

# **Local Emergency Operations Plan**



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**Town of Rindge, NH - LEOP**

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## **NOTICE OF PROMULGATION**

### **FOREWORD**

**The Town of Rindge Local Emergency Operations Plan (LEOP) establishes a framework for the local government and its partners to provide assistance in an expeditious manner in event of a perceived, potential or actual disaster or emergency. The Rindge Emergency Management Department appreciates the continuing cooperation and support from all departments and agencies and from the volunteer and private organizations which have contributed to the local level of preparedness and to the development of this Plan. The Rindge Emergency Management Department continually works alongside these entities to address the responsibilities outlined in this LEOP, provide a forum for discussion, and an opportunity to participate in planning and exercise activities to help ensure the local prevention, preparedness, response, recovery and mitigation capabilities are effective and efficient.**

**The purpose of the LEOP is to provide strategic and operational guidance aimed at facilitating the delivery of all types of local emergency management assistance to the residents and visitors of the jurisdiction and others with whom there are mutual aid agreements/compacts in place, and to help reduce the consequences of disasters and emergencies. This Plan outlines the planning assumptions, policies, concept of operations, organizational structures and the roles and responsibilities of all those involved in coordinating federal, regional, state and local activities.**

## **Chapter I – Introduction**

The Town of Rindge Local Emergency Operations Plan, hereafter referred to as the LEOP establishes the jurisdiction's strategy to prevent, protect, prepare for, responds to, recover from, and mitigate the impacts of a wide variety of disasters and other emergencies that could adversely affect the health, safety and/or general welfare of the residents and guests of the Town of Rindge. The following priorities guide the emergency management practice for the town of Rindge, NH:

- Reduce the loss of life and property of residents, property owners, businesses and visitors due to natural, technological, and/or man-made disasters
- Incident stabilization
- Environmental conservation
- Assist the Town of Rindge in recovering from emergency situations through an immediate and coordinated restoration and rehabilitation of affected persons, businesses and properties

## **PURPOSE AND SCOPE**

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### **PURPOSE**

The primary purpose of the Town of Rindge LEOP 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 responsibilities 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.

- a) The LEOP establishes policies and procedures, it describes strategies, assumptions, objectives, and how this plan supports the five phases of emergency management (Prevention, Mitigation, Preparedness/Protection, Response and Recovery), what Federal operations the LEOP follows: National Incident Management System (NIMS), Incident Command System (ICS), Emergency Support Function (ESF), Department of Homeland Security's (DHS) National Response Framework (NRF).

b) The LEOP establishes interagency and multi-jurisdictional mechanisms for Local Government involvement in coordination of incident support activities. This includes coordination structures and processes for disasters or other emergencies requiring:

- Emergency support to residents and visitors;
- Support of other local governments;
- The exercise of direct Local authorities and responsibilities, as appropriate under the law;
- Public and private-sector incident management integration; and
- Coordination, administration, and integration of emergency management plans and programs of Federal and State agencies.

## **SCOPE**

a) This is an operations-based Plan that follows NIMS, ICS, and NRF guidelines, incorporates the ESFs other functional groups, as well as incident specific actions.

b) The LEOP also calls for regularly scheduled exercises and training to identify and enhance the capabilities of local relevant stakeholders when managing with emergency situations. It defines the responsibilities of local agencies, non-governmental organizations (NGOs) and partners from both the public and private sector. In addition, the LEOP recognizes and incorporates the various jurisdictional and functional authorities of local departments and agencies, and private-sector organizations during an incident.

c) This Plan does not contain resource inventories, specific operating instructions, or personnel directories. Logistics, techniques, methodologies, and implementation strategies are components of organizational procedural manuals. Development of these “Standard Operating Procedures” (SOPs) is the responsibility of each individual agency identified within the LEOP.

## **CONSTRUCT OF PLAN**

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The format of this LEOP is consistent with the State of New Hampshire Emergency Operations Plan organized to align with the operational structure and makeup of the Rindge Emergency Operations Center (REOC). This Plan provides general information as well as specific operational roles and responsibilities for select EOC sections groups and ESFs.

The Rindge LEOP includes the following Base Plan:

The Base Plan describes the structure and processes designed to integrate the efforts and resources of the federal, State, regional and local governments, the private sector and non-governmental organizations (NGOs). The Base Plan includes planning assumptions, roles and responsibilities, concept of operations, incident management actions, and Plan administration and maintenance instructions.

## **ANNEX A: EMERGENCY SUPPORT FUNCTIONS (ESFs)**

The Emergency Support Functions describe the responsibilities and general concepts for emergency management activities and obligations maintained by each individual function. These responsibilities include reduction of the immediate hazard, saving lives and property, incident stabilization, environmental and economic conservation and restoration of pre-incident conditions.

The Emergency Support Functions are comprised of 15 specific functional areas, they are:

- Transportation (ESF #1)
- Communications and Alerting (ESF #2)
- Public Works & Engineering (ESF #3)
- Firefighting (ESF #4)
- Emergency Management (ESF #5)
- Mass Care, Housing, and Human Services (ESF #6)
- Resource Support (ESF #7)
- Health and Medical (ESF #8)
- Search and Rescue (SAR) (EF #9)
- Hazardous Materials (HAZMAT) (ESF #10)
- Agriculture, Cultural, and Natural Resources (ESF #11)
- Energy (ESF #12)
- Public Safety and Law Enforcement (ESF #13)
- Volunteer and Donation Management (ESF #14)
- Public Information (ESF #15)

## **ANNEX B: INCIDENT/HAZARD SPECIFIC**

Some disasters or emergencies require unique approaches to prevention, preparedness, response, recovery and mitigation at some, or all levels. This Annex constitutes a collection of materials intended to address specific incidents/hazards. It includes specialized guidance, processes and administration to meet those needs based upon the individual characteristics of the incident.

## **ATTACHMENTS/APPENDICES**

Attachments and Appendices provide additional relevant and/or more detailed supporting information for each section of the LEOP. This includes glossaries, acronyms, statutory authorities, and other documents.

## **PHASES OF EMERGENCY MANAGEMENT**

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Emergency management operations are carried out within five distinct phases: prevention, mitigation, preparedness, response, and recovery.

### **PREVENTION**

Prevention means identifying, deterring or stopping an incident from occurring to protect property and lives.

### **MITIGATION**

Mitigation includes actions that are taken before an emergency to eliminate or reduce the risk to human life and property from natural, technological and/or civil hazards. The goal of mitigation activities is to lessen the impact of a disaster or emergency and to reduce the costs of response and recovery operations.

### **PREPAREDNESS / PROTECTION**

Preparedness/Protection actions are pre-emergency activities that attempt to prepare organizations to effectively respond to disasters or emergencies. This phase involves training, exercising, planning, and resource identification and acquisition. When these tactics are effectively created and implemented before an event there may be a reduction in the cascading events of a disaster or emergency.



**Figure 1: Phases of Emergency Management**

## **RESPONSE**

Response actions are taken immediately prior to, during, or directly after a disaster or emergency to save lives, minimize damage to property and enhance the effectiveness of recovery. Response begins when an emergency or disaster is imminent and/or immediately after it occurs.

## **RECOVERY**

Recovery includes both short-term and long-term activities. Short-term recovery aims at returning infrastructure systems back to operating standards. Long-term recovery works to return the site to "near normal" conditions after a disaster or emergency. Long-term recovery also includes restoring economic activity and rebuilding community facilities and housing. Long-term recovery can take months or years. In some cases, recovery begins during the response to a disaster or emergency concurrently with response efforts.

## **INCIDENT MANAGEMENT ACTIVITIES**

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### **NATIONAL INCIDENT MANAGEMENT SYSTEM (NIMS) / INCIDENT COMMAND SYSTEM (ICS):**

NIMS is the national model for Preparedness, Communications and Information Management, Resource Management, and Command and Management. ICS, established by NIMS, is the model for command, control, and coordination for an emergency response. This system provides a means to coordinate the efforts of individual agencies as they work toward stabilizing the incident, protecting life, property, and the environment. ICS uses principles known to improve efficiency and effectiveness in an emergency response. Due to the increased complexity of events occurring in New Hampshire and the number of agencies/departments with a responsibility to act, the Town of Rindge utilizes ICS as the operational system to manage disaster and emergency situations. The command function is directed by the Incident Commander, who is the person in charge at the incident and who must be fully qualified to manage the response. The incident command structure and 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 Emergency Operations Center (EOC) is responsible for the entire community-wide response to the event.

## **LOCAL EMERGENCY OPERATIONS CENTER (EOC) ACTIVATION FOR MONITORING:**

The Town of Rindge 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 Town of Rindge's response. The EOC goes into operation when the Emergency Management Director and/or Board of Selectman decide that the situation is serious enough to require a coordinated and other-than-routine response.

## **EMERGENCY SUPPORT FUNCTIONS**

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**ESF #1 – TRANSPORTATION** addresses emergency-related transportation issues that include assessing damage to and restoring and maintaining land, air and water transportation routes during disasters or emergencies in coordination with governmental and private organizations, as required. In addition, ESF #1 supports evacuation and re-entry operations for threatened/involved areas and the transportation of response personnel, materials, goods and services to emergency sites.

**ESF #2 – COMMUNICATIONS AND ALERTING** addresses the provision of communication resources and coordination to support local collaboration and information sharing. ESF #2 is also responsible for the provision of emergency warning and notifications to the public and response personnel as well as the back-up, restoration and repair of some communication infrastructure.

**ESF #3 – PUBLIC WORKS AND ENGINEERING** addresses most engineering concerns that are not related to transportation systems and becomes involved in a wide array of mission types in response and recovery efforts. These missions include inspection and assessment; debris removal management; demolition and stabilization; reconnaissance; emergency repairs; and, temporary and permanent construction.

**ESF #4 – FIREFIGHTING** addresses fire suppression in rural, urban and wild-land settings that result from naturally-occurring, technological or man-made disasters or emergencies. Local jurisdictions have the responsibility of providing basic fire service protection.

**ESF #5 – EMERGENCY MANAGEMENT** addresses the coordination of local incident management and response efforts to support local efforts. It encompasses the coordination of activities identified in the LEOP; the operation of the EOC; incident action planning; situational awareness and information-sharing; and, provides direction and control over the use of local resources.

**ESF #6 – MASS CARE, HOUSING AND HUMAN SERVICES** addresses, coordinates and reports on the emergency mass care activities of local and partner NGOs responsible for sheltering, feeding, counseling, temporary housing and related social services and welfare activities required to assist disaster clients. In addition, this ESF is responsible for the safety and well-being of household pets in shelters.

**ESF #7 – RESOURCE SUPPORT** addresses support to local entities involved in emergency response and recovery. This support includes locating, procuring and issuing resources including equipment, supplies, facilities, and services required by emergency responders and disaster survivors.

**ESF #8 – HEALTH AND MEDICAL** addresses public health and medical services concerns during disaster or other emergencies. Public health concerns include but are not limited to assessment and surveillance of health needs of the affected communities; provision of health-related services and supplies; identification of areas where health problems could occur; testing of products for public consumption; and environmental testing. Medical services' concerns include, but are not limited to: logistical support for local health personnel in the field; supply and restocking of health-related equipment and supplies; testing and/or disposal of food, medicine and other related products affected by the disaster/emergency; assistance in assessing potable water and wastewater/solid waste disposal issues and coordination of equipment; assessment of medical needs of the affected communities in coordination with local emergency medical personnel; provision of medically related services and supplies that support the affected communities; and assistance and support for mass fatality and triage sites.

**ESF #9 – SEARCH AND RESCUE (SAR)** addresses the provision of guidance and organization of Local agencies that may be employed during SAR operations, in both urban and rural scenarios. SAR operations include, but are not limited to the location, recovery and extrication of victims who have become lost or entrapped as a result of a disaster or life-threatening emergency; and includes swift water rescue.

**ESF #10 – HAZARDOUS MATERIALS (HAZMAT) RESPONSE** addresses different types of hazardous materials. In a hazardous materials event, responsibilities include: providing a coordinated local response in accordance with ICS; assisting in the assessment of, response to and recovery from hazardous materials incidents; ensuring that prompt measures are taken to contain, remove and dispose of spilled hazardous materials; and advising the public, in concert with local agencies, of the situation, potential dangers and protective actions they should take.

**ESF #11 – AGRICULTURE, CULTURAL AND NATURAL RESOURCES** address concerns regarding agricultural functions during disaster or emergency situations as well as the effect of an incident upon the natural and cultural resources of the community. These concerns include assessment and surveillance of agriculture needs within affected areas; provision of agriculture-related services and supplies; identification and application of appropriate agriculture assistance programs; and obtaining and delivering emergency food supplies. In addition, this ESF is responsible for the care and well-being of large animals and livestock during an incident.

**ESF #12 – ENERGY** addresses the coordination of utilities and related governmental and private organizations to provide information for local-level assessment, response and recovery operations related to fuel shortages, power outages and capacity shortages that may impact residents. This ESF also provides information on the transportation of fuel, sources for the provision of emergency power to support immediate response operations, and the restoration of normal energy supplies.

**ESF #13 – PUBLIC SAFETY AND LAW ENFORCEMENT** addresses response and recovery activities can include the following: maintaining law and order within legal authority; assisting with the dissemination of alerts, warnings and notifications; coordinating law enforcement activities from EOCs and command centers as needed to manage resources and personnel; staffing for roadblocks, traffic control points and other sites; conducting law enforcement investigations; providing evacuation/relocation support; providing communications to support agencies; supporting the relocation and temporary detention of persons confined to correctional and/or high risk institutions; and, maintaining and protecting logs, records, digests and reports essential to government and emergency operations.

**ESF #14 – VOLUNTEER AND DONATIONS MANAGEMENT** addresses the support of local jurisdictions in the restoration of communities damaged by a disaster or emergency by coordinating the efficient and effective delivery of donated goods and volunteer services to the impacted areas. This ESF will also be the liaison for those voluntary organizations that provide disaster services within the community, so that capabilities and resources will be effectively integrated with other local, State and federal agencies to meet the needs of the disaster or emergency.

**ESF #15 – PUBLIC INFORMATION** addresses support in providing residents with timely and potentially lifesaving information during major disasters or other emergencies. This ESF is also responsible for the development and dissemination of a variety of information, education, and instructions to the general public, government officials and the news media through direct contact, briefings, presentations, news releases and advisories, websites, social media postings, and oversight of public inquiry lines established in or for the support of emergency management activities.

## Town of Rindge, NH - LEOP

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**Agency Lead and Support Responsibilities (Table 1-1)**

Agency / Organization	EFS #1	ESF #2	ESF #3	ESF #4	ESF #5	ESF #6	ESF #7	ESF #8	ESF #9	ESF #10	ESF #11	ESF #12	ESF #13	ESF #14	ESF #15
Rindge Emergency Management Department	S	L	S	S	L	S	S	S	S	S	S	L	S	S	S
Rindge Board of Selectman	S	S	S	S	S	S	S	S	S	S	S	S	S	S	L
Rindge Town Administrator	S	S	S	S	S	L	S	S	S	S	S	S	S	S	L
Rindge Finance Director	S	S	S	S	S	S	L	S	S	S	S	S	S	S	L
Rindge Police Department	S	S	S	S	S	S	S	S	L	S	L	S	L	S	S
Rindge Fire Department	S	S	S	L	S	S	S	L	L	L	S	S	L	S	S
Rindge Director of Public Works	L	S	L	S	S	S	S	S	S	S	S	S	S	S	S
Rindge Health Officer		S		S	S	S	S	L	S	S	S	S	S	S	S
Rindge Recreation Department	S			S	S	L	L	S	S	S	S	S	S	S	L
Rindge Director of Welfare		S		S	S	L	S	S	S	S	S	S	S	S	S
Franklin Pierce University (FPU)	S	S	S	S	S	S	S	S	S	S	S	S	S	S	S
Jaffrey-Rindge Cooperative School District (SAU) Superintendent)	S	S		S	S	S	S	S		S		S	S	S	S
Southwest New Hampshire District Fire Mutual Aid	S	S		S	S	S	S	S	S	S	S	S	S	S	
Cheshire County Sheriff Department	S	S		S	S	S		S	S	S	S	S	S	S	
Cheshire County Amateur Radio Emergency Service (ARES)	S	S		S	S	S	S	S	S	S	S	S	S	S	S
Keene Fire Department (HAZMAT)		S		S	S			S		S		S		S	
N.H. Fire Marshal Office		S		S	S		S	S		S		S	S	S	
Department of Resources and Economic Development (DRED) Division of Forest and Land (DFL)			S	S	S		S	S		S		S	S		
N.H. Department of Agriculture, Markets and Food (DAMF)		S		S	S	S	S	S		S	S	S			
N.H. Department of Safety, Division of State Police (NHSP)	S	S		S	S	S	S	S	S	S	S	S	S	S	
N.H. Department of Environmental Services (DES)		S		S	S		S	S		S		S			
Rindge Building Official			S	S								S			

**Legend:** *S*-Supporting   *L*-Lead

## **Town of Rindge, NH - LEOP**

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### **AUTHORITIES AND REFERENCES**

**RSA = (New Hampshire Revised Statutes Annotated) of the State Emergency Management Act)**

<b>Table 1-2</b>		
<b>Authority of Emergency Response Agencies</b>		
<b>Position/Agency</b>	<b>Authorities</b>	<b>Authority</b>
<b>Governor</b>	<ul style="list-style-type: none"><li>* Delegation of Authority to BEM Director.</li><li>* Declaration of State of Emergency.</li><li>* Ordering Evacuation.</li><li>* Ordering other Protective Actions.</li></ul>	RSA 21 P-37
<b>Department of Agriculture</b>	<ul style="list-style-type: none"><li>* Regulation of Food Handling, Preparation, Storage &amp; Distribution.</li><li>* Environmental Sampling.</li></ul>	RSA 426 RSA 107
<b>Department of Education</b>	<ul style="list-style-type: none"><li>* Assist in Coordination of Emergency Response Activities of School Districts.</li></ul>	RSA 21
<b>Department of Employment Security</b>	<ul style="list-style-type: none"><li>* Actions &amp; Provisions as Specified in the Disaster Relief Act of 1974.</li></ul>	RSA 108
<b>Department of Environmental Services</b>	<ul style="list-style-type: none"><li>* Control of Public Water Supplies.</li><li>* Environmental Sampling.</li></ul>	RSA 149

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<b>Department of Health and Human Services:</b> <b>Division of Community Public Health and Services</b>	<ul style="list-style-type: none"> <li>* Radiological Waste Disposal.</li> <li>* Transportation of Patients and Use of Vehicles as Ambulances.</li> <li>* Response Expenses.</li> <li>* Reciprocal Agreements.</li> </ul>	RSA 125 RSA 151 RSA 161
<b>Division of Human Services</b>	<ul style="list-style-type: none"> <li>* Emergency Social Services.</li> <li>* Referral services for Evacuees.</li> <li>* Emergency Shelter.</li> </ul>	RSA 161 RSA 126
<b>Department of Resource &amp; Economic Development</b>	<ul style="list-style-type: none"> <li>* Access &amp; Traffic Control in State Parks &amp; Forests.</li> </ul>	RSA 218 RSA 12
<b>Department of Safety</b> <u><b>Division of Fire Safety &amp; Emergency Management</b></u>	<ul style="list-style-type: none"> <li>* Direction of Emergency Response Organization.</li> <li>* Control of Emergency Communications.</li> <li>* Request Federal and Regional Assistance.</li> <li>* Actions &amp; Provisions of the Disaster Relief Act of 1974.</li> <li>* NH Radiological Emergency Response Plan.</li> </ul>	RSA 21 RSA 108 RSA 21 / 125
<b>Pupil Transportation</b>	<ul style="list-style-type: none"> <li>* Direct Resources of Bus Services.</li> </ul>	RSA 265
<b>State Police</b>	<ul style="list-style-type: none"> <li>* Access Control.</li> <li>* Support to Local Police.</li> <li>* Support to Traffic Control.</li> <li>* Crime Prevention &amp; Control.</li> <li>* Request for Regional Law Enforcement Assistance.</li> </ul>	RSA 106  NESPAC

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<b>Emergency Management</b>	* Local Organization for Emergency Management	21-P:39
	* Immunity and Exemption	21-P:41
<b>Department of Transportation</b>	* Utilize Traffic Control Devices. * Clearing Roads of Vehicles, Debris, & Snow. * Installing Evacuation Route Signs.	RSA 228
<b>Fish &amp; Game Department</b>	* 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
<b>NH National Guard</b>	* Mobilization of Reserves for Protracted Emergency Period. * General Support.	RSA 110
<b>Public Utilities Commission</b>	* Consider Implementation of Emergency Regulations. * Provide State Emergency Response Organization additional Nuclear Facility Onsite Information. * Monitor Performance of Utilities Emergency Response.	RSA 107B

## **Town of Rindge, NH - LEOP**

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**Table 1-3: Local Agency Authorities**

AUTHORITY OF EMERGENCY RESPONSE LOCAL AGENCIES		
<b>Statutes/Legislation</b>		
<b>LOA = Letter of Agreement</b>		
POSITION/AGENCY	AUTHORITIES	AUTHORITY
<b>Chairman, Board of Selectmen</b>	Delegation of Authority to Emergency Management Director Declaration of State of Emergency	RSA 21P:39

## **CHAPTER II - SITUATION AND PLANNING ASSUMPTIONS**

### **SITUATION**

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#### **A. INTRODUCTION**

The situation was based on the Town of Rindge Hazard Identification, Analysis, and Assessment for both mitigation efforts and LEOPs.

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 included the following:

1. Geography and Climate
2. Economy
3. Government and Higher Education
4. Transportation Systems
  - a. Air Service
  - b. Road Systems
5. Identification of Hazards
6. Profile Hazard Vulnerability
7. Critical Facility Vulnerability

#### **B. SCOPE**

This chapter applies to all natural and manmade hazards in Rindge, NH that require response and recovery actions under the Rindge Local Emergency Operations Plan.

#### **C. SITUATION**

The Town of Rindge is located in Cheshire County in southwestern New Hampshire. Rindge is a community governed by a 3 member Board of Selectmen, with a population of over 6,500 people. The town is predominantly a residential community with some commercial businesses, primarily established on Routes 119 and 202.

## **Town of Rindge, NH - LEOP**

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The Following Natural Or Man-Made Hazards Are The Prime Consideration Of The Emergency Operations Plan:

Agro-terrorism	HAZMAT (Transport)
Arson	Ice & Snow Events
Biological Agent	Multiple Vehicle Accident
Chemical Agent	Lightning Storms
Civil Disorder	Nuclear Bomb
Conventional Bomb	Plane Crash
Cyber-Terrorism	Radiological Agent
Flooding	Wildland/Urban Fire
HAZMAT (Fixed)	Wind

### **Accordingly, the situation is as follows:**

1. The Town of Rindge 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, protect the environment, 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.

## **D. 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 Rindge 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 Rindge 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.

## **Town of Rindge, NH - LEOP**

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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 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. Essential governmental services, as identified by the EMD and Town Administrator 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.

**E. The Hazard Analysis and Assessment Study is located as:**

**Table 2-1 Hazard Analysis and Assessment**

**Table 2-2 Technical Hazards Analysis and Assessment**

**Table 2-3 International Threats Analysis and Assessment**

**Table 2-1: Rindge, New Hampshire Natural Hazards Analysis and Assessment**

Hazard	Frequency	Severity
Flooding	Low	Moderate
Drought	Low	Low
Earthquake	Low	Moderate
Landslide	Low	Low
Tornado/Downburst	Low	Moderate
Hurricane	Low	Moderate
Lightning Strikes	Moderate	Moderate
Pandemics	Low	Moderate
Radon	High	Moderate
Severe Winter Weather	High	Moderate
Severe Winds	High	Moderate
Snow Avalanche	Low	Low
Snow Load Problems	Moderate	Moderate
Tornado/Wind Shear	Low	Moderate
Wildfire	Low	Moderate

**Table 2-2: Rindge, New Hampshire Technical Hazards Analysis and Assessment**

Hazard	Frequency	Severity
Civil Unrest	Low	Low
Dam Failure	Low	Moderate
Hazmat Transport	Low	High
Hazmat Fixed	Low	Moderate
Multiple Structure Fires	Low	Moderate
Pipeline Emergency	Low	Moderate
Radiological Incident	Low	High
Transport (Air & Road Incidents	Moderate	Moderate

## **Town of Rindge, NH - LEOP**

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**Table 2-3: Rindge, New Hampshire International Threats Analysis and Assessment**

<b>Hazard</b>	<b>Frequency</b>	<b>Severity</b>
Armed Assault	Low	High
Bomb Threats	Low	Low
Suspicious Package	Low	High
Terrorist Attack	Low	High

## **CHAPTER III - ROLES AND RESPONSIBILITIES**

### **LOCAL JURISDICTIONS**

The Town of Rindge Emergency Management Director (EMD) has the responsibility for the development and implementation of emergency management programs designed to provide for rapid and effective response to an emergency situation for the protection of life and property within the community. Rindge EMD, along with Department Heads and Non-Governmental and Volunteer Organizations have developed local emergency plans and are prepared to provide response resources in a disaster or emergency operation.

### **INDIVIDUALS AND HOUSEHOLDS**

Public education on personal and family preparedness is one component of effective response. Encouraging individuals with functional needs to take responsibility for their own safety and security will benefit emergency managers and responders. Everyone should have preparedness, evacuation, and sheltering plans whether as an individual or a family. A general rule of thumb is to plan to be self-sufficient for at least three days. Individuals should be encouraged to prepare these plans that include provisions for:

- support networks,
- evacuation (if needed),
- adaptive equipment and batteries,
- service animals and their provisions,
- rendezvous components,

## **Town of Rindge, NH - LEOP**

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- accessible transportation,
- medications,
- food and water,
- important legal documents, and
- other go-kit necessities.

### **FEDERAL GOVERNMENT**

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1. Supporting local governments in planning, preparedness, mitigation, response, and recovery operations:
  - a. Coordinating Federal aid for a Presidentially Declared Disaster (PDD) and emergencies by implementing the NRF;
  - b. Coordinating emergency preparedness for the possibility of nuclear power plant accidents, radiation accidents, and attack
  - c. Ensuring continuity of government and coordinating mobilization of resources during national security emergencies.

### **NON-GOVERNMENTAL AND VOLUNTEER ORGANIZATIONS (NGOs)**

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NGOs collaborate with other agencies and organizations, first responders and all levels of government to provide relief services to sustain life, reduce physical and emotional distress and promote recovery of disaster victims when assistance is not available from other sources. Private relief organizations have a two-fold responsibility. The first responsibility is to cooperate and coordinate with government agencies to help ensure broad and thorough coverage of relief. The second, and more important responsibility, is to provide relief not provided by the government on a complementary and supplementary basis.

### **PRIVATE SECTOR**

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The roles, responsibilities and participation of the private sector vary based on the type and impact of disaster or emergency. Regardless, as a key element of local economies; private sector recovery and restoration is essential to aid the jurisdictions impacted.

Certain organizations are required by existing law and regulation to bear the cost of planning and response to disasters or other emergencies, regardless of cause. In the case of a catastrophic incident, these private-sector organizations are expected to mobilize and employ the resources necessary and available, in accordance with their plans, to address the consequences of incidents at their own facilities or emergencies for which they are otherwise responsible.

## **Town of Rindge, NH - LEOP**

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The roles of private sector organizations may include: Impacted Organization or Infrastructure, Response Resource, Regulated and/or Responsible Party, or Local Emergency Management Organization Member.

## **PRIMARY RESPONSIBILITIES**

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### **LOCAL CHIEF EXECUTIVES**

The Town of Rindge, N.H. Board of Selectmen is considered a jurisdiction's chief executive and is responsible for the public safety and welfare of the people of Rindge N.H.

### **DIRECTOR, EMERGENCY MANAGEMENT (EMD)**

Oversee and coordinate the local-level planning, preparation, exercise, response and mitigation of terrorist threats, natural and human-caused disasters and other emergencies.

### **OTHER AGENCIES AND DEPARTMENTS**

Local agency and department/division heads and their staffs should develop plans, trainings, internal policies and procedures to meet prevention, preparedness, mitigation, response and recovery needs as identified in the LEOP. Training should be multi-level, interagency training accompanied by exercises to develop and maintain necessary capabilities.

### **EMERGENCY SUPPORT FUNCTION (ESF) AGENCIES**

Each ESF has delineated Lead and Support Agencies. The designations denote key roles in the execution of the specified function.

#### **SUPPORT AGENCY**

An agency for an ESF with specific capabilities and resources to support the ESF Lead Agency in executing the ESF mission. Specific responsibilities are articulated in the individual ESF Annexes.

## **FACILITIES AND RESPONSE RESOURCES**

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### **INCIDENT COMMAND POST (ICP)**

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, 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.

### **RINDGE EMERGENCY OPERATIONS CENTER (EOC)**

The Town of Rindge 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 is activated when the elected officials decide that the situation is serious enough to require a coordinated and other-than-routine response.

### **ALTERNATE LOCAL 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 Rindge Fire Station. Security and maintenance of the EOC facilities will be carried out in accordance with EOC SOPs. In event the primary EOC is threatened, an alternate EOC may be activated at Franklin Pierce University, Fitzwater Center, 23 Manor Way (also the University EOC).

## **CHAPTER IV - CONCEPT OF OPERATIONS (CONOPS)**

### **A. General**

1. Local response operations will be organized and managed under 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.
3.
  - 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 **Table 1-1 Emergency Support Function Assignment Matrix** shown on Page 14.
  - 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 LEOP.

### **Rindge Operations Plan (LEOP) 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.

## **EMERGENCY OPERATIONS**

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### **1. OPERATIONAL POLICIES**

Protection of life and property and relief of human distress are the primary objectives of local government in emergency situations.

Chief executives or designees of local government are expected to assume direct control of the emergency operations of all government and non-government resources that are by law, subject to their authority.

### **2. COORDINATION**

Coordination is a broad function involving staff members engaged in both direction and control. Some situations might require an Incident Commander to execute coordinating functions. In times of disasters or other emergencies, there are several levels of coordination involved with the administration of this Plan. They work through three levels from Local, to State, and finally to Federal authorities, when required.

The Rindge EMD is responsible for maintaining a common operating picture and coordinating local response efforts. Primarily, this role encompasses two areas of coordination. First, the Rindge EMD works with local responders to ensure internal cooperation and functional teamwork in support of the Incident Commander. Secondly, the Rindge EMD arranges for outside assistance when the need arises and/or when requested by the Incident Commander, through mutual aid or through the Area Command structure or the REOC.

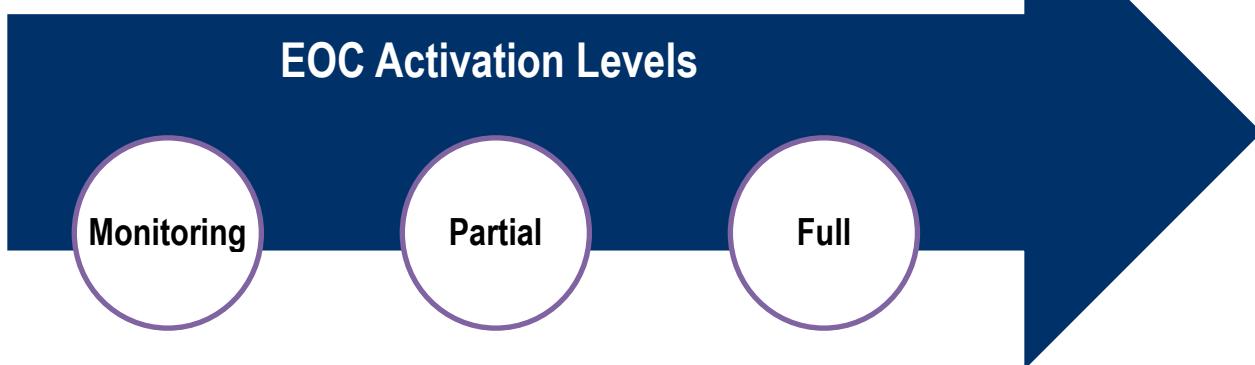
### **3. RINDGE EMERGENCY OPERATIONS CENTER (REOC)**

**Monitoring:** The REOC is not activated. Rindge Emergency Management Agency is at normal staffing and is monitoring situational awareness on a 24/7 basis.

**Partial Activation:** The Rindge EOC 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.

**Full Activation:** The Rindge 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.

**Figure 2: REOC Activation**



## **4. ORGANIZATION AND ASSIGNMENT OF RESPONSIBILITIES**

### **Rindge EOC Sections Operations, Logistic Section, Planning Section, Administration Section**

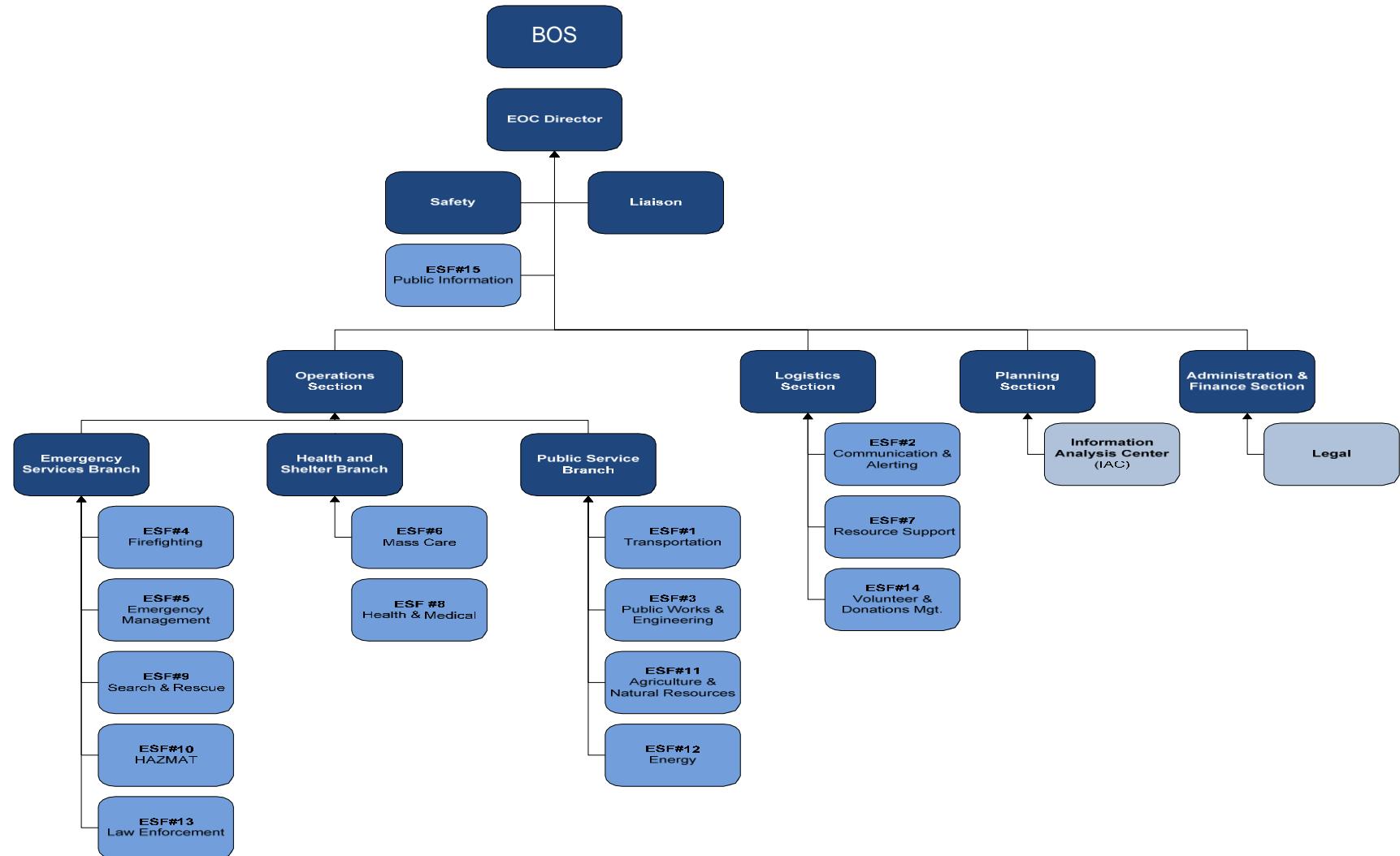
These sections are composed of elements that, when either partially or fully activated, will provide emergency support functions to support local operations during an emergency/disaster. Each ESF is responsible for assessing assistance requirements and resource requests and to organize and direct appropriate response actions. Identifies the ESFs and the functional activities. Staffing patterns will be dependent upon the severity of the emergency.

## **5. SITUATION DOCUMENTATION AND MANAGEMENT SOFTWARE**

Refer to APPENDIX F – TOWN OF RINDGE INCIDENT ACTION AND ICS REPORTING PLAN

## Town of Rindge, NH - LEOP

Figure 3: Rindge, NH Local EOC Organization Chart (Table 1-1)



## **CHAPTER V - CONTINUITY OF GOVERNMENT (COG)**

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 Rindge establishes and maintains the capability to provide response and recovery functions during emergencies or disasters.
2. The Rindge Emergency Management Director is responsible for developing, maintaining, and exercising a Continuity of Operations (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 Rindge 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 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.

## **LINES 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.
3. The following is the Line of Succession that has been established for the Town of Rindge. One of the Board of Selectmen will succeed the Chairman based on seniority. The order of succession will be as they are listed below.
  - a. Chairman Board of Selectmen
  - b. Board of Selectmen (#2, #3)
  - c. Emergency Management Director/Deputy EMD
  - d. Town Administrator
  - e. Police Chief
  - f. Fire Chief

## **PROTECTION OF GOVERNMENT RESOURCES**

Local governments should take an initial step in identifying key governmental resources required for continuous operation after a large incident. In addition to identifying essential resources, essential government functions should also be identified. Essential functions are those that enable governmental agencies to provide vital services, exercise civil authority, maintain the safety and well-being of the general populace and sustain the industrial/economic base in disasters or emergencies.

Once essential functions and key resources are identified, a discussion can occur on the technological and other requirements necessary to ensure continuity in this section of the LEOP.

## **CHAPTER VI - TRAINING AND EXERCISES**

Training is provided to prepare local emergency response personnel. It is designed to develop the knowledge, skills and abilities required in a disaster or emergency. Basic training that is recommended and provided includes ICS fundamentals and LEOP orientation.

Exercises are conducted to evaluate plans and procedures used during actual emergencies and identify the need for Plan modifications and/or additional training. When properly integrated, training and exercising can improve the response and the delivery of emergency/disaster assistance to residents and visitors.

### **TRAINING**

Training is offered to local emergency management personnel in several categories, to include radiological response. Each training opportunity is designed for specific disciplines and/or assignments and is delivered in the most convenient manner possible.

### **EXERCISES**

The Exercise Program is based upon the current exercise recommendations of DHS/FEMA and the Homeland Security Exercise and Evaluation Program (HSEEP). Each exercise varies in activities and resources. Some require simple preparations and execution, while others may be more complex and require greater efforts and resources. These exercises not only focus on the actions of participating personnel, but they also may reveal gaps in the planning or preparedness aspects of emergency management.

After exercises are completed an After-Action Report (AAR) should be developed that captures observations of exercise evaluators, or the findings of involved agencies and personnel. An AAR makes recommendations for improvements and often includes an Improvement Plan (IP). Improvement Plans (IPs) identify specific corrective actions to be taken, assigns these actions to responsible parties and establishes target dates for action completion.

## **CHAPTER VII - ADMINISTRATION**

### **FEDERAL RESPONSE INTERFACE WITH LOCAL AND STATE**

In most situations, requests for Federal assistance will be made through the Local Emergency Management Agency to NH Homeland Security and Emergency Management (HSEM) then to DHS/FEMA. When incident requests exceed the capability of the State, with the approval of the Governor, the Command Staff will coordinate activities with the lead federal agency(ies) under the provisions of the National Response Framework (NRF).

### **AGREEMENTS AND UNDERSTANDINGS**

All agreements and understandings entered into for the purchase, lease or otherwise for the use of equipment and services will be in accordance with law and procedures. The declaration of a State of Emergency by the Local Elected Official may suspend selected rules and regulations that impede emergency response and/or recovery operations.

Local, State and International Mutual Aid agreements (EMAC/IEMAC, etc.) may also be activated as the situation warrants.

### **REPORTS AND RECORDS**

In addition to individual intra-agency recording and reporting requirements, all involved organizations will provide emergency management reports in accordance with this Plan, its annexes and procedures.

### **EXPENDITURES AND RECORD-KEEPING**

Each agency is responsible for establishing the administrative controls necessary to manage the expenditure of funds and to provide reasonable accountability and justification for federal reimbursement. This should be in accordance with the established federal program guidelines or standard cost accounting procedures, if the latter is acceptable by the reimbursing federal agency.

### **CONSUMER PROTECTION**

The NH Department of Justice (DOJ), Office of the Attorney General (AG), Consumer Protection and Anti-Trust Bureau will monitor emergency activities to provide protection to consumers. Complaints may be initiated by calling the Bureau at (603) 271-3641 or by filing a complaint electronically.

### **PROTECTION OF THE ENVIRONMENT**

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All actions taken pursuant to repair and restoration by a government agency, individual, or private entity will comply with New Hampshire and Federal laws, rules and regulations regarding the environment. Additional requirements may be obtained from the New Hampshire Department of Environmental Services (DES).

### **NON-DISCRIMINATION**

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Discrimination against persons on the basis of age, color, economic status, nationality, race, religion, sex, sexual preference or handicap in the administration of emergency services or disaster relief is prohibited. Complaints of discrimination in emergency operations or disaster relief will be made to the local emergency management organization for investigation and further action.

### **EMERGENCY RESPONDER LIABILITY**

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Information concerning emergency responder liability within the State of NH is found in RSA Section 508:17-a *Agents Assisting Certain State Departments: Liability Limited*.

## **CHAPTER VIII - PLAN DEVELOPMENT AND MAINTENANCE**

### **DEVELOPMENT**

The Town of Rindge department with emergency management responsibility is responsible for the development and maintenance of appropriate planning documents that address responsibilities assigned in this Plan including, but not be limited to: SOPs, implementing procedures and/or operational guidelines.

The Local Emergency Management Agency will ensure appropriate distribution of the LEOP Base Plan and any changes thereto. Distribution of annexes/appendices and changes will be accomplished by the designated department/agency with primary responsibility for the annex/appendices. Public access to portions of this Plan may be posted on the local Emergency Management website.

### **MAINTENANCE**

This Plan is a living document and is the principal source of documentation concerning the jurisdictions emergency management activities. Designated departments/agencies of local government have the responsibility for developing and maintaining a portion of this Plan. Overall coordination of this process will be performed by the Local Emergency Management Director (EMD) or designee.

1. The EMD will authorize and issue changes to this Plan, as necessary and until the Plan is superseded. The Plan will be reviewed annually and be subject to revision annually, unless disasters or other emergencies or other events dictate otherwise.
2. The EMD will be responsible for maintenance of this Plan, including revisions, as required. Authorized representatives may recommend changes and will provide information concerning capability changes that affect their emergency management responsibilities. Users, reviewers and other appropriate individuals may also recommend changes. AARs and similar feedback will be considered in the maintenance and update of the Plan.
3. Lead local agencies are responsible for participating in the annual review of the Plan. The Local Emergency Management Agency will coordinate review and revision efforts, and will ensure that the Plan is updated, as necessary, based on lessons learned during actual events, exercises, as well as changes in organization, technology and/or capabilities.

4. Agencies and organizations have the responsibility for maintaining annexes, appendices, SOPs, implementing procedures, job aids, notification lists and resource data to ensure prompt and effective response to emergencies. Agency resource data must be accessible to agency representatives at the Local EOC. These agencies/organizations are also expected to conduct and/or participate in training activities designed to enhance their ability to accomplish their responsibilities, as assigned by this Plan.

### **CRITIQUES**

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The Rindge Emergency Management Department will incorporate critiques of the Plan as applicable. Critiques will be provided in AARs and IPs by ESF Lead and Support Agencies after disasters, emergencies or exercises. These agencies may develop a written critique report, which will be provided to the EMD, or their designee. AARs or the critique reports should entail both written and verbal input from all appropriate participants, including field personnel. An evaluation of the Improvement Plan (IP) or critique comments will provide additional opportunity for changes, additions or revisions of the LEOP content.

## **CHAPTER IX - SUPPORTING DOCUMENTS**

### **SUPPORTING AND RELATED DOCUMENTS**

The broader range of LEOP-supporting documents includes strategic, operational, tactical and incident-specific or hazard-specific contingency plans and procedures.

- Strategic plans are developed based on long-range goals, objectives and priorities.
- Operational plans to merge the on-scene tactical concerns with overall strategic objectives.
- Tactical plans include detailed, specific actions and descriptions of resources required to manage an actual or potential incident.
- Contingency plans are based on specific scenarios and planning assumptions related to a geographic area or the projected impacts of an individual hazard.
- Other:
  - a) The NIMS provides a core set of doctrine, concepts, terminology and organizational processes to enable effective, efficient and collaborative incident management at all levels.
  - b) Agency-Specific Plans - Created to manage single hazards or contingencies under the purview of the responsible department or agency.
  - c) Operational Supplements - Are typically detailed plans relating to specific disasters or other emergencies or events. Operational supplements routinely are developed to support planned significant events.
  - d) Regional Plans - Typically are operational supplements to state plans and provide region-specific procedures and guidance.
  - e) Local Multi-hazard Mitigation Plans - Developed by local communities to provide a framework for understanding vulnerability to and risk from hazards, and identifying the pre-disaster and post-disaster mitigation measures to reduce the risk from those hazards. Multi-hazard mitigation planning requirements were established by Congress through the Stafford Act, as amended by the Disaster Mitigation Act of 2000.
  - f) Private-Sector Plans - Developed by privately owned companies or organizations. Some planning efforts are mandated by statute (e.g., nuclear power plant operations), while others are developed to ensure business continuity, mission accomplishment, etc.

- g) Volunteer and Non-governmental Organization Plans - Created to support local, State, regional and federal emergency preparedness, response and recovery operations. Planning includes a continuous process of assessment, evaluation and preparation to ensure that the necessary authorities, organization, resources, coordination and operation procedures exist to provide effective delivery of services to disaster clients, as well as to provide integration into planning efforts at all government levels.
- h) Procedures - Provide operational guidance for use by emergency teams and other personnel involved in conducting or supporting incident management operations. These documents fall into five basic categories:
  - i) Overviews that provide a brief concept summary of an incident management function, team or capability;
  - j) SOPs, standard operating guidelines (SOGs), or operations manuals that provide a complete reference document, detailing the procedures for performing a single function (i.e., SOP/SOG) or a number of interdependent functions (i.e., operations manual);
  - k) Field operations guides (FOGs) or handbooks that are produced as a durable pocket or desk guide, containing essential tactical information needed to perform specific assignments or functions;
  - l) Point of contact (POC) lists; and
  - m) Job aids, such as checklists or other tools for job performance or job training.

## **CHAPTER X – ACRONYMS**

<b>Acronym</b>	<b>Definition</b>
AAR	After Action Report
ADA	Americans with Disabilities Act
AFN	Access and Functional Needs
AG	Office of Attorney General
ARES	Amateur Radio Emergency Service
CBRNE	Chemical, Biological, Radiological, Nuclear and Explosive
CFR	Code of Federal Regulations
COG	Continuity of Government
COOP	Continuity of Operations
CPG	Comprehensive Preparedness Guide
CY	Calendar Year
DES	NH Department of Environmental Services
DHS	Department of Homeland Security (Federal)
DOJ	Department of Justice (Federal)
EMAC	Emergency Management Assistance Compact
EMAP	Emergency Management Accreditation Program
EMD	Emergency Management Director
EMS	Emergency Medical Services
EOC	Emergency Operations Center
EPZ	Emergency Planning Zone
ERP	Emergency Response Plan
ESF	Emergency Support Function
FEMA	Federal Emergency Management Agency
FOG	Field Operating Guide
HAZMAT	Hazardous Materials

## **Town of Rindge, NH - LEOP**

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<b>Acronym</b>	<b>Definition</b>
HSEEP	Homeland Security Exercise and Evaluation Program
HSEM	Homeland Security and Emergency Management (NH)
IA	Individual Assistance
IAP	Incident Action Plan
ICP	Incident Command Post
ICS	Incident Command System
IEMAC	International Emergency Management Assistance Compact
IAEM	International Association of Emergency Managers
IND	Improvised Nuclear Device
IP	Improvement Plan
IT	Information Technology
JIC	Joint Information Center
LEOP	Local Emergency Operations Plan
LOA	Letter of Agreement
MAC	Mission Assignment Coordinator
MACC	Multi-Agency Coordination Center
MOU	Memorandum of Understanding
NFIP	National Flood Insurance Program
NGO	Non-governmental Organizations
NIMS	National Incident Management System
NOC	National Operations Center
NRC	Nuclear Regulatory Commission
NRF	National Response Framework
PA	Public Assistance
PDD	Presidential Disaster Declaration
POC	Point of Contact

## **Town of Rindge, NH - LEOP**

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<b>Acronym</b>	<b>Definition</b>
RSA	Revised Statues Annotated
SAR	Search and Rescue
SOG	Standard Operating Guidelines
SOP	Standard Operating Procedures
WMD	Weapons of Mass Destruction

## **Town of Rindge, NH - LEOP**

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THE FOLLOWING ANNEXES, APPENDICES AND EOC PACKETS FOR SECURITY PURPOSES ARE DISTRIBUTED TO A SELECT NUMBER OF RINDGE TOWN OFFICIALS AND NOT PUBLICLY AVAILABLE.

**ANNEX A: EMERGENCY SUPPORT FUNCTIONS (ESF)**

**ANNEX B: INCIDENT/HAZARDS SPECIFIC ANNEX**

**ANNEX C: TERRORISM**

**ANNEX D: RADIOLOGICAL PROTECTION**

**ANNEX E: EMERGENCY OPERATIONS CENTER GUIDELINES**

**ANNEX F: ANIMALS IN DISASTER GUIDELINES**

**APPENDIX A: ACRONYMS AND ABBREVIATIONS**

**APPENDIX B: TERMS AND DEFINITIONS**

**APPENDIX C: AUTHORITY OF EMERGENCY RESPONSE AGENCIES**

**APPENDIX D: NIMS RESOLUTION**

**APPENDIX E: COMMUNITY ROSTER**

**APPENDIX F: TOWN OF RINDGE INCIDENT ACTION AND ICS ACTION PLAN**

**APPENDIX G: CONTACT INFORMATION**

**APPENDIX H: RESOURCE INVENTORY LISTING**

**EOC PACKET 1: EMERGENCY MANAGEMENT DIRECTOR**

**EOC PACKET 2: FIRE DEPARTMENT**

**EOC PACKET 3: POLICE DEPARTMENT**

**EOC PACKET 4: DEPARTMENT OF PUBLIC WORKS**

**EOC PACKET 5: BOARD OF SELECTMAN**

**EOC PACKET 6: BUILDING INSPECTOR**

**EOC PACKET 7: HEALTH OFFICER**