recovery Actions

Upon determination that emergency conditions have stabilized or are improving, the EMD shall direct recovery actions to commence.

E. Deactivation

Partial deactivation would occur based upon the current level of response and recovery operations and at the discretion of the EMD. Full deactivation would occur following termination of response and recovery field operations.

IV. Roles and Responsibilities**The Road Agent will:**

- ☐ Coordinate transportation activities with the EMD.
- ☐ Provide emergency debris clearance to allow emergency personnel and equipment the ability to perform lifesaving and life protection activities.
- ☐ Provide temporary construction of emergency access routes necessary for passage of emergency response personnel.
- ☐ Assist in the restoration of critical utility services, including electric, telephone, and gas.
- ☐ Serve as a member of the safety and damage assessment teams assessing public buildings for potential fire damage, hazards, etc.
- ☐ Maintain a list of qualified private contractors to assist in the restoration of critical facilities.
- ☐ Collect and provide the following ESF status information and coordinate with ESF-Information and Planning to ensure inclusion into the Situation Report (SITREP):
 - a. Status of debris removal activities
 - b. Status of Critical Facilities
 - c. Emergency Access Routes
 - d. Unmet Needs
 - e. Status of public utility services restoration

The Fire Department will:

- ☐ Determine whether damaged structures or facilities are an immediate threat or hazard to public safety.
- ☐ Serve as a member of the safety and damage assessment teams assessing public buildings for potential fire damage, hazards, etc.
- ☐ Assist in the restoration of critical utility services, including electric, telephone, and gas.

The Police Department will:

- ☐ Provide personnel and equipment to manage and operate staging areas, as needed.
- ☐ Coordinate traffic control activities.

The Building Inspector will:

- ☐ Serve as member of the safety and damage assessment teams assessing public buildings for potential damage.

The Sewer Commission will:

- ☐ Restore the sewer services to the district.
- ☐ Provide Personnel and equipment in the implementation of this ESF 3 Public Works & Engineering.

The Portsmouth Water District will:

- ☐ Restore the water services to the district.
- ☐ Provide Personnel and equipment in the implementation of this ESF 3 Public Works & Engineering.

V. References

Interagency Agreements/Compacts/Mutual Aid Agreements

Public Works Mutual Aid

Seacoast Chief Fire Officers Mutual Aid District

ESF 4 – FIRE FIGHTING

Primary Agency: Fire Department

Support Agencies: Police Department
Office of Emergency Management
Road Agent
Building Inspector
Board of Selectmen
Portsmouth Water District
Rockingham County Dispatch

I. Introduction

A. Purpose

To provide a coordinated response of local resources for the mitigation of wildland fires, urban/rural fires, structural fires, and incidents of a magnitude that require the expertise of the firefighting community resulting from a natural, man-made or technological disaster.

B. Scope

This ESF shall include actions taken through the application of personnel, equipment, and technical expertise to control and suppress incidents that have exceeded available resources.

II. Situation

The fire suppression functions include fire safety, fire surveillance and reporting procedures and fire fighting for all types of fires.

The Fire Department is a full-time organization of 15 members headed by a full-time chief and is as well-equipped to perform its assigned functions as any community of comparable size. It is a member of the Seacoast Chief Fire Officers Mutual Aid District. The Fire Station has emergency back-up power.

The Fire Department is the largest single source of manpower in the community, but, in a major emergency, it would probably need additional personnel and equipment to perform all of its assigned tasks. Due to the nature and size of the emergency, mutual aid assistance may be unavailable or severely limited, so expedient measures may have to be developed at the time of crisis.

The Fire Department maintains Standard Operating Guidelines (SOGs) for fire suppression and regularly trains its personnel in those procedures and coordination with other emergency services is standard procedure.

III. Concept of Operations

A. General

The Newington Fire Department is the primary agency responsible for local operations to mitigate the effects of urban and wildland incidents in the town.

B. Notification and Activation

Upon notification of the Fire Department of an emergency requiring implementation of this EOP, the EMD will be requested to activate and coordinate ESF #4 activities from the EOC.

C. Emergency Response Actions

Upon notification of an impending emergency the ranking officer in charge will perform the following functions:

- Begin warning procedures
- Begin call-up of additional department personnel
- Begin emergency communications procedures
- Notify the Board of Selectmen and the Emergency Management Director of the state of readiness of the department and request outside assistance if necessary
- Report to the EOC when directed by the Emergency Management Director and delegate the on-scene command of the department to the Assistant Fire Chief
- Disburse personnel and equipment to predetermined strategic locations
- Extinguish and/or contain all fires
- Report any power outages to Eversource
- Provide personnel to other emergency services to augment their capabilities, if available
- The Fire Department will implement existing operating procedures, mutual aid agreements, and notification as outlined within existing protocols

D. Recovery Actions

In the post-disaster recovery period, the Fire Department will perform the following functions:

- Coordinate decontamination functions, if necessary
- Assist in providing security for disaster-affected areas, if requested
- Coordinate in clean-up operation
- Coordinate outside fire-suppression assistance
- Perform such other functions as requested by the Board of Selectmen to alleviate suffering and return the citizens of Newington to as near normal conditions as possible

E. Deactivation

Partial deactivation would occur based upon the current level of response and recovery operations and at the discretion of the EMD. Full deactivation would occur following termination of response and recovery field operations.

IV. Roles and Responsibilities**The Fire Department will:**

- ☐ Extinguish and contain all fires.
- ☐ Receive the notification of an actual or impending emergency and forward it to the Emergency Management Director per discretion of the Fire Chief.
- ☐ Disseminate emergency warnings to the general public.
- ☐ Assist the Police Department in establishing traffic control points.
- ☐ Assist commercial and industrial facilities which may require special fire protection to plan for facility protection.
- ☐ Train fire personnel for multi-hazard response and discipline.
- ☐ Establish procedures to provide fire protection in evacuated areas and to provide roving fire watch patrols.

- ☐ Require evacuations per RSA 154:7, II(b)
- ☐ Maintain an up-to-date inventory of personnel and equipment.

The Police Department will:

- ☐ Coordinate traffic control.
- ☐ Coordinate emergency transportation routes.

The Road Agent will:

- ☐ Provide highway equipment and personnel support during large scale firefighting operation.
- ☐ Maintaining transportation routes to provide access to emergency response vehicles.

The Emergency Management Director will:

- ☐ Establish the Emergency Operations /center as needed.

The Building Inspector will:

- ☐ Serve as member of the safety and damage assessment teams assessing public buildings for potential damage.

The Portsmouth Water District will:

- ☐ Coordinate with the Fire Chief on fire suppression capability.
- ☐ Monitor water supply for fire suppression.

The Rockingham County Dispatch will:

- ☐ Begin notification procedures with the Fire Department.
- ☐ Maintain communication support as required.

The Board of Selectmen will:

- ☐ Provide support and assistance to emergency response agencies in support of this ESF #4 - Fire Fighting.

V. References***A. Standard Operating Procedures/Guides (SOPs/SOGs)***

Fire Department Standard Operating Guidelines (SOGs) for fire suppression.

B. Interagency Agreements/Compacts/Mutual Aid Agreements

Seacoast Chief Fire Officers Mutual Aid District

ESF 5 – INFORMATION AND PLANNING

Primary Agency: Office of Emergency Management

Support Agencies: Board of Selectmen
Police Department
Fire Department
Road Agent
Building Inspector
Health Officer
Sewer Commission
Newington School SAU #50
Portsmouth Water Department
Rockingham County Dispatch

I. Introduction

A. Purpose

The purpose of this ESF is to compile, analyze, and coordinate the collection of data relevant to injury, death and damage assessment in disaster areas.

B. Scope

The scope is the overall coordination and collection of data activities at the local EOC in order to formulate response and recovery actions. However, decision and assignment of resources are not executed in this ESF. The primary role of this ESF is to serve as a clearinghouse of information for all interested parties. It is also responsible for establishing and maintaining the message center and coordinating initial needs and damage assessment activities. The activities are grouped among the following functions:

1. **Information Processing** in order to process and disseminate essential elements of information from local, state, federal, and other resources and to disseminate in order to provide for adequate response activities.
2. **Reports** to consolidate information, document response activities and to provide essential information to local, state, federal and other sources.
3. **Displays** to maintain information and status in order to facilitate briefings and current activities.
4. **Planning and Support** for consolidating data to support the preparation of the Action Plan.
5. **Technical Services** to coordinate remote sensing and reconnaissance requirements; provide hazard-specific technical advice to support operational planning; and use additional subject matter experts or technical specialists, as needed.

II. Concept of Operations

A. General

Typically, the activities of ESF- Information and Planning will commence once the local EOC is activated due to an emergency situation. The following provides an overall description of the concept of operations.

In response to an incident, the following may occur:

1. Emergency responders at all levels of government will initially assess the situation to identify the response actions needed. The assessment will provide:
 - a. Gross assessment of disaster impacts including the identification of the boundaries of the damage areas, type and severity of the damages, including status of vital facilities.
 - b. Provide general assessment of the status of government operations.
 - c. Select or validate, as necessary, the operational status of critical facilities such as staging areas, mobilization centers, etc.
2. The assessment of the incident, if warranted, will be communicated to the EMD and/or EOC where it will be directed to the appropriate operational element needing the information.
3. The various support agencies will gather, disseminate, and transmit data to the primary agency. ESF-Information and Planning will collect, summarize, analyze, display, and disseminate critical elements to the operational support of the local EOC. Such elements include but are not limited to:
 - a. Boundaries of the disaster area
 - b. Social/economic/political impacts
 - c. Jurisdictional boundaries
 - d. Status of transportation system
 - e. Status of communications system
4. ESF-Information and Planning will develop situation reports using statistical, narrative, and graphic information from response and recovery operations, which provide an overall description of the situation.

B. Notification and Activation

In response to an event that would cause the activation of the local EOC, the EMD request would normally initiate notification procedures.

C. Emergency Response Actions

The emergency response actions for this ESF are as follows:

- Collect, process and disseminate information on the disaster or emergency situation for use by the local EOC.
- Prepare briefings and reports based on input from other ESF operational elements. Submit situation reports to state EOC.
- Maintain status boards, maps, and charts critical to the operation of the local EOC.
- Prepare planning reports and develop special reports describing specific actions, priorities or contingency planning requirements as requested.
- Log and track local, state and federal response actions and requests to support operational elements.

D. Recovery Actions

Recovery actions will begin at the discretion of the EMD. Though two separate sequence frames, it is not expected that the recovery actions for this ESF will differ from the emergency response actions.

E. Deactivation

Partial deactivation would occur based upon the extent of the current response and recovery actions and at the discretion of the EMD. Full deactivation would occur at the termination of the operational elements at the local EOC.

III. Roles and Responsibilities

The Emergency Management Director will:

- ☐ Provide overall coordination of information and planning activities at the EOC.
- ☐ Utilize EOC forms and checklists to assist in the information and planning function.
- ☐ Conduct EOC briefings according to a predetermined schedule.

The Fire Department, Police Department, Board of Selectmen, Road Agent, Building Inspector, Health Officer, Sewer Commission, Newington School SAU #50, Portsmouth Water District and Rockingham County Dispatch will:

- ☐ Support the EMD in the Emergency Operations Center.

IV. References

Standard Operating Procedures/Guides (SOPs/SOGs)

Emergency Operations Center Standard Operating Procedures

ESF 6 – MASS CARE & SHELTER

Primary Agency: Office of Emergency Management

Support Agencies: Police Department
Fire Department
Board of Selectmen
Health Officer
Newington SAU #50
Portsmouth Water Department

I. Introduction**A. Purpose**

The purpose of Emergency Support Function #6 – Mass Care, Housing and Human Services (ESF #6) is to coordinate the local and state resources to meet the basic human needs of mass care, sheltering and human services to populations impacted before, during and after an emergency situation. These services are provided on a short-term basis and when a more long-term approach is required, activities will move recovery activities.

B. Scope

Activation of this ESF #6 will be made through a local request from the Newington EOC. The Town of Newington will establish a local emergency shelter at the Newington Town Hall or the Newington School. If neither of these facilities are accessible or adequate, the town will direct people to a nearby regional Shelter.

NH Department of Health and Human Services is the State's lead agency for ESF #6, but it is recognized that in incidents that require state-provided sheltering and mass care activities, the American Red Cross of NH will play a significant role as primary support agency. State assistance under ESF #6 will be provided to meet the public safety needs of the public that are required beyond those that can be provided at the local level through aid agreements and/or partnerships with local organizations.

ESF #6 is organized into four primary functions: Mass Care, Emergency Assistance, Housing and Human Services.

- **Mass Care:** Includes sheltering, feeding operations, emergency first aid, bulk distribution of emergency items, and collecting and providing information on victims to family members, within the shelter.
- **Emergency Assistance:** Assistance required by individuals and families to ensure that immediate needs beyond the scope of the traditional “mass care” services provided at the local level are addressed. These services include: support to evacuations (including registration and tracking of evacuees); reunification of families; provision of aid and services to functional needs populations; non-conventional shelter management; and coordination of voluntary agency assistance.
- **Housing:** EMD will coordinate with Federal and State agencies on housing options such as rental assistance, repair, loan assistance, replacement, factory-built housing, semi-permanent and permanent construction, referrals, identification and provision of accessible housing, and access to other sources of housing assistance. The National Disaster Housing Strategy (www.fema.gov/emergency/disasterhousing/) guides this assistance.

- **Human Services:** EMD would coordinate information on disaster assistance programs to help disaster victims recover their non-housing losses, including programs to replace destroyed personal property, and help to obtain disaster loans, food stamps, crisis counseling, disaster unemployment, disaster legal services, support and services for functional needs populations, and other State and Federal benefits.

C. Policies

1. ESF #6 will support local, state, and federal agencies, voluntary agencies and nongovernmental organizations, and ESF #8 – Public Health and Medical Services in addressing functional needs populations, as defined in the National Response Framework (NRF) Glossary. Functional needs may be present in one or more areas, including but not limited to:
 - Communication.
 - Medical Care.
 - Supervision.
 - Maintaining Independence.
 - Transportation.

Individuals in need of additional response assistance may include those who have disabilities, who live in institutional settings, who are elderly, who are from diverse cultures, who have limited English proficiency or who are non-English speaking, who are children, or who are transportation disadvantaged.

2. The local, State, and Federal response community recognizes the varying and specific requirements of individuals that require and utilize the assistance of family members, personal assistants, and/or service animals and is committed to ensuring that the physical and mental health needs of these individuals are appropriately addressed and that the individuals and assistance providers remain together to the maximum extent possible during evacuation, transport, sheltering, or the delivery of other services. Service animals shall be treated as required by law (e.g., the Americans with Disabilities Act (ADA) of 1990 or as revised).

II. Situation and Planning Assumptions

A. Situation

A disaster or emergency can occur without warning. It may result from natural or technological hazards, civil disturbance, or act of terrorism, and cause extensive damage and human suffering. Warnings and evacuation might cause displacement of a large population. People may be forced from their homes depending on such factors as time of occurrence, area demographics, building construction, and existing weather conditions. Family members may be separated immediately following an emergency or disaster such as, children in school and parents at work. Transients, such as tourists, travelers, students, and the pre-disaster homeless, may be involved. Residents in fixed facilities such as, nursing facilities, adult- and child-day care centers may be impacted.

In some cases, sheltering-in-place may be required. These actions may necessitate the establishment of sustenance sheltering operations at the local level that may require state-level support. Some people may be reluctant to evacuate their homes because of their animals/pets. It will be necessary for the town residents to plan ahead for the evacuation, rescue, sheltering and feeding of a portion of the pet/animal population.

Based upon the Town's Hazard Mitigation Plan, listed below are several emergencies that may require activation of ESF #6:

- Severe Winter Storms
- Flooding
- Wildfires.
- Tornadoes/Downburst
- Hurricane

B. Assumptions

1. All ESF #6 agencies will receive NIMS training. Unified Command will be used to the greatest extent possible to manage ESF #6 assets in the field due to the number and variety of government and private sector organizations that may be involved. All ESF #6 agencies will participate, as capable, in exercises and drills. All exercises and drills will be HSEEP-compliant.
2. It is increasingly probable that an incident will occur which will require activation (partial or complete) of ESF #6. Not all disaster victims will require mass care services. Some people will go to mass shelters, others will find shelter with friends and relatives; many people will remain with or near their damaged homes. They may require the provision of short-term warming or cooling shelters, mobile feeding, etc.
3. When activated, the ESF #6 representative at the Newington EOC will be responsible for the activation of resources through the ESF support agencies, coordinating their activities and collecting, evaluating and disseminating information on services provided and anticipated.

III. Concept of Operations**A. General**

1. Provide trained personnel for assignment to the Newington EOC during activation. Assure sufficient personnel for an extended and/or 24-hour activation period. Provide updates and briefings for any new personnel or agencies providing services under ESF #6.
2. The PIO will release information (in coordination with the JIC, if one is established) on safety and disaster planning/actions via news releases, brochures, or websites.
3. Keep public and private partners updated on preparedness activities. Develop and disseminate situation reports, as appropriate. The EMD will prepare impact assessment documents to be submitted to HSEM and other appropriate ESFs, Support Annexes and agencies.
4. Plan and prepare the notification systems to support the requests and directives resulting from a local emergency and/or requests for a state disaster declaration.
5. The status of committed and uncommitted resources will be continuously tracked by Newington EOC when ESF #6 resources are utilized. All sheltering activity, whether by the Town of Newington or ARC or independently, will be recorded and tracked (to the best of their ability) by the ESF #6 representative in the EOC via WebEOC. The ESF #6 representative will convey information to the Newington EOC.
6. All agencies involved in ESF #6 will develop, test and maintain automated listings of points of contact, available resources, status of committed and uncommitted resources, agency contracts and agreements and mutual aid partners.
7. Initial recovery efforts may commence as response activities are taking place. As recovery activities are introduced, close coordination will be required for assistance such as, but not limited to, temporary housing, loans and grants for individuals under traditional disaster assistance programs of federal agencies. These grants will be administered by ESF #14, but ESF #6 will assist in identifying potential needs for such assistance.
8. Coordinate demobilization of mass care resources with participating agencies; disseminate notification of demobilization, demobilize, provide staff briefing, and deactivate staff from operations.

B. Organization

ESF #6 shall function under the direction and control of the Newington Emergency Management Director.

1. **Operational Facilities:** ESF #6 may have to participate on several emergency teams and/or co-locate at several emergency facilities simultaneously. The following is a listing of the various locations that may be activated during an emergency:
 - i. Evacuation, Staging, Reception, Sheltering Areas – The EMD will coordinate with other ESFs and local entities, identify and maintain routing information to/from staging areas, reception areas, and shelters. Teams may be asked to report for deployment or remain on an operational readiness status. Identify routing for special equipment, or other special needs that may occur prior to, during or after an incident.
 - ii. Newington Emergency Operations Centers - The Newington EOC is a "clearinghouse" that is used by the agencies to "track" assigned missions, resources committed, resources available, needed support for resources committed, needed personnel and contracts and contractors, and many other matters necessary for an effective emergency operation.
2. **Specialized and Mutual Aid Teams:** Specialized local, Federal and Mutual Aid teams can be brought in as resources if the proper channels for requesting assistance are followed. Proper declarations would be required and requests should be made on an executive level to mobilize, as appropriate. It will be up to the local EMD, in consultation with the ESF #6 representative in the EOC to make the determination when and to what extent to utilize other NGOs or associations and groups in activities.
3. **Contracts and Contractors:** Resources that are available through ESF #6 may, at times, best be obtained through a contractor. Agency(s) contracts may be utilized or access to State of NH or private sector contracts may be made through coordination with ESF #7- Resource Support.

C. Deactivation

Partial deactivation would occur based upon the extent of the current response and recovery actions and at the discretion of the EMD. Full deactivation would occur at the termination of the operational elements at the local EOC.

IV. Roles and Responsibilities**The Emergency Management Director will:**

- ☐ Coordinate shelter operations.
- ☐ Notify local and state agencies and the American Red Cross of shelter needs.
- ☐ Develop and maintain a shelter plan.
- ☐ Identify and secure permission of those buildings to be designated as shelters.
- ☐ Obtain cots and blankets from American Red Cross and any other sources.

The Police Department will:

- ☐ Provide security at the shelters, as personnel are available.

The Fire Department will:

- ☐ Advise on those facilities that provide the best fire protection.
- ☐ Provide emergency medical treatment for evacuees during shelter operations.
- ☐ Coordinate with the Health Officer on the health safety of the shelters.

The Board of Selectmen will:

- ☐ Coordinate press releases and public information.
- ☐ Assist in the implementation of this ESF #6 – Mass Care and Shelter.

The Newington School SAU #50 will:

- ☐ Prepare the Newington School SAU #50 for sheltering.
- ☐ Make available on-hand food supplies.
- ☐ Provide available personnel, as available, for registering evacuees.

The Health Officer will:

- ☐ Monitor conditions at the designated shelters.

The Portsmouth Water Department will:

- ☐ Provide water service and supply to shelters.
- ☐ Provide assistance in developing a Shelter Plans.

V. References

A. Plans

American Red Cross NH State Disaster Plan

B. Standard Operating Procedures/Guides (SOPs/SOGs)

None

ESF 7 – RESOURCE SUPPORT

Co-Primary Agency: Office of Emergency Management
Board of Selectmen

Support Agencies: Police Department
Fire Department
Road Agent
Building Inspector
Health Officer
Sewer Commission
Newington School SAU #50
Portsmouth Water Department
Rockingham County Dispatch

I. Introduction**Purpose**

The objective of this ESF is to provide logistical support preceding or following a disaster.

II. Situation and Planning Assumptions

The Town of Newington will require such resources as are necessary to maintain essential industries and services, to support key personnel working within these facilities and to provide the citizens, both affected and unaffected by the emergency, with essential survival resources such as food, water, housing, medical care, fire and police protection, etc. If possible, the stockpiling of as much essential materials as possible will begin during pre-crisis periods on recommendations of the NH Homeland Security Emergency Management. The nature of the emergency might be such that the community would have to survive for an extended period of time on those resources available until outside assistance can be obtained. Therefore, rationing may become necessary. Eventually, outside assistance will become available from federal, state or regional sources.

Generally, people will cooperate with official regulations restricting the use of essential resources during an emergency. State Law, RSA 21, provides that private property may be commandeered or appropriated for the common good. Owners will be reimbursed as soon as practical following the end of the emergency situation.

Should the emergency situation warrant an evacuation of the major portion of the population, those resources deemed in excess to the needs of Newington would be transferred to a hosting community.

III. Concept of Operations**A. General**

Upon activation of the Emergency Operations Center, each emergency services department will report to the EMD on the status of essential resources available, present or predicted shortfalls and needs for additional resources. The EMD will report the shortfalls and needs to the NH Homeland Security Emergency Management and request assistance, if the necessary resources are exhausted or not available locally. In order that state and/or federal resources be requested, the community must show that its

capability to continue response is inadequate. In Public Health emergencies the EMD will submit resource requests through the Multi Agency Coordination Entity.

Resources that are in-transit in inter-or intrastate commerce will come under the control of state and/or federal agencies. These resources may be deferred to the community on orders of the respective agencies. In order that an effective response by state or federal resources be obtained, prompt notification to the NH Homeland Security Emergency Management of the situation and the potential need for assistance is essential.

B. Notification and Activation

In response to an event that would cause for the activation of the local EOC, the EMD would initiate notification.

C. Emergency Response Actions

1. Preparedness:

- a. Stage resources near the expected impact/emergency areas when possible.
- b. The available resources and facilities that are necessary to respond to an emergency should be identified and assessed for possible deployment.

2. Response:

a. Initial Actions

- 1) Place emergency service personnel on standby or direct to staging areas with some facilities staffed for immediate response.
- 2) Support agencies will provide logistical support as required.
- 3) Primary and support agencies will be prepared to provide initial reports based on resources that have been requested.
- 4) Security for staging areas and facilities will be provided through ESF-Law Enforcement and Security.

b. Continuing Actions:

- 1) This ESF will continually provide for the control and accountability of equipment, personnel, goods and services in support of the disaster.
- 2) Track the status/disposition of all resource's requests.

D. Deactivation

Partial deactivation would occur based upon the extent of the current response and recovery actions and at the discretion of the EMD. Full deactivation would occur at the termination of the operational elements at the local EOC.

IV. Roles and Responsibilities

The Emergency Management Director will:

- ☐ Coordinate requests for additional personnel and equipment.
- ☐ Advise the Board of Selectmen on the location of additional resources.
- ☐ Maintain the Resource Inventory Listing in an up-to-date condition.
- ☐ Assume overall control of resource allocation.

The Board of Selectmen will:

- ☐ Issue such orders and/or proclamations necessary to conserve essential on-hand resources.

- ☐ Acquire such private resources as are needed and authorize the expenditure of funds necessary for acquisition.
- ☐ Request assistance from neighboring communities and/or the State.
- ☐ Authorize the release of excess resources to neighboring communities and/or the State.

The Police Department will:

- ☐ Provide personnel and equipment in the implementation of this ESF.
- ☐ Provide security at resource staging areas as personnel are available.
- ☐ Coordinate Police Mutual Aid.

The Fire Department will:

- ☐ Provide personnel and equipment in the implementation of this ESF.
- ☐ Coordinate Fire Mutual Aid.

The Road Agent will:

- ☐ Maintain liaison with local contractors and equipment dealers.
- ☐ Assist Emergency Management Director in maintaining a listing of construction equipment and personnel available locally.
- ☐ Coordinate Public Works Mutual Aid.

The Building Inspector will:

- ☐ Provide assistance to the Board of Selectmen and EMD in the implementation of this ESF.
- ☐ Provide available resources.

The Health Officer will:

- ☐ Maintain liaison with NH Department of Health and Human Services.
- ☐ Assist Emergency Management Director in identifying local regional health resources.

The Sewer Commission will:

- ☐ Provide equipment and personnel resources as necessary.

The Newington School SAU #50 will:

- ☐ Provide personnel, equipment and building space as available.

The Portsmouth Water Department will:

- ☐ Provide water and assistance as required.

The Rockingham County Dispatch will:

- ☐ Provide personnel dispatching and communication services as requested.

V. References

- A. *Standard Operating Procedures/Guides (SOPs/SOGs)*** Police
Department Standard Operation Procedures
Fire Department Standard Operating Guidelines
- B. *Interagency Agreements/Compacts/Mutual Aid Agreements***
Police Department Mutual Aid
Seacoast Chief Fire Officers Mutual Aid District
Public Works Mutual Aid

ESF 8 – HEALTH & MEDICAL SERVICES***Co-Primary Agencies:***

Fire Department
Office of Emergency Management
Health Officer

Support Agencies:

Police Department
Newington School SAU #50
Board of Selectmen
Rockingham County Dispatch

I. Introduction***Purpose***

The purpose of ESF-Health and Medical Services is to ensure the provision of comprehensive health, medical and/or human services to disaster victims, their families and response personnel and to coordinate the supplementation and support to disrupted or overburdened local health and medical personnel and facilities.

II. Situation and Planning Assumptions

The Town of Newington has no hospital which would require special emergency planning. People must rely on facilities in Portsmouth to provide most advanced medical services. The Fire Department maintains the rescue and ambulance service.

A Mass Casualty Incident event requires its own planning procedures. A major emergency affecting the community and the surrounding area could result in a high rate of casualties and fatalities. The Newington Fire Department and Seacoast Chief Fire Officers Mutual Aid District will coordinate Mass Casualty Incidents following established MCI protocols. A Victim Identification Center will be established at a location to be determined at the time of the event.

Since no judgment can be made as to the health and medical capabilities which would survive a major emergency, certain expedient medical decisions will be made following an assessment of the capabilities remaining.

The Seacoast Regional Public Health Network is a collaborative of municipal and health and human service agencies in the region that encompasses the 23 municipalities of Brentwood, East Kingston, Epping, Exeter, Fremont, Greenland, Hampton, Hampton Falls, Kensington, Kingston, New Castle, Newfields, Newmarket, Newton, Newington, North Hampton, Nottingham, Portsmouth, Raymond, Rye, Seabrook, South Hampton and Stratham. Through the Seacoast Regional Public Health Network, these municipalities developed a regional plan to address public health emergencies, the Seacoast Regional Public Health Emergency Response Annex. A public health emergency can be caused by natural disasters, biological terrorism, chemical terrorism/accidents, radiological terrorism/accidents, or naturally occurring communicable disease outbreaks. During these events, the Multi-Agency Coordinating Entity (MACE) will ensure each agency within the region provides resource and status information, and will coordinate the efforts of the local EOCs within the region. The local EOCs will be responsible for supporting the MACE in coordination, communications, resource dispatching and tracking, information collection, analysis and dissemination. In a public health emergency, the local EOC and the MACE will maintain communication links and the MACE will maintain communications with the State EOC. The primary MACE location is the Stratham Fire Department, 2 Winnacunnet Road. The MACE Activation number is Exeter Fire Department Dispatch Center: 603-772-1212.

III. Concept of Operations

A. General

The community has a responsibility to provide medical treatment for casualties caused by a disaster situation and to provide procedures for the handling of fatalities. Hospitals which have a mass casualty plan will invoke it in concert with this plan.

B. Emergency Response Actions

Upon activation of this ESF and notification of a health or medical related emergency the Fire Department, Emergency Management Director and/or Health Officer will:

- Staff the Emergency Operations Center as appropriate to the needs of the emergency.
- Enlist the support of local health officer, regional health networks, human service agencies and where appropriate state and federal agencies.
- Where mutual aid or compacts exist, notify counterparts in neighboring towns and initiate any request for assistance that may be necessary.
- Initiate the States Disaster Behavioral Health Response Team if appropriate.
- If there is a public health emergency, the Newington EOC will communicate with and submit resources requests to the regional Multi Agency Coordination Entity.

C. Deactivation

Upon declaration at the local EOC that the ESF activities and services are no longer needed, the EMD will have all active entities terminate their actions and activities via smooth turnover to appropriate pre-incident organizations and agencies.

IV. Roles and Responsibilities

The Fire Department will:

- ☐ Provide emergency medical treatment functions.
- ☐ Coordinate emergency health and medical functions with the Health Officer.
- ☐ Assess the medical capabilities on hand.
- ☐ Establish medical procedures for evacuees at the shelter(s).
- ☐ Provide situational reports containing the number, type and severity of casualties to the EMD.
- ☐ Perform all administrative and operational functions of the EMS Service.
- ☐ Coordinate medical assistance with area Hospitals, if necessary.
- ☐ Coordinate special population support.
- ☐ Coordinate public health emergencies with the MACE.

The Emergency Management Director will:

- ☐ Provide situation reports containing the number, type and severity of casualties to the State EOC or the MACE.
- ☐ Coordinate with health care facilities on the release of names of casualties and proper notification to kin.
- ☐ Make requests for medical assistance, equipment, supplies and health manpower, as appropriate through the MACE.
- ☐ Report any excess medical capacity which may be available.

The Health Officer will:

- ☐ Coordinate all health functions.
- ☐ Maintain direct contact with Fire Department.
- ☐ Act as liaison with the state Health & Human Services department.
- ☐ Coordinate implementation of public immunization with the MACE.

- ☐ Establish a temporary Victim Identification Center.
- ☐ Assist in public education initiatives.

The Police Department will:

- ☐ Provide security and escorts, as required (e.g., Strategic National Stockpile (SNS), mass medication centers).
- ☐ Identify and ensure access routes are available.
- ☐ Coordinate with the law enforcement agencies from non-impacted areas in the State for the provision of security and restricting access at health and medical facilities within the affected area.
- ☐ Provide emergency transportation of blood, health/medical personnel, and medications, if needed.

The Newington School SAU #50 will:

- ☐ Support the EMD and Health Officer in the implementation of this ESF.
- ☐ Provide school nurse as available.

The Rockingham County Dispatch will:

- ☐ Provide emergency communications in support of this ESF 8 – Health & Medical Services.

The Board of Selectmen will:

- ☐ Provide assistance in the implementation of this ESF 8 – Health & Medical Services.

V. References**A. *Standard Operating Procedures/Guides (SOPs/SOGs)***

Fire Department Standard Operating Guidelines
Police Department Standard Operating Procedures

B. *Interagency Agreements/Compacts/Mutual Aid Agreements*

Portsmouth Regional Health Initiative
Department of Health and Human Services
NH Hospital Mutual Aid Network MOU

C. *Plans*

Seacoast Regional Public Health Network Annex which is on file with the Fire Department.

ESF 9 – SEARCH & RESCUE

Primary Agencies: Office of Emergency Management

Support Agencies: Police Department
Fire Department
Road Agent
Building Inspector
Rockingham County Dispatch

I. Introduction

Purpose

To provide assistance in all activities associated with Search and Rescue operations.
To coordinate the integration of personnel and equipment resources.

II. Concept of Operations

A. General

ESF #9 - Search and Rescue, manages and coordinates the response of local search and rescue resources in response to any incident involving search and rescue operations. These include, but are not limited to, aircraft, collapsed buildings, urban, water and woodlands incidents. NH Fish and Game has authority to "conduct search and rescue operations in woodlands and inland waters and to provide security at the sites thereof, and to enforce recovery of expenses under RSA 206:26-bb" according to NH RSA 206:26.

B. Notification and Activation

In response to an event that would cause the activation of the local EOC, the EMD request would normally initiate notification procedures.

C. Emergency Response Actions

The EMD will be responsible for the following:

- Assign a representative to report to the local EOC as soon as possible after notification of ESF activation.
- The ESF representative will ensure that communication links are established with local or field command and control elements, and other primary and support agencies.
- Determine initial and ongoing activities and damage assessment through established intelligence gathering procedures. Provide this information to ESF-Information and Planning personnel for dissemination.
- Maintain complete logs of actions taken, resource requirements, and other activities.

D. Recovery Actions

When it is determined that the emergency conditions have stabilized or are improving, the EMD shall determine the requirements to sustain the recovery efforts. Factors to be considered, but not limited to, are:

- Identify specific areas that would sustain recovery efforts.
- Mobilization needs for resources, personnel and equipment.
- Determine transportation and traffic control requirements.
- Determine the coordination capabilities between local, state and federal officials to initiate recovery efforts.

E. Deactivation

Upon declaration at the local EOC that the ESF activities and services are no longer needed, the EMD will have all active entities terminate their actions and activities via smooth turnover to appropriate pre-incident organizations and agencies.

III. Roles and Responsibilities**The Emergency Management Director will:**

- ☐ Provide coordination and assistance in search and rescue operations.
- ☐ Provide direction and control at the Emergency Operations Center.

The Police Department will:

- ☐ Coordinate with Fire Department to conduct search and rescue operations.
- ☐ Collect and maintain the following ESF status information and coordinate with ESF-Information and Planning, to ensure inclusion into the situation report.
 1. Number of victim rescues attempted and completed.
 2. Status of rescue operations.
 3. Unmet needs.
 4. Allocated and requested Search and Rescue Resources.
 5. Staffing and resource shortfalls.
- ☐ Coordinate with ESF-Fire Fighting, to provide manpower, equipment and technical assistance for large-scale search and rescue efforts in the appropriate setting.
- ☐ Advise Dispatch to notify NH Fish & Game of any Search & Rescue event.
- ☐ Provide investigative services in missing persons cases.

The Fire Department will:

- ☐ Coordinate with the Police Department to conduct search & rescue operations.
- ☐ Coordinate and provide collapsed building rescue.
- ☐ Provide manpower, equipment and technical assistance for large-scale search and rescue efforts in the appropriate setting.
- ☐ Coordinate the provision of resources to local and state search and rescue operations.
- ☐ Provide medical assistance in search missions.
- ☐ Collect and maintain the following ESF status information and coordinate with ESF-Information and Planning, to ensure inclusion into the situation report.
 1. Number of victim rescues attempted and completed.
 2. Status of rescue operations.
 3. Unmet needs.
 4. Allocated and requested Search and Rescue Resources.
 5. Staffing and resource shortfalls.
- ☐ Contact the NH Homeland Security Emergency Management to activate Federal Search and Rescue Team.

The Road Agent will:

- ☐ Provide personnel and equipment in search and rescue operations.

The Building Inspector will:

- ☐ Provide personnel and equipment in search and rescue operations.
- ☐ Inspect buildings for structural safety.

The Rockingham County Dispatch will:

- ☐ Provide emergency communications in search and rescue operations.

IV. References

A. Standard Operating Procedures/Guides (SOPs/SOGs)

Fire Department Standard Operating Guidelines
Police Department Standard Operating Procedures

B. Interagency Agreements/Compacts/Mutual Aid Agreements

Seacoast Chief Fire Officers Mutual Aid District
Police Mutual Aid Agreements with surrounding communities
Seacoast Emergency Response Team

ESF 10 – HAZARDOUS MATERIALS

Primary Agency: Fire Department

Support Agencies: Police Department
Office of Emergency Management
Road Agent
Sewer Commission
Portsmouth Water Department
Rockingham County Dispatch

I. Introduction**A. Purpose**

Provide a coordinated local response and mitigate potential effects of a hazardous materials incident resulting from a natural, man-made, technological disaster or a terrorist incident.

B. Scope

The local scope under this function shall include actions taken through the application of equipment, and technical expertise to control and contain HazMat incidents during response and recovery.

ESF-Hazardous Materials, will manage and coordinate the HazMat activities surrounding existing or potential disaster conditions. This will be accomplished by monitoring resources in support of local and mutual aid agencies. This ESF will utilize established HazMat organizations, mutual aid, processes, and procedures.

II. Concept of Operations**A. Notification and Activation**

- The Fire Department will initiate activation of this ESF.
- Upon notification of an incident, the Newington Fire Department will be requested to activate and coordinate ESF activities from the EOC.
- The Newington Fire Department will implement existing operating guidelines, mutual aid agreements, vendor contracts, and notifications as outlined within existing protocols.
- Deployment of personnel and resources will take place in accordance with established mobilization guidelines.

B. Emergency Response Actions

The following activities will commence upon report of a hazardous material incident:

- A Fire Department designee will locate at the local EOC as soon as possible after notification.
- The designee will ensure that communications interoperability is established and maintained with local command and control, primary agencies, support agencies, regional HazMat teams, state and federal counterparts, and others as deemed necessary according to existing procedures.
- Determine initial and ongoing activities through established intelligence gathering procedures.
- Determine and resolve issues regarding resource shortages and bottlenecks, interagency conflicts, and policy matters as necessary.
- Maintain complete log of activities taken, resources ordered, records and reports.

C. Recovery Actions

Initiation of recovery operations will occur when feasibly possible and will follow prescribed HazMat response operation protocols.

D. Deactivation

Partial deactivation would occur based upon the extent of the current response and recovery actions and at the discretion of the EMD. Full deactivation would occur at the termination of the operations requirements.

III. Roles and Responsibilities**The Fire Department will:**

- ☐ Ensure the use of National Incident Management System (NIMS) and Incident Command System (ICS) during all HazMat incidents in town.
- ☐ Coordinate local activities during HazMat incidents.
- ☐ Coordinate with ESF-Transportation and ESF-Public Works and Engineering, during HazMat scenarios involving transportation incidents.
- ☐ Establish and maintain a database of entities that sell, manufacture, store and/or transport extremely hazardous substances in town.
- ☐ Coordinate with ESF-Resource Support in the identification and acquisition of additional HazMat equipment and supplies to support local, regional and state response operations.
- ☐ Collect and maintain the following ESF status information and coordinate with ESF-Information and Planning to ensure inclusion into the Situation Report (SITREP).
 1. Status of local and regional HazMat response activities (i.e., containment, cleanup and disposal).
 2. Status of evacuation or Shelter-in-Place orders and personal protective actions.
 3. Staffing and resource capabilities and shortfalls.
 4. Unmet needs (staff, equipment, etc)
 5. Allocation of HazMat resources.
 6. Status of operation facilities (i.e. staging areas, fixed/mobile command posts)
 7. Plume modeling information.
 8. Coordinate with ESF-Health and Medical Services the health and safety of response personnel.

The Police Department will:

- ☐ Coordinate the provision of site security and access control during hazardous material operations.
- ☐ Provide Traffic Control.

The Road Agent will:

- ☐ Assist in the identification of critical facilities.
- ☐ Assist in the provision of containment resources as needed.
- ☐ Provide and assist in the evacuation of areas impacted or potentially impacted by a hazardous spill, leak or release, as necessary.

The Emergency Management Director will:

- ☐ Provide direction and control at the Emergency Operations Center

The Sewer Commission will:

- ☐ Monitor contamination of sewer system.
- ☐ Assist with assessment, sampling and monitoring teams, as needed.

The Portsmouth Water Department will:

- ☐ Monitor contamination of water supply.
- ☐ Assist with assessment, sampling and monitoring teams, as needed.

The Rockingham County Dispatch will:

- ☐ Provide emergency communications for emergency response agencies.

IV. References

A. *Standard Operating Procedures/Guides (SOPs/SOGs)*

Fire Department Standard Operating Guidelines
Police Department Standard Operating Procedures

B. *Interagency Agreements/Compacts/Mutual Aid Agreements*

Seacoast Chief Fire Officers Mutual Aid District

C. *Plans*

All plans are on file with the Newington Fire Department.

ESF 11 – FOOD & WATER

Primary Agency: Office of Emergency Management

Support Agencies: Police Department
Fire Department
Health Officer
Board of Selectmen
Newington School SAU #50
Portsmouth Water Department

I. Introduction

A. Purpose

The purpose of ESF #11 - Food and Water is to identify, secure or prepare for distribution, and arrange for transportation of safe food to affected areas in response to a disaster.

B. Scope

Activities will be undertaken to: identify authorized food assistance needs; obtain appropriate and safe food supplies; arrange transportation of supplies to designated sites; and/or assist in authorization of emergency food stamp assistance.

II. Concept of Operations

A. General

This ESF will coordinate food and potable water supplied to designated sites and coordinate such activities through ESF-Mass Care and Shelter with the American Red Cross (ARC) or other facility managers regarding special nutritional requirements, food safety, and the issuance of disaster food stamps.

B. Notification and Activation

Upon notification of an emergency or impending incident, the EMD would request activation of this ESF.

The EMD will implement existing operating procedures, mutual aid agreements, and notifications as outlined within existing protocols.

Deployment of personnel and resources will take place in accordance with established mobilization guidelines.

C. Emergency Response Actions

Activities of this ESF will commence once impacted areas exceed feeding capabilities and have requested assistance.

- The EMD will locate at the local EOC as soon as possible after notifications.
- The EMD will ensure that communications interoperability is established and maintained with local command and control, primary and support agencies.
- Determine initial and ongoing activities through established intelligence gathering procedures.
- Determine and resolve issues regarding resource shortages and bottlenecks, interagency conflicts, and policy matters as necessary.
- Maintain complete log of activities taken, resources ordered, records and reports.

D. Recovery Actions

Initiation of recovery operations will occur when feasibly possible and will follow normal field operation protocols.

E. Deactivation

Partial deactivation would occur based upon the extent of the current response and recovery actions and at the discretion of the EMD. Full deactivation would occur at the termination of the operations requirements.

III. Roles and Responsibilities**The Emergency Management Director will:**

- ☐ Maintain records of the cost of supplies, resources, and employee hours needed to respond to the disaster.
- ☐ Collect and maintain the following ESF status information and coordinate with ESF-Information and Planning to ensure inclusion into the Situation Report:
 1. Number of people and meals served
 2. Number of food vouchers distributed to disaster victims
 3. Status of feeding operations
 4. Unmet needs (staff, equipment, etc.)
 5. Staffing and resource capabilities and shortfalls.
 6. Dietary needs
 7. Source of food
 8. Coordinate with ESF #8 - Health & Medical Services, the health and safety of response personnel
- ☐ Coordinate feeding operations with the American Red Cross.
- ☐ Coordinate provision and distribution of food and potable water and the provision of transportation to distribute food stocks.
- ☐ Coordinate with ESF #6 - Mass Care and Shelter and ESF-Volunteers and Donations, to determine the food need of the affected population(s).
- ☐ Develop a course of action that will ensure timely distribution of food.
- ☐ Coordinate food and potable water supplied to designated sites and coordinate such activities through ESF #6 - Mass Care and Shelter with the ARC or other facility managers regarding special nutritional requirements, food safety, and the issuance of disaster food stamps.

The Newington School SAU #50 will:

- ☐ Assist the EMD with the distribution of food.
- ☐ Provide school cafeteria facilities and food supply as needed.

The Health Officer will:

- ☐ Coordinate food and potable water supplied to designated sites and coordinate such activities through ESF 6 – Mass Care and Shelter with the ARC or other facility managers regarding special nutritional requirements, food safety and the issuance of disaster food stamps.

The Board of Selectmen will:

- ☐ Assist the EMD with the distribution of food.
- ☐ Coordinate provision and distribution of food and potable water and the provision of transportation to distribute food stocks.

The Portsmouth Water Department will:

- ☐ Coordinate with Newington EMD on the Distribution of water to shelters and individuals.

The Police and Fire Departments will:

- ☐ Assist the EMD in the implementation of this ESF #11 – Food & Water.
- ☐ Maintain extra supplies of water at their respective stations for the reconstitution of the emergency food supplies.

IV. References

A. Standard Operating Procedures/Guides (SOPs/SOGs)

None

B. Interagency Agreements/Compacts/Mutual Aid Agreements

None

ESF 12 – ENERGY

Primary Agency: Office of Emergency Management

Support Agencies: Police Department
Fire Department
Road Agent
Building Inspector
Rockingham County Dispatch

I. Introduction

A. Purpose

To provide a coordinated response in the restoration of energy services in a disaster area in order to save lives and protect health, safety, and property, and to carry out other emergency response functions.

B. Scope

This ESF involves the provision of emergency power and fuel to support the immediate response activities with the disaster area as well as providing power and fuel to normalize community functions.

II. Concept of Operations

A. General

This ESF, following a disaster and once activated, will assess fuel and electrical power damage, energy supply and demand, and assist in identifying requirements for restoration.

This ESF will coordinate closely with local, state, federal and private utility and fuel industry officials to establish priorities to repair damaged facilities, and to coordinate the provision of temporary, alternate or interim sources of emergency fuel and power.

B. Notification and Activation

Upon determination by the EMD of an impending or actual incident posing a significant threat to the Town of Newington, the EMD will request agency representatives to activate from the EOC. Upon activation, the EMD will implement existing operating procedures and support agency notification as outlined in existing protocols.

C. Emergency Response Actions

The following should be considered for emergency response:

- Determine the energy status of affected areas.
- Use information available to determine the possible energy needs for response.
- Receive and assess requests for energy assistance from affected areas.
- Provide accurate assessment of energy supplies, demands, and requirements for repair and restorations of energy systems to local EOC staff.

D. Recovery Actions

Recovery actions will begin at the discretion of the EMD. Though two separate sequence frames, it is not expected that the recovery actions for this ESF will differ from the emergency response actions.

E. Deactivation

Deactivation of this ESF will occur when all major energy related issues are resolved. Minor energy related issues may be relinquished to other operational ESFs to complete deactivation.

III. Roles and Responsibilities**The Emergency Management Director will:**

- ☐ Provide direction and control of the EOC in the implementation of this ESF.
- ☐ Determine the possible energy needs for emergency responders.
- ☐ Prioritize resource request and allocations, as needed.
- ☐ Assess fuel and electrical power damage, energy supply and demand, and assist in identifying requirements for restoration.
- ☐ Identify critical facilities requiring uninterrupted power or priority restoration during emergencies/disasters.
- ☐ Collect and maintain the following ESF status information and coordinate with ESF-Information and Planning to ensure inclusion into the Situation Report (SITREP).
 1. Status of energy systems
 2. Status of Critical Facilities
 3. Areas without energy
 4. Unmet needs (staff, equipment, etc.)
 5. Staffing and resource capabilities and shortfalls.
 6. Coordinate with ESF-Health & Medical Services the health and safety of response personnel

The Police Department will:

- ☐ Provide traffic control at utility restoration locations.
- ☐ Provide security for areas without power, as staff availability allows.

The Fire Department will:

- ☐ Provide for the safety of energy personnel, equipment and critical facilities as necessary.
- ☐ Notify utility companies of interruption of service.
- ☐ Provide assistance in mitigating and preventing fire and life safety hazards associated with energy fuel restorations.

The Road Agent will:

- ☐ Provide a coordinated response in the restoration of energy services in an emergency/disaster area in order to save lives and protect health, safety and property, and to carry out other emergency response functions.
- ☐ Provide assistance to energy suppliers in obtaining equipment, specialized personnel and transportation to repair or restore energy systems.

The Building Inspector will:

- ☐ Assist in restoration of utilities to public buildings.

The Rockingham County Dispatch will:

- ☐ Notify utility companies of interruption of service.
- ☐ Provide emergency communications for responding agencies.

IV. References

A. Standard Operating Procedures/Guides (SOPs/SOGs)

None

B. Interagency Agreements/Compacts/Mutual Aid Agreements

None

ESF 13 – LAW ENFORCEMENT & SECURITY

Primary Agency: Police Department

Support Agencies: Fire Department
Road Agent
Office of Emergency Management
Board of Selectmen
Rockingham County Dispatch

I. Introduction**A. Purpose**

To provide for a coordinated emergency response for law enforcement and security.

B. Scope

The scope of this ESF shall include police actions to minimize the adverse impact upon a disaster area. The aid may include manpower, equipment and/or technical expertise; and in cooperation with local authorities, designed to assure the continuity of law enforcement.

II. Situation and Planning Assumptions**Situation**

The Police Department has 14 law enforcement employees, 11 full-time and 4 part-time. The Police Chief serves full-time and is the operational and administrative head of the department. It is as well-equipped as any community of comparable size.

The Police Department has Standard Operating Procedures (SOPs) for normal operations in all areas of law enforcement and it may give mutual aid assistance to neighboring communities or receive assistance from those communities, the Rockingham County Sheriff's Department and/or New Hampshire State Police. The Police Station has emergency back-up power.

In a major emergency the Police Department would need additional personnel and equipment to perform its assigned tasks. If mutual aid assistance is unavailable or severely limited due to the nature and size of the emergency, then expedient alternatives need to be developed.

III. Concept of Operations**A. General**

Law enforcement and security will be initiated at the lowest operational level by the Newington Police Department.

B. Notification and Activation

Under normal conditions, the Police Department will function under regular department standard operating procedures/guidelines.

Upon notification of an impending emergency, the Police Chief or his designee may authorize the following functions:

- Begin call-up of off-duty police personnel
- Notify the Board of Selectmen and the Emergency Management Director of the state of readiness and request outside assistance, if necessary
- Report to the EOC when directed by the Emergency Management Director

- Disburse personnel and equipment to strategic locations or in concert with EOC decisions.
- Assist the Fire Department in emergency public warning procedures as outlined in ESF-Communications & Alerting.
- Coordinate the establishing and manning of traffic control points with the Police and Fire Departments.
- Maintain this ESF in an up-to-date condition.

C. Emergency Response Actions

Immediate actions upon activation include but are not limited to:

- Establishing necessary communications with field operations.
- Assessing of overall law enforcement needs and response capabilities.
- Managing and coordinating the Town of Newington's law enforcement requirements in support of the incident/emergency.
- Providing additional support capabilities, as required.

D. Recovery Actions

Recovery efforts will require the coordination of security in the affected area(s), traffic and control point(s) implementation, aircraft transportation, and mobilization and demobilization of resources, manpower, and equipment.

E. Deactivation

Partial deactivation would occur based upon the extent of the current response and recovery actions and at the discretion of the EMD and as recommended by this ESF. Deactivation of this ESF would occur when the following conditions are met:

- a. Law enforcement and security needs return to being fully met by the affected primary jurisdictions.
- b. Activated resources (i.e., compacts, National Guard personnel, etc.) have been released to normal duty by the primary jurisdiction.

IV. Roles and Responsibilities**The Police Department will:**

- ☐ Provide necessary law enforcement services.
- ☐ Provide emergency crowd and traffic control.
- ☐ Provide security in damaged and/or evacuated areas.
- ☐ Assist in public warning and alerting procedures.
- ☐ Assign personnel and equipment to the appropriate host area to augment law enforcement capabilities.
- ☐ Provide and issue appropriate identification for emergency services personnel, essential workers and vehicles.
- ☐ Perform such other emergency functions for the safety of people and the protection of property as deemed necessary by the Board of Selectmen (Chief Executive).

The Fire Department will:

- ☐ Support in the implementation of this ESF #13 – Law Enforcement & Security.

The Road Agent will:

- ☐ Assist in the provision of transportation resources to support area evacuations, as needed.

The Rockingham County Dispatch will:

- ☐ Initiate notification of events or disasters.
- ☐ Provide emergency communications for the Police Department and other responding agencies.

The Emergency Management Director will:

- ☐ Coordinate emergency response actions from the Emergency Operations Center.

The Board of Selectmen will:

- ☐ Support the Police Department in any legal issues.
- ☐ Assist in the implementation of this ESF 13 – Law Enforcement & Security

V. References

A. *Standard Operating Procedures/Guides (SOPs/SOGs)*

The Police Department has Standard Operating Procedures located at the Police Department.

B. *Interagency Agreements/Compacts/Mutual Aid Agreements*

The Newington Police Department maintains Mutual Aid Agreements with surrounding communities and Rockingham County.

ESF 14 – PUBLIC INFORMATION

Co-Primary Agency: Board of Selectmen
Office of Emergency Management

Support Agencies: Newington Police Department
Newington Fire Department

I. Introduction**A. Purpose**

The purpose of this Emergency Support Function (ESF) is to establish uniform policies for the effective development, coordination, and dissemination of information to the public in the event of a disaster. The ESF also describes the means, organization, and process by which a jurisdiction provides timely, accurate, and useful information and instructions to area residents throughout an emergency.

B. Scope

Emergency public information actions before, during, and following any emergency will be determined by the severity of the emergency as declared by involved jurisdictions, state agencies, or as perceived by the public. A significant emergency public information response will involve many state, municipal, and private sector agencies. This ESF identifies those agencies and their responsibilities.

II. Situation and Planning Assumptions**A. Situation****Emergency/Disaster Conditions and Hazards:**

- An emergency or disaster may cause extensive damage to life and property. Communications and transportation access will likely be disrupted or destroyed. Preservation of life and property may hinge on instructions and directions given by authorized officials.
- A terrorist attack would quickly result in Federal agencies, particularly the Federal Bureau of Investigation (FBI), assuming command of the incident. To facilitate the release of information, the FBI may elect to establish a Joint Information Center (JIC) composed of representatives from Federal, State, and local authorities for the purpose of managing the dissemination of information to the public, media, and businesses potentially affected by the incident. An act of terrorism may cause widespread panic, and ongoing communication of accurate and up-to-date information will help calm fears and limit collateral effects of the attack.

Means of Dissemination:

The following is a list of the means available to the town for transmitting / disseminating emergency public information messages:

- Television
- Radio
- Cable TV
- Newspaper
- Specially printed materials
- TDD/TTY via 911
- Rumor Control / Citizen Information Center
- Hot Lines

- In addition to these resources, back-up means can also be utilized including a vehicle-mounted public address system, and door-to-door notifications.
- Internet/Town Website
- Social Media
- State Emergency Notification System (Reverse 911)

Audience:

The target audience for emergency public information messages consists of people directly affected by the emergency. First priority should be given to providing information needed immediately for the protection of life and property, such as evacuation routes and sources of emergency assistance. But more general information regarding what is going on and what is being done to remedy the situation also needs to be provided to the public via the news media. Major disasters and terrorist events are automatically major news stories and arrangements must be made to accommodate extensive media coverage.

B. Planning Assumptions

The citizens of Newington will require and respond to timely and factual information and instructions during all phases of an emergency situation – pre-crisis, crisis and post crisis released by official sources. Detailed and factual information and instructions that are well presented can reduce the incidence of panic among the threatened population.

Because of the complexities in the different types of disaster, most emergency information and instructions to the public must be prepared and released at the time of occurrence. To avoid confusing and misleading statements, there should be a single media contact person. Also, a method of handling rumors should be established to avoid misinformation being spread.

III. Concept of Operations**A. General**

This section of the ESF provides general information on how emergency public information is to be disseminated to the public.

B. Information and Support Structure**Local Information Support Structure:**

The Board of Selectmen can request activation of warning systems through the State EOC for those emergencies that are local in scope. However, the governor and NH Homeland Security Emergency Management will provide the lead in issuing emergency information. Local media resources are listed in Appendix E.

Regional Support Structure

During a public health emergency, the Regional Multi-Agency Coordination Entity will establish a regional Joint Information Center to release public health related information in a consistent manner.

State Information Support Structure:

The Department of Safety – New Hampshire Homeland Security Emergency Management (NH HSEM), Public Information Officer (PIO) will coordinate the management of the State's emergency public information response through all phases of disaster.

State emergency public information will be coordinated through the State's Emergency Operations Center (EOC). If a Joint Information Center (JIC) is established, state-level emergency public information also will be provided to the media and the public through

that facility. The state will assist with locating and managing the operation of such a center.

Federal Information Support Structure:

The state will coordinate with federal agencies to provide federal-level information to the public following a natural or technological emergency or disaster, as deemed necessary. The federal government will assist with locating and managing the operations of a JIC, if requested.

C. Notification and Activation

- In response to an event that would require the activation of the local EOC, the EMD would initiate notification.
- Upon activation, the ESF representatives will implement existing operating procedures and support agency notifications as outlined in existing protocols.
- Deployment of personnel and resources will take place within the framework of the EOC direction and control decision-making process.

IV. Roles and Responsibilities**The Board of Selectmen will:**

- ☐ Act as the primary contact person for the media unless they designate someone else to disseminate emergency information and instructions to the public.
- ☐ Coordinate with EMD and EOC staff prior to release of public information.
- ☐ Authorize the activation of the local warning systems.
- ☐ Arrange regular media briefings.

The Emergency Management Director will:

- ☐ Gather and analyze all public information and instructions and provide to the Town Administrator.
- ☐ Prepare news releases.
- ☐ Establish an emergency media center, if necessary.
- ☐ Establish a rumor control system.

The Newington Police & Fire Departments will:

- ☐ Provide departmental public information and public education support, as requested, to the EMD during an emergency or disaster.

V. References**A. Standard Operating Procedures/Guides (SOPs/SOGs)**

None

B. Interagency Agreements/Compacts/Mutual Aid Agreements

None

ESF 15 – VOLUNTEERS & DONATIONS

Primary Agency: Office of Emergency Management

Support Agencies: Board of Selectmen
Police Department
Fire Department
Newington School SAU #50
Town Treasurer

I. Introduction

A. Purpose

To provide facilitated delivery of donated goods and volunteer services to support response operations and relief efforts in a disaster.

B. Scope

This Emergency Support Function (ESF) provides for the coordination of volunteer efforts and assures expeditious delivery of donated goods. This ESF is composed of agencies with major roles in the coordination of volunteer and donation efforts.

II. Concept of Operations

A. General

ESF #15 - Volunteers & Donations will manage and coordinate the provision of donated resources to meet the disaster needs. A coordinating group comprised of voluntary organizations and state agencies will be activated to facilitate the provision of volunteers and donations based on assessed needs.

B. Notification and Activation

- Upon determination by the EMD of an impending or actual incident requiring the use of volunteers or donations, the EMD will request agency representatives to report to the EOC.
- This ESF may be activated at the request of an appropriate representative when an emergency condition exists.
- Upon activation the ESF representative will implement existing operating procedures and support agency notifications as outlined in existing protocols.
- Deployment of personnel and resources will take place within the framework of the EOC direction and control decision-making process.

C. Emergency Response Actions

- The primary agencies representative will establish operations at the EOC as soon as possible after the notification and activation of the ESF.
- The EOC briefs the ESF representative upon arrival, updates support agency staff, and monitors activities.
- Determine volunteers and donation needs and available resources.
- Maintain complete logs of actions taken, reports, and volunteer and donation resource needs and capabilities.

D. Recovery Actions

- Once recovery efforts have been initiated, this ESF will assist, coordinate, and facilitate volunteer and donation needs. Those requirements would include but are not limited to personnel and donated items.

- Coordination with ESF #7 - Resource Support may also be necessary to establish warehousing and other requirements.
- Coordination with ESF #13 - Law Enforcement and Security may also be needed to provide for security and safety requirements.

E. Deactivation

Partial deactivation would occur based upon the extent of the current response and recovery actions. Full deactivation would occur at the termination of its operations.

III. Roles and Responsibilities**The Emergency Management Director will:**

- ☐ Coordinate with the Board of Selectmen to request/delegate volunteer resources in the event of a disaster.
- ☐ Identify prospective staging areas and warehouses available for lease before an event occurs.
- ☐ Coordinate with ESF #11 – Food & Water to ensure the safety and sanitation of donated food items. This involves, if necessary, the recall and embargo of tainted or unsanitary food items.

The Board of Selectmen will:

- ☐ Provide liaison between local, state and federal government.
- ☐ Coordinate with town attorney on matters of legality and fraud in acceptance of donated goods and services.
- ☐ Coordinate with the ARC on the provision and operation of a Donated Goods and Volunteer Services Call Center.

The Town Treasurer will:

- ☐ Track and process financial donations.

The Newington School SAU #50, Police Department and Fire Department will:

- ☐ Assist the EMD in the implementation of ESF #15 - Volunteers & Donations.

IV. References***A. Standard Operating Procedures/Guides (SOPs/SOGs)***

None

B. Interagency Agreements/Compacts/Mutual Aid Agreements

None

ESF 16 – ANIMAL HEALTH

Primary Agency: Police Department

Support Agencies: Fire Department
Health Officer
Rockingham County Dispatch

I. Introduction**A. Purpose**

Establish procedures to create an Animal Response Team, which will coordinate volunteer groups, mutual aid, emergency responders, and veterinary medical personnel to respond to the needs of animals affected by disasters. The Animal Response Team provides:

- 1) The coordination of local resources, emergency collection, veterinary triage and supportive care to animals during and after a disaster, prior to activating additional services and personnel.
- 2) A coordinated response in the management and containment of a communicable disease resulting in an animal health emergency affecting the health, welfare and safety of wildlife, livestock, and citizens.

B. Scope

Emergency Support Function-Animal Health provides the framework for managing and coordinating the activities and resources required to affect the rapid containment of any reportable and/or communicable disease that poses a significant threat to the health and welfare of animals and people. This will include pets (domestic and exotics), wildlife, and livestock.

This Emergency Support Function will also provide for the overall management, coordination, and prioritization of statewide resources that support pet, farm, and wild animal needs in the event of an emergency or disaster. This ESF does not address animal rescue, only matters of shelter, health care and transportation.

II. Concept of Operations**A. General**

1. A current directory of recognized animal health care providers and licensed veterinarians practicing in the Newington area will be developed and maintained.
2. There will be close communications with the NH State Veterinarian.
3. Coordinate with EOC in matters of equipment use, provision of transportation, and public information operations to communicate alert status, volunteer mobilization and damage information.
4. Emphasis should be placed on having prior arrangements for evacuation, including routes and host sites. Residents with animals need to enact their own personal animal disaster plan in advance. The Public Information Officer may assist in developing such a program.
5. All persons participating in the collection and supervising care of animals during an emergency will be credentialed and identified as competent by the Animal Coordinator.
6. Red Cross operated shelters do not take animals. The Public Information officer will notify the public of the designated animal shelter site(s). In addition,

transportation may be available from the Red Cross shelter to the animal shelter.

B. Notification and Activation

The Police Department will activate this Emergency Support Function through the Rockingham County Dispatch.

C. Emergency Response Actions***Preparedness:***

- a. Identify shelters for large and small animals.
- b. Organize resources (i.e. crates, forms, locations for food donations).
- c. Identify means of transportation for large and small animals.
- d. Identify burial sites for animals on Town or private land.
- e. Maintain lists of volunteers, skills, vehicles, and equipment.
- f. Identify a network of animal response teams in other communities.
- g. Establish mutual aid agreements.

Response:

- a. When this Emergency Support Function is activated, the Animal Response Team Leader will report to the EOC.
- b. Animal Response Team leader performs on-site evaluation(s).
- c. Define incident level and activate appropriate Team members.
- d. Recommend to Incident Command whether Mutual Aid or State assistance is needed.
- e. Notify Red Cross shelters of animal shelter and sites.
- f. Shelter Coordinators establish shelters.
- g. Veterinarians
 - 1) perform triage, and assume authority for all decisions regarding additional medical assistance and mutual aid.
 - 2) conduct shelter inspections to ensure health, safety and wellbeing of animals.
 - 3) Administer, direct, and provide animal medical care on-site and at Shelters.
- h. Transportation coordinator ensures animal transportation is provided from the incident site and establishes collection sites.
- i. Maintain complete logs of actions taken, reports, and resource capabilities and needs.

D. Recovery Actions

Once recovery efforts have been initiated, this Emergency Support Function will assist, coordinate, and facilitate the operational needs required for site remediation and restoration, as needed. Those requirements will include personnel and resources necessary for sentinel surveillance and monitoring for an extended period of time, when necessary.

E. Deactivation

Partial deactivation would occur based upon the extent of the current response and recovery actions and at the discretion of the Emergency Management Director. Full deactivation would occur at the termination of the operational elements.

III. Roles and Responsibilities**The Police Department will:**

- ☐ Coordinate shelter operations for pets and livestock.

- ☐ Coordinate with Health Officer regarding issues such as, public health and safety issues that may arise from a zoonotic disease, obtaining additional medical supplies, critical incident stress management, etc., as needed.
- ☐ Coordinate with ESF #8 - Health and Medical Services and Public Information Officer for the release of public information regarding animal health issues.
- ☐ Coordinate with the Road Agent to assist in the disposal of animal carcasses and site remediation.
- ☐ Notify State EOC of pet shelter facility.

The Fire Department will:

- ☐ Coordinate with the Health Officer regarding issues such as public health and safety that may arise from a zoonotic disease.
- ☐ Provide emergency medical assistance to human victims.

The Health Officer will:

- ☐ Coordinate agriculture and animal health resources, as needed, to support local emergency operations.
- ☐ Quarantine or restrict animal movement, when necessary, for disease control and observation.
- ☐ Coordinate with ESF #8 - Health and Medical Services regarding issues such as, public health and safety issues that may arise from a zoonotic disease, obtaining additional medical supplies, critical incident stress management, etc., as needed.
- ☐ Coordinate with ESF #8 - Health and Medical Services to help ensure the health and safety of emergency response personnel, including health risk assessment, injury prevention, and mental health services.
- ☐ Coordinate with ESF #8 - Health and Medical Services and ESF #14 - Public Information for the release of public information regarding animal medical and mental health issues.
- ☐ Coordinate with ESF #3 - Public Works and Engineering to assist in the disposal of animal carcasses and site remediation.
- ☐ Coordinate resources, and provide support and agency representatives to State and Federal agencies, as required, in response to incidents/attacks involving agro terrorism.
- ☐ Collect and maintain the following ESF status information and coordinate with ESF #5 - Information and Planning to ensure inclusion into the Situation Report (SITREP):
 - a. Status of Containment and Disposal efforts
 - b. Road Closures and Traffic Control Points
 - c. Statistical Information such as:
 - 1) Number of Animals Culled/Destroyed (domestic and wild)
 - 2) Number of Infected Farms/Operations
 - 3) Collateral Impacts (e.g., crops)
 - d. Status of Quarantine Areas
 - e. Status of Commissioner's Declaration
 - f. Unmet Needs
 - g. Allocated Resources
 - h. Economic Impacts
 - i. Status of Critical Facilities (i.e., communications center, equipment storage sites, operational sites, etc.)
 - j. Major ESF #16 Issues/Activities
 - k. Staffing and Resource Shortfalls
 - l. Number of Animals Sheltered
 - m. Number of Animals Treated
 - n. Number of Animals Rescued and Identified

The Rockingham County Dispatch will:

- ☐ Coordinate emergency communications/notifications with the Health Officer and Police Department.

IV. References

A. Standard Operating Procedures/Guides (SOPs/SOGs)

None

B. Interagency Agreements/Compacts/Mutual Aid Agreements

None

Hazard Specific Annex

Table of Contents

Multiple Vehicle Accident	1
Hazardous Materials	2
Earthquake.....	3
Hurricanes.....	4-5
Tornado.....	6
Downed Aircraft.....	7
Flooding	8
Explosions.....	9
Snow/Ice Storm.....	10
Prolonged Service Outage	11
Conflagration.....	12
Railroad.....	13
Civil Disturbance.....	14
Terrorist Activity.....	15

MULTIPLE VEHICLE ACCIDENT

SITUATION

As there are main east-west and north-south thoroughfares, substantial volumes of traffic utilize roadways within the town that could significantly impede town traffic should they become impassable.

RESPONSIBILITIES (may consist of but not limited to)

Police Department

- Initial response and assessment
- Interior and outer perimeter control
- Traffic rerouting
- Assist Fire Department/EMS
- Notifies and coordinates state law enforcement agencies
- Investigation of collision and/or fatalities
- Notifies Emergency Management Director

Fire Department/EMS

- Initial response and assessment
- Command and control of scene
- Extrication and rescue
- Provide triage, treatment and rescue
- Fire Control
- Hazardous Materials Response
- Notifies and coordinates regional and state agencies regarding hazardous materials
- Implement Mass Casualty Plan

Road Agent

- Coordinate debris removal and clearance of local roads.
- Assist with equipment and personnel
- Assist police with road closure
- Provide containment materials for spills if requested
- Provide and/salt of roadway if requested
- Assist with post clean-up and opening of roadway if requested
- Coordinate with NH DOT as necessary

HAZARDOUS MATERIALS

SITUATION

Hazardous materials may be released in an uncontrolled fashion endangering either personnel or the environment. A hazard can be in the form of solid, liquid, or gaseous contaminants.

RESPONSIBILITIES (may consist of but not limited too)

Fire Department/EMS

- Initial response and assessment
- Command and control of the scene
- Implementation of department standard operating procedures
- Recommend protective actions to be taken to include evacuations, if needed
- Notify Emergency Management Director
- Coordination of mutual aid response and Hazardous Materials Teams
- Coordination of State and Federal agencies in mitigating the release
- Initiate investigation of the release, in coordination with local and state police.
- Provide triage, treatment and transport

Police Department

- Initial response and assessment with Fire Department/EMS
- Establish perimeter security
- Establish on scene security
- Assist with evacuations, if needed
- Coordination of mutual aid response of law enforcement agencies
- Coordination of state police response when applicable
- Conduct criminal investigation if appropriate

Road Agent

- Assists fire and police as requested
- Assist with personnel and equipment
- Provide equipment and personnel as necessary
- Assist police with road closure if necessary
- Provide containment materials for spills if requested
- Coordinate with NH DOT as necessary

Emergency Management Director

- Staff EOC as necessary
- Notify State EOC
- Notify Board of Selectmen
- Assist fire and police as requested
- Assist in long term planning strategies
- Initiate Emergency Public Information System

EARTHQUAKE

SITUATION

The town is within an area prone to seismic activity. Most activity is of a minor nature yet the potential exists for a significant event.

RESPONSIBILITIES *(may consist of but not limited too)*

Fire Department/EMS

- Initial response and assessment
- Command and control of the scene
- Search and rescue of affected property
- Hazardous Materials Response
- Recommend protective actions to be taken to include evacuations, if needed
- Implementation of Mass Casualty Plan

Police Department

- Initial response and assessment
- Assist in providing emergency information to residents
- Establish perimeter control
- Establish security of affected areas
- Assist with evacuations, if needed
- Recommend public restrictions to the Board of Selectmen (curfew)

Emergency Management Director

- Consider activation of the EOC
- Staff EOC as necessary
- Notify State EOC
- Determine the stability of temporary shelters with the Fire Department/EMS.
- Track the deployment of personnel and equipment
- Coordinate state and federal agencies and resources
- Initiates Emergency Public Information System

Road Agent

- Inspect and assess the municipal infrastructure
- Assist the fire department with equipment and personnel
- Inspect and assess structural stability of buildings, bridges and dams in conjunction with appropriate agencies or contractors.

Board of Selectmen

- Request and assist with state and federal agencies as required
- Approves instructions to residents
- Authorizes public restrictions

HURRICANES

SITUATION

As a community on the eastern seaboard, the town is susceptible to high winds and torrential rains associated with hurricanes. The nature of many structures (wooden, mobile homes) as well as the nature of flood plains creates the potential for severe damage.

RESPONSIBILITIES (may consist of but not limited too)

A. At a Hurricane “Advisory”

Emergency Management Director

- Assess the availability of department head personnel
- Discuss standby plans with department heads.
- Monitor WebEOC
- Activate Emergency Public Notification System and issues statement to the media on the town’s plans as needed

B. At a Hurricane “Watch”

Fire Department/EMS

- Review general operating guidelines and determine availability to recall additional personnel
- Monitor weather and advise Emergency Management Director of Hurricane Watch
- Review vehicle/equipment resource status (fuel, pumps, tarps, saws)

Police Department

- Review general operating guidelines and determine availability to recall additional personnel
- Review vehicle/equipment resource status (fuel, protective clothing)
- Monitor weather and advise Emergency Management Director of Hurricane Watch

Emergency Management Director

- Conduct EOC briefing, as necessary
- Monitor Hurricane behavior
- Consider activation of the EOC
- Monitor WebEOC

Road Agent

- Debris clearance
- Provide traffic control devices
- Coordinate with NH DOT as necessary

Board of Selectmen

- Review all departments personnel availability status
- Initiates Emergency Alert System and issues statement to the media on the town’s plans as needed

C. At a Hurricane “Warning”

Fire Department/EMS

- Implement storm coverage standard operating procedure and deploy personnel
- Assemble available equipment
- Prepare department facilities for high winds and loss of power
- Assist the Road Agent as necessary
- Respond to emergencies
- Staff the EOC

Police Department

- Recall additional personnel, as necessary
- Assemble available equipment
- Prepare department facilities for high winds and loss of power
- Provide security to severely damaged areas
- Monitor traffic conditions and determine alternative routes where required
- Staff the EOC

Health Officer

- Coordinate shelter operations
- Monitor safety of food, water and sanitation services at shelter
- Coordinate with the EMD on shelter needs

Newington School SAU #50

- Open school for shelter
- Identify availability of food, water and sanitation services
- Identify available personnel to assist with shelter operations
- Coordinate with the EMD on shelter needs

Emergency Management Director

- Authorize opening of emergency shelters
- Contact school/shelter to begin shelter procedures
- Assemble all available equipment lists and track deployment of equipment
- Assemble all available personnel lists and track deployment of personnel
- Monitor hurricane movement and storm status
- Review special needs facilities and personnel lists for distinct considerations
- Prepare informational bulletins for the public
- Monitor utility services and coordinates activities
- Staff EOC as necessary
- Coordinate emergency transportation with bus companies
- Maintain contact with State EOC

Road Agent

- Debris clearance
- Provide traffic control devices
- Coordinate with NH DOT as necessary

TORNADO

SITUATION

Shifting weather patterns could result in severe weather affecting the town through a “watch” issued by the National Weather Service or a “warning” involving an actual sighting in the area. Destruction from a tornado could be severe as several higher populated areas are dominated by wooden structures.

RESPONSIBILITIES *(may consist of but not limited to)*

Emergency Management Director

- Activates the EOC upon notification of a tornado warning
- Authorizes opening of emergency shelters
- Assembles all available equipment lists and track deployment of equipment
- Assembles all available personnel lists and track deployment of personnel
- Monitors tornado movement and storm status
- Review special needs facilities and personnel lists for distinct considerations
- Prepare informational bulletins for release through Public Information System
- Monitor utility services and coordinates activities
- Staffs EOC as necessary
- Notify State EOC
- Coordinates emergency transportation with bus companies

Fire Department/EMS

- Initial response and assessment
- Search and rescue
- Implement Mass Casualty Plan
- Monitor weather and advise Emergency Management Director of Tornado Watch

Police Department

- Provide security to severely damaged areas
- Provide traffic control
- Monitor weather and advise Emergency Management Director of Tornado Watch

Road Agent

- Prepare personnel and equipment upon notification of a tornado “warning”
- Maintain roadway passage
- Inspect and assess structural stability of buildings, bridges and dams in conjunction with appropriate agencies or contractors.
- Assist police department in traffic control

Board of Selectmen

- Initiate Public Information System and issues statement to the media
- Solicit state and/or federal resources as required

DOWNED AIRCRAFT

SITUATION

The town has experienced very few aircraft accidents over the years. With local and surrounding airports, the potential exists for general aviation aircraft to affect the town in an accident as a result of an in-flight emergency.

RESPONSIBILITIES (may consist of but not limited to)

Fire Department/EMS

- Initial response and assessment
- Command and control of the scene
- Fire control
- Rescue operations
- Hazardous materials response
- Coordinate outside agencies
- Implement Mass Casualty Plan

Police Department

- Initial response and assessment
- Perimeter control
- Assist Fire Department/EMS
- Provide scene security
- Assist in any evacuations
- Coordinate investigation with state and federal agencies

Emergency Management Director

- Staff EOC if required
- Notify State EOC
- Prepare information for release by PIO
- Coordinate the needs of the emergency responders
- Establish temporary morgues in cooperation with Health Officer
- Activate shelter operations, if required
- Coordinate the needs for the un-injured
- Coordinate the needs of the families of the injured

Board of Selectmen

- Initiates Emergency Alert System if required, and issues statements to the media with additional personnel as needed
- Request state and/or federal assistance if required

Road Agent

- Assist fire and police as requested
- Provide equipment and personnel as necessary

FLOODING

SITUATION

With pre-identified flood plain areas, the town is vulnerable to flooding resulting in restricted travel ways and possible evacuation.

RESPONSIBILITIES *(may consist of but not limited to)*

Fire Department/EMS

- Initial response and assessment
- Command and control of the scene
- Water rescue
- Evacuation of flooded areas
- Assist with damaged buildings
- Assist with notification of residents
- Oversee the evacuation of residents

Police Department

- Initial response and assessment
- Assist with notification of residents
- Establish perimeter security of evacuated or flooded areas
- Evacuation of flooded areas
- Establish traffic rerouting
- Provide scene security
- Blockade roadways

Road Agent

- Assess road and bridge conditions
- Monitor river elevations and dams
- Maintain storm drain system
- Assist with heavy equipment
- Fill/disperse sandbags
- Monitor erosion to roads and culvert damage
- Provide traffic control devices for flooded roads
- Coordinate with NH DOT as necessary

Emergency Management Director

- Command and control of the emergency
- Consider activating EOC
- Assemble all available equipment lists and track deployment of equipment
- Track the deployment of personnel working the emergency
- Coordinate the need for emergency transportation/evacuation
- Coordinates shelter operations with Welfare & Health Department
- Coordinates emergency transportation with Newington School SAU #50 (busses)
- Oversee the evacuation of residents

Board of Selectmen

- Initiate Public Information System and issue statement to the media
- Solicit state and/or federal assistance if required

EXPLOSIONS

SITUATION

A detonation of any origin resulting in personal injuries, structural damage or the interruption of services.

RESPONSIBILITIES (may consist of but not limited to)

Fire Department/EMS

- Initial response and assessment
- Command and control of the scene
- Provide Fire control
- Conduct search and rescue
- Stabilize structures
- Provide Emergency medical services and implement Mass Casualty Plan
- Coordinate outside agency response
- Provide emergency medical services
- Implement Mass Casualty Plan
- Coordinate investigation of the incident with cooperation of the Police Department and State Fire Marshal's office if intentional

Police Department

- Initial response and assessment
- Interior and outer perimeter control
- Traffic rerouting
- Assist with evacuation
- Assist Fire Department/EMS
- Provide scene security
- Contact State Police Explosives Division
- Coordinate investigation of the incident with cooperation of the Fire Department/EMS and State Fire Marshal's office if intentional

Emergency Management Director

- Staff EOC if required
- Notify State EOC
- Activate shelter operations if required
- Coordinates American Red Cross activities if required
- Coordinates the needs for the un-injured
- Coordinates the needs of the families
- Coordinates the needs of the emergency responders
- Establishes temporary morgues if needed

Road Agent

- Assists fire and police as requested
- Provide equipment and personnel as necessary

Board of Selectmen

- Issue public statement to the media as needed
- Solicit state and/or federal assistance if required

SNOW/ICE STORM

SITUATION

The town may experience an unusually severe storm for which the residents are prohibited from travel for essentials such as food or medical care or experience prolonged services outages resulting in the need for coordinated assistance.

RESPONSIBILITIES *(may consist of but not limited to)*

Road Agent

- Monitor weather conditions
- Debris Clearance
- Maintain clear/sanded roadways for emergency vehicle access
- Provide traffic control devices
- Assist with barricading roadways in coordination with Police
- Provide situation reports to the Emergency Management Director

Fire Department/EMS

- Monitor weather conditions
- Implement storm coverage standard operating procedures
- Assemble available equipment and check operation.
- Prepare generators for use
- Ensure all vehicles are fueled prior to the storm
- Place 4WD units into service, if available

Police Department

- Monitor weather conditions
- Evaluate parking ban requirements
- Evaluate personnel status
- Call back off duty personnel as needed
- Patrol and search for abandoned vehicles/hazards
- Place 4WD units into service, if available
- Ensure all vehicles are fueled prior to the storm
- Initiate the Public Information System as needed

Emergency Management Director

- Staff EOC as necessary
- Notify State EOC
- Assist Fire, Police and Road Agent as necessary
- Provide informational bulletins to the PIO
- Activate shelters and coordinate with Health Officer
- Track deployment of personnel and equipment
- Determine assistance needed for special needs populations
- Request/coordinate state and federal assistance
- Assess the requirements for fuel, food, and water

Board of Selectmen

- Consider initiating the Emergency Alert System as needed
- Initiate strategy for Continuity of Government/Operations

PROLONGED SERVICE OUTAGE

SITUATION

The potential exists for essential services to be interrupted for long periods of time. Essential services are defined as: electric, potable water, natural gas, vehicle fuel shortages.

RESPONSIBILITIES (may consist of but not limited to)

Fire Department/EMS

- Assist the Emergency Management Director with personnel and equipment
- Call back off-duty personnel if required
- Assist special populations, if time allows, with their own backup power

Police Department

- Increase patrol services and visibility
- Call back off duty personnel if required
- Assist the Emergency Management Director with personnel and equipment

Emergency Management Director

- Determine the extent of the emergency
- Activate shelter operations, if required
- Assist special needs populations
- Develop a restoration priorities plan
- Track progress of restoration
- Coordinate state/federal resources

Road Agent

- Assist the Emergency Management Director with personnel and equipment
- Monitor utility services repair

Board of Selectmen

- Initiate the Public Information System
- Initiate long-term strategic planning for the affected area
- Request state/federal assistance
- Release public information bulletins

Newington School SAU #50

- Open school for shelter, as needed
- Identify availability of food, water and sanitation services
- Identify available personnel to assist with shelter operations
- Coordinate with the EMD on shelter needs

Health Officer

- Monitor safety of food, water and sanitation services provided at shelters

CONFLAGRATION (Fire)

SITUATION

The community has numerous large structures, tracts of woodlands and property which could affect normal operations of the community and tax its resources should they become involved in fire of significant size.

RESPONSIBILITIES (may consist of but not limited to)

Fire Department/EMS

- Initial response and assessment
- Command and control of the incident
- Rescue trapped occupants
- Coordinate utility service requirements
- Protect exposures
- Control the fire
- Determine severity of fire threat
- Establish perimeters for forest and/or grass fires
- Treat and transport injured
- Conduct fire investigations
- Assess evacuation needs if necessary

Police Department

- Initial response and assessment
- Establish and maintain a security perimeter control
- Assist the Fire Department/EMS in evacuations
- Conduct criminal investigations in coordination with the Fire Department/EMS

Road Agent

- Support Fire Department/EMS with equipment and supplies
- Conduct post incident clean-up for return to public use

Emergency Management Director

- Activate EOC if necessary
- Notify State EOC

RAILROAD ACCIDENT

SITUATION

The possibility of transportation of cargo and hazardous materials are a possibility. A derailment or an accident involving a train could occur at any time.

RESPONSIBILITIES

Fire Department/EMS

- Initial response and assessment
- Command and control of the scene
- Fire control
- Rescue
- Hazardous materials response
- Emergency medical services/Mass Casualty Plan
- Coordinate outside agency response

Police Department

- Initial response and assessment
- Interior and outer perimeter control
- Traffic rerouting
- Assist with evacuation
- Assist Fire Department
- Provide scene security
- Coordinate investigation of the incident

Road Agent

- Assist with equipment and personnel
- Provide temporary facilities for debris storage
- Provide containment materials and heavy equipment for spill control

Emergency Management Director

- Consider activation of the EOC
- Notify the Board of Selectmen
- Initiates Emergency Public Information System and issues statement to the media
- Solicit state and/or federal assistance if required

CIVIL DISTURBANCE

SITUATION

A public gathering of people at one location could result in civil disorder or riot over a multitude of issues and could become well organized in a matter of a few hours or spontaneously.

RESPONSIBILITIES *(may consist of but not limited to)*

Police Department

- Initial response and assessment
- Command and control of the incident
- Notify the Emergency Management Director
- Determine crowd control equipment needs and their locations
- Determine protective measures for facilities and personnel
- Establish inner and outer perimeter control
- Anticipate traffic reroute patterns and coordinate with the selectmen with the public works function
- Initiate criminal investigation
- Determine suitable facility for mass confinement if necessary
- Coordinate mutual aid law enforcement agencies
- Recommend public restrictions to the Board of Selectmen (curfew)
- Establish scene security

Fire Department/EMS

- Initial response and assessment in coordination with the Police Department
- Call back off duty personnel as needed
- Extinguish fires under the protection of the Police Department
- Provide medical assistance to the injured with Police Dept.
- Assist the Police Department as requested

Emergency Management Director

- Staff the EOC as required
- Notify State EOC
- Prepare and release informational bulletins for the public
- Assist the Police Department
- Assist in notifying the public of authorized restrictions
- Coordinate state/federal agencies
- Track deployment of personnel and equipment

Road Agent

- Assist with road closures
- Assists fire and police as requested
- Provide equipment and personnel as necessary

Board of Selectmen

- Contact the Town Attorney if necessary
- Advise the affected businesses of anticipated events and response actions
- Request state/federal resources
- Authorize public restrictions

TERRORIST ACTIVITY

SITUATION

The deliberate destruction or damage to services, facilities, roadways, railways, or functions could occur at any time with or without notice and may take place in phases with the potential for additional targets.

RESPONSIBILITIES *(may consist of but not limited to)*

Fire Department/EMS

- Initial response and assessment
- Command and control of the incident/unified with Police Department
- Control fires
- Search and rescue operations
- Hazardous materials response
- Evacuate area if required
- Initiate Mass Casualty Plan

Police Department

- Initial response and assessment
- Command and control of the incident/unified with the Fire Department/EMS
- Notify the Emergency Management Director
- Investigate for further threat
- Evaluate other potential targets
- Assist in evacuation if required
- Coordinate mutual aid law enforcement agencies
- Conduct criminal investigations
- Provide facilities for long term investigation

Emergency Management Director

- Staff the EOC as required
- Notify State EOC
- Coordinate American Red Cross activities
- Request/coordinate state and federal agencies
- Track the deployment of personnel and equipment
- Develop strategic plan for the incident
- Assists Fire and Police Departments as required
- Coordinate evacuation process as required

Road Agent

- Maintain roadway passage
- Monitor town services
- Assist departments with personnel and equipment

Emergency Operations Center Guidelines and Checklists Annex

Table of Contents

<i>INTRODUCTION</i>	1
<i>EOC OPERATIONAL LEVEL</i>	1
EOC ACTIVATION PROCEDURES	2
EOC BRIEFING GUIDELINES	5
CHRONOLOGICAL EVENT LOG	6
EMERGENCY OPERATIONS PLAN ACTIVATION FORM	7
EOC PERSONNEL CHECKLISTS.....	8
Emergency Management Director.....	9
EOC Checklist.....	9
Fire Department/EMS.....	11
EOC Checklist.....	11
Police Department.....	12
EOC Checklist.....	12
Road Agent	13
EOC Checklist.....	13
Board of Selectmen.....	14
EOC Checklist.....	14
Health Officer	15
EOC Checklist.....	15
Building Inspector.....	16
EOC Checklist.....	16
Public Information Officer (PIO).....	17
EOC Checklist.....	17

INTRODUCTION

This Annex outlines the sequence of steps for activating the EOC, depending on the threat. Note that many steps will apply whenever you decide to activate the EOC, regardless of the nature of the threat. What will vary from situation to situation will be the number of persons involved and the functions activated.

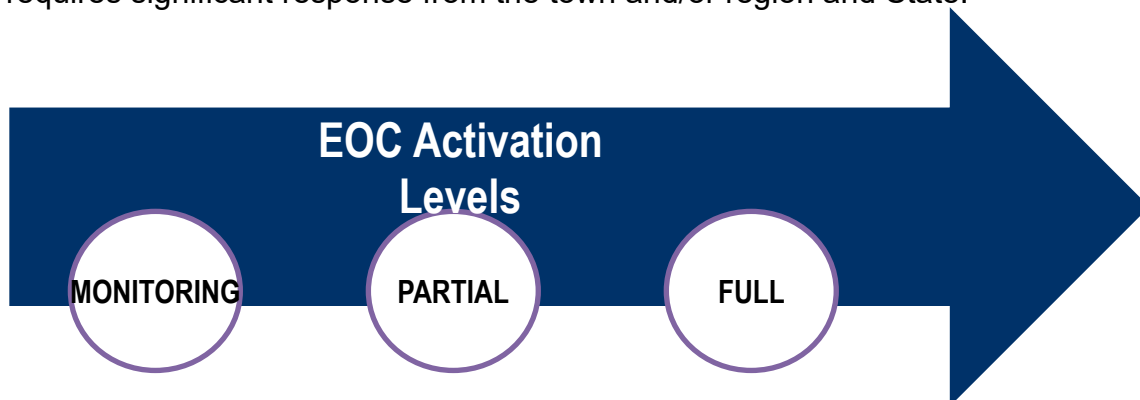
One of the first tasks in any emergency is to quickly assess the situation to determine if its size or severity warrants activating the EOC. The EOC goes into operation when the appropriate officials decide that the situation is serious enough to require a coordinated and other-than-routine response. Obviously, the EOC does not become operational for all emergencies.

EOC OPERATIONAL LEVEL

MONITORING: The Local EOC not activated. Local Emergency Management Agency is at normal staffing and is monitoring situational awareness on a 24/7 basis.

PARTIAL: The Local EOC IS partially activated. All ESFs and/or Support Agencies are notified and requested as the situation warrants. Partial activation staffing will be determined to meet the needs of the situation. Triggered by highly probable hazardous conditions and a strong potential for property damage or loss of life. This situation requires, or is likely to require response from the town or has the potential to result in a significant loss of life, property damage or the disruption of critical infrastructure.

FULL: The Local EOC is fully activated. All ESFs and/or Support Agencies are notified and requested as the situation warrants. Full activation requires 24-hour staffing in order to meet the needs of the situation. Triggered by highly hazardous conditions and a strong potential for property damage or loss of life. This situation requires significant response from the town and/or region and State.



EOC ACTIVATION PROCEDURES

a. Alert EOC personnel

See Appendix E (Resource List) for Contact Information of EOC Personnel.

b. Activate communications equipment

Test communications equipment:

- ☐ Local Dispatch
- ☐ Rockingham County Dispatch Center
- ☐ Telephones
- ☐ Computer / Internet
- ☐ Backup generator

c. Enact the message flow system (recording messages)

It is important to have an effective message system that allows for a disciplined flow of incoming and outgoing messages. This system is a method that ensures the following, at a minimum:

- ☐ Exact and detailed recording of an incoming message
- ☐ Directing this message to the EOC staff person best suited to respond
- ☐ Coordinating the decision to allocate resources
- ☐ Allocating the resources or requesting additional ones
- ☐ Recording the action(s) taken
- ☐ Notifying the sender of the message of the action taken
- ☐ Ideally, an operations officer routes the completed incoming messages to the appropriate staff person and makes sure each incoming message gets the attention it needs.
- ☐ Identify a “runner” if needed.

d. **Set up maps**

When possible, maps should be available and already posted at the Emergency Operations Center.

e. **Logs & status boards**

Maintain the following:

- ☐ Chronological Event Logs
- ☐ Status Boards (shelter locations, # occupants, roads impassible, locations without power, etc.)

f. **Prepare a shift schedule**

If the EOC is to operate for any length of time, make sure the personnel in the EOC have the needed breaks and their active time does not exceed a reasonable span of time. While it is impossible to set a schedule of breaks, it is critical that staff working under intense pressure take regular breaks to maintain their sharpness. You may have to encourage some over-zealous staff that are caught up in the excitement to take a break. Do not hesitate to do so if it looks like fatigue is setting in.

If it seems that the operation will extend beyond one day, you will need a second shift to relieve the first shift. Specify the length of the shift and the names of everyone who is to serve and on which shift.

g. **Announce the briefing schedule**

It is important to announce and post the briefing schedule as soon as the EOC activates. Briefings should occur on a regular basis such as when shifts change, when there is a sudden change in events, or before making a major decision or releasing potentially disturbing information to the public or the media.

The local news media also needs a briefing schedule so that they know when to expect a report from the EOC. A media schedule will provide them with important information and help keep the media from interfering with EOC operations.

h. Provide staff necessities

If you know the EOC will be in operation for some time, make sure you have appropriate food, beverages, housekeeping provisions, and basic medical supplies.

Depending on your situation, you should make arrangements with caterers or other community food sources used to preparing meals for large groups. While you can stockpile drinks and housekeeping and medical supplies, fresh food poses a different challenge.

i. EOC Security

In order to carry out an effective response to an emergency or disaster, the EOC must function without interference from those who are not part of the emergency management team.

As soon as the EOC goes into emergency status, implement a check-in procedure. Ensure everyone entering the EOC signs in an Attendance Log Sheet.

The EOC should have a security person on duty. Each member of the EOC staff should have identification so that security knows whom to admit.

EOC BRIEFING GUIDELINES

1. Situation Assessment:
 - Present and future situation
 - Current operations (Local and State)
2. Objectives:
 - Short Term
 - Operational Period
 - Execution of Objectives with timelines
3. Logistics:
 - Determine needs
4. Communications
5. Safety
6. Chain of Command
7. Briefing from each Section Chief
8. Time/Date/Location of next briefing

EMERGENCY OPERATIONS PLAN ACTIVATION FORM

Newington, NH

WHEREAS, the Emergency Management Director does find that the (Blizzard, Flood, Hurricane, Storm, etc.) emergency currently affecting the Town of Newington requires the activation of the Emergency Operations Plan, and subsequently the Emergency Operations Center;

NOW, THEREFORE, it is hereby declared and ordered that the Emergency Operations Plan of the Town of Newington is now activated, and all personnel ordered to perform in accordance with the appropriate Emergency Support Functions.

IT IS FURTHER DECLARED AND ORDERED that a copy of this action be forwarded to the NH Homeland Security Emergency Management.

Dated

Time

Signature of Co-EMD
(Police or Fire Chief)

EOC PERSONNEL CHECKLISTS

Emergency Management Director

EOC Checklist

Action	Time
Consult with key departments to determine the extent of Emergency Operations Center activation (i.e. Partial or Full and what staff should report to the EOC).	
Ensure EOC is properly set up and ready for operations (see Pg. 2 of this Annex).	
Initiate Chronological Event Log (file all event records in the EOC Event Log)	
Assign a scribe to record major events and control messaging in and out of the EOC.	
Set up and maintain status board and maps in the EOC	
Contact the State EOC via WebEOC or 271-2231 or 800-852-3792 to notify HSEM of the EOC activation and status of situation.	
Notify appropriate town personnel of activation of Emergency Support Functions and to stand by for further instructions.	
Based on current status reports, establish initial strategic objectives for the event.	
Monitor general staff activities to ensure that all appropriate actions are being taken.	
In conjunction with the Public Information Officer, conduct news conferences and review media releases for final approval, following the established procedure for information releases and media briefings.	
Make arrangement to feed emergency workers if the duration of the event requires.	
Conduct periodic briefing for EOC Staff.	
Establish a schedule for 24-hour EOC staffing.	
Report activities and make resource requests in WebEOC.	

Review ESF sections that are, or may be, activated.

Prepare for notice of escalation or reduction of operational level.

Upon termination of the event, provide a copy of all emergency event related documentation. Notify the State EOC of demobilization. Prepare information for the After Action Report.

Fire Department/EMS

EOC Checklist

Action	Time
Receive notification that the EOC has been activated and confirm receipt of notice to the EMD.	
Proceed to the Newington EOC, or assign the next available high ranking officer.	
Track events in the Chronological Event Log.	
Assess availability of personnel and equipment.	
Refer to specific Fire Department <i>Standard Operating Guidelines (SOGs)</i>	
Assign personnel to the following positions (if available):	
<i>Radio:</i> Assign an individual to monitor radio.	
<i>EOC Communications:</i> Assign an individual as EOC Dispatcher to monitor and operate the EOC Communications and keep record of all transmissions.	
<i>Telephone:</i> Assign individual to answer phone. Information request from citizens should be referred to the Public Information Officer. All other communications should be directed to the EMD. (Maintain a log of phone calls and times)	
Inventory emergency response equipment and personnel. Notify the EMD of any deficiencies.	
If required to leave the Newington EOC, appoint the next available officer to staff the EOC. Inform the EMD of this change.	
Refer to ESF sections in the EOP for responsibilities related to the Fire Department	
Stand by for notice of escalation or reduction of operational level.	
Upon termination of the event, provide a copy of all emergency event related documentation. Demobilize personnel. Prepare information for the After Action Report.	

Police Department

EOC Checklist

Action	Time
Receive notification that the EOC has been activated and confirm receipt of notice to the EMD.	
Proceed to the Newington EOC, or assign the next available high ranking officer.	
Establish security at the Newington EOC, as necessary.	
Track events in the Chronological Event Log.	
Notify additional Police Department personnel as required to report to the Newington EOC.	
Assess availability of personnel and equipment.	
Review Traffic Control Points along with available personnel and resources. Report shortages to the EMD.	
If evacuation is recommended, dispatch available personnel to designated traffic control points.	
Inventory emergency response equipment and personnel. Notify the EMD of any deficiencies.	
If required to leave the Newington EOC, appoint the next available person in the line of succession to staff the EOC. Notify the EMD of this change.	
Refer to ESF sections in the EOP for responsibilities related to the Police Department.	
Stand by for notice of escalation or reduction of operational level.	
Upon termination of the event, provide a copy of all emergency event related documentation. Demobilize personnel. Prepare information for the After Action Report.	

Road Agent EOC Checklist

Action	Time
Receive notification that the EOC has been activated and confirm receipt of notice to the EMD.	
Proceed to the Newington EOC, or assign the next available high ranking officer.	
Track events in the Chronological Event Log.	
Provide current status of local evacuation routes and assess the impact of current and forecasted weather conditions, and report findings to the EMD.	
Notify additional personnel or contractors, as required to assist operations as needed.	
Provide personnel and/or equipment, as required for emergency maintenance of evacuation routes, transportation, etc.	
Provide traffic control devices as requested by the Police Department.	
Inventory emergency response equipment. Notify the EMD of any deficiencies.	
If required to leave the Newington EOC, appoint the next available officer to staff the EOC. Inform the EMD of this change.	
Refer to ESF sections in the EOP for responsibilities related to Public Works.	
For listing of equipment and up-to-date list of participating Public Works Mutual Aid towns visit the website: http://www.t2.unh.edu/ma/	
Stand by for notice of escalation or reduction of operational level.	
Upon termination of the event, provide a copy of all emergency event related documentation.	

Board of Selectmen

EOC Checklist

Action	Time
Receive notification that the EOC has been activated and confirm receipt of notice to the EMD.	
Proceed to the Newington EOC, as requested by the EMD.	
Act as Public Information Officer (PIO), when requested by the EMD.	
Initiate Chronological Event Log.	
Coordinate with the EMD to obtain event status.	
Conduct a staff meeting (via phone if needed) with other town officials. Request input from each department relative to their readiness to respond to the event.	
Coordinate with Town Treasurer/Finance Director to procure funds and resources necessary to implement response activities.	
If required to leave the Newington EOC, appoint the next available officer to staff the EOC. Inform the EMD of this change.	
Refer to ESF sections in the EOP for responsibilities related to the Selectmen.	
Stand by for notice of escalation or reduction of operational level.	
Upon termination of the event, provide a copy of all emergency event related documentation. Demobilize personnel. Prepare information for the After Action Report.	

Health Officer EOC Checklist

Action	Time
Receive notification that the EOC has been activated and confirm receipt of notice to the EMD.	
Proceed to the Newington EOC, or assign the next available high ranking officer.	
Track events in the Chronological Event Log.	
Establish communications with the MACE, as the situation warrants. MACE location is the Stratham Fire Department, 2 Winnacunnet Road. The MACE Activation number is Exeter Fire Department Dispatch Center: 603-772-1212.	
If requested by the MACE or NH Department of Health and Human Services (DHHS), act as a liaison in public health matters between the town and state agencies.	
If requested by the MACE or NH Office of Community and Public Health (OCPH), act as a liaison in radiation-related public health matters between the town and state agencies.	
Provide assistance and guidance to the EMD and other department heads in health-related areas.	
In conjunction with the Fire Chief, ensure that emergency workers do not exceed state exposure Protective Action Guides.	
If required to leave the Newington EOC, appoint the next available officer to staff the EOC. Inform the EMD of this change.	
Refer to ESF sections in the EOP for responsibilities related to the Health Officer.	
Stand by for notice of escalation or reduction of operational level.	
Upon termination of the event, provide a copy of all emergency event related documentation. Demobilize personnel. Prepare information for the After Action Report.	

Building Inspector EOC Checklist

Action	Time
Receive notification that the EOC has been activated and confirm receipt of notice to the EMD.	
If available, report to the EOC as directed by the Emergency Management Director	
Continue to track events in the Chronological Event Log. Assign personnel to this task, if available.	
Review Building Inspector Mutual Aid Capabilities. Contact other municipalities for resources, as needed. For most current Mutual Aid Lists (Public Works and Building Inspector) go to: http://www.t2.unh.edu/ma/	
Consult with the Road Agent and Fire Chief on safety inspection of public buildings.	
If required to leave the Newington EOC, appoint the next available officer to staff the EOC. Inform the EMD of this change.	
Refer to ESF sections in the EOP for responsibilities related to the Building Inspector.	
Stand by for notice of escalation or reduction of operational level.	
Upon termination of the event, provide a copy of all emergency event related documentation. Demobilize personnel. Prepare information for the After Action Report.	

Public Information Officer (PIO)

EOC Checklist

Action	Time
Obtain briefing from EMD or Incident Commander: Determine current status of the event Determine point of contact for the media Determine current media presence	_____
Assess the need for special alert and warning efforts. Include functional needs populations (i.e. hearing impaired, non-English speaking population, etc).	_____
Prepare initial information summary as soon as possible after activation. If no other information is available, consider the use of the following general statement: Sample Initial Information Summary We are aware that an <i>[accident/incident]</i> involving <i>[type of incident]</i> occurred at approximately <i>[time]</i> , in the vicinity of <i>[general location]</i> . <i>[Agency personnel]</i> are responding, and we will have additional information available as we are able to confirm it. We will hold a briefing at <i>[location]</i> , and will notify the press at least ½ hour prior to the briefing. At this time, this briefing is the only place where officials authorized to speak about the incident and confirmed information will be available. Thank you for your assistance.	_____
Arrange for necessary work space, materials, telephones, and staff.	_____
Establish contact with local and national media representatives, as appropriate.	_____
Establish location of Information Center for media and public away from Command Post.	_____
Establish schedule for news briefings.	_____
Obtain approval for information release from Incident Commander or EMD.	_____
Release news to media, and post information in Command Post, local EOC and other appropriate locations.	_____
Respond to special requests for information.	_____
Confirm the process for the release of information concerning incident-related injuries or deaths.	_____

Appendices Table of Contents

A.	Acronyms and Abbreviations
B.	Terms and Definitions
C.	Authority of Emergency Response Agencies
D.	Hazard Analysis and Assessment
E.	Resource Inventory
F.	ICS Forms
G.	NIMS Resolution
H.	Other

Appendix A

Acronyms and Abbreviations

ARC	American Red Cross
ARES	Amateur Radio Emergency Service
CBRNE	Chemical, Biological, Radiological, Nuclear, and Explosive
CDC	Centers for Disease Control and Prevention
CERCLA	Comprehensive Environmental Response, Compensation, and Liability Act
CFR	Code of Federal Regulations
COG	Continuity of Government; also, Council of Governments
COOP	Continuity of Operations
DES	Department of Environment Services
DFO	Disaster Field Office
DoD	Department of Defense
DOE	Department of Energy
DHHS	Department of Health and Human Services
DHS	Department of Homeland Security
DMCR	Disaster Management Central Resource
DOJ	Department of Justice
DOT	Department of Transportation
DPP	Domestic Preparedness Program
DRC	Disaster Recovery Center
DRED	Department of Resources and Economic Development
EAS	Emergency Alert System
EMA	Emergency Management Agency
EMD	Emergency Management Director
EMS	Emergency Medical Services
EO	Executive Order
EOC	Emergency Operations Center
EOP	Emergency Operations Plan
EPA	U.S. Environmental Protection Agency
EPCRA	Emergency Planning and Community Right-to-Know Act
ESF	Emergency Support Functions
FEMA	Federal Emergency Management Agency
FOC	Field Operations Center
FOG	Field Operating Guide
FRERP	Federal Radiological Emergency Response Plan
FRP	Federal Response Plan (to become the National Response Plan)
GIS	Geographical Information Systems
HazMat	Hazardous Material(s)
HSEM	Homeland Security Emergency Management
IAP	Incident Action Plan
IC	Incident Commander
ICC	Incident Command Center
ICS	Incident Command System

JIC	Joint Information Center
MA	Mutual Aid
MHz	Megahertz
MOA	Memorandum of Agreement
MOU	Memorandum of Understanding
NIMS	National Incident Management System
NAWAS	National Warning System
NFA	National Fire Academy
NFIP	National Flood Insurance Program
NWS	National Weather Service
ODP	Office for Domestic Preparedness (DHS)
PA	Public Assistance
PDA	Preliminary Damage Assessment
PDD	Presidential Decision Directive
PHS	Public Health Service
PIO	Public Information Officer
POD	Point of Distribution
PPE	Personal Protective Equipment
PSA	Public Service Announcement
RERP	Radiological Emergency Response Plan
RNAT	Rapid Needs Assessment Team
SARA	Superfund Amendments and Reauthorization Act of 1986 (a.k.a. EPCRA)
SERC	State Emergency Response Commission
SERT	State Emergency Response Team
SITREP	Situation Report (Also SitRep)
SLG	State and Local Guide
SOG	Standard Operating Guide
SOP	Standard Operating Procedure
VOAD	Volunteer Organization Active in Disasters
WMD	Weapon(s) of Mass Destruction
WMD-CST	WMD Civil Support Team

Appendix B

Terms and Definitions

Aerosol – Fine liquid or solid particles suspended in a gas, for example, fog or smoke.

Amateur Radio – A service of radio communications, performed by persons interested in the radio art solely for personal gain and without pecuniary interest. Operates in the public interest, convenience or necessity, therefore is available for use in emergency situations.

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

Catastrophic Disaster – For the purposes of this plan, a catastrophic disaster is defined as an event that results in large numbers of deaths and injuries; causes extensive damage or destruction to facilities that provide and sustain human needs; produces an overwhelming demand on State and local response resources and mechanisms; causes a severe long term effect on general economic activity; and severely affects State, local, and private sector capabilities to begin and sustain response activities.

CERCLA Hazardous Substance – A Superfund Hazardous Substance listed in Table 302.4 of 40 CFR Part 302.4, which mandates facilities to comply with specific release notification requirements under CERCLA and Title III. (Reportable Quantity Chemicals).

Chemical Agent – A chemical substance that is intended to kill, seriously injure, or incapacitate people through physiological effects. Generally separated by severity of effect: lethal, blister, and incapacitating.

Chemical Transportation Emergency Center (CHEMTREC) – A chemical information center provided by the Federal Government as a source of first response advice in substance/chemical spills. CHEMTREC can usually put those on scene at an emergency in touch with the product shippers.

Civil Air Patrol (CAP) – A civilian auxiliary of the United States Air Force. The CAP provides volunteer pilots, aircraft, communications and ground personnel for emergency use in search and rescue, messenger service, light transport flights, airborne communications, ground search and reconnaissance support.

Civil Disturbance – The degeneration of a law-abiding group into an unruly, unmanageable and law challenging mob.

Civil Preparedness Guide (CPG) – A FEMA Publication which provides guidance to State and Local Emergency Preparedness Directors and others with emergency responsibilities.

Comprehensive Environmental Response, Compensation, and Liability Act of 1980

(CERCLA) – Legislation (PL 96-510) covering hazardous substance releases into the environment and the cleanup of inactive hazardous waste disposal sites. CERCLA established the "Superfund" to provide resources for these cleanups. Amended and extended by SARA. (See CERCLA).

Consequence Management – Measures to protect public health and safety, restore essential government services, and provide emergency relief to governments, businesses, and individuals affected by the consequences of terrorism. State and local governments exercise primary authority to respond to the consequences of terrorism (Source: Federal Response Plan [FRP] Terrorism Incident Annex, page TI-2, April 1999). The Federal Emergency Management Agency (FEMA) has been designated the lead agency for consequence management to ensure that the FRP is adequate to respond to terrorism. Additionally, FEMA supports the Federal Bureau of Investigation (FBI) in crisis management.

Continuity of Government (COG) – Efforts to maintain the governmental body and identify emergency delegation of authority in accordance with applicable laws, during emergencies or disasters. COG planning ensures continued line of governmental authority and responsibility.

Continuity of Operations (COOP) – Efforts in which individual departments and agencies ensure the continuance of essential functions/services during emergencies or disasters. COOP also includes activities involved with relocation to alternate facilities.

Continuity of Operations (COOP) Plan – A contingency plan that provides for the deliberate and planned deployment of pre-identified and trained personnel, equipment and supplies to a specific emergency relocation site and/or the transfer of essential functions to another department, agency or organization.

Crisis Management – This is the law enforcement aspect of an incident that involves measures to identify, acquire, and plan the resources needed to anticipate, prevent, and/or resolve a threat of terrorism. The FBI is the lead agency for crisis management for such an incident. (Source: FBI) During crisis management, the FBI coordinates closely with local law enforcement authorities to provide successful law enforcement resolution to the incident. The FBI also coordinates with other Federal authorities, including FEMA (Source: Federal Response Plan Terrorism Incident Annex, April 1999.)

Critical Incident Stress Debriefing Team (CISD) – CISD is counseling and educational group process designed specifically for emergency response workers to mitigate the impact of a critical incident on personnel and to accelerate recovery in normal people experiencing normal reactions to totally abnormal events.

Cyber-terrorism – Malicious conduct in cyberspace to commit or threaten to commit acts dangerous to human life, or against a nation's critical infrastructures, such as energy, transportation, or government operations in order to intimidate or coerce a government or civilian population, or any sequence thereof, in furtherance of political or social objectives.

Dam Failure – Full or partial collapse of a dam constructed to hold back large volumes of water.

Damage Assessment (DA) – The conduct of on the scene surveys following any disaster to determine the amount of loss or damage caused by the incident. Extent of damage is assessed in all types of disasters such as flash flood, tornado, winter storm, hurricane, nuclear power incident and chemical explosion.

Decontamination – The process of making people, objects, or areas safe by absorbing, destroying, neutralizing, making harmless, or removing the hazardous material.

Disaster – An event that creates an inability to provide critical functions/services for a significant period of time. Normally this is a widespread event causing destruction and distress; however, while this may include a large-scale event, as in a “natural disaster”, a localized event may present sufficient impact to a jurisdiction to be classified as a disaster.

Disaster Field Office (DFO) – The office established in or near the designated area to support Federal and State response operations.

Disaster Medical Assistance Team (DMAT) – Team from The Office of the Assistant Secretary for U.S. Health/Office of Emergency Preparedness - National Disaster Medical Assistance (OASH/OEP-NDMS), that assists in providing care for the ill and injured victims at the site of a disaster or emergency.

Disaster Mortuary Operational Response Team (DMORT) – Is a federalized team of private citizens associated with the National Foundation for Mortuary Care, that respond under ESF-8, Health and Medical Services through FEMA. The DMORT is responsible for maintaining temporary morgues, victim identification and processing, preparing, and disposing of remains. DMORT also provides technical assistance and personnel to recover, identify, and process deceased victims.

Disaster Recovery Center (DRC) – A center established in or near a disaster area to provide information and/or deliver assistance to disaster victims. DRCs are established when a Presidential Disaster Declaration is issued. Local, State, and Federal agencies will staff the DRC (i.e., social services, State public health, and the IRS).

Disaster Welfare Inquiry (DWI) System – System set up by the American Red Cross to collect, receive, and report information about the status of victims and assist the family with reunification within the disaster area.

Distribution Centers – Facilities operated by local governments, local churches, community based organizations, and voluntary agencies for providing donated goods directly to disaster victims.

Emergency – An unexpected situation or event, which places life and/or property in danger and requires an immediate response to protect life and property. Any occasion

or instance in which the Governor determines that State assistance is needed to supplement local response efforts and capabilities to save lives and protect property and public health and safety, or to lessen or avert the threat or impact of a catastrophe in any part of the State.

Emergency Alert System (EAS) – A voluntary network of broadcast stations and Inter-connecting facilities, which have been authorized by the Federal Communications Commission (FCC) to disseminate information during an emergency, as provided by the Emergency Alert System plan. EAS is made up of AM, FM, and TV Broadcast Stations and non-governmental electronic communications operating in a voluntary organized manner during natural/man-made emergencies or disasters at National, State or local levels.

Emergency Management (EM) – A system of organized analysis, planning, decision-making, assignment, and coordination of available resources for the mitigation of preparedness for, response to or recovery from major community-wide emergencies. Refer to local and State emergency legislation.

Emergency Management Director/Coordinator – The individual who is directly responsible on a day-to-day basis for the jurisdictions effort to develop a capability for coordinated response and recovery from the effects of disaster.

Emergency Medical Services (EMS) – Local medical response teams, usually rescue squads or local ambulance services, which provide medical services during a disaster.

Emergency Operations Center (EOC) – A protected site from which government officials and emergency response personnel exercise direction and control in an emergency. The Emergency Communications Center (ECC) is normally an essential part of the EOC.

Emergency Operations Plan (EOP) – An all-hazards document, which briefly, clearly, and concisely specifies actions to be taken or instructions to be given in the event of natural disasters, technological accidents, or nuclear attack. The plan identifies authorities, relationships, and the coordinated actions to be taken based on predetermined assumptions, objectives, and existing capabilities.

Emergency Public Information (EPI) – Information disseminated to the public primarily in anticipation of an emergency, or at the actual time of an emergency as a means of warning the public of impending danger and/or to provide instruction as to emergency preparedness action to be taken.

Emergency Response Team (ERT) – FEMA group, composed of a headquarters element and a regional element that is deployed by the Director, FEMA, to the scene of an extraordinary situation to coordinate the overall Federal response.

Emergency Support Function (ESF) – A functional area of response activity established to facilitate the delivery of State or Federal assistance required during the immediate response phase of a disaster to save lives, protect property and public health, and to maintain public safety.

Environment – Water, air, and land, and the interrelationship, which exists among and between them and all living things.

Evacuation – Relocation of civilian population to safe areas when disaster, emergencies or threats thereof necessitate such action.

Exercise – Maneuver or simulated emergency condition involving planning, preparation, and execution; carried out for the purpose of testing, evaluating, planning, developing, training, and/or demonstrating emergency management systems and individual components and capabilities, to identify areas of strength and weakness for improvement of emergency plan (EOP).

Facility – As defined by section 101 of CERCLA, means any building, structure, installation, equipment pipe or pipeline (including any pipe into a sewer or publicly-owned treatment works), well, pit, pond, lagoon, impoundment, ditch, landfill, storage container, motor vehicle, rolling stock, or aircraft, or any site or area where a hazardous substance has been deposited, stored, disposed of, or placed, or otherwise come to be located; but does not include any consumer product in consumer use or any vessel. For the purpose of the emergency release notification, the term includes motor vehicles, rolling stock, and aircraft.

Federal Coordinating Officer (FCO) – The senior Federal official appointed in accordance with P.L. 93-288, to coordinate the overall Federal response and recovery activities.

Federal Response Plan (FRP) – The FRP establishes a process and structure for the systematic, coordinated, and effective delivery of Federal assistance to address the consequences of any major disaster or emergency declared under the Robert T. Stafford Disaster Relief and Emergency Assistance Act, as amended (42 U.S. Code [USC] et seq.). The FRP Terrorism Incident Annex defines the organizational structures used to coordinate crisis management with consequence management (Source: FRP Terrorism Incident Annex, April 1999).

Fixed Nuclear Facility (FNF) – Nuclear power plants, reactor fuel fabrication or processing plants, test and research reactors or any other facility using or producing large quantities of radioactive material.

Functional Areas of Responsibility – Numerous ESFs are tasked with the responsibility of providing a variety of essential services/functions during emergencies/disaster in support of local response operations. Each of the ESFs should identify those areas of responsibility within their portion of the ***Local EOP***. The ESFs should identify the services/functions provided (e.g., traffic control, disaster relief services), and the department/agency responsible for providing those services/functions, and the primary tasks/activities associated with the particular service/function (e.g., coordinate the provision of temporary housing assistance). If an ESF has developed a team structure to provide those services the team(s) should be identified. However, the composition and specific of the team(s) should be addressed in an SOP/SOG for each essential service/function identified. Any specialized teams (i.e.,

Search and Rescue teams, EOD, etc.) are to be addressed in the section of the ESF template labeled Specialized Units/Teams.

Governors Authorized Representative (GAR) – The representative (usually the Director of Emergency Management) of the Governor who coordinates the State response and recovery activities with those of the Federal Government.

Hazard – Any situation that has the potential for causing damage to life, property, and the environment.

Hazard Analysis – A process used by emergency managers to identify and analyze crisis potential and consequences.

Hazardous Material (HazMat) – A substance or material, which may pose an unreasonable risk to safety, health or property.

Hazardous Waste – Materials declared by the U.S. Environmental Protection Agency (EPA) to be toxic, corrosive, ignitable or chemically reactive.

Incident Action Plan – The plan that is usually prepared at the beginning of each operational period that contains general control objectives reflecting the overall operational strategy and specific action plans for the next operational period.

Incident Command Post – The location where primary command functions are made. May be the Emergency Operations Center (EOC), Disaster Field Office (DFO), or Logistical Staging area. As command function transfers so does the Incident Command Post (ICP).

Incident Command System (ICS) – A combination of facilities, equipment, personnel, procedures, and communications operating within a common organizational structure with responsibility for management of assigned resources to effectively direct and control the response to an incident. The structure can be expanded, as situation requires larger resource, without requiring new, reorganized command structure.

Infrastructure Protection – Proactive risk management actions intended to prevent a threat from attempting to or succeeding at destroying or incapacitating critical infrastructures. For instance, threat deterrence and vulnerability defense.

In-kind Donations – Donations of goods or materials, such as food, clothing, equipment, and building materials instead of money.

Job Aid (JA) – A document or checklist designed to provide the user with help in completing a specific task.

Joint Information Center (JIC) – A combined public information office that serves two or more levels of government or Federal, State, local agencies.

Joint Operations Center (JOC) – A centralized operations center established by the FBI Field Office during terrorism-related incidents to provide a single point of direction, control, and coordination for emergency response operations. The JOC resolves conflicts in prioritization of resource allocations involving Federal assets.

Lead Agency – The Federal department or agency assigned lead responsibility under U.S. law to manage and coordinate the Federal response in a specific functional area. The FBI is the lead agency for crisis management, and FEMA is the lead agency for consequence management. Lead agencies support the overall Lead Federal Agency (LFA) during all phases of the response.

Lead Federal Agency (LFA) – The agency designated by the President to lead and coordinate the overall Federal response is referred to as the LFA and is determined by the type of emergency. In general, an LFA establishes operational structures and procedures to assemble and work with agencies providing direct support to the LFA in order to provide an initial assessment of the situation, develop an action plan, monitor and update operational priorities, and ensure each agency exercises its concurrent and distinct authorities under U.S. law and supports the LFA in carrying out the President's relevant policy. Specific responsibilities of an LFA vary according to the agency's unique statutory authorities.

Local Emergency Management Director/Coordinator – The local government official responsible for the emergency management program at the local level, county or municipal.

Local Emergency Planning Committee (LEPC) – A committee appointed by the State Emergency Response Commission (SERC), as required by SARA Title III, to formulate a comprehensive emergency plan to deal with hazardous materials within its jurisdiction.

Local Government – A political subdivision of the State that is usually at the County or municipal levels.

Major Disaster – As defined under P.L. 93-288, any natural catastrophe, (including any hurricane, tornado, storm, flood, high water, wind-driven water tidal wave, tsunami, earthquake, volcanic eruption, landslide, mud slide, snowstorm, or drought), or, regardless of cause, any fire, flood, or explosion, in any part of the United States, which in the determination of the President causes damage of sufficient severity and magnitude to warrant major disaster assistance under this Act to supplement the efforts and available resources of States, local governments, and disaster relief organizations in alleviating the damage, loss, hardship, or suffering caused thereby.

Mass Care – Efforts to provide shelter, feeding, water, first aid and distribution of relief supplies following a catastrophic or significant natural disaster or other event to disaster victims.

Memorandum of Agreement/Understanding (MOA/MOU) – A document negotiated between organizations or legal jurisdictions for mutual aid and assistance in times of need. A MOA/MOU must contain such information as who pays for expense of

operations (financial considerations), the party that will be liable for personal or property injury or destruction during response operations (liability considerations), and appropriate statements of non-competition of government resources with private enterprise (commercial considerations).

Mitigation – Mitigation actions eliminate or reduce the probability of some disaster occurrences and also include long-term activities that lessen the undesirable effects of unavoidable hazards or reduce the degree of hazard risk. Some mitigation examples include flood plain management, and public education programs. Mitigation seeks to prevent disasters and to reduce the vulnerability of people to disasters that may strike. Hazard mitigation should follow all disasters.

Mobilization – The rapid assembly, procurement, production or deployment of resources to meet the requirements of a disaster/emergency situation including war.

Multi-Hazard – A functional approach to planning, which treats the numerous emergency management requirements that are present in any disaster situation as common functions. This reveals a broad base foundation of recurring disaster tasks that are common to most disasters. In this manner, planning which concerns an application of the recurring tasks can be used in response to any emergency.

Mutual Aid Agreement – A formal or informal understanding between jurisdictions pledging the exchange of emergency or disaster assistance.

National Contingency Plan (NCP) – Term referring to the National Oil and Hazardous Substances Pollution Contingency Plan. Regulations prepared by the Environmental Protection Agency implement the Comprehensive Environmental Response, Compensation, and Liability Act (CERCLA) and the response systems of the Clean Water Act (sec. 311); refer to 40 CFR Part 300.

National Disaster Medical System (NDMS) – A nation-wide medical mutual aid network between the Federal and non-Federal sectors that include medical response, patient evacuation, and definitive medical care.

National Emergency Operations Center (NEOC) – The EOC for DHS/FEMA, which provides a centralized point of direction and control for Federal response operations. (Formerly the National Interagency Emergency Operations Center (NIEOC)).

National Flood Insurance Program (NFIP) – A Federal program to provide flood insurance coverage in those communities, which enact and enforce floodplain management regulations.

National Hurricane Center (NHC) – A Federal tracking center that forecasts and plots the formation and movement of tropical storms. It also alerts appropriate areas of the danger.

National Oceanic and Atmospheric Administration (NOAA) – A Federal agency within the

U.S. Department of Commerce, which deals in ocean survey/exploration and atmospheric studies in coastal storms and lower atmospheric disturbances. Emergency Management relies heavily on the coastal hazards office of NOAA for storm surge modeling.

National Response Center (NRC) – Established under the Clean Water Act and CERCLA, and operated by the U.S. Coast Guard. The NRC receives and relays notices of discharges or releases, disseminates reports when appropriate, and provides facilities for use in coordinating a national response action when required.

National Response Team (NRT) – Organization of representatives from 14 Federal agencies with responsibility for national planning and coordination (interagency and inter-jurisdictional) of CERCLA objectives.

National Security – Measures taken to protect the Nation from the direct or indirect acts of war, sabotage, or terrorism directed at the United States. These acts include but are not limited to, conventional and unconventional war, chemical, biological and nuclear war or terrorism.

National Warning System (NAWAS) – The Federal warning system, used to disseminate warnings of imminent natural disaster or enemy attack to a regional warning system, which passes to the State warning points for action.

National Weather Service (NWS) – A Federal agency tasked with forecasting weather and providing appropriate warning of imminent natural disaster such as hurricanes, tornadoes, tropical storms, etc.

New Hampshire Emergency Operations Plan (State EOP) – The State plan designed to cover all natural and man-made emergencies and disasters that threaten the State.

Nuclear Regulatory Commission (NRC) – The Federal agency tasked with oversight and regulation for all domestic nuclear devices, plant processes and construction.

Operational Period – A period of time set for execution of operational actions specified in the Incident Action Plan. Traditionally these periods are initially 12 to 24 hours in length. As the incident winds down, they may cover longer periods of activity.

Persistent Agent – An agent that, upon release, retains its casualty-producing effects for an extended period of time, usually anywhere from 30 minutes to several days. A persistent agent usually has a low evaporation rate and its vapor is heavier than air; therefore, its vapor cloud tends to hug the ground. It is considered to be a long-term hazard. Although inhalation hazards are still a concern, extreme caution should be taken to avoid skin contact as well.

Plume – Airborne material spreading from a particular source; the dispersal of particles, gases, vapors, and aerosols into the atmosphere.

Preliminary Damage Assessment (PDA) – An assessment of damage taken immediately following a disaster or potential disaster. Emphasis is on high-level infrastructure such as roads and power production.

Preparedness – Preparedness activities develop emergency response capabilities. Planning, exercising, training, mitigation, developing public information programs and alerting and warning are among the activities conducted under this phase of emergency management to ensure the most effective and efficient response in a disaster. Preparedness seeks to establish capabilities to protect people from the effects of disasters in order to save the maximum number of lives, minimize injuries, reduce damage, and protect property. Procedures and agreements to obtain emergency supplies, material, equipment, and people are developed.

Primary Agency – An agency, organization or group designated as an ESF primary agency serves as the executive agent under the ***Local EOP*** to accomplish the assigned ESF Mission. Such a designation is based on that agency having performed that function on a day-to-day basis or by direction of a statutory mandate and/or regulatory requirements. Certain ESFs may have more than one agency designated in which cases they would be identified as “co-primary” agencies.

Promulgate – To promulgate, as it relates to the Local Emergency Operation Plan (EOP), is the act of the jurisdiction officially proclaiming, declaring and/or adopting, via local ordinance, Executive Order (EO), or etc., the ***Local EOP*** as the emergency operations plan for the jurisdiction.

Public Health – A common function in multi-hazard planning, which focuses on general health and medical concerns, under emergency conditions, including provisions for accomplishing those necessary actions related to disease and vector control activities. Concerns extend to sanitation and preventing contamination of food and water.

Public Information Officer (PIO) – The person tasked with preparing all information for dissemination to the media or to the public.

Radiation – High-energy particles or gamma rays that are emitted by an atom, as the substance undergoes radioactive decay. Particles can be either charged alpha or beta particles or neutral neutron or gamma rays.

Reception Center – A donations management facility to receive specific, undesigned or unsolicited goods such as food, water, clothes, and building supplies.

Recovery – Recovery is both a short-term and a long-term process to restore the jurisdiction to normal conditions in the aftermath of any emergency or disaster involving extensive damage. Short-term operations assess damages, restore vital services to the community, and provide for basic needs to the public. Long-term recovery focuses on restoring the community to its normal or to an improved state of affairs. Examples of recovery actions are provision of temporary housing, restoration of government services, and reconstruction of damaged areas.

Release – Any spilling, leaking, pumping, pouring, emitting, emptying, discharging, injecting, escaping, leaching, dumping, or disposing into the environment (including abandonment or discarding barrels, containers, and other closed receptacles) of any Hazardous Chemical, Extremely Hazardous Substance, or CERCLA Hazardous Substance.

Resource Agencies, Organizations or Groups – Other agencies, organizations, groups, and individuals, not assigned as primary or support to an ESF may have authorities, expertise, capabilities, or resources required for disaster operations. Those agencies, organizations, groups or SMEs may be requested to participate in planning and operations activities, designate staff to serve as representatives to the ESF, and/or provide services and resources. (Resources provide personnel and/or stuff (equipment, resources or supplies)).

Response – Response is the actual provision of emergency services during a disaster. These activities can reduce casualties, limit damage, and help to speed recovery. Response activities include directing emergency operations, evacuation, shelter, and other protective measures.

Revised Statutes Annotated (RSAs) – The specific form of State Law, codified and recorded for reference.

Shelter – A facility to house, feed, and care for persons evacuated from a risk area for periods of one or more days. For the risk areas the primary shelter and the reception center are usually located in the same facility.

Staging Area (SA) – A pre-selected location having large parking areas such as a major shopping area, schools, etc. The SA is a base for the assembly of personnel and equipment and resources during response operations. A SA can also serve as an area for assembling people to be moved by public transportation to host jurisdictions and a debarking area for returning evacuees.

Standard Operating Guide (SOG) – A SOG is a complete reference document focused on the collection of actions and activities established to accomplish one or more functions. The document user is afforded varying degrees of latitude in accomplishing functional actions or activities. As necessary, SOGs can be supported by one or more standard operation procedures (SOPs).

Standard Operating Procedures (SOP) – A SOP is an instructional document constituting a directive that provides prescriptive steps towards accomplishing a specified action or task. SOPs can supplement SOGs by detailing and specifying how assigned tasks are to be carried out.

State Coordinating Officer (SCO) – The representative of the Governor (usually the Director/Coordinator of Emergency Management) who coordinates the State response and recovery activities with those of the Federal Government. See GAR Governor's Authorized Representative.

State Emergency Response Commission (SERC) – Designated by the Governor, the SERC is responsible for establishing HazMat planning districts and appointing/overseeing Local Emergency Planning Committees (LEPC).

State Emergency Response Team (SERT) – A team of senior representatives of State agencies, State level volunteer organizations, and State level corporate associations who have knowledge of their organization resources and have the authority to commit those resources to emergency response. SERT operates from the State EOC and the Director/Coordinator of EM serves as the SERT leader.

State Warning Point (SWP) – The State facility (NH State Police Communications Center) that receives warnings and other emergency information over NAWAS and relays this information in accordance with current directives.

Support Agency – An agency, organization or group that provides an essential function or service critical to the ESF and has a requirement in the decision process for the conduct of the operation using its authorities and determines priorities in providing cognizant expertise, capabilities, and resources.

Task Force – A group of resources with shared communication and leader. It may be pre-established and sent to an incident or it may be created at the incident.

Terrorism – The unlawful use of force or violence against persons or property to intimidate or coerce a government, the civilian population, or any segment thereof, in furtherance of political or social objectives. Domestic terrorism involves groups or individuals who are based and operate entirely within the United States and U.S. territories without foreign direction and whose acts are directed at elements of the U.S. government or population.

Ultra high frequency (UHF) – Ranges from 300 MHz to 3000 MHz. For public safety use, defines the frequency sub bands of 450-512 MHz and 800-900 MHz. Also includes 960 MHz and 2 GHz microwave sub bands.

Unified Command – A team that allows all agencies (with geographical or functional responsibility for the incident) to co-manage an incident through a common set of objectives and strategies. Agencies' accountability, responsibilities, and authorities remain intact.

Very high frequency (VHF) – Ranges from 30 MHz to 300 MHz. For public safety use, defines the frequency sub bands of 30-50 MHz and 150-174 MHz.

Vital Records – Records or documents, for legal, regulatory, or operational reasons, cannot be irretrievably lost or damaged without materially impairing the organization's ability to conduct business or provide essential services.

Vulnerability – Susceptibility to a physical injury or attack. Vulnerability refers to the susceptibility to hazards.

Vulnerability Analysis – A determination of possible hazards that may cause harm.

Should be a systemic approach used to analyze the effectiveness of the overall (current or proposed) emergency management, emergency services, security, and safety systems at a particular facility or within a jurisdiction.

Weapon of Mass Destruction – Any destructive device as defined in 18 USC 921; any weapon that is designed or intended to cause death or serious bodily injury through the release, dissemination, or impact of toxic or poisonous chemicals, or their precursors; any weapon involving a disease organism; or any weapon that is designed to release radiation or radioactivity at a level dangerous to human life. (Source: 18 USC 2332a). In 18 USC 921, a destructive device is defined, with certain exceptions, to mean any explosive, incendiary, or poison gas, bomb, grenade, or rocket having a propellant charge of more than 4 ounces, or a missile having an explosive incendiary charge of more than 0.25 ounce, or a mine, or a device similar to the above; any type of weapon by whatever name known that will, or that may be readily converted to, expel a projectile by the action of an explosive or other propellant, and that has any barrel with a bore of more 0.5 inch in diameter; any combination of parts either designed or intended for use in converting any device into any destructive device described above and from which a destructive device may be readily assembled.

Appendix C **Authority of Emergency Response Agencies**

Position/Agency	Authorities	Authority
Governor	<ul style="list-style-type: none"> * Delegation of Authority to BEM Director. * Declaration of State of Emergency. * Ordering Evacuation. * Ordering other Protective Actions. 	RSA 21 P-37
Department of Agriculture	<ul style="list-style-type: none"> * Regulation of Food Handling, Preparation, Storage, & Distribution. * Environmental Sampling. 	RSA 426 RSA 107
Department of Education	<ul style="list-style-type: none"> * Assist in Coordination of Emergency Response Activities of School Districts. 	RSA 21
Department of Employment Security	<ul style="list-style-type: none"> * Actions & Provisions as Specified in the Disaster Relief Act of 1974. 	RSA 108
Department of Environmental Services	<ul style="list-style-type: none"> * Control of Public Water Supplies. * Environmental Sampling. 	RSA 149
Department of Health & Human Services: <u>Division of Community & Public Health Services</u>	<ul style="list-style-type: none"> * Radiological Waste Disposal. 	RSA 125
	<ul style="list-style-type: none"> * Transportation of Patients and Use of Vehicles as Ambulances. 	RSA 151
	<ul style="list-style-type: none"> * Response Expenses. * Reciprocal Agreements. 	RSA 161
<u>Division of Human Services</u>	<ul style="list-style-type: none"> * Emergency Social Services. 	RSA 161 RSA 126
	<ul style="list-style-type: none"> * Referral services for Evacuees. 	
	<ul style="list-style-type: none"> * Emergency Shelter. 	
Department of Resource & Economic Development	<ul style="list-style-type: none"> * Access & Traffic Control in State Parks & Forests. 	RSA 218 RSA 12
Department of Safety <u>Division of Fire Safety & Emergency Management</u>	<ul style="list-style-type: none"> * Direction of Emergency Response Organization. * Control of Emergency Communications. * Request Federal and Regional Assistance. * Actions & Provisions of the Disaster Relief Act of 1974. * NH Radiological Emergency Response Plan. 	RSA 21 RSA 108 RSA 21 / 125
<u>Pupil Transportation</u>	<ul style="list-style-type: none"> * Direct Resources of Bus Services. 	RSA 265
<u>State Police</u>	<ul style="list-style-type: none"> * Access Control. * Support to Local Police. * Support to Traffic Control. * Crime Prevention & Control. * Request for Regional Law Enforcement Assistance. 	RSA 106 NESPAC
	<ul style="list-style-type: none"> * Local Organization for Emergency Management * Immunity and Exemption 	21-P:39 21-P:41

Appendix C
Authority of Emergency Response Agencies

Position/Agency	Authorities	Authority
*RSA = (New Hampshire Revised Statutes Annotated) of the State Emergency Management Act		
Department of Transportation	<ul style="list-style-type: none"> * Utilize Traffic Control Devices. * Clearing Roads of Vehicles, Debris, & Snow. * Installing Evacuation Route Signs. 	RSA 228
Fish & Game Department	<ul style="list-style-type: none"> * Support DPHS Special Environmental Sampling & Monitoring of Shellfish. * Access & Traffic Control in Remote Areas. * Notification & Evacuation of Individuals in Outdoor Recreational Areas. 	RSA 206 RSA 211 RSA 208
NH National Guard	<ul style="list-style-type: none"> * Mobilization of Reserves for Protracted Emergency Period. * General Support. 	RSA 110
Public Utilities Commission	<ul style="list-style-type: none"> * Consider Implementation of Emergency Regulations. * Provide State Emergency Response Organization additional Nuclear Facility Onsite Information. * Monitor Performance of Utilities Emergency Response. 	RSA 107:B
Civil Air Patrol	<ul style="list-style-type: none"> * Transportation of Passengers & Equipment. * Aerial Reconnaissance of Surface Traffic. * Air & Ground Search and Rescue. * Airborne Damage Assessment. * Aerial Radiological Monitoring. * Radio Communication Support. * Courier & Message Service. 	LOA
U.S. Coast Guard	<ul style="list-style-type: none"> * Controlling Access to EPZ by Sea. * Marine Emergency Notification to Commercial & Pleasure Craft. 	Title 33, CFR Parts 165.20 & 160.111
Federal Agencies	<ul style="list-style-type: none"> * Authorities of Public Law 93-288, as amended, the Robert T. Stafford Disaster Relief & Emergency Assistance Act. 	PL 93-288
*RSA = (New Hampshire Revised Statutes Annotated) of the State Emergency Management Act		

EMERGENCY MANAGEMENT STATUTES

21-P: 34 Purpose. The emergency management powers are conferred upon the governor and upon other executive heads of governing bodies of the state; the creation of local organizations for emergency management in the political subdivisions of the state is authorized

21-P: 35 Definitions.

"Emergency management" means the preparation for and the carrying out of all emergency functions resulting from the occurrence or threat of widespread or severe damage, injury, or loss of life or property resulting from any natural or man-made cause, including but not limited to fire, flood, earthquake, windstorm, wave actions, technological incidents, oil or chemical spill, or water contamination requiring emergency action to avert danger or damage, epidemic, air contamination, blight, drought, infestation, explosion, or riot.

"Local organization for emergency management" means an organization created in accordance with the provisions of this subdivision by state, county, or local authority to perform local emergency management functions.

"State of emergency" means that condition, situation, or set of circumstances deemed to be so extremely hazardous or dangerous to life or property that it is necessary and essential to invoke, require, or utilize extraordinary measures, actions, and procedures to lessen or mitigate possible harm.

21-P: 39 Local Organization for Emergency Management.

I. Each political subdivision of the state shall establish a local organization for emergency management in accordance with the state emergency management plan and program. Each local organization for emergency management shall have a **local director who shall be appointed and removed by the board of selectmen** who shall have direct responsibility for the emergency management. The appointing authority **may appoint one of its own members** or any other citizen or official to act as local director and shall notify the state director in writing of such appointment.

II. **Until a local director has been appointed, the chief elected official shall be directly responsible for the organization, administration, and operation of such local organization for emergency management.**

III. In carrying out the provisions of this subdivision, each political subdivision in which any disaster as described in RSA 21-P: 35, V occurs may enter into contracts and incur obligations necessary to combat such disaster, protecting the health and safety of persons and property, and providing emergency assistance to the victims of such disaster. **Each political subdivision may exercise the powers vested under this section in the light of the exigencies of the extreme emergency situation without regard to time-consuming procedures and formalities prescribed by law, excepting mandatory constitutional requirements,** pertaining to the performance of public work, entering into contracts, the incurring of obligations, the employment of temporary workers, the rental of equipment, the purchase of supplies and materials, and the appropriation and expenditure of public funds.

21-P: 41 Immunity and Exemption.

I. Neither the state nor any of its political subdivisions nor any agency of the state or political subdivision, nor any private corporations, organizations, or agencies, nor **any emergency management worker** complying with or reasonably attempting to comply with this subdivision, or any order or rule adopted or regulation promulgated pursuant to the provisions of this subdivision, or pursuant to any ordinance relating to precautionary measures enacted by any political subdivision of the state, **shall be liable for the death of or injury to persons, or for damage to property, as a result of any such activity.**

The provisions of this section shall not affect the right of any person to receive benefits to which he or she would otherwise be entitled under this subdivision, under the workers' compensation law, or under any retirement law, nor the right of any such person to receive any benefits or compensation under any act of Congress.

II. Any requirement for a license to practice any professional, mechanical, or other skill shall not apply to any authorized emergency management worker who shall, in the course of performing his or her duties as such, practice such professional, mechanical, or other skill during an emergency.

III. As used in this section the term **"emergency management worker"** includes any **full or part-time paid, volunteer, or auxiliary employee of this state**, other states, territories, possessions, the District of Columbia, the federal government, any neighboring country, or of any political subdivision of such entities, or of any corporation, agency or organization, public or private, performing emergency management services at any place in this state subject to the order or control of, or pursuant to a request of, the state government or any of its political subdivisions.

21-P: 47 Penalty. If any person violates or attempts to violate any order, rule, or regulation made pursuant to this subdivision, such person shall be guilty of a misdemeanor.

Appendix D
Hazard Analysis & Assessment

TABLE OF CONTENTS

	<u>Page</u>
Table of Contents	i
<i><u>I. Introduction</u></i>	
A. Purpose	1
B. Scope	1
C. Situation	1
<i><u>II. Hazard Identification</u></i>	
General	2
<i><u>III. Hazard Vulnerability</u></i>	
Past and Potential Hazards	2
<i><u>IV. Authorities & References</u></i>	
Plans	3

I. Introduction

A. Purpose

This Hazard Analysis and Assessment is the basis for both mitigation efforts and EOPs. Comprehensive hazard analysis merits its own document-length discussion. Consequently, the Town of Newington developed a Hazard Mitigation Plan in 2013.

From an emergency operations planning perspective, hazard analysis helps a planning team decide what hazards merit special attention, what actions must be planned for, and what resources are likely to be needed. For purposes of emergency operations planning, basic considerations of this Appendix include the following:

1. Identification of Hazards
2. Profile Hazard Vulnerability
3. Critical Facility Vulnerability

B. Scope

This document applies to all natural and manmade hazards in Newington, NH that require response and recovery actions under the EOP.

C. Situation

The Town of Newington is located in Rockingham County in southeastern New Hampshire. Newington is a community governed by a 3 member Board of Selectmen, with a population of approximately 800 people. The town is predominantly a residential community with some commercial businesses, primarily established on Route 16.

The following natural or man-made hazards are the prime consideration of the Emergency Operations Plan:

- | | |
|---------------------|-----------------------------|
| ✓ Agro-terrorism | ✓ Haz Mat (transport) |
| ✓ Arson | ✓ Multiple Vehicle Accident |
| ✓ Biological Agent | ✓ Nuclear Accident |
| ✓ Chemical Agent | ✓ Health Pandemic |
| ✓ Civil Disorder | ✓ Plane Crash |
| ✓ Conventional Bomb | ✓ Radiological Agent |
| ✓ Cyber-Terrorism | ✓ Wildland/Urban Fire |
| ✓ Flooding | ✓ Wind |
| ✓ Haz Mat (fixed) | ✓ Human Caused Hazards |

II. Hazard Identification

The Town of Newington adopted the Hazard Mitigation Plan in 2025. The purpose of the Plan is to reduce future losses from natural hazards before they occur. The Plan includes the identification of natural hazards affecting the Town, as identified by the Hazard Mitigation Planning Committee. The hazards reviewed under the scope of the Hazard Mitigation Plan are as follows:

Flooding	Earthquake/Landslide
Hurricanes and Tropical Storms	Extreme Heat Drought
Tornadoes	Radon
Nor'easter	Public Health Threats
Severe Thunderstorms Wildfire	Hazardous Material
Ice and Snow Events	Extended Power Outages

III. Hazard Vulnerability

The Newington Hazard Mitigation Plan was compiled to assist the Town of Newington in reducing and mitigating future losses from natural hazard events. The Plan was developed by the Rockingham Planning Commission and participants from the Town of Newington Hazard Mitigation Committee and contains the tools necessary to identify specific hazards and aspects of existing and future mitigation efforts.

The following natural hazards are addressed:

- Flooding
- Hurricane - High Wind Events
- Severe Winter Weather
- Wildfire and Conflagration
- Earthquakes
- Coastal Storms

The list of critical facilities includes:

- Municipal facilities
- Communication facilities
- Fire stations and law enforcement facilities
- Schools
- Shelters
- Evacuation routes
- Vulnerable Populations

IV. Authorities & References

Plans

Newington Hazard Mitigation Plan was updated in 2025.

RESOURCE INVENTORY LISTING						
ESF 1 TRANSPORTATION						
MASS TRANSPORTATION						
NAME	TITLE/ADDRESS	BUSINESS	E-MAIL	CELL	TEXT (Y/N)	HOME
First Student		(603) 964-2322				
C&J Bus Lines		(603) 430-1100				
AUTO PARTS						
NAME	TITLE/ADDRESS	BUSINESS	E-MAIL	CELL	TEXT (Y/N)	HOME
Sanels		(603) 436-3834				
Auto Zone		(603) 334-6399				
NAPA		(603) 742-7600				
AUTOMOTIVE SERVICES						
NAME	TITLE/ADDRESS	BUSINESS	E-MAIL	CELL	TEXT (Y/N)	HOME
National Wrecker		(603) 436-3200				
TOWING						
NAME	TITLE/ADDRESS	BUSINESS	E-MAIL	CELL	TEXT (Y/N)	HOME
TIRES						
NAME	TITLE/ADDRESS	BUSINESS	E-MAIL	CELL	TEXT (Y/N)	HOME

RESOURCE INVENTORY LISTING						
ESF 2 COMMUNICATIONS and ALERTING						
COMMUNICATIONS						
NAME	TITLE/ADDRESS	BUSINESS	E-MAIL	CELL	TEXT (Y/N)	HOME
Newington Police Dept.		(603) 679-2225				
Newington Fire Dept.		(603) 679-2225				
Road Agent						
NH HSEM						
TELEPHONE COMPANY						
NAME	TITLE/ADDRESS	BUSINESS	E-MAIL	CELL	TEXT (Y/N)	HOME
Firstnet, Resp Ops Group		800-574-7000				
NH POLICE/DISPATCH						
NAME	TITLE/ADDRESS	BUSINESS	E-MAIL	CELL	TEXT (Y/N)	HOME
NH State Police		(603) 271-3636				
NH State Police Detail Desk		(603) 271-6298				
ARES						
NAME	TITLE/ADDRESS	BUSINESS	E-MAIL	CELL	TEXT (Y/N)	HOME
HAM Operators						
NAME	TITLE/ADDRESS	BUSINESS	E-MAIL	CELL	TEXT (Y/N)	HOME
NAME	TITLE/ADDRESS	BUSINESS	E-MAIL	CELL	TEXT (Y/N)	HOME
NAME	TITLE/ADDRESS	BUSINESS	E-MAIL	CELL	TEXT (Y/N)	HOME

RESOURCE INVENTORY LISTING						
ESF 3 Public Works & Engineering						
TOWN						
NAME	TITLE/ADDRESS	BUSINESS	E-MAIL	CELL	TEXT (Y/N)	HOME
NH Public Works Mutual Aid		See DPW EOC Packet				
STATE						
NAME	TITLE/ADDRESS	BUSINESS	E-MAIL	CELL	TEXT (Y/N)	HOME
State of NH Highway Department		(603) 271-3734				
BARRICADES						
NAME	TITLE/ADDRESS	BUSINESS	E-MAIL	CELL	TEXT (Y/N)	HOME
BUILDING EQUIPMENT						
NAME	TITLE/ADDRESS	BUSINESS	E-MAIL	CELL	TEXT (Y/N)	HOME
Ricci Supply		(603) 436-7480				
Home Depot		(603) 422-0855				
Lowes		(603) 373-2158				
CARPENTERS						
NAME	TITLE/ADDRESS	BUSINESS	E-MAIL	CELL	TEXT (Y/N)	HOME
Ricci Construction		(603) 436-3112				
Jewett Construction		(603) 422-9597				
North & South Construction		(603) 610-1784				
CONTRACTOR (DEMOLITION)						
NAME	TITLE/ADDRESS	BUSINESS	E-MAIL	CELL	TEXT (Y/N)	HOME
Scott Blood, LLC		(603) 234-5159				
CONTRACTOR (EXCAVATION)						
NAME	TITLE/ADDRESS	BUSINESS	E-MAIL	CELL	TEXT (Y/N)	HOME
SHORING (TRENCH)						
NAME	TITLE/ADDRESS	BUSINESS	E-MAIL	CELL	TEXT (Y/N)	HOME
Portsmouth Fire Dept.		(603) 427-1515				
Dover Fire Dept.		(603) 742-4646				

CONCRETE						
NAME	TITLE/ADDRESS	BUSINESS	E-MAIL	CELL	TEXT (Y/N)	HOME
Seacoast Redi-Mix		(603) 742-4441				
GRAVEL						
NAME	TITLE/ADDRESS	BUSINESS	E-MAIL	CELL	TEXT (Y/N)	HOME
HEAVY EQUIPMENT						
NAME	TITLE/ADDRESS	BUSINESS	E-MAIL	CELL	TEXT (Y/N)	HOME
National Wrecker		(603) 436-3200				
SNOW PLOWING & REMOVAL						
NAME	TITLE/ADDRESS	BUSINESS	E-MAIL	CELL	TEXT (Y/N)	HOME
NHDOT		(603) 964-6796				
DOT Bridge Maintenance		(603) 436-1099				
ELECTRICIAN						
NAME	TITLE/ADDRESS	BUSINESS	E-MAIL	CELL	TEXT (Y/N)	HOME
PLUMBERS						
NAME	TITLE/ADDRESS	BUSINESS	E-MAIL	CELL	TEXT (Y/N)	HOME
PORTABLE TOILETS						
NAME	TITLE/ADDRESS	BUSINESS	E-MAIL	CELL	TEXT (Y/N)	HOME

RESOURCE INVENTORY LISTING						
ESF 4 FIRE FIGHTING						
FIRE SUPPRESSION						
NAME	TITLE/ADDRESS	BUSINESS	E-MAIL	CELL	TEXT (Y/N)	HOME
Newington Fire Dept.		(603) 679-2225				
Mutual Aid Agreements		(603) 679-2225				
STATE OF NEW HAMPSHIRE						
NAME	TITLE/ADDRESS	BUSINESS	E-MAIL	CELL	TEXT (Y/N)	HOME
State Fire Marshall		(603) 271-3294				
DRED State Forest Ranger		(603) 271-2217				
DIVERS						
NAME	TITLE/ADDRESS	BUSINESS	E-MAIL	CELL	TEXT (Y/N)	HOME
NH Fish & Game		(603) 271-3421				
NH State Police		(800) 525-5555				
PUMPS						
NAME	TITLE/ADDRESS	BUSINESS	E-MAIL	CELL	TEXT (Y/N)	HOME
Mutual Aid Agreements		(603) 679-2225				
NAME	TITLE/ADDRESS	BUSINESS	E-MAIL	CELL	TEXT (Y/N)	HOME
NAME	TITLE/ADDRESS	BUSINESS	E-MAIL	CELL	TEXT (Y/N)	HOME

[illegible]

RESOURCE INVENTORY LISTING						
ESF 8 HEALTH and MEDICAL						
AMBULANCE						
NAME	TITLE/ADDRESS	BUSINESS	E-MAIL	CELL	TEXT (Y/N)	HOME
Mutual Aid Agreements		(603) 679-2225				
HELICOPTER TRANSPORT						
NAME	TITLE/ADDRESS	BUSINESS	E-MAIL	CELL	TEXT (Y/N)	HOME
Dartmouth Hitchcock Air Rescue Team (DHART)		(800) 650-3222				
Boston Med Flight		(800) 233-8998				
BEHAVIORAL HEALTH						
NAME	TITLE/ADDRESS	BUSINESS	E-MAIL	CELL	TEXT (Y/N)	HOME
Disaster Behavioral Health Response Team (DBHRT)		(800) 852-3782		(603) 271-2231		
Deignan, Paul F MSN	pdeignan@nhoem.state.nh.us					(603) 639-6958
NH Community Behavioral Health Association		(603) 225-6633				
SEACOAST PUBLIC HEALTH NETWORK						
NAME	TITLE/ADDRESS	BUSINESS	E-MAIL	CELL	TEXT (Y/N)	HOME
Mary Cook	Public Health Advisory Council	(603) 418-6404				
Sandi Coyle	Public Health Advisory Council	(603) 454-4623				
HOSPITALS						
NAME	TITLE/ADDRESS	BUSINESS	E-MAIL	CELL	TEXT (Y/N)	HOME
Portsmouth Regional Hospital		(603) 436-5110				
Wentworth-Douglass Hospital		(603) 742-5252				
Exeter Hospital		(603) 778-7311				
York Hospital		(207) 363-4321				
MEDICAL & PHARMACEUTICAL SUPPLIES						
NAME	TITLE/ADDRESS	BUSINESS	E-MAIL	CELL	TEXT (Y/N)	HOME
Keene Medical Products		(603) 431-6006				
MORGUE (temporary)						
NAME	TITLE/ADDRESS	BUSINESS	E-MAIL	CELL	TEXT (Y/N)	HOME

RESOURCE INVENTORY LISTING						
ESF 9 SEARCH & RESCUE						
SEARCH & RESCUE TEAMS						
NAME	TITLE/ADDRESS	BUSINESS	E-MAIL	CELL	TEXT (Y/N)	HOME
Newington Fire Dept.		(603) 679-2225				
Newington Police Dept.		(603) 679-2225				
Mutual Aid Agreements		(603) 679-2225				
DIVERS						
NAME	TITLE/ADDRESS	BUSINESS	E-MAIL	CELL	TEXT (Y/N)	HOME
NH Fish & Game		(603) 271-3421				
NH State Police		(800) 525-5555				
BOATS						
NAME	TITLE/ADDRESS	BUSINESS	E-MAIL	CELL	TEXT (Y/N)	HOME
Newington Fire Dept.		(603) 679-2225				
Portsmouth Fire Dept.		(603) 427-1515				
NAME	TITLE/ADDRESS	BUSINESS	E-MAIL	CELL	TEXT (Y/N)	HOME
NAME	TITLE/ADDRESS	BUSINESS	E-MAIL	CELL	TEXT (Y/N)	HOME
NAME	TITLE/ADDRESS	BUSINESS	E-MAIL	CELL	TEXT (Y/N)	HOME

RESOURCE INVENTORY LISTING						
ESF 10 HAZARDOUS MATERIALS						
HAZ MAT CLEANUP						
NAME	TITLE/ADDRESS	BUSINESS	E-MAIL	CELL	TEXT (Y/N)	HOME
Clean Harbors Inc.	Hooksett NH	(603) 224-6626				
CYN Environmental	Hooksett NH	(603) 624-5443		(603) 624-5546		
REGIONAL HAZ MAT						
NAME	TITLE/ADDRESS	BUSINESS	E-MAIL	CELL	TEXT (Y/N)	HOME
SCFOMAD	START Team	(603) 679-2225				
STATE						
NAME	TITLE/ADDRESS	BUSINESS	E-MAIL	CELL	TEXT (Y/N)	HOME
NAME	TITLE/ADDRESS	BUSINESS	E-MAIL	CELL	TEXT (Y/N)	HOME
NAME	TITLE/ADDRESS	BUSINESS	E-MAIL	CELL	TEXT (Y/N)	HOME

RESOURCE INVENTORY LISTING						
ESF 11 FOOD and WATER						
FOOD - PORTABLE DRINKS						
NAME	TITLE/ADDRESS	BUSINESS	E-MAIL	CELL	TEXT (Y/N)	HOME
American Red Cross		(603) 466-5440				
Salvation Army		(603) 436-2606				
ICE						
NAME	TITLE/ADDRESS	BUSINESS	E-MAIL	CELL	TEXT (Y/N)	HOME
NAME	TITLE/ADDRESS	BUSINESS	E-MAIL	CELL	TEXT (Y/N)	HOME
NAME	TITLE/ADDRESS	BUSINESS	E-MAIL	CELL	TEXT (Y/N)	HOME
NAME	TITLE/ADDRESS	BUSINESS	E-MAIL	CELL	TEXT (Y/N)	HOME
NAME	TITLE/ADDRESS	BUSINESS	E-MAIL	CELL	TEXT (Y/N)	HOME

RESOURCE INVENTORY LISTING						
ESF 12 ENERGY						
GENERATORS						
NAME	TITLE/ADDRESS	BUSINESS	E-MAIL	CELL	TEXT (Y/N)	HOME
Southworth-Milton Power Sys		(603) 746-4671				
Philbrick's Sales & Service		(603) 964-6152				
DIESEL FUEL / HOME HEATING						
NAME	TITLE/ADDRESS	BUSINESS	E-MAIL	CELL	TEXT (Y/N)	HOME
Hanscom's Truck Stop		(603) 436-5171				
H & H Oil & Gas Co.		(603) 436-5171				
Goodwin Oil Co.		(603) 436-8501				
GASOLINE						
NAME	TITLE/ADDRESS	BUSINESS	E-MAIL	CELL	TEXT (Y/N)	HOME
Hanscom's Truck Stop		(603) 436-5171				
HEATING OIL						
NAME	TITLE/ADDRESS	BUSINESS	E-MAIL	CELL	TEXT (Y/N)	HOME
UTILITIES						
NAME	TITLE/ADDRESS	BUSINESS	E-MAIL	CELL	TEXT (Y/N)	HOME

RESOURCE INVENTORY LISTING						
ESF 13 LAW ENFORCEMENT and SECURITY						
STATE POLICE						
NAME	TITLE/ADDRESS	BUSINESS	E-MAIL	CELL	TEXT (Y/N)	HOME
NH State Police		(800) 525-5555				
COUNTY SHERIFF						
NAME	TITLE/ADDRESS	BUSINESS	E-MAIL	CELL	TEXT (Y/N)	OTHER
Rockingham County Sheriff's Office		(603) 679-2225				
LOCAL POLICE						
NAME	TITLE/ADDRESS	BUSINESS	E-MAIL	CELL	TEXT (Y/N)	HOME
Newington Police Dept.		(603) 679-2225				
SWAT TEAM						
NAME	TITLE/ADDRESS	BUSINESS	E-MAIL	CELL	TEXT (Y/N)	HOME
SERT		(603) 679-2225				
CANINE RESCUE						
NAME	TITLE/ADDRESS	BUSINESS	E-MAIL	CELL	TEXT (Y/N)	HOME
NE Canine Search & Rescue		(603) 526-6754				
NAME	TITLE/ADDRESS	BUSINESS	E-MAIL	CELL	TEXT (Y/N)	HOME
NAME	TITLE/ADDRESS	BUSINESS	E-MAIL	CELL	TEXT (Y/N)	HOME

RESOURCE INVENTORY LISTING						
ESF 14 PUBLIC INFORMATION						
MEDIA PRINT						
NAME	TITLE/ADDRESS	BUSINESS	E-MAIL	CELL	TEXT (Y/N)	HOME
Portsmouth Herald	Karen Dandurant	(603) 436-1800				
Fosters Daily Democrat	Doug Ireland	(603) 742-4455				
RADIO						
NAME	TITLE/ADDRESS	BUSINESS	E-MAIL	CELL	TEXT (Y/N)	HOME
WOKQ	Don Briand	(603) 742-7060				
WERZ	Kelly Brown/Roger Wood	(603) 772-4757				
WHEB	Kelly Brown/Roger Wood	(603) 436-7305				
WTSM	Mike Pomp	(603) 742-1270				
TELEVISION						
NAME	TITLE/ADDRESS	BUSINESS	E-MAIL	CELL	TEXT (Y/N)	HOME
WMUR Channel 9		(603) 669-9999				
PHOTOGRAPHERS						
NAME	TITLE/ADDRESS	BUSINESS	E-MAIL	CELL	TEXT (Y/N)	HOME

RESOURCE INVENTORY LISTING						
ESF 15 VOLUNTEERS and DONATIONS						
AMERICAN RED CROSS						
NAME	TITLE/ADDRESS	BUSINESS	E-MAIL	CELL	TEXT (Y/N)	HOME
Great Bay Amer Red Cross		(603) 766-5440				
CHURCHES						
NAME	TITLE/ADDRESS	BUSINESS	E-MAIL	CELL	TEXT (Y/N)	HOME
ROTARY, LIONS, ETC.						
NAME	TITLE/ADDRESS	BUSINESS	E-MAIL	CELL	TEXT (Y/N)	HOME
NAME	TITLE/ADDRESS	BUSINESS	E-MAIL	CELL	TEXT (Y/N)	HOME
NAME	TITLE/ADDRESS	BUSINESS	E-MAIL	CELL	TEXT (Y/N)	HOME
			E-MAIL			
NAME	TITLE/ADDRESS	BUSINESS	E-MAIL	CELL	TEXT (Y/N)	HOME
NAME	TITLE/ADDRESS	BUSINESS	E-MAIL	CELL	TEXT (Y/N)	HOME

RESOURCE INVENTORY LISTING						
ESF 16 ANIMALS and AGRICULTURE						
ANIMAL FEED CARE & EQUIPMENT						
NAME	TITLE/ADDRESS	BUSINESS	E-MAIL	CELL	TEXT (Y/N)	HOME
Scamman's Home & Garden		(603) 778-0201				
Rockingham Feed & Supply		(603) 778-8132				
VETERINARIANS						
NAME	TITLE/ADDRESS	BUSINESS	E-MAIL	CELL	TEXT (Y/N)	HOME
Lafayette Animal Hospital		(603) 431-0020				
VECC of NH		(603) 758-4262				
Port City Veterinary Hospital		(603) 433-0056				
CANINE UNIT						
NAME	TITLE/ADDRESS	BUSINESS	E-MAIL	CELL	TEXT (Y/N)	HOME
State Police		(603) 271-3636				
NE Canine Search & Rescue		(603) 526-6754				
KENNELS						
NAME	TITLE/ADDRESS	BUSINESS	E-MAIL	CELL	TEXT (Y/N)	HOME
THERAPY DOGS						
NAME	TITLE/ADDRESS	BUSINESS	E-MAIL	CELL	TEXT (Y/N)	HOME

RESOURCE INVENTORY LISTING						
COMMUNITY ROSTER						
PRIMARY EOC SUPPORT PERSONNEL						
NAME	TITLE/ADDRESS	BUSINESS	E-MAIL	CELL	TEXT (Y/N)	HOME
	Emergency Management Director					
	Police Chief					
	Fire Chief					
	Road Agent					
	Health Officer					
	Building Inspector					
	Sewer Commission					
	Newington School SAU #50					
SECONDARY EOC SUPPORT PERSONNEL (Order of Seniority)						
NAME	TITLE/ADDRESS	BUSINESS	E-MAIL	CELL	TEXT (Y/N)	HOME
	Emergency Management Director					
	Police Chief					
	Fire Chief					
	Road Agent					
	Health Officer					
	Building Inspector					
	Sewer Commission					
	Newington School SAU #50					

Appendix F

ICS Forms

- *ICS 201* *Incident Briefing*
- *ICS 202* *Incident Objectives*
- *ICS 203* *Organization Assignment List*
- *ICS 204* *Assignment List*
- *ICS 205* *Incident Radio Communications Plan*
- *ICS 206* *Medical Plan*
- *ICS 215* *Operational Planning Worksheet*



THE TOWN OF NEWINGTON
New Hampshire
Established 1713

Office of Emergency Management

RESOLUTION

Adoption of the National Incident Management System (NIMS)
as the Basis for Incident Management in the Town of Newington, N.H.

WHEREAS, response to and recovery from major emergencies and disasters requires integrated professional management and coordination; and

WHEREAS, the National Incident Management System (NIMS), has been identified by Homeland Security Presidential Directive-5 as being the requisite incident management system for all levels of government and all political subdivisions in the United States; and

WHEREAS, NIMS provides a consistent nationwide platform to enable all government, private sector and non-governmental organizations to work together during domestic incidents regardless of cause, size or complexity; and

WHEREAS, the Town of Newington, N.H., acknowledges that emergency planning and response to incidents can best be accomplished by employing standardized terminology, standardized organizational structures, interoperable communications, consolidated action plans, unified command structures, uniform personnel qualification standards, uniform standards for planning, training, and exercising, comprehensive resource management, and pre-determined facilities during emergencies or disasters; and


WHEREAS, use of the Incident Command System (ICS) provides responders with a common terminology and principles for incident command and control, and is an integral part of incident management activities throughout the Town of Newington, N.H.; and

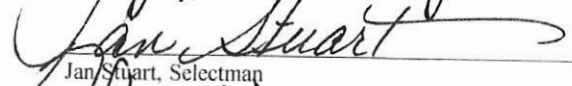
WHEREAS, implementation of the NIMS standardized procedures for managing personnel, communications, facilities, and resources will enable the Town of Newington, N.H., to be eligible for state and federal funding to enhance local emergency preparedness, agency readiness, first responder safety, and incident management processes;

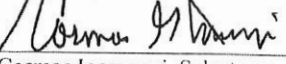
NOW, THEREFORE, The Board of Selectmen for the Town of Newington, N.H., hereby order and direct as follows:

1. The Town of Newington, N.H., hereby adopts NIMS as the common foundation for incident management, coordination and support activities.
2. All town departments, offices and agencies responsible for managing and/or supporting incident response and disaster operations shall incorporate into their planning, training, and operations the NIMS as prescribed by the United States Department of Homeland Security.
3. The Town of Newington, N.H., hereby adopts ICS for command and control of all incident response operations.

All employees of the Town of Newington, N.H., are hereby directed to render such aid and assistance as is required for the implementation of the foregoing policy.


Jack O'Reilly, Chairman


Jan Stuart, Selectman


Cosmos Iocovozzi, Selectman

10-5-09
Date of Adoption

This is a Non-Expiring Resolution