



DRAFT V.4

All Hazards Emergency Operations Plan

Ascension Parish Government

May 2016



Prepared by: Ascension Parish Office of Homeland Security and Emergency Preparedness

Planning and Intelligence Officer, Meredith Conger



Table of Contents

Last Updated: May 2016

Table of Contents – Preceding Documents

Promulgation Document..... 1

 Signatures..... 5

Approval and Implementation 3

Table of Contents – Basic Plan

Purpose and Scope..... 1

 Mission..... 2

 Overview 2

Situation and Assumptions 3

 Situation..... 3

 Assumptions..... 5

Concept of Operations 5

 General..... 5

 State of Louisiana Incident Management System 6

 Phases of Emergency Management..... 6

Organization and Responsibilities 7

 General Responsibilities..... 7

 Support Organizations and Departments 12

 Emergency Operations Center Staff / Responsibility..... 13

Direction and Control..... 16

 Authority 16

 Command Responsibility for Specific Action 17

 Emergency Operations Center 17

Continuity of Government 18

 Succession of Command 18

 Relocation of Government..... 19

 Preservation of Records..... 19

Administration and Logistics..... 19



Table of Contents

Last Updated: May 2016

- Emergency Operations..... 19
- Emergency Purchasing 19
- Use of Local Firms 19
- Records and Reports 19
- Nondiscrimination..... 20
- Consumer Protection 20
- Administration of Insurance Claims 20
- Duplication of Benefits..... 20
- Preservation of Historic Properties..... 20
- Resources and Disaster Relief 20
 - State Agencies..... 20
 - Federal and State Disaster Assistance 20
 - Federal Reimbursement 20
 - Military..... 21
 - Ascension Parish Government Regional Mutual Aid 21
 - Sheltering and Emergency Feeding 21
- Plan Development Maintenance and Execution 21**
- Authorities and References 22**
 - Authorities 22
 - Federal 22
 - State 22
 - Local 23
 - Volunteer 23
- Glossary / Definitions of Terms 23**
- Appendices 25**
 - Parish Government Organizational Chart..... 26
 - OHSEP Organizational Chart 27
 - Lines of Succession..... 28
 - Definitions..... 29
 - Acronyms 41



Table of Contents

Last Updated: May 2016

Critical Infrastructure..... 43

Key Resources 43

Critical Staff..... 47

Parish Level Resource Request Flow Chart 48

Table of Contents – Emergency Support Function Annexes

ESF 1 - Transportation ESF 1: 1

Situation and Assumptions ESF 1: 1

Concept of Operations ESF 1: 3

Organization and Responsibilities..... ESF 1: 5

Direction and Control..... ESF 1: 8

Continuity of Government ESF 1: 9

Administration and Logistics ESF 1: 9

Plan Maintenance ESF 1: 9

Authorities and References..... ESF 1: 9

Appendices..... ESF 1: 10

 Appendix A: Organizational Chart..... ESF 1: 11

 Appendix B: Responsibility Chart..... ESF 1: 12

 Appendix C: Parish Transportation Resources..... ESF 1: 13

 Appendix D: Staging Areas and Pick Up Points for Evacuation..... ESF 1: 14

 Appendix E: Evacuation Routes with Checkpoints..... ESF 1: 19

ESF 2- Communications ESF 2: 1

Situation and Assumptions ESF 2: 1

Concept of Operations ESF 2: 4

Organization and Responsibilities..... ESF 2: 8

Direction and Control..... ESF 2: 9

Continuity of Government ESF 2: 11

Administration and Logistics ESF 2: 10

Plan Maintenance ESF 2: 11

Authorities and References..... ESF 2: 12



Table of Contents

Last Updated: May 2016

Appendices.....ESF 2: 12

 Appendix A: Organizational Chart..... ESF 2: 13

 Appendix B: Responsibility Chart.....ESF 2: 14

 Appendix C: List of Government Assets.....ESF 2: 15

 Appendix D: List of Private Industry AssetsESF 2: 16

 Appendix E: Communication NetworksESF 2: 17

 Appendix F: Communications Procedures and Instructions.....ESF 2: 18

ESF 3 – Public Works and Engineering ESF 3: 1

 Situation and AssumptionsESF 3: 1

 Concept of Operations ESF 3: 2

 Organization and Responsibilities.....ESF 3: 4

 Direction and Control.....ESF 3: 11

 Continuity of GovernmentESF 3: 11

 Administration and Logistics.....ESF 3: 11

 Plan MaintenanceESF 3: 12

 Authorities and References.....ESF 3: 13

 Appendices.....ESF 3: 13

 Appendix A: Organizational Chart.....ESF 3: 14

 Appendix B: Responsibility Chart.....ESF 3: 15

 Appendix C: Public Works Resources.....ESF 3: 16

 Appendix D: Debris Management Plan.....ESF 3: 18

ESF 4 – Fire Services ESF 4: 1

 Situation and AssumptionsESF 4: 1

 Concept of OperationsESF 4: 3

 Organization and Responsibilities.....ESF 4: 6

 Direction and Control.....ESF 4: 7

 Continuity of GovernmentESF 4: 7

 Administration and Logistics.....ESF 4: 8

 Plan MaintenanceESF 4: 8



Table of Contents

Last Updated: May 2016

Authorities and References..... ESF 4: 8

Appendices..... ESF 4: 9

 Appendix A: Organizational Chart..... ESF 4: 10

 Appendix B: Responsibility Chart..... ESF 4: 11

 Appendix C: Communication Zone Map ESF 4: 12

 Appendix D: Parish Fire Fighting Resources..... On File in EOC

 Appendix E: Mutual Aid Agreements on file in 911 On File in 911

ESF 5 – Emergency Management..... ESF 5: 1

 Situation and Assumptions ESF 5: 1

 Concept of Operations ESF 5: 2

 Organization and Responsibilities..... ESF 5: 9

 Direction and Control..... ESF 5: 17

 Continuity of Government ESF 5: 18

 Administration and Logistics..... ESF 5: 18

 Plan Maintenance ESF 5: 19

 Authorities and References..... ESF 5: 19

 Appendices..... ESF 5: 20

 Appendix A: Organizational Chart..... ESF 5: 21

 Appendix B: Responsibility Chart..... ESF 5: 23

 Appendix C: Emergency Operations center Floor Plan..... ESF 5: 24

 Appendix C Tab A: EOC Activation Levels ESF 5: 25

 Appendix C Tab B: EOC Equipment List ESF 5: 26

 Appendix C Tab C: EOC Staffing and Call Out List ESF 5: 27

 Appendix C Tab D: EOC Security Procedures ESF 5: 28

 Appendix D: Status Reporting Formats and Schedules..... ESF 5: 30

 Appendix E: Damage Assessment and Reporting Plan ESF 5:41

 Appendix F: Parish Training and Exercise Plan ESF 5: 42



Table of Contents

Last Updated: May 2016

ESF 6 – Mass Care ESF 6: 1

 Situation and Assumptions ESF 6: 2

 Concept of Operations ESF 6: 3

 Organization and Responsibilities ESF 6: 5

 Direction and Control ESF 6: 7

 Continuity of Government ESF 6: 7

 Administration and Logistics ESF 6: 7

 Plan Maintenance ESF 6: 8

 Authorities and References ESF 6: 8

 Appendices ESF 6: 8

 Appendix A: Organizational Chart ESF 6: 9

 Appendix B: Responsibility Chart ESF 6: 10

 Appendix C: List of Shelters ESF 6: 11

ESF 7 – Resource Support ESF 7: 1

 Situation and Assumptions ESF 7: 1

 Concept of Operations ESF 7: 4

 Organization and Responsibilities ESF 7: 12

 Direction and Control ESF 7: 15

 Continuity of Government ESF 7: 16

 Administration and Logistics ESF 7: 15

 Plan Maintenance ESF 7: 17

 Authorities and References ESF 7: 18

 Appendices ESF 7: 18

 Appendix A: Organizational Chart ESF 7: 19

 Appendix B: Auxiliary Power Plan ESF 7: 20

 TAB A: Fixed Generators ESF 7: 20

 TAB B: Mobile Generators ESF 7: 21

 Appendix C: Donations Management & Volunteer Coordination Plan ESF 7: 23

 Appendix D: Parish Equipment Resource List On File in EOC



Table of Contents

Last Updated: May 2016

Appendix E: List of Volunteer ResourcesESF 7: 22

Appendix F: List of Centers to Receive and Distribute ESF 7: 23

 TAB A: Commodity Point of Distribution PlanESF 7: 24

 TAB B: Fuel Center PlanESF 7: 24

Appendix G: Emergency Contracts and Mutual Aid AgreementsESF 7: 25

ESF 8 – Public Health, Medical and Mass Casualty Response.....ESF 8: 1

 Situation and Assumptions ESF 8: 1

 Concept of Operations ESF 8: 3

 Organization and Responsibilities.....ESF8: 4

 Direction and Control..... ESF 8: 8

 Continuity of Government ESF 8: 8

 Administration and Logistics ESF 8: 8

 Plan Maintenance ESF 8: 9

 Authorities and References..... ESF 8: 9

 Appendices..... ESF 8: 9

 Appendix A: Organizational Chart.....ESF 8: 10

 Appendix B: Responsibility Chart..... ESF 8: 11

 Appendix C: Pandemic Response Plan.....ESF 8: 12

 Appendix D: Pandemic Before/During/After Run..... ESF 8: 16

 Appendix E: Parish Health and Medical Resources On File in EOC

 Appendix F: Municipal Health and Medical Resources..... On File in EOC

 Appendix G: Hospitals in Parish On File in EOC

 Appendix H: Nursing Homes in Parish On File in EOC

 Appendix I: Medical Augmentees On File in EOC

 Appendix J: Medical Transportation resources in Parish..... On File in EOC

 Appendix K: Special Needs Shelters..... On File in EOC

 Appendix L: Mass Fatalities Plan..... On File in EOC

 Appendix M: Mental Health Resources in Parish On File in EOC

ESF 9 – Search and Rescue ESF 9: 1

 Situation and Assumptions ESF 9: 1



Table of Contents

Last Updated: May 2016

Concept of Operations ESF 9: 2

Organization and Responsibilities..... ESF 9: 4

Direction and Control..... ESF 9: 5

Continuity of Government ESF 9: 5

Administration and Logistics..... ESF 9: 5

Plan Maintenance ESF 9: 6

Authorities and References..... ESF 9: 6

Appendices..... ESF 9: 6

ESF 10 – Hazardous Materials & CBRNE ESF 10: 1

Situation and Assumptions ESF 10: 1

Concept of Operations ESF 10: 3

Organization and Responsibilities..... ESF 10: 10

Direction and Control..... ESF 10: 11

Continuity of Government ESF 10: 11

Administration and Logistics..... ESF 10: 11

Plan Maintenance ESF 10: 11

Authorities and References..... ESF 10: 11

Appendices..... ESF 10: 12

 Appendix A: Communications Plan..... ESF 10: 13

 Appendix B: Organizational Chart..... ESF 10: 14

 Appendix C: HazMat Response Procedures..... ESF 10: 12

 Appendix C-1: LEPC Notification Procedures..... ESF 10: 18

 Appendix C-2: HazMat Commodity Flow Study..... ESF 10: 37

 Appendix C-3: Ascension Parish Sheriff HazMat Operating Procedures ESF 10: 32

 Appendix D: Pipeline Map On File in EOC

 Appendix E: Transportation Routes On File in EOC

 Appendix F: Fixed Facilities - Site Plans On File in EOC

 Appendix G: Hazmat Procedures On File in EOC & Contained in LEPC Procedures

 Appendix H: Haz-Mat Resources On File in EOC & APSO



Table of Contents

Last Updated: May 2016

Appendix I: Emergency Communications AuditESF 10: 38

Appendix J: LERC Documentation ESF 10: 40

ESF 11 –Agriculture and Natural Resources ESF 11: 1

 Situation and Assumptions ESF 11: 1

 Concept of OperationsESF 11: 2

 Organization and Responsibilities..... ESF 11: 4

 Direction and Control.....ESF 11: 5

 Continuity of Government ESF 11: 7

 Administration and Logistics..... ESF 11: 7

 Plan Maintenance ESF 11: 7

 Authorities and References..... ESF 11: 7

 Appendices..... ESF 11: 7

 Appendix A: Organizational Chart..... ESF 11: 8

 Appendix B: Responsibility Chart..... ESF 11: 9

ESF 12 – Energy, Fuel and Utilities ESF 12: 1

 Situation and AssumptionsESF 12: 1

 Concept of Operations ESF 12: 4

 Organization and Responsibilities..... ESF 12: 5

 Direction and Control..... ESF 12: 6

 Continuity of Government ESF 12: 7

 Administration and Logistics..... ESF 12: 8

 Plan Maintenance ESF 12: 8

 Authorities and References..... ESF 12: 8

 Appendices..... ESF 12: 9

 Appendix A: Organizational Chart..... ESF 12: 10

 Appendix B: Responsibility Chart..... ESF 12: 11

 Appendix C: List of Government Utilities..... On File in EOC

 Appendix D: List of Private Utilities On File in EOC



Table of Contents

Last Updated: May 2016

Appendix E: Agreements on Priority Utility Restoration On File in EOC

Appendix F: Map of Fixed Generators ESF 12: 12

Appendix G: Map of Mobile Generators.....ESF 12: 13

Appendix H: List of Generators for RefuelingESF 12: 14

ESF 13 – Public Safety and Security ESF 13: 1

Situation and Assumptions ESF 13: 1

Concept of OperationsESF 13: 2

Organization and Responsibilities.....ESF 13: 5

Direction and Control.....ESF 13: 6

Continuity of GovernmentESF 13: 7

Administration and Logistics ESF 13: 7

Plan MaintenanceESF 13: 7

Authorities and References..... ESF 13: 8

Appendices.....ESF 13: 8

 Appendix A: Organizational Chart.....ESF 13: 10

 Appendix B: Responsibility Chart.....ESF 13: 11

 Appendix C: Parish Public Safety Resources On File in EOC

 Appendix D: Municipal Public Safety Resources..... On File in EOC

 Appendix E: Traffic Control Points for Evacuation Map ESF 13: 12

ESF 14 – Community Recovery, Mitigation and Economic Stabilization ESF 14: 1

Situation and AssumptionsESF 14: 1

Concept of Operations ESF 14: 1

Organization and Responsibilities.....ESF 14: 4

Direction and Control.....ESF 14: 4

Continuity of GovernmentESF 14: 4

Administration and LogisticsESF 14: 4

Plan Maintenance ESF 14: 5

Authorities and References.....ESF 14: 5



Table of Contents

Last Updated: May 2016

Appendices.....ESF 14: 5

 Appendix A: Organizational Chart..... ESF 14: 6

 Appendix B: Responsibility Chart.....ESF 14: 7

ESF 15 – Public Information ESF 15: 1

 Situation and AssumptionsESF 15: 1

 Concept of Operations ESF 15: 2

 Organization and Responsibilities.....ESF 15: 4

 Direction and Control..... ESF 15: 8

 Continuity of GovernmentESF 15: 8

 Administration and Logistics.....ESF 15: 9

 Plan Maintenance ESF 15: 9

 Authorities and References.....ESF 15: 9

 Appendices..... ESF 15: 10

 Appendix A: Organizational Chart.....ESF 15: 11

 Appendix B: List of Local Media On File in EOC

Table of Contents – Hazard Specific Annexes

Natural Hazards: Tropical Weather TW : 1

 Purpose and Scope..... TW : 1

 Situation and Assumptions TW : 1

 Hazard Specific Information.....TW : 3

 Concept of Operations..... TW : 5

 Organization and Responsibilities..... TW : 8

 Direction and Control..... TW : 8

 Administration, Finance, Logistics TW : 8

 Appendices..... TW : 9

 Appendix A: Hurricane Delineation Schedule..... TW : 10

 Appendix B: Directors Packet..... TW : 42



Table of Contents

Last Updated: May 2016

Natural Hazards: Hazardous Weather	HW : 1
Purpose and Scope.....	HW : 1
Situation and Assumptions	HW : 1
Concept of Operations.....	HW : 1
Organization and Responsibilities.....	HW : 5
Direction and Control.....	HW : 5
Hazard Specific Information.....	HW : 5
Appendices.....	HW : 5
Public Alert System Protective Action Statements.....	HW : 6
Natural Hazards: Flooding	F : 1
Purpose and Scope.....	F : 1
Situation and Assumptions	F : 1
Hazard Specific Information.....	F : 2
Concept of Operations.....	F : 4
Organization and Responsibilities.....	F : 6
Direction and Control.....	F : 6
Administration, Finance, Logistics	F : 6
Appendices.....	F : 6



DO NOT COPY

Promulgation Document

WHEREAS, all citizens and property within the Parish of Ascension are at risk to a wide range of natural, technological, man-caused and man-made hazards; and

WHEREAS, the Parish of Ascension must be prepared to respond in a coordinated, effective and efficient manner to all emergencies and disasters to which it is subjected; and

WHEREAS, it is the policy of the Parish of Ascension for all Homeland Security and Emergency Preparedness functions to follow the principles outlines in the National Incident Management System (NIMS), Presidential Policy Directives 5, 7 & 8, and La. RS 29: 721-727, and the Ascension Parish Code of Ordinances, Chapter 8, Emergency Management to protect the public and the natural resources and minimize property damage within the community; and

WHEREAS, this Emergency Operations Plan is needed to coordinate the response of emergency personnel and supporting services of all parish and municipal agencies in the event of an emergency or disaster and during the aftermath thereof; and

NOW THEREFORE, I, KENNY MATASSA, President of the Parish of Ascension, by virtue of the power and authority vested in me by the Ascension Parish Charter and ordinances of the Parish of Ascension do hereby order and direct as follows:

SECTION 1: A. The director of Ascension Parish Office of Homeland Security and Emergency Preparedness (hereafter “director”), shall direct the Parish of Ascension’s daily Homeland Security and Emergency Management operations; and

B. The director, or the director’s designee, shall also coordinate the activities of all non-parish agencies, departments and/ or organizations involved in emergency management within the Parish of Ascension.

SECTION 2: A. The director shall supplement the provisions of this document by prescribing rules, Regulations and procedures, which shall constitute the Ascension Parish All Hazards Emergency Operations Plan (hereafter “EOP”);

B. The EOP shall follow the principles outlined in the National Incident Management System, or its successor and also provide for the emergency operations that may be implemented should an emergency and/ or disaster strike the Parish of Ascension; and

C. The EOP shall be binding on all departments, commissions, boards and employees of the Parish of Ascension.

ASCENSION PARISH ALL HAZARDS EMERGENCY OPERATIONS PLAN

BASIC PLAN PREFACE



Promulgation Document

DO NOT COPY

- SECTION 3:**
- A. The director shall control the activation and/or implementation of the EOP and the conclusion and/or deactivation of the EOP;
 - B. The director shall also control the activation and deactivation of the Ascension Parish Emergency Operations Center (hereafter “EOC”); and
 - C. The activation of the EOC shall constitute the implementation of the EOP.

- SECTION 4:**
- A. The departments, offices and agencies of Ascension Parish Government have primary and Support responsibilities for the following Emergency Support Functions (ESF):

ESF		Department, etc.	Primary/ Support Responsibility
ESF 1	Transportation	Ascension Parish School Board Transportation Coordinator OHSEP/AP Gov Ascension Parish Sheriff Gonzales Police Department	P S S S
ESF 2	Communication	911 Central Dispatch Center Ascension Parish Government Communications District APG & IT & Channel 21	P S S
ESF 3	Public Works, Drainage & Engineering	Ascension Parish Government	P
ESF 4	Fire	Fire Protection District 1 Fire Protection District 2 Fire Protection District 3 Gonzales Fire Department LASFM GOHSEP	P P P P S S
ESF 5	Emergency Management	OHSEP	P

ASCENSION PARISH ALL HAZARDS EMERGENCY OPERATIONS PLAN

BASIC PLAN PREFACE



Promulgation Document

DO NOT COPY

		FEMA, GOHSEP, DHS	S
ESF 6	Mass Care, Housing & Human Services	OHSEP American Red Cross Ascension Parish Government Health Unit / Mental Health	P S S
ESF 7	Logistics and Resource Support	OHSEP Ascension Parish Government Purchasing Office / GOHSEP / FEMA	P S
ESF 8	Public Health & Medical Services	APG Health Unit & Mental Health St. Elizabeth and Prevost Hospitals	P S
ESF 9	Search & Rescue	FDP 1-3 / GFD / APSO / GPD LWDF / GOHSEP / LANG / DPW	P S
ESF 10	Hazardous Materials & CBRNE	OHSEP / APSO Hazmat Team LSP ESU Unit / LA DEQ/ LERC / EPA	P S
ESF 11	Agriculture & Food	OHSEP LDAF / LDWF / DCFS / GOHSEP	P S
ESF 12	Energy	Ascension Parish Government Fleet Energy / DEMCO / Atmos	P S
ESF 13	Public Safety & Security	Ascension Parish Sheriff's Office/ GPD LDWF / LSP	P S
ESF 14	Community Recovery, Mitigation and Economic Stabilization Annex	Ascension Parish Government Long Term Recovery Committee All Departments of APG	P P
ESF 15	Emergency Public Information	Public Information Officer OHSEP / Channel 21 / JIC APSO / GPD PIO	P P S



DO NOT COPY

Promulgation Document

- SECTION 5:** The head of each department, office agency and organization (hereafter “department”) Identified in Section 4 of this document shall designate both an emergency coordinator and an alternate emergency coordinator to act on the department’s behalf during an emergency situation, and furnish the director with their names and all telephone numbers. The head of each department shall also designate a Continuity of Operations Plan (COOP) coordinator who will assist AP OHSEP in preparing and maintaining plans, procedures, arrangement and agreements to ensure that the organization will continue to carry out its mission in an emergency or disaster.
- SECTION 6:** The head of each department assigned a primary ESF responsibility in Section 4 of this document shall submit implementing procedures to the director that set forth the department’s procedures for carrying out its assigned emergency support functions. The head of each department shall submit annual updates of their implementing procedures to the director no later than the first day of March.
- SECTION 7:** The head of each department assigned a support ESF responsibility in Section 4 of this Document shall assist its primary department in the preparation of their procedures and/or any other documents necessary to support the EOP.
- SECTION 8:** The head of each department assigned a primary and/or a support ESF responsibility in Section 4 of this document will:
- A. Staff the EOC with personnel during training exercises and emergencies as requested by the director;
 - B. Maintain and operate a 24-hour response capability in the department headquarters, or in the department’s designated emergency operations location, when the EOP is implemented;
 - C. Participate in exercises of the EOP when scheduled by the director;
 - D. Participate in, and conduct, training essential to implementation of the department’s assigned emergency service;
 - E. Conduct an annual internal review to update the details of the department’s implementing procedures and advise the director of any needed modifications to the department’s implementing procedures; and
 - F. Maintain logs, records and a reporting system required by all parish, state and federal laws, rules and regulations.
- SECTION 9:** All departments, commissions, boards, and employees of the Parish of Ascension are authorized And director to cooperate in the implementation of the provisions of this document.
- SECTION 10:** This document is effective upon signature and shall continue in effect until amended, modified, Terminated or rescinded by the Ascension Parish President or terminated by operation of law.



Promulgation Document

DO NOT COPY

Signatures to the 2015 Emergency Operations Plan

X

Kenny Matassa
Ascension Parish President

X

Richard A. Webre
OHSEP Director

X

Barney Arceneaux
City of Gonzales Mayor

X

Leroy Sullivan
City of Donaldsonville Mayor

X

Mike Lambert
Town of Sorrento Mayor

X

Kent Schexnaydre
Chairman Strategic Planning Committee

X

Jeff Wiley
Ascension Parish Sheriff

X

Sherman Jackson
Chief of Police, Gonzales P.D.



Approval and Implementation

DO NOT COPY

Transmitted herewith is the Ascension Parish All Hazards Emergency Operations Plan (EOP) for Ascension Parish. This plan supersedes previous Emergency Operations Plans promulgated for this purpose. The Emergency Operations Plan provides a framework in which the parish and its political subdivisions shall perform their respective functions to prevent, protect, respond, recover and mitigate impacts from Natural, Technological and Adversarial or Human Caused hazards/ emergencies to Ascension Parish and it’s residents.

The Ascension Parish All Hazards EOP endeavors to clearly distinguish roles and responsibility, authority for direction and control, when operating as members of the Ascension Parish Emergency Response community.

This plan is in accordance with existing Federal, State, and Local statutes and understanding of the various departments involved. It has been concurred in by the Ascension Parish Administration, the Governor’s Office of Homeland Security & Emergency Preparedness and the Federal Emergency Management Agency. It will be reviewed and re-certified annually. Recipients are requested to advise the Ascension Parish Office of Emergency Preparedness of any changes which might result in its improvement or increase in its usefulness.

This plan supersedes the Ascension Parish All Hazards Emergency Operations Plan dated January 2012.

General modifications and updates may be made under the direction and full knowledge of the director of the Ascension Parish Office of Homeland Security and Emergency Preparedness. No modifications to the following may be made without the signature of the Parish President:

- Authority
- Primary Agencies Roles
- Evacuation Routes
- Shelter Designations

Signature:

Kenny Matassa, Parish President
Ascension Parish Government

Date

Emergency Operations Designee:

Richard A. Webre, Director
**Ascension Office of Homeland Security &
 Emergency Preparedness**

Date



I. PURPOSE AND SCOPE

A. Purpose

1. It is the purpose of this plan to provide guidance for the various departments within Ascension Parish government, municipalities within the Parish, where applicable, and all of those outside agencies within the Parish of Ascension with an emergency assignment before, during and following any declared emergency.
2. Provides an all hazards approach to all phases of emergency and disaster management: Prevention, Protection, Mitigation, Response and Recovery.
3. This plan details the overall responsibilities of local government as well as guidelines and organizational priorities necessary to insure a coordinated Federal, State, and Local government response.
4. This plan identifies resources and defines capabilities in order to save lives, protect property and the environment, and prevent future loss following an incident.
5. This plan sets forth a detailed Parish program for preparation against, operation during, and relief and recovery following disasters as provided by Parish, State, and Federal statutes, regulations, executive orders and ordinances, as well as other related or applicable emergency authorities or directives.

B. Scope

1. The EOP is designed to coordinate closely with the National Response Plan (NRP) and State of Louisiana Emergency Operations Plans. It establishes a base on which further plans, procedures, guidelines, arrangements, and agreements can be elaborated.
2. From this point further, the Governor's Office of Homeland Security and Emergency Preparedness shall be referred to as GOHSEP, and the Ascension Parish Office of Homeland Security and Emergency Preparedness shall be referred to as OHSEP.
3. The EOP is organized into 3 main sections:
 - a) Basic Plan: Describes the strategies, assumptions, responsibilities and operational priorities utilized by Ascension Parish to support and guide emergency management efforts. Provided in the Basic Plan is a description of the emergency services provided by Parish Governmental agencies, outlines of the operational systems and processes of rendering mutual aid as well as procedures for continuity of local government.
 - b) Functional Appendices: Included in this plan is a comprehensive annex of Emergency Support Function (ESF) working groups formatting the functionalities of goals, objectives, operational concepts, capabilities and organizational structures specific to particular agencies. The annexes stand-alone from the basic plan and include in each supplemental documentation and ESF procedures and agencies.

ASCENSION PARISH ALL HAZARDS EMERGENCY OPERATIONS PLAN

BASIC PLAN



- c) Hazard Specific Supplemental Annexes: Developed separately for Hazard mitigation plans but related to the immediate hazardous threats to Ascension Parish, the Hazard Specific Appendices will remain incorporated as supplemental documentation to each Emergency Support Function.

C. Mission

1. In times of emergency the mission of the Ascension Parish government is:
 - a) To plan and prepare practicable response programs for the protection of life and property in the event of disasters.
 - b) To take immediate effective action to direct, mobilize, coordinate and determine utilization of local resources to support political subdivisions in the conduct of disaster operations to save lives, protect property, relieve human suffering, sustain survivors and repair essential facilities.
 - c) To coordinate and direct restoration and recovery operations in the disaster area subject to governmental authority.
 - d) To insure that each Parish Department and Agency will plan and provide for an emergency operations capability this conforms in principle with this plan.
 - e) To coordinate all disaster services with the OHSEP Director.

D. Overview

1. Primary responsibility for disaster preparedness rests with elected heads of government, both Local and State, in accordance with RS 29: 721-727. To fulfill this responsibility, maximum attention must be given to the coordination of all disaster relief efforts by Local, State, public and private organizations.
2. Existent organizational elements for emergency government response will be utilized to the fullest extent and augmented where necessary.
3. Assistance to overcome the effects of a disaster must be provided immediately after its occurrence by Local and State Government.
 - a) NOTE: Possible reimbursement by the Federal Government for emergency work, restoration or replacement is contingent only upon a Presidential Declaration implemented under Public Law 93-288, Part II. It is the purpose of this Plan to cover all aspects of Local response only, not contingent on any extraordinary State or Federal assistance.
4. All Local response elements will include provisions for necessary documentation for financial accountability from the onset of any disaster occurrence. The existence of emergency conditions exist does not preclude the need for documentation required by current disaster assistance regulations and directives.
5. It shall be the responsibility of all Local response elements of government to:
 - a) Control and use to the fullest extent all able manpower and material resources subject to the authority of the government entity, and

ASCENSION PARISH ALL HAZARDS EMERGENCY OPERATIONS PLAN

BASIC PLAN



- b) Control and use to the fullest extent all manpower and material resources available in the general area of devastation by means of inter-city or inter-parish request, and
 - c) Notify the Parish President of any deficiencies that exist.
6. All response elements of Local government will adhere to the above general principles.

II. SITUATION AND ASSUMPTIONS

A. Situation

1. Ascension Parish is located in southeastern Louisiana and covers a total area of 301.7 square miles. The Parish maintains 13 square miles of water and 290 square miles of land. (See Figure 1 below for land use) The Parish is bound on the north by Bayou Manchac and East Baton Rouge Parish; on the northeast by the Amite River, Bayou Pierre, Petite Amite River, Blind River, and Livingston Parish; on the east by St. John the Baptist Parish; on the south by St. James and Assumption Parishes; and on the west by Iberville Parish.

a) *Table 1-1: Ascension Parish Land Use*

Land Use	Acres	Percentage
Agricultural Land, Cropland, and Pasture	73,605	38%
Wetlands	50,477	26%
Forest Land	40,650	21%
Residential	13,597	7%
Water	6,343	4%
Industrial, Transportation, Communications and Services	6,335	3%
Commercial	1,291	1%

2. According to the Census Bureau July 2013 Estimate, the population of Ascension is 114,393.

ASCENSION PARISH ALL HAZARDS EMERGENCY OPERATIONS PLAN

BASIC PLAN



a) *Table 1-2: Ascension Parish Demographic Statistics*

	2000 Census	2005 Census	2010 Census	2013 Estimate	Percent Change 2005 -2010	Percent Change 2010 -2013
Total Population	76,627	88,138	107,215	114,393	21.64%	6.70%
Population Density (Pop/Sq Mi)	253	291	325.7	369.70	11.90%	13.50%
Total Households	29,172	34,865	40,784	42,976	17.9%	5.3%

3. Ascension Parish has within its borders three incorporated communities: (Census Bureau July 2013 Estimates)
 - a) Gonzales (pop. 10,301)
 - b) Donaldsonville (pop. 7,473)
 - c) Sorrento (pop. 1,511)
4. The special needs of the handicapped and elderly are appropriately addressed throughout this plan.
5. There are 6.8% of residents who speak a language other than English at home.
6. Information concerning the elderly, indigent, physically or mentally challenged and non-English speaking persons are obtain through other community agencies such as the Council on Aging, COEA, Office of Family Support and Ascension Parish School District.
7. Ascension Parish through the OHSEP has established Emergency Operation Center (EOC) Implementing Procedures, which detail the actions necessary to activate the EOC, Mobilize Response Resources and Implement Protective Actions.
8. Ascension Parish has established Emergency Planning Zones (EPZs) and Security Planning Zones (SPZs) for technological hazards and Homeland Security Critical Infrastructure sites within Ascension Parish to aid in planning and responding.
9. Ascension Parish’s hazard analysis study indicates that its entire population is vulnerable to many hazards, both natural and technological, that could individually or in a combination thereof, result in conditions that warrant a coordinated emergency response and an emergency or disaster declaration by the Parish President. Technological and Homeland Security Hazards are available to all response agencies. Natural Hazards are available within the Ascension Parish Hazard Mitigation Plan. The hazards include:
 - a) Natural Hazards
 - (1) Flooding
 - (2) Thunderstorms
 - (3) Tornadoes



- (4) Levee/Dam Failure
- (5) Hurricane (Wind and Rain)
- (6) Severe Winter Weather
- b) Technological Hazards
 - (1) Hazardous materials/Industrial Accidents
 - (2) Riverbend Nuclear Power Facility
 - (3) Transportation accidents
 - (4) Terrorism
 - (5) Bridge collapse
 - (6) Utility service interruptions
 - (7) Energy shortage
 - (8) Civil disturbance

B. Assumptions

1. The Ascension Parish Emergency Operation Center will coordinate with state EOC and remain operational and staffed throughout the duration of an incident.
2. Many potential risks or threats would be preceded by increased alertness allowing time for preventative measures.
3. All equipment necessary to provide a coordinated mitigation, preparedness, response, and recovery effort from local, state and federal government is functional and available as reasonably possible to the extent of the emergency.
4. Actions to minimize the effects of any disaster will be conducted by Ascension Parish officials from the Emergency Operation Center and affected public and private agencies.

III. CONCEPT OF OPERATIONS

A. General

1. The Emergency Operations Plan is based on the premise that the Emergency Support Functions (ESF) performed by the various agencies and organizations during emergency operations generally parallels their normal day-to-day functions. The same personnel and material resources will be employed in both cases. Day-to-day tasks and operations that do not contribute directly to the emergency may be suspended or redirected for the duration of any emergency or disaster, and efforts that would normally be assigned to those tasks will be channeled toward emergency and disaster ESF's as assigned.



2. Execution and Implementation

- a) The Louisiana Homeland Security and Emergency Assistance and Disaster Act as amended have placed the responsibility for implementation of this plan upon the Parish President. The Ascension Parish OHSEP Director as appointed by the Ascension Parish President will implement this plan and procedures when the situation warrants. Should the Parish President declare a state of emergency, the plan will automatically be activated.

B. State of Louisiana Incident Management System

1. The Federal Government has adopted the National Incident Management System (NIMS) to manage emergency incidents and disasters from the first responder level to the highest levels of the Federal Government. It is based on the Incident Command System and the Unified Command System (ICS/UCS) and is flexible and appropriate to all types of incidents. The State of Louisiana Incident Management System (SLIMS) will use the same flexible structure to manage all types of incidents, particularly those that require the establishment of Incident Command Posts at or near an incident site. Ascension Parish by adoption of this plan has adopted in its entirety the National Incident Management System.

C. Phases of Emergency Management

The Parish of Ascension in accordance with the Governor's Office of Homeland Security and several local, state and federal partners has adopted an "All Hazard's" method to emergency management in order to protect the lives and property of citizens under the guidance of the (5) phases of emergency management:

1. Prevention – Actions taken to preclude an incident from occurring. Such actions are primarily applicable to incidents involving terrorism including the application of intelligence to a range of activities to serve as deterrence and heighten security for public health, law enforcement, agriculture and industry.
2. Protection | Preparedness – Includes actions taken in advance of an emergency or incident to protect lives and property from threat. Such measures include cyber security, access control, identity verification, screening, search and risk management protection programs.
 - a) OHSEP is the primary agency for preparedness efforts.
 - b) All parish agencies and departments are responsible for preparedness efforts as outlined within this plan. This may include, but is not limited to the following:
 - (1) Internal Procedures
 - (2) Training of personnel
 - (3) Participation in exercise and drills
 - (4) Stockpile of materials and supplies needed to carry out their emergency responsibilities.



- (5) Public Information and Awareness
 - c) This plan, its supporting procedures and other procedures are tested on a regular basis, to include one full-scale exercise every other year.
- 3. Mitigation – Actions taken to eliminate or reduce the impact of a disaster including land use and zoning measures, enforcing building codes according to the particular hazards faced, public education regarding protective measures and area-specific hazards. Also included in mitigation is an assessment of vulnerability in both populations and infrastructure.
 - a) Parish and Municipal leaders will direct the Mitigation strategy. Ascension Parish maintains an all hazard mitigation plan.
- 4. Response – Actions taken before, during or after an emergency/disaster to save lives, minimize damages and enhance potential recovery operations. These activities include activation of the Emergency Operations Center, plans and procedures, emergency alerting system, public warnings, notification of public officials, mass care provisions, and ESF activations.
- 5. Recovery - Actions taken to return vital life systems to a minimum standard (short-term) and to return life to normal or improved levels (long-term). These measures include damage assessment, assistance to individuals and public entities, plan assessment, procedures and studies of potential mitigation methods.

IV. ORGANIZATION AND ASSIGNMENT OF RESPONSIBILITIES

- A. General responsibilities of parish, state, federal and private agencies and corporations.
 - 1. Parish President
 - a) Assumes responsibility for the overall response and recovery operations.
 - b) Appoints an individual as Homeland Security and Emergency Preparedness Director in accordance with RS 29:728.
 - c) Declares state of emergency within Ascension Parish.
 - 2. Ascension Parish Office of Homeland Security and Emergency Preparedness:
 - a) Promulgate standards and requirements for local and inter-jurisdictional disaster plans
 - b) Periodically review plans and procedures
 - c) Conduct exercises of plans and operations annually
 - d) Determine parish requirements for food, shelter, supplies, medicines and equipment pertaining to response and recovery.
 - e) Assist jurisdictional leaders in establishing training programs and information for emergency preparedness plans.

ASCENSION PARISH ALL HAZARDS EMERGENCY OPERATIONS PLAN

BASIC PLAN



- f) Conduct surveys of industry, resources, and facilities within the parish in order to create a comprehensive list of all Critical Infrastructure and Key Resources (CI/KR)
 - g) Establish a register of persons requiring medical special needs in the event of an emergency or natural disaster
 - h) Prepare, for issuance by the Parish President, executive orders, proclamations or regulations as necessary in mitigating localized disasters or emergencies.
3. Office of Homeland Security and Emergency Preparedness Director, known forth throughout this plan as OHSEP Director:
- a) Manages the Emergency Operation Center as a physical facility (e.g., layout and set-up), oversees its activation, and ensures it is staffed to support response.
 - b) Conducts hazard analysis for its jurisdiction.
 - c) Ensures that plan is updated and exercises are conducted.
 - d) Oversees the planning and development of procedures to accomplish the emergency communications function during emergency response.
 - e) Ensures a sufficient number of personnel are assigned to the communications and information processing sections in the Emergency Operation Center.
 - f) Oversees the planning, development, and maintenance of the warning function.
 - g) Oversees updated listings, including phone numbers of emergency response personnel to be notified of emergency situations.
 - h) Designates one or more facilities to serve as the jurisdictions' alternate Emergency Operation Center.
 - i) Ensures that communications, warning, and other necessary operations support equipment is readily available for use in the alternate Emergency Operations Center.
 - j) Coordinates this plan and emergency response procedures with municipal governments.
 - k) Coordinates with his Staff Officers to ensure necessary planning considerations are included in the Emergency Operations Plans.
 - l) Coordinates with the local chapter of the American Red Cross, Salvation Army, other public service non-profit organizations, the School Superintendent, etc., as appropriate to identify a lead organization, if possible, and personnel to perform mass care operations jobs.

ASCENSION PARISH ALL HAZARDS EMERGENCY OPERATIONS PLAN

BASIC PLAN



- m) Coordinates volunteer support efforts to include the activities of volunteers from outside the jurisdiction and the assistance offered by unorganized volunteer and neighborhood groups within the jurisdiction.
 - n) Works with the Public Information Officer to develop emergency information packets and emergency instructions for the public.
 - o) Coordinates planning requirements with the emergency management staff in neighboring jurisdictions.
 - p) Coordinates the provision of mass care needs for personnel performing medical duties during catastrophic emergencies.
 - q) Advocates that mitigation concerns be addressed appropriately during response and recovery operations.
4. Parish Sheriff and Municipal Police Chiefs
- a) Responsible for advising the Parish President and the OHSEP on public safety matters.
 - b) Hazardous-materials incident commander. – APSO/LSP
 - c) Hazardous-materials decontamination.
 - d) Maintain law and order.
 - e) Protecting vital installations.
 - f) Controlling traffic and provide access control.
 - g) Supplement parish communications.
 - h) Assists with all evacuation orders.
 - i) Open Search and Rescue.
 - j) Animal Control.
5. Fire Departments
- a) Fire suppression and protection.
 - b) Supplement Emergency Medical Response.
 - c) Urban and Open search and rescue.
 - d) Swift Water / Flood Water Rescue
 - e) Assists with damage assessment.
 - f) Public alert / notification.
6. Health and Medical (Through Acadian and/or Office of Public Health)
- a) Basic Emergency Medical Services.

ASCENSION PARISH ALL HAZARDS EMERGENCY OPERATIONS PLAN

BASIC PLAN



- b) Coordinates the use of Health and Medical resources and personnel involved in providing medical assistance to disaster victims.
 - c) Meets with the heads of local public health, emergency medical, hospital, environmental health, mental health, and mortuary services, or their designees, to review and prepare emergency health and medical plans and ensure their practicality and interoperability. When appropriate, includes local representatives of professional societies and associations in these meetings to gain their members' understanding of and support for health and medical plans.
 - d) Meets with representatives of fire and police departments, emergency management agencies, military departments, state and federal agencies, and the American Red Cross to discuss coordination of disaster plans.
 - e) Assists facilities that provide care for special needs populations to develop a facility evacuation plan.
7. Parish Public Information Officer
- a) Advises the OHSEP Director, Parish President and Sheriff on matters of emergency public information. Establishes and maintains a working relationship with local media.
 - b) Prepares a call-down list for disseminating of emergency public information to groups that do not have access to normal media (e.g., schoolchildren).
 - c) Prepares emergency information packets for release; distributes pertinent materials to local media prior to emergencies; and ensures that information needs of visually impaired, hearing impaired, and non-English speaking audiences are met.
 - d) Manages the Parish Joint Information Center in coordination with Ascension Parish Channel 21 – Cable Access Television
8. Parish and Municipal Maintenance Departments
- a) Emergency and routine maintenance of emergency services equipment and facilities.
 - b) Provide adequate fuel supplies for emergency situations.
 - c) Responsible for coordinating equipment support to remove impediments from evacuation routes and to facilitate traffic routing at access and traffic control points.
 - d) Coordinates with private sector utilities and contractors for use of private sector resources in Public Works – related operations.
 - e) Provide personnel for damage assessment.
9. School Transportation

ASCENSION PARISH ALL HAZARDS EMERGENCY OPERATIONS PLAN

BASIC PLAN



- a) Coordinates all evacuation planning activities with the OHSEP Director.
- b) Responsible for coordinating and obtaining transportation resources to ensure the movements of people whom need assistance in evacuating the risk area.
- c) Identifies transportation resources likely to be available for evacuation operations; prepares an inventory of vehicle resources.

10. School Board

- a) Responsible for making School Board resources available.
- b) Develops and periodically exercises a student evacuation plan.
- c) Authorizes the use of school buses to transport schoolchildren and other evacuees.
- d) Authorizes the School Transportation Officer for the transport of school children to shelters.
- e) Provides public facilities for sheltering.

11. Parish, Commercial and Municipal Water District and Operators

- a) Maintain water system.
- b) Coordinate with outside agencies to provide water to the parish and/or municipality when local water system is unavailable.
- c) Determine when parish's water system is available after an emergency.
- d) If appropriate, may assist in the duties of Parish and other Municipal Public Works responsibilities.

12. Parish, Commercial and Municipal Wastewater Districts and Operators

- a) Provide for the continued operation of wastewater systems.
- b) If appropriate, may assist in the duties of Parish and other Municipal Public Works responsibilities

13. Parish Finance Department

- a) Maintain list of suppliers, vendors and items of critical emergency need.
- b) Provide for appropriate record keeping of parish expenditures during a state of emergency, as declared by the parish president.

14. Planning and Zoning Department

- a) Provide for and advocate planning ordinances for mitigation.
- b) Furnish as available maps and other documents to the EOC to assists mitigation, preparedness, response and recovery.
- c) Assists with damage assessment as requested.

ASCENSION PARISH ALL HAZARDS EMERGENCY OPERATIONS PLAN

BASIC PLAN



15. Purchasing

- a) Responsible for maintaining a list of vendors for emergency supplies.
- b) Securing supplies during an emergency.
- c) Lead agency for ESF - 7 Resources

16. Animal Control

- a) Provide animal control.
- b) Lead agency in the transportation and sheltering of animals during an emergency.

17. GIS Department

- a) Provide mapping of Hazards and Vulnerabilities.
- b) Provide mapping services in an emergency.
- c) Provide a technical representative to the EOC to manage WebEOC.
- d) Provide a technical representative to the EOC to manage Social Media.

18. Louisiana State Police

- a) Responsible for coordinating support law enforcement services to the parish.
- b) Provides response to hazardous materials incidents as required by Louisiana Revised Statutes.
- c) Coordinates response through GOHSEP.

19. Technical Advisor (Industrial)

- a) Responsible for explaining and advising parish on technical issues pertaining to affected industrial facility.

B. Support Organizations and Departments.

1. In addition to the principal emergency response assignments indicated previously, assignment of support emergency functions may also be required. The following is a list of these resources and their possible assignments:

- a) Council on Aging
 - (1) Responsible for assisting in the maintenance of the non-institutionalized disabled persons without transportation listing, and for providing resources to the Parish from his or her agency.
- b) Health Unit
 - (1) Responsible for assisting in the maintenance of the non-institutionalized disabled persons without transportation listing, and for providing resources to the Parish from his or her agency.

ASCENSION PARISH ALL HAZARDS EMERGENCY OPERATIONS PLAN

BASIC PLAN



- (2) Provide when requested, a representative to the EOC to serve as Health and Medical Officer.
 - c) American Red Cross
 - (1) Responsible for establishing a parish evacuee locator and providing liaison service between support parish reception centers and shelters inside and outside the parish.
 - d) United States Department of Agriculture, Ascension Parish, Emergency Board Chairperson (County Agent)
 - (1) Responsible for the dissemination of agricultural advisors to affected Parish Farms and other agribusiness concerns.
 - e) Private Utility Companies
 - (1) Representatives report to the Emergency Operation Center if needed.
 - f) Military Department
 - (1) Provides personnel and equipment to support direction and control actions at the scene and/or the Emergency Operation Center.
- C. Emergency Operation Center Staff Officers and Responsibilities during an emergency.
- 1. Parish President
 - a) When notified, reports to the Emergency Operation Center.
 - b) Person in charge of each disaster situation
 - c) As appropriate directs implementation of protective actions for public safety.
 - d) If necessary, directs Emergency Operation Center staff to relocate to the alternate Emergency Operation Center to continue operations.
 - e) When appropriate, terminates response operations and releases personnel.
 - 2. OHSEP Director / Active EOC Director
 - a) When notified, reports to the Emergency Operation Center.
 - b) Immediately notifies the parish president of significant emergency situations that could affect the parish.
 - c) Manages the Emergency Operation Center during emergencies
 - d) When directed by the Parish President or when circumstances dictate, directs the Emergency Operation Center staff to contact all tasked organizations, and inform them of the situation and direct them to take the actions appropriate for the situation.
 - e) Activates the Emergency Operation Center when situations warrant or when directed to do so by the Parish President.

ASCENSION PARISH ALL HAZARDS EMERGENCY OPERATIONS PLAN

BASIC PLAN



- f) Advising and briefing the Parish President and other key members of the emergency response organization on the emergency situation.
 - g) Recommending to the Parish President actions to protect the public from the life threatening consequences associated with the emergency situations.
 - h) When directed by Parish President or when conditions warrant such action relocating staff to alternate Emergency Operation Center in order to continue response operations.
 - i) When directed by Parish President terminating operations and de-activating the Emergency Operation Center.
3. Local Law Enforcement Representatives
- a) When notified, reports to the Emergency Operation Center.
 - b) Responsible for identifying an Incident Commander, establishing a Command Post, and assigning appropriate personnel to the Incident Command staff if any or all is applicable.
 - c) Notifies the Emergency Operation Center of the situation if the original notification did not come from the Emergency Operation Center.
 - d) Responsible for sending a senior representative (Law Enforcement Officer) to the Emergency Operation Center, when the Emergency Operation Center has been activated during an emergency.
 - e) Manages law enforcement resources and directs law enforcement operations.
4. 911 Communications Operators
- a) When notified, reports to the Emergency Operation Center.
 - b) Responsible for continuous 24-hour coverage of Emergency Operation Center.
 - c) Monitors all communications equipment.
 - d) Responsible for prompt notification of the Emergency Operation Center Staff, Emergency Operation Center personnel and other agencies as directed in the event of an emergency.
 - e) Maintain significant logs
 - f) Message handling
 - g) Preparing summaries on status of damage
 - h) Displaying appropriate info in Emergency Operation Center
5. Public Information Officer

ASCENSION PARISH ALL HAZARDS EMERGENCY OPERATIONS PLAN

BASIC PLAN



- a) When notified, reports to the Emergency Operation Center.
 - b) Person responsible for serving as a Parish liaison with news organizations and the public to insure accurate and consistent emergency reporting.
6. Law Enforcement Officer
- a) When notified, reports to the Emergency Operation Center.
 - b) Responsible for the communication link between the Sheriff's Office field operations and the Emergency Operation Center.
7. Transportation Officer
- a) When notified, reports to the Emergency Operation Center.
 - b) People responsible for coordinating and obtaining transportation resources to ensure the movement of people whom need assistance in evacuating the risk area.
8. School Services Officers
- a) When notified, reports to the Emergency Operation Center.
 - b) Coordinates protective action measures for schools within Ascension Parish to include private schools.
 - c) Evacuates students if appropriate.
 - d) When directed by appropriate authority, makes schools available for use as mass care facilities.
 - e) Conducts damage assessment of school facilities.
9. Health & Medical Officer
- a) When notified, reports to the Emergency Operation Center.
 - b) Coordinates the health and medical treatment activities of all response organizations involved in providing medical assistance to disaster victims.
 - c) Coordinates with the Coroner's Office necessary mortuary services, to include operations of temporary morgues, and identification of victims.
 - d) Collects information and reports damage/status of health and medical facilities and equipment to the Emergency Operation Center.
10. Fire Services Officer
- a) When notified, reports to the Emergency Operation Center.
 - b) Responsible for the communication link between Fire Departments field operations and the Emergency Operation Center.
11. Public Works Officer
- a) When notified, reports to the Emergency Operation Center.

ASCENSION PARISH ALL HAZARDS EMERGENCY OPERATIONS PLAN

BASIC PLAN



- b) Responsible for the communication link between Public Works field operations and the Emergency Operation Center.

12. State Police Representative

- a) When notified, reports to the Emergency Operation Center.
- b) Responsible for coordinating support law enforcement services to the Parish.

13. National Guard Liaison

- a) When notified, reports to the Emergency Operation Center.
- b) Coordinates resource request between the Parish, the Louisiana National Guard and GOHSEP.

14. Technical Advisor

- a) Responsible for explaining and advising technical issues pertaining to his industrial facility.

15. Radiological Officer

- a) Person responsible for gathering radiological information pertaining to an accident that involves radioactive hazards.

V. DIRECTION AND CONTROL

A. The Federal Emergency Management Agency (FEMA), Governor's Office of Homeland Security and Emergency Preparedness (GOHSEP), and locally, the Ascension Parish Government, legally designate the planning and carrying out of emergency responsibilities;

B. Authority to Initiate Actions

1. It is provided that this plan:

- a) Is the official operations source for Ascension Parish, governing and otherwise pertaining to all disasters, related administrative and operational tasks in the Parish;
- b) Is authorized by and promulgated under the authority contained by those local, state and federal statutes listed herein;
- c) Has the concurrence of the Ascension Parish President by the virtue of the letter of implementation signed by the Parish President;
- d) Has the concurrence of the GOHSEP, and by that authority, the concurrence of all other branches of the state government that operate under their direction and, or coordination under Public Law-288 and Louisiana Revised Statute 29:601-617; Act 636 of 1974.



- e) It is understood that all Parish departments, agencies and boards of local government are an integral part of this plan;
- f) Exist as part of the planning elements of:
 - (1) Specifically named departments with specific emergency management roles.
 - (2) All other departments of parish government, which by virtue of their association constitute a large reserve of material and manpower resources. At the direction of the Parish President, such departments may be requested to supplement specifically assigned disaster response roles vital to the well-being of the parish.
- g) The executive group is aware of its responsibility to provide accurate and timely information to the public, especially in time of emergency. The mechanism by which this service is provided is fully addressed in the Public Information Annex.

C. Command Responsibility for Specific Action

1. The Parish President, under the authority provided by the Louisiana Homeland Security and Emergency Assistance and Disaster Act of 1993 as amended and various Ordinances enacted by the Ascension Parish Council, has the responsibility for preparing for and responding to the many potential hazards faced by Ascension Parish. The Parish President's authority shall include, but not be limited to, the declaring of an emergency or disaster condition within his/ her political jurisdiction.
2. The OHSEP Director acts as the Chief Advisor to the Parish President during any declared emergency affecting the people and property of Ascension Parish. Various Parish agencies and departments under the direction but not authority of the OHSEP will conduct emergency operations.
3. State and Federal officials will coordinate their operations through the Parish President or his designated representative.

D. Emergency Operating Center

1. The Ascension Parish Emergency Operation Center is located within the Ascension Parish Courthouse, Gonzales, LA.
2. Should relocation of direction and control be necessary because of enemy threat or other widespread situation involving the primary Emergency Operation Center, the alternate Emergency Operation Center would be activated. The alternate Emergency Operation Center(s) locations are:
 - a) Ascension Parish HR Office - Donaldsonville
 - b) Ascension Parish Jail
 - c) Gonzales City Hall
 - d) Donaldsonville City Hall



- e) Sorrento Town Hall

VI. CONTINUITY OF GOVERNMENT

Note: Ascension Parish Continuity of Government & Continuity of Operations Plans are currently under revision for 2016 which will be amended to this document upon completion.

Note: Effective comprehensive emergency management operations depend upon two important factors to ensure continuity of government from the highest to the lowest level: (1) lines of succession for officials / agency heads / authorized personnel and (2) preservation of records.

A. Ascension Parish

1. Agencies other than the Parish President, will establish continuity of government through standard operating procedures, parish or city ordinance, executive order and/or memo.
2. The Office of the Parish President has established through Home Rule Charter and by copy of this plan the following order of succession:
 - a) *Parish President*
 - b) *Chief Administrative Officer*
 - c) *Parish Council Chairperson*
 - d) *Parish Council in District Numerical Order*

- B. It is the responsibility of the elected officials to ensure that all legal documents of both a public and private nature recorded by the designated official (i.e., tax assessor, sheriff's office) be protected and preserved in accordance with applicable state and local laws. Examples include ordinances, resolutions, meeting minutes, land deeds, and tax records.

VII. SUCCESSION OF COMMAND

A. State Government Succession

1. Article IV, Section 5(A) of the Constitution of Louisiana vests in the governor the Chief Executive power of the State. The Governor holds office for four years and can immediately succeed himself/herself. Article IV, Section 5 (J) further establishes the emergency management powers of the governor. Article IV, Section 14 of the constitution provides for the line of succession to the governor as follows:
 - a. Governor
 - b. Lieutenant Governor
 - c. Secretary of State
 - d. Attorney General
 - e. Treasurer
 - f. Presiding Officer of the Senate
 - g. Presiding Officer of the House of Representatives



B. Relocation of Government

Ascension Parish provides for the relocation of the center of parish government to the Emergency Operations Center. If the primary EOC of Ascension Parish must be relocated, the alternate EOC will be manned. The alternate EOC is the Human Resource Office located at 114 Nicholls Street, Donaldsonville, LA 70346.

C. Preservation of Records

Ascension Parish Documentation is currently housed in multiple secure locations in the Parish. Storage outside of the Parish is under current discussion.

1. State Level

Each agency/department is responsible for maintaining and recording all legal documents affecting the organization and administration of emergency management functions. It is the further responsibility of the State Officials to ensure that all records are secure and protected from elements of damage or destruction at all times.

2. It is the responsibility of the elected officials to ensure that all legal documents of both a public and private nature recorded by the designated official (i.e. tax assessor, sheriff's office) be protected and preserved in accordance with applicable state and local laws. Examples include ordinances, resolutions, minutes of meetings, land deeds and tax records.

VIII. ADMINISTRATION AND LOGISTICS

A. Emergency Operations

1. The Emergency Operation Center is the primary site for all emergency operations. Facilities include an operations room, communications room, feeding areas, and office areas. If the Emergency Operation Center becomes unusable, an alternate Emergency Operation Center will be used. (*See Continuity of Government*).

B. Emergency purchasing

1. Parish procedures provide for the purchasing of emergency equipment and supplies. Authorization for emergency purchasing will be directed by the Parish President or designee.

C. Use of local firms

1. When major disaster assistance activities are carried out by contract or agreement with private organizations, firms or individuals, preference will be given, to the extent feasible and practicable to those organizations, firms, and individuals residing or doing business primarily in the affected area.

D. Records and reports

1. OHSEP has the responsibility for submitting local reports to the GOHSEP.

ASCENSION PARISH ALL HAZARDS EMERGENCY OPERATIONS PLAN

BASIC PLAN



2. Department of Finance maintains the records of expenditures and obligations incurred during the response to an emergency.
 3. Communications records are generated by communications operators and are maintained by their respected agencies.
- E. Nondiscrimination
1. There will be no discrimination on grounds of race, color, religion, nationality, sex, age or economic status in the execution of disaster preparedness, of disaster relief and assistance functions.
- F. Consumer protection
1. Consumer complaints pertaining to alleged unfair or illegal business practices would be referred to the parish district attorney's office.
- G. Administration of insurance claims
1. Commercial insurance companies and their adjustment agencies handle insurance claims on a routine basis. Complaints should be referred to the state insurance commissioner. A representative of the American Insurance Association may be dispatched to a disaster area to assist with claim problems.
- H. Duplication of benefits
1. No person, business concern, or other entity will receive assistance with respect to any loss for which he/she has received financial assistance under any other programs or for which he/she has received insurance or other compensation.
- I. Preservation of historic properties
1. In the event of a disaster involving known historic properties in Ascension Parish, OHSEP will identify said historic properties within the designated disaster area for public assistance purposes.
- J. Resources and disaster relief
1. State Agencies
 - a) State agencies are expected to assist local efforts after local resources are deemed insufficient.
 2. Federal and State disaster assistance
 - a) Is meant to supplement not substitute for any relief provided by the parish.
 3. Federal Reimbursement
 - a) Possible reimbursement by the Federal Government for emergency work, restoration or replacement is contingent only upon a Presidential Declaration implemented under Public Law 93-288, Part II.
 - b) It is the purpose of the Basic Plan to cover all aspects of Local response only, not contingent on any extraordinary State or Federal assistance.



4. Military
 - a) Support by military units and the National Guard may be requested through the GOHSEP. Military assistance will complement and not be a substitute for parish participation in an emergency response.
 - b) Military forces will remain at all times under military command but will support and assist parish forces.
 - c) Request for military services should be “mission” oriented and include objectives, priorities and specific information to accomplish assignments within the parish.
5. Ascension Parish Government Regional Mutual Aid/ Assistance
 - a) Ascension Parish personnel and equipment may be sent to assist other political subdivisions outside the parish upon authorization and in accordance with local, state and federal laws and in coordination with the Regional Emergency Operation Plan.
6. Sheltering and/or Emergency Feeding
 - a) Assistance needed with sheltering, feeding, etc. as necessary will be requested by executing mutual aid agreements with the American Red Cross, other volunteer groups, neighboring parishes and GOHSEP.
 - b) If still more assistance is needed beyond state capabilities, GOHSEP will coordinate requests to the Federal Emergency Management Agency for a presidential declaration of an emergency or major disaster to allow supplemental federal assistance to be provided.

IX. PLAN DEVELOPMENT, MAINTENANCE AND EXECUTION

- A. All plans, annexes, appendices, implementing procedures and resource inventories of personnel, equipment, supplies and facilities shall be based on potential hazards to which the Parish is subject along with the support needed to assist local community before, during and after any emergency or disaster incident.
- B. This EOP in its entirety shall be maintained and kept current by all parties in the following manner: the EOP will be reviewed each year with a comprehensive review and update every (4) years. Any changes made shall be forwarded to GOSHEP by March 31st each year. Resource inventory and notification lists shall be reviewed every 6 months.
- C. All changes or revisions shall be forwarded to GOHSEP for review, editing, publication and distribution. If no changes are to be made, GOHSEP shall be notified in writing by the respective department.
- D. Ascension Office of Homeland Security and Emergency Preparedness
 1. OHSEP has the overall responsibility for emergency planning, coordination of resources and direction of emergency operations.

ASCENSION PARISH ALL HAZARDS EMERGENCY OPERATIONS PLAN

BASIC PLAN



2. This plan applies to all Ascension Parish boards, commissions, and departments assigned emergency responsibilities and to all elements of local government.
3. This plan shall be activated at least once a year (in the form of a simulated emergency if need be) to provide practical operations experience to those who have emergency operations responsibilities.

E. OHSEP Director

1. May activate this plan at any time to ensure a state of readiness.
2. Maintains and updates this plan as required.

F. Local Elected Officials

1. Ensure legal documents of both public and private nature recorded by the designated official is protected and preserved in accordance with state and local laws.

G. Directors of supporting agencies

1. Maintain internal plans, implementing procedures and resource data to ensure effective response to an emergency.
2. Responsible Directors of all agencies should recommend changes at any time and provide the necessary information as personnel changes occur.

X. AUTHORITIES AND REFERENCES

A. Authorities

1. Federal
 - a) Public Law 93-234, as amended The Flood Disaster Protection Act of 1973.
 - b) Public law 93-288, The Disaster Relief Act of 1974, as amended by Public Law 100-707, The Robert T. Stafford Disaster Relief and Emergency Assistance Act of 1988.
 - c) Title 44, The Code of Federal Regulations, Part 206.
 - d) National Incident Management System, 2008.
 - e) Federal Emergency Management Agency, Comprehensive Preparedness Guide (CPG) 101, Producing Emergency Plans, Interim Version 2.0, 1 November 2010.
 - f) All other Public Laws or Executive Orders enacted or to be enacted which pertain to emergencies/disasters.
2. State
 - a) The Louisiana Homeland Security and Emergency Assistance and Disaster Act of 1993 as amended.
 - b) State Executive Order included in the preface to this plan.



- c) Other Acts, Executive Orders, Proclamations, Compacts, Agreements, and Plans pertaining to emergencies and/or disasters that has been or will be developed or enacted.
3. Local
- a) Chapter 8, Ascension Parish Code of Ordinances.
 - b) The Ascension Parish Emergency Operations Plan current as adopted by the Ascension Parish Council.
 - c) Regional Emergency Operation Plan.
 - d) The Ascension Parish Hazard Mitigation Plan.
 - e) Mutual Aid, Letters of Agreement, and or Memorandums enacted or to be enacted.
4. Volunteer
- a) Louisiana Revised Statutes, Chapter 29:650, Civil Air Patrol.
 - b) Act 58-4-1905, American Red Cross (ARC). Mennonite Disaster Services/FEMA Agreement. Salvation Army Charter, May 12, 1974 and Memorandums of Understanding between Louisiana and the agencies above.
 - c) Other directives as appropriate

XI. GLOSSARY / DEFINITIONS OF TERMS

- A. The following is a glossary of terms, acronyms, abbreviations, and definitions that are used in this plan and are unique to emergency/disaster operations.
- 1. **Congregate Care Facilities:** Public or private buildings in a reception area that may be used to lodge and care for evacuees.
 - 2. **D&C:** Direction and Control
 - 3. **Disaster** Any occurrence or imminent threat of widespread or severe damage, injury, or loss of life or property resulting from a Natural, Technological, and/or National Security incident, including but not limited to earthquake, explosion, fire, flood, high water, hostile military actions, hurricanes, landslide, mudslide, storms, tidal wave, tornadoes, wind driven water or other disasters.
 - 4. **Disaster Recovery Manager:** Official appointed by the Director, GOOHSEP, to coordinate post disaster recovery activities.
 - 5. **Emergency Action Level (EAL):** A system that classifies the seriousness of an emergency/disaster situation. There are four (4) levels: LEVEL IV, LEVEL III, LEVEL II, and LEVEL I. The State may escalate to a more serious class if conditions deteriorate or are expected to deteriorate. The State may de-escalate to a less serious class if response actions have resolved the situation.



6. **Emergency Alert System (EAS):** A network of broadcast stations and interconnecting facilities which have been authorized by the Federal Communications Commission to operate in a controlled manner during a state of public disaster or other natural emergency, as provided by the Emergency Broadcasting System Plan.
7. **Emergency Operations Center (EOC):** Is a protected site from which public officials issue warnings and exercise direction and control during an emergency/disaster. It is equipped and staffed to provide support in coordinating and guiding emergency/disaster operations.
8. **EOP:** Emergency Operations Plan.
9. **EPI:** Emergency Public Information.
10. **FCO:** Federal Coordinating Officer.
11. **EPZ:** Emergency Planning Zone
12. **ESF:** Emergency Support Functions
13. **DHS/FEMA:** The Federal Department of Homeland Security/Federal Emergency Management Agency.
14. **Governor's Authorized Representative (GAR):** The person named by the Governor in the Federal-State Agreement (normally the GOHSEP Director or his designee) to execute on behalf of the State all necessary documents for disaster assistance following a declaration of an emergency or major disaster, including certification of applicants for public assistance.
15. **GOHSEP:** Governor's Office of Homeland Security and Emergency Preparedness.
16. **Hazardous Material (HAZMAT):** Any substance or material in a quantity or form which may be harmful or injurious to humans, domestic animals, wildlife, economic crops, or property when released into the environment. The four traditional classes are: chemical, biological, radiological, explosive.
17. **OHSEP:** Refers to the Ascension Parish Office of Homeland Security and Emergency Preparedness
18. **Implementing Procedures (IP's):** A set of instructions having the force of a directive, covering those specific actions which lend themselves to a definite or standardized procedure without loss of effectiveness during the conduct of emergency/disaster operations.
19. **LEVEL IV:** Normal operations are ongoing. GOHSEP staffing is in accordance with authorized agency manning levels.
20. **LEVEL III:** Events involve a potential or actual threat to the safety and welfare of the people in a threatened area(s) and has the potential of escalating.
21. **LEVEL II:** Events are in progress or have occurred which involve an imminent or actual major impact on the safety of the people in a stricken area(s).



22. **LEVEL I:** Events that are in progress which continue previously declared action levels and to initiate those actions that begin to lead the return of stricken area(s) back to a state of normalcy and pre-disaster design and use.
23. **Local Government:** Any parish, city, town, village or other legal political subdivision within the State of Louisiana.
24. **National Security Emergency:** Events include nuclear, conventional, chemical, biological warfare, civil disorder, terrorism, and/or energy shortages.
25. **Natural:** Events include floods, hurricane/tropical storm, erosion, drought, tornado, wildfire, earthquake subsidence, dam failure, severe storms, and winter storm/freeze.
26. **Resources:** Include materials (raw, basic, or finished), supplies, equipment, manpower, facilities, services, finished goods, and products.
27. **State:** Generically, the term State is used to include the political subdivisions, boards, special districts, commissions, and Indian tribes or authorized tribal organizations.
28. **State Coordinating Officer (SCO):** The State Official designated by the Governor to act as principal assistant in the coordination and supervision of the Disaster Assistance Program and to act in cooperation with the Federal Coordinating Office (FCO) for the purpose of coordinating disaster assistance efforts with those of the Federal Government.
29. **Technological:** Events include hazardous materials (stationary and transportation), nuclear power facility, transportation accidents, and power failure.

XII. APPENDICES

- A. Organization Chart
- B. Office of Homeland Security Emergency Preparedness Organizational Chart
- C. Lines of Succession
- D. Definitions
- E. Acronyms
- F. Critical Infrastructure
- G. Key Resources
- H. Critical Staff
- I. Parish Level Resource Request Flow Chart

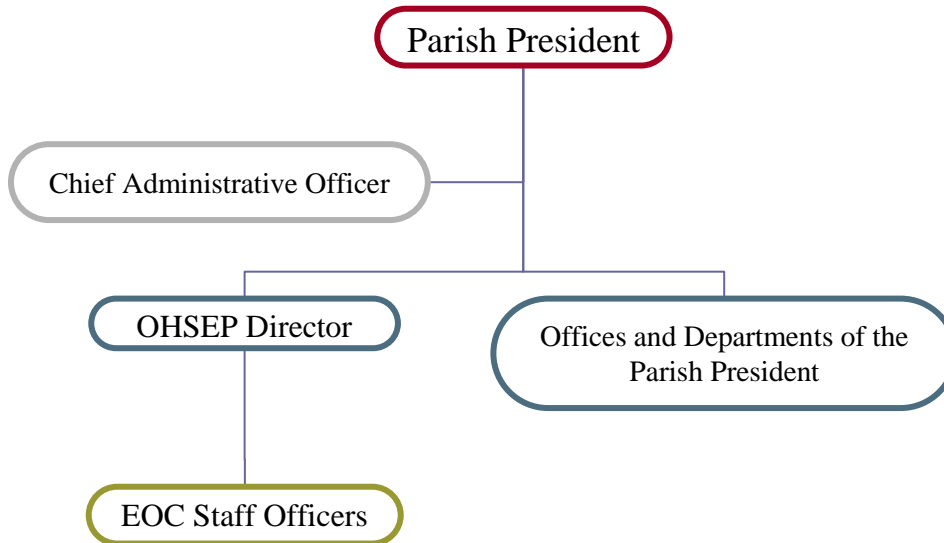
ASCENSION PARISH ALL HAZARDS EMERGENCY OPERATIONS PLAN

BASIC PLAN



APPENDIX A

Organizational Chart



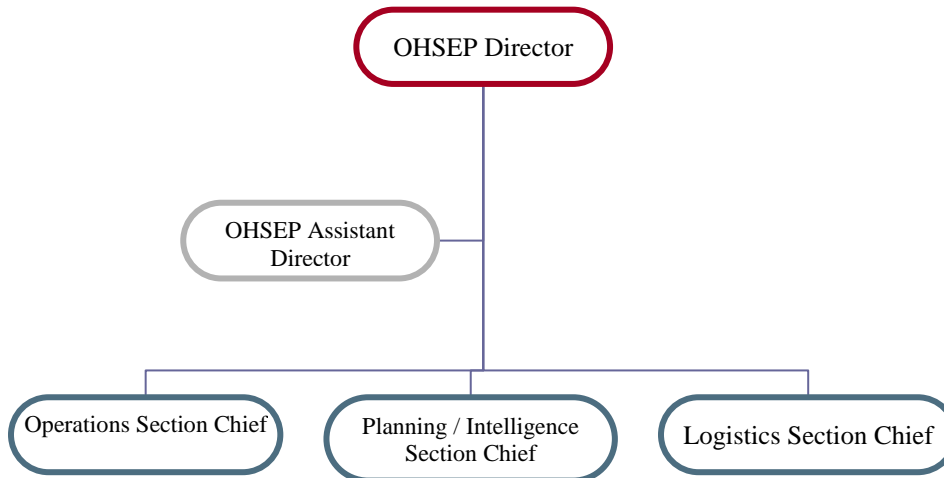
ASCENSION PARISH ALL HAZARDS EMERGENCY OPERATIONS PLAN

BASIC PLAN



APPENDIX B

OHSEP Organizational Chart



ASCENSION PARISH ALL HAZARDS EMERGENCY OPERATIONS PLAN

BASIC PLAN



APPENDIX C

Lines of Succession

I. Parish President

- A. Parish President
- B. Chief Administrative Officer
- C. Parish Council Chair

II. Municipalities

- A. Mayor
- B. Mayor Pro-tem

III. Office of Homeland Security and Emergency Preparedness

- A. Director
- B. Assistant Director

IV. Sheriff's Office

- A. Sheriff
- B. Chief Deputy
- C. Chief of Criminal Operations

V. Fire Departments

- A. Chief
- B. Assistant Chief
- C. Captain



APPENDIX D

Definitions

1. **Agency:** A division of government with a specific function offering a particular kind of assistance. In ICS, agencies are defined either as jurisdictional (having statutory responsibility for incident management) or as assisting or cooperating (providing resources or other assistance).
2. **Agency Representative:** A person assigned by a primary, assisting, or cooperating Federal, State, local, or tribal government agency or private entity that has been delegated authority to make decisions affecting that agency's or organization's participation in incident management activities following appropriate consultation with the leadership of that agency.
3. **Area Command (Unified Area Command):** An organization established (1) to oversee the management of multiple incidents that are each being handled by an ICS organization or (2) to oversee the management of large or multiple incidents to which several Incident Management Teams have been assigned. Area Command has the responsibility to set overall strategy and priorities, allocate critical resources according to priorities, ensure that incidents are properly managed, and ensure that objectives are met and strategies followed. Area Command becomes Unified Area Command when incidents are multi-jurisdictional. Area Command may be established at an emergency operations center facility or at some location other than an incident command post.
4. **Assessment:** The evaluation and interpretation of measurements and other information to provide a basis for decision-making.
5. **Assignments:** Tasks given to resources to perform within a given operational period that are based on operational objectives defined in the IAP.
6. **Assistant:** Title for subordinates of principal Command Staff positions. The title indicates a level of technical capability, qualifications, and responsibility subordinate to the primary positions. Assistants may also be assigned to unit leaders.
7. **Assisting Agency:** An agency or organization providing personnel, services, or other resources to the agency with direct responsibility for incident management. See also: Supporting Agency.
8. **Available Resources:** Resources assigned to an incident, checked in, and available for a mission assignment, normally located in a Staging Area.
9. **Branch:** The organizational level having functional or geographical responsibility for major aspects of incident operations. A branch is organizationally situated between the section and the division or group in the Operations Section, and between the section and units in the Logistics Section. Branches are identified by the use of Roman numerals or by functional area.
10. **Chain of Command:** A series of command, control, executive, or management positions in hierarchical order of authority.

ASCENSION PARISH ALL HAZARDS EMERGENCY OPERATIONS PLAN

BASIC PLAN



11. **Check-In:** The process through which resources first report to an incident. Check-in locations include the incident command post, Resources Unit, incident base, camps, staging areas, or directly on the site.
12. **Chief:** The ICS title for individuals responsible for management of functional sections: Operations, Planning, Logistics, Finance/Administration, and Intelligence (if established as a separate section).
13. **Command:** The act of directing, ordering, or controlling by virtue of explicit statutory, regulatory, or delegated authority.
14. **Command Staff:** In an incident management organization, the Command Staff consists of the Incident Command and the special staff positions of Public Information Officer, Safety Officer, Liaison Officer, and other positions as required, who report directly to the Incident Commander. They may have an assistant or assistants, as needed.
15. **Common Operating Picture:** A broad view of the overall situation as reflected by situation reports, aerial photography, and other information or intelligence.
16. **Communications Unit:** An organizational unit in the Logistics Section responsible for providing communication services at an incident or an EOC. A Communications Unit may also be a facility (e.g., a trailer or mobile van) used to support an Incident Communications Center.
17. **Cooperating Agency:** An agency supplying assistance other than direct operational or support functions or resources to the incident management effort.
18. **Coordinate:** To advance systematically an analysis and exchange of information among principals who have or may have a need to know certain information to carry out specific incident management responsibilities.
19. **Critical Infrastructure (CI):** assets, systems, and networks, whether physical or virtual, so vital to the United States that their incapacitation or destruction would have a debilitating effect on security, national economic security, national public health or safety, or any combination thereof.
20. **Deputy:** A fully qualified individual who, in the absence of a superior, can be delegated the authority to manage a functional operation or perform a specific task. In some cases, a deputy can act as relief for a superior and, therefore, must be fully qualified in the position. Deputies can be assigned to the Incident Commander, General Staff, and Branch Directors.
21. **Dispatch:** The ordered movement of a resource or resources to an assigned operational mission or an administrative move from one location to another.
22. **Division:** The partition of an incident into geographical areas of operation. Divisions are established when the number of resources exceeds the manageable span of control of the Operations Chief. A division is located within the ICS organization between the branch and resources in the Operations Section.



23. **Emergency:** Absent a Presidential declared emergency, any incident(s), human-caused or natural, that requires responsive action to protect life or property. Under the Robert T. Stafford Disaster Relief and Emergency Assistance Act, an emergency means any occasion or instance for which, in the determination of the President, Federal assistance is needed to supplement State and local efforts and capabilities to save lives and to protect property and public health and safety, or to lessen or avert the threat of a catastrophe in any part of the United States.
24. **Emergency Operations Centers (EOCs):** The physical location at which the coordination of information and resources to support domestic incident management activities normally takes place. An EOC may be a temporary facility or may be located in a more central or permanently established facility, perhaps at a higher level of organization within a jurisdiction. EOCs may be organized by major functional disciplines (e.g., fire, law enforcement, and medical services), by jurisdiction (e.g., Federal, State, regional, county, city, tribal), or some combination thereof.
25. **Emergency Operations Plan:** The "steady-state" plan maintained by various jurisdictional levels for responding to a wide variety of potential hazards.
26. **Emergency Public Information:** Information that is disseminated primarily in anticipation of an emergency or during an emergency. In addition to providing situational information to the public, it also frequently provides directive actions required to be taken by the general public
27. **Emergency Response Provider:** Includes Federal, State, local, and tribal emergency public safety, law enforcement, emergency response, emergency medical (including hospital emergency facilities), and related personnel, agencies, and authorities.
28. **Evacuation:** Organized, phased, and supervised withdrawal, dispersal, or removal of civilians from dangerous or potentially dangerous areas, and their reception and care in safe areas.
29. **Event:** A planned, non-emergency activity. ICS can be used as the management system for a wide range of events, e.g., parades, concerts, or sporting events.
30. **Federal:** Of or pertaining to the Federal Government of the United States of America.
31. **Function:** Function refers to the five major activities in ICS: Command, Operations, Planning, Logistics, and Finance/Administration. The term function is also used when describing the activity involved, e.g., the planning function. A sixth function, Intelligence, may be established, if required, to meet incident management needs.
32. **General Staff:** A group of incident management personnel organized according to function and reporting to the Incident Commander. The General Staff normally consists of the Operations Section Chief, Planning Section Chief, Logistics Section Chief, and Finance/Administration Section Chief.
33. **Group:** Established to divide the incident management structure into functional areas of operation. Groups are composed of resources assembled to perform a special function



necessarily within a single geographic division. Groups, when activated, are located between branches and resources in the Operations Section.

34. **Hazard:** Something that is potentially dangerous or harmful, often the root cause of an unwanted outcome.
35. **Incident:** An occurrence or event, natural or human-caused, which requires an emergency response to protect life or property. Incidents can, for example, include major disasters, emergencies, terrorist attacks, terrorist threats, wild land and urban fires, floods, hazardous materials spills, nuclear accidents, aircraft accidents, earthquakes, hurricanes, tornadoes, tropical storms, war-related disasters, public health and medical emergencies, and other occurrences requiring an emergency response.
36. **Incident Action Plan (IAP):** An oral or written plan containing general objectives reflecting the overall strategy for managing an incident. It may include the identification of operational resources and assignments. It may also include attachments that provide direction and important information for management of the incident during one or more operational periods.
37. **Incident Command Post (ICP):** The field location at which the primary tactical-level, on-scene incident command functions are performed. The ICP may be collocated with the incident base or other incident facilities and is normally identified by a green rotating or flashing light.
38. **Incident Command System (ICS):** A standardized on-scene emergency management construct specifically designed to provide for the adoption of an integrated organizational structure that reflects the complexity and demands of single or multiple incidents, without being hindered by jurisdictional boundaries. ICS is the combination of facilities, equipment, personnel, procedures, and communications operating within a common organizational structure, designed to aid in the management of resources during incidents. It is used for all kinds of emergencies and is applicable to small as well as large and complex incidents.

ICS is used by various jurisdictions and functional agencies, both public and private, to organize field-level incident management operations.
39. **Incident Commander (IC):** The individual responsible for all incident activities, including the development of strategies and tactics and the ordering and the release of resources. The IC has overall authority and responsibility for conducting incident operations and is responsible for the management of all incident operations at the incident site.
40. **Incident Management Team (IMT):** The IC and appropriate Command and General Staff personnel assigned to an incident.
41. **Incident Objectives:** Statements of guidance and direction necessary for selecting appropriate strategy(s) and the tactical direction of resources. Incident objectives are based on realistic expectations of what can be accomplished when all allocated resources have been effectively deployed. Incident objectives must be achievable and measurable, yet flexible enough to allow strategic and tactical alternatives.
42. **Initial Action:** The actions taken by those responders first to arrive at an incident site.



43. **Initial Response:** Resources initially committed to an incident.
44. **Intelligence Officer:** The intelligence officer is responsible for managing internal information, intelligence, and operational security requirements supporting incident management activities. These may include information security and operational security activities, as well as the complex task of ensuring that sensitive information of all types (e.g., classified information, law enforcement sensitive information, proprietary information, or export-controlled information) is handled in a way that not only safeguards the information, but also ensures that it gets to those who need access to it to perform their missions effectively and safely.
45. **Joint Information Center (JIC):** A facility established to coordinate all incident-related public information activities. It is the central point of contact for all news media at the scene of the incident. Public information officials from all participating agencies should collocate at the JIC.
46. **Joint Information System (JIS):** Integrates incident information and public affairs into a cohesive organization designed to provide consistent, coordinated, timely information during crisis or incident operations. The mission of the JIS is to provide a structure and system for developing and delivering coordinated interagency messages; developing, recommending, and executing public information plans and strategies on behalf of the IC; advising the IC concerning public affairs issues that could affect a response effort; and controlling rumors and inaccurate information that could undermine public confidence in the emergency response effort.
47. **Jurisdiction:** A range or sphere of authority. Public agencies have jurisdiction at an incident related to their legal responsibilities and authority. Jurisdictional authority at an incident can be political or geographical (e.g., city, county, tribal, State, or Federal boundary lines) or functional (e.g., law enforcement, public health).
48. **Key Resources (KR):** provide the essential services that underpin American society. The Nation possesses numerous key resources, whose exploitation or destruction by terrorists could cause catastrophic health effects or mass casualties comparable to those from the use of a weapon of mass destruction, or could profoundly affect our national prestige and morale. In addition, there is critical infrastructure so vital that its incapacitation, exploitation, or destruction, through terrorist attack, could have a debilitating effect on security and economic well-being.
49. **Liaison:** A form of communication for establishing and maintaining mutual understanding and cooperation.
50. **Liaison Officer:** A member of the Command Staff responsible for coordinating with representatives from cooperating and assisting agencies.
51. **Local Government:** A county, municipality, city, town, township, local public authority, school district, special district, intrastate district, council of governments (regardless of whether the council of governments is incorporated as a nonprofit corporation under State law), regional or interstate government entity, or agency or instrumentality of a local government; an Indian tribe or authorized tribal organization, or in Alaska a Native village

ASCENSION PARISH ALL HAZARDS EMERGENCY OPERATIONS PLAN

BASIC PLAN



or Alaska Regional Native Corporation; a rural community, unincorporated town or village, or other public entity. See Section 2 (10), Homeland Security Act of 2002, Pub. L. 107-296, 116 Stat. 2135 (2002).

52. **Logistics:** Providing resources and other services to support incident management.
53. **Logistics Section:** The section responsible for providing facilities, services, and material support for the incident.
54. **Major Disaster:** As defined under the Robert T. Stafford Disaster Relief and Emergency Assistance Act (42 U.S.C. 5122), a major disaster is any natural catastrophe (including any hurricane, tornado, storm, high water, wind-driven water, tidal wave, tsunami, earthquake, volcanic eruption, landslide, mudslide, 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 disaster assistance under this Act to supplement the efforts and available resources of States, tribes, local governments, and disaster relief organizations in alleviating the damage, loss, hardship, or suffering caused thereby.
55. **Management by Objective:** A management approach that involves a four-step process for achieving the incident goal. The Management by Objectives approach includes the following: establishing overarching objectives; developing and issuing assignments, plans, procedures, and protocols; establishing specific, measurable objectives for various incident management functional activities and directing efforts to fulfill them, in support of defined strategic objectives; and documenting results to measure performance and facilitate corrective action.
56. **Mitigation:** The activities designed to reduce or eliminate risks to persons or property or to lessen the actual or potential effects or consequences of an incident. Mitigation measures may be implemented prior to, during, or after an incident. Mitigation measures are often informed by lessons learned from prior incidents. Mitigation involves ongoing actions to reduce exposure to, probability of, or potential loss from hazards. Measures may include zoning and building codes, floodplain buyouts, and analysis of hazard related data to determine where it is safe to build or locate temporary facilities. Mitigation can include efforts to educate governments, businesses, and the public on measures they can take to reduce loss and injury.
57. **Mobilization:** The process and procedures used by all organizations (Federal, State, local, and tribal) for activating, assembling, and transporting all resources that have been requested to respond to or support an incident.
58. **Multi-agency Coordination Entity:** A multi-agency coordination entity functions within a broader multi-agency coordination system. It may establish the priorities among incidents and associated resource allocations, deconflict agency policies, and provide strategic guidance and direction to support incident management activities.
59. **Multi-agency Coordination Systems:** Multi-agency Coordination Systems provide the architecture to support coordination for incident prioritization, critical resource allocation, communications systems integration, and information coordination. The components of



Multi-agency Coordination Systems include facilities, equipment; emergency operation centers (EOCs), specific multi-agency coordination entities, personnel, procedures, and communications. These systems assist agencies and organizations to fully integrate the subsystems of the NIMS.

60. **Multi-Jurisdictional Incident:** An incident requiring action from multiple agencies that each have jurisdiction to manage certain aspects of an incident. In ICS, these incidents will be managed under Unified Command.
61. **Mutual-Aid Agreement:** Written agreement between agencies and/or jurisdictions that they will assist one another on request, by furnishing personnel, equipment, and/or expertise in a specified manner.
62. **National:** Of a nationwide character, including the Federal, State, local, and tribal aspects of governance and polity.
63. **National Disaster Medical System:** A cooperative, asset-sharing partnership between the U.S. Department of Health and Human Services, the U.S. Department of Veterans Affairs, the U.S. Department of Homeland Security, and the U.S. Department of Defense. NDMS provides resources for meeting the continuity of care and mental health services requirements of the Emergency Support Function 8 in the Federal Response Plan.
64. **National Incident Management System:** A system mandated by HSPD-5 that provides a consistent nationwide approach for Federal, State, local, and tribal governments; the private-sector, and nongovernmental organizations to work effectively and efficiently together to prepare for, respond to, and recover from domestic incidents, regardless of cause, size, or complexity. To provide for interoperability and compatibility among Federal, State, local, and tribal capabilities, the NIMS includes a core set of concepts, principles, and terminology. HSPD-5 identifies these as the ICS; Multi-agency Coordination Systems; training; identification and management of resources (including systems for classifying types of resources); qualification and certification; and the collection, tracking, and reporting of incident information and incident resources.
65. **National Response Plan:** A plan mandated by HSPD-5 that integrates Federal domestic prevention, preparedness, response, and recovery plans into one all-discipline, all-hazards plan.
66. **Nongovernmental Organization:** An entity with an association that is based on interests of its members, individuals, or institutions and that is not created by a government, but may work cooperatively with government. Such organizations serve a public purpose, not a private benefit. Examples of NGOs include faith-based charity organizations and the American Red Cross.
67. **Operational Period:** The time scheduled for executing a given set of operation actions, as specified in the Incident Action Plan. Operational periods can be of various lengths, although usually not over 24 hours.
68. **Operations Section:** The section responsible for all tactical incident operations. In ICS, it normally includes subordinate branches, divisions, and/or groups.



69. **Personnel Accountability:** The ability to account for the location and welfare of incident personnel. It is accomplished when supervisors ensure that ICS principles and processes are functional and that personnel are working within established incident management guidelines.
70. **Planning Meeting:** A meeting held as needed prior to and throughout the duration of an incident to select specific strategies and tactics for incident control operations and for service and support planning. For larger incidents, the planning meeting is a major element in the development of the Incident Action Plan (IAP).
71. **Planning Section:** Responsible for the collection, evaluation, and dissemination of operational information related to the incident, and for the preparation and documentation of the IAP. This section also maintains information on the current and forecasted situation and on the status of resources assigned to the incident.
72. **Preparedness:** The range of deliberate, critical tasks and activities necessary to build, sustain, and improve the operational capability to prevent, protect against, respond to, and recover from domestic incidents. Preparedness is a continuous process. Preparedness involves efforts at all levels of government and between government and private-sector and nongovernmental organizations to identify threats, determine vulnerabilities, and identify required resources. Within the NIMS, preparedness is operationally focused on establishing guidelines, protocols, and standards for planning, training and exercises, personnel qualification and certification, equipment certification, and publication management.
73. **Preparedness Organizations:** The groups that provide interagency coordination for domestic incident management activities in a non-emergency context. Preparedness organizations can include all agencies with a role in incident management, for prevention, preparedness, response, or recovery activities. They represent a wide variety of committees, planning groups, and other organizations that meet and coordinate to ensure the proper level of planning, training, equipping, and other preparedness requirements within a jurisdiction or area.
74. **Prevention:** Actions to avoid an incident or to intervene to stop an incident from occurring. Prevention involves actions to protect lives and property. It involves applying intelligence and other information to a range of activities that may include such countermeasures as deterrence operations; heightened inspections; improved surveillance and security operations; investigations to determine the full nature and source of the threat; public health and agricultural surveillance and testing processes; immunizations, isolation, or quarantine; and, as appropriate, specific law enforcement operations aimed at deterring, preempting, interdicting, or disrupting illegal activity and apprehending potential perpetrators and bringing them to justice.
75. **Private Sector:** Organizations and entities that are not part of any governmental structure. It includes for-profit and not-for-profit organizations, formal and informal structures, commerce and industry, and private voluntary organizations (PVO).



76. **Processes:** Systems of operations that incorporate standardized procedures, methodologies, and functions necessary to provide resources effectively and efficiently. These include resource typing, resource ordering and tracking, and coordination.
77. **Public Information Officer:** A member of the Command Staff responsible for interfacing with the public and media or with other agencies with incident-related information requirements.
78. **Publications Management:** The publications management subsystem includes materials development, publication control, publication supply, and distribution. The development and distribution of NIMS materials is managed through this subsystem. Consistent documentation is critical to success, because it ensures that all responders are familiar with the documentation used in a particular incident regardless of the location or the responding agencies involved.
79. **Qualification and Certification:** This subsystem provides recommended qualification and certification standards for emergency responder and incident management personnel. It also allows the development of minimum standards for resources expected to have an interstate application. Standards typically include training, currency, experience, and physical and medical fitness.
80. **Reception Area:** This refers to a location separate from staging areas, where resources report in for processing and out-processing. Reception Areas provide accountability, security, situational awareness briefings, safety awareness, distribution of IAPs, supplies and equipment, feeding, and bed down.
81. **Recovery:** The development, coordination, and execution of service- and site-restoration plans; the reconstitution of government operations and services; individual, private sector, non-governmental and public-assistance programs to provide housing and to promote restoration; long-term care and treatment of affected persons; additional measures for social, political, environmental, and economic restoration; evaluation of the incident to identify lessons learned; post-incident reporting; and development of initiatives to mitigate the effects of future incidents.
82. **Recovery Plan:** A plan developed by a State, local, or tribal jurisdiction with assistance from responding Federal agencies to restore the affected area.
83. **Resources:** Personnel and major items of equipment, supplies, and facilities available or potentially available for assignment to incident operations and for which status is maintained. Resources are described by kind and type and may be used in operational support or supervisory capacities at an incident or at an EOC.
84. **Resource Management:** Efficient incident management requires a system for identify in available resources at all jurisdictional levels to enable timely and unimpeded access to resources needed to prepare for, respond to, or recover from an incident. Resource management under the NIMS includes mutual-aid agreements; the use of special Federal, State, local, and tribal teams; and resource mobilization protocols.

ASCENSION PARISH ALL HAZARDS EMERGENCY OPERATIONS PLAN

BASIC PLAN



85. **Resources Unit:** Functional unit within the Planning Section responsible for recording the status of resources committed to the incident. This unit also evaluates resources currently committed to the incident, the effects additional responding resources will have on the incident, and anticipated resource needs.
86. **Response:** Activities that address the short-term, direct effects of an incident. Response includes immediate actions to save lives, protect property, and meet basic human needs. Response also includes the execution of emergency operations plans and of mitigation activities designed to limit the loss of life, personal injury, property damage, and other unfavorable outcomes. As indicated by the situation, response activities include applying intelligence and other information to lessen the effects or consequences of an incident; increased security operations; continuing investigations into nature and source of the threat; ongoing public health and agricultural surveillance and testing processes; immunizations, isolation, or quarantine; and specific law enforcement operations aimed at preempting, interdicting, or disrupting illegal activity, and apprehending actual perpetrators and bringing them to justice.
87. **Safety Officer:** A member of the Command Staff responsible for monitoring and assessing safety hazards or unsafe situations and for developing measures for ensuring personnel safety.
88. **Section:** The organizational level having responsibility for a major functional area of incident management, e.g., Operations, Planning, Logistics, Finance/Administration, and Intelligence (if established). The section is organizationally situated between the branch and the Incident Command.
89. **Span of Control:** The number of individuals a supervisor is responsible for, usually expressed as the ratio of supervisors to individuals. (Under the NIMS, an appropriate span of control is between 1:3 and 1:7.)
90. **Staging Area:** Location established where resources can be placed while awaiting a tactical assignment. The Operations Section manages Staging Areas.
91. **State:** When capitalized, refers to any State of the United States, the District of Columbia, the Commonwealth of Puerto Rico, the Virgin Islands, Guam, American Samoa, the Commonwealth of the Northern Mariana Islands, and any possession of the United States. See Section 2 (14), Homeland Security Act of 2002, Pub. L. 107-296, 116 Stat. 2135 (2002).
92. **Strategic:** Strategic elements of incident management are characterized by continuous long-term, high-level planning by organizations headed by elected or other senior officials. These elements involve the adoption of long-range goals and objectives, the setting of priorities; the establishment of budgets and other fiscal decisions, policy development, and the application of measures of performance or effectiveness.
93. **Strike Team:** A set number of resources of the same kind and type that have an established minimum number of personnel.
94. **Strategy:** The general direction selected to accomplish incident objectives set by the IC.



95. **Supporting Technologies:** Any technology that may be used to support the NIMS is included in this subsystem. These technologies include ortho-photo mapping, remote automatic weather stations, infrared technology, and communications, among various others.
96. **Task Force:** Any combination of resources assembled to support a specific mission or operational need. All resource elements within a Task Force must have common communications and a designated leader.
97. **Technical Assistance:** Support provided to State, local, and tribal jurisdictions when they have the resources but lack the complete knowledge and skills needed to perform a required activity (such as mobile-home park design and hazardous material assessments).
98. **Terrorism:** Under the Homeland Security Act of 2002, terrorism is defined as activity that involves an act dangerous to human life or potentially destructive of critical infrastructure or key resources and is a violation of the criminal laws of the United States or of any State or other subdivision of the United States in which it occurs and is intended to intimidate or coerce the civilian population or influence a government or affect the conduct of a government by mass destruction, assassination, or kidnapping. See Section 2 (15), Homeland Security Act of 2002, Pub. L. 107-296, 116 Stat. 2135 (2002).
99. **Threat:** An indication of possible violence, harm, or danger.
100. **Tools:** Those instruments and capabilities that allow for the professional performance of tasks, such as information systems, agreements, doctrine, capabilities, and legislative authorities.
101. **Tribal:** Any Indian tribe, band, nation, or other organized group or community, including any Alaskan Native Village as defined in or established pursuant to the Alaskan Native Claims Settlement Act (85 stat. 688) [43 U.S.C.A. and 1601 et seq.], that is recognized as eligible for the special programs and services provided by the United States to Indians because of their status as Indians.
102. **Type:** A classification of resources in the ICS that refers to capability. Type 1 is generally considered to be more capable than Types 2, 3, or 4, respectively, because of size; power; capacity; or, in the case of incident management teams, experience and qualifications.
103. **Unified Area Command:** A Unified Area Command is established when incidents under an Area Command are multi-jurisdictional. (See Area Command.)
104. **Unified Command:** An application of ICS used when there is more than one agency with incident jurisdiction or when incidents cross-political jurisdictions. Agencies work together through the designated members of the UC, often the senior person from agencies and/or disciplines participating in the UC, to establish a common set of objectives and strategies and a single IAP.
105. **Unit:** The organizational element having functional responsibility for a specific incident planning, logistics, or finance/administration activity.

ASCENSION PARISH ALL HAZARDS EMERGENCY OPERATIONS PLAN

BASIC PLAN



106. **Unity of Command:** The concept by which each person within an organization reports to one and only one designated person. The purpose of unity of command is to ensure unity of effort under one responsible commander for every objective.
107. **Volunteer:** For purposes of the NIMS, a volunteer is any individual accepted to perform services by the lead agency, which has authority to accept volunteer services, when the individual performs services without promise, expectation, or receipt of compensation for services performed. See, e.g., 16 U.S.C. 742f(c) and 29 CFR 553.101

ASCENSION PARISH ALL HAZARDS EMERGENCY OPERATIONS PLAN

BASIC PLAN



APPENDIX E

Acronyms

ALS	Advanced Life Support
DOC	Department Operations Center
CI	Critical Infrastructure
CI/KR	Critical Infrastructure/ Key Resources
EMAC	Emergency Management Assistance Compact
EOC	Emergency Operations Center
EOP	Emergency Operations Plan
FOG	Field Operations Guide
GIS	Geographic Information System
HAZMAT	Hazardous Material
HSPD-5	Homeland Security Presidential Directive-5
IAP	Incident Action Plan
IC	Incident Commander
ICP	Incident Command Post
ICS	Incident Command System
IC or LIC	Incident Command or Unified Command
IMT	Incident Management Team
JIS	Joint Information System
JIC	Joint Information Center
KR	Key Resources
LNO	Liaison Officer

ASCENSION PARISH ALL HAZARDS EMERGENCY OPERATIONS PLAN

BASIC PLAN



NDMS	National Disaster Medical System
NGO	Nongovernmental Organization
NIMS	National Incident Management System
NRP	National Response Plan
POLREP	Pollution Report
PIO	Public Information Officer
PVO	Private Voluntary Organizations
R&D	Research and Development
RESTAT	Resources Status
ROSS	Resource Ordering and Status System
SDO	Standards Development Organizations
SITREP	Situation Report
SO	Safety Officer
SOP	Standard Operating Procedure
LIC	Unified Command
US&R	Urban Search and Rescue



APPENDIX F

Critical Infrastructure (CI)

KEY TRANSPORTATION INFRASTRUCTURE

- A. Interstate 10
- B. US Hwy 61 (Airline Hwy)
- C. US Hwy 44 (Burnside)
- D. US Hwy 30
- E. Ascension/ St. James Airport
- F. Railroad Systems
 - 1. Union Pacific
 - 2. Kansas City Southern
 - 3. Canadian National
- G. Sunshine Bridge (*Donaldsonville, St. James Parish*)

II. KEY GOVERNMENT / AGENCIES

- A. Parish Government:
 - 1. Gonzales
 - a) Parish President's Office / Administration
 - (1) 208 East Railroad Street, Gonzales, LA 70737 (East)
 - (2) 300 Houmas Street, Donaldsonville, LA 70346 (West)
 - b) Public Works Department
 - (1) 42077 Churchpoint Rd., Gonzales, LA 70737 (East)
 - (2) 725 Church St., Donaldsonville, LA 70346 (West)
 - c) Courthouse East
 - (1) 828 South Irma Blvd. Building 2, Gonzales, LA 70737
 - d) Courthouse West
 - (1) 300 Houmas Street, Donaldsonville, LA 70346
 - 2. Donaldsonville
 - a) Human Resources Office
 - (1) 114 Nicholls Street, Donaldsonville, LA 70346
 - b) Donaldsonville City Hall
 - (1) 609 Railroad Ave., Donaldsonville, LA 70346

ASCENSION PARISH ALL HAZARDS EMERGENCY OPERATIONS PLAN

BASIC PLAN



3. Sorrento
 - a) Sorrento Pumping Station
 - b) McElroy Pumping Station

B. District Attorney:

1. Gonzales (East)
 - a) 1124 South Burnside Ave. Suite 200A, Gonzales, LA 70737
2. Donaldsonville (West)
 - a) 201 Opelousas Street, Donaldsonville, LA 70346

C. Ascension Parish Sheriff's Office:

1. Gonzales
 - a) Public Safety Center
 - (1) 13192 Airline Hwy., Gonzales, LA 70737
 - b) Patrol and Traffic Substation
 - (1) 15482 Airline Hwy., Gonzales, LA 70737
 - c) Business Office / Courthouse East
 - (1) 828 South Irma Blvd., Gonzales, LA 70737
 - d) Training Facility
 - (1) 9094 South St. Landry Road, Gonzales, LA 70737
 - e) Range Complex
 - (1) 9134 South St. Landry Road, Gonzales, LA 70737
2. Donaldsonville
 - a) Courthouse West
 - (1) 300 Houmas Street, Donaldsonville, LA 70346
 - b) Donaldsonville City Hall
 - (1) 609 Rail Road Ave, Donaldsonville, LA 70346
 - c) Jail
 - (1) 2384 Lemenville Cutoff Rd., Donaldsonville, LA 70346

D. Clerk of Court:

1. Gonzales
 - a) 815 East Worthy Street, Gonzales, LA 70737
2. Donaldsonville

ASCENSION PARISH ALL HAZARDS EMERGENCY OPERATIONS PLAN

BASIC PLAN



- a) 300 Houmas Street, Donaldsonville, LA 70346
- E. County Agent
 - 1. 9039 St. Landry Road, Building C, Gonzales, LA 70737
- F. Coroner's Office
 - 1. 2647 South Saint Elizabeth Blvd., Gonzales, LA 70737
- G. Health Unit:
 - 1. 1024 S.E. Ascension Complex, Gonzales, LA 70737
- H. School Board Office:
 - 1. 1100 Webster St., Donaldsonville, LA 70346
- I. Municipality Government:
 - 1. City of Gonzales:
 - a) City Hall: 120 North Irma Blvd., Gonzales, LA 70737
 - 2. City of Donaldsonville:
 - a) City Hall: 609 Rail Road Ave, Donaldsonville, LA 70346
 - 3. Town of Sorrento:
 - a) 8173 Main Street, Sorrento, LA 70778
- J. Police Department:
 - 1. Gonzales City Police
 - a) 415 East Cornerview Street, Gonzales, LA 70737

III. EMERGENCY SUPPLIES & EQUIPMENT LOCATIONS

- A. Equipment
 - 1. *See DPW East and West*
- B. Pharmacies (Refer to CI/KR List in WebEOC)
- C. Hospitals
 - 1. St. Elizabeth Hospital, 1125 West Highway 30, Gonzales, LA 70737
 - 2. Prevost Memorial Hospital, 301 Memorial Drive, Donaldsonville, LA 70346
- D. OHSEP Warehouse
 - 1. Roddy Rd., Gonzales, LA 70737
 - 2. 725 Church Street, Donaldsonville, LA 70346

ASCENSION PARISH ALL HAZARDS EMERGENCY OPERATIONS PLAN

BASIC PLAN



IV. FOOD & FUEL STORAGE FACILITIES

A. Bulk Plants, Oil Marketers and Gas Stations (Refer to CI/KR List in WebEOC)

1. Ascension DPW Bulk Fuel Storage
2. Robert Distributors, Hwy 44, Gonzales
3. Fuel Man – First Responders (*Cornerview*)
4. *See Fuel Plan, ESF 12*

B. All Food Stores

1. Refer to CI/KR List in WebEOC



APPENDIX G

Critical Staff

I. EMERGENCY SERVICES

- A. Emergency services and the continued operations of vital facilities dictate the need for certain personnel to maintain operations around the clock.

II. STAFFING REQUIREMENTS

- A. Critical facilities and services will be kept in operation by a minimum number of key workers. These essential employees will generally commute to their work locations, in 12 hour shifts, from assigned lodgings in their host area.

III. STAFFING TRANSPORTATION

- A. Transportation of essential staff, from the host area to the risk area and back, will be accomplished by the use of privately owned vehicles, an/ or by the use of buses which will be provided, with drivers, for the purpose of transporting key workers from host to risk area and back. Buses assigned for these transportation requirements will remain in the risk area after unloading workers at their assigned work sites and will remain at the work site until the 12-hour shift has been completed and will then relocate back to the host area.
- B. Critical Staffing is the responsibility of Department heads using the attached documentation (*See documentation below and on file in EOC*)

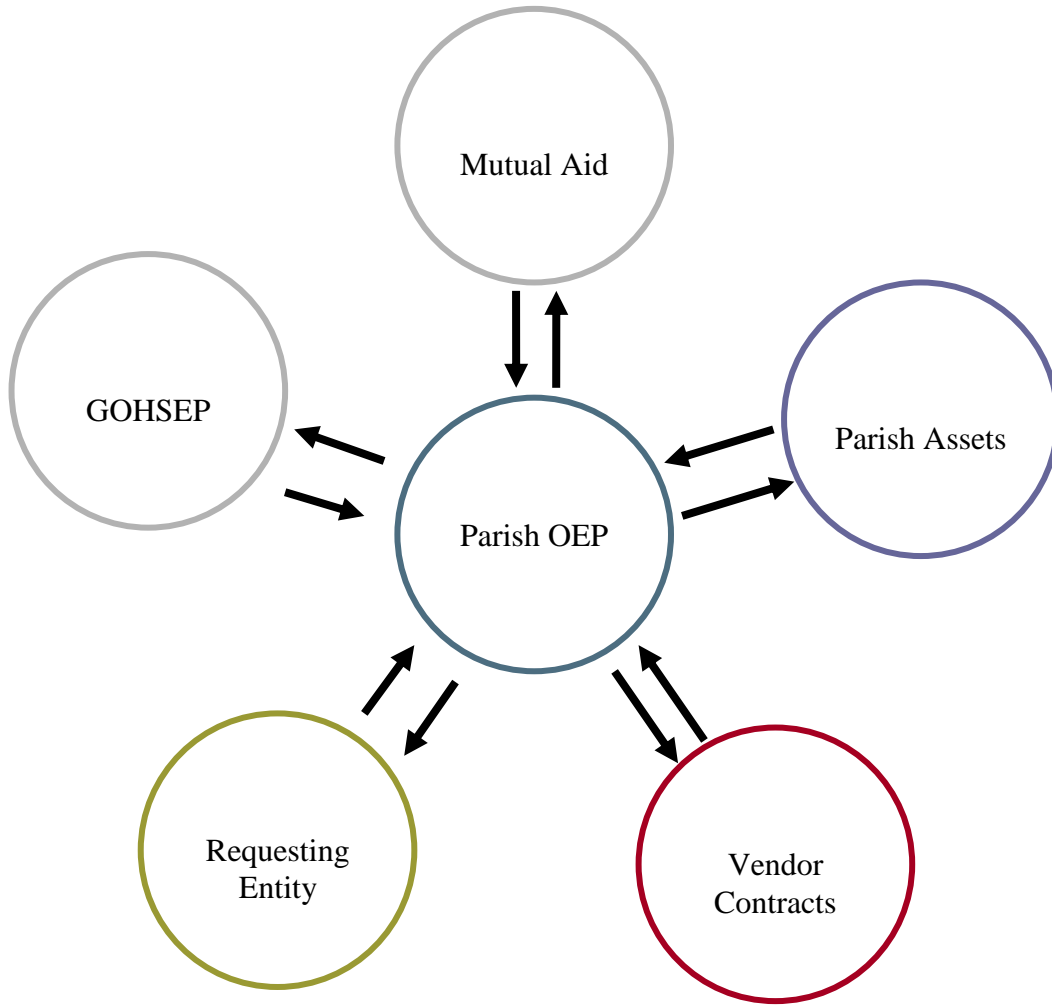
ASCENSION PARISH ALL HAZARDS EMERGENCY OPERATIONS PLAN

BASIC PLAN



APPENDIX H

Operations Resource Request Flow Chart





ESF 1 – Transportation

Last Updated: April 2015

ESF 1 TASKED AGENCIES	
ESF Coordinator	APSB Transportation Coordinator
Primary Agency	AP OHSEP
Supporting Agencies	APSB, APSO, GPD
Adjunct/ NGO	COA, Volunteer Ascension

I. PURPOSE:

Emergency Support Function 1 provides for the acquisition, provision and coordination of transportation for people and materials for emergency and disaster situations. The services and activities provided under this ESF will include the identification, acquisition, arrangement, mobilization and coordination of available parish government, school board, transportation agency, private industry and voluntary transportation equipment, manpower and technical expertise to meet the requirements of providing essential transportation services before, during and after emergencies and disasters. The ESF also covers the actions that need to be taken to facilitate transportation and overcome impediments in emergencies and disasters.

II. SITUATION AND ASSUMPTIONS

A. Situation

1. The primary responsibility for ESF-1 rest with the Transportation Officer on the Ascension Parish EOC Staff. The Director of Transportation from the Ascension Parish School District will fill this position.
2. Due to the multiple natural hazards within Ascension Parish, every resident is within a risk area.
3. War Related / Terrorism Hazards / Homeland Security
 - a) A terrorism attack or attack by a foreign country is possible at any time and could take the form of a nuclear, chemical, biological, explosive or conventional incident. It is likely an attack would be preceded by a period of international tension. This would provide adequate time to prepare the public. It is possible, however, that the warning time may be as little as fifteen minutes. An accidental weapons launch is also a possibility. Warnings concerning terrorist activity could result from communications, with Federal, State and other Local agencies. The Department of Homeland Security will issue warnings and an overall threat level for the country, region, state or local area.
4. The principal means of transportation in an emergency for persons living, working or traveling in risk areas of Ascension Parish is the private automobile, augmented by bus transportation.



ESF 1 – Transportation

Last Updated: April 2015

5. According to the U.S. Census Bureau’s “Profile of Selected Housing Characteristics 2000”, 7.9% residents reported not having their own transportation within their household. Through Public Information strategies encouraging residence to assist their neighbors in a time of need and the number of vehicles that are available, Ascension Parish estimates its population without transportation in an emergency will be 3.5% of its total population.
6. In the event of an emergency requiring evacuation, transportation will be arranged for five groups of persons:
 - a) School students while schools are in session.
 - b) Children in the custody of day care centers.
 - c) Institutionalized persons in hospitals, nursing homes and prisons.
 - d) Non-institutionalized disabled persons without means of transportation.
 - e) Persons without access to transportation.
7. Ascension Parish Schools provides bus transportation.
8. Ascension Parish Council on Aging will provide transportation assistance as needed and able.
9. Baton Rouge Area Commuter Services Program will provide transportation assistance as needed and able.
10. Ascension Parish Sheriff’s Office and Municipal Law Enforcement Departments will be the primary agencies for the removal of stalled vehicles. If the vehicle is unable to be pushed from the roadway local tow services may be requested through the 911 Center. If local tow services are unavailable Parish and Municipal Public Works equipment may be used to remove the vehicle. Impediments blocking major roads within Ascension Parish will be the primary responsibility of DOTD with the assistance of Parish and Municipal Public Works.
11. Pickup points have been established at local schools throughout the Parish to provide transportation for residents who do not have their own means. To supplement this process, bus routes may be establish in addition to pick up points on a per emergency basis.
12. Rest areas have been identified along evacuation routes by the state to provide information to evacuees. Each of these sites when activated will have emergency fuel (on-site or within a reasonable distance), water, medical aid, minor vehicle maintenance (on-site or within a reasonable distance), information and comfort facilities.
13. Traffic and Access control points will be established and manned by the Ascension Parish Sheriff’s Office and Municipal Police Departments.
14. Assistance from Regional transportation providers will be requested through



ESF 1 – Transportation

Last Updated: April 2015

the Parish EOC an in accordance with Mutual Aid Agreements and the Regional Emergency Operation Plan.

B. Assumptions

1. While all residents of Ascension Parish live within a risk area, it's unlikely that a parish wide evacuation order would be necessary with the exception of a Foreign Attack or Homeland Security Event.
2. For planning purposes, it is presumed the Emergency Operation Staff will be activated and the Emergency Operation Center is operational.
3. Residents will act in their own interest and evacuate the area when told to do so.
4. Spontaneous evacuation will occur when there is sufficient warning of the threat. For planning purposes, it is presumed a percentage of the people at risk will evacuate before being directed to do so.
5. GOHSEP will activate the state EOC and resources will be available as established in the State ESF-1.

III. CONCEPT OF OPERATIONS:

A. General

1. The Ascension Parish Emergency Operations Plan contains the following:
 - 1) Appendices containing helpful information including the approximate number of people requiring special needs, shelter locations and shelter management teams.
 - 2) Provisions that have been made to control access to the evacuated area.
 - 3) Support for essential operations and services in the risk area.
 - 4) Provisions for rest areas along evacuation routes where evacuees can obtain fuel, water, medical aid, vehicle maintenance, information and comfort facilities, as appropriate.
 - 5) Mutual aid agreements may be initiated with other jurisdictions or Regional Parishes as necessary.
 - 6) Provisions for vehicle security and parking in the reception area.
 - 7) Plans for essential workers to commute to hazardous areas.
 - 8) Provisions that have been made to provide security for the protection of property in the area that has been evacuated.
 - 9) Provisions that have been made for the return of people to their homes. Reentry shelters will be established at the Lamar Dixon Expo Center to move residents close to home during recovery operations.
 - 10) Provisions for special needs populations.



ESF 1 – Transportation

Last Updated: April 2015

- 11) Provisions for assistance to or emergency removal of vehicles with mechanical problems.
 - 12) Policy and decision authority for reentry into evacuated area has been established.
 - 13) Ascension Parish has established the position of Transportation Officer within the EOC and has developed Transportation Implementing Procedures to implement ESF-1.
 - 14) OHSEP is continuously working with committees, taskforces, and other agencies to improve the efficiency of future evacuations.
 - 15) OHSEP identifies potential evacuation areas through a hazard analysis.
 - 16) Public education is being provided.
- B. The Parish President has the ultimate authority to order an evacuation. But in a case where there is not sufficient time, the incident commander with the cooperation of the OHSEP Director is delegated to authorize an evacuation.
- C. The evacuees will be advised to move from the risk area via the safest available route and to rally at a specific location.
- D. The Emergency Alerting System (EAS), WJBO 1190AM radio, Channel 21, and media organizations in neighboring jurisdictions will be used to keep evacuees and the general public informed on evacuation activities and the specific actions they should take. A Joint Information Center will be established at the Courthouse East on Irma Boulevard.
- E. The modes of transportation that will be used to move evacuees are as follows:
- 1) Personal vehicles
 - 2) Public and Private School Buses
 - 3) Handicapped equipped vans (Council on Aging)
 - 4) Mass Casualty Bus
 - 5) Ambulance (Acadian)
 - 6) Commercial Buses
- F. Residents who do not have their own transportation should make arrangements to get to a local school or if unable, call the Emergency Operation Center to arrange for pick up.
- G. There exist multiple designated shelters inside and outside the parish, which is discussed in further detail in ESF-6 along with the preparation thereof.
- H. When the emergency is concluded, the Transportation Officer will release transportation assets to their responsible owners and compile an after action report on the operation.



ESF 1 – Transportation

Last Updated: April 2015

IV. ORGANIZATION AND RESPONSIBILITIES:

A. EOC Transportation Officer

1. Primary Responsibility for Emergency Transportation and is assisted by the OHSEP Director.
2. Responsible for coordinating with support agencies to make sure that they develop and maintain plans and procedures.
3. Coordinates where appropriate, the use of school buses and drivers to support the overall evacuation effort.
4. Identifying central assembly area for picking up people without transportation.
5. Development of plans and procedures for the coordination of transportation during an emergency.
6. Development and maintenance of agreements with parish transportation providers for the use of vehicles in the event of an emergency.
7. Coordinating the movement of persons requiring transportation at the time of an emergency.
8. Satisfying transportation requests from other Emergency Operation Center staff officers during an emergency.
9. School students while school are in session.
10. Children in custody of Day Care Centers.
11. Institutionalized persons.
12. Non-institutionalized disabled persons without means of transportation.
13. Serve as liaison between parish government and rail, river, and air transportation systems.
14. Recruit backup emergency vehicle drivers.
15. Prepare status charts and maps with pickup points and routing.

B. Parish President (ESF 5)

1. Requires the OHSEP Director or designee to report to the Emergency Operation Center when notified of an emergency situation.
2. Coordinates with the Sheriff a statement on the parish's policy on people that do not comply with evacuation instructions. The statement addresses the consequences for not evacuating and the services that will be discontinued or interrupted in the evacuation area.
3. Determines evacuation instructions or an evacuation order when appropriate.

C. OHSEP Director (ESF 5)

1. Makes a recommendation to the Parish President on the appropriate evacuation option to implement.



ESF 1 – Transportation

Last Updated: April 2015

2. Identifies evacuation routes.
3. Estimates the traffic capacity of each designated evacuation route.
4. Designates rally points and family reunification points
5. Selects evacuation routes from risk area to designated mass care facilities.
6. Examines access to evacuation routes from each part of the risk area.
7. Oversees the implementation of the evacuation movement control plan.
8. Coordinates with Law Enforcement officials.
9. Ensures that the Shelter Management Teams are clear on location of mass care facilities outside of the risk area that will be used to house evacuees.
10. Reviews known information about the emergency situation and makes recommendations to the Parish President on the appropriate evacuation option to implement.
11. Coordinates the opening of routes and shelter areas with neighboring parishes.
12. Assists, as appropriate, the animal care and control agency's efforts to evacuate animals at risk during catastrophic emergency situation.

D. Law Enforcement Officer (ESF 13)

1. Providing traffic control during evacuation operations. Operation considerations include:
 - a) Route assignment, departure scheduling.
 - b) Road capacity expansion.
 - c) Entry control for outbound routes.
 - d) Perimeters for inbound routes.
 - e) Traffic flow, including dealing with breakdowns.
2. Secures, protects, and houses prisoners that must be evacuated in coordination with the Louisiana Department of Corrections.
3. Assists in the evacuation of the risk area, as necessary
4. Protects property in the evacuated area.
5. Limits access to the evacuated area.
6. Coordinates with the Transportation Officer.

E. Public Information Officer (ESF 15)

1. Disseminating the following types of instructional materials and information to evacuees:
 - a) Identification of the specific area to be evacuated.
 - b) List of items that evacuees should take with them.



ESF 1 – Transportation

Last Updated: April 2015

- c) Departure times.
 - d) Pick Up Points for people requiring transportation assistance.
 - e) Evacuation routes.
 - f) Locations of shelters or mass care facilities outside of the evacuation area.
2. Keeps evacuees and the general public informed on evacuation activities and the specific actions they should take.
 3. Disseminating information on appropriate actions to protect and care for companion and farm animals that are to be evacuated or left behind.
- F. Public Works Officer (ESF 3)
1. Responsible for verifying the structural safety of routes that will be used to evacuate people.
 2. Coordinates the removal of debris and stall vehicles when necessary to clear an evacuation route.
- G. Health and Medical Officer (ESF 8)
1. Ensures patient population is reduced in hospitals, nursing homes, and other health care facilities, if evacuation becomes necessary.
 2. Ensures transport and medical care is provided for the patients being evacuated.
 3. Ensures continued medical care is provided for patients who cannot be moved when hospitals, nursing homes, and other health care facilities are evacuated.
- H. School Resource Officers (ESF 5)
1. Evacuates students from school buildings when the situation warrants or when directed to do so by appropriate authority.
 2. Closes school facilities and releases students from school when directed to do so by appropriate authority.
 3. Coordinates where appropriate, the use of school buses and drivers to support the overall evacuation effort.
- I. Animal Control (ESF 11)
1. Makes an initial estimate of the numbers and types of animals that may need to be evacuated.
 2. Coordinates with the Transportation Officer to arrange travel routes and to schedule the timing for evacuation of farm animals, animals in kennels, veterinary hospitals, pet stores, animal shelters, and wildlife from the risk area.
 3. As appropriate, mobilizes transportation vehicles that may be used to evacuate the animals.
 4. Implement evacuation by sending evacuation teams to load and transport the animals being evacuated.



ESF 1 – Transportation

Last Updated: April 2015

5. As appropriate, dispatches search and rescue to look for animals left behind their owners, stray animals, and other needing transport to a safe location.
 6. Coordinate with local, state and federal agencies for large animal rescue and transportation.
- J. All organizations tasked by the Emergency Operations Plan
1. Make provisions to protect and secure facilities and equipment not taken out of the area to be evacuated.
 2. Identify and make provisions to relocate the organizational equipment and supplies that will be moved from the evacuation area.
- K. [Critical Concepts/ Thoughts] In a catastrophic event, some support agencies would contribute little or no support because they would be overwhelmed carrying out their primary responsibilities.

V. DIRECTION AND CONTROL

- A. Authority to initiate actions:
1. It is provided that this plan:
 - a) Is the official operations source for the Parish of Ascension, governing and otherwise pertaining to all disasters related to administrative and operational tasks of the parish,
 - b) Is authorized by and promulgated under the authority contained by those local, State, and Federal statutes listed herein,
 - c) Has the concurrence of the President of Ascension Parish by virtue of the letter of implementation (Promulgation Statement) signed by the Parish President, and
 - d) Has the concurrence of the GOHSEP, and by that authority, the concurrence of all other branches of the State Government that operate under their direction and/or coordination under Public Law 93-288 and Louisiana Revised Statute 29:601-617; Act 636 of 1974.
 2. It is understood that all Parish departments and agencies and boards of Local Government are an integral part of this plan.
 3. There exists as part of the planning elements:
 - a. Specifically named departments with specific responses and,
 - b. All other departments of parish government, which by virtue of their association constitute a large reserve of material and manpower resources. At the direction of the Parish President such departments may be requested to supplement specifically assigned disaster response roles vital to the well-being of the Parish.



ESF 1 – Transportation

Last Updated: April 2015

- c. The executive group is aware of its responsibility to provide accurate and timely information to the public, especially in time of emergency.
 - B Command Responsibility for Specific Action
 1. The Parish President and the various ordinances enacted by the Ascension Parish Council have the responsibility of meeting the dangers to the Parish. This authority shall include but not be limited to the declaration of an emergency condition within the Political Jurisdiction.
 2. The EOC Director acts as the Chief advisor to the Parish President during any declared emergency affecting the people and property of Ascension Parish. Various Parish agencies and departments under the direction of the Ascension Parish OHSEP will conduct emergency operations.
3. State and Federal Officials will coordinate their operations through the Parish President or his designated representative.

VI. CONTINUITY OF GOVERNMENT

- A. See Basic Plan, Section VI

VII. ADMINISTRATION AND LOGISTICS

- A. If transportation needs exceed available resources, the Transportation Officer will report the situation to the OHSEP Director, who will seek additional resources from Region 6 Parishes and from the state and federal government.
- B. Every agency providing emergency transportation support will maintain records of the operations, including cost records that can be used after the emergency to obtain reimbursement from state or federal sources.

VIII. PLAN MAINTENANCE

- A. The OHSEP Director and Planning Section Chief in coordination with the Transportation Officer is responsible for developing, maintaining and coordinating plans, procedures, arrangements and agreements in support of this ESF.
- B. See Basic Plan, Section VI.

IX. AUTHORITIES AND REFERENCES

- A. Chapter 8, Emergency Management. Ascension Parish Code of Ordinances.
- B. RS 29.721, Louisiana Homeland Security and Disaster Act.
- C. PL 93.288, Robert T. Stafford Act.



ESF 1 – Transportation

Last Updated: April 2015

X. APPENDICES

- A. Organizational Chart
- B. Responsibility Chart
- C. Parish and Other Transportation Resources
 - 1. TAB A Public Works: (On file in EOC)
 - 2. TAB B School Board:
 - 3. TAB C Council on Aging:
 - 4. TAB D Bus Companies:
 - 5. TAB E Medical Transport:
 - 6. TAB F Wreckers and Tow Trucks: (On File at 911 Center)
 - 7. TAB G Back-up Driver Contact Roster: (On file at School Board)
- D. Staging Ares and Pick-up Points for evacuation
- E. Evacuation Routes with Check Points
 - 1. Roadway Capacity
 - 2. Evacuation Routes
 - 3. Rally and Reunification Points

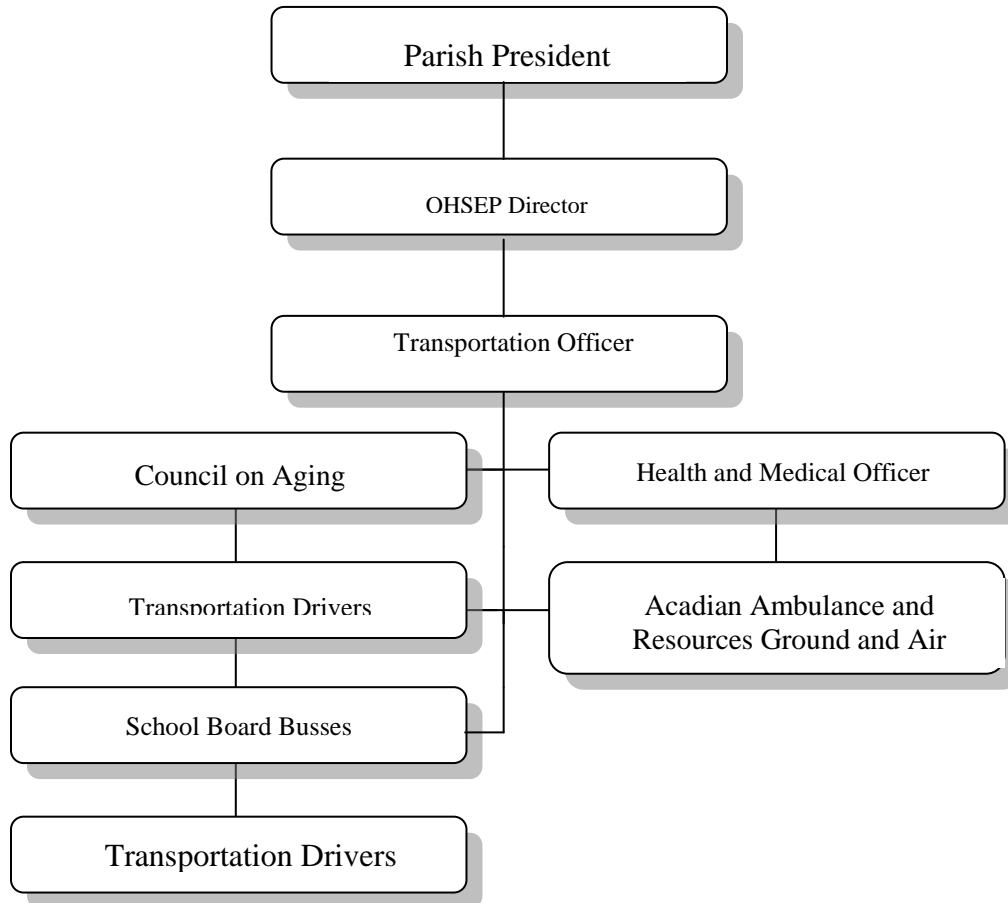


ESF 1 – Transportation

Last Updated: April 2015

APPENDIX A

Organizational Chart





ESF 1 – Transportation

Last Updated: April 2015

APPENDIX B

Responsibility Chart

Agency support to the Transportation Officer

(Bold: Local Sources)

	Transportation – Air	Transportation – Land	Transportation – Water	Transportation – Operators	Traffic Control & Routing	Mobile Communications	Fuel Supply
Louisiana National Guard	X	X	X	X	X	X	
Department of Agriculture and Forestry						X	X
Department of Corrections (Ascension Correctional)		X		X		X	
Governor – Office of Elderly Affairs		X		X			
Department of Education		X					
Department of Health and Hospitals		X					
Public Service Commission		X					
Louisiana Board of Regents	X	X		X			
Louisiana State Police	X	X			X	X	
Department of Wildlife & Fisheries			X	X	X	X	
Volunteer Organizations *	X	X	X	X			
Ascension Council On Aging		X					
Ascension School District Transportation		X					
Acadian Ambulance Service	X	X					
Ascension Parish Sheriff’s Office		X			X	X	
Municipal Police					X	X	
Fire Departments					X	X	



ESF 1 – Transportation

Last Updated: April 2015

ESF-1 APPENDIX C

Parish and Other Transportation Resources

- a. TAB A Public Works: (On file at Fleet Management Offices)
- b. TAB B School Board: (On file at School Board Offices)
- c. TAB C Council on Aging: (On file at COA Office)
- d. TAB D Bus Companies: (Contracted through GOHSEP)
- e. TAB E Medical Transport: (Mission dependent through Acadian Ambulance)
- f. TAB F Wreckers and Tow Trucks: (On File at 911 Centers)
- g. TAB G Back-up Driver Contact Roster: (On file at School Board)



ESF 1 – Transportation

Last Updated: April 2015

ESF-1 APPENDIX D

Staging Areas and Pick-up Points for Evacuation

G. W. Carver Primary School

518 West Oak Street, Gonzales, LA 70737

(225) 621-2550

public PK-5 613

District:

Ascension Parish

Donaldsonville Primary School

38210 Hwy 3089, Donaldsonville, LA 70346

(225) 474-2720

public PK-2 589

District:

Ascension Parish

Donaldsonville High School

100 Tiger Drive, Donaldsonville, LA 70346

(225) 474-2730

public 7-12 426

District:

Ascension Parish

Dutchtown Middle School

13078 Hwy 73, Geismar, LA 70734

(225) 621-2355

public 6-8 684

District:

Ascension Parish

East Ascension High School

612 E Worthey Road, Gonzales, LA 70737

public 8-12 1007



ESF 1 – Transportation

Last Updated: April 2015

(225) 621-2400

District:

Ascension Parish

Galvez Middle School

42018 Hwy 933, Prairieville, LA 70769

(225) 621-2424

public 4-8 663

District:

Ascension Parish

Gonzales Middle School

1502 West Orice Roth Street, Gonzales, LA 70737

(225) 621-2505

public 6-8 589

District:

Ascension Parish

Gonzales Primary School

521 North Burnside Avenue, Gonzales, LA 70737

(225) 621-2660

public PK-5 650

District:

Ascension Parish

Lowery Intermediate School

2389 Hwy 1 South, Donaldsonville, LA 70346

(225) 474-2760

public 4-6 419

District:

Ascension Parish

Prairieville Middle School

16200 Hwy 930, Prairieville, LA 70769

(225) 621-2340

public PK, 4-8 563

District:

Ascension Parish



ESF 1 – Transportation

Last Updated: April 2015

[St. Amant Middle School](#)

44317 Hwy 429, St. Amant, LA 70774

(225) 621-2600

public 4-8 562

District:

Ascension Parish

[St. Amant High School](#)

12035 Hwy 431, St. Amant, LA 70774

(225) 621-2565

public 8-12 1315

District:

Ascension Parish

[Lowery Elementary School](#)

2389 Hwy 1 South, Donaldsonville, LA 70346

(225) 474-2780

public 3-4 531

District:

Ascension Parish

[Ascension Parish Alternative School](#)

38608 Hwy 22, Darrow, LA 70725

(225) 474-2770

public 3-12 189

District:

Ascension Parish

[Central Elementary School](#)

14101 Roddy Road, Gonzales, LA 70737

(318) 377-2591

public PK-6 974

District:

Ascension Parish



ESF 1 – Transportation

Last Updated: April 2015

- [Oak Grove Primary School](#)
17550 Old Jefferson, Prairieville, LA 70769
(225) 621-2360 public K-4 821
District:
Ascension Parish

- [Galvez Primary School](#)
16093 Henderson Bayou Road, Prairieville, LA 70769
(225) 621-2444 public PK-4 702
District:
Ascension Parish

- [Lake Elementary School](#)
14185 Hwy 431, St. Amant, LA 70774
(225) 621-2470 public PK-8 1012
District:
Ascension Parish

- [Dutchtown Primary School](#)
13046 Hwy 73, Geismar, LA 70734
(225) 621-2380 public PK-5 804
District:
Ascension Parish

- [St. Amant Primary School](#)
44365 Hwy 429, St. Amant, LA 70774
(225) 621-2626 public PK-4 681
District:
Ascension Parish



ESF 1 – Transportation

Last Updated: April 2015

Duplessis Primary School

38101 Hwy 621, Gonzales, LA 70737

(225) 621-8100

public PK-5 823

District:

Ascension Parish

Dutchtown High School

13165 Hwy 73, Geismar, LA 70734

(225) 621-2328

public 8-12 1096

District:

Ascension Parish



ESF 1 – Transportation

Last Updated: April 2015

ESF-1 APPENDIX E

Evacuation Routes with Check Points

I. It has been calculated by traffic engineers that the vehicular capacity of all main arteries north, south, east and west leading out of the risk areas is 1,000 vehicles per lane per hour at a speed of 20 MPH. If speed is increased, particularly the lead vehicles, capacity could become 2,000 vehicles per lane per hour. Naturally, as congestions occurs, capacity can be expected to drop commensurate with the degree of congestion.

II. ASCENSION PARISH EVACUATION ROUTES

(SEE EMERGENCY PREPAREDNESS GUIDE FOR MAPS)

Interstate 10	East and West
US Highway 61	North and South
LA Highway 1	East and West
LA Highway 44	North and South
LA Highway 30	East and West
LA Highway 621	East and West
LA Highway 431	North and South
LA Highway 42	East and West



ESF 2 – Communications, Alerts and Warnings

Last Updated: September 2015

ESF 2 TASKED AGENCIES	
ESF Coordinator	Ascension Parish Government & APSO Communications Division
Primary Agency	Ascension Parish Government IT & AP Gov. Channel 21
Supporting Agencies	GOHSEP, Ascension Parish Communication District
Adjunct/ NGO	Ascension Amateur Radio Club

I. PURPOSE:

Services under this ESF consist of the identification, mobilization and coordination of available Parish and local government owned, private industry and volunteer personnel and equipment essential to gather, coordinate and disseminate information before, during and after an impending or actual disaster situation. In the event that normal means of communications become overburdened or destroyed, communications and information processing personnel shall use private industry, amateur radio teams and State and Federal assistance while re-establishing primary communication systems. ESF 2 will also provide for the establishment of systems to disseminate to appropriate government officials and the general public timely forecasts of all hazards requiring emergency preparedness or response actions.

II. SITUATION AND ASSUMPTIONS

- A. Situation
 1. This plan illustrates the emergency communications, the alerts and warning aspects procedures of the jurisdictions.
 2. Ascension Parish is susceptible to many incidents, both natural and technological, that could result in an emergency declaration by the Parish President.
 3. In most cases, a declaration of an emergency by the Parish President would require emergency communications.
 4. The Ascension Parish Central Dispatch Center (911 Center) operates continually and can activate the Ascension Parish's Emergency Plan, which includes emergency communications, alerts and warnings at any time.



ESF 2 – Communications, Alerts and Warnings

Last Updated: September 2015

B. Emergency Communication

1. A continuous on-call status of the Emergency Operation Center staff, including communications personnel, ensures emergency assistance for the communications system.
2. Ascension Parish's communications system is primarily based upon the 800 MHz public safety trunking system operated by the Ascension Parish communications district.
 - a) The 911 Central Dispatch Center, The EOC and all communications tower and repeater sites possess auxiliary power backup.
 - b) The 800 MHz system operated by the State of Louisiana (LWIN) is used as a backup communication system.
3. All Law enforcement, fire service, EMS and local government agencies possess interoperable P-25 Compliant communications capabilities.
4. The Code Red Emergency Notification System is employed to contact key government personnel by text, voice and email through the use of fixed contact lists.
5. Code Red Networks fixed lists can be activated by the 911 Central Dispatch Center or EOC personnel.
6. In addition to this plan Ascension Parish has developed SOP Implementing Procedures on EOC Activation, EOC Communications, EOC Decision Making and EOC Public Alert Notification.
7. Emergency responders are contacted by the Emergency Operations Center through the use of a Code Red fixed list with the assistance of the 911 center, as directed by the OHSEP Director, when conditions warrant and/or stipulated by standard operating procedures.

C. Public Alerts and Warnings

1. The public alerting and warning system consists of the following elements:
 - a) Code Red Outbound
 - 1) Can be activated by the 911 Central Dispatch Center or the EOC Staff and is used geographically to notify telephone land lines or registered cell phones within the jurisdiction.
 - b) Code Red Inbound
 - 1) Activated by the EOC Staff and allows residents to call in and receive a recorded message that provides emergency information.
 - c) Cable TV Overrides



ESF 2 – Communications, Alerts and Warnings

Last Updated: September 2015

- 1) Cable override is activated by the 911 Central Dispatch Center and deploys a scrolling text message to residents. In addition, Ascension Parish Government local access television can be activated with the same information.
 - d) Warning Sirens
 - 1) Warning sirens are positioned throughout the chemical corridor to alert residents of potential chemical hazards.
 - e) Social Media
 - 1) All social media is engaged by the EOC staff and the PIO providing emergency data to the public.
 - f) Government Websites
 - 1) Websites are used to provide specific information on hazardous areas and emergency information to the public.
 - g) Joint Information Center (JIC)
 - 1) The JIC can be rapidly established to allow elected and appointed officials the opportunity to broadcast live and recorded emergency information to the public.
 - h) Amateur Radio is supported by and is an integral part of EOC Operations.
2. The use of broadcast media, both radio and television is considered a warning measure within this plan.
 3. Ascension Parish Officials encourage the use of Weather Alert Radios (Tone Alert) for residents.

D. Assumptions

1. Due to design and construction, the existing communications system will survive or receive minimal damage from the effects of most disasters.
2. Most declared emergencies would require some limited supplemental communications systems.
3. The Military Department will provide support if necessary.
4. The spontaneous voluntary support of ham radio operators, radio clubs, and private organizations with communications equipment.
5. Some people who are directly threatened by a hazard may ignore, not hear, or not understand warnings issued by the government.
6. Special needs groups such as hearing-impaired, sight-impaired, physically disabled, or institutionalized require special attention to ensure a workable warning system is established.



ESF 2 – Communications, Alerts and Warnings

Last Updated: September 2015

7. Emergency response organizations such as the fire department(s), municipal police department(s) and Sheriff's Office may be called upon to help warn the public, their ability to participate is assumed.
8. Radio and television stations will be willing to issue warning announcements.
9. National Oceanic and Atmospheric Administration Weather Radio stations will disseminate watches and warnings issued by the National Weather Service; tone alert radios are automatically activated when such watches and warnings are issued.
10. The warning and alert systems will be intact and functional.
11. A warning period will be available for most emergency situations, although the amount of lead-time will vary from hazard to hazard. Proper use of this warning system would save lives, reduce injuries and protect property.
12. At different times of the year, non-English speaking transient employees may reside in Ascension Parish. Notification will be made to the employer, the employer will warn these residents through interrupters.

III. CONCEPT OF OPERATIONS:

A. General

Communications plays a critical role in emergency operations. Extensive communication networks between government, volunteer, and private, facilities exist and operate throughout Ascension Parish. Properly coordinated, this system provides effective and efficient response communications and interaction.

B. Phases of Management

1. Mitigation

- a. Through the 911 Center Director maintenance contracts are kept to ensure the communication system is operational.
- b. Auxiliary power is available for all primary communications networks.
- c. Security has been provided for all radio equipment.
- d. Back-up capabilities also exist in the form of Low Band and High Band radio networks.



ESF 2 – Communications, Alerts and Warnings

Last Updated: September 2015

- e. If the 800 Mhz system is affected by a disaster it enters fail safe mode there by allowing communications radio to radio (Talk Around)

2. Preparedness

- a. The 911 Center Director provides training for all radio operators in communication for responsible agencies on an on-going basis.
- b. Existing procedures are in place to set a standard protocol of communication among response agencies.
- c. Emergency exercises or drills are conducted on an on-going basis.
- d. Due to existing maintenance contracts, maintenance is available on a 24hr basis.

3. Response

- a. Natural Hazards
 - i. The most common warnings are those issued for severe weather. Local hazards that could necessitate warning alerts include flash flooding, tornadoes, and sever thunderstorms.
- b. Technological Hazards
 - ii. Warnings may be issued as a result of hazardous materials incidents. These are most likely to occur on the roadway, rail systems and/or fixed facilities.
- c. War Related / Terrorism Hazards / Homeland Security
 - iii. A terrorism attack or attack by a foreign country is possible at any time and could take the form of a nuclear, chemical, biological, explosive or conventional incident. It is likely an attack would be preceded by a period of international tension. This would provide adequate time to prepare the public. It is possible, however, that the warning time may be as little as fifteen minutes. An accidental weapons launch is also a possibility. Warnings concerning terrorist activity could result from communications, with Federal, State and other Local agencies. The Department of Homeland Security will issue warnings and an overall threat level for the country, region, state or local area through the use of the National Terrorism Advisory System (NTAS). The alerts will only be issued when credible information is available and include a clear statement of either an imminent threat or elevated threat.



ESF 2 – Communications, Alerts and Warnings

Last Updated: September 2015

- d. Ascension Parish uses a multi-layer, overlapping system to advise persons living, working, or traveling within its boundaries of an emergency situation.
 - a. Government Officials - key government officials and Emergency Response organizations are notified by:
 - i. Commercial telephones
 - ii. Pager
 - iii. Radios
 - iv. Cell phones.
 - b. Public
 - a. The public is instructed to listen to WJBL 1150 AM / WFME 102.5 FM radio, after a warning or alert is received. The public is issued alerts and warnings with the use of:
 - 1. Telephone alerting system Telephone number data from Bellsouth; the commercial telephone service provider is used to send a message to the entire parish, or selected areas.
 - 2. National Emergency Access System
 - 3. Alert teams, equipped with portable sirens and public addressing speakers.
 - 4. Media
 - c. Special Locations
 - i. These include major industry, schools, hospitals, nursing homes, recreational facilities, institutions, and places of public assembly. Special locations are warned of an emergency with the use of:
 - 1. Weather Radios (Tone Alert)
 - 2. Commercial telephone
 - 3. Radios
 - 4. Alert teams, equipped with portable sirens and public addressing speakers.
 - 5. Hearing Impaired Individuals: The TTY/TDD System may be used to warn these citizens.
 - 6. Non-English speaking transient employees: Through their employer.
 - e. Communications may be initiated by field units, 911 Center and outside agencies to include federal, state and local neighboring jurisdictions.
 - f. Law Enforcement and Fire Service agencies will primarily use the 800 MHz radio system for communication during an emergency.



ESF 2 – Communications, Alerts and Warnings

Last Updated: September 2015

- g. Acadian Ambulance will be communicated with through the 911 Center via Acadian's private operation center. Acadian Ambulance Air Units have High Band Communications capabilities.
- h. Other agencies may be communicated with as noted in section D of this annex.
- i. Emergency call-up of communications personnel is activated along with the Emergency Operation Center.
- j. When emergency operations are initiated the OHSEP Director will determine the extent to which support personnel will be required and will request assistance from Ascension Sheriff's Office if necessary. Actual support requirements will be dependent on the severity of the incident.

4. Recovery

All activities in this emergency phase will continue until such time as emergency communications are no longer required.

- C. Procedures for handling messages and logging information are located in the Ascension Emergency Operations Plan and Implementing Procedures.
- D. Methods the Emergency Operation Center uses to communicate by agency:
 - 1. Field units at a specific scene
 - a) Radios
 - b) Cell Phones
 - 2. Control centers of emergency response organizations
 - a) Radios
 - b) Commercial telephones
 - c) Cell Phones
 - d) Fax
 - e) Internet (E-mail and Instant Messaging)
 - f) Satellite Phone
 - 3. Mass care facilities
 - a) Commercial telephones
 - b) Cell phones
 - c) Radios
 - 4. Media
 - a) Commercial telephones
 - b) Facsimile
 - c) Cell phones
 - 5. Hospitals
 - a) Commercial telephones



ESF 2 – Communications, Alerts and Warnings

Last Updated: September 2015

- b) Facsimile
- 6. EMS
 - a) Radios
 - b) Commercial telephones
- 7. Adjacent Jurisdictions
 - a) Radios
 - b) Commercial telephones
 - c) Facsimile
 - d) Satellite phone
- 8. Military Installations
 - a) Radios
 - b) Commercial telephones
- 9. GOHSEP
 - a) Radios
 - b) Amateur Radio Clubs
 - c) Commercial telephones
 - d) Satellite phones
 - e) Facsimile
- 10. Private/Industrial Organizations
 - a) Radios
 - b) Facility Hotlines
 - c) Commercial telephones
 - d) Cell phones
- 11. National Weather Service
 - a) Commercial telephones
 - b) Facsimile
 - c) Internet
 - d) Television
 - e) Radio via GOOHSEP

IV. ORGANIZATION AND RESPONSIBILITIES:

- A. All organizations tasked by Emergency Operations Plan
 - 1. Maintain their existing equipment and follow established procedures for communicating with their organization personnel performing field operations.
 - 2. All organizations should keep the Emergency Operation Center informed of their operations at all times and maintain a communications link with the Emergency Operation Center.



ESF 2 – Communications, Alerts and Warnings

Last Updated: September 2015

3. Provide backup communications capabilities for the Emergency Operation Center.
4. Provide backup communications link between the Emergency Operation Center and mass care facilities, as needed, through use of mobile and portable radio units.
5. Activate backup or alternate communications systems, as necessary.
6. Maintain emergency communications systems as long as necessary.
7. When practical, protect equipment against electromagnetic pulse effects by disconnecting them from antennas and power sources.
8. Phase down operations as appropriate.
9. Clean, repair, and perform maintenance on all equipment before returning to normal operations or to storage.

B. Parish President

1. When notified of an emergency situation, reports to the Emergency Operation Center.

C. OHSEP

1. When notified of an emergency situation, reports to the Emergency Operation Center.
2. Directs the parish's overall emergency communication system and primary person responsible for establishment and maintenance thereof.
3. Supports media center communications operations as needed.

D. Military Department

1. Provides communications support to include personnel and equipment as directed by the governor.

V. DIRECTION AND CONTROL

A. Authority to initiate actions:

1. It is provided that this plan:
 - a. Is the official operations source for the Parish of Ascension, governing and otherwise pertaining to all disasters related to



ESF 2 – Communications, Alerts and Warnings

Last Updated: September 2015

- administrative and operational tasks of the parish,
 - b. Is authorized by and promulgated under the authority contained by those local, State, and Federal statutes listed herein,
 - c. Has the concurrence of the President of Ascension Parish by virtue of the letter of implementation (Promulgation Statement) signed by the Parish President, and
 - d. Has the concurrence of the GOHSEP, and by that authority, the concurrence of all other branches of the State Government that operate under their direction and/or coordination under Public Law 93-288 and Louisiana Revised Statute 29:601-617; Act 636 of 1974.
- 2. It is understood that all Parish departments and agencies and boards of Local Government are an integral part of this plan.
- 3. There exists as part of the planning elements:
 - a. Specifically named departments with specific responses and,
 - b. All other departments of parish government, which by virtue of their association constitute a large reserve of material and manpower resources. At the direction of the Parish President such departments may be requested to supplement specifically assigned disaster response roles vital to the well-being of the Parish.
 - c. The executive group is aware of its responsibility to provide accurate and timely information to the public, especially in time of emergency.

B Command Responsibility for Specific Action

- 1. The Parish President and the various ordinances enacted by the Ascension Parish Council have the responsibility of meeting the dangers to the Parish. This authority shall include but not be limited to the declaration of an emergency condition within the Political Jurisdiction.
- 2. The EOC Director acts as the Chief advisor to the Parish President during any declared emergency affecting the people and property of Ascension Parish. Various Parish agencies and departments under the direction of the Ascension Parish OHSEP will conduct emergency operations.



ESF 2 – Communications, Alerts and Warnings

Last Updated: September 2015

3. State and Federal Officials will coordinate their operations through the Parish President or his designated representative.

VI. CONTINUITY OF GOVERNMENT

- A. See Basic Plan, Section VI

VII. ADMINISTRATION AND LOGISTICS

A. Administration

1. All communications will be logged throughout any emergency classification.
2. A complete listing of communications system expenditures will be maintained in the Emergency Operation Center.
3. Emergency Communication expenditures will be submitted to FEMA for public assistance.
4. The Ascension Parish 911 Director maintains Standard Operating Procedures that contain phone lists and radio frequencies that should be used to notify emergency personnel during emergency situations.

B. Logistics

1. Bellsouth provides emergency telephone service. The Emergency Operation Center is on the priority service restoration list.
2. Entergy provides emergency power service. The Emergency Operation Center is on both their respected priority restoration list.
3. The Emergency Operation Center has a dedicated emergency power natural gas generator.
4. Radio maintenance is available 24-hours a day.
5. Electromagnetic Pulse, one of the effects of a nuclear detonation that is particularly damaging to radio equipment, had been considered. Plans call for the disconnecting of radios from antennas and power sources when an "Attack Warning" is issued. A portable radio unit will then be employed as a backup to maintain limited communications with field units. This procedure will be used until and "All Clear" is announced. Telephones will be used while operable.



ESF 2 – Communications, Alerts and Warnings

Last Updated: September 2015

VIII. PLAN MAINTENANCE

- A. The OHSEP Director has the responsibility for coordinating revision or this annex and keeping attachments current.
- B. Directors of supporting agencies are responsible for maintaining internal plans, implementing procedures and resource data.
- C. All other agencies given responsibility in this plan are responsible for the maintenance of their respective annexes or appendices.
- D. See Basic Plan, Section VIII

IX. AUTHORITIES AND REFERENCES

- A. Authorities
(See Basic Plan, Section IX)
- B. References

Guide for All Hazard Emergency Operations Planning, (SLG) 101, 1996, Federal Emergency Management Agency

Pelican Parish Planning Guidance And Crosswalk For Parish Multi-Hazard Emergency Operations Plans, Louisiana's Governor's Office of Homeland Security and Emergency Preparedness, Plans Branch, March 2006.

X. APPENDICES

- A. Communications Organizational Chart
- B. Responsibility Chart
- C. List of Government Assets:
- D. Tab A Personnel, With Call Out List (EOC Notification Database)
- E. Equipment: (On File in EOC –CAMEO)
- F. List of private industry and volunteer assets: (On File in EOC – EOC Notification Database)
- G. Communications nets: (On File in EOC)
- H. Communications procedures and instructions: EOC IP's Communications

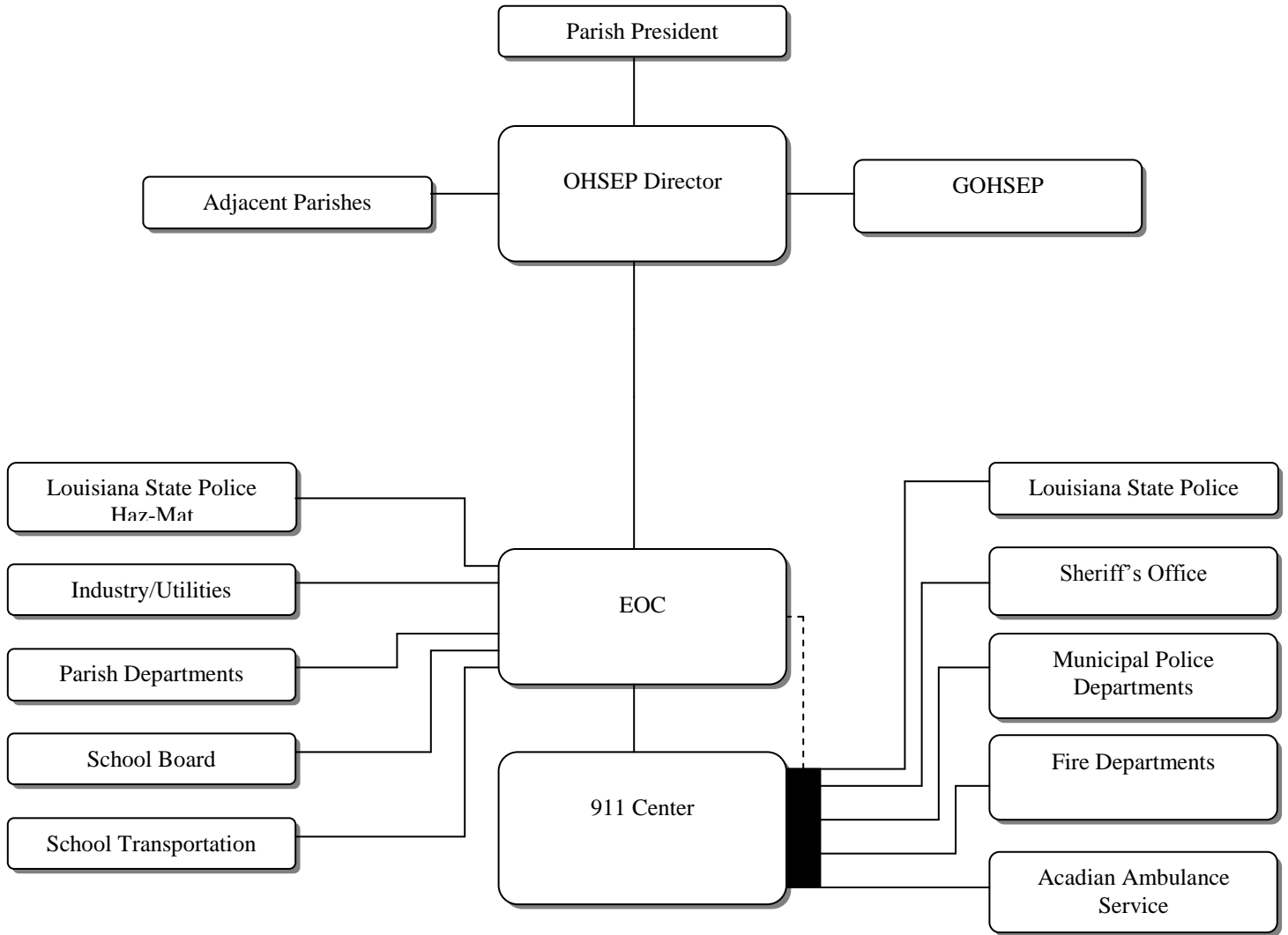


ESF 2 – Communications, Alerts and Warnings

Last Updated: September 2015

ESF-2 APPENDIX A

COMMUNICATIONS ORGANIZATIONAL CHART





ESF 2 – Communications, Alerts and Warnings

Last Updated: September 2015

ESF-2 APPENDIX B

Responsibility Chart

EOC Staff Officers

	Authority / Policy	Coordination	EOC Operations	Analysis	Personnel	Fixed Sites	Mobile Sites
Ascension OHSEP	X	X	X	X	X	X	
Ascension 911 Center		X	X	X	X	X	X
Ascension Parish Sheriff's Office		X	X	X	X	X	X
Municipal Police Departments		X	X	X	X	X	X
Ascension Parish Fire Departments			X	X	X	X	X
Acadian Ambulance Service			X		X		X
Volunteer Organizations*			X		X	X	X

*To include private relief organizations (i.e. American Red Cross, Salvation Army, Mennonite Disaster Service, etc.); private industry; professional associations and participants in mutual aid agreements, etc.



ESF 2 – Communications, Alerts and Warnings

Last Updated: September 2015

ESF-2 APPENDIX C

List of Government Assets

TAB A – Personnel, Callout List – Refer to the EOC Notifications Database

TAB B – Equipment – On File at EOC



ESF 2 – Communications, Alerts and Warnings

Last Updated: September 2015

ESF-2 APPENDIX D

List of Private Industry and Volunteer Assets

Refer to: EOC Notification Database



ESF 2 – Communications, Alerts and Warnings

Last Updated: September 2015

ESF-2 APPENDIX E

Communications Networks

On File 911 Center



ESF 2 – Communications, Alerts and Warnings

Last Updated: September 2015

ESF-2 APPENDIX F

Communications Procedures and Instructions

EOC Implementing Procedures Communications: contained with EOC standard operating procedures and delineation schedule.



ESF 3 – Public Works and Engineering

Last Updated: September 2015

ESF 3 TASKED AGENCIES	
ESF Coordinator	Ascension Parish Public Works Director
Primary Agency	Ascension Parish Public Works Department
Supporting Agencies	East Ascension Drainage District, AP Government Engineering Department
Adjunct/ NGO	Cities of Gonzales, Donaldsonville & Town of Sorrento DPW

I. PURPOSE:

ESF 3 provides for the coordination of all available public works, public utilities, engineering and construction resources and expertise in an emergency or disaster. It provides for the identification, agreement, mobilization and coordination of available parish government, private industry and volunteer resources to provide essential services before, during and after emergencies and disasters.

II. SITUATION AND ASSUMPTIONS

A. Situation

1. Ascension Parish Public Works entities will provide all services associated with public works and engineering as referenced in this annex.
2. A Parish Contract Monitor will be designated by the Parish President to fulfill the contractual obligations of this plan.
3. The requirement for emergency public works and engineering services expands directly in proportion to the magnitude of the disaster.
4. In all major emergencies the public works/utilities functions requirement will include, but not be limited to, providing water, electricity, natural gas, sanitation, sewerage, street maintenance, drainage and debris removal.



ESF 3 – Public Works and Engineering

Last Updated: September 2015

5. All utilities servicing Ascension Parish are provided by public, private and government agencies. The EOC maintains emergency points of contact for each agency.
6. The parish government and its municipalities have public works/public utilities capabilities and can call on this resource in the event of a major emergency or disaster.
7. Utilities providers will restore utilities on a priority basis as per utility policy.
8. The parish government has communication and a good working relationship with both private and public utilities. All private utilities have parish government on their priority restoration list.
9. Ascension Parish has multiple Wastewater districts within its boundaries.
10. Entergy and DEMCO provide electrical service throughout the parish.

B. Assumptions

Local government can handle most emergency situations. However, if local capabilities are exceeded, support will be requested from state and federal agencies.

III. CONCEPT OF OPERATIONS:

A. General

1. The day-to-day public works, public utilities, and private utilities organizational structure will remain intact during a major emergency.
2. The parish government will use all local manpower, equipment, and materials as may be necessary to carry out its emergency functions.
3. During a serious emergency parish and municipal Public Works and Utilities will designate an EOC representative. This



ESF 3 – Public Works and Engineering

Last Updated: September 2015

representative will be selected by the municipal and parish Public Works and Utilities, by the agency **not** or **least** effected by the emergency.

4. The parish government will encourage the conservation of all utilities by employees and citizens during an impending, actual or post emergency.

B. Phases of Management

1. Mitigation

Each agency has internal procedures to ensure its safe operation. Each respected agency / department maintains equipment and facilities to ensure their operation.

2. Preparedness

- a. Maintain readiness of equipment and supplies.
- b. Keep roster of key personnel updated.
- c. Identify resources and keep resource list updated ensure a list is maintained in the Parish EOC.
- d. Conduct necessary training concerning internal emergency procedures and parish Emergency Operation Plan.
- e. If necessary, establish procedures to use private resources.
- f. Participate in parish and city emergency preparedness exercise.
- g. If schedule allows, participate in monthly LEPC meetings
- h. Entergy conducts yearly exercises and training seminars for its employees.

3. Response

- a. Utilities should take precautions to secure physical plant operations and equipment if response is initiated or imminent.



ESF 3 – Public Works and Engineering

Last Updated: September 2015

- b. Effect emergency repairs as necessary.
 - c. Provide support to other parish and city agencies if resources are available and assistance is requested.
 - d. Maintain communications with the EOC other parish utilities and departments.
 - e. Request state and other resources from the EOC if the need arises.
4. Recovery
- a. Initiate damage assessment as directed by parish and city leaders.
 - b. Ensure operation of equipment and physical plant services, make repairs and report damage and cost to the EOC.
 - c. If directed by Parish and City leaders, assist in the demolition of those structures considered unsafe for occupancy if legal and necessary.
 - d. Entergy has established mutual aid agreements with 5 utilities in the gulf south region.
 - e. Electrical utilities will be restored on a priority basis, Hospitals, Public Utilities, Police Stations, Jails Large customers.

IV. ORGANIZATION AND RESPONSIBILITIES:

A. Organization

- 1. The public works, public utilities, and private utilities organizational chart is shown as Appendix 1 of this annex.



ESF 3 – Public Works and Engineering

Last Updated: September 2015

2. The head of each municipality, business, commission, board, department and Parish Administration will retain control of assigned personnel and equipment.
3. Each agency identified in this plan will require periodic training and exercising of all employees to include NIMS/ICS.
4. Ascension Parish has developed EOC Standard Operating Procedures for Public Works, which includes accounting for key personnel and their

B. Responsibilities

1. Ascension Parish Departments
 - a. OHSEP is responsible for:
 - i. Coordination of emergency public works/utilities, and private utilities.
 - ii. Assist in the development of mutual aid agreements.
 - iii. Identification of private utility contacts.
 - iv. Development of a resource list.
 - v. Review and update of emergency plans.
 - vi. Development of emergency preparedness exercises.
 - vii. Maintain detailed reports/logs of entire emergency.
 - b. Parish and Municipal Water Departments will maintain a potable water supply plan.
 - c. Parish and Municipal Public Works Departments are responsible for:
 - i. Maintenance of own emergency operations plan, accounting for key personnel and their assignments.



ESF 3 – Public Works and Engineering

Last Updated: September 2015

- ii. Emergency engineering and maintenance of roads and bridges.
- iii. Situation reporting to the EOC
- iv. Coordination with the Sheriff's Office, city police departments and Emergency Operation Center to facilitate traffic control and movement.
- v. Provide assistance to other departments with heavy equipment to facilitate rescue support when necessary.
- vi. Assistance in providing emergency transportation.
- vii. Assistance in providing barricades as required.
- viii. Is the primary agency charged with disaster related debris removal.
- ix. Maintenance of detailed log of department operations.
- x. Assistance with damage assessment operations as part of survey teams.
- xi. Providing status reports of field operations to the Emergency Operation Center.
- xii. Maintenance of emergency equipment and assistance to ensure that all equipment is functional.
- xiii. Assistance in providing transportation for shelter and food, if needed during the emergency, for public works employees in the field.
- xiv. Maintenance of essential departmental facilities and assistance in securing them against damage.
- xv. Maintenance of an adequate supply of sand, sandbags, and public pick-up locations (Mostly located at Lamar Dixon Expo Center, Fire Stations or Schools).



ESF 3 – Public Works and Engineering

Last Updated: September 2015

- xvi. Ensuring emergency power for all vital government facilities (buildings, drainage pumps, etc.).
 - xvii. Inspecting, designating, and demolishing hazardous structures in accordance with FEMA 406 mitigation laws and guidance.
 - xviii. Repairing and restoring essential services and vital facilities or protecting them from further damage until repairs can be made.
- d. Parish and Municipal Water Districts and Operators are responsible for:
- i. Maintenance of own emergency operations plan, accounting for key personnel and their assignments.
 - ii. Situation reporting to the EOC.
 - iii. Maintenance of detailed log of departmental operations.
 - iv. Providing department status reports to the Emergency Operation Center.
 - v. Assistance with damage assessment operations as part of survey teams.
 - vi. Maintenance of emergency equipment and assistance to ensure that all equipment is functional.
 - vii. Maintenance of essential department facilities and assistance in securing them against damage.
 - viii. Ensuring water supplies for all vital facilities.
 - ix. Repairing and restoring of essential services.
- e. Private and Municipal Natural Gas services are responsible for:



ESF 3 – Public Works and Engineering

Last Updated: September 2015

- i. Maintenance of own emergency operations plan, accounting for key personnel and their assignments.
 - ii. Situation reporting.
 - iii. Maintenance of detailed log of department operations.
 - iv. Providing department status reports to the Emergency Operation Center.
 - v. Assistance with damage assessment operations as part of survey teams.
 - vi. Maintenance of emergency equipment and assistance to ensure that all equipment is functional.
 - vii. Maintenance of essential departmental facilities and assistance in securing them against damage.
 - viii. Ensuring emergency supply if able to all vital facilities.
 - ix. Repairing and restoring essential services.
2. Private Utility Companies
- a. Entergy and DEMCO – Electricity
 - i. Maintenance of own emergency operations plan, accounting for key personnel and their assignments.
 - ii. Maintenance of updated parish maps.
 - iii. Situation reporting to the EOC.
 - iv. Maintenance of detailed log of department operations.
 - v. Assistance with damage assessment operations as part of survey teams.



ESF 3 – Public Works and Engineering

Last Updated: September 2015

- vi. Maintenance of emergency equipment and assistance to ensure that all equipment is functional.
 - vii. Maintenance of essential departmental facilities and assistance in securing them against damage.
 - viii. Repairing and restoring essential services and vital facilities on a priority basis.
- b. Telephone Services
- i. Maintenance of own emergency operations plan, accounting for key personnel and their assignments.
 - ii. Maintenance of updated parish maps.
 - iii. Situation reporting.
 - iv. Maintenance of detailed log of department operations.
 - v. Assistance with damage assessment operations as part of survey teams.
 - vi. Maintenance of emergency equipment and assistance to ensure that all equipment is functional.
 - vii. Maintenance of essential departmental facilities and assistance in securing them against damage.
 - viii. Repairing and restoring essential services and vital facilities.
- c. Cable TV service
- i. Maintenance of own emergency operations plan, accounting for key personnel and their assignments.
 - ii. Maintenance of updated parish maps.
 - iii. Situation reporting.



ESF 3 – Public Works and Engineering

Last Updated: September 2015

- iv. Maintenance of detailed log of department operations.
 - v. Assistance with damage assessment operations as part of survey teams.
 - vi. Maintenance of emergency equipment and assistance to ensure that all equipment is functional.
 - vii. Maintenance of essential departmental facilities and assistance in securing them against damage.
 - viii. Repairing and restoring essential services and vital facilities.
- d. Debris Removal Operations
- i. Small scale debris removal operations will be conducted using force account labor, equipment, and materials.
 - ii. Large scale debris removal operations will be conducted using force account labor and equipment for the first 72 hours post disaster. A contract monitoring company and a debris removal contractor will be deployed after 72 hours.
 - iii. Accurate and detailed records of debris removal operations will be kept by all personnel.
- e. Parish Public Works Department will perform the following:
- iv. Maintenance of this emergency operations plan, accounting for key personnel and their assignments.
 - v. Maintenance of updated parish maps.
 - vi. Coordination of solid waste/debris clean-up with public works/utilities and private contractors.
 - vii. Maintenance of detailed log of department operations.



ESF 3 – Public Works and Engineering

Last Updated: September 2015

- viii. Maintenance of emergency equipment and assistance to ensure that all equipment is functional.
 - ix. Maintenance of essential departmental facilities and assistance in securing them against damage.
 3. Damage Assessment Officer will:

Coordinate damage assessment activities with FEMA, GOHSEP, the public works/utilities department, private utility functions, and the Parish Debris Removal Contract Monitor during the recovery phase.

V. DIRECTION AND CONTROL

- A. Representatives of the public works/utilities and private utilities operating from the Emergency Operation Center will coordinate the assignment of personnel and equipment. Representatives of Public works/utilities and private utilities will coordinate with the OHSEP Director in setting priorities for resources and activities in the field, when necessary.
- B. Private Utilities will maintain their own direction and control.
- C. Mutual aid forces will operate under the direct supervision of their own supervisors. The OHSEP Director will coordinate the deployment of mutual aid forces if requested to do so by Parish and Municipal Public Works / Utilities directors (superintendents).
- D. Volunteer and auxiliary forces will work under the supervision of the senior public works official in the jurisdiction where they are deployed.
- E. Assisting military forces will work under the direct supervision of their own superiors, but will serve under direction of the senior public works official where they are deployed.

VI. CONTINUITY OF GOVERNMENT

(See Basic Plan, Section VI)

VII. ADMINISTRATION AND LOGISTICS



ESF 3 – Public Works and Engineering

Last Updated: September 2015

- A. Administration
 - 1. There is a tremendous need for public works services during emergencies. The Public Works/Utilities Directors will ensure that public works/utilities activities are administered in an orderly and efficient manner. The OHSEP Director will give priority to requests by the public works administrator for additional resources and personnel to support public works activities.
 - 2. The public works/utilities directors will ensure that procedures for the emergency hiring of private contractors and individuals to assist in response and recovery efforts are developed.
- B. Logistics
 - 1. Obtaining emergency supplies will be coordinated with the Public Works / Utility Representative (if available) in the Emergency Operation Center for direct state and federal assistance. Local emergency purchases will be made through the purchasing department.
 - 2. The public works/utilities director will request equipment, supplies, and personnel services necessary to support response and recovery work. Records of all leases/purchases will be maintained.

VIII. PLAN MAINTENANCE

- A. The OHSEP Director has the responsibility for coordinating revision of this annex and keeping attachments current.
- B. Directors of supporting agencies bear the responsibility of maintaining internal plans, implementing procedures and resource data to ensure effective response to an emergency.
- C. All other agencies given responsibility in this plan, in coordination with the OHSEP are responsible for maintenance of their respective annexes or appendices.
- D. *See Basic Plan, Section VIII*



ESF 3 – Public Works and Engineering

Last Updated: September 2015

IX. AUTHORITIES AND REFERENCES

- A. Authorities
See Basic Plan, Section IX
- B. References
 - 1. Guide for All Hazard Emergency Operations Planning. (SLG) 101, 1996, Federal Emergency Preparedness Agency
 - 2. Natural Disaster Recovery Planning for local Public Officials. MP-85. Washington: Federal Emergency Preparedness Agency, 1979.

X. APPENDICES

- A. Organizational Chart
- B. Responsibility Chart
- C. Public Works Resources
 - TAB A Parish fixed asset list: AP Government Finance Department
 - TAB B Parish Equipment list: on file at the AP Government Fleet Management Office
 - TAB C Municipal resource list: on file in EOC
 - TAB D Utility contact list: on file in EOC
 - TAB E List of mutual aid agreements: on file AP Government Purchasing Department
 - TAB F List of contractors: on file in AP Government Purchasing Department
 - TAB G List of equipment suppliers: on file in AP Government Purchasing Department
 - TAB H List of materials suppliers: on file in AP Government Purchasing Department
- D. Debris Management Plan

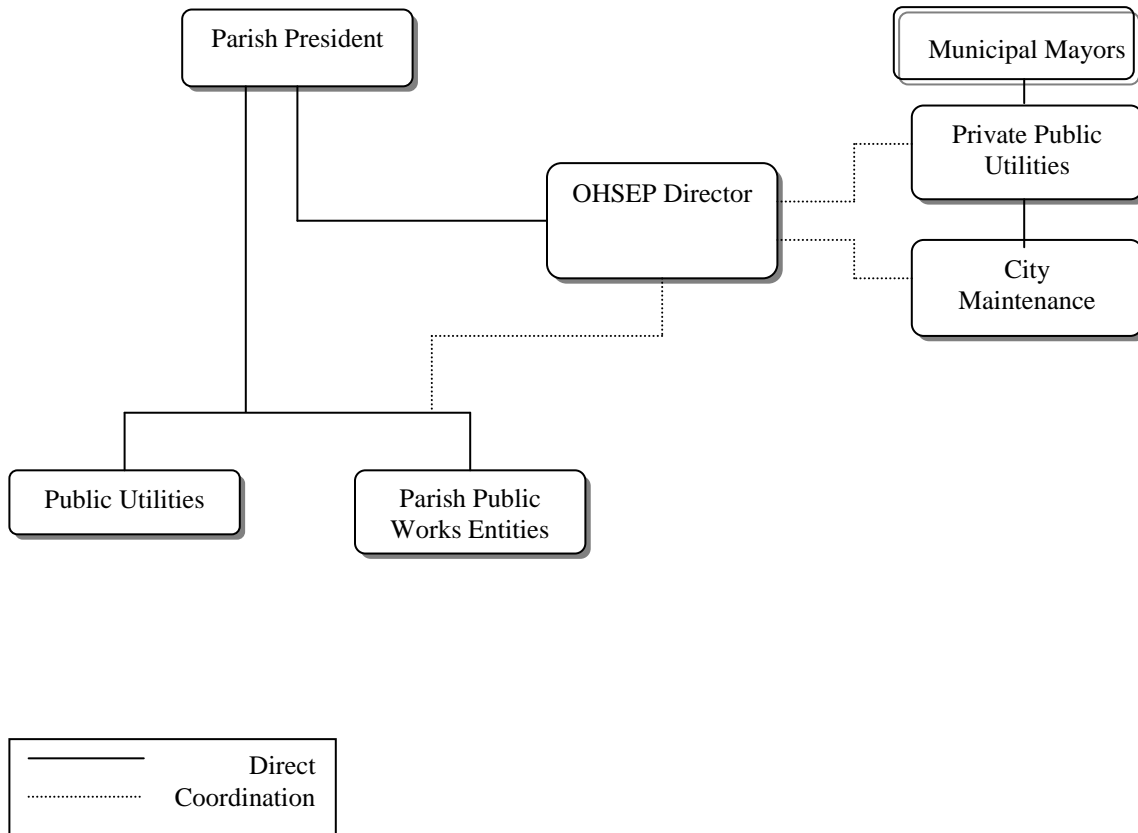


ESF 3 – Public Works and Engineering

Last Updated: September 2015

ESF-3 APPENDIX A

PUBLIC WORKS/UTILITIES ORGANIZATIONAL CHART





ESF 3 – Public Works and Engineering

Last Updated: September 2015

ESF-3 APPENDIX B

Responsibility Chart

Agency support to the Public Works and Engineering Representative	Engineering Personnel and Equipment	Debris Removal	Debris Disposal	Coastal Restoration	Watershed Protection
Parish Public Works Department	X	X	X		X
Municipal Public Works	X	X	X		X
Water Districts and Operators	X				
Entergy	X				
Bellsouth / EATEL	X				
DOTD	X	X	X	X	X



ESF 3 – Public Works and Engineering

Last Updated: September 2015

ESF-3 APPENDIX C

Public Works Resources

TAB A	Parish fixed asset list: AP Government Finance Department
TAB B	Parish Equipment list: on file at the AP Government Fleet Management Office
TAB C	Municipal resource list: on file in EOC
TAB D	Utility contact list: on file in EOC
TAB E	List of mutual aid agreements: on file AP Government Purchasing Department
TAB F	List of contractors: on file in AP Government Purchasing Department
TAB G	List of equipment suppliers: on file in AP Government Purchasing Department
TAB H	List of materials suppliers: on file in AP Government Purchasing Department



ESF 3 – Public Works and Engineering

Last Updated: September 2015

ESF-3 APPENDIX D

Debris Management Plan



ESF 3 – Public Works and Engineering

Last Updated: September 2015

Ascension Parish Office of Homeland Security & Emergency Preparedness

Debris Management Plan

As of:
FY
2013





ESF 3 – Public Works and Engineering

Last Updated: September 2015

Table of Contents

	Subject	Page
I.	Staff Roles and responsibilities:	4
	a. Roles and Responsibilities	
	i. Parish President	
	ii. Chief Administrative Officer	
	iii. Chief Financial Officer	
	iv. Human Resource Director	
	v. EOC Director	
	vi. Public Information Officer	
	vii. Purchasing Director	
	viii. Chief Accountant	
	ix. Senior Purchasing Agent	
	x. Parish Attorney	
	xi. Public Works Director	
	xii. Major Drainage Director	
	xiii. Chief Engineer	
	b. Emergency Communications	
	c. Health & Safety	
	d. Training Schedule	
II.	Situation & Assumptions	10
	a. Design Disaster Event	
	b. Forecasted Debris	



ESF 3 – Public Works and Engineering

Last Updated: September 2015

c.	Forecasted Locations	
i.	List of Approved Sites	
ii.	Classified Debris	
iii.	Debris Classification Definitions	
iv.	Organization & Concept of Operations	
III.	Debris Collection Plan	15
a.	Collection Priorities	
b.	Response & Recovery	
c.	Collection Methods	
IV.	Debris Management Sites	19
V.	Contracted Services	22
a.	Contractor Selection Process	
b.	List of Qualified Contractors	
VI.	Private Property Demolition and Debris Removal	25
VII.	Public Information Plan	26



ESF 3 – Public Works and Engineering

Last Updated: September 2015

Debris Management Plan

- I. **STAFF ROLES AND RESPONSIBILITIES:** The Ascension Parish Government is responsible for the development of a debris management plan and shall select a Debris Manager to supervise the Debris Management Staff. The staff shall be comprised of personnel to perform the following functions:
 - a. **ROLES AND RESPONSIBILITIES:**
 - i. **STAFFING ASSIGNMENTS & DUTIES**
 1. **PARISH PRESIDENT:** The Parish President is the chief executive officer for the Parish of Ascension. He provides clear, concise goals and objectives, issues executive orders to activate the EOC, and declares local state of emergencies, and is the approval authority for all parish transactions. Additionally, he coordinates with the municipalities within the parish for debris removal planning, contracting, and execution.
 2. **CHIEF ADMINISTRATIVE OFFICER (CAO):** The Ascension Parish CAO or chief executive assistant to the parish president directs the activities of the parish command staff and advises the Parish President on matters related to debris volume, category, contracting, and removal.
 3. **CHIEF FINANCIAL OFFICER:** The CFO will manage all finance department personnel as it pertains to force account labor and material and contracted debris removal financial accounting.
 4. **HUMAN RESOURCES DIRECTOR:** The HR Director enforces personnel policies, oversees emergency temporary hiring, and oversees the collection of force account labor and equipment timesheets as it applies to emergency debris removal.
 - ii. **ADMINISTRATION**
 1. **EOC DIRECTOR:** The EOC Director will initiate emergency management operations and logistics. Additionally, he advises the CAO on public safety issues related to emergency clearing of critical parish routes based on projections from first responding agencies. Also, the EOC director maintains the parish debris management plan and



ESF 3 – Public Works and Engineering

Last Updated: September 2015

coordinates with all parish departments for a 24 hour cut and push operations debris removal from the public right-of-way.

2. **PUBLIC INFORMATION OFFICER:** The PIO coordinates press releases, maintains contact with local organizations, individuals, and media, to advertise debris collection schedules and types of debris to be collected.
3. **PURCHASING DIRECTOR:** The Purchasing Director will ensure that emergency supplies related to debris removal are acquired, managed and distributed by the parish purchasing department and the EOC Logistics Section Chief. The purchasing director is also critical in advertising bids for monitoring and removal contracts.
4. **CHIEF ACCOUNTANT:** Source documentation of all costs related to force account labor, material and equipment as it pertains to debris removal is managed by the parish finance, accounting, and HR departments. Billing and invoices will also be maintained by these departments.
5. **SENIOR PURCHASING AGENT:** The Ascension Senior Purchasing Agent will perform following tasks:
 - a. Bidding requirements
 - b. Forms maintenance
 - c. Advertisements for bids
 - d. Instructions to bidders
 - e. Contract development
6. **PARISH ATTORNEY:** The Ascension Parish Legal Department will perform the tasks listed below:
 - a. Contract review
 - b. Right of entry permits
 - c. Community liability condemnation of buildings
 - d. Land acquisition for temporary staging and



ESF 3 – Public Works and Engineering

Last Updated: September 2015

- reduction sites
 - e. Land acquisition for disposal sites
 - f. Insurance
7. **OPERATIONS:** On scene operations are conducted by the Ascension Parish Department of Public Works and the Drainage Department. These departments will perform the following: Supervision of government public works personnel, supervision of contract resources, and overall project management.
- a. **PUBLIC WORKS DIRECTOR:** In addition to directing the deployment of DPW debris teams, the DPW director produces initial estimates of the volume of vegetative or C&D debris throughout the jurisdiction. This data is used in the decision making process to activate emergency debris removal contracts. In addition to the tasks mentioned above the DPW Director performs the following tasks:
 - i. Positions equipment and resources for response and recovery operations.
 - ii. Develops staff schedules and strategies.
 - iii. Provides communication, facilities, equipment and materials to support response and recovery.
 - iv. Monitors and directs DPW force account labor.
 - v. Distributes response and recovery resources.
 - vi. Operates and manages the collection, debris management sites, and disposal of debris when employing force account resources.
 - vii. Creates a demolition strategy if necessary.
 - b. **EA DRAINAGE DIRECTOR:** The East Ascension Drainage director, in addition to directing the deployment of Drainage debris teams, produces initial estimates of the volume of vegetative or C&D debris throughout the jurisdiction as it pertains to waterways and drainage



ESF 3 – Public Works and Engineering

Last Updated: September 2015

infrastructure. This data is used in the decision making process to activate emergency debris removal contracts. In addition to the tasks mentioned above the EA Drainage Director performs the following tasks:

- i. Positions equipment and resources for response and recovery operations.
 - ii. Develops staff schedules and strategies.
 - iii. Provides communications, facilities, equipment and materials to support response and recovery.
 - iv. Monitors and directs drainage force account labor.
 - v. Distributes response and recovery resources.
 - vi. Operates and manages the collection, debris management sites, and disposal of debris when employing force account resources.
 - vii. Creates a demolition strategy if necessary.
- c. **DEBRIS TEAMS:** Debris teams operate under a unified command to provide emergency roadway clearing on critical routes. The objective is to clear all roadways in the parish by having at least one lane open within 24-48 hours post land fall. DPW and Drainage provides personnel and heavy equipment to fire fighters and police debris teams. Law enforcement provides traffic control and fire services provide personnel and illumination. Additionally, DPW and Drainage debris teams continue debris removal operations until the debris removal contract is activated.

8. **ENGINEERING & DEBRIS REMOVAL PROJECT**

MANAGEMENT: The parish chief engineer and the EOC Logistics Section Chief acts as the debris removal project managers and coordinates with the debris removal contractor, the contract monitor and the finance department to ensure that the contracts are adhered to and properly documented.

- a. Detailed damage assessment



ESF 3 – Public Works and Engineering

Last Updated: September 2015

- b. Identification of project tasks
 - c. Assignments of tasks
 - d. Preparation of estimates
 - e. Plans
 - f. Specifications
 - g. Recommendation of contract award
- b. **EMERGENCY COMMUNICATIONS PLAN:** During EOC activation, conference calls or meeting are conducted daily to disseminate critical information to key personnel. A coordination meeting will be scheduled 72 hours prior to landfall with debris removal teams from APSO, AP OHSEP, DPW and debris removal contractors. Emergency communications are conducted using several layers: a 450 and 800 megahertz public safety radio system, a centralized crisis information management system (WebEOC), and commercial telephone, cellular, and text systems. Each system has proved to be very robust and capable of continuous operations after sustaining damage. AP OHSEP will begin testing communications with APSO and DPW 48 hours prior to landfall. Frequency plans are established within an incident action plan and provided to first responders during an initial briefing. The central dispatch office maintains the 800 MHZ radio system while the EOC maintains WebEOC and the 450 MHZ systems.
- c. **HEALTH AND SAFETY PLAN AND PROCEDURES:** The parish will follow all Occupational Safety and Health Administration (OSHA) published health and safety procedures pertaining to debris removal and disposal operations. Contractors hired by the parish will also follow all parish, state, and federal health and safety regulations and guidance pertaining to debris removal and disposal operations. Contractors will be required to provide the parish debris manager with a copy of their Health and safety plan before commencing work for the parish. The Ascension Parish Health and Safety Plan is found in Chapter V, page 43 of the Ascension Parish Policy Manual and Chapter 11 of the parish code of ordinances. Additionally, the parish safety plan complies with Part V, Chapter 9, Title 40, Department of Labor Workers' Compensation Safety Requirements, and 129(b)(4) of the Louisiana Statutes. Health and safety procedures are implemented in accordance with the policies instituted by the parish and each external agency. These procedures are monitored by either full-time or pre-identified contracted safety officers.



ESF 3 – Public Works and Engineering

Last Updated: September 2015

- d. **TRAINING SCHEDULE:** EOC staff training is conducted monthly and debris removal operations are exercised annually during a EOC exercise.
- e. **STATE AND FEDERAL COORDINATION:** The staff shall coordinate with all State and Federal agencies responsible for disaster response and recovery operations, and will be assigned the task of:
 - i. Assembling to develop a Debris Management Plan.
 - ii. Developing an analysis and debris management capability.
 - iii. Discourage development in hazardous zones.
 - iv. Develop public information and education programs.
 - v. Train personnel in debris management techniques.
 - vi. Maintain pre-disaster maps, blueprints, photos and other documents.
 - vii. Make a list of critical facilities (streets, roads, and bridges) requiring debris clearance.
 - viii. Identify non-government groups that could assist.

II. **SITUATIONS & ASSUMPTIONS**

a. **DESIGN DISASTER EVENT**

- i. As it pertains to debris removal, a scenario driven designed event would primarily stem from three types of disasters in Ascension Parish: a hurricane, tornado, or flood. Within Ascension Parish's geographic area a hurricane will produce mostly vegetative debris while a tornado or flood will produce primarily demolition/construction debris and white goods.
- ii. Hazardous material is a possibility due to the fact that Ascensions Parish's primary industry is Petrol-Chemical. Mutual aid between each plant, the local and state HAZMAT Teams, first responders, and HAZMAT emergency response contractors are used during this type of incident. Each of these scenarios are explained within the parish's all hazards plan, which is managed by the Local Emergency Planning Committee members.
- iii. The debris management program implemented by the Ascension Parish Department of Public Works will be based on the waste management approach of reduction, reuse, reclamation, resources recovery, incineration, and land filling, respectively.



ESF 3 – Public Works and Engineering

Last Updated: September 2015

- iv. Natural and man-made disasters precipitate a variety of debris that includes, but is not limited to, such things as trees, sand, gravel, building/construction materials, vehicles, personal property, etc.
 - v. The quantity and type of debris generated from any particular disaster is a function of the location and kind of event experienced, as well as its magnitude, duration, and intensity.
 - vi. The quantity and type of debris generated, its location, and the size of the area over which it is dispersed directly impacts the type of collection and disposal methods used to address the debris problem, associated costs incurred, and the speed with which the problem can be addressed.
 - vii. In a major or catastrophic disaster, the Parish may have difficulty in locating staff, equipment, and funds to devote to debris removal, in the short as well as long term.
 - viii. Private contractors play a significant role in the debris removal, collection, reduction, and disposal process.
- b. **FORECASTED DEBRIS:**
- i. **FORECASTED DEBRIS TYPES** for this jurisdiction are listed below by type and order of expected magnitude or impact as well as examples of formulas used for estimation:
 - 1. Vegetative: 1 Acre of Debris, 3.33 yards high = 16,117 cy
 - 2. C&D: $L' \times W' \times S \times .20 \times VCM =$ cubic yards of debris
 - 3. Personal property from flooded single family home:
 - a. 25-30 cy x number of homes flooded
 - 4. Debris from destroyed mobile homes:
 - a. Single wide: 290 cy x number of mobile homes
 - i. Double wide: 415 cy x number of mobile homes
 - 5. White goods: Subject matter expert verification.
 - 6. HAZMAT: Subject matter expert verification.
 - ii. **FORECASTED LOCATIONS:** for vegetative debris covers approximately 312 square miles within the borders of the parish. HAZMAT, C&D, and white



ESF 3 – Public Works and Engineering

Last Updated: September 2015

good debris maybe isolated near the inland waterways of the region. This parish contains approximately 250 miles of navigable inland waterways.

c. CLASSIFIED DEBRIS

- i. To facilitate the debris management process, debris will be segregated by type. It is recommended that the categories of debris established for recovery operations will be standardized. The Parish will adopt the categories established for recovery operations by the U. S. Army Corps of Engineers following Hurricane Andrew. Debris removed will consist of two broad categories (clean wood debris and construction and demolition debris.) Most common hurricane-generated debris will consist of 30% clean woody material and 70% construction and demolition debris. Of the 70% mixed construction and demolition debris, 42% will be burnable, but will require sorting. 5% will be soil, 15% will be metals, and 38% will be landfill.

d. DEBRIS CLASSIFICATION DEFINITIONS

i. BURNABLE MATERIALS

1. Burnable materials will be of two types with separate burn locations.

ii. BURNABLE DEBRIS

1. Burnable debris includes, but not limited to, damaged and disturbed trees; bushes and shrubs; broken, partially broken, and severed tree limbs and bushes.
2. Burnable debris consists predominately of trees and vegetation.
3. Burnable debris does not include garbage or construction and demolition material debris.

iii. BURNABLE CONSTRUCTION DEBRIS

1. Burnable construction and demolition debris consists of non-creosote structural timber, wood products, and other materials designated by the coordinating agency representative.

iv. NON-BURNABLE DEBRIS



ESF 3 – Public Works and Engineering

Last Updated: September 2015

1. Non-burnable construction and demolition debris includes, but not limited to, creosote timber, plastic, glass, rubber, and metal products, sheet rock, roofing shingles, carpet, tires, and other materials as may be designated by the coordinating agency. Garbage will be considered non-burnable debris.

v. **STUMPS**

1. Stumps will be considered tree remnants exceeding 24 inches in diameter; but no taller than 18 inches above grade, to include the stump ball. Any questionable stumps shall be referred to the designated coordinating agency representative for determination of its disposition.

vi. **INELIGIBLE DEBRIS**

1. Ineligible debris to remain in place includes, but not limited to, chemicals, petroleum products, paint products, asbestos, and power transformers.
2. Any material that is found to be classified as hazardous or toxic waste (HTW) shall be reported immediately to the designated coordinating agency representative. At the coordinating agency representative's direction, this material shall be segregated from the remaining debris in such a way as to allow the remaining debris to be loaded and transported. Standing broken utility poles, damaged and downed utility poles and appurtenances, transformers, and other electrical material will be reported to the coordinating agency representative. Emergency workers shall exercise due caution with existing overhead and underground utilities and above ground appurtenances, and advise the



ESF 3 – Public Works and Engineering

Last Updated: September 2015

appropriate authorities of any situation that poses a health or safety risk to workers on site or to the general public.

vii. **DEBRIS CLASSIFICATIONS:** Debris classifications developed and used by the U. S. Army Corps of Engineers.

e. **ORGANIZATION AND CONCEPT OF OPERATIONS**

i. **DEBRIS REMOVAL RESPONSIBILITY**

1. The Ascension Parish Department of Public Works is responsible for the debris removal function. The Department of Public Works (DPW) will work in conjunction with designated support agencies, utility companies, waste management firms, and trucking companies, to facilitate the debris clearance, collection, reduction, and disposal needs following a disaster. DPW will be responsible for removing debris from the public right-of-way. Only when it is deemed in the public interest will DPW remove debris from private property. DPW will further stage equipment in strategic locations locally, as well as regionally, if necessary, to protect the equipment from damage, preserve the decision makers' flexibility for employment of the equipment, and allow for the clearing of crews to begin work immediately after the disaster.

ii. **USE OF DEBRIS REMOVAL CONTRACTORS:** Because of the limited quantity of resources and service commitments following the disaster, the Parish will be relying heavily on private contractors to monitor, remove, collect, and manage debris for reuse, resource recovery, reduction, and disposal. Using private contractors instead of government workers in debris removal activities has a number of benefits. It shifts the burden of conducting the work from public to the private sector, freeing up government personnel to devote more time to their regularly assigned duties. Private contracting also stimulates local, regional, and state economies impacted by the storm, as well as maximizes state and local governments' level of financial assistance from the Federal government. Private contracting allows the state and its political subdivisions to more closely tailor their contract services to their specific needs. The entire process (i.e. clearance, collection, transporting, reduction, and disposal, etc.) or segments of the process can be contracted out.



ESF 3 – Public Works and Engineering

Last Updated: September 2015

- iii. **APPROVED CONTRACTORS:** The Ascension Parish Department of Public Works will also develop and maintain a list of approved contractors who have the capability to provide debris removal, collection, and disposal in a cost effective, expeditious, and environmentally sound manner following a disaster.

III. **DEBRIS COLLECTION PLAN:**

a. **DEBRIS REMOVAL PRIORITIES:**

- i. **FIRST PRIORITY:** The debris removal process must be initiated promptly and conducted in an orderly, effective manner in order to protect public health and safety following a major or catastrophic event. To achieve this objective, the first priority will be to clear debris from key roads in order to provide access for emergency vehicles and resources into the impacted area. Key roads in Ascension Parish are identified as follows:
 - 1. Churchpoint Road
 - 2. Roddy Road
 - 3. Purpera Road
 - 4. LA Hwy. 22
 - 5. LA Hwy. 30
 - 6. LA Hwy. 3089
 - 7. LA Hwy. 42
 - 8. LA Hwy. 431
 - 9. LA Hwy. 44
 - 10. LA Hwy. 61
 - 11. LA Hwy. 70
 - 12. LA Hwy. 73
- ii. **SECOND PRIORITY:** The need and demand for critical services will be increased significantly following a disaster. Therefore, the second priority that debris removal resources will be assigned is providing access to critical facilities pre-identified by State and local governments. Critical facilities in Ascension Parish have been identified as Hospitals, Fire Stations, and Department of Public Works etc.
- iii. **THIRD PRIORITY.** The third priority for the debris removal teams to address will be the elimination of debris related threats to public health and safety. This will include such things as the repair, demolition, or barricading of heavily damaged and structurally unstable buildings, systems, or facilities that pose a



ESF 3 – Public Works and Engineering

Last Updated: September 2015

danger to the public. Any actions taken to mitigate or eliminate the threat to the public health and safety must be closely coordinated with the owner or responsible party. If access to the area can be controlled, the necessary actions can be deferred.

b. **RESPONSE OPERATIONS:**

i. Response operations are triggered by the type of event. Response to vegetative debris removal as a result of a hurricane will initially trigger public works, law enforcement, and fire service personnel. These agencies work towards clearing essential routes within the parish and operate under a unified command structure. Other tasks related to the response phase are listed below:

1. Activate debris management plan, coordinate with needs assessment team.
2. Begin documenting costs.
3. Coordinate and track resources (public and private).
4. Establish priorities regarding allocation and use of available resources.
5. Activate TDSR Sites that are pre-approved by the Louisiana Department of Environmental Quality.
6. Address any legal, environmental, and health issues relating to the debris removal process.
7. Continue to keep public informed through the PIO.

c. **RECOVERY OPERATIONS:**

i. **ESTIMATED STAFFING, PROCEDURES AND ASSIGNMENTS:**

Recovery operations begin with an impact estimation completed by the Director of Public Works. Estimates are derived from formulas contained within DPW policies and procedures. The trigger to activate a debris removal contract is a debris volume estimate exceeding 100,000 cubic yards of vegetative debris. An estimate above this amount will exceed the process capability of local public works response equipment and personnel. As an example, historical data confirms that a direct hit from a category II or above hurricane can possibly produce up to 800,000 cubic yards of vegetative debris within the parish. Tasks related to the recovery phase are listed below:

1. Continue to collect, store, reduce, and dispose of debris generated from the event in a Cost-effective and environmentally responsible manner.
2. Continue to document costs.



ESF 3 – Public Works and Engineering

Last Updated: September 2015

3. Upon completion of debris removal mission, close out debris storage and reduction sites by developing and implementing the necessary site restoration actions.
 4. Perform necessary audits of operation and submit claim for Federal assistance.
- d. **DEBRIS COLLECTION METHODS:**
- i. **CURBSIDE COLLECTION:** Curbside collection is conducted using government or contracted grapple truck teams. Each truck is certified by calculating and documenting the volume of each truck in cubic yards for use by the administrative section for processing.
 - ii. **COLLECTION CENTERS:** The parish maintains four debris collection centers which are evaluated annually for compliance. Each site is surveyed and approved by the Louisiana Department of Environmental Quality. These sites may be accessed by the selected debris removal contractor and monitor as well as the general public for use as a citizen drop-off point.
 - iii. **COLLECTING HAZARDOUS WASTE AND WHITE GOODS:** Household hazardous waste will contaminate an entire truck load of vegetative debris. It is critical that the public be made aware of procedures used to segregate this type of debris. HAZMAT disposal operations are completed by consulting companies that are subject matter experts in this area. White goods must be transported to certified recycling centers within the greater Baton Rouge Area. Refrigerants and machine fluids can only be reclaimed by a permitted facility. The collection of white goods must be accomplished carefully to avoid releases. Disposal of these items are completed in accordance with local, state, and federal laws, LA DEQ, LA DNR, and FEMA doctrine. RFQ's must be maintained by the Purchasing Department for contractors that possess these qualifications.
 - iv. **MONITORING STAFF & ASSIGNMENTS:** For full scale debris removal operations approximately fifteen debris removal monitors should be employed by contractors. These monitors oversee debris removal and collection daily. Monitors conduct operations on scene as well as at each collection and reduction sites. Each monitor provides information that verifies the contractor's scope of work by determining the type and amount of debris collected and the location of



ESF 3 – Public Works and Engineering

Last Updated: September 2015

the original collection point. In addition the monitors role accomplishes the tasks listed below:

1. Certifies and recertifies truck capacities.
2. Completes load control tickets.
3. Validates hazardous trees.
4. Ensures that trucks are accurately credited.
5. Ensures that trucks are not artificially loaded.
6. Ensures that hazardous waste is not mixed with load.
7. Guards against improper equipment usage.
8. Reports on violations of public and personnel safety standards.
9. Monitors site development and restoration of the DMS.
10. Reports to project manager if work does not comply with all local state and federal ordinances.

IV. **DEBRIS MANAGEMENT SITES (DMS)**

a. **SITE MANAGEMENT**

- i. **SITE MANAGER:** Parish DPW personnel or contracted services may be used to manage the DMS. In-house site management is conducted by the Ascension Parish Chief Engineer, the EOC Logistics Section Chief or designee.
- ii. **MONITORING STAFF AND ASSIGNMENTS:** The contract monitoring company provides at least one monitor at each collection site in addition to roving evaluation units. Monitors should be placed at both the entrance and exit points of each DMS to validate that each truck releases its entire load prior to leaving the site. The monitor's primary duties include: quantifying debris loads, issuing load tickets, inspecting and validating truck capacities, checking loads for hazardous waste, and performing quality control checks.
- iii. **SAFETY PERSONNEL:** The contract monitor employs roving units to monitor safety. Also, the parish safety officer is involved in monitoring safety for force account debris removal operations. Safety personnel are responsible for traffic control and ensuring that site operations are in compliance with state and federal occupational safety regulations.

b. **ESTABLISHMENT & OPERATIONS PLANNING**

- i. **SITE PERMITS:** Permits used for DMS operations are on file from LA DEQ at the Ascension Parish Office of Homeland Security. These permits provide authorization for the activities listed below:



ESF 3 – Public Works and Engineering

Last Updated: September 2015

1. Waste processing and recycling.
 2. Temporary land use.
 3. Air & water quality testing.
- ii. **SITE LOCATIONS:** Listed below are the four primary DMS locations for the parish:
1. **LAMAR-DIXON:** Approximately 40 acres of publically leased land located at 9039 Saint Landry Road, Gonzales, La.
 2. **DONALDSONVILLE:** Approximately 60 acres of privately held land owned by the Evan Hall Sugar Cooperative located at 921 South U.S. Highway 1, Donaldsonville, La.
 3. **GALVEZ:** Approximately 30 acres of privately held land owned by JBW Properties located at 16599 Joe Sevario Rd, Gonzales, La.
 4. **FINAL DISPOSAL:** Final disposal of debris will be completed at the BFI land fill located on HWY 22 in Sorrento, LA or recycled to private organizations for use as fuel.
 5. **BASELINE DATA FOR EACH LOCATION:** The following actions are recommended to record the baseline data for each DMS:
 - a. Photograph or videotape the site.
 - b. Document the physical features.
 - c. Investigate the historic significance.
 - d. Sample the soil and water to compare and contrast before and after operations.
 6. **INGRESS/EGRESS:** Traffic patterns are designed to allow trucks to enter and exit through different access points.
 7. **SITE LAYOUT:** The site layout will be designed to allow a constant flow of debris to grinders. Significant accumulation of debris should not be allowed to accumulate due to environmental or safety concerns. If debris quantities flowing into the site exceed the capacity restrictions, additional sites will be considered.
 8. **SITE PREPARATION:** The topography and soil conditions will be evaluated to determine the best layout. Ease of site closure will be taken into consideration during site preparation. Uncontaminated soil will be re-spread to preserve the integrity of tillable soils.
 9. **VOLUME REDUCTION METHODS:**



ESF 3 – Public Works and Engineering

Last Updated: September 2015

- a. **INCINERATION:** Air curtain incinerators may be employed but are not mandatory.
 - b. **GRINDING AND CHIPPING:** Grinding and chipping that reduces the volume of debris will be employed at all debris management sites.
 10. **RECYCLING:** Recycling may be employed at each site; however, recycling of reduced debris is not mandatory.
 11. **ENVIRONMENTAL MONITORING PROGRAM:** To ensure that adverse impacts to protected environmental resources are minimized, coordination with LA DEQ and the LA Department of Natural Resources will be undertaken.
 12. **SITE CLOSURE:** The TDSR site must be returned to its environmental state prior to it being returned to the owner. Debris, processing equipment, storage tanks, protection berms, and structures must be removed upon completion of all debris removal and processing operations. Based on a thorough inspection additional remediation may be required before the site is returned to the owner. The lease agreement should have provisions that release Ascension Parish from future damages after final acceptance by the owner.
 13. **DMS / TDSR SITE SELECTION CRITERIA:** Site selection criteria will be developed into a checklist format for use by teams to facilitate identification and assessment of potential sites. DMS selection is based on the following criteria: Ownership, size, location, and environmental and historical concerns. Public lands are considered first in an attempt to avoid land leases. If private land leases are required then base line environmental evaluations will be conducted and documented before the land is occupied and again before it is returned to the owner. The land lease agreement should be for a specific time frame with the provisions to extend the lease if necessary. All Ascension Parish recreation parks may be considered for use as temporary holding sites.
- V. **CONTRACTED SERVICES:** If the magnitude of the disaster is beyond the capabilities of the Ascension Parish force account resources, contract services may be employed. The Ascension Parish procurement and legal staffs will manage the procurement and awarding of



ESF 3 – Public Works and Engineering

Last Updated: September 2015

debris removal contracts in accordance with the parish’s established procurement and contracting procedures.

a. **EMERGENCY CONTRACTING/PROCUREMENT PROCEDURES:** Established procurement and contracting procedures for Ascension Parish will not be circumvented in the interest of time. In accordance with 44 CFR Part 13.36(f) (4), cost plus percentage of costs contracts shall not be used. The established procedures for selecting a prequalified contractor is listed below:

i. **Professional Services Competitive Consultant Selection Process**

1. A competitive engineering selection process will be employed in the selection of professional services consultants for professional services contracts when the proposed fee is \$50,000 or greater.
2. As a part of the process, we will employ a Selection Committee composed of Staff Professionals that will review and rank the proposals and submit their recommendations for selection through the Parish President to the Council. The Committee will be composed of the following representatives:
 - a. Chief Administrative Officer – Permanent Chair
 - b. Chief Financial Officer
 - c. In-House Legal Counsel
 - d. Effected Department Head
 - e. Outside Expert in subject matter area

Selection Criteria/ Scorecard	Weight/Pts	Total Pts
Firm/Qualifications and Experience	<u>0-25</u>	25
Key Personnel Qualifications and Experience	<u>0-25</u>	25
Local Project Experience	<u>0-10</u>	10
Proposal Understanding	<u>0-05</u>	5
Compatibility (Firm size versus project size)	<u>0-05</u>	5
Current Work Load	<u>0-05</u>	5
Past Performance	<u>0-05</u>	5
Special Conditions	<u>0-10</u>	10
Oral Presentations	<u>0-05</u>	<u>5</u>
Total	100	100

- ii. Policies and Procedures for the operations of this committee will be established by the Chief Administrative Officer.



ESF 3 – Public Works and Engineering

Last Updated: September 2015

- iii. Ascension Parish may use one or more of the following methods to best serve this jurisdiction:
 1. Pre-drafted contracts.
 2. Pre-qualified contractors.
 3. Pre-event contractors.
- iv. **PREQUALIFIED CONTRACTORS:** Prequalified contractors are listed below. Rankings for each are held at the Ascension Parish Legal Office.
 1. Unified Recovery Group, Baton Rouge, Louisiana.
 2. Crowder Gulf, Theodore, Alabama.
 3. DenPen, Gonzales, Louisiana.
 4. DRC Emergency Services, Mobile Alabama.
 5. EMR, Lawrence, Kansas.
 6. Hansboro Demolition and Excavation.
 7. Holiday Construction, Poplarville, Mississippi.
 8. JNE Enterprises, New Orleans, Louisiana
 9. Omni Pinnacle, Pearl River, Louisiana.
 10. Outdoor Living, Gonzales, Louisiana.
 11. Phillips & Jordan, Knoxville, Tennessee.
 12. Storm Reconstruction Services, Mobile, Alabama.
 13. Starfish Inc., Brewton, Alabama.
 14. TFR Enterprises, Leander, Texas.
 15. Three Deuces, Disaster Debris Removal, McAllen, TX.
- b. **DEBRIS OPERATIONS TO BE OUTSOURCED:** Debris removal and contract monitoring may be outsourced dependant upon the magnitude of the disaster within this jurisdiction.
- c. **GENERAL CONTRACT PROVISIONS:** Items will be place in the debris removal and monitoring contract that minimizes potential conflicts between the contactors and the Ascension Parish Government. These items include the basis of payment, the duration of the contract, the performance measures, an agreement to restore collateral damage, a termination for convenience clause, and a conflict resolution process.
- d. **QUALIFICATION REQUIREMENTS:** All contractors must meet the minimum requirement of insurance, licensing, and bonding prior to being awarded a contract by the Ascension Parish Government. The parish may advertise Requests for Qualifications (RFQ) to establish a list of credible candidates for contract awards. All contractors on



ESF 3 – Public Works and Engineering

Last Updated: September 2015

this list are then invited to bid on a contract. This list will substantially reduce the cycle time for selecting a contractor by allowing contractors to focus on cost estimates rather than documentation needed to qualify for bidding.

- e. **SOLICITATION OF CONTRACTORS:** When soliciting competitive bid proposals the Ascension Parish Government will be the entity that develops the engineering estimate and scope of work for the contract bid solicitation. RFQ/RFP's in addition to established bid advertisement and announcements will be implemented.

VI. **PRIVATE PROPERTY DEMOLITION AND DEBRIS REMOVAL:**

- a. **CONDEMNATION CRITERIA AND PROCEDURES:** Condemnation of structures within Ascension Parish will be conducted in accordance with established condemnation polices and documentation in place within the Ascension Parish Permitting and Inspection Office. These polices are in place to assess and determine building structural integrity. The Ascension Parish building safety assessment will also be implemented for disaster condemnation.

- i. **LEGAL DOCUMENTATION:** The following documentation will be used in the condemnation process:

1. Verification of ownership.
2. A right-of-way entry form.
3. Building official assessment form.
4. Verification of insurance information.
5. Photographs.
6. Letter or notice of condemnation.
7. Notice of demolition to owner.
8. Notice of demolition to neighboring residents.

- ii. **DEMOLITION PERMITTING:** All permitting will be undertaken by the Ascension Parish Permitting Office. Requirements for obtaining a private property demolition permit include the following information:

1. Site map.
2. Site ingress and egress.
3. Site preparation documents.
4. Staging strategies.
5. Hazardous waste handling requirements.

- iii. **INSPECTIONS:** Structure inspections are conducted by the Ascension Parish building inspectors. These inspections include the following data:



ESF 3 – Public Works and Engineering

Last Updated: September 2015

1. Water, sewer, and septic tank inspection.
2. Occupancy inspection immediately prior to demolition.
3. Post demolition inspection.

- b. **MOBILE HOME PARK PROCEDURES:** Documenting the legal responsibility within the mobile home park will have primary consideration during these operations. A determination must be made as to the owner of structures either by the occupant of the park or the park owner.
- c. **NAVIGATION HAZARD REMOVAL:** Ascension Parish will coordinate with the USCG, the Ascension Parish Waterways Commission, the Water Patrol Division of the Ascension Parish Sheriff's Office, the Louisiana Department of Wildlife and Fisheries, and the East Ascension Gravity Drainage Department to determine the magnitude of impact on the inland waterways of the parish. Operations conducted here will be to locate debris and determine the legal owner. Removal of debris that presents a navigational hazard as well as a potential to cause flooding will have primary consideration.

VII. **PUBLIC INFORMATION STRATEGY:**

- a. **PUBLIC INFORMATION OFFICER:** The goal of the parish public information plan is to ensure that the public is given accurate and timely information as it relates to debris removal. The PIO has primary oversight of this function.
- b. **PRE-SCRIPTED INFORMATION:** Pre-scripted public information will include that debris will be collected curbside and at collection centers for Ascension Parish. These messages will include the following:
 - i. **CURBSIDE COLLECTION:**
 1. State whether Ascension Parish or a contractor will collect the debris.
 2. The schedules and routes.
 3. The type of debris to be collected.
 4. The final collection date.
 - ii. **COLLECTION CENTERS:**
 1. The location of the collection centers.
 2. The daily hours of operation.
 3. The debris to be segregated at the collection center.
 4. The type of debris that will be accepted at the collection center.
 5. State how long the collection center will be operational.



ESF 3 – Public Works and Engineering

Last Updated: September 2015

c. **DISTRIBUTION PLAN:** The media distribution plan will be composed of several key elements:

1. Local television, radio, and newspapers.
2. The Ascension Parish Website.
3. Public forums such as the televised parish council meetings.

VIII. Please direct questions or concerns regarding this document to the undersigned at (225) 621-8360, or rwebre@apgov.us.

A handwritten signature in black ink, appearing to read 'R. Webre', with a stylized flourish at the end.

Richard A. Webre
Director
Ascension Parish OHSEP



ESF 4 – Fire Services

Last Updated: April 2015

ESF 4 TASKED AGENCIES	
ESF Coordinator(s)	James LeBlanc, Tracy Normand, Chuck Montero, Mark Stewart
Primary Agencies	FPD1, FPD2, FPD3, GFD
Supporting Agencies	LASFM, GOHSEP, All Subordinate Fire Stations
Adjunct/ NGO	Ascension Fire Chiefs Association / Ascension Mutual Aid Association

I. PURPOSE:

ESF 4 provides for the detection, control and suppression of rural and urban fires caused by natural or technological events. Services provided under this ESF shall include actions taken through the application of equipment, manpower and technical expertise to control and suppress fires that have or threaten to become disasters. Provision of such services will be in accordance with mutual aid compact agreements with local governments, private industry, and other parishes using established recognized standards of firefighting methods under the Incident Command System. It is the purpose of this annex to establish fire services plans and procedures to save lives, prevent injury and protect property, as well as to support Ascension Parish protective response actions during emergency situations and disasters.

II. SITUATION AND ASSUMPTIONS

- A. Situation
1. The Ascension Parish Fire Departments have the responsibility of fire prevention, control, suppression and basic medical support. These responsibilities become more significant during an emergency situation.
 2. It's the responsibility of each Fire Chief to advise municipal, Parish and State leaders on needed changes to fire and zoning codes.
 3. The Louisiana Fire Marshall's Office will be responsible for enforcing



ESF 4 – Fire Services

Last Updated: April 2015

- applicable Fire Codes.
4. The Louisiana Department of Agriculture and Forestry has the Primary State Responsibility for fighting wild fires. That responsibility includes the coordination with support agencies to make sure that they develop and maintain plans and procedures.
 5. The support State Agencies for Firefighting are responsible for developing and maintaining plans, procedures and asset inventories to support the ESF 4 Coordinator. State Support Agencies include, but are not limited to:
 - a. The Louisiana National Guard.
 - b. The Department of Environmental Quality.
 - c. State Fire Marshal.
 - d. The Department of Transportation and Development.
 - e. The Department of Wildlife and Fisheries.
 - f. Volunteer Organizations.
 6. A major disaster or catastrophic event may result in many urban and rural fires. Ignition sources that would normally be of a lesser concern grow in their potential under a disaster condition.
 7. In disaster conditions, these fires could spread rapidly, cause great damage, and seriously threaten lives and property. Fire departments in the immediate vicinity of the disaster would most likely be totally committed to such an immediate area, and would probably be stretched beyond their response capacity. Their own and other firefighting resources would be difficult to obtain, manage, coordinate, and utilize due to the disruption of communication, transportation, utility, and water systems within disaster locales.
 8. Ascension Parish Fire Departments support each other with instantaneous mutual aid through fire dispatch within the 911 dispatch center.



ESF 4 – Fire Services

Last Updated: April 2015

9. Ascension Parish Fire Departments are represented at the Ascension Parish Fire Chiefs Association monthly meetings as well as the Ascension Parish Mutual Aid Association meetings.
10. In addition to detection, control and suppression of rural and urban fires caused by natural or technological events, Ascension Parish Fire Departments may be called upon to provide support for Public Alert Notification.

B. Assumptions

1. Existing fire personnel and equipment will handle emergency situations through the use of the existing mutual aid agreements.
2. Coordination and direction of the local efforts, including volunteers, will be required and will be accomplished with the implementation of the Incident Command System (ICS).
3. Fire resources and personnel will be tasked with a variety of missions, many of which will not directly relate to fire suppression.
4. Damaged areas will be restricted and may not be readily accessible.
5. Secondary events or disasters will threaten lives and property as well as firefighting personnel.

III. CONCEPT OF OPERATIONS:

A. General

1. The primary responsibility of the fire service in Ascension Parish is fire control, suppression and prevention.
2. Due to the many hazards that can affect Ascension Parish, the fire service in general may be called upon to perform duties outside of fire control, suppression and prevention.



ESF 4 – Fire Services

Last Updated: April 2015

3. Fire service will provide both basic incident command and support, depending upon the emergency situation.
- B. Phases of Mitigation
1. Mitigation
 - a. The State Fire Marshall and Municipal Fire Departments enforce fire codes within Ascension Parish.
 - b. Each Fire Department within Ascension Parish conducts fire prevention activities at least annually.
 - c. Fire Departments will inspect shelters and key facilities for fire safety.
 2. Preparedness
 - a. Maintain fire service resources, such as, apparatus and personal protective equipment.
 - b. Training of personnel in fire service practices to include:
 - i. Basic and Advanced Fire Fighting
 - ii. Hazardous materials identification
 - iii. Incident Command (Fire-line Officers)
 - c. Development of communication procedures to be used prior to, during and after an emergency.
 - d. Coordinate disaster response training with the Emergency Operation Center.
 - e. Each Fire Department maintains fire pre-plans on commercial structures within their jurisdiction.
 - f. Minimum standards for training are set by the Fire Chief of each



ESF 4 – Fire Services

Last Updated: April 2015

- respective department.
 - g. All Fire Departments participate in the parish-wide mutual aid organization.
 - h. The Fire Service is represented on the LEPC.
 - i. Hazardous Materials Training is offered multiple times each year to fire department members.
3. Response
- a. Provide fire suppression for emergencies involving fire or potential fire to include public shelters.
 - b. Respond to hazardous materials incidents and provide a command post along with incident command until arrival of the Parish HAZMAT Team and the Louisiana State Police Haz-Mat Unit.
 - c. Provide and coordinate urban search and rescue operations.
 - d. Support Public Alert Notification.
 - e. Provide for decontamination of emergency responders and victims.
 - f. Provide extrication for vehicle accidents.
 - g. Advise the EOC of protective action recommendations for the public at risk.
 - h. Through the Fire Services Officer within the EOC, auxiliary and volunteer support will be activated.
4. Recovery
- a. Relay damage information from the field to the EOC.



ESF 4 – Fire Services

Last Updated: April 2015

- b. Decontamination of emergency workers.
- c. Assist with rapid needs operations and damage assessment.
- d. Assist with arson investigations.

IV. ORGANIZATION AND RESPONSIBILITIES:

- A. Task Assignments
 - 1. Fire Departments
 - a. Coordinate all fire services activities within their jurisdiction.
 - b. Fire suppression.
 - c. Fire prevention.
 - d. Public alert / notification
 - e. Support for radiological protection as needed.
 - f. Provide fire suppression for shelters.
 - g. Responding and establishing incident command for hazardous material incidents.
 - i. Establish mutual aid agreements.
 - j. Assist in search and rescue operations.
 - k. Fire Code enforcement (Planning and Zoning)
 - l. Alert all emergency support services to the dangers associated with technological hazards and fire during emergency operations.
 - 2. Louisiana Department of Agriculture and Forestry Commission
 - a. Primary responsibility for forest fires



ESF 4 – Fire Services

Last Updated: April 2015

- b. Support for local fire control operations
- 3. Military Support
 - Support for local fire control operations
- 4. Louisiana State Fire Marshals Office
 - a. Fire code enforcement
 - b. Arson investigation
 - c. Advise public officials on needed changes to fire and zoning codes.

V. DIRECTION AND CONTROL

- A. Each department's respective Fire Chief will be responsible for coordinating all emergency fire services operations. Each agency will be responsible for operations within its respective jurisdiction.
- B. If an incident spreads into more than one jurisdiction or is occurring in multiple jurisdictions, a unified command system shall be utilized to include all Fire Chiefs jurisdictions that are being affected.
- C. A fire service representative will assist in direction and control from the Emergency Operation Center, this representative may be from the responding department or from another department.
- D. Routine operations will be handled by standard operating procedures. State and federal support will be called upon as needed.

VI. CONTINUITY OF GOVERNMENT

- A. Communications

The fire communications network is shown within the communications zone map



ESF 4 – Fire Services

Last Updated: April 2015

in Appendix 2.

B. Resources

A listing of available fire department resources is kept on file in the 911 Central Dispatch Center.

C. Vital Facilities

A listing of facilities designated for fire protection during an emergency is found in the Basic Plan. Facilities have fire alarm systems and fire extinguishers, which are inspected periodically.

See Basic Plan, Section VI.

VII. ADMINISTRATION AND LOGISTICS

See Basic Plan, Section VII

VIII. PLAN MAINTENANCE

It is the responsibility of each fire department to insure its own operational capabilities. The respective Fire Chief will coordinate the planning of all fire services as related to emergency preparedness operations.

See Basic Plan, Section VIII.

IX. AUTHORITIES AND REFERENCES

A. Authorities

(See Basic Plan, Section IX)

B. References

Guide for All Hazard Emergency Operations Planning, (SLG) 101, 1996, Federal Emergency Management Agency



ESF 4 – Fire Services

Last Updated: April 2015

X. APPENDICES

- A. Organization Chart
- B. Responsibility Chart
- C. Communication Zone Map
- D. Parish Fire Fighting Resources on file in EOC

TAB A	Fire Stations
TAB B	Personnel
TAB C	Call out lists
TAB D	Equipment

- E. Mutual Aid Agreements, updated annually: on file in 911

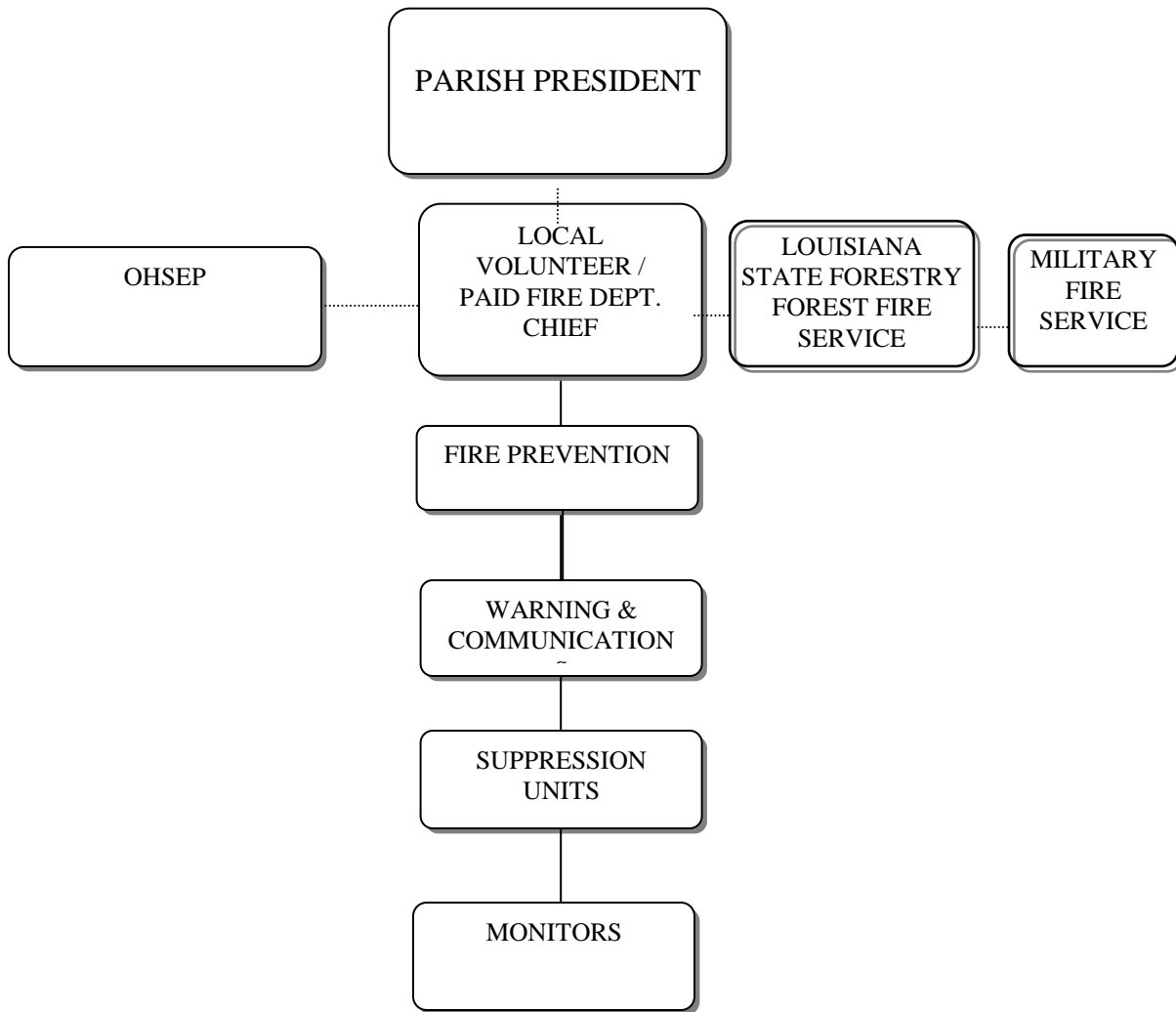


ESF 4 – Fire Services

Last Updated: April 2015

APPENDIX A

Organizational Chart





ESF 4 – Fire Services

Last Updated: April 2015

APPENDIX B

Responsibility Chart

Agency support to Fire Services

(Bold: Local Sources)

	Fire Fighting Equipment and Personnel	Petroleum & Fuels Service	Training and Technical Assistance	Transportation – Air	Transportation – Water	Transportation – Land
Ascension Fire Departments	X					
Louisiana National Guard	X	X	X	X		X
Department of Environmental Quality			X			
State Fire Marshal			X			
Department of Transportation and Development	X	X	X			X
Department of Wildlife and Fisheries	X			X	X	X
Volunteer Organizations *	X		X	X		X

* To include private relief organizations (i.e. American Red Cross, Salvation Army, Mennonite Disaster Service, etc.); private industry; professional associations and participants in mutual aid agreements, etc.



Ascension Parish All Hazards Emergency Operations Plan

ESF 4 – Fire Services

Last Updated: April 2015

APPENDIX C

Interoperable Communications Grant Work Group

Ascension Parish (Department Name)	Ascension Parish (Department Name)	Zone A	Zone B	Zone C	Zone D	Zone E	Zone F	Zone G
LOG A/OHSEP	Event 1	INTEROPERABILITY	INTEROPERABILITY	INTEROPERABILITY	INTEROPERABILITY	INTEROPERABILITY	INTEROPERABILITY	CONVENTIONAL
LOG B/DSP	Event 2	STATE 1	STATE 2	STATE 3	STATE 4	STATE 5	STATE 6	STATE 7
LOG C/VEP	Event 3	STATE 1	STATE 2	STATE 3	STATE 4	STATE 5	STATE 6	STATE 7
LOG D/ASSTAN	HAZMAT	INTEROP-1	INTEROP-2	INTEROP-3	INTEROP-4	INTEROP-5	INTEROP-6	INTEROP-7
LOG E/ASC FIVE	GAMA 2	INTEROP-2	INTEROP-3	INTEROP-4	INTEROP-5	INTEROP-6	INTEROP-7	INTEROP-8
LOG F/E PRE OPS	GAMA 3	INTEROP-3	INTEROP-4	INTEROP-5	INTEROP-6	INTEROP-7	INTEROP-8	INTEROP-9
LOG G/PLATE G	Lamar Dixon East	INTEROP-4	INTEROP-5	INTEROP-6	INTEROP-7	INTEROP-8	INTEROP-9	INTEROP-10
LOG H/5th Ward G	Lamar Dixon West	INTEROP-5	INTEROP-6	INTEROP-7	INTEROP-8	INTEROP-9	INTEROP-10	INTEROP-11
LOG I/GALVIZ G	Lamar Dixon Con	INTEROP-6	INTEROP-7	INTEROP-8	INTEROP-9	INTEROP-10	INTEROP-11	INTEROP-12
LOG J/ST JAMES G	Lamar Dixon NW	INTEROP-7	INTEROP-8	INTEROP-9	INTEROP-10	INTEROP-11	INTEROP-12	INTEROP-13
LOG K/ST JAMES G	DRY WARE	INTEROP-8	INTEROP-9	INTEROP-10	INTEROP-11	INTEROP-12	INTEROP-13	INTEROP-14
LOG L/CLERMAR								
LOG M/E FIVE G1								
LOG N/E FIVE G2								

Ascension Parish Interoperable Communications Zone Chart

Zone H	Zone I	Zone J	Zone K	Zone L	Zone M	Zone N	Zone O	Zone P
LOG A/ACORN 1	AVOUE LES-1	CADDO-1	CATAHOULA-1	BAYOU ROUGE-1	FRANKLIN-1	JACKSON-1	LAFORCHE-1	WASCOH-1
LOG B/ACORN 2	AVOUE LES-2	CADDO-2	CATAHOULA-2	BAYOU ROUGE-2	FRANKLIN-2	JACKSON-2	LAFORCHE-2	WASCOH-2
LOG C/ACORN 3	AVOUE LES-3	CADDO-3	CATAHOULA-3	BAYOU ROUGE-3	FRANKLIN-3	JACKSON-3	LAFORCHE-3	WASCOH-3
LOG D/ACORN 4	AVOUE LES-4	CADDO-4	CATAHOULA-4	BAYOU ROUGE-4	FRANKLIN-4	JACKSON-4	LAFORCHE-4	WASCOH-4
LOG E/VALLENZ	BEAUREGARD-1	CALCASIEU-1	CLAIBORNE-1	CARROLL-1	GRANT-1	JEFF DAVIS-1	LAFORCHE-5	WASCOH-5
LOG F/VALLENZ	BEAUREGARD-2	CALCASIEU-2	CLAIBORNE-2	CARROLL-2	GRANT-2	JEFF DAVIS-2	LAFORCHE-6	WASCOH-6
LOG G/VALLENZ	BEAUREGARD-3	CALCASIEU-3	CLAIBORNE-3	CARROLL-3	GRANT-3	JEFF DAVIS-3	LAFORCHE-7	WASCOH-7
LOG H/VALLENZ	BEAUREGARD-4	CALCASIEU-4	CLAIBORNE-4	CARROLL-4	GRANT-4	JEFF DAVIS-4	LAFORCHE-8	WASCOH-8
LOG I/ASCENSION-1	BENIVILLE-1	CADWELL-1	CONCORDIA-1	FELICIANA-1	BERNARD-1	JEFFERSON-1	INOCENT-1	NATCHITOCHES-1
LOG J/ASCENSION-2	BENIVILLE-2	CADWELL-2	CONCORDIA-2	FELICIANA-2	BERNARD-2	JEFFERSON-2	INOCENT-2	NATCHITOCHES-2
LOG K/ASCENSION-3	BENIVILLE-3	CADWELL-3	CONCORDIA-3	FELICIANA-3	BERNARD-3	JEFFERSON-3	INOCENT-3	NATCHITOCHES-3
LOG L/ASCENSION-4	BENIVILLE-4	CADWELL-4	CONCORDIA-4	FELICIANA-4	BERNARD-4	JEFFERSON-4	INOCENT-4	NATCHITOCHES-4
LOG M/ASSUMPTION-1	BOSSIER-1	CAMERON-1	DESOUD-1	EVANGLINE-1	BERVILLE-1	LAFAYETTE-1	UNION-1	ORLEANS-1
LOG N/ASSUMPTION-2	BOSSIER-2	CAMERON-2	DESOUD-2	EVANGLINE-2	BERVILLE-2	LAFAYETTE-2	UNION-2	ORLEANS-2
LOG O/ASSUMPTION-3	BOSSIER-3	CAMERON-3	DESOUD-3	EVANGLINE-3	BERVILLE-3	LAFAYETTE-3	UNION-3	ORLEANS-3
LOG P/ASSUMPTION-4	BOSSIER-4	CAMERON-4	DESOUD-4	EVANGLINE-4	BERVILLE-4	LAFAYETTE-4	UNION-4	ORLEANS-4



ESF 4 – Fire Services

Last Updated: April 2015

APPENDIX D

Parish Fire Fighting Resources on file in EOC



ESF 5 – Emergency Management

Last Updated: April 2015

ESF 5 TASKED AGENCIES	
ESF Coordinator	Richard Webre
Primary Agency	Ascension Parish OHSEP
Supporting Agencies	GOHSEP, FEMA, US DHS
Adjunct/ NGO	Ascension LEPC, American Red Cross, Volunteer Ascension

I. PURPOSE:

ESF 5 Emergency Management encompasses all emergency activities conducted by parish and local governments, private industry and volunteer organizations before, during and after natural and technological emergencies and disasters. The ESF includes preparations for emergencies. It includes the analysis of parish potential hazards and capabilities, the development of plans, procedures, agreements and arrangements to deal with emergencies and disasters, training of parish government, local government and volunteer personnel and exercising of plans. When emergencies occur, ESF 5 will include activating the parish Emergency Operations Center (EOC), collecting, communicating and analyzing information about impending and impacting emergencies, assessing the impact and damages from emergencies, coordinating evacuation activities, setting all available resources into motion to assist in restoring the affected people and property to their pre-disaster condition, wherever possible.

II. SITUATION AND ASSUMPTIONS

A. Situation

1. The OHSEP is mandated by parish ordinances to direct and control the parish response to any emergency that may threaten the lives and property of its residents;
2. Public officials designate the Emergency Operation Center as the interfacing point for decision-making, coordination, administration, emergency response, and resource management.
3. In the event that any emergency would threaten the lives and property of the people of Ascension Parish, the Emergency Operation Center would be activated providing local conditions permitted.
4. Any unmet needs of the parish may be resolved through terms established in letters of agreement with support parishes and through the efforts of the direct



ESF 5 – Emergency Management

Last Updated: April 2015

and public assistance programs of the GOHSEP Recovery Divisions and FEMA Region VI

5. The Ascension Parish Emergency Operation Center is located within the Ascension Parish Courthouse East on Irma Boulevard.
 6. The Secondary Emergency Operation Center is located at the Ascension Parish Government Human Resources Office, 114 Nicholls Street, Donaldsonville, Louisiana 70346.
- B. Assumptions
1. The Emergency Operation Center or an alternate facility is available.
 2. All equipment needed to accomplish any task within the Emergency Operation Center is functional.
 3. Hazards could individually or in combination cause a grave emergency situation in any area of the parish. It is also assumed that these risks will vary greatly in scope and intensity, ranging from small in area to encompassing the entire parish.
 4. Actions to minimize the effects of any disaster will be conducted as soon as possible by parish officials and affected parish agencies after the response.
 5. State agencies are expected to assist local efforts after local resources are deemed insufficient.
 6. Federal and state disaster assistance will supplement not substitute for any relief provided by the parish.

III. CONCEPT OF OPERATIONS:

- A. The Emergency Operation Center is used as a centralized management center to facilitate policy making, coordination, and overall direction of responding forces in large-scale emergency situations.
- B. The OHSEP Director is also the primary EOC Director who has the responsibility for management of the Emergency Operation Center. In the absence of the OHSEP Director, the OHSEP Assistant Director will fulfill the responsibilities of the Director unless another individual is directed to do so by the Parish President.
- C. The Parish President has the ultimate authority; however, in the absence of the Parish President, he delegates his emergency authority as authorized in the Louisiana Homeland Security and Emergency Assistance and Disaster Act of 1993 as amended in this order:



ESF 5 – Emergency Management

Last Updated: April 2015

1. Chief Administrative Officer
 2. Parish Council Chairperson
- D. Phases of Emergency Management
1. Mitigation
 - a. The Ascension Parish Emergency Operation Center is located within the Ascension Parish Courthouse East on Irma Boulevard.
 - b. The Secondary Emergency Operation Center is located at the Ascension Parish Government HR Office.
 - c. The Primary Emergency Operation Center utilizes an electronic security and access control measures.
 - d. The OHSEP has completed a hazard analysis of the Parish indicating a wide variety of potential problems that could and have threatened the community in the past year. (A copy of this study is maintained in the OHSEP)
 - e. All parish departments and outside agencies, as well as, personnel with emergency responsibility in the Emergency Operation Center have been identified and procedures have been developed to activate the same. These organizations will also identify alternate operations sites that can be used, if needed.
 - f. Resources needed to sustain the activated Emergency Operation Center have been identified and their availability determined.
 - g. Interoperable Communications equipment and IT infrastructure, compatible with other departments and agencies, is kept updated and functional.
 - h. Social Media is employed to sustain Ascension Parish emergency information public outreach.
 - i. Channel 21 Public Access television is used to broadcast emergency educational material year round.
 - j. The Ascension Parish OHSEP website maintains current emergency educational material.



ESF 5 – Emergency Management

Last Updated: April 2015

- k. Public awareness programs include:
 - 1. Tours of the Emergency Operation Center and an explanation of its purpose and functions.
 - 2. Printed educational materials are distributed throughout the parish. The Public Information Officer releases public information and educational information after review by the Parish President and the OHSEP Director.
 - i. The State of Louisiana and Ascension Parish have established building codes and the Ascension Parish Planning and Zoning Department enforces them.
 - j. Appendix 5 of the Ascension Parish Basic Plan contains a current list of critical facilities and parish buildings and structures requiring priority assessment.
2. Preparedness
- a. The OHSEP develops and maintains the Parish's Emergency Operations Plan with its annexes and appendices along with Standard Operational Procedures for the Emergency Operation Center activation and staff duties. These procedures are maintained under separate cover at the Emergency Operation Center.
 - b. Provisions will be made to protect personnel within the parish from exposure to hazardous substances. Procedures have been developed to protect personnel at the Emergency Operation Center from environmental hazards. These procedures are presented in the ESF 10 HAZMAT sections of this plan.
 - c. The Emergency Operation Center is divided into seven functional areas, which are:
 - 1. Executive – includes the Parish President, OHSEP Director and other executive level leaders within Ascension Parish local and municipal government agencies. The function of this group is to advise the Parish President and inform other leaders on decisions made during an emergency or disaster and to organize the parish's response.
 - 2. Communications – 911 Operators. The function of this group is to transmit and receive communications from field units, citizens, Emergency Operation Center and other



ESF 5 – Emergency Management

Last Updated: April 2015

public and private agencies. This is accomplished using public safety radio, amateur radio, IP based telephone, Web EOC and the Parishes IT infrastructure.

3. Operations – refer to section IV of the Basic Plan.
 4. Planning and Intel: The function of this section is to perform short range planning and to function as the central point for Homeland Security and Emergency Management information sharing.
 5. Logistics and Supplies: The logistics section ships, receives, inventories, accounts for and maintains all direct support and locally procured equipment and supplies during a declared emergency.
 6. Human Services: The Human Services section manages the medical sheltering, nursing home and the affiliated and unaffiliated volunteer functions of the EOC.
 7. Public Information: Uses social media and the Joint Information Center: this section ensures that the public obtains accurate and timely emergency information.
- d. The Operations Center has automation technical support, maps and supplies needed to conduct direction and control activities by governmental officials and emergency staff during response and recovery.
 - e. The Emergency Operation Center has adequate provisions for food, water, and housing for its assigned staff.
 - f. A preventative maintenance program is adhered to for all equipment, fixed or mobile and regularly scheduled testing of this equipment is performed.
 - g. Training sessions and briefings are conducted for emergency staff assigned to the Emergency Operation Center. Individual section training is conducted prior to an annual full scale EOC exercise. Exercises in the Emergency Operation Center, and in the field are also conducted and critiqued with the entire staff.
 - h. The degree of activation of the Emergency Operation Center may vary depending upon the emergency.



ESF 5 – Emergency Management

Last Updated: April 2015

- i. Communications equipment is tested with field representatives on a regular basis.
3. Response
- a. The Emergency Operation Center is activated according to the degree or level of the emergency and as directed by the OHSEP Director: *See attached EOC Activation Levels Chart in appendix.*
 - b. Requests to activate the Emergency Operation Center should be directed to the OHSEP Director.
 - c. In the event of Emergency Operation Center activation, operational materials for each emergency support function will be placed at designated locations in the Operations Room for use by operations staff officers. The operational materials contain the needed supplies, message and reporting forms and the implementing procedures for that department or emergency function.
 - d. Briefing sessions are held for all Emergency Operation Center Staff Officers, the Parish President, and administrative staff in a timely manner.
 - e. Outside support agencies that may have to lend assistance are contacted.
 - f. Initial contact is made with the public through the Joint Information Center (JIC), which is managed by the staff of Ascension Parish TV channel 21.
 - g. All operations will be coordinated through the Emergency Operation Center.
 - h. Incident Command System - NIMS
 1. The Incident Command System is “scene specific.” The Incident Commander in coordination with the Emergency Operation Center will develop a management structure based on the needs of the incident. As the incident grows in size and complexity so will the management structure.
 2. The function of Incident Command is to provide overall management at the incident site.



ESF 5 – Emergency Management

Last Updated: April 2015

3. The Incident Commander is responsible for activation of the on-scene command post in which he directs, controls and orders resources, including people and equipment.
4. All actions taken by any incident commander will be in accordance with federal, state and local law and with the benefit of the lives and property of the citizens of Ascension Parish in mind.
5. Based upon the most probable risks, and the demographics of Ascension Parish, the Emergency Operations Center is managed using ICS. Should the scale of a disaster dictate, the EOC has the option to convert to a multi-agency coordination (MAC) system.
 - i. Information Processing
 1. The Ascension Parish EOC uses an automated Crisis Information Management System, WebEOC. Should a malfunction occur in WebEOC software or hardware, a manual hard copy system will be implemented to manage and record incident data.
 2. A significant events log is begun at the onset of the emergency and maintained for the duration. The log contains records of key disaster-related data. A copy of all logs of this type will be archived and kept on file in the EOC.
 3. 911 Operators will keep event logs. These will include disaster-related information, which will be reported from the field.
 4. The OHSEP analyzes disaster-related information.
 5. The OHSEP staff will perform disaster-related reporting and document retention.
 6. All parish government departments are responsible to maintain accurate records of industry labor costs, equipment use and materials used in response to a declared emergency.
 - j. The Ascension Parish Sheriff's Office and / or Municipal Police will provide security for the EOC.
 - k. Communications equipment is tested with field representatives.



ESF 5 – Emergency Management

Last Updated: April 2015

- l. The Parish President, all mayors, Sheriff and Police Chief of municipalities within Ascension Parish are briefed on the situation as conditions warrant.
 - m. The standard operating procedures for a particular type of incident are followed using a previously developed checklist or time delineation schedule for the determined emergency.
 - n. The Incident Commander or the OHSEP Director has the authority to initiate emergency public protective actions which are incident dependent.
 - o. Emergency workers will be allowed into the risk area(s) if conditions are safe and/or appropriate personal protective equipment is available.
 - p. Local Government, motor vehicles, tractors, utility vehicle and other means will be used to transport emergency workers as necessary and authorized by the on scene commander.
4. Recovery
- a. Recovery operations are covered in more detail in ESF 14, which discussed to management of the Ascension Parish Long Term Recovery Committee.
 - b. Recovery operations commence as soon as possible after the emergency; debris clearance from roadways should be the first priority to allow entry into the affected area(s) by first responders. (Further explained in ESF 3)
 - c. Damage assessment report forms and digital cameras are disseminated to assigned damage assessment teams once emergency conditions have terminated.
 - d. The Planning and Zoning Director organizes damage assessment teams, including the collection and reporting of appropriate data to include hazardous facilities, bridges, roads, etc. and advise on priority repairs and unsafe structures and report the information to the OHSEP Director.
 - e. All Emergency Operation Center and field personnel are phased down to begin a deactivation.



ESF 5 – Emergency Management

Last Updated: April 2015

- f. The Emergency Operation Center is brought back to its pre-emergency conditions along with the needed equipment and supplies.
- g. Data collection of logs, forms, expenditures, equipment, materials and personnel is begun at onset of emergency.
- h. Ascension Parish Government departments will document the emergency in accordance with the FEMA PA doctrine.
- i. Upon the recommendation from the OHSEP Director and Incident Command the Parish President will authorize re-entry.

IV. ORGANIZATION AND RESPONSIBILITIES:

- A. All organizations tasked by this All Hazards Plan are responsible for:
 - 1. Activating a control center to support and facilitate the organization's response activities, which may include:
 - i. Dispatching and managing personnel and resources.
 - ii. Maintaining a significant events log.
 - iii. Reporting information to the Emergency Operation Center.
 - iv. Coordinating with organizational personnel at the emergency scene or the Emergency Operation Center.
 - 2. If appropriate send a representative to the Emergency Operation Center
 - 3. Ensures that organization staff member(s) tasked to work in the Emergency Operation Center during emergencies has authority to commit resources and set policies or has a direct line of communication with an authority that does.
 - 4. Provides support to the Incident Command if needed.
 - 5. If appropriate establish a protocol for interfacing with State/Federal responders.
 - 6. Coordinate with the Public Information Officer and align press releases with the Parish before releasing information to the media for public consumption.
 - 7. Document all emergency work performed by parish and local resources, to include photographs and videotape.



ESF 5 – Emergency Management

Last Updated: April 2015

8. Compile damage reports for appropriate agencies and prepare documentation for submission to state and federal agency representatives.

B. Emergency Operations Staff Officers

-Assigned to the Emergency Operation Center-

1. Parish President
 - i. When notified, reports to the Emergency Operations Center.
 - ii. Has the overall authority.
 - iii. As appropriate, directs the implementation of protective actions based upon input from the OHSEP Director and the Incident Commander in the field.
 - iv. If necessary, directs Emergency Operations Center staff to relocate to the alternate Emergency Operations Center to continue operations.
 - v. Deploys any available Ascension Parish Government asset to bring the incident under operational control.
 - vi. When appropriate, terminates response operations and releases personnel.
2. OHSEP Director / Active EOC Director
 - i. When notified, reports to the Emergency Operations Center.
 - ii. Immediately notifies the Parish President of significant emergency situations in the Parish.
 - iii. Manages the Emergency Operations Center during emergencies or assigns EOC management duties to the Operations Section Chief.
 - iv. When directed by the Parish President or when circumstances dictate, directs the EOC staff to contact all tasked organizations, and inform them of the situation and direct them to take the actions appropriate for the situation.
 - v. Activates the Emergency Operations Center when situations warrant or when directed to do so by the Parish President.
 - vi. Advising and briefing the Parish President and any other key members of the emergency response organization on the emergency situation.



ESF 5 – Emergency Management

Last Updated: April 2015

- vii. Recommending to the Parish President actions to protect the public from the life threatening consequences associated with the emergency situations.
 - viii. When directed by the Parish President or when conditions warrant such action relocating staff to alternate Emergency Operations Center in order to continue response operations.
 - ix. When directed by the Parish President terminates operations and deactivates the Emergency Operations Center.
3. Sheriff
- i. When notified, reports to the Emergency Operation Center for briefing.
 - ii. Responsible for identifying an Incident Commander, establishing a Command Post, and assigning appropriate personnel to the Incident Command staff if any or all is applicable.
 - iii. Notifies the Emergency Operation Center of the situation if the original notification did not come from the Emergency Operation Center.
 - iv. Responsible for sending a senior representative (Law Enforcement Officer) to the Emergency Operation Center, when the Emergency Operation Center has been activated during an emergency.
 - v. Manages law enforcement resources and directs law enforcement operations.
4. Public Information Officer
- i. When notified, reports to the Emergency Operation Center.
 - ii. Person responsible for serving as a Parish liaison with media organizations and the public to insure accurate and consistent emergency reporting.
 - iii. Manages media personnel within the JIC.
 - iv. Prepares press releases.
 - v. Coordinates with all EOC Section Chiefs to attain information.



ESF 5 – Emergency Management

Last Updated: April 2015

5. Law Enforcement Officer
 - i. When notified, reports to the Emergency Operation Center.
 - ii. Responsible for the communication link between the Sheriff's Office field operations and the Emergency Operation Center.
6. Transportation Officer
 - i. When notified, reports to the Emergency Operation Center.
 - ii. People responsible for coordinating and obtaining transportation resources to ensure the movement of people whom need assistance in evacuating the risk area.
7. School Resource Officers
 - i. When notified, reports to the Emergency Operation Center.
 - ii. Coordinates protective action measures for schools within Ascension Parish to include private schools.
 - iii. Evacuates students if appropriate.
 - iv. When directed by appropriate authority, makes schools available for use as mass care facilities.
 - v. Coordinates damage assessment of school facilities.
8. Health & Medical Officer
 - i. When notified, reports to the Emergency Operation Center.
 - ii. Coordinates the health and medical treatment activities of all response organizations involved in providing medical assistance to disaster victims.
 - iii. Coordinates with the Coroner's Office necessary mortuary services, to include operations of temporary morgues, and identification of victims.
 - iv. Collects information and reports damage/status of health and medical facilities and equipment to the Emergency Operation Center.
9. Fire Services Officer
 - i. When notified, reports to the Emergency Operation Center.



ESF 5 – Emergency Management

Last Updated: April 2015

- ii. Responsible for the communication link between Fire Departments field operations and the Emergency Operation Center.
 - 10. Public Works Officer
 - i. When notified, reports to the Emergency Operation Center.
 - ii. Responsible for the communication link between Public Works field operations and the Emergency Operation Center.
 - 11. State Police Representative
 - i. When notified, reports to the Emergency Operation Center.
 - ii. Responsible for coordinating state law enforcement services to the Parish.
 - 12. National Guard Liaison
 - i. When notified, reports to the Emergency Operation Center.
 - ii. Coordinates resource request between the Parish, the Louisiana National Guard, and GOHSEP.
 - 13. Industry Technical Advisor
 - Responsible for explaining and advising technical issues pertaining to the petro-chemical industry.
 - 14. Radiological Officer
 - Person responsible for gathering radiological information pertaining to an accident that involves radioactive hazards.
- C. Emergency Operations Support Staff
 - 1. Parish Purchasing
 - i. Handles all procurement requests initiated by Parish response organizations.
 - ii. Coordinates the messaging service within the EOC.
 - iii. Coordinates implementation of resource management activities with parish tasked organizations.



ESF 5 – Emergency Management

Last Updated: April 2015

2. Council on Aging Director

Responsible for assisting in the maintenance of the non-institutionalized disabled persons without transportation listing, and for providing resources to the Parish from his or her agency.

3. Health Unit Director

Responsible for assisting in the maintenance of the non-institutionalized disabled persons without transportation listing, and for providing resources to the Parish from his or her agency.

4. Animal Control (Supported by the LSU-AG Center)

a. Manages public and private sector efforts to meet the animal services needs that arise including:

a. Rescue and capture of animals that have escaped confinement and displaced wildlife.

ii. Evacuation of animals if applicable.

iii. Sheltering of household pets, if applicable.

iv. Care of injured, sick, and stray animals.

b. Activates emergency response teams (evacuation, shelter, medical treatment, search and rescue, etc.) as needed.

c. Prepares a resource list that identifies the agencies/organizations that are responsible for providing the supplies (medical, food, and other necessary items) needed to treat and care for injured and sick animals during large-scale emergencies and disasters.

d. Coordinates response activities with the appropriate representative in the Emergency Operation Center.

e. Coordinates the rescue of injured or endangered animals with fish and game departments, wildlife organizations, veterinarians, etc.

5. Ascension Parish Coroner's Office

Has primary responsibility for Mass Fatalities events, to include establishing of temporary morgues, coordination of body removal and notification of next of kin.



ESF 5 – Emergency Management

Last Updated: April 2015

6. United States Department of Agriculture, Ascension Parish, Emergency Board Chairperson

Responsible for the dissemination of agricultural advisors to affected Parish Farms and other agribusiness concerns.

D. NIMS Field Operations and On-Scene Incident Command Structure

1. The type of emergency situation will determine which department and/or agency will provide the Incident Commander.
2. The Incident Commander may change as individuals with more authority arrive on the scene.
3. The Incident Commanders are responsible for maintaining records of expenditures during response.
4. The most common local departments and/or agencies who may serve as Incident Command are:
 - a. Fire Department
 - i. When notified of an emergency situation, the fire department shall send response teams/personnel, equipment and vehicles to the emergency site, staging areas, or other locations as appropriate.
 - ii. The fire department will manage fire/rescue resources, direct fire operations, rescue injured people during emergency operations and assist in determining the need for evacuation in and around the emergency scene.
 - iii. The fire department will assist as appropriate in the alerting or evacuation of people at risk in and around the emergency scene.
 - b. Sheriff's Office or Law Enforcement Agency
 - i. When notified of an emergency situation, the Sheriff's Department shall send response teams/personnel, equipment and vehicles to the emergency site, staging areas, or other locations as appropriate.
 - ii. The Sheriff's Office is also responsible for:



ESF 5 – Emergency Management

Last Updated: April 2015

- aa. Directing and controlling traffic during emergency operations.
 - bb. Controlling access to the Emergency Operation Center and scene of the emergency or the area that has been evacuated.
 - cc. Assisting in alerting and evacuating people in and around the emergency scene.
 - dd. Provide security in the Emergency Operation Center and the area affected by the emergency to protect public and private property. Assisting in the evacuation of people at risk in and around the emergency scene.
 - ee. Conducting damage assessment activity.
- a. Public Works
- i. When notified of an emergency situation, and directed to do so, shall send response teams/personnel, equipment and vehicles to the emergency site, staging areas, or other locations as appropriate.
 - ii. The Public Works will manage public works resources and direct public works operations.
The duties may include:
 - aa. Performing debris removal operations.
 - bb. Assisting in urban search and rescue efforts.
 - cc. Providing emergency generators, fuel, lighting, and sanitation to support emergency responders at the scene.
 - dd. Assisting in the evacuation of people at risk in and around the emergency scene.
 - ee. Coordinating with utility companies to restore power to disaster victims.
- E. In addition to the principal emergency response assignments indicated previously, assignment of support emergency functions might also be required.



ESF 5 – Emergency Management

Last Updated: April 2015

V. DIRECTION AND CONTROL

- A. Authority to initiate actions:
 - 1. It is provided that this plan:
 - a. Is the official operations source for the Parish of Ascension, governing and otherwise pertaining to all disasters related to administrative and operational tasks of the parish,
 - b. Is authorized by and promulgated under the authority contained by those local, State, and Federal statutes listed herein,
 - c. Has the concurrence of the President of Ascension Parish by virtue of the letter of implementation (Promulgation Statement) signed by the Parish President, and
 - d. Has the concurrence of the GOHSEP, and by that authority, the concurrence of all other branches of the State Government that operate under their direction and/or coordination under Public Law 93-288 and Louisiana Revised Statute 29:601-617; Act 636 of 1974.
 - 2. It is understood that all Parish departments and agencies and boards of Local Government are an integral part of this plan.
 - 3. There exists as part of the planning elements:
 - a. Specifically named departments with specific responses and,
 - b. All other departments of parish government, which by virtue of their association constitute a large reserve of material and manpower resources. At the direction of the Parish President such departments may be requested to supplement specifically assigned disaster response roles vital to the well-being of the Parish.
 - c. The executive group is aware of its responsibility to provide accurate and timely information to the public, especially in time of emergency.
- B Command Responsibility for Specific Action
 - 1. The Parish President and the various ordinances enacted by the



ESF 5 – Emergency Management

Last Updated: April 2015

Ascension Parish Council have the responsibility of meeting the dangers to the Parish. This authority shall include but not be limited to the declaration of an emergency condition within the Political Jurisdiction.

2. The EOC Director acts as the Chief advisor to the Parish President during any declared emergency affecting the people and property of Ascension Parish. Various Parish agencies and departments under the direction of the Ascension Parish OHSEP will conduct emergency operations.
3. State and Federal Officials will coordinate their operations through the Parish President or his designated representative.

VI. CONTINUITY OF GOVERNMENT

See Basic Plan, Section VI

VII. ADMINISTRATION AND LOGISTICS

- A. Administration
 1. All parish agencies are required to submit reports to the Emergency Operation Center relating to their agency's expenditures and obligations during emergency conditions. All expenditures must be aligned with FEMA temporary and/or permanent categories of work.
 2. Responsibility for submitting local government reports to the Governor's Office of Homeland Security and Emergency Preparedness rests with the OHSEP. They include:
 - a. Daily situation
 - b. Resource consumption
 - c. Resource shortfalls
 3. The OHSEP Director is responsible to report on the status of the mass care services being provided by volunteer agencies and other non-governmental organizations.



ESF 5 – Emergency Management

Last Updated: April 2015

4. The format for submission of reports or requests for assistance are established by the Governor’s Office of Homeland Security and Emergency Preparedness.
- B. Logistics
1. Each organization tasked in this All Hazard Plan is expected to provide its own logistical support during the initial phase of response operations. Additional support should be obtained through the Emergency Operation Center or the Incident Command, as appropriate.
 2. When the parish’s resources prove to be inadequate during emergency operations, requests should be made to obtain assistance from other local jurisdictions, higher levels of government, and other agencies.
 3. The OHSEP has entered into mutual aid agreements with other agencies in Louisiana to share resources during emergencies. Copies of written agreements are kept on file in the Emergency Operation Center.

VIII. PLAN MAINTENANCE

- A. The OHSEP Director has the responsibility for coordinating revision of this annex, keeping attachments current.
- B. Directors of supporting agencies bear the responsibility of maintaining internal plans, implementing procedures and resource data to ensure effective response to an emergency.
- C. All other agencies given responsibility in this plan, in coordination with the OHSEP are responsible for maintenance of their respective annexes or appendices.

See Basic Plan, Section VIII

IX. AUTHORITIES AND REFERENCES

- A. Authorities
(See Basic Plan, Section IX)
- B. References
 1. Handbook for Applicants Pursuant to Public Law 93-288, Federal Emergency Management Agency, 3-81
 2. Federal Disaster Assistance Programs: Eligibility Handbook, Federal



ESF 5 – Emergency Management

Last Updated: April 2015

Emergency Management Agency, 1981

3. Disaster Reporting and Accounting Procedures Guide, State of Louisiana
4. Guide for All Hazard Emergency Operations Planning, (SLG) 101, 1996, Federal Emergency Management Agency
5. Louisiana Pelican Plan, Governors Office of Homeland Security, State of Louisiana, March 2006

X. APPENDICES

- (A) Organization Chart
- (B) Responsibility Chart - Communications Section
- (C) Emergency Operations Center Floor Plan
 - TAB A EOC Activation Levels
 - TAB B EOC equipment list
 - TAB C EOC staffing and callout list
 - TAB D EOC security procedures
- (D) Status reporting formats and schedules: on file in EOC
- (E) Damage Assessment and Reporting Plan
- (F) Parish Training and Exercise Plan:
 - TAB A List of instructors
 - TAB B Training schedule
 - TAB C Exercise schedule

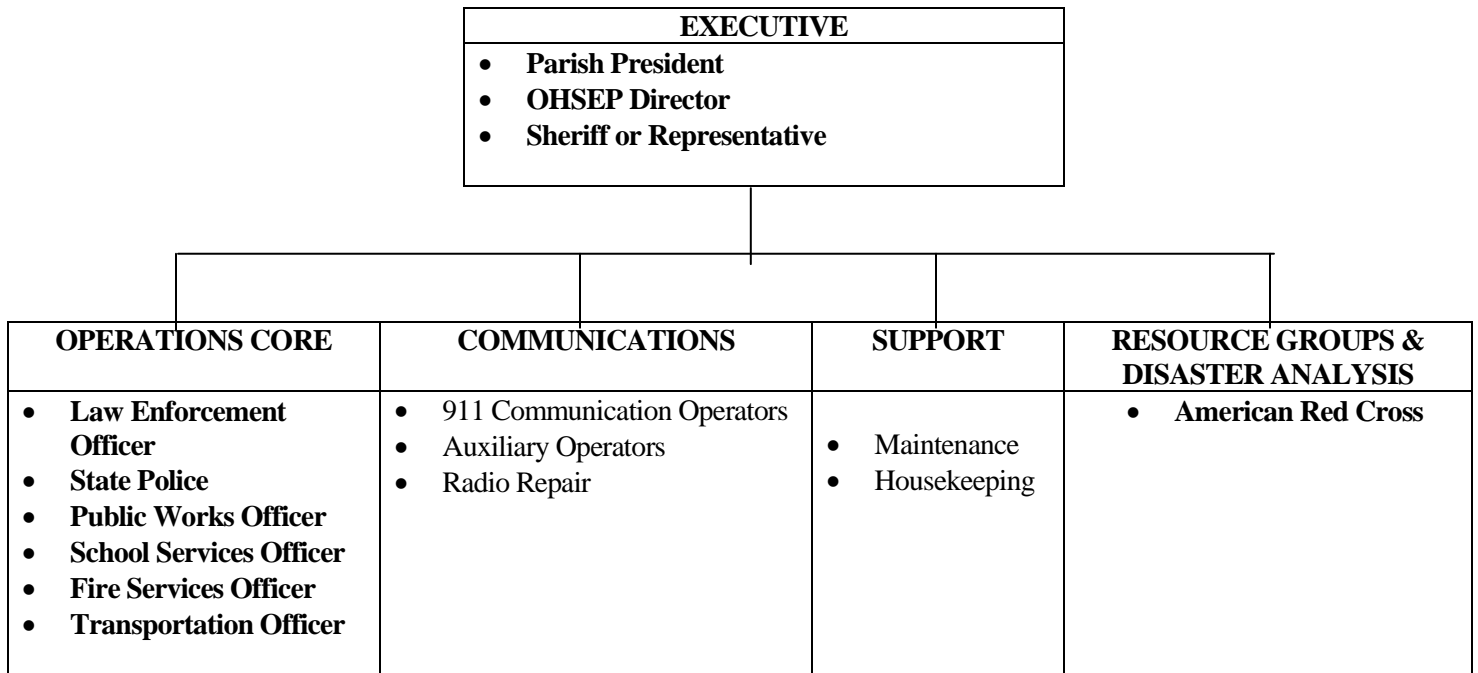


ESF 5 – Emergency Management

Last Updated: April 2015

APPENDIX A

EMERGENCY OPERATION CENTER ORGANIZATIONAL CHART



*** Note: Bold print indicates Emergency Operation Center Staff Officer**

Operations Section

- Law Enforcement
- Fire Services
- HAZMAT Operations
- Search and Rescue
- National Guard
- Public Works
- Utilities
- Drainage

Planning & Intel Section

- Situation Unit
- Storm Tracking
- CI/KR Unit
- Documentation Unit



ESF 5 – Emergency Management

Last Updated: April 2015

- GIS/Mapping
- Resource Unit

Human Services Section

- Sheltering
- Medical
- Mass Care
- American Red Cross
- Volunteers
- Faith Based Organizations

Logistics Section

- Equipment Ground Support
- Supply and Service Support
- Warehouse Management
- Shipping and Receiving
- Maintenance Contractors
- Auxiliary Power and Lighting

Communications Section

- 911 Dispatchers
- IT Support
- Telecommunications Contractors
- HAM Radio



ESF 5 – Emergency Management

Last Updated: April 2015

APPENDIX B

Responsibility Chart

Agency support to Emergency Management <i>(Bold: Local Sources)</i>	Authority / Policy	Coordination	EOC Operations	Analysis	Damage Assessment	Damage Reporting	Economic Analysis
Ascension Parish President	X		X				
Ascension Parish Sheriff	X		X				
Ascension OHSEP	X	X	X	X	X	X	X
911 Center		X	X				
Public Information			X				
Law Enforcement	X	X	X	X	X	X	
Transportation		X	X				
School Services		X	X				
Health and Medical		X	X				
Fire Services		X	X				
Public Works		X	X	X			
State Police	X	X	X	X	X	X	
National Guard	X	X	X	X	X	X	
DOTD	X	X	X	X	X	X	X
Red Cross	X	X	X	X	X	X	X

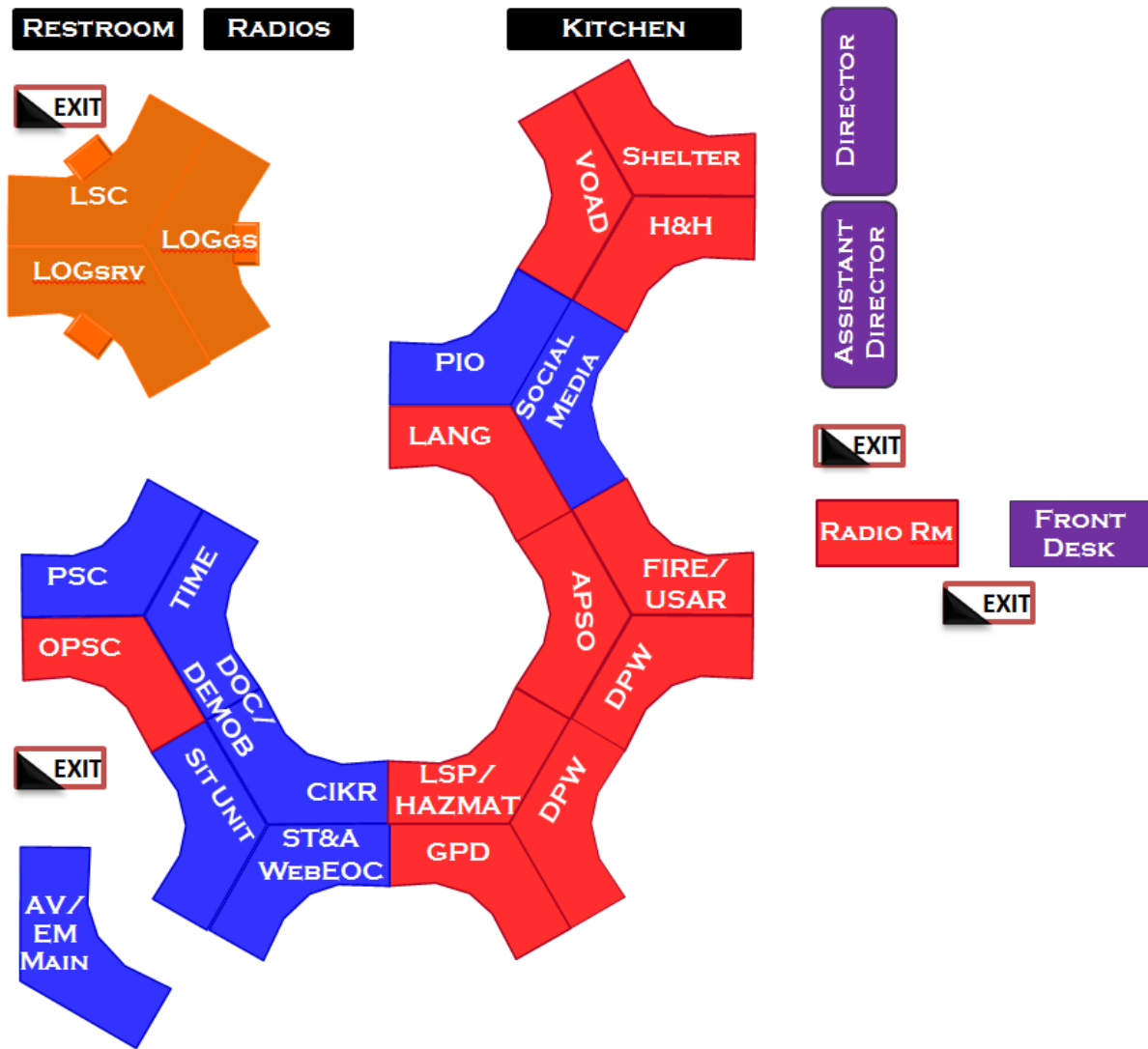


ESF 5 – Emergency Management

Last Updated: April 2015

APPENDIX C

EMERGENCY OPERATION CENTER FLOOR PLAN





ESF 5 – Emergency Management

Last Updated: April 2015

APPENDIX C – TAB A

EOC Activation Levels

Level	Description	Minimum Staffing Requirements
<p>3 (Monitor)</p>	<ul style="list-style-type: none"> • Small Incident or event • One site • Two or more agencies involved • Potential threat of: <ul style="list-style-type: none"> ○ Flood ○ Severe Storm ○ Interface Fire ○ Escalating Incident 	<ul style="list-style-type: none"> • EOC Manager • Public Information Officer • Liaison Officer • Operations Section Chief
<p>2 (Partial)</p>	<ul style="list-style-type: none"> • Moderate Event • Two or more sites • Several agencies involved • Major scheduled event (Ex. Conference, or sporting event) • Limited evacuations • Resource support required 	<ul style="list-style-type: none"> • EOC Manager • Public Information Officer • Liaison Officer • Section Chiefs (As Required) • Limited Activation of other EOC staff (As Required)
<p>1 (Full)</p>	<ul style="list-style-type: none"> • Major event • Multiple Sites • Regional disaster • Multiple agencies involved • Extensive evacuations • Resource support required 	<ul style="list-style-type: none"> • EOC Manager • Policy Group • All EOC Functions and positions as required

*Note: This example is illustrative only and based on an EOC that is organized according to the principles of the Incident Command System (ICS). Minimum staffing levels may vary considerably based on the method of EOC organization, the number and types of high-risk, high-impact hazards, and other factors.



ESF 5 – Emergency Management

Last Updated: April 2015

APPENDIX C – TAB B

EOC Equipment Listing

Each EOC staff officer will be provided the following updated emergency materials at the EOC.

- i. Compute with internet access.
- ii. WebEOC Login Procedures
- iii. Copy of their implementing procedure.
- iv. Tablet and pencils.
- v. Parish Map
- vi. Message Forms
- vii. Station Logs
- viii. Other pertinent reference materials or aids.
- ix. Any other items that permit the Staff Officer to perform the duties as stated in the Staff Officer Implementing Procedure.

*Hardcopy and Electronic Maps and Charts available for Emergency Response.

Operations Room

1. Ascension Parish map of streets showing pick up points, schools, resource receiving points, and population in each municipality.
2. Ascension Parish map of streets in the Parish showing evacuation routes.
3. Electronic Status boards
 - a. WebEOC significant event board

Communications Room

Listing of EOC Staff Telephone Numbers and/or extensions with radio access.



ESF 5 – Emergency Management

Last Updated: April 2015

APPENDIX C – TAB C

EOC STAFF CALL OUT

I. Operations Staff

The following operations staff will report to the EOC upon activation.

- OHSEP Director
- Parish President
- Sheriff
- Law Enforcement
- Health and Medical Officer
- National Guard State Rep
- Fire Service
- School Service
- State Police
- DOTD
- Transportation Officer
- Human Services Coordinator

II. Resource Staff

The following resource staff will be requested as needed.

- Council on Aging Director
- Health Unit Director
- Animal Control Organization (Supported by the LSU-AG Center)
- Ascension Parish Coroner's Office
- United States Department of Agriculture, Ascension Parish, Emergency Board Chairperson



ESF 5 – Emergency Management

Last Updated: April 2015

APPENDIX C – TAB D

EOC SECURITY PROCEDURES

I. PURPOSE

To establish procedures necessary to provide security at the Ascension Parish Emergency Operations Center (EOC) during activation.

II. DEFINITIONS

The definitions provided in the Ascension Parish Emergency Operation Plan – Basic Plan apply.

III. SITUATION

- A. In the event of EOC activation, Ascension Parish officials may activate the Parish EOC.
- B. Upon EOC activation, only authorized personnel will be able to enter the EOC to carry out their missions without the threat of distractions from intruders.

IV. RESPONSIBILITIES

- A. The OHSEP Director is responsible for:
 - 1. Activating the EOC Security Team.
 - 2. Preparing and updating all materials needed by security personnel to permit access to the EOC by authorized persons.
- B. The Parish Law Enforcement Officer has the overall responsibility for security matters including the providing of trained, briefed and equipped personnel at the time the EOC is activated.
- C. Security personnel are responsible upon activation for the following:
 - 1. Maintain lists of persons authorized to enter the EOC.
 - 2. Maintaining logs of all persons entering or leaving the EOC.
 - 3. Surveying for the contamination of persons authorized to enter the EOC who may have entered an area of potential contamination.
 - 4. Ensuring that all appropriate security measures are carried out.



ESF 5 – Emergency Management

Last Updated: April 2015

V. PROCEDURES

A. Administrative

1. The OHSEP Director will develop and update semiannually the following:
 - a. Lists for persons authorized to enter the Parish EOC
 - b. Passes for persons whose names appear on the EOC Security List
 - c. A briefing for EOC Security Team personnel

B. Operational

EOC ACTIVATION

1. Notify EOC Security Team personnel, and request they report to the EOC.
2. Brief security personnel and assign to security posts upon arrival.
3. Secure and establish a security post at the entrance of the EOC.
4. Distribute security log and appropriate updated security list to the security post.
5. Establish communications between security post and the EOC.
6. Limit admittance into secure areas.
 - a. Admit only authorized persons.
 - i. Persons having a valid EOC ID card
 - ii. Those whose name appears on the security list.
7. Those not named on the security list, but given at the moment authorization specifically from:
 - a. Parish President
 - b. OHSEP Director
8. Permit normal 911 Center business, except at secured area.



ESF 5 – Emergency Management

Last Updated: April 2015

APPENDIX D

Status Reporting Schedule / Forms

1. EOC Staff Officers will report when requested to do so by the EOC Director.
2. Each Staff Officer will prepare message forms and keep a station log.



ESF 5 – Emergency Management

Last Updated: April 2015

ICS 213- General Message

APPENDIX D

GENERAL MESSAGE		
TO:	POSITION:	
FROM:	POSITION:	
SUBJECT:	DATE:	TIME:
MESSAGE:		
SIGNATURE:	POSITION:	
REPLY:		
DATE:	TIME:	SIGNATURE/POSITION:



ESF 5 – Emergency Management

Last Updated: April 2015

APPENDIX E

DAMAGE ASSESSMENT

PURPOSE

It is the purpose of this annex to provide procedures for response in the event of an emergency or disaster to perform services that facilitate recovery in Ascension Parish.

SITUATION AND ASSUMPTIONS

A. Situation

1. During the recovery phase of a disaster, the parish will conduct a systematic analysis of the nature of the damage to public and private property that estimates the extent of such damage based upon actual observation and inspection. Damage assessment will be performed on an urgent basis to provide an initial estimate of damage.
2. When a disaster occurs of such magnitude that it could result in a Presidential Declaration, a damage assessment of public and private property is required for the parish and all of its political subdivisions to determine the extent of damage. This information will provide a basis for the determination of actions needed, the establishment of priorities, the allocation of local government resources in the disaster area during the early stages of the recovery effort, and what, if any, outside assistance will be required.
3. The primary agency for Damage Assessment will be the OHSEP with assistance from Ascension Parish Planning and Zoning Department.
4. The OHSEP Director will designate a Damage Assessment Officer at the onset of any disaster.
5. Damage Assessment Teams will be divided as follows:
 - a. Public Assistance
 - Lead Impact Assessment Teams
 - o EOC Staff
 - Impact Assessment Teams
 - o Parish Government Department Heads
 - b. Individual Assistance
 - Lead Impact Assessment Teams (Annual Training)
 - o OHSEP Director



ESF 5 – Emergency Management

Last Updated: April 2015

- Assessor Rep
- Red Cross
- Impact Assessment Teams
 - Red Cross
 - Law Enforcement
 - Fire Service

B. Assumptions

1. Fast and accurate damage assessment is vital to effective disaster response.
2. Pre-arranged teams of local resource personnel will assess damage. (Sheriff's Deputies and Municipal Law Enforcement Personnel)
3. If promptly implemented, this plan can expedite relief and assistance for those adversely affected.

CONCEPT OF OPERATIONS

A. General

The ultimate responsibility of damage assessment lies with the local governing authority. The OHSEP Director with assistance of the Ascension Sheriff's Office will be responsible for collecting damage surveys, collection of data and the preparation of damage assessment reports. The OHSEP, acting on behalf of Ascension Parish, will submit the needed report to the Governor's Office of Homeland Security and Emergency Preparedness. Trained local teams will conduct damage assessment.

B. Phases of Management

1. Mitigation
 - a. Develop a Damage and Impact Assessment-training program.
 - b. Identify a damage impact assessment team of qualified local personnel.
 - c. Public Awareness Programs of Building Codes, Ordinances and the Flood Insurance Program.
 - d. Development of a Hazard Mitigation Plan.
2. Preparedness



ESF 5 – Emergency Management

Last Updated: April 2015

- a. American Red Cross will make available at least annually training for Damage Assessment Teams.
 - b. The OHSEP Director shall designate persons to serve as Damage Assessment Officer and provide training in damage assessment techniques.
 - c. The OHSEP Director shall review procedures for damage reporting to FEMA and the GOHSEP Recovery Division.
 - d. List all critical facilities and all parish buildings requiring priority assessment. (Appendix 1 Basic Plan)
3. Response
- a. OHSEP Director will activate the damage assessment staff in the Emergency Operation Center.
 - b. Damage Assessment Teams will obtain, report, analyze and retain assessment information.
 - c. All agencies will begin collection of data and record keeping at onset of the event.
 - d. OHSEP Director will assign disaster assessment teams for Public Assistance and Individual Assistance.
 - e. Document all emergency work performed by local resources, including appropriate photographs and video- tape.
 - f. The Emergency Operation Center will compile damage reports for appropriate agencies.
 - g. The Parish Assessor's Office will be responsible for a system to determine dollar amount of losses.
 - h. Damage Assessment Teams will inform officials of hazardous facilities, bridges, roads etc.; advise on priority repairs and unsafe structures.
 - i. The Parish President shall appoint an Authorized Agent to represent Ascension Parish on joint local/state/federal assessment teams and for fiscal matters.
4. Recovery



ESF 5 – Emergency Management

Last Updated: April 2015

- a. As needed establish a Disaster Recovery Center (DRC) in Ascension Parish that allows residents to file FEMA Individual Assistance Claims.
- b. The American Red Cross may establish an Assistance Center that may be co-located within the DRC.
- c. OHSEP Director will activate the commodity point of distribution plan if a loss of electrical power occurs for more than 72 hours.
- d. Continue damage assessment surveys.
- e. Advise on priority repairs and unsafe structures.
- f. Monitor restoration activities.
- g. Prepare documentation for submission to state and federal government.
- h. Review building codes and land use regulations for possible improvement.

ORGANIZATION AND ASSIGNMENT OF RESPONSIBILITIES

A. OHSEP

1. Responsible for the over-all direction and control of damage assessment for the parish.
2. Assemble a team for developing a damage assessment plan.
3. Appoint a Damage Assessment Officer.
4. Develop public information and education programs.
5. Maintain accurate records of funds, materials, and man-hours expended as a direct result of the disaster.
6. Be prepared to receive record and consolidate all damage reports made by private citizens within your political subdivision.

B. Damage Assessment Officer



ESF 5 – Emergency Management

Last Updated: April 2015

1. Will locate in the Emergency Operation Center and direct damage assessment operations. Will be responsible to the OHSEP Director for the operation of the teams, collection of data, and reporting.
2. Assist the OHSEP Director and other recovery operations in establishing a sequence of repairs and priorities for restoration of affected area.
3. Coordinate disaster teams conducting field surveys.
4. Maintain sufficient quantities of needed forms for damage assessment teams and other departments/agencies assisting with assessments/recovery operations.
5. Collect and compile incoming damage reports from teams in the field, and from other operations coordinators such as parish department directors, health and medical coordinator, and outside agencies such as American Red Cross, school system, utility companies, etc.
6. Collect, report and maintain estimates of expenditures and obligations as required.
7. Correlate and consolidate all expenditures and damage assessment for submission to Governor's Office of Homeland Security/Emergency Preparedness.
8. Be available to escort state and federal damage survey officials on inspections of damaged areas. Have damage sites located on area maps before state and federal inspectors arrive.
9. Solicit cooperation from local companies (appraisers, contractors, utilities, etc.) and local representatives of support agencies such as American Red Cross, fire departments, etc. to serve as members of damage assessment teams.
10. Conduct damage assessment training programs.
11. Maintain a list of critical facilities (streets, highways, bridges) requiring priorities.

C. Damage Impact Assessment Teams

During the post-emergency phase of a disaster, it will be of utmost importance to have organized and sufficient numbers of damage impact assessment teams. Teams for Ascension Parish will be made up of parish department representatives; support agencies and/or individuals from the private sector. Representatives may include:



ESF 5 – Emergency Management

Last Updated: April 2015

1. American Red Cross – Responsible for the needs of the people and the reporting thereof.
 2. County Agent – Responsible for the needs of the land, animals and crops and the reporting of thereof.
 3. Utility Companies – Responsible for restoration of utilities and reporting thereof.
 4. Tax Assessor’s Office – Responsible for a system to determine the dollar amount of the losses.
 5. Contractors – Responsible for the reporting of buildings damaged.
 6. Real Estate Agents – Responsible for the reporting of buildings damaged.
 7. Insurance Agents – Responsible for the reporting of insured persons and property.
 8. Parish Public Works Departments – Responsible for the reporting of damaged government buildings, streets, highways, bridges, etc.
 9. City Maintenance Department – Responsible for the reporting of damaged city buildings, streets, etc.
 10. Code Enforcement – Responsible for inspection and reporting of damaged buildings.
- D. Municipalities
1. Provide damage assessment of public and private facilities and property within the political subdivision. Parish resources will be provided if assistance is required.
 2. Maintain all records and reports of materials, man-hours, and funds expended as pertains to the response and recovery from the disaster.
 3. Provide the Ascension Damage Assessment Officer with a detailed report of all damage to public and private property as recorded by Damage Assessment Teams.

DIRECTION AND CONTROL

The OHSEP is responsible for coordinating damage assessment activities in Ascension Parish.



ESF 5 – Emergency Management

Last Updated: April 2015

CONTINUITY OF GOVERNMENT

In the event that an official charged with participating in damage assessment is unable to perform, the lines of succession of each department or agency will be followed in accordance with the standard operating procedures.

ADMINISTRATION AND LOGISTICS

A. Forms and Record Retention

Field reporting forms and all necessary federal disaster reporting and guidance are located in the Emergency Operation Center and distributed when necessary. Standard Federal Survey sheets will be used to record damage assessment results.

B. Damage Assessment

Documentation will form the basis of FEMA project work sheets under the public assistance program.

C. Survey Teams

Teams for the most part will consist of local government employees. When available and/or necessary, non-profit organizations and non-government personnel will supplement the teams. Radiological and/or hazardous materials specialists will be added to teams when necessary.

PLAN DEVELOPMENT AND MAINTENANCE

The OHSEP Director, with assistance from the Damage Assessment Officer, will be responsible for the development and maintenance of the damage assessment annex and programs.

AUTHORITIES AND REFERENCES

A. Authorities

(See Basic Plan)

B. References

1. Guide for All Hazard Emergency Operations Planning, (SLG) 101, 1996, Federal Emergency Management Agency
2. Handbook for Applicants Pursuant to P.L. 93-288, FEMA, 3-81
3. Federal Disaster Assistance Program: Eligibility Handbook, FEMA 1981



ESF 5 – Emergency Management

Last Updated: April 2015

4. Disaster Reporting and Accounting Procedures Guide, State of LA

APPENDICES

1. Damage Assessment and Red Cross Organizational Chart

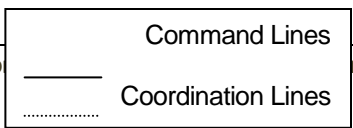
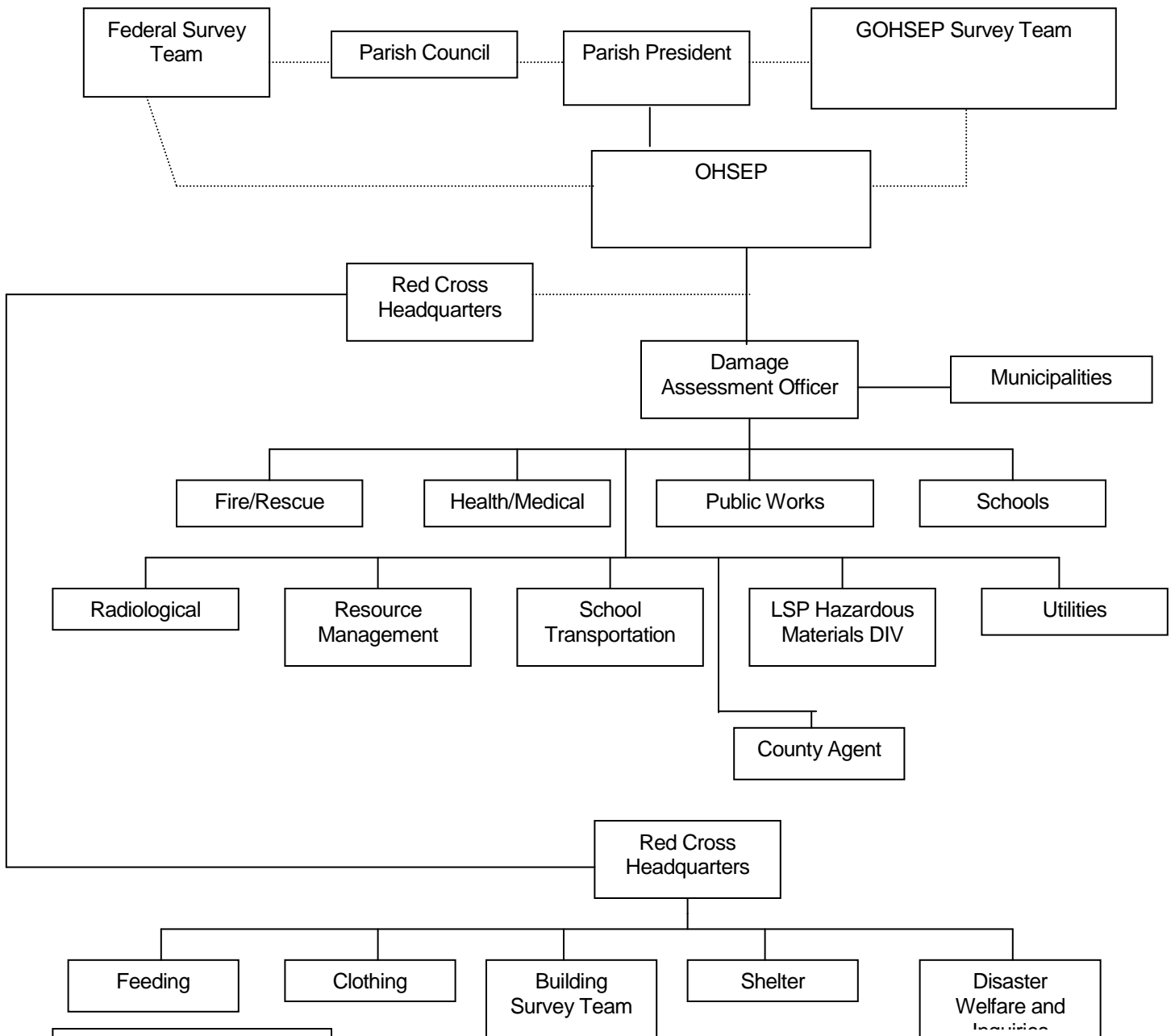


ESF 5 – Emergency Management

Last Updated: April 2015

APPENDIX E

DAMAGE ASSESSMENT AND RED CROSS-ORGANIZATIONAL CHART





ESF 5 – Emergency Management

Last Updated: April 2015

APPENDIX F

TRAINING, EXERCISE, AND EDUCATION

I. PURPOSE

It is the purpose of this annex to provide an explanation of the provisions that have been made for emergency preparedness, and operations training for Emergency Preparedness staff members, essential volunteers, and emergency services personnel.

II. SITUATION AND ASSUMPTIONS

A. Situation

1. It is fact that at some point during any person's lifetime an emergency will occur serious enough to warrant assistance from local government. Untrained personnel would seriously hinder any assistance that would be given; therefore it is essential that a well-developed training program exist to assure the residents of Ascension Parish are provided with competent and professional Emergency Management Services.
2. To address the needs of Planning, Training and Exercises the OHSEP has established a full time Operations and Training Section Chief full time position.

B. Assumptions

1. Effective training programs will be scheduled on a regular basis. In order to provide the emergency operations staff with the skills needed to respond to any incident.
2. Exercises and drills to test the Emergency Operating Plan and procedures should provide the training necessary to meet emergency situations that may occur.

III. CONCEPT OF OPERATIONS

A. General

Training of local personnel is a continuous process. Type and degree of training will vary with the strengths and weaknesses of the Parish's Emergency Responders.

B. Phases of Management

1. Mitigation

- a. Establish policies pertaining to the training of individuals, groups and functional teams in the subject of emergency response



ESF 5 – Emergency Management

Last Updated: April 2015

- b. A multi-year training plan will be maintained that focuses on cultural and mandatory training.
 - \\
 - c. Establish acceptable standard skill levels for emergency response workers.
 - d. Arrange for qualified instructors, equipment and related material for the FEMA selected course of instruction for emergency managers.
 - e. Maintain updated reference files for acquiring training aids (films, visual aids, etc.) and available training literature.
2. Preparedness
- Utilize instructors available from government agencies and the private sector to conduct, or assist in conducting, all phases of training.
3. Response
- a. Ensure that training is provided for all aspects of emergency preparedness and emergency operations. Classes will include, but not be limited to, all at home study courses provided by the Federal Emergency Management Agency.
 - b. Commence increased readiness training in all aspects and assignments as needed to implement and maintain an Integrated Emergency Preparedness System.
 - c. Sponsor emergency response exercises to test the effectiveness of the Ascension Parish Emergency Operations Plan.
4. Recovery
- a. Maintain response operations as needed.
 - b. Evaluate emergency response exercises.
 - c. Evaluate and change the training program in order to eliminate any deficiencies observed during any emergency response activity.

IV. ORGANIZATION AND ASSIGNMENT OF RESPONSIBILITIES

OHSEP Director and Plans, Training and Exercise Officer



ESF 5 – Emergency Management

Last Updated: April 2015

1. Responsible for the overall training effort.
2. Briefs all department heads and agencies on plans, procedures and training courses for their personnel.
3. Recruits and screens instructors and participants in all phases of emergency operations needs for classroom instruction and required courses.
4. Determine type and level of training required for all emergency-operating assignments.
5. Keep updated on training requirements to assure that personnel who carry out emergency functions obtain necessary skills.
6. Schedules, designs, and evaluates exercises as training tools.
7. Coordinates exercise design team; train design team members, evaluators, controllers and simulators.
8. Ensure all key operational staff personnel are trained in all phases of emergency operations.
9. Responsible for employing a Training and Exercise Coordinator.
10. Assists the PIO in providing instructional and educational materials for the general public.

V. DIRECTION AND CONTROL

Department heads having emergency response assignments and key Emergency Operation Center staff officers will be responsible for ensuring that their own personnel having emergency response duties are adequately trained. Any special response training shall be coordinated through the OHSEP Director.

VI. CONTINUITY OF GOVERNMENT

In the event that an individual training instructor is unable to carry out scheduled training, an Emergency Operation Center staff member will be responsible for notifying participants of the cancellation and rescheduling the training for a later date.

VII. ADMINISTRATION AND LOGISTICS

The OHSEP Director will be responsible for selecting individuals to attend classes, and making sure the details of classes and schedules are coordinated. Training materials will be available and on hand for training needs. Additional materials will be ordered as needed.



ESF 5 – Emergency Management

Last Updated: April 2015

Personnel to conduct classes will be identified and made available to administer said training.

VIII. PLAN DEVELOPMENT AND MAINTENANCE

The OHSEP Director will be responsible for the development and updating of this annex.

IX. AUTHORITIES AND REFERENCES

A. (See Basic Plan, Section IX)

B. References

Guide for All Hazard Emergency Operations Planning, (SLG) 101, 1996, Federal Emergency Preparedness Agency

X. APPENDICES

A. Organizational Chart



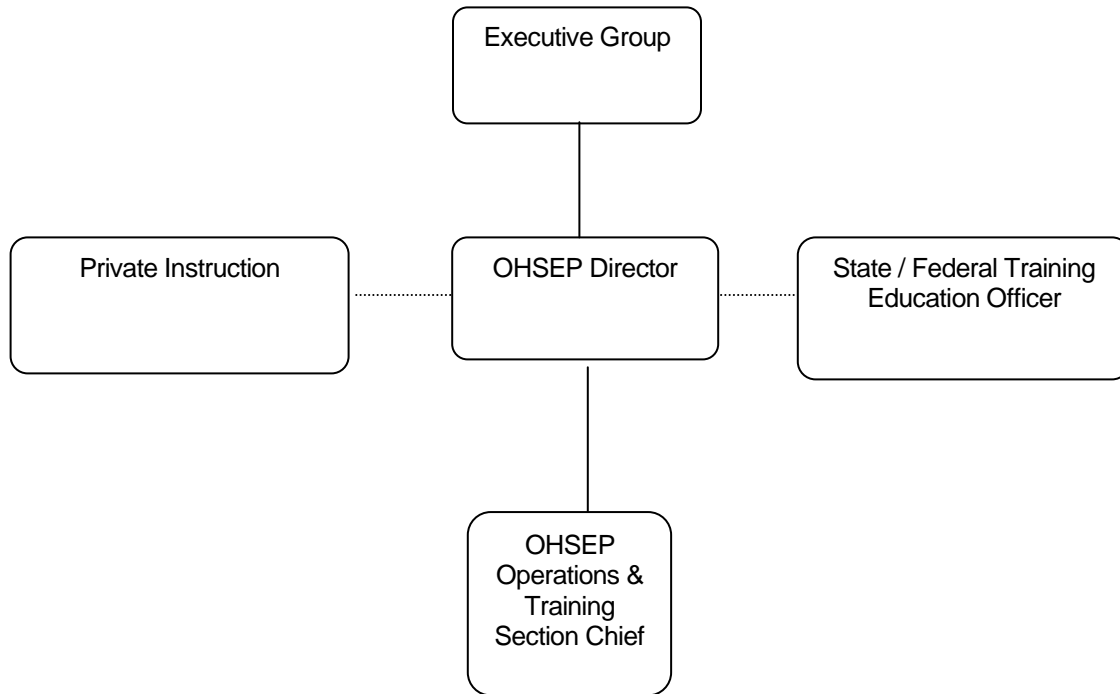
ESF 5 – Emergency Management

Last Updated: April 2015

APPENDIX A

TRAINING, EXERCISE, AND EDUCATION

ORGANIZATIONAL CHART





ESF 6 – Mass Care

Last Updated: April 2015

ESF 6 TASKED AGENCIES	
ESF Coordinator	Human Services Coordinator
Primary Agency	Ascension OHSEP
Supporting Agencies	Ascension Parish Government Health Unit, Mental Health Unit
Adjunct/ NGO	American Red Cross, Volunteer Ascension

I. PURPOSE:

ESF 6 provides Mass Care, including Shelter, Mass Feeding and Housing and Human services support for victims of natural and technological emergencies and disasters:

- A. Mass Care will provide shelter during the emergency period and immediately following the disaster, in which victims are housed as a result of evacuation or, on a limited basis, pending repair of dwellings or assignment and movement into temporary housing. Emergency shelter is not intended for prolonged periods of occupancy due to the emergency nature of the activity and the requirements for mass feeding, bedding and adequate sanitary facilities. Shelter will include the mass feeding of victims and emergency workers through a combination of fixed sites, mobile feeding units and bulk distribution of food.
- B. Mass Care will coordinate with the Parish Health Unit and other medical agencies to ensure the provision of emergency first aid for victims and emergency workers at shelters and designated sites, and referral to appropriate medical facilities.
- C. Mass Care will collect and provide information about individuals in the emergency area through a Disaster Welfare Information system. Such information will be used to aid reunion of families and individuals separated by the emergency or disaster.
- D. Housing activities will provide for short and long-term housing needs of emergency and disaster victims. Housing activities may include rental assistance, temporary housing, and loans for house repair and/or replacement of primary residences.
- E. Human services include all government and relief organization actions to provide immediate assistance to victims of emergencies and disasters. It will include the provision and expedited processing of federal benefits claims, such as Social Security, disaster unemployment assistance, Veterans benefits and tax refunds.
- F. Human services may include, as appropriate, crisis counseling and supportive mental health services and such commodities as water, ice and other basic needs.



ESF 6 – Mass Care

Last Updated: April 2015

II. SITUATION AND ASSUMPTIONS

A. Situation

Ascension Parish could experience a variety of situations that would require mass care in a number of circumstances. In these instances shelter facilities will be designated for incarcerated, institutionalized, special needs groups, and parish residents.

1. Natural occurrences that could cause the need for the sheltering include hurricanes, floods, tornadoes, ice storms, or any combination thereof.
2. Technological Hazards that could result in sheltering include hazardous materials transportation accidents, and nuclear power plant accidents.
3. Terrorism or Enemy attack includes incidents that would threaten or cause damage to populated areas through the use of Weapons of Mass Destruction or sabotage of existing structures.

B. Assumptions

1. Public shelters will be manned and operable during the time of an emergency.
2. Not all residents will use shelters. It has been estimated that 17% of the population will seek American Red Cross designated shelters, 52% will go to a friend or relative's house, and 22% will use a hotel or motel whereas 9% will not evacuate.
3. American Red Cross will serve as the principal organization responsible for operating mass care facilities during disasters.
4. Sufficient warning time will be available to ensure that mass care facilities are opened in time to provide shelter and other services for people that have been evacuated.
5. Military Support, as approved by the Governor, will be available to support mass care operations.
6. The support of jurisdictions in pre-designated shelter sectors will provide similar mass care services when evacuees cannot be cared for in Ascension Parish or when mitigating circumstances deem necessary.



ESF 6 – Mass Care

Last Updated: April 2015

III. CONCEPT OF OPERATIONS:

- A. General
 - 1. The Ascension Parish Shelter Program is provided through the efforts of the OHSEP and the American Red Cross. The agencies are utilized to afford the best available protection for those seeking shelter.
 - 2. All shelter locations are determined by conditions such as elevation, and location of shelters relative to an incident. Where practical, available public and private facilities will be used as shelters, ([Appendix 2](#)) with the exception of sheltering outside of the jurisdiction. In which case the host jurisdiction will provide shelter facilities as they see fit.
 - 3. Ascension Parish will keep evacuees and the general public informed on mass care facilities through the use of any and or all communications systems available.
 - 4. The arrangement of operation of each mass care facility shall be as follows:
 - a. The American Red Cross will operate and be responsible for shelter facilities during any disaster in which sheltering is necessary.
 - b. The American Red Cross will provide trained Shelter Managers and through coordination with the OHSEP Director assign them as needed.
 - c. The primary mode of transportation to a shelter facility will be by private vehicle. Public emergency transportation will be provided where necessary.
 - d. The management team determines management structure of shelter facilities.
 - e. All communications from shelter facilities to general public, and inquiries as to the status of shelter patrons shall be routed through the Emergency Operation Center or American Red Cross
 - f. The shelter manager shall determine services provided to shelter patrons by determining availability, feasibility, and necessity. The American Red Cross shall conduct all shelter stocking and re-supply.



ESF 6 – Mass Care

Last Updated: April 2015

3. Response

- a. At the request of any evacuee that may require sheltering, the OHSEP Director or his designated representative, in conjunction with recommendations from the incident commander, will make the decision of whether or not to open a shelter.
- b. If determined that opening a shelter is appropriate, the Emergency Operation Center shall notify the American Red Cross and the necessary personnel responsible for opening the shelters. A parish representative may be in each shelter.
- c. The Emergency Operation Center shall notify a designated shelter liaison official that will be responsible for monitoring the activities of the shelter.
- d. The Emergency Operation Center shall make public information announcements to the media for general distribution.
- e. Assignment of evacuees to shelters and feeding facilities will be determined by the type of event and the number of person in need.
- f. The American Red Cross will coordinate crisis counseling as needed.
- g. Maintain accurate Emergency Operation Center log as well as a shelter log.

4. Recovery

- a. Analyze transportation and re-entry conditions and problems. Obtain transportation.
- b. For extended stay:
 - i. Develop staffing levels.
 - ii. Render assistance to Red Cross emergency feeding and temporary housing as needed.

IV. ORGANIZATION AND RESPONSIBILITIES:

A. Emergency Operations Staff

1. Parish President



ESF 6 – Mass Care

Last Updated: April 2015

Assumes responsibility for all sheltering efforts.

2. OHSEP Director

- a. Manages the Emergency Operation Center, oversees its activation, and ensures it is staffed to support all mass care efforts.
- b. Coordinates with the local chapter of the American Red Cross, Salvation Army and other public service non-profit organizations, and personnel to perform mass care operations jobs.
- c. Coordinates volunteer support efforts to include the activities of volunteers from outside the jurisdiction and the assistance offered by unorganized volunteer and neighborhood groups within the jurisdiction toward mass care operations.
- d. Reviews information to be provided to the public on mass care activities.
- e. Coordinates planning requirements with outside jurisdictions that have been identified as potentially hazard free and have agreed to house evacuees in their mass care facilities.
- f. Coordinates the provision of mass care needs for personnel performing medical duties during emergencies.

3. Law Enforcement

- a. Responsible for providing security at designated shelters.
- b. Provides traffic control during evacuee movement to mass care facilities.
- c. Provide alternate communication between shelters and the Emergency Operation Center.

4. Public Information Officer

Makes public announcements about availability of mass care facilities.

5. School Services Officer

- a. Responsible for making School Board resources available.
- b. Coordinates the transportation of school children to mass care facilities.



ESF 6 – Mass Care

Last Updated: April 2015

- a. Responsible for coordinating and obtaining transportation resources to ensure easy movement of people into mass care facilities.
6. Health & Medical Officer
 - a. Coordinates the use of Health and Medical resources and personnel involved in providing medical assistance to mass care facilities.
 - b. Assists facilities that provide care for special needs population.

V. DIRECTION AND CONTROL

- A. All shelter activities will be coordinated through the Emergency Operation Center.
- B. Shelter management will be responsible for the operation of their individual shelters.
- C. *See Basic Plan, Section V.*

VI. CONTINUITY OF GOVERNMENT

- A. Lines of succession for each department head are made in accordance with standard operating procedures established by each department.
- B. *(See Basic Plan, Section VI.)*

VII. ADMINISTRATION AND LOGISTICS

- A. Records and Reports
 1. All Emergency Operation Center Staff and personnel are responsible for keeping an accurate log of all activities and communications that take place in their capacity.
 2. Shelter Managers are responsible for the shelter logs and registration documents associated with mass care facilities.
- B. Shelter Facilities

Appendix C includes a listing of all shelter facilities in Parish Jurisdiction.



ESF 6 – Mass Care

Last Updated: April 2015

VIII. PLAN MAINTENANCE

- A. The OHSEP Director has the responsibility for coordinating revision of this annex, keeping attachments current.
- B. Directors of supporting agencies bear the responsibility of maintaining internal plans, implementing procedures and resource data to ensure effective response to an emergency.
- C. American Red Cross and all other agencies given responsibility in this plan, in coordination with the OHSEP are responsible for maintenance of their respective annexes or appendices.
- D. *See Basic Plan, Section VIII.*

IX. AUTHORITIES AND REFERENCES

- A. Authorities
(See Basic Plan, Section IX)
- B. References
 - 1. Guide for All Hazard Emergency Operations Planning, (SLG) 101, 1996, Federal Emergency Management Agency

X. APPENDICES

- (A) Organization Chart
- (B) Responsibility Chart
- (C) List of Shelters, with addresses, capacity and contact information
- (D) Call out list of shelter managers and workers
- (E) Call out list of first aid providers
- (F) Call out list of crisis counseling and mental health providers
- (G) List of human services providers

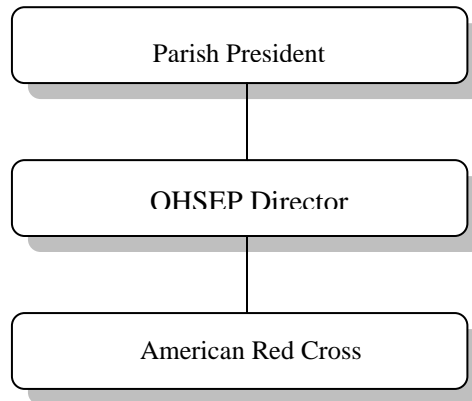


ESF 6 – Mass Care

Last Updated: April 2015

APPENDIX A

Organizational Chart





ESF 6 – Mass Care

Last Updated: April 2015

APPENDIX B

Agency support to Mass Care

American Red Cross – Baton Rouge Chapter	
Volunteer Ascension	
VOAD Baton Rouge	
AP Government Mental Health	
AP Government Health Unit	



ESF 6 – Mass Care

Last Updated: April 2015

Ascension Parish Shelter Listings

APPENDIX C

Shelter Personnel Listing

APPENDIX D

- (D) Call out list of shelter managers and workers
- (E) Call out list of first aid providers
- (F) Call out list of crisis counseling and mental health providers
- (G) List of human services providers

** On File in the EOC **



ESF 7 – Resource Support

Last Updated: April 2015

ESF 7 TASKED AGENCIES	
ESF Coordinator	Logistics Section Chief, AP OHSEP
Primary Agency	Ascension Parish OHSEP
Supporting Agencies	Ascension Parish Government Purchasing and Finance, GOHSEP, FEMA
Adjunct/ NGO	American Red Cross, Volunteer Ascension

I. PURPOSE:

ESF 7 provides the resource support activities needed in emergencies and disasters. Resource support deals with the personnel, services, facilities, equipment, materials and supplies needed for emergency and disaster operations, whether from governmental, private, or volunteer sources.

II. SITUATION AND ASSUMPTIONS

A. Situation

1. The OHSEP Director will designate the Logistics Section Chief for Ascension Parish. This position is located within the EOC and coordinates with multiple resource managers.
 - a. For emergency local purchases the Ascension Parish Government Purchasing director is the designated resource manager.
 - b. For state and federal direct support, local ground support and supplies, the AP OHSEP Logistics Section Chief is the resource manager.
2. Ascension Parish is susceptible to many hazards, both technological and natural, which makes the need for resource management of top priority.
3. Resources that Ascension Parish may need include:



ESF 7 – Resource Support

Last Updated: April 2015

- a. Personnel including skilled labor and professionals.
- b. Communications equipment.
- c. Vehicles for passengers, cargo, and equipment debris removal.
- d. Heavy equipment for public works applications and materials handling.
- e. Pumps.
- f. Useful materials and tools such as:
 - i. Fuel
 - ii. Sand
 - iii. Sandbags
- g. Sandbagging Machinery
 - h. Plastic Sheeting.
 - i. Shovels
 - j. Picks
 - k. Chainsaws
 - l. Hatchets
 - m. etc.
- h. Mass care supplies such as:
 - i. Medicine and first aid supplies
 - ii. Potable Water
 - iii. Food



ESF 7 – Resource Support

Last Updated: April 2015

- iv. Bedding
 - v. Blankets
 - vi. Cots
 - vii. Sanitation Supplies
 - viii. Lighting
 - i. Portable Generators
 - 4. Ascension Parish has Mutual Aid agreements with neighboring jurisdictions through the Homeland Security Regional Group and higher levels of government and will be implemented on an as needed basis at the onset of an emergency.
- B. Assumptions
 - 1. The Resource Manager will maintain a resource inventory both hardcopy and in WebEOC.
 - 2. Initial Sustainability
 - a. Response agencies will sustain themselves during the first 24 hours of an emergency.
 - b. Households and businesses located in the area directly affected by the emergency situation will sustain themselves during the first 72 hours of an emergency.
 - 3. Evacuee Support

Evacuees located in a mass care facility will receive necessary life sustaining services from the facility. These emergency operations plan are kept on file at the EOC. Should this plan begin to fail the facility is obligated to notify the EOC to request assistance.
 - 4. Donations



ESF 7 – Resource Support

Last Updated: April 2015

There is the potential for donations, given any emergency, even a forecasted emergency that generates sustained media coverage.

4. Availability of Volunteers

- Unaffiliated volunteers will be managed through the Human Services Section in the EOC
- A Volunteer Reception Center may be established.
- Performance of the resource management function will depend on the availability of a large pool of volunteers. Offers of help will be received.

6. Access to Mutual Aid

- a. Mutual Aid resources may be limited due to the parties being affected themselves by the emergency and being unable to provide the resources.
- b. Pressure on the resource management function to supply unmet needs of response agencies may be reduced by assistance from the next higher level of government.

III. CONCEPT OF OPERATIONS:

A. General

1. Priorities

Disaster victims will take precedence in the allocation of resources. The Resource Manager in consultation with the OHSEP Director will set specific priorities at the onset of an emergency. Life, health and safety issues have priority.

2. Initial sustainability

Response agencies are to sustain themselves during the first 24 hours of an emergency.



ESF 7 – Resource Support

Last Updated: April 2015

3. Supplier of last resort

Emergency services agencies should exhaust their own channels of support, for example, mutual aid agreements with similar agencies in other jurisdictions, before turning to the resource management function.

4. Costs

Purchase prices and contract costs, where possible, should be established. Even if eligible for FEMA reimbursement, costs should initially be considered the responsibility of the requesting agency.

5. Coordination with Volunteer agencies

Ascension Parish will coordinate with volunteer agencies through the Emergency Operation Center and the Louisiana V.O.A.D.

6. Local, State and Federal Coordination

Local, State and Federal coordination will occur through:

- a. The local Emergency Operation Center
- b. The Governor's Office of Homeland Security and Emergency Preparedness
- c. The FEMA Regional Office or Joint Field Office (JFO) if established.

B. Phases of Management

1. Mitigation

- a. Plan resources services to be provided in an emergency.
- b. Coordinate activities through the OHSEP.
- c. Plan coordination and utilization of all available resources during an emergency.



ESF 7 – Resource Support

Last Updated: April 2015

- d. Plan and train adequate personnel in order to reap maximum achievement for the following divisions of government:
 - i. Sheriff’s Office or Police Departments
 - ii. Fire Departments
 - iii. Parish Health Departments
 - iv. Department of Child and Family Services (DCFS)
 - v. Public Utilities
2. Preparedness
 - a. Identify emergency resources and sources for requesting assistance.
 - b. The Ascension Parish Purchasing Office has a listing of current resource providers.
 - c. Prepare and update a list of needed resources.
 - d. Coordinate resources with other agencies and volunteers in order to maintain adequate resources.
 - e. Maintain current mutual aid agreements
3. Response
 - a. Notification

The Logistics Section Chief should be among those initially notified of an emergency. When warning is available, suppliers with whom agreements exist will be notified of the intent to activate any needed agreements.
 - b. Activation and deployment



ESF 7 – Resource Support

Last Updated: April 2015

The OHSEP Director will activate the Resource Manager and his functions. Under the Resource Manager, the three core positions are the Needs Officer, Supply Officer and the Distribution Officer. It will be the Resource Manager and the OHSEP Director's discretion whether or not to activate additional facilities and personnel. This decision would be accomplished after meeting with the executive group. Upon activation, the Resource Manager will provide for prompt and effective acquisition, distribution and use of personnel and material resources.

- c. Emergency activity
 - i. Determining needs: This is incident damage assessment based and dependent upon a needs assessment of personnel, equipment, material and supplies.
 - ii. Needs assessment (Ongoing): Life, health and safety issues always have the first priority when determining immediate needs.
 - aa. Needs known in the field should be channeled up through the chain of command to the Emergency Operation Center.
 - bb. Anticipating needs based on preliminary damage assessments and past experiences.
 - cc. The Logistics Section Chief should relay to the resource management organization all needs determined by the executive group.
 - dd. All agencies are tasked to report to resource management either directly or through the Emergency Operation Center, any needs they are unable to meet through their own channels as the emergency progresses.
 - ee. Essential information includes:



ESF 7 – Resource Support

Last Updated: April 2015

- ✓ WHAT is needed and WHY, as specifically as possible
 - ✓ HOW MUCH is needed
 - ✓ WHO is needed
 - ✓ WHERE it is needed
 - ✓ WHEN it is needed
- iii. Prioritization (Ongoing)
- aa. The Logistics Section Chief will apprise the Needs Officer of priorities set by the Parish President or a designated representative.
- iv. Follow-up
- aa. Resource requests should be logged, prioritized, passed on to those responsible for obtaining and committing resources, and then tracked via subsequent feedback from the Supply Officer, the Distribution Officer, and the requesting party.
 - bb. The Resource Manager should receive reports on a regular basis about needs and status of requests.
- v. Obtaining supplies
- aa. Notification of suppliers by Supply Officer
 - bb. When warning is available, the Supply Officer should notify suppliers with whom agreements exist of the jurisdiction's intent to activate the agreement. Availability of supplies should be validated and key items should be reserved.
- vi. On going evaluation of requests vs. known supplies
- aa. Upon receipt of a request, the Supply Officer should attempt to fill the need with jurisdictional resources or resources for which agreements are in place.



ESF 7 – Resource Support

Last Updated: April 2015

- bb. If the needed resource is on hand, the Supply Officer contacts the supplier, confirms transportation responsibilities and provides necessary information.
- cc. The Supply Officer then notifies the Distribution Officer of the incoming resource, or of the need to pick it up, and its priority, and informs the Needs Officer that action has been taken on the request.
- dd. If the needed resource is not listed among prearranged supplies, the next step is to see if a workable offer to donate it has been made (assuming a Donations Coordination Team has been activated).
- ee. If not, the options are to procure (or hire) or to solicit a donation of the needed resource.
- vii. Procurement and hiring
 - aa. When requests are of high priority for the jurisdiction, an expedited procurement or hiring process may be implemented. **Note**: This does not suggest that competition for professional services and public works contracts are as suspended. It simply means that the time frame for evaluating and awarding of contracts is condensed.
 - bb. Procurement involving contacting suppliers, negotiating terms (in coordination with the Finance Department and Legal Advisor if necessary), making transportation agreements requires the notification of the Logistics Section Chief.
- viii. Maintaining financial and legal accountability



ESF 7 – Resource Support

Last Updated: April 2015

- ix. The Ascension Parish Government Chief Financial Officer will establish accounts specifically for recording expenditures for each specific incident and will assign a Finance Section Chief to the Emergency Operations Center.
- x. The Finance Section Chief should keep the Logistics Section Chief aware of their authorized budget, log and process transactions, track accounts, and secure access to more funding as necessary and feasible.
- xi. Cash donations must be managed by an organization that has 501C3 status. The designated cash donations organization for Ascension Parish is Volunteer Ascension.
- xii. Activating and operating key facilities.

The Logistics Section Chief determines what facilities (e.g., donations receiving areas, commodity Point of Distribution checkpoints, and warehouses) would be required to handle the flow of resources into and through the jurisdiction. The Resource Manager will then direct the Distribution Officer to set up and operate the facilities.

- xiii. Traffic control.

The Operations Section should ensure that high priority resources are dispatched quickly to where they need to be. Unnecessary traffic should be held back or rerouted.

- xiv. Hauling.

Procurement and donations efforts should try to ensure that suppliers of a resource also supply transportation for it: the jurisdiction's transportation resources may be almost fully committed. However, the Distribution Officer will be tasked to pick up resources.



ESF 7 – Resource Support

Last Updated: April 2015

- xv. Reporting and coordination.
 - a. From the Emergency Operation Center, the Distribution Officer notifies checkpoints and other facilities (as applicable) of incoming resources, as well as their priority designation. Checkpoints and other facilities (as applicable) would provide regular reports on resources passing through (or inventory), allowing the Distribution Officer to track location of resources and timeliness of delivery.
 - b. The Distribution Officer will designate centers to receive and distribute resources as prioritized.

4. Recovery

When needs have largely been met and the crisis subsides, Ascension Parish's government can begin to function in its normal, day-to-day mode, and the resource management function will have to address four areas:

- a. Disposal of excess stocks

Loaned equipment will have to be returned to its owners. Surplus property can be dealt with through normal disposal procedures—except perhaps where hazardous materials are concerned.
- b. Stand down

Facilities and staff should be deactivated as soon, as is feasible, with all reports and documentation filed.
- c. Financial settlement

The jurisdiction may need to reimburse or compensate the owners for private property. It may also have to submit required reports that address the jurisdiction's financial liability for any assistance received under the Stafford Act.



ESF 7 – Resource Support

Last Updated: April 2015

d. Thank You's

Suppliers who came through for the jurisdiction should receive some acknowledgement, as soon as, feasible and in coordination with the Parish Council. New suppliers might be polled about their interest in developing a memorandum of agreement in time for the next emergency.

IV. ORGANIZATION AND RESPONSIBILITIES:

A. OHSEP Director

Directs Resource Manager or Logistics Section Chief

B. Resource Manager

1. Directs and supervises the activities of the needs, supply, and distribution officers.
2. Coordinates with the OHSEP Director and key organizations' representatives in the Emergency Operation Center regarding needs and priorities for meeting them.
3. During the emergency, monitors potential resource shortages and advises the Executive Group or OHSEP Director on the need for action.
4. Identifies facilities/sites that may be used to store needed resources and donations.
5. Determines the need for and directs activation of facilities necessary for the coordinated reception, storage, and physical distribution resources.
6. Makes an arrangement for workspace and other support needs for resource management staff.

C. Needs Officer

1. Monitors resource demands from incident command and maintains lists of all staging area resources, itemized by incident location.



ESF 7 – Resource Support

Last Updated: April 2015

2. Tabulates needs assessment and specific requests.
3. Prioritizes needs for Supply Officer, with recurrence of Resource Manager.
4. Provides regular reports to Resource Manager on the status of requests.

D. Supply Officer

1. Locates and secures resources.
2. Determines appropriate means for satisfying requests.
3. Handles unsolicited bids.
4. Keeps Needs Officer informed of action taken on requests.
5. Keeps Distribution Officer informed of expected movement of resources, along with the priority designation for the resources.
6. Requests transportation from distribution officer.
7. Notifies private industry parties to any memorandum of agreement of the parish's intent to activate the agreement. Confirms the availability of resources specified by the agreement, and reserves supply.
8. Locates needed resources using database and listings.
9. Seeks to procure resources not available through pre-arranged channels.
10. Contact suppliers, settles term for transportation, and provide information necessary to pass possible checkpoints.

E. Distribution Officer

1. Ensures delivery of resources by overseeing routing, transportation, collection, sorting/aggregating, storage, and inventory.
2. Transports resources as requested.



ESF 7 – Resource Support

Last Updated: April 2015

3. Controls movement of resources.
4. Performs materials handling work.
5. Oversees transportation and physical distribution of resources.
6. Ensures facilities are activated as directed by Resource Manager.
7. Monitors location, passage, and inventory of resources.

F. Finance Section Chief

Oversees the financial aspects of meeting resource requests, including record keeping, budgeting for procurement and transportation and facilitating cash donations if permitted.

G. Sheriff's Office

Provides escort and security as appropriate for the delivery, storage, and distribution of resources.

H. All agencies

1. Ensures communication with the Distribution Officer.
2. Assists in procuring and providing transportation.
3. Provides staff knowledgeable in a particular resource category to serve as Needs Liaison as appropriate.
4. Provide updated emergency resource listing on regular basis or as requested by Resource Manager.
5. Make personnel and resources available as needed in an emergency.



ESF 7 – Resource Support

Last Updated: April 2015

V. DIRECTION AND CONTROL

- A. Authority to initiate actions:
 - 1. It is provided that this plan:
 - a. Is the official operations source for the Parish of Ascension, governing and otherwise pertaining to all disasters related to administrative and operational tasks of the parish,
 - b. Is authorized by and promulgated under the authority contained by those local, State, and Federal statutes listed herein,
 - c. Has the concurrence of the President of Ascension Parish by virtue of the letter of implementation (Promulgation Statement) signed by the Parish President, and
 - d. Has the concurrence of the GOHSEP, and by that authority, the concurrence of all other branches of the State Government that operate under their direction and/or coordination under Public Law 93-288 and Louisiana Revised Statute 29:601-617; Act 636 of 1974.
 - 2. It is understood that all Parish departments and agencies and boards of Local Government are an integral part of this plan.
 - 3. There exists as part of the planning elements:
 - a. Specifically named departments with specific responses and,
 - b. All other departments of parish government, which by virtue of their association constitute a large reserve of material and manpower resources. At the direction of the Parish President such departments may be requested to supplement specifically assigned disaster response roles vital to the well-being of the Parish.
 - c. The executive group is aware of its responsibility to provide accurate and timely information to the public, especially in time



ESF 7 – Resource Support

Last Updated: April 2015

of emergency.

- B Command Responsibility for Specific Action
 - 1. The Parish President and the various ordinances enacted by the Ascension Parish Council have the responsibility of meeting the dangers to the Parish. This authority shall include but not be limited to the declaration of an emergency condition within the Political Jurisdiction.
 - 2. The EOC Director acts as the Chief advisor to the Parish President during any declared emergency affecting the people and property of Ascension Parish. Various Parish agencies and departments under the direction of the Ascension Parish OHSEP will conduct emergency operations.
 - 3. State and Federal Officials will coordinate their operations through the Parish President or his designated representative.

VI. CONTINUITY OF GOVERNMENT

See Basic Plan, Section VI.

VII. ADMINISTRATION AND LOGISTICS

- A. Administration
 - 1. Reports and records

Complete records will be required to be kept and will be the responsibility of the Resource Manager with assistance from Secretary Treasurer.
 - 2. Finance

The Finance Department will keep records of expenditures during emergencies and disasters.
 - 3. Procurement



ESF 7 – Resource Support

Last Updated: April 2015

Emergency procurement will be done when needed with said paperwork done ASAP after the procurement if necessary.

4. Hiring/Personnel issues

Ordinary hiring procedures and duties of employees are subject to change during an emergency.

B. Logistics

The necessary resources needed to facilitate the Resource Management function are as follows:

1. Staffing
2. Facilities
3. Communications
4. Computers & software
5. Office equipment and supplies
6. Forms
7. Transportation

VIII. PLAN MAINTENANCE

- A. The OHSEP Director has the responsibility for coordinating revision of this annex, keeping attachments current.
- B. Directors of supporting agencies bear the responsibility of maintaining internal plans, implementing procedures and resource data to ensure effective response to an emergency.



ESF 7 – Resource Support

Last Updated: April 2015

- C. All other agencies given responsibility in this plan, in coordination with the Office of Homeland Security/Emergency Preparedness are responsible for maintenance of their respective annexes or appendices.
- D. *See Basic Plan, Section IX.*

IX. AUTHORITIES AND REFERENCES

- A. Authorities
(See Basic Plan, Section IX)
- B. References
 1. Guide for All Hazard Emergency Operations Planning, (SLG) 101, 1996, Federal Emergency Preparedness Agency
 2. Defense, Civil Preparedness Agency, 1979.

X. APPENDICES

- (A) Organization Chart
- (B) Auxiliary Power Plan
 - TAB A Fixed Generators
 - TAB B Mobile Generators
- (C) Donations Management and Volunteer Coordination Plan.
- (D) Parish equipment resource list: on file in Ascension Parish Government Fleet Management Office
- (E) List of volunteer resources: On file with Volunteer Ascension
- (F) List of centers to receive and distribute, with agreements with owners, updated annually
 - TAB A Commodity Point of Distribution Plan – Tab A & B
 - TAB B Fuel Center Plan: On file in Ascension Parish Government Fleet Management Office
- (G) Emergency Contracts and Mutual Aid Agreements

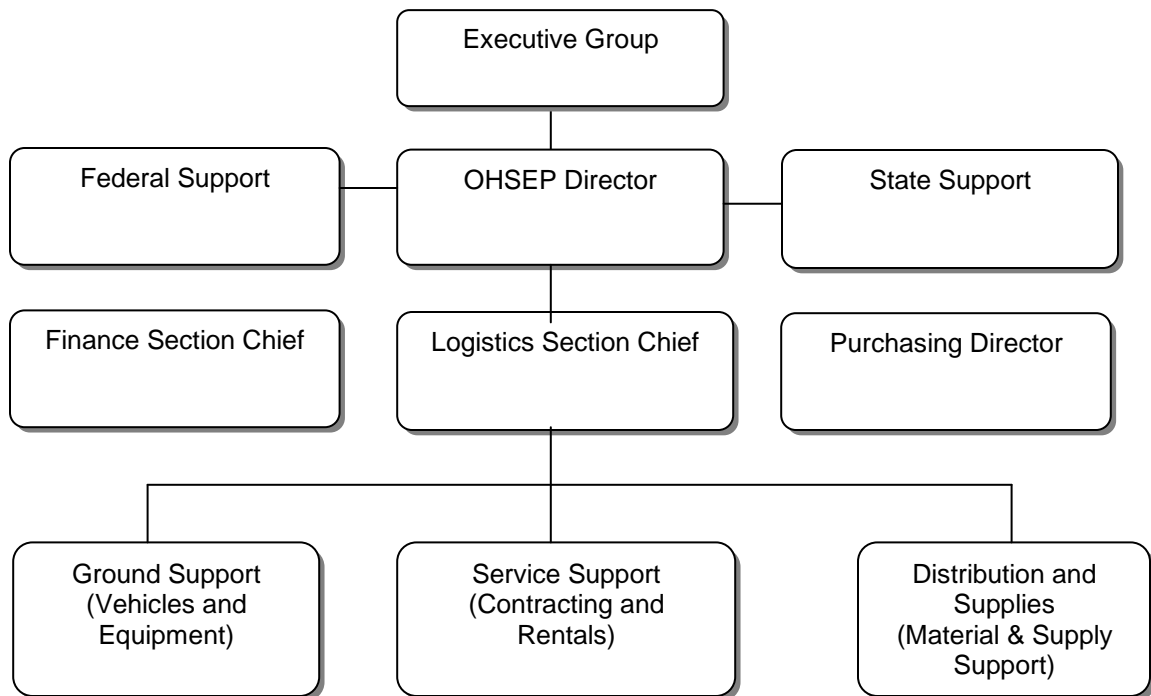


ESF 7 – Resource Support

Last Updated: April 2015

APPENDIX A

RESOURCE MANAGEMENT ORGANIZATIONAL CHART





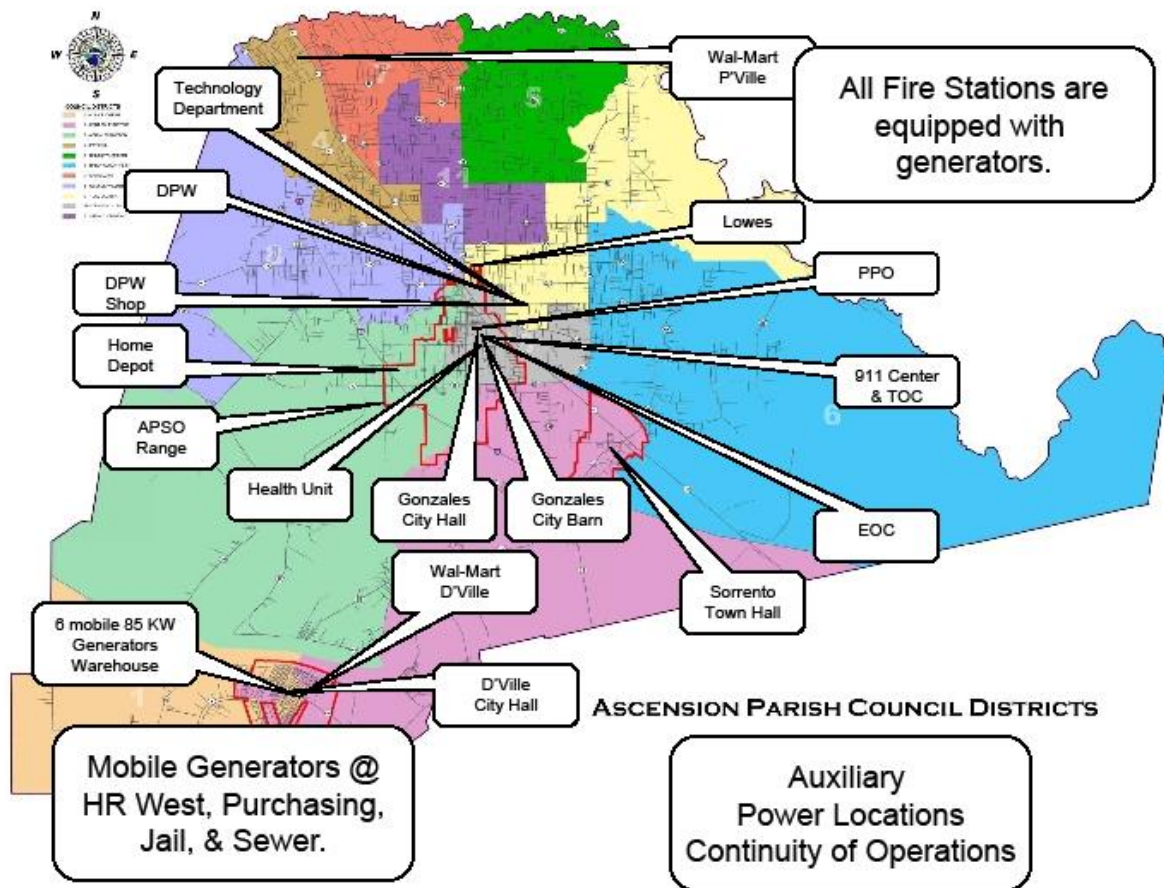
ESF 7 – Resource Support

Last Updated: April 2015

APPENDIX B- Tab A

Fixed Generator Sites

- Refueling Plan is located in WebEOC



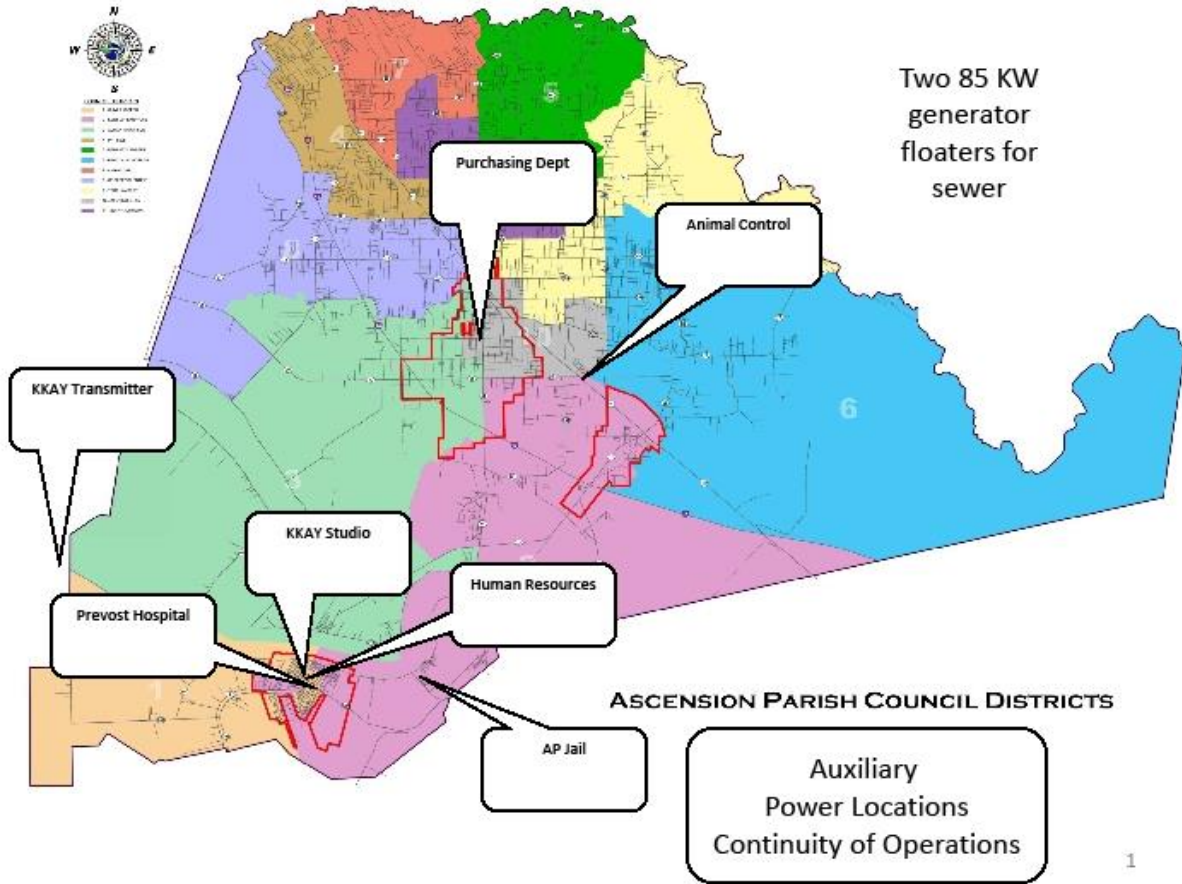


ESF 7 – Resource Support

Last Updated: April 2015

Mobile Generator Deployment

APPENDIX B – Tab B



1



ESF 7 – Resource Support

Last Updated: April 2015

Donations Management and Volunteer Coordination Plan

APPENDIX C

Remarks:

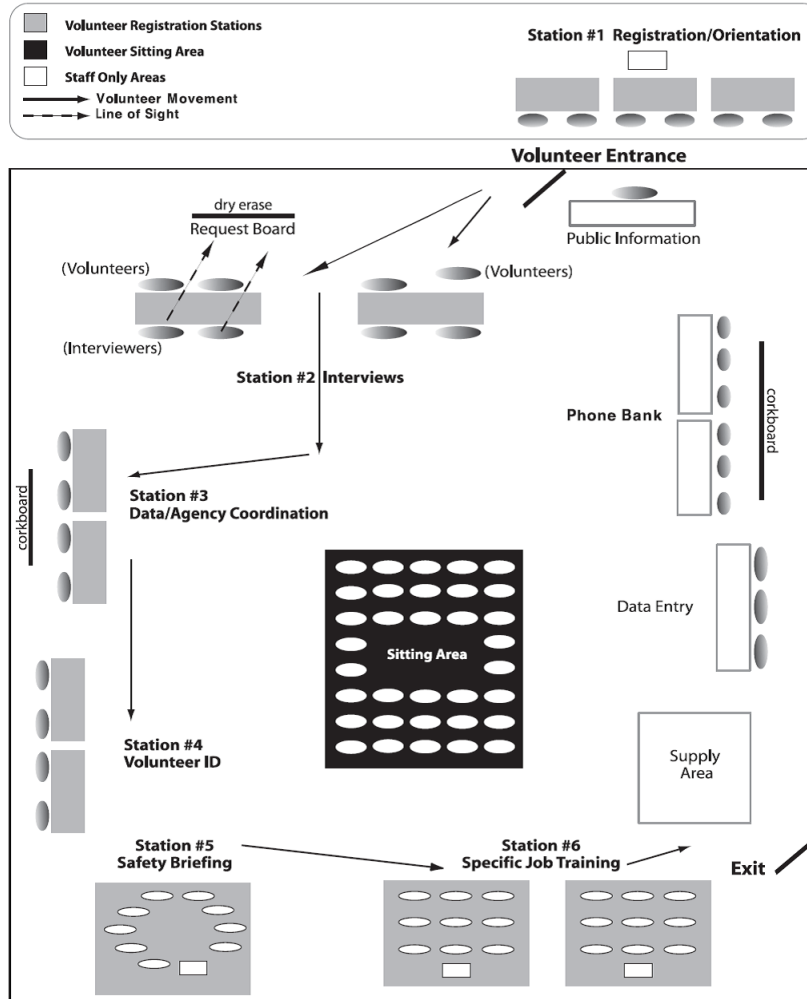
1. Donations will be managed by volunteer support
2. Unaffiliated volunteers will be managed through the manager



ESF 7 – Resource Support

Last Updated: April 2015

Volunteer Reception Center Floor Plan



17



ESF 7 – Resource Support

Last Updated: April 2015

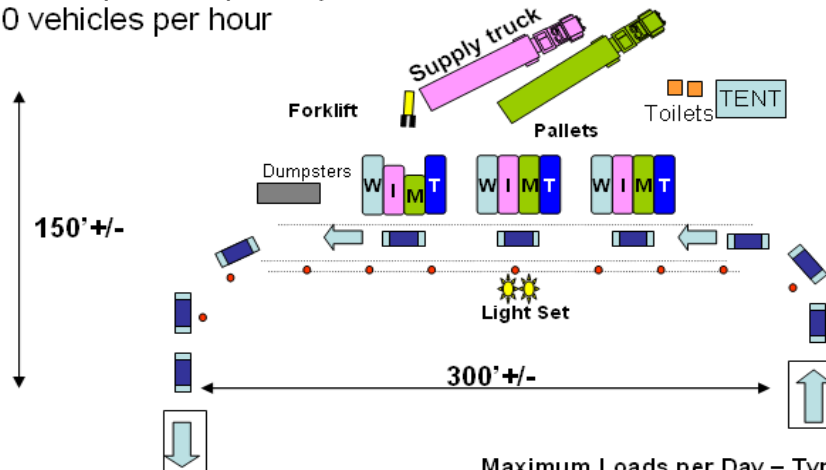
Commodity Distribution Plan

APPENDIX 6 TAB A

Type III POD West Bank Lemman Center

TYPE III - DISTRIBUTION POINT

Serves 5,000 persons per day
140 vehicles per hour



Note: Individual vehicles drive through and ice & water is loaded into their trunks. Recommend One case water, 2 or 3 bags of ice per vehicle and 6 MRE's

Supply trucks for Ice, Water, MRE's and Tarps are to be off-loaded promptly and returned for re-supply.

Maximum Loads per Day – Type III

Water	1
Ice	1
MRE	1/2
Tarp	1/2



ESF 7 – Resource Support

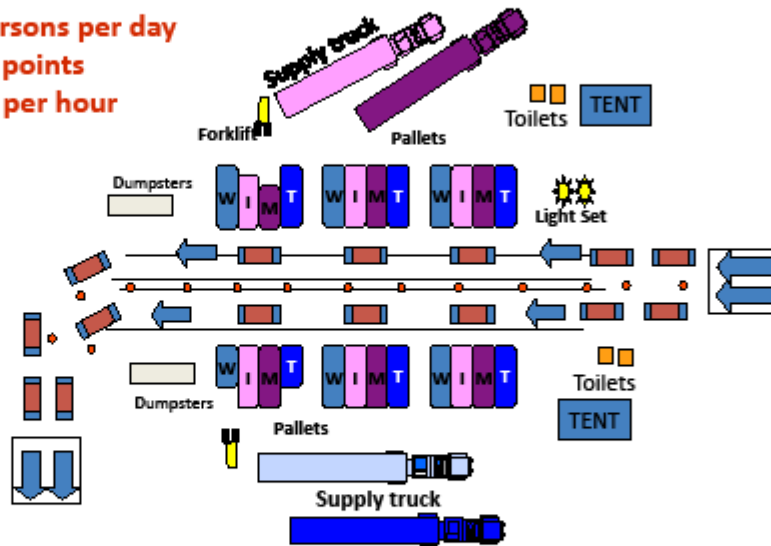
Last Updated: April 2015

Commodity Distribution Plan

APPENDIX 6 TAB B

TYPE II POD EAST BANK LAMAR DIXON EXPO CENTER

Serves 10,000 persons per day
6 Loading points
280 vehicles per hour



Note: Individual vehicles drive through and Ice & water is loaded into their trunks. Recommend One case water, 2-3 bags of ice per vehicle and 2 MRE Per person

Supply trucks for Ice, Water, MRE's and Tarps are off-loaded promptly and returned for re-supply.

Maximum Loads per Day – Type II

Water	2
Ice	2
MRE	1
Tarp	1



ESF 7 – Resource Support

Last Updated: April 2015

APPENDIX 7

Emergency Contracts, Mutual Aid Agreements and Intergovernmental Agreements

Type of Document	Agency	Description
Site Approval Doc	APG/State/DEQ	Authorization for Debris site approval-Evan Hall
Site Approval Doc	APG/State/DEQ	Auth. for Debris site approval-Lamar Dixon
Site Approval Doc	DOTD/DEQ	Auth. for DOTD Debris Site-Easy St Gonz
Site Approval Doc	DOTD/DEQ	Auth. for DOTD Debris Site-Autumn Rd Pville
Contract	First Call	Telephone Alerting Inbound System
Contract	First Call	Telephone Alerting Outbound System
Contract Lamar Dixon	DEMCO	EM Power Company Staging
Contract Lamar Dixon	Entergy	EM Power Company Staging
MOA Lamar Dixon	Bureau of EMS, DHH	Emergency Ambulance Staging
MOA Lamar Dixon	DHH, OPH, CDC	Strategic National Stockpile RSS
MOA	COA	Transportation vans
MOA	COEA	Transportation vans
Contract	DRC	Debris Removal
Lease Agreement	Evan Hall Sugar Corp.	Temporary Debris Reduction Site
Lease Agreement	Marty Wayne Buratt	Temporary Debris Reduction Site
MOA Lamar Dixon	DCFS	DSNAP 1-Agreement 2-Staging
IGA	Town of Sorrento	Debris Monitoring & Removal
IGA	City Of Dville	Debris Monitoring & Removal
Contract	CDM	Debris Monitoring
MOA	DHH BEMS	Medical Staging Area
Contract	Deaf Focus Services	Interpreter for Joint Information Center
Contract	Ralph's	EM Staff Feeding
MOA	7th District VFD	OEP Warehouse/ Station 71, Roddy Rd
Contract	River Parish Security	Alarm D'ville Warehouse
IGA	APSB/APG	Storm Shelter and Transportation Services
IGA	Prevost Hospital	68KW Generator/Medical Special Needs



ESF 8 – Public Health, Medical and Mass Casualty Response

Last Updated: April 2015

ESF 8 TASKED AGENCIES	
ESF Coordinator	Human Services Group Leader
Primary Agency	Ascension Parish OHSEP
Supporting Agencies	All Fire Districts, Hospitals and Health Unit
Adjunct/ NGO	American Red Cross

I. PURPOSE:

ESF 8 provides public health and sanitation, emergency medical, dental and hospital services, crisis counseling and mental health services to disaster victims and workers, to supplement and support disrupted or overburdened local medical personnel and facilities and relieve personal suffering and trauma. Public Health and Sanitation refers to the services, equipment and staffing needed to protect the health and general welfare of the public from communicable diseases, contamination and epidemics; the development and monitoring of health information; inspection of food and water quality and sanitation measures; immunizations; laboratory testing; animal and vector control; inspection of public drinking water supplies and sewage treatment services. Medical care refers to emergency and resident medical and dental care; doctors, technicians, supplies, equipment, ambulance and emergency medical services, hospitals, clinics and units, planning and operation of facilities and services. Crisis Counseling and Mental Health refer to the provision of professional personnel, services and facilities essential to relieve victim trauma and mental health problems caused or aggravated by a disaster or its aftermath.

II. SITUATION AND ASSUMPTIONS

A. Situations

1. Acadian Ambulance Service has been contracted by the parish to provide basic emergency medical services.
2. Fire Departments within Ascension provide initial response and support until Acadian Ambulance Service arrives.
3. In the event of a large-scale emergency, Ascension Parish will depend upon Acadian Ambulance Service to implement



ESF 8 – Public Health, Medical and Mass Casualty Response

Last Updated: April 2015

emergency medical service mutual aid agreements on behalf of Ascension Parish.

4. Ascension Parish could experience disaster conditions at any time that would require the activation of Health and Medical resources.
5. Natural occurrences that could affect Ascension Parish include hurricanes, floods, tornadoes, fires, severe thunderstorms, or any combination thereof.
6. Technological Hazards that could affect Ascension Parish include hazardous materials transportation accidents, nuclear power plant accidents, industrial accidents, terrorism and enemy attack.
7. The State Department of Health and Hospitals conducts capability assessment of medical facilities.

B. Assumptions

1. Public and private medical, health, and mortuary services resources located in the jurisdiction will be available for use during disaster situations; however, resources within the parish are very limited.
2. Large-scale emergencies and disaster threat situations may affect large areas of the jurisdiction, other parishes and the large portions of the state.
3. Public and Private health and medical resources located in the jurisdiction generally will be a available for use during disaster situations, but many of these resources, including human resources, will themselves be impacted by the disaster.
4. Emergency measures to protect life and health during the first 12 to 24 hours after the disaster in all likelihood will be exclusively dependent upon local area resources to include neighboring parishes.
5. Resources available through area and regional medical, health, and mortuary services mutual aid agreements will be provided for use during the disaster situation.



ESF 8 – Public Health, Medical and Mass Casualty Response

Last Updated: April 2015

6. Volunteers will come forward to perform essential tasks. Their efforts must be anticipated and coordinated.

III. CONCEPT OF OPERATIONS:

A. General

Ascension Parish through Acadian Ambulance Service is responsible for the provisions of mobilizing and managing health and medical services and for coordinating delivery of those services to Parish residents in emergency situations.

B. Phases of Management

1. Mitigation

- a. Ascension Parish has conducted a Hazard/Vulnerability analysis on the entirety of the population to identify possible disaster scenarios.
- b. Special training has been conducted for personnel from each of the following offices: Emergency Operation Center, Acadian Ambulance Service, Fire Departments, Sheriff's Office, Municipal Police Departments, and the Ascension Parish Health Unit.

2. Preparedness

- a. Health and Medical Care Facilities keep a sufficient inventory of medical supplies, medications, and equipment.
- b. Nursing Home directors are responsible for submitting plans for resident evacuation and transportation to the OHSEP Director annually for review.
- c. A health and medical officer and relief have been assigned to direct and coordinate emergency medical operations during times of disasters.

3. Response



ESF 8 – Public Health, Medical and Mass Casualty Response

Last Updated: April 2015

- a. The Acadian Ambulance Service will establish an emergency command post at the disaster site, with recommendation from the Incident Commander.
- b. In the instance of a mass fatalities incident the Emergency Operation Center shall contact the Parish Coroner’s Office and brief on current status. If deemed necessary by the coroner mortuary services shall be expanded using all jurisdictional assets available and mutual aid if necessary.
- c. Health and Medical Response team efforts will be coordinated through the Emergency Operation Center, Health and Medical Officer.
- d. Medical Care and transportation of the injured shall be coordinated by all involved agencies through the Health and Medical Officer (Acadian Ambulance Service).
- e. Nursing Homes and other health care facilities shall upon contact by the Health and Medical Officer prepare for a possible evacuation by reducing the patient population and continuing care for those that cannot be evacuated.

4. Recovery

Recovery operations will be coordinated through the Health and Medical Officer in the Emergency Operation Center.

IV. ORGANIZATION AND RESPONSIBILITIES:

A. Emergency Operations Staff

1. Parish President

Assumes responsibility for all Health and Medical tasks.

2. OHSEP Director



ESF 8 – Public Health, Medical and Mass Casualty Response

Last Updated: April 2015

- a. Manages the Emergency Operation Center, oversees its activation, and ensures it is staffed to support all health/medical operations.
 - b. Coordinates with the local chapter of the American Red Cross, Salvation Army, other public service non-profit organizations, and personnel to perform health/medical functions.
 - c. Coordinates volunteer support efforts to include the activities of volunteers from outside the jurisdiction and the assistance offered by unorganized volunteer and neighborhood groups within the jurisdiction toward health/medical operations.
 - d. Works with the Public Information Officer to develop information provided to the public on health/medical and public safety topics.
 - e. Coordinates the provision of health/medical needs for personnel performing medical duties during emergencies.
 - f. Coordinates the development and updating of emergency plans for home health agencies and nursing homes, including transportation and other community support requirements.
3. Sheriff and Municipal Police
- a. Responsible for providing security at designated shelters.
 - b. Provides traffic control during evacuee movement to mass care facilities.
 - c. Provide alternate communication between shelters and the Emergency Operation Center.
 - d. Coordinates planning and mitigation activities with Home Health Care Agencies and Nursing Homes.



ESF 8 – Public Health, Medical and Mass Casualty Response

Last Updated: April 2015

- e. Coordinates with other agencies to provide transportation, communications, administrative supplies, and supporting manpower.
4. 911 Communications Operator

Responsible for continuous 24 hour coverage of the Parish Emergency Operations Center, monitoring all communications and support notification of the Emergency Operation Center Staff, Emergency Operation Center personnel and other agencies as directed in the event health/medical activities are required.
5. Public Information Officer

Makes public announcements about the status of emergency medical services provided and risks the general population faces due to the incident.
6. School Resources Officer

Responsible for making School Board resources available.
7. Health & Medical Officer
 - a. Coordinates the use of Health and Medical resources and personnel involved in providing medical assistance to emergency medical facilities.
 - b. Assists facilities that provide care for special needs population to include assisting in an evacuation and assisting in care if not able to evacuate.
 - c. The Health and Medical Officer shall provide for emergency resource management and acquisition of needed equipment and supplies.
 - d. Responsible for coordinating and obtaining transportation resources (not ambulances) to ensure movement of the injured into Emergency Medical Facilities upon request of the Health and Medical Office.
 - e. The Health and Medical Officer along with the OHSEP Director shall determine the personnel resources necessary to properly mitigate the emergency. Upon



ESF 8 – Public Health, Medical and Mass Casualty Response

Last Updated: April 2015

such conclusion augment the necessary health/medical personnel (nurses' aids, paramedics, American Red Cross personnel, and other trained volunteers)

- f. In the event that the State Medical Officer declares inoculation necessary, the Health and Medical Office will disperse emergency workers to sites in order to provide this service to the general public.
 - g. Health and sanitation instructions will be given by the Health and Medical officer and distributed to the public by the Emergency Operation Center using any and/or all communications equipment available.
 - h. The Health and Medical Officer shall contact all jurisdictional facilities and mutual aid facilities that are capable of being expanded into emergency treatment centers for disaster victims.
 - i. Responsible for obtaining emergency medical support and hospital care during and after an emergency.
 - j. Responsible for the tracking of the injured in a disaster.
 - k. Provides Health/Medical services at reception and shelter congregate care facilities.
 - l. Provides for the establishment and operation of an emergency medical care center for essential workers in the hazardous area following the evacuation of the general population.
 - m. Coordinate with the Office of Public Health on environmental health activities regarding waste disposal, refuse, food and water supplies and mosquito/vermin control.
 - n. Coordinate with the Office of Public Health and Red Cross to provide crisis counseling for emergency workers
8. Fire Service Officer
- a. Assist Health and Medical Officer



ESF 8 – Public Health, Medical and Mass Casualty Response

Last Updated: April 2015

- b. Coordinate the Fire Service Medical Response and Mutual Aid Medical Resources.
9. American Red Cross
 - a. The American Red Cross shall establish crisis counseling for Emergency workers and victims.
 - b. The American Red Cross shall make provisions for the feeding of emergency workers, emergency medical facilities, and the general population where necessary.
 - c. Upon request of the Health and Medical Officer shall provide personnel where needed to support mitigation of the incident.

V. DIRECTION AND CONTROL

- A. All health/medical activities shall be coordinated through the Health and Medical Officer in the Emergency Operation Center.
- B. Emergency Medical Care Facility Managers will be responsible for the operation of their facilities to include maintaining sufficient inventory of medical supplies, medications and equipment

VI. CONTINUITY OF GOVERNMENT

See Basic Plan, Section VI.

VII. ADMINISTRATION AND LOGISTICS

Records and Reports

All Emergency Operation Center Staff are responsible for keeping an accurate log of all activities and communications that take place in their capacity.

See Basic Plan, Section VII.



ESF 8 – Public Health, Medical and Mass Casualty Response

Last Updated: April 2015

VIII. PLAN MAINTENANCE

- A. The OHSEP Director has the responsibility for coordinating revision of this annex, keeping attachments current.
- B. Directors of supporting agencies bear the responsibility of maintaining internal plans, implementing procedures and resource data to ensure effective response to an emergency.
- C. All other agencies given responsibility in this plan, in coordination with the OHSEP are responsible for maintenance of their respective annexes or appendices.
- D. *See Basic Plan, Section VIII.*

IX. AUTHORITIES AND REFERENCES

- A. Authorities (*See Basic Plan, Section IX.*)
- B. References

Guide for All Hazard Emergency Operations Planning, (SLG) 101, 1996,
Federal Emergency Management Agency

X. APPENDICES

- (A) Organization Chart
- (B) Responsibility Chart
- (C) Pandemic Response Plan
- (D) Pandemic Before/During/After Run
- (E) Parish Health and Medical Resources (on file in EOC)
- (F) Municipal Health and Medical Resources (on file in EOC)
- (G) Hospitals in Parish (List and give bed capacity and emergency bed capacity.) (On file in EOC)
- (H) Nursing Homes in Parish (List and give licensed bed capacity and emergency bed capacity.) (On file in EOC)
- (I) Medical augmentees (List by specialty) (on file in EOC)
- (J) Medical transportation resources in parish (on file in EOC)
- (K) Special needs shelters (List and give capacity) (on file in EOC)
- (L) Mass Fatalities Plan (Under Revision)
- (M) Mental Health resources in parish (on file in EOC)

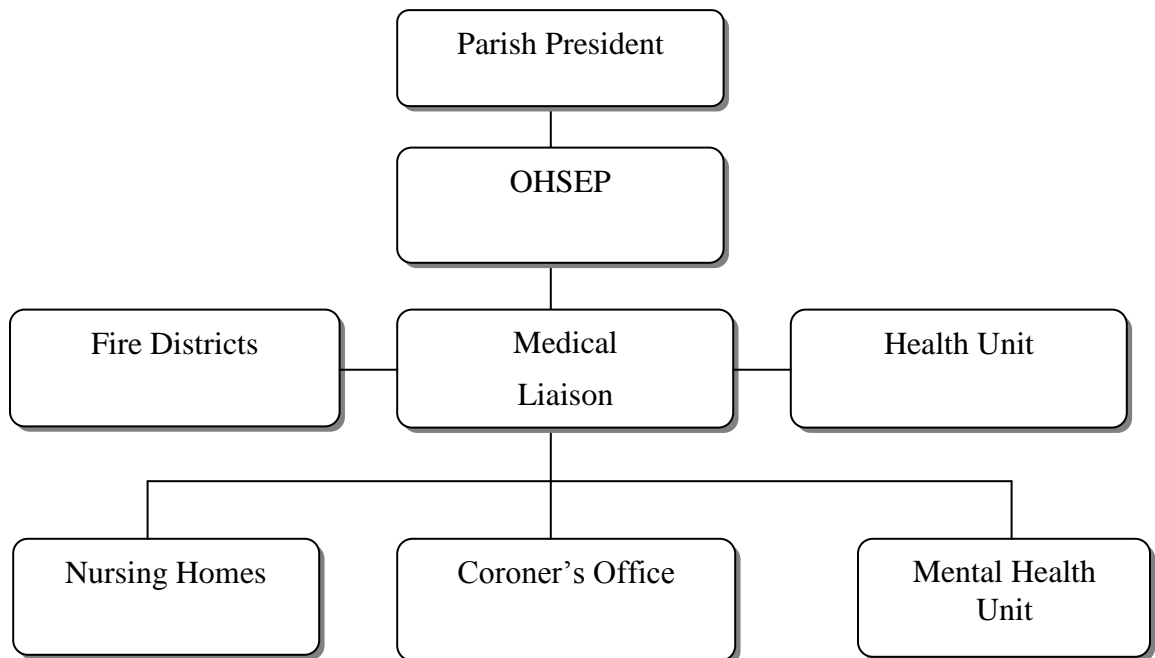


ESF 8 – Public Health, Medical and Mass Casualty Response

Last Updated: April 2015

APPENDIX A

RESOURCE MANAGEMENT ORGANIZATIONAL CHART





ESF 8 – Public Health, Medical and Mass Casualty Response

Last Updated: April 2015

APPENDIX B

Responsibility Chart

Agency support to Public Health, Medical and Mass Casualty	Authority / Policy	Coordination	EOC Operations	Response	Recovery	Mitigation	Preparedness
Ascension Parish President	X		X				
Ascension Parish Sheriff	X	X	X				
Ascension OHSEP	X	X	X	X	X	X	X
911 Center		X	X	X			
Public Information			X				
Law Enforcement	X	X	X	X	X		
Transportation		X	X				
School Services		X	X				
Health and Medical	X	X	X	X	X	X	X
Fire Services		X	X				
Public Works			X	X			
State Police	X	X	X	X			
National Guard	X	X	X	X	X	X	
Red Cross	X	X	X	X	X	X	



ESF 8 – Public Health, Medical and Mass Casualty Response

Last Updated: April 2015

APPENDIX C

Pandemic Phases Action Plan

General Information
Infectious diseases can spread very quickly to become a pandemic. This plan has been developed as a reference for planning, resource management, information sharing and immediate action.

PANDEMIC PHASES
<i>Pandemic Phases as identified by the World Health Organization (WHO)</i>
Inter-pandemic Period
PHASE 1 No new diseases have been detected in humans. A disease subtype that has caused human infection may be present in animals. If present in animals, the risk to human infection or disease is considered to be low.
PHASE 2 No new virus subtypes have been detected in humans. However, a circulating animal influenza virus subtype poses a substantial risk of human disease.
Pandemic Alert Period
PHASE 3 Human infection(s) have been identified but with no human-to-human spread or at most rare instances of spread at close contact.
PHASE 4 Small cluster(s) with limited human-to-human transmission but spread is highly localized.
PHASE 5 Large cluster(s) but human-to-human spread is still localized, suggesting that the virus is becoming increasingly better adapted to humans but may not yet be fully transmissible (this creates a substantial pandemic risk).
Pandemic Period
PHASE 6



ESF 8 – Public Health, Medical and Mass Casualty Response

Last Updated: April 2015

Pandemic phase: increased and sustained transmission in the general population. This is the most severe pandemic phase.
Post-pandemic Period
<i>Return to Inter-pandemic Period (Phase 1).</i>

CONCEPT OF OPERATIONS
<i>Concept of Operations during Specific Phases of a Pandemic</i>
Phases 1 and 2
Update the annex to the Emergency Response Plan that addresses how the parish will respond to a pandemic event. This will be based on current DHH and CDC Data.
Communicate the parish’s response planning efforts to the population on what they need to do individually to limit the spread of the disease (e.g. wash hands frequently, cover coughs and sneezes with tissues and stay away from work or class if sick).
Monitor the spread of diseases that could become pandemic through the World Health Organization (WHO), CDC, state and local health organizations.
Develop a strategic plan to assure continuity of government in the event that parish departments are forced to close for a long period of time.
Develop continuity of operations plans for maintaining essential operations of the key governmental functions during a pandemic event in which 25-33% of the employees do not report for work.
Alert employees and the population on the risks and precautions they should take if traveling to geographic areas where potential pandemic viruses have been isolated.
Phases 3, 4 and 5 (Pandemic Alert Period)
Continue to communicate and educate employees and the populations on our pandemic response plan and what they need to do to individually to prepare and limit the spread of disease (ex. wash hands frequently, cover coughs and sneezes with tissues and stay at home from work or class if sick).
Consider cancellation of public gatherings and travel to geographic areas where potential pandemic viruses have been isolated.
Departments should begin to identify and stockpile critical supplies that may be quickly consumed during a pandemic and may be difficult to obtain should the pandemic interrupt



ESF 8 – Public Health, Medical and Mass Casualty Response

Last Updated: April 2015

normal supply lines.
Establish an ongoing communication link with state and local health agencies and emergency response agencies.
Enhance surveillance of employees returning from geographical areas in which a potential pandemic virus has been detected.
Phase 6 (Pandemic Period)
Consider social distancing steps within the jurisdictions and the cancelation of large gatherings in the parish, such as public meetings, concerts and athletic events.
Plan for community containment.
Non-Pharmaceutical community containment measures may be the principle means of disease control early in the incident.
The ability of the federal government to support Ascension Parish Government will be limited at the onset of a pandemic and may continue to be limited for an extended period of time. The parish will have to address the pharmaceutical and non-pharmaceutical community containment effects of a pandemic with locally available resources. Planning for continuity of governance at the local levels and continuity of operations (for the private sector) is an essential component of this plan.
Communication is a critical aspect of all emergency planning and response. All agencies and organizations involved in planning for and responding to pandemic and other public health emergencies must ensure timeliness and accuracy of communication, including risk communications.
Consider closing non-essential government offices before a serious outbreak occurs.
Implement community control measures to minimize the spread of the virus, such as curfew, isolation, quarantine and social distancing.
Cancel government sponsored travel.
Implement a work-at-home policy for non-essential staff.
Establish a means of transporting sick employees to and from medical facilities.
Be prepared to work with local authorities to establish an alternative care medical facility at Lamar Dixon for community overflow patients.
Establish and publicize distribution plans for antiviral medication by priority groups as directed by DHH and the CDC.



ESF 8 – Public Health, Medical and Mass Casualty Response

Last Updated: April 2015

Be prepared to provide security for vaccine and anti-viral distribution sites on when it becomes available.

NOTIFICATION & ACTIVATION PROCEDURES
Actions to Control Pandemic: During a pandemic the health department is responsible for:
Coordinating with OHSEP and state agencies.
Conducting primary surveillance and reporting of cases;
Conducting primary case investigation and contact tracing;
Conducting primary laboratory analysis and confirmation of influenza;
Identifying sources of disease and causes of disease spread;
Initiating education and information to prevent spread of disease;
Providing or coordinating vaccination and prophylaxis, and other means of preventing spread;
Protecting communities through legal orders and enforcement of those orders;
Coordinating with other public health agencies at the local level
Requesting assistance from other local and state agencies; and informing and educating partner agencies and the public on public health guidance and actions needed to reduce and slow the spread of disease.
Identification and coordination of alternate care sites.
Departmental Planning Critical Steps and Supplies
Each department is responsible for developing a list of their critical supplies (supplies that may be needed during a pandemic and/or may be difficult to obtain in the event normal supply distribution systems are disrupted) and coordinating the purchase of these supplies with the Purchasing Office once the pandemic reaches Phase 5.
Quarantine and Isolation Sites
The Director of Health Unit in coordination with DHH and the CDC will identify isolation and quarantine sites.
Continuity Plans for Maintaining Essential Operations

APPENDIX D



ESF 8 – Public Health, Medical and Mass Casualty Response

Last Updated: April 2015

General Information

Before-During & After Run

BEFORE THE RUN

- Review patient assessment and management procedures, including screening criteria (recent travel to West African countries, including Guinea, Liberia and Sierra Leone, exposure to another Ebola patient).
- Train all personnel on basic symptoms and transmission of Ebola (common symptoms include: fever, severe headache, muscle pain, weakness, diarrhea, vomiting, abdominal pain, unexplained hemorrhage such as bleeding or bruising).
- Ensure all personnel are properly trained with department’s infection control policy.
- Ensure all personnel are familiar with procedures and protocols for infectious disease notification. Ebola cases must be reported to local, state and federal public health authorities. Designate a point of contact to communicate with these health authorities.
- Review department fit testing records. OSHA Respiratory Protection Standard requires employers to fit test all employees at least once a year.
- Ensure that you have your PPE readily available, including
 - A Level C non-permeable full body suit with attached hood that is compliant with North America ASTM standards F1670 (blood and bodily fluids protection) and F1671 (bacterial and viral penetration)
 - Double gloves
 - Shoe covers
 - Face shield and safety goggles
 - Fit tested N95 respirator as a minimum level of respiratory protection (fit tested P100 or PaPR preferred)
- Review and train personnel in correct PPE donning and doffing procedures. Use a



ESF 8 – Public Health, Medical and Mass Casualty Response

Last Updated: April 2015

<p>buddy system and checklist to ensure your coworkers are following procedures and taking appropriate precautions when handling used PPE.</p>
<ul style="list-style-type: none"> • Ensure availability of hand hygiene supplies. Have alcohol-based hand sanitizers available at point of care and clean water, soap and single-use clean towels available at the station for hand washing.
<ul style="list-style-type: none"> • Conduct a detailed inventory of PPE and available supplies and review purchasing plans.
<ul style="list-style-type: none"> • Ensure appropriate PPE supplies are maintained in all patient care areas.
<ul style="list-style-type: none"> • Review proper disinfecting procedures of equipment and apparatus.
<ul style="list-style-type: none"> • The department medical director should identify local health care facilities capable of treating suspected Ebola patients.

DURING THE RUN

<ul style="list-style-type: none"> • Consider travelers with fever, fatigue, vomiting and/or diarrhea who are returning from affected West African countries (Guinea, Liberia and Sierra Leone) as potential Ebola cases and obtain additional patient history. During this time, try to ask questions at least six feet away from the patient if possible.
<ul style="list-style-type: none"> • Don your PPE before entering the patient area.
<ul style="list-style-type: none"> • Use a buddy system to ensure proper PPE donning procedures and frequently spot-check PPE for proper fit and use.
<ul style="list-style-type: none"> • Strictly limit the number of crew members having direct patient contact.
<ul style="list-style-type: none"> • Limit the use of needles and unnecessary procedures. If possible, do not conduct high risk procedures and aerosol-generating procedures such as airway suctioning, endotracheal intubation or resuscitative efforts during the run.
<ul style="list-style-type: none"> • Inform the healthcare facility about the suspected Ebola patient prior to arrival to allow the hospital to take necessary precautions.
<ul style="list-style-type: none"> • Put a surgical mask on the patient only if they are not vomiting.
<ul style="list-style-type: none"> • If you have come in direct contact with bodily fluids of a suspected Ebola patient, you



ESF 8 – Public Health, Medical and Mass Casualty Response

Last Updated: April 2015

<p>should immediately stop working and, according to the CDC, wash the affected skin surface with soap and running water. If soap and water are not available, use an alcohol-based hand rub until soap and water are obtained.</p>
<ul style="list-style-type: none"> • If a mucous membrane (such as the eye) is affected, the area should be rinsed with a large amount of water or saline solution.

AFTER THE RUN
<ul style="list-style-type: none"> • Use a buddy system to ensure proper removal of PPE.
<ul style="list-style-type: none"> • Discard all PPE at the receiving facility, which will dispose of the materials under appropriate Department of Transportation hazardous materials regulations. Any linen or non-fluid permeable pillows should be discarded as regulated medical waste. Do not bring used PPE back to the station with you.
<ul style="list-style-type: none"> • Do not take any contaminated or potentially contaminated items, including uniforms, home or back to the station.
<ul style="list-style-type: none"> • Wash your hands with soap and water using a clean, single use towel.
<ul style="list-style-type: none"> • Properly clean/disinfect reusable medical equipment while wearing correct PPE. Follow the manufacturer’s guidelines on disinfection procedures. Avoid using compressed air or pressurized water for cleaning as this could potentially create airborne droplets that contain the Ebola virus.
<ul style="list-style-type: none"> • Decontaminate other equipment and vehicles with an EPA-approved disinfectant effective against non-enveloped viruses (e.g., norovirus, rotavirus, adenovirus, poliovirus) and follow the label directions.
<ul style="list-style-type: none"> • Report any possible Ebola case to local, state and federal public health authorities
<ul style="list-style-type: none"> • If you have come in direct contact with bodily fluids of a suspected Ebola patient, you should immediately stop working and, according to the CDC, wash the affected skin surface with soap and running water. If soap and water are not available, use an alcohol-based hand rub until soap and water are obtained.
<ul style="list-style-type: none"> • If a mucous membrane (such as the eye) is affected, the area should be rinsed with a large amount of water or saline solution.



ESF 9 – Search and Rescue

Last Updated: September 2015

ESF 9 TASKED AGENCIES	
ESF Coordinator	USAR Representative in EOC
Primary Agency	AP 1-3, Gonzales Fire Department, Ascension Parish Sheriff's Office
Supporting Agencies	LSFMA, GOHSEP, LANG, APSO, DPW
Adjunct/ NGO	American Red Cross

I. PURPOSE:

ESF 9 provides for a trained and equipped emergency rescue response force with the capability to perform search and rescue operations during extraordinary conditions. The services and activities provided under this ESF will include locating, removal from the stricken area, and identification of survivors, the injured in need of medical treatment and decontamination, the marooned, and any fatalities.

II. SITUATION AND ASSUMPTIONS

A. Situation

1. Ascension Parish is subject to severe structural damage from severe thunderstorms, floods, tornadoes, terrorism and war. Any of these emergencies would provide a need for special assistance in order to locate the injured, missing or dead residents within the boundaries of the incident.
2. The Law Enforcement Agencies and Fire Departments will coordinate open-land search and rescue missions.
3. Individual Fire Departments will be the lead agency for coordinating urban search and rescue missions.
4. The Ascension Parish Swift Water – Flood Water rescue task force will coordinate waterborne rescue operations.
5. Due to a limited number resources, fire, sheriff, and municipal law



ESF 9 – Search and Rescue

Last Updated: September 2015

enforcement agencies will combine their efforts.

B. Assumptions

1. An organized, trained, and well-equipped search and rescue team will have the capability to minimize injuries or loss of life within Ascension Parish.
2. Ascension Parish Search and Rescue agencies shall maintain mutual-aid agreements in order to provide the necessary assistance during a major incident.
3. State and federal agencies are expected to assist local efforts after local resources are deemed insufficient.

III. CONCEPT OF OPERATIONS:

A. General

1. Daily Rescue Operations

Law Enforcement Agencies and all Fire Departments shall maintain, on a 24-hour basis, search and rescue capability.

2. Volunteer Search and Rescue Associations

The day-to-day rescue forces of Ascension Parish are augmented by volunteer search and rescue organizations. Any operational activity shall be coordinated through the Law Enforcement Agencies or the respective fire department.

3. Natural Disaster and Technological Hazards

The day-to-day rescue capability will be augmented by the parish's volunteer search and rescue organization during natural and technological disasters to any extent necessary to effectively manage an on going incident. The operation may also require the mobilization of far reaching professional services. These may be acquired through mutual-aid agreements, state agencies or military support.



ESF 9 – Search and Rescue

Last Updated: September 2015

B. Phases of Management

1. Mitigation

In addition to continuous plan review and updating, public awareness programs have been developed in an effort to reduce accidents on land and at sea.

2. Preparedness

- a. Rescue units and Emergency Medical Technicians are trained on a regular basis in rescue and techniques by the responsible controlling agency or organization.
- b. Any rescue equipment is tested, maintained and repaired as required by the responsible agency or organization.
- c. Response plans are revised at regular intervals and updated accordingly by the OHSEP.
- d. Local Search and Rescue teams are trained swift water / flood water rescue, trench and building collapse techniques and rescue boat handling.

3. Response

Services provided by rescue groups include but are not limited to:

- a. Maintenance of law and order.
- b. Directing and controlling traffic during emergency operations.
- c. Assisting in alerting and evacuating people in and around the designated emergency zone.
- d. Initiation of search and rescue missions as necessary.
- e. Evacuation and relocation as required.



ESF 9 – Search and Rescue

Last Updated: September 2015

- f. Emergency Operation Center coordination as appropriate.
 - g. Mobilization of support activities as required.
 - h. Administering emergency first aid.
4. Recovery
- Law Enforcement Agencies or fire department (s) shall maintain response operations as necessary. This may include expanding the duties of the Search and Rescue Team.
- a. Public information activities.
 - b. Initiate return when mission completed.
 - c. Inventory and replace losses.
 - d. Secure and return to normal duty.

IV. ORGANIZATION AND RESPONSIBILITIES:

- A. Coordination
 - 1. Rescue operations call for any rescue operation to be managed by the dispatcher and the on scene commander.
 - 2. Any rescue operation initiated during a “State of Emergency Declaration” shall be managed by the on scene commander and channeled through the Emergency Operation Center.
- B. Operations
 - 1. Day to day rescue operations are the assigned duties of fire department and sheriff’s office personnel.
 - 2. Volunteer Search and Rescue Associations will provide support when dispatched.



ESF 9 – Search and Rescue

Last Updated: September 2015

3. Volunteer search and rescue assistance is requested primarily for water related incidents in the parish, including boat accidents, missing persons, and downed aircraft incidents.
- C. In the event that all parish resources are overwhelmed further assistance will be requested from the state or federal government.

V. DIRECTION AND CONTROL

- A. Direction and control of the total rescue force is the primary responsibility of the Law Enforcement Agencies. All emergency responses requiring rescue operations and additional resource support will be channeled through the Sheriff's Office to the OHSEP.
- B. Direction and Control for search and rescue operations in Ascension Parish may be conducted as a joint venture involving more than one agency or rescue group.
- C. The command structure during any emergency will be the same as day-to-day operations unless otherwise stipulated by the Sheriff or his designee.

VI. CONTINUITY OF GOVERNMENT

(See Basic Plan, Section VI)

VII. ADMINISTRATION AND LOGISTICS

- A. Administration

The OHSEP is charged with the responsibility of coordinating with representatives of all Search and Rescue groups to insure that necessary changes are made in the emergency operation plans or procedures.
- B. Logistics
 1. The Law Enforcement Agencies or Fire Department(s) shall maintain its own logistical support during the initial phase of any response operation.



ESF 9 – Search and Rescue

Last Updated: September 2015

Additional support may be obtained through the Emergency Operation Center, or Incident Command as needed.

2. The Law Enforcement Agencies will check and replenish resources.

VIII. PLAN MAINTENANCE

- A. The OHSEP Director has the responsibility for coordinating revision of this annex, keeping attachments current.
- B. Directors of supporting agencies bear the responsibility of maintaining internal plans, implementing procedures and resource data to ensure effective response to an emergency.
- C. All other agencies given responsibility in this plan, in coordination with the OHSEP are responsible for maintenance of their respective annexes or appendices.

IX. AUTHORITIES AND REFERENCES

- A. Authorities

(See Basic Plan, Section IX.)
- B. References
 1. Guide for All Hazard Emergency Operations Planning, (SLG) 101, 1996, Federal Emergency Management Agency
 2. SM14.2 Rescue Skills and Techniques (Formerly FC-1-11.1) DCPA

X. APPENDICES

- A. Swift Water – Flood Water Task Force Contact Information
 1. On file in Code Red fixed lists, EOC files and in 911 Central Dispatch Center.



ESF 10 – Hazardous Materials and CBRNE

Last Updated: September 2015

ESF 10 TASKED AGENCIES	
ESF Coordinator	Ascension OHSEP, Operations Section Chief
Primary Agency	Ascension Parish Sheriff’s Office HAZMAT Team
Supporting Agencies	Louisiana State Police Environmental Safety Unit, Louisiana Department of Environmental Quality, LERC and Environmental Protection Agency

TABLE OF CONTENTS:

1. HazMat & CBRNE Basic Plan
2. Appendices
 - a. Hazmat Commodity Flow Study
 - b. LEPC Notification Procedures
 - c. HazMat Team Standard Operating Procedures
 - d. Example of Emergency Communications Audit
 - e. LERC Documentation

I. PURPOSE:

ESF 10 provides for an effective and efficient response to and recovery from hazardous materials (HAZMAT) and CBRNE incidents that threaten the environment of the parish and the lives and property of its citizens. Hazardous materials include oil spills. This ESF coordinates local government and private resources that respond to and secure oil spills, HAZMAT incidents and CBRNE threats. Actions in this function consist of the detection of a spill or release, initial response activities, the requisition of a private contractor or federal and state assets, and the coordination of local, state, federal and private assets using the National Incident Management System.

II. SITUATION AND ASSUMPTIONS

- A. Situation
 1. Many substances classified as hazardous materials are transported through the parish or manufactured within the parish on a daily basis. Although the possibility exists that hazardous materials incidents at industrial sites could adversely affect the public, the greatest danger to the public is presented by the transportation of hazardous materials.



ESF 10 – Hazardous Materials and CBRNE

Last Updated: September 2015

2. Hazardous material incidents may be defined as any condition which exists where a chemical, whether liquid, solid, gaseous or combination thereof, is no longer in its proper container or being utilized by the manufacturers' recommendation and thereby poses an imminent danger to life, property or the environment.
3. A hazardous material is any substance or material in a quantity or form that may be harmful or injurious to humans, domestic animals, wildlife, economic crops or property when released into the environment.
4. The acronym CBRNE describes the different types of weapon systems that may be used in a criminal or terrorist event. The definitions of each are listed below:

CHEMICAL - toxic, corrosive, or injurious substance because of inherent chemical properties.

BIOLOGICAL - Micro-organisms or associated products which may cause disease in humans, animals or economic crops and includes pathogenic wastes from medical institutions, slaughterhouses, poultry processing plants, and the like.

RADIOLOGICAL - Any radioactive substance emitting ionizing radiation at a level to produce a health hazard.

NUCLEAR – Energy released by reactions with atomic nuclei such as nuclear fission or fusion.

EXPLOSIVE - Material capable of releasing energy with blast effect in a split second upon activation. The released energy usually damages or destroys objects in close proximity to the blast.

5. Ascension Parish is located in southeastern Louisiana. It is adjacent to the parishes of East Baton Rouge, St. James, St. John the Baptist, Livingston, Iberville and Assumption.
6. Ascension Parish is located within the 50-mile Emergency Planning Zone for the Riverbend Nuclear Power Plant.
7. Hazardous Materials Transportation Sources within Ascension Parish:
 - a. Highways - US 61, LA 1, LA 70, LA 22, LA 30, LA 44 and I-10



ESF 10 – Hazardous Materials and CBRNE

Last Updated: September 2015

- b. Railroads – Canadian National, Burlington Northern, Kansas City Southern and Illinois Central.
- c. Waterways – Mississippi River
- d. Airways – (L38) Louisiana Regional Airport (Reserve VOR)
- e. Pipelines – *see The National Pipeline Mapping System and Internal Ascension OHSEP Files.*

8. General:

All modes of transportation have the potential to carry hazardous materials.

The basic response by local officials to a hazardous materials incident in this parish would be the same whether the problem occurred by rail, highway or waterway. The differences in response become apparent when levels of outside assistance are called upon such as: Federal Railroad Administration, State Police, Department of Environmental Quality, Department of Transportation and Development, the U.S. Coast Guard, and the Environmental Protection Agency.

B. Assumptions

- 1. Experience has that extreme caution must be exercised when dealing with hazardous material incidents.
 - a. It is assumed that the incident commander on scene will assign a safety officer.
- 2. Incidents involving hazardous materials occur on a regular and ever-increasing basis.
- 3. Numerous emergency service agencies will be called upon to assist in their area of expertise during a hazardous materials or CBRNE incident. Coordination of these agencies is of utmost importance.

III. CONCEPT OF OPERATIONS:

A. General

- 1. All incidents involving the carrier of goods, materials, liquids or



ESF 10 – Hazardous Materials and CBRNE

Last Updated: September 2015

freight of any kind should be regarded as hazardous material incident until proven otherwise.

2. The primary responsibility for responding to a HAZMAT or CBRNE incident within this jurisdiction is assumed by the first responding fire officer or HAZMAT Team Member to arrive on scene. As the incident progresses a Unified Command may be established. This command will be developed on scene with private, local state and federal agencies that possess the resources required to bring the incident under operational control.
3. As established in the Ascension EOP certain governmental agencies are required to respond to hazardous materials incidents. These agencies have responsibilities according to departmental guidelines. However, they are to coordinate their activities with the Incident Commander.
4. Ascension Parish has established Emergency Planning Zones and site specific plans for both fixed and transportation Hazardous Materials sources within the parish.

B. Phases of Management

1. Mitigation
 - a. While the transportation infrastructure that transports potentially dangerous materials is vast, the primary transportation modes have been identified within a HAZMAT Commodity Flow Study. (See Annex 3a)
 - b. Industrial sites that manufacture, store, or use potentially dangerous materials continue to be identified.
2. Preparedness
 - a. Emergency Planning Zones have been developed for fixed site and transportation sources of Hazardous Material.
 - b. All fixed-site operators that may incur an offsite release have been instructed to notify the Ascension Parish Sheriff's Office. By following the procedures located in the Ascension Parish LEPC Notification Procedures (See Annex 3b).



ESF 10 – Hazardous Materials and CBRNE

Last Updated: September 2015

- c. All public safety protective actions are linked to emergency classifications within the Ascension Parish LEPC Notification Procedures.
- d. Emergency Response Plans have been written and tested by government and industry in the Parish.
- e. Emergency Response personnel have been, or are being trained in the identification of hazardous material and the use of reference materials.
- f. Evacuation routes and procedures are being identified and will be tested and publicized for the general public.
- g. Sheriff's Office personnel, the OHSEP Director, and Fire Chiefs are available for response to all incidents. The need is recognized for ongoing training in handling hazardous materials for responders in the fields of law enforcement, fire suppression and health and medical.

3. Response

a. Sheriff's Office

When a hazardous materials incident is reported, a deputy will be dispatched to the scene to assist the on-scene coordinator until relieved by a senior officer or more qualified official.

The Ascension Parish Sheriff's Office deploys and maintains the local HAZMAT Team.

b. Fire Department

Upon notification of a hazardous materials incident, the respective fire department shall dispatch qualified personnel to the scene with appropriate protective equipment. At least one responding fireman must be qualified to Hazardous Materials Awareness Level.

c. Arrival of First Officer / Fire Line Officer

When the first law enforcement or fire department official arrives on the scene, he will survey or size-up the situation to determine if a disaster or potential disaster exists. In either case, control of the situation will be



ESF 10 – Hazardous Materials and CBRNE

Last Updated: September 2015

assumed by the first arriving fire officer or most qualified officer which will:

- i. Identify the hazardous material(s) involved from a safe distance location using binoculars or other vision enhancement devices, from an UP-WIND and UP-HILL vantage point.
- ii. Determine if the event has an established Site Specific Plan. If it has an established SSP, initiate the pre-determined protective actions as determined by the Ascension Parish LEPC Notification Procedures that are maintained by Ascension OHSEP.
- iii. Evaluate the properties of the hazardous material(s) from the Wireless Information System for Emergency Responders (WISER) App. Determine if extinguishment of fire and/or rescue of persons in the hazardous zone are possible with existing personal protective gear available and if extinguishment of fires, if existing, is recommended.
- iv. Consult weather, topography, existing routes of entry/egress, and general suitability for an area to establish a forward command post.
- v. If, based on personal knowledge of the material(s), written literature supplied by the manufacturer, emergency resource material, obvious signs of imminent danger, evacuation is deemed necessary, the most qualified official on scene will determine:
- vi. If personnel are properly equipped to enter the hazard zone to perform the evacuation tasks.
- vii. If personnel have proper monitoring equipment on hand to insure they are not evacuating persons through a toxic or dangerous environment.
- viii. If sheltering in place with continued monitoring would not provide a safer resolution than evacuation.



ESF 10 – Hazardous Materials and CBRNE

Last Updated: September 2015

- ix. In all situations of possible evacuation, the incident commander shall consult, notify, and coordinate with the Ascension OHSEP regarding temporary sheltering of displaced persons and any other prudent measures required by circumstances.
- d. The area to be evacuated will be determined through:
 - i. Pre-determined site specific plans.
 - ii. Protective distance mapping on the WISER App.
 - iii. Information given in the publication of the Office of Hazardous Materials Transportation, U.S. Department of Transportation, titled “2012 Emergency Response Guidebook” for initial response to hazardous materials incidents,
 - iv. Information from any printed document of the carrier, such as a way bill or bill of lading,
 - v. Information contained on the label of the containers,
 - vi. Advice from CHEMTREC or other such agencies, whose purpose is to supply such information.
 - vii. Information or advice from an official representative of the shipper, manufacturer or user (consignee),
 - a. Information contained in the NFPA publication, “Hazardous Materials”,
 - b. Information contained in the facility’s Site Specific emergency plan, if a fixed site is involved.
- e. When deemed necessary to evacuate beyond the area of the immediate scene due to the type of hazardous material, the amount of material, weather conditions, location of the incident, exposure, type of carrier, fire present or probable; then the following shall be carried out:



ESF 10 – Hazardous Materials and CBRNE

Last Updated: September 2015

- i. Notify the appropriate law enforcement agency that will evacuate the populace, establish traffic control, secure the area from unauthorized entry and protect from looting.
- ii. A rally or reunification point will be determined prior to evacuations. The Lamar Dixon Expo Center Gym is designated for this function unless it is adversely affected by the incident.
- iii. Notify the OHSEP, who will activate the Emergency Operating Center, dispatch personnel to the scene to assist if requested, notify the appropriate Red Cross representative to shelter and care for evacuees, initiate an emergency declaration if necessary, supply weather information, assist with transportation and coordinate parish departments required for support activity.
- iv. Notify designated fire department personnel.
- v. Establish command post at a safe location.
- vi. A Joint Information Center for media use will be established.
- vii. Establish contact with mass news media to keep public informed, giving correct information and instructions frequently to keep panic under control. At the scene, press contact will be made only from the command post or EOC if activated, and only the command post or EOC if activated, will issue press releases and statements relative to the incident at hand.

f. **Municipal Law Enforcement**

Law enforcement officers will provide scene security, traffic control, and crowd control as directed by the incident commander. The senior law enforcement officer at the command post shall determine the routes to be used for evacuation as well as or incoming personnel so as not to endanger the lives of those reporting to the incident site or those evacuating.



ESF 10 – Hazardous Materials and CBRNE

Last Updated: September 2015

- g. OHSEP
 - i. Upon notification of a hazardous materials incident, the OHSEP will maintain an alert status, notifying other parish departments concerned. Personnel and equipment will be made ready should assistance be requested or required.
 - ii. On confirmation of a hazardous materials incident which could be or is a threat, the OHSEP will go on active stand-by with skeleton force at the Emergency Operations Center or on-scene command post if necessary, and will notify the appropriate officials of other departments as may be necessary.
 - iii. When it is determined that due to location, weather conditions, time of day, type of hazardous material or chemical involved, that large numbers of citizens must be evacuated and/or a disaster emergency must be declared, the Emergency Operating Center will be activated to coordinate the efforts of other parish agencies and personnel. Notification will be given to the Red Cross Chapter and operational units of the OHSEP will be activated to assist as required.
 - h. Other Agencies
 - i. The 911 Central Dispatch Center will notify the LA State Police ESU and DEQ upon request of the Incident Commander.
 - ii. Other Agencies responding to hazardous materials incidents will coordinate their activities with the incident commander, OHSEP or Sheriff's Office.
4. Recovery
- a. The Incident Commander shall determine when the respective incident has been stabilized and made safe. The incident commander will, prior to giving an all clear, consult with the Ascension Parish OHSEP to



ESF 10 – Hazardous Materials and CBRNE

Last Updated: September 2015

coordinate the dissemination of correct information to the media, public, and other officials.

- b. Agencies such as the Department of Environmental Quality and the U.S. Coast Guard will be called upon to execute their authority and responsibility of overseeing of cleanup operation. Local chemical cleanup companies have been identified and can provide the necessary services should the situation warrant.

IV. ORGANIZATION AND RESPONSIBILITIES:

A. Sheriff's Office

The incident commander is responsible for coordinating with all agencies the mitigation of the hazardous chemical threat, determination of life threat and establishment of a forward command post.

Law enforcement is responsible for evacuation, crowd and traffic control, controlling access into the hazardous area, protection of evacuated areas, escorting special equipment to the area and assisting designated persons industry having required technical knowledge in getting to the scene. Follow-up reports on the incident are to be forwarded to the Local Emergency Planning Committee to be made available for public inspection.

B. Fire Department

The fire department or HAZMAT Team Member with jurisdiction at the scene is responsible for determining the identification of the chemical(s) involved, ONLY if fire personnel can do so without endangering themselves personally. Through this identification process and resource information, the jurisdictional fire department will formulate appropriate risk levels for life, property, and the environment. The jurisdictional fire department will also identify a location for the forward incident command post. This location will be communicated to the Ascension Parish OHSEP as well as any special route(s) needed to safely access the forward command post.

C. OHSEP

The OHSEP is responsible for the activation of the Emergency Operations Center, coordination of support activity, technical advice, Declaration of Emergency when required, and coordinating additional personnel and equipment when required.



ESF 10 – Hazardous Materials and CBRNE

Last Updated: September 2015

V. DIRECTION AND CONTROL

Refer to Basic Plan

VI. PLAN MAINTENANCE

The OHSEP Director will be responsible for maintaining and updating this plan. Standard operating procedures for hazardous materials response will be maintained by the fire departments.

VII. AUTHORITIES AND REFERENCES

A. Authorities

1. Superfund Amendments and Reauthorization Act, 1986, Title III
2. Louisiana Hazardous Materials Information Development, Preparedness, and Response Act, 1985, amended 1987.
3. Louisiana Emergency Preparedness and Assistance Act, 1993.
4. Ascension Parish Code of Ordinances, Chapter 8 Emergency Management.

B. References

1. Basic Plan of Ascension Parish Emergency Operations Plan.
2. North American Emergency Response Guidebook (DOT - 2004).
3. Fire Protection Guide on Hazardous Materials (7th Edition - 1987).

VIII. APPENDICES

A. Communications Plan

B. Organizational Chart

C. Haz Mat Response Procedures

1. Ascension Haz Mat Executive Summary (Commodity Flow Study)
2. LEPC Notification Procedures
3. Ascension Parish Sheriff Haz Mat Standard Operating Procedures



ESF 10 – Hazardous Materials and CBRNE

Last Updated: September 2015

- D. Pipeline Map- on file in EOC
- E. Transportation Routes – See ESF 1 in this plan
- F. Fixed Facilities – Site Plans – on file in EOC, 911 Center and all facilities.
- G. Haz-Mat Procedures/Onsite Control – See Ascension LEPC Notification Procedures
- H. Haz-Mat Resources – On file at APSO, Hazmat Team Inventory
- I. Emergency Communication Audit
- J. LERC EHS Procedures

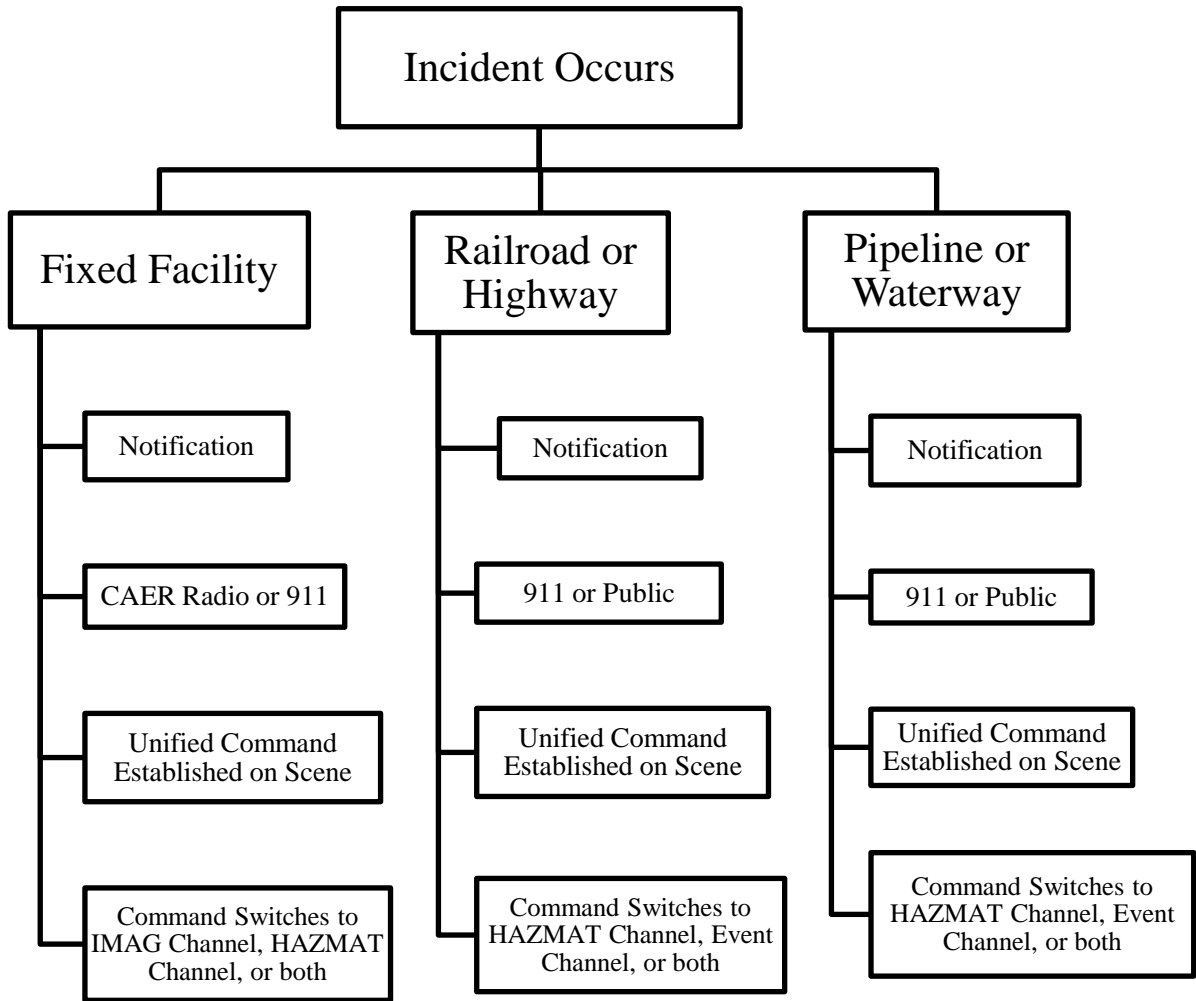


ESF 10 – Hazardous Materials and CBRNE

Last Updated: September 2015

Communications Chart

APPENDIX A



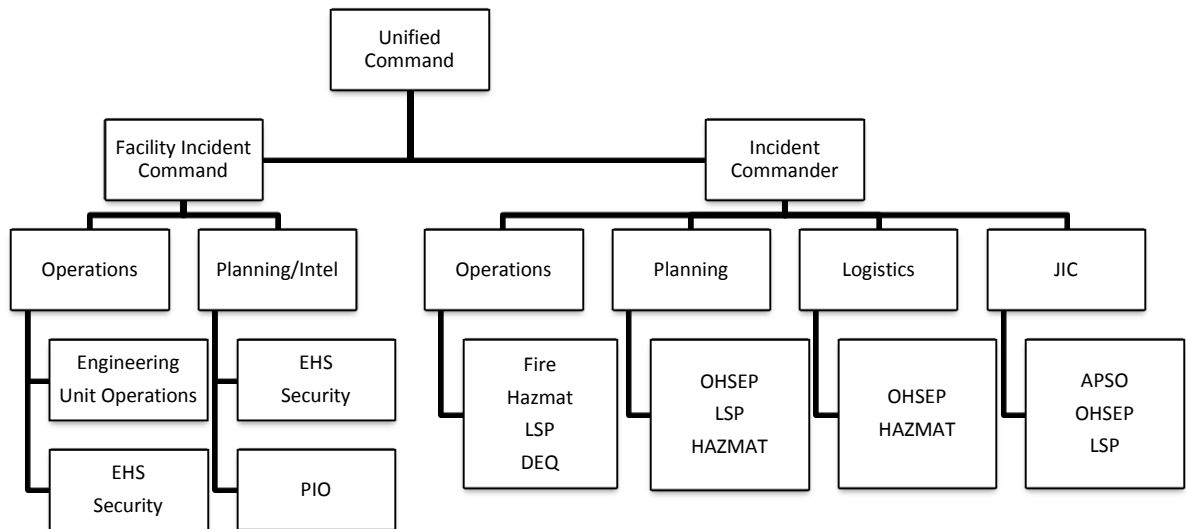


ESF 10 – Hazardous Materials and CBRNE

Last Updated: September 2015

Organizational Chart

APPENDIX B





ESF 10 – Hazardous Materials and CBRNE

Last Updated: September 2015

APPENDIX C-1

Ascension Haz Mat Executive Summary



ESF 10 – Hazardous Materials and CBRNE

Last Updated: September 2015

APPENDIX C-2



ESF 10 – Hazardous Materials and CBRNE

Last Updated: September 2015

APPENDIX C-3



**Ascension Parish Sheriff's Office
Haz-Mat Emergency Response Standard Operating
Guidelines**



ESF 10 – Hazardous Materials and CBRNE

Last Updated: September 2015

Table of Contents

- I. Mission**

- II. Personnel Roles and Communications**

- III. Emergency Alerting and Response Guidelines**

- IV. After Action Report**



ESF 10 – Hazardous Materials and CBRNE

Last Updated: September 2015

I. Mission

The mission of the Ascension Parish Sheriff's Office Haz-Mat team is to provide support, product knowledge, and expertise for Haz-Mat incidents in Ascension Parish.

II. Personnel Roles and Communications

When a Haz-Mat incident has been identified, APSO dispatch will call out the Haz-Mat team using the First Call Notification System and the appropriate fire department and support agencies will be dispatched.

A. The first Haz-Mat team member arriving on scene will coordinate with full-time APSO personnel in conducting the following:

- a. Safely assess hazards that are present in the situation whenever possible, keeping in mind the personal safety of the department personnel as well as the safety of others who may be present.
- b. Implement traffic and crowd control procedures when necessary.
- c. Carry out an evacuation of the immediate area if the situation is too critical to await other emergency services personnel.

B. The Haz-Mat team will implement all aspects of the incident command system as needed:

- a. A command post shall be established.
- b. A minimum of one ambulance shall be on standby at the scene.
- c. The command post shall be located upwind and a safe distance from the incident. This distance



ESF 10 – Hazardous Materials and CBRNE

Last Updated: September 2015

shall be determined by the nature of the incident including the type of hazardous material, quantity involved and weather conditions.

- d. All appropriate personnel and APSO dispatch shall be advised of the command location. Radio communications shall be maintained between incident command and field units.
- e. A safety officer shall be appointed as well as other assignments per incident command procedures.
- f. Monitoring will be set up and maintained as soon as practical.
- g. Safe distances will be determined by the on-scene incident commander and zones will be established.
- h. APSO dispatch will be notified if evacuations are needed. If evacuations are needed a predetermined location should be identified.

III. Emergency Alerting and Response Procedure

First responders will follow basic chemical identification procedures as per training using the Emergency Response Book:

- a. Placards, panels and labels
- b. Type of vehicle involved
- c. Wind direction
- d. Presence of fire, spilled liquids or vapor leaks
- e. Verbal information
- f. Shipping documents
- g. Reference materials or agencies
- h. On-scene log maintained during incident and records will be provided for the critique



ESF 10 – Hazardous Materials and CBRNE

Last Updated: September 2015

IV. After Action Report

The Sheriff or his designee will determine if an after action report should be conducted following each incident. The purpose of an after action report is to evaluate the response to the incident, and to make recommendations with regard to additional planning, training and/or equipment.

Ascension Parish All Hazards Emergency Operations Plan



ESF 10 – Hazardous Materials and CBRNE

Last Updated: September 2015

APPENDIX I

Date:	Time: 0900	Auditor(s):
--------------	-------------------	--------------------

Company Data		Representative						
<i>Company</i>		<i>Name</i>						
<i>Address</i>		<i>Title</i>						
		<i>Phone:</i>						
<i>Facility ID (RTK):</i>		<i>Email:</i>						
		<i>Signature</i>						
Plant Manager <i>Name & Email</i> <i>Office Phone</i>					<i>Annual Audit</i>	<input checked="" type="checkbox"/>	<i>Qtr Audit</i>	

		ITEM	REMARKS
SECTION ONE			
		Emergency Management	<i>Comprehensive contingency and emergency planning.</i>
YES	NO	➤ Does the current facility EOP/ ERP on file with AP OHSEP reflect the following: <ul style="list-style-type: none"> • Shelter In Place and Evacuation • Offsite Evacuation / Rally Points • Onsite triage points, landing zones, and emergency medical planning • Site Map with Key Storage and Process Points • LEPC / Emergency Notification Procedures as part of plan • Emergency points of contact 	
		➤ Is the current annual TIER II Inventory on file with AP OHSEP?	
YES	NO	LEPC Notification Procedures	<i>Procedures outlining the notifications and alerts to 911 Dispatch.</i>
		➤ Are the items listed below located with each radio or emergency telephone location?	
		• Emergency Classifications	
		• Radio-Telephone Script	
		• Initial Emergency Staging Map	



ESF 10 – Hazardous Materials and CBRNE

Last Updated: September 2015

		<ul style="list-style-type: none"> • Site Specific Response Map 	
YES	NO	Alerting Tools	Communication equipment designated to emergency response.
		➤ CAER Radio location, condition and testing	
		<ul style="list-style-type: none"> • Is CAER Radio in working order? 	
		<ul style="list-style-type: none"> • Was radio check successful? 	
		<ul style="list-style-type: none"> • Is the radio in or near a control room and operated by personnel with process knowledge? 	
		<ul style="list-style-type: none"> • Does the facility participate in the 911 center's radio roll call? 	
		➤ Telephone	
		<ul style="list-style-type: none"> • Is phone located near the radio? 	
		<ul style="list-style-type: none"> • Is the telephone operable? 	
SECTION TWO			
YES	NO	HAZMAT Operations	Release Impact, monitoring, consequences, mitigation efforts and triggers for alert.
		Notification to 911/Dispatch: Facility staff that are trained and assigned to conduct emergency notifications.	
		<ul style="list-style-type: none"> • Are personnel identified? 	
		<ul style="list-style-type: none"> • Have personnel been trained? 	
		<ul style="list-style-type: none"> • Are they subject matter experts? 	
		<ul style="list-style-type: none"> • Is position manned 24/7? 	
		➤ Offsite Impact	
		How is offsite impact determined?	
		➤ Air Monitoring	
		<ul style="list-style-type: none"> • How it is air monitoring conducted? 	
		<ul style="list-style-type: none"> • How are results reported internally? 	
		<ul style="list-style-type: none"> • How are results reported externally to first responders? 	
		Incident Command and Unified Command	
		<ul style="list-style-type: none"> • Are you aware that a technical representative from your facility will be required to perform as a member of the unified command should an incident occur at your facility? 	
		<ul style="list-style-type: none"> • Has any of your staff completed Incident Command System (ICS) Training? 	



ESF 10 – Hazardous Materials and CBRNE

Last Updated: September 2015

		Would you like to schedule a meeting with a member of the APSO HAZMAT Team?	
SECTION THREE			
YES	NO	Industrial Fire Response	<i>Fire Response Capabilities - Industrial Mutual Aid – Commercial Fire Services Contracting – Municipal Fire Department Use</i>
		Is your company likely to request industrial mutual aid from the Ascension CAER / IMAG during an incident?	
		<ul style="list-style-type: none"> If yes, has your company conducted a meeting with the CAER/ IMAG committee? Date: If no see below. 	
		Does your company have a contract in place with a commercial fire service provider?	
		<ul style="list-style-type: none"> If yes, what commercial fire service company? If no see below 	
		Is your company dependent upon the local municipal fire departments for fire suppression?	
		<ul style="list-style-type: none"> If yes, does your company have a mutual aid agreement in place with the local fire department? (Obtain Copy) If yes, has the local fire department been briefed and familiarized with your facility? If yes, has the local fire department conducted training at your facility and are familiar with your products? If yes, have you provided training or special equipment to the local fire department for operations at your facility? 	
		Would you like to request a meeting with the local fire department, or with a CAER - IMAG representative?	
SECTION FOUR			
YES	NO	911 Communications Drill	<i>Performance oriented and observed communications drill.</i>
Review and Understanding of Emergency Classifications and Protective Actions			
		CLASSIFICATION	REASON TO INITIATE
		PROTECTIVE ACTION	
		LEVEL 1: Unusual Event:	<i>Excessive venting or flaring noticeable by the public.</i>
		LEVEL 2: Alert:	<i>Release with possible impact to adjacent facilities.</i>
		LEVEL 3: Site Area Emergency	<i>Release with off-site impact to roadways.</i>
		LEVEL 4: General Emergency	<i>Catastrophic incident with potential impact to near site population and potential mass casualties.</i>
		➤ Communications Drill Performance	
		➤	<i>List product, wind speed, classification and performance standards.</i>
		<i>Start Time:</i>	
		<i>End Time:</i>	Product:

Ascension Parish All Hazards Emergency Operations Plan



ESF 10 – Hazardous Materials and CBRNE

Last Updated: September 2015

		Level: Comments:
		Would you like to schedule additional training on notification and radio procedures with Ascension OHSEP?

Auditor		Representative	
Signature		Signature	
Print Name		Print Name	
Organization	Ascension OHSEP	Organization	

Additional Notes/ Follow Up Actions:



ESF 10 – Hazardous Materials and CBRNE

Last Updated: September 2015

APPENDIX J

Extremely Hazardous Substances (EHS)

1. Facilities and Transportation Routes

- a. Facilities that may contribute to an EHS release
 - *List the facilities or reference the information if it is located in another part of the EOP or separate document (ex. Emergency Planning Zones, Risk Analysis, E-Plan).*
 - *Refer to the Site Specific Plans for Ascension Facilities and 911 Central Dispatch Radio Roll Call Check*
- b. Facilities that are subject to an EHS release
 - *List the facilities or reference the information if it is located in another part of the EOP or separate document (ex. Emergency Planning Zones, Risk Analysis, E-Plan)*
 - *Refer to the Site Specific Plans for Ascension Facilities and 911 Central Dispatch Radio Roll Call Check*
- c. Facilities that store Threshold Planning Quantities of EHS
 - *List the facilities or reference the information if it is located in another part of the EOP or separate document (ex. Emergency Planning Zones, Risk Analysis, E-Plan).*
 - *Refer to the Site Specific Plans for Ascension Facilities and 911 Central Dispatch Radio Roll Call Check*

2. Emergency Response Procedures

- a. Notification procedures to emergency response personnel
 - *List the notification procedures from the parish (or 911) to emergency response agencies or reference the information if it is located in another part of the EOP or separate document (ex. Flow diagram).*
 - *Refer to LEPC Notification Procedures, Example of Uniform Hazardous Materials Reporting Form*



ESF 10 – Hazardous Materials and CBRNE

Last Updated: September 2015

- b. Establish a safety zone
 - *Describe how you would determine a safe working zone or reference the information if it is located in another part of the EOP or separate document (ex. ERG, CAMEO, EPZ).*
 - *Refer to the Site Specific Plans for each facility in Ascension Parish*
- c. Roles and Responsibilities
 - *List each agencies roles and responsibilities or reference the information if it is located in another part of the EOP or separate document.*
- d. Protective Actions
 - *Describe how you would determine protective actions, such as shelter in place, or reference the information if it is located in another part of the EOP or separate document (ex. ERG, MSDS, CAMEO).*

3. Facility Emergency Coordinators

- a. List the primary and/or alternate contact information
 - *List the contact information from all of the facilities. If you do not provide the list in this plan, then you need to reference the location of the information. E-Plan has a list of all facility contact information to include 24 hour phone numbers.*

4. Emergency Notification Procedures

- a. Facility initial notification
 - *Describe the initial notification procedures from the facility or transport company to the parish emergency response agencies. This simply could be contacting 911 or notifying the State Police Hazmat Hotline. Reference the information if it is located in another part of the EOP or separate document.*
- b. Facility release notification
 - *Describe the written follow up requirements that the facilities or transportation companies must do. Reference the information if it is located in another part of the EOP or separate document (ex. written notification within 30 to the LEPC and NRC).*
 - *Refer to LEPC Notification Procedures, Example of Uniform Hazardous Materials Reporting Form*



ESF 10 – Hazardous Materials and CBRNE

Last Updated: September 2015

c. Public notification Procedure

- *Describe how the public would be notified of an EHS release or and protective actions (ex. EAS, Alert FM, Nixle). Reference the information if it is located in another part of the EOP or separate document.*

5. Determine Occurrence of Release

a. Type of detection mechanisms

- *Describe or list the different types of mechanisms that are available to determine if a release has occurred, such as sirens, sensors, etc. Reference the information if it is located in another part of the EOP or separate document.*

b. Affected Area

- *Describe how the affected area would be determined (ex. CAMEO, ERG, MSDS). Reference the information if it is located in another part of the EOP or separate document.*

c. Affected Population

- *Describe how you would determine the affected population (ex. EPZ, Risk Analysis). Reference the information if it is located in another part of the EOP or separate document.*

6. Emergency Response Equipment

a. Resource Organizations

- *Provide a list, with contact information, of all of the resource organizations that you could use to assist with an EHS release (ex. Red Cross). Reference the information if it is located in another part of the EOP or separate document.*

b. Organization Resources

- *List all of the equipment resources, with contact information, that could be used to assist with an EHS release. This should include and private organizations or companies. Reference the information if it is located in another part of the EOP or separate document.*

c. Authority to commit



ESF 10 – Hazardous Materials and CBRNE

Last Updated: September 2015

- *Identify who has the authority to commit these resources to assist with an EHS release. Having signed mutual aid agreements or MOUs beforehand could speed up the process to get the equipment where it is needed. Reference the information if it is located in another part of the EOP or separate document.*

7. Evacuation Procedures

- a. Personnel accountability
 - *Describe your accountability procedures for evacuees. Reference the information if it is located in another part of the EOP or separate document.*
- b. Evacuation Routes
 - *Describe, or provide map, your primary or secondary evacuation routes. Reference the information if it is located in another part of the EOP or separate document.*

8. Training and Exercises

- a. Training courses
 - *Describe or list upcoming training classes and dates. Reference the information if it is located in another part of the EOP or separate document.*
- b. Exercises
 - *Describe or list training exercises that deal with EHS. These can include table top, full scale, etc. Reference the information if it is located in another part of the EOP or separate document.*

ASCENSION PARISH LEPC

Local Emergency Planning Committee



*Emergency Notification Protocol:
Tier II Facilities*

Version 2016JAN01



HAZMAT EMERGENCY NOTIFICATION PROTOCOL

Tier II Facilities

Last Updated: January 2016

PURPOSE

The purpose of this protocol is to ensure an integrated emergency management approach to HazMat incident communication and notification. All procedures, processes and systems identified as integral to the application, activation and sustainment of the Ascension Parish LEPC HazMat Emergency Notification are represented in this protocol for the purpose of integrated emergency management.

This protocol will be included in the ESF 10 HAZMAT Annex of the Ascension Parish Emergency Operations Plan (All Hazards) and will also be used as a standalone protocol between the Ascension Parish petro-chemical industry, the 911 center, and the Ascension Parish Office of Homeland Security and Emergency Preparedness.

TABLE OF CONTENTS

The Ascension Parish LEPC chemical release emergency notification procedures listed below consists of five primary components.

- I. [Emergency Classification Levels](#)
- II. [Facility Site Specific Plans & Maps](#)
- III. [Industry Emergency Notification System](#)
- IV. [Protective Actions:](#)
 - A. CAER Emergency Notification Radio System
 - B. Roadblock Activation
 - C. CAER Siren Activation
 - D. Community Alert System Activation
 - E. Emergency Alert System (*EAS: Cable Television/ Radio Station Override*)
- V. [Long Range Verification and Control](#)
- VI. **Attachments**
 - A. [Attachment A:](#) *Protective Action Record 911 Center*
 - B. [Attachment B:](#) *UHMRF (Uniform Hazardous Materials Reporting Form)*
 - C. [Attachment C:](#) *Emergency Classification Reporting Script*
 - D. [Attachment D:](#) *Ascension OHSEP Emergency Notification & Communications Audit*
 - E. *Attachment E: Communications Plan*



HAZMAT EMERGENCY NOTIFICATION PROTOCOL

Tier II Facilities

Last Updated: January 2016

I. EMERGENCY CLASSIFICATION LEVELS

These levels, and the associated protective actions, are initiated in conjunction with the facility site specific maps. It is the facilities' responsibility to be familiar with these classification levels and protective actions. Likewise, each facility understands that when a classification level is reported to the 911 Center they are also ordering the protective actions to be initiated. *The Rule of thumb is: Notify first, calculate later, and when in doubt choose the next higher classification of emergency.*

- A. **LEVEL 1 - UNUSUAL EVENT:** *This incident may or may not exceed the reportable quantity.* This is an incident that is out of the ordinary but does not present a current threat to persons or property even in the immediate vicinity. The incident may have the potential to escalate to a more serious emergency but has an extremely low probability to do so. No external protective actions will be implemented and no emergency response assistance is expected to be required.
- B. **LEVEL 2 - ALERT:** *The 911 Central Dispatch Center will notify adjacent chemical facilities by radio to Monitor the situation.* This is an incident that currently does not affect the local general population, but has the potential to escalate to a more serious emergency. The situation is unresolved and should be monitored closely. Some limited protective actions will be implemented and additional assistance may be requested from emergency response agencies.
- C. **LEVEL 3 - SITE AREA EMERGENCY:** *The 911 Central Dispatch Center will establish pre indentified roadblocks and warn adjacent chemical facilities by industry radio to initiate a Protective Posture.* An emergency has either already had some effect on the near-site population or is anticipated to do so. This classification would be used in situations where a limited number of travelers or residents have been affected or a much larger number could possibly be affected. Protective actions will be implemented and emergency response assistance would be necessary. A Unified Command between the facility in which the incident is occurring and emergency responders will be established.
- D. **LEVEL 4 - GENERAL EMERGENCY:** *The 911 Central Dispatch Center will initiate all protective actions including a radio roll call notifying facilities by to Shelter In Place or Evacuate depending on incident.* This is an emergency that has affected or has the potential to affect large portions of the parish near site population. This is the most severe of the emergency classification levels and protective actions will be necessary. All emergency resources would be activated and assistance will be requested from emergency response agencies.



HAZMAT EMERGENCY NOTIFICATION PROTOCOL

Tier II Facilities

Last Updated: January 2016

Note: Each TIER II facility located in Ascension Parish must become very familiar with the classification levels listed above. To ensure rapid initiation of protective actions only these levels will be initially reported to the 911 Central Dispatch Center. Administrative reporting through the UHMRF will be accomplished after protective actions are implemented. 911/ Central Dispatch will complete a 911 Protective Actions Record form. [See Attachment A.](#)



HAZMAT EMERGENCY NOTIFICATION PROTOCOL

Tier II Facilities

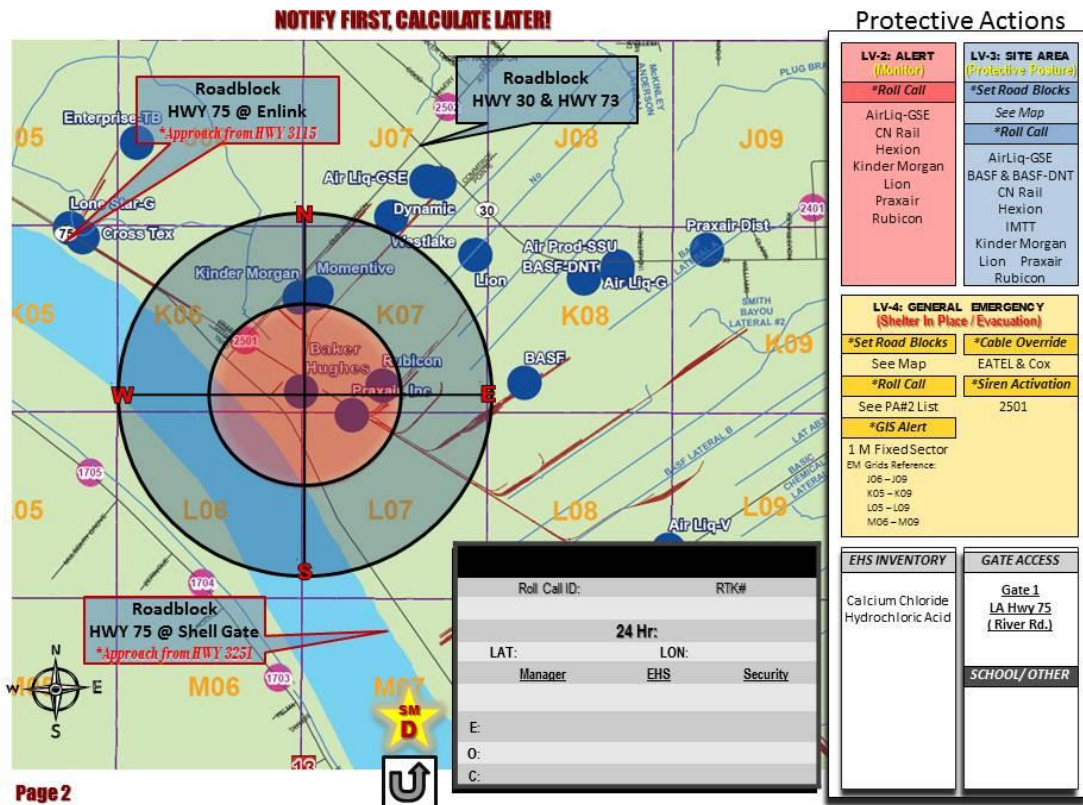
Last Updated: January 2016

II. FACILITY SITE SPECIFIC PLANS & MAPS

A. A site specific plan and map has been developed for each TIER II facility within Ascension Parish. This map contains the following key data:

1. Facility points of contact.
2. Gate access locations.
3. Shelter in place radius.
4. Adjacent chemical facilities.
5. Roadblock locations.
6. Siren identification numbers.
7. First Call activation grids.
8. A brief EHS list.

This site map will be located near each industry radio in every TIER II facility, the 911 Central Dispatch Center, the Emergency Operations Center, and selected response vehicles. The objective of this map is to provide one common operating picture for all agencies involved in response.



Page 2



HAZMAT EMERGENCY NOTIFICATION PROTOCOL

Tier II Facilities

Last Updated: January 2016

- B. The Ascension Parish emergency classification level form should be referenced for proper determination of the level of emergency. The rule of thumb: When in doubt choose the next higher classification of emergency. Once an emergency classification level is reported to the 911 Center, a dispatcher will use the document above to initiate protective actions based upon a specific facility's location.
- C. Data on the Ascension Parish UHMRF (*Uniform Hazardous Materials Reporting Form*) will be gathered by Central dispatch once the protective actions are initiated. This form is issued by the 911/ Central Dispatch center. See [Attachment B](#) for sample.



HAZMAT EMERGENCY NOTIFICATION PROTOCOL

Tier II Facilities

Last Updated: January 2016

III. INDUSTRY EMERGENCY NOTIFICATION SYSTEM

A. CAER Emergency Notification Radio System

1. The Ascension Parish Communications District and APSO have assigned the CAER Emergency Notification Radio System to industry as a replacement for the telephone ring down system that was installed in each plant control room, the 911 center and the EOC during the 1980's. It operates on an 800 MHZ trunking system and is owned and maintained by the Ascension Parish Communications District and the Ascension Parish Sheriff's Office. The sheriff's office maintains a twenty-four hour dispatcher on duty to monitor and coordinate communications activities on the industry channels.
2. There are three talk groups (channels) that make up the CAER Emergency Notification Radio System: CAER (Community Awareness & Emergency Response) Emergency Notification, IMAG (Industrial Mutual Aid Group) Tactical Response & Coordination, and HAZMAT..
3. 911 Central Dispatch can be notified through the CAER channel, by dialing 911 or commercial telephone line by dialing (225) 621-8300 and pressing "1" once the automated answering service comes online.
4. ***It is strongly recommended*** that the CAER radio channel be used for initial notification of an incident using the Emergency Classification Levels outlined in section 1.

B. CAER Emergency Radio System Monitoring

1. All CAER Emergency Radio System members are required to monitor the CAER channel (talk group) at all times.
2. CAER Radio System members will participate in a radio check roll call twice a week. A 911 dispatcher will initiate the roll call and follow up with all negative responses by telephone.
3. A CAER channel radio roll call report will be generated each month and distributed to CAER members, and their respective plant managers, through the Office of Homeland Security and Emergency Preparedness to ensure proper orientation and participation.

C. Industry Radio Talk Groups Defined

1. The CAER Emergency Notification Radio System operates on 3 separate channels. They are designated as follows:



HAZMAT EMERGENCY NOTIFICATION PROTOCOL

Tier II Facilities

Last Updated: January 2016

- a) CAER:
 - (1) The Ascension Parish CAER organization has designated participation in the CAER Emergency Notification Radio System as a requirement for all members.
 - (2) This channel is designated for incident notification, situational awareness and alerting, monitoring and requests for mutual aid. See section 1 for specific emergency classifications
 - (3) ***The CAER channel can be used to request Ambulance services. The facility must clearly state this is a request for Acadian Ambulance services only. If 911/Dispatch is contacted by telephone, all emergency response services will be sent, as per their protocols.***
 - (4) The CAER channel is the preferred method of alerting the 911 Central Dispatch Center of an emergency
- b) IMAG:
 - (1) This talk group was formerly designated as the GAMA channel.
 - (2) This channel is designated for mutual aid coordination, ground operations and tactical response during an incident.
 - (3) This channel will only be assigned to members of the CAER IMAG Subcommittee (Industry Mutual Aid Group).
- c) HAZMAT:
 - (1) This channel is designated as the Ascension Parish HAZMAT Team's primary tactical response and coordination talk group during a response.
 - (2) Other essential responding agencies or personnel may be assigned to coordinate using this channel, as needed, by the Incident Commander (IC) or the HAZMAT Team Leader.



HAZMAT EMERGENCY NOTIFICATION PROTOCOL

Tier II Facilities

Last Updated: January 2016

IV. PROTECTIVE ACTIONS

A. Adjacent Facility Radio Warning

The warning of adjacent chemical manufacturing facilities, by CAER Radio, begins at the “Level 2 - Alert” emergency classification level and is linked to the site specific facility plan and map. The 911 Dispatch center will automatically accomplish this once a classification is ordered by the reporting facility.

B. Road Block Establishment

Road block establishment begins at the “Level 3 - Site Area” emergency classification level and is linked to the site specific map. The 911 Dispatch Center will automatically accomplish this once a classification is ordered by the reporting facility.

C. CAER Siren Activation

1. The petro-chemical alerting and warning siren system is owned and maintained by the Ascension Parish CAER Committee.
2. Activation of these sirens is linked to the “Level 4 - General Emergency” classification level. The responsibility for activation of the sirens rests with the TIER II facility through the reporting of a Level 4 - General Emergency classification.
3. The 911 Central Dispatch Center is responsible for activating specific sirens based upon the data within the site specific map.
4. Dispatchers will only activate sirens at the request of the facility or the unified command on scene through an emergency classification level.

D. Community Emergency Alert Systems

1. Inbound Information system
 - a) The Inbound Information system serves two purposes. The first being a Community Information line that can be populated with customized emergency messages with an option to select specific topical updates of interest, e.g., Sandbag locations, School Closures, etc
 - b) The second purpose is for employee messages. This is used by Industry Partners and Parish Government to record specific messages on activation or work activations prior to, during or after an incident has occurred.
2. Outbound Alert systems
 - a) *Outbound* Reverse 911 System is part of the EAS (Emergency Alert System). The Outbound telephone alerting system is owned and maintained by the Ascension Parish Office of Homeland Security and Emergency Preparedness. Activation of this system is linked to the Level 4 - General Emergency classification level.

Ascension Parish Office of Homeland Security & Emergency Preparedness

www.ascensionparish.net/OHSEP/LEPC

828 S. Irma Blvd., Bldg 3, Gonzales, LA 70737



HAZMAT EMERGENCY NOTIFICATION PROTOCOL

Tier II Facilities

Last Updated: January 2016

- b) The responsibility for activation of this system rests with the CAER Emergency Notification System member, through the reporting of the Level 4 - General Emergency classification level.
 - c) The 911 Central Dispatch Center is responsible for alerting specific geographic sectors based upon the data within the site specific map. Dispatchers will only activate this system at the request of the facility or the on scene unified command.
3. Media Override Alert System
- a) The Media Override Alert System includes two alert modes: a Cable Override (EATEL / COX) and a Radio Station Override (KKAY).
 - b) The media override system is maintained by the 911 Central Dispatch Center and the Ascension Parish Office of Homeland Security and Emergency Preparedness. Activation of this system is linked to the Level 4 - General Emergency classification level, which is the most severe classification.
 - c) The responsibility for activation of this system rests with the CAER Member, through the reporting of an emergency classification level. The 911 Central Dispatch Center is responsible for triggering media overrides based upon the data within the site specific map. Dispatchers will only activate this system at the request of the facility or the unified command on scene.
 - d) Message content will be reviewed by the Incident Commander on Scene, the Ascension Parish OHSEP Director, the Ascension Parish Sheriff and/or Chief Deputy, for format and content.
- E. Ambulance Only, Assistance Request
- The CAER channel can be used to request Ambulance services. The facility must clearly state this is a request for Acadian Ambulance services only. If 911/Dispatch is contacted by telephone, all emergency response services will be sent, as per their protocols.***



HAZMAT EMERGENCY NOTIFICATION PROTOCOL

Tier II Facilities

Last Updated: January 2016

V. LONG RANGE VERIFICATION AND CONTROL

Emergency procedure notification standards will be maintained through scheduled annual audits of designated Tier II facilities, annual plan reviews, and incident after action debriefings and investigations, where appropriate.

A. Emergency Communication Audits

1. Each designated Tier II facility will participate in an annual Emergency Planning & Communication Audit. These audits are conducted by the Ascension Parish Office of Homeland Security & Emergency Preparedness [Attachment D](#).
2. Four areas are addressed in the Audit:
 - a) Ascension Parish Emergency Notification Procedure knowledge, implementation and training;
 - b) Facility Emergency or Contingency Plan, TIER II Annual Inventory on file with LEPC (Ascension OHSEP), and mutual aid contingency planning;
 - c) CAER Channel Roll Call participation; and
 - d) Emergency Classification Communications Drill.

B. Annual Plan Submission to Ascension OHSEP (LEPC)

- a) All Tier II facilities are required by *EPCRA Section 302(c)* to annually submit their Emergency Response Plan(s) and chemical inventories to their Local Emergency Planning Committee (LEPC).
- b) These plans should address all response measures and capabilities, a facility diagram that includes internal staging, shelter, evacuation or rally points, and any other emergency response criteria that would be important in a response.
- c) Electronic copies of you Emergency/ Contingency Plan and Annual Inventory Report, should be submitted Ascension OHSEP prefers electronic copies of these documents be submitted no later than April 1st of each year.

C. An After Action Debriefing will be completed post incident.



HAZMAT EMERGENCY NOTIFICATION PROTOCOL

Tier II Facilities

Last Updated: January 2016

ATTACHMENT A

Protective Action Record

911 Center

Emergency Classification Level Ordered

Unusual Event: _____	Requested by: _____
Alert: _____	Name: _____
Site Area Emergency: _____	Company: _____
General Emergency: _____	Date/Time: _____

Adjacent Plants Alerted or Sheltered in Place by Radio

1. _____	4. _____
2. _____	5. _____
3. _____	6. _____

Roadblocks Established

1. _____	4. _____
2. _____	5. _____
3. _____	6. _____

Sirens Activated (ID Numbers)

1. _____	4. _____
2. _____	5. _____
3. _____	6. _____

First Call Activation By:

Industry Sectors: _____ or Grids: _____

Media Override

Yes: _____ No: _____

Sheriff Police-Information

Origin of Call? Telephone _____ E911 _____ Industry Radio _____
 Officer Call Sign _____ Dispatched at _____ Arrived At _____
 Disposition: Code _____



HAZMAT EMERGENCY NOTIFICATION PROTOCOL

Tier II Facilities

Last Updated: January 2016

ATTACHMENT B

Ascension Parish UHMRF **911 Center**
(Uniform Hazardous Material Reporting Form)

**ASCENSION PARISH
UNIFORM HAZARDOUS MATERIALS REPORTING FORM**

Courtesy Call () Reportable () Parish _____ APSO Case # _____
 LSP Incident # _____
 Date / Time _____

Caller's Name _____ Notified _____
 Occurred _____
 Caller's Phone # () _____ Secured _____

Incident Location _____

Company _____ Address _____

Chemical Released _____ Quantity Released _____
 Reportable Quantity _____
 Hazard Classification _____ ID # _____ EHS () Solid _____ Liquid _____ Gas _____
 (Transportation Only)

Did material go off-site? YES _____ NO _____ Released to: Land _____ Water _____ Air _____
 Any off-site protective action? YES _____ NO _____ Shelter _____ Evacuation _____ Road Blocks _____

Wind Direction _____ Fire: YES _____ NO _____ # _____
 Wind Speed _____ Injuries: YES _____ NO _____ # _____
 Temperature _____ Fatalities: YES _____ NO _____ # _____
 Precipitation: None _____ Rain _____ Hail _____
 Sleet _____ Snow _____

Additional Details _____

REPORT MADE BY _____ DATE _____



HAZMAT EMERGENCY NOTIFICATION PROTOCOL

Tier II Facilities

Last Updated: January 2016

ATTACHMENT C

Emergency Classification Reporting Script

SAMPLE

1. Contact the 911 Central Dispatch Center using the industry radio.

(Dial 911 directly in the event that the industry radio is out of service.)

State clearly and slowly.

2. "911, this is Facility Name stand by for an emergency notification.

(repeat)

3. "911, this is Facility Name, stand by for an emergency notification, do you copy?

Dispatch will acknowledge: "This is 911, go ahead with your traffic."

3. "911, this is Facility Name we are declaring the following for this facility:

A. Emergency Classification is: _____;

B. Product is: _____;

C. Wind Speed is (to the/ from the) _____ @ _____;

D. This is Caller's Name,

do you copy?

Dispatch will acknowledge:

" Facility Name, I understand that you are declaring the following:

➤ *Emergency Classification of: _____;*

➤ *Chemical is: _____;*

➤ *Wind Speed: is (to the/ from the) _____ @ _____;*

➤ *Your name is Caller's Name,*

is this correct?"

4. "911, this is Facility Name, that is correct."

Dispatch will acknowledge: "Stand by to initiate protective actions."

Protective Actions Quick Reference Chart

<u>Protective Action</u>	Road Blocks	Radio Roll Call	Monitor	Protective Posture	Shelter	Sirens	FirstCall	TV Override
<u>Classification</u>								
<u>Level 1-Unusual Event</u>								
<u>Level 2-Alert</u>		Yes	Yes					
<u>Level 3-Site Area</u>	Yes	Yes		Yes				
<u>Level 4-General Emergency</u>	Yes	Yes			Yes	Yes	Yes	Yes

Once all protective actions are initiated for the specific emergency classification dispatch will contact the facility by radio to inform them of such.

Dispatch will also instruct the company to contact them by telephone to complete the UHMRF.



HAZMAT EMERGENCY NOTIFICATION PROTOCOL

Tier II Facilities

Last Updated: January 2016

ATTACHMENT D

Emergency Notification & Communications Audit

Ascension OHSEP



RICHARD A. WEBRE
Chairman

ASCENSION PARISH LOCAL EMERGENCY PLANNING COMMITTEE (LEPC)

828 S. Irma Boulevard, Building 3, Gonzales, Louisiana 70737
Telephone: (225) 621-8360 Fax: (225) 644-3039

EMERGENCY MANAGEMENT ANNUAL AUDIT

Fixed Facility

Date:	Time:	Auditor(s):
--------------	--------------	--------------------

Company Data		Representative			
Company		Name			
Address		Title			
		Phone:			
Facility ID (RTK):		Email:			
		Signature			
Plant Manager				Annual Audit	X
<i>Name & Email</i>					
<i>Office Phone</i>					Qtr Audit

		ITEM	REMARKS
		SECTION ONE	
		Emergency Management	<i>Comprehensive contingency and emergency planning.</i>
YES	NO	> Does the current facility EOP/ ERP on file with AP OHSEP reflect the following: <ul style="list-style-type: none"> Shelter In Place and Evacuation Offsite Evacuation / Rally Points Onsite triage points, landing zones, and emergency medical planning Site Map with Key Storage and Process Points LEPC / Emergency Notification Procedures as part of plan Emergency points of contact 	
YES	NO	> Is the current annual TIER II Inventory on file with AP OHSEP?	
YES	NO	LEPC Notification Procedures	<i>Procedures outlining the notifications and alerts to 911 Dispatch</i>
		> Are the items listed below located with each radio or emergency telephone location? <ul style="list-style-type: none"> Emergency Classifications Radio-Telephone Script Initial Emergency Staging Map Site Specific Response Map 	
YES	NO	Alerting Tools	<i>Communication equipment designated to emergency response.</i>
		> CAER Radio location, condition and testing <ul style="list-style-type: none"> Is CAER Radio in working order? Was radio check successful? 	

Ascension Parish Office of Homeland Security & Emergency Preparedness

www.ascensionparish.net/OHSEP/LEPC

828 S. Irma Blvd., Bldg 3, Gonzales, LA 70737

Phone: 225.621.8360

Email: AscensionLEPC@apgov.us

Fax: 225.644.3039



HAZMAT EMERGENCY NOTIFICATION PROTOCOL

Tier II Facilities

Last Updated: January 2016

Response Communications Plan Ascension OHSEP

This communications plan is organized using the establish Emergency Classifications; as each graduate in complexity so do the anticipated incident communications needs. This is a tool for use by Unified Command during an incident.

Incident Communications Plan (Voice & Data)					
Agency/ Function	Talk Group	Alternate Frequency	# Radios Required	Type of Radio Required	Date & Time Required
LEVEL 1 – UNUSUAL EVENT					
FACILITY	CAER TELEPHONE				
911/DISPATCH	CAER TELEPHONE				
LEVEL 2 – ALERT					
FACILITY	CAER				
911/DISPATCH					
	TELEPHONE				
LEVEL 3 – SITE AREA					
	CAER				
	IMAG				
	TELEPHONE				
	APSO DISPATCH				
	HAZMAT				
LEVEL 4 – GENERAL EMERGENCY					
	CAER				
	IMAG				
	HAZMAT				
	EVENT 1				
	FIREGROUD				
	REG 2/INOP				
	AP DPW				
	WEBEOC				
	TELEPHONE				

December 13, 2011



Ascension Parish HAZMAT Emergency Operations Plan and Commodity Flow Study

For Official Use Only
Contains Sensitive Security Information
Not for Public Distribution

Prepared For

Richard Webre, Director

Ascension Parish Office of Homeland Security and Emergency Preparedness
828 South Irma Blvd., Building 3
Gonzales, LA 70737
225-621-8360

Prepared By

IEM
2400 Ellis Road, Suite 200
Research Triangle Park, NC 27703

David Willauer	Project Manager	919-830-4956
Tori Siears	Task Lead	225-268-0768

FOR OFFICAL USE ONLY

WARNING: This report contains Sensitive Security Information that is controlled under 49 CFR parts 15 and 1520. No part of this record may be disclosed to persons without a “need to know,” as defined in the law. Specific rail waybill information is the property of Union Pacific Railroad, Canadian National Railroad, and Kansas City Southern Railroad. The hazardous materials commodity flow information in this report must be used solely for and by bona fide emergency planning and response organizations for the expressed purpose of emergency and contingency planning. While high-level information may be presented to emergency managers and local emergency planning committees, copies of this report, electronic or otherwise, may not be distributed to the public without the expressed written permission of the Ascension Parish Office of Emergency Management (APOEM). In addition, this report contains Sensitive Security Information from chemical facilities required to file Risk Management Plans (RMP) and Off-Site Consequence Analyses (OCA) for the Environmental Protection Agency (EPA). In accordance with PL 106-40, chemical safety information will not be made available to the public and unauthorized release may result in civil and criminal penalties of up to \$1 million for violating the prohibition on unauthorized disclosure of OCA data. For U.S. government agencies, public disclosure is governed by 5 U.S.C. 552 and 49 CFR parts 15 and 1520, Section 112(r) of the Clean Air Act (CAA), and the Chemical Safety Information Site, Security and Fuels Regulatory Relief Act (CSISSFRRRA).

**HAZMAT COMMODITY FLOW STUDY: ASCENSION PARISH
FOR OFFICIAL USE ONLY
NOT FOR PUBLIC DISTRIBUTION**

EXECUTIVE SUMMARY

Ascension Parish, using funding provided by U.S. Department of Transportation (USDOT) Hazardous Materials Emergency Planning (HMEP) grant funds, contracted with IEM to perform a HAZMAT Emergency Operations Plan (EOP) and Commodity Flow Study (CFS). The two overarching goals of the study were to: i) develop a more robust and comprehensive local HAZMAT plan, and ii) document the storage and transportation of priority hazardous materials by motor carrier, rail, pipeline, and barge.

The scope of this study included 15 specific tasks. Table 4 of this report outlines where these tasks are addressed in this document. Specific findings, suggested improvements, and specific enhancements and recommendations relevant to these tasks have been also outlined in this report. The findings and recommendations of this study will be provided to the Ascension Parish Local Emergency Planning Committee (LEPC) and the Louisiana Emergency Response Commission (LERC).

Methodology

At the outset of the project, IEM presented the scope of work and preliminary findings to Ascension Parish officials in a kick-off meeting on June 30, 2011. IEM presented to the Ascension Parish Community Awareness Emergency Response (CAER) committee on July 8, 2011. The purpose of this presentation was to reach out to chemical company stakeholders in the study area, inform them about the intent of the study, and solicit information and input from plant officials. On September 13, 2011, IEM presented the chemical selection process and additional preliminary findings to the Ascension Parish LEPC at a meeting that was attended by members of CAER and the Geismar Area Mutual Aid (GAMA). During each week of the project's duration, IEM led a conference call with Ascension Parish officials to track the progress of the study.

HazMat Facilities and Chemicals

As a starting point, IEM used three primary datasets, including Tier II reports, Risk Management Plans (RMPs), and Toxics Release Inventory (TRI) reports, to identify HazMat facilities, all of which are maintained by the U.S. Environmental Protection Agency (EPA), and chemicals in the study area. The comprehensive list resulted in the identification of facilities in the study area (see Figure 1).

HAZMAT COMMODITY FLOW STUDY: ASCENSION PARISH
FOR OFFICIAL USE ONLY
NOT FOR PUBLIC DISTRIBUTION

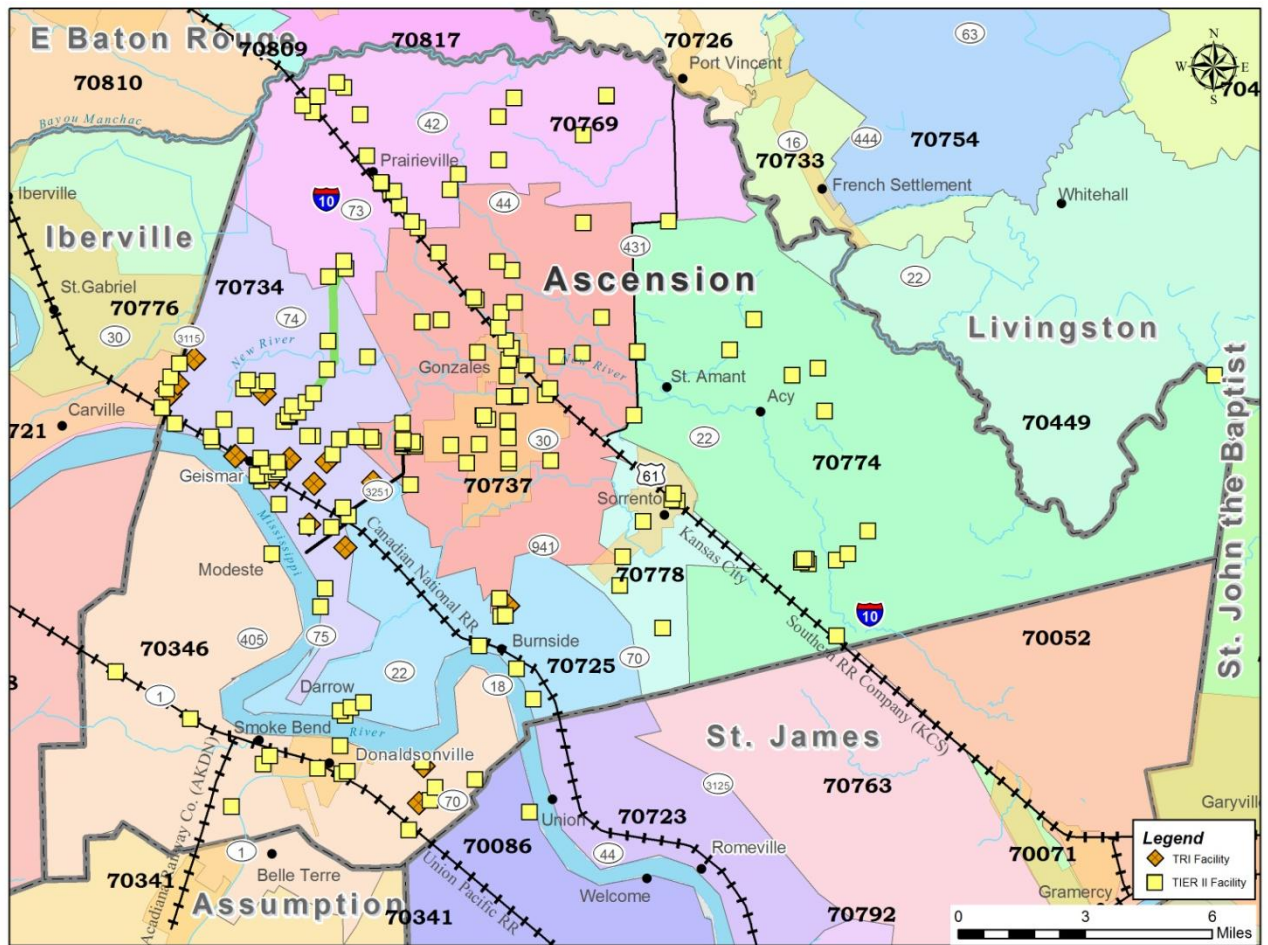


Figure 1: Ascension Parish Chemical Facilities included in the Study Area

From this list of facilities, IEM determined which chemicals were present at those facilities. At the request of Ascension Parish, IEM focused on the chemicals that pose the greatest risk to human health or that are extremely hazardous substances (EHS). This approach narrowed the scope of the analysis to 32 chemicals in the study area. IEM then used a chemical selection process to further reduce the list of chemicals from 32 to nine. A tenth chemical, silicon tetrafluoride, was added to the list based on the fact that this chemical is transported by tanker truck daily from Beaufort, North Carolina, to Pasadena, Texas. The reason for prioritizing the chemicals was to ensure that emergency planners focus first on the chemicals that pose the greatest risk. IEM's prioritization scheme ranked the 32 chemicals according to factors such as the radius of concern (ROC), isolation/protective action distance, and threshold planning quantities (TPQ). Upon receiving input from the Ascension Parish Emergency Planning Committee Chairman, we focused on an additional chemical (hydrogen cyanide) in the study. Table 1 lists the 11 study chemicals, in priority order, that were selected for the transportation analysis.

**HAZMAT COMMODITY FLOW STUDY: ASCENSION PARISH
FOR OFFICIAL USE ONLY
NOT FOR PUBLIC DISTRIBUTION**

Table 1: Chemicals Included in Transportation Analysis

#	CAS #	Chemical
1	7782-50-5	Chlorine
2	75-44-5	Phosgene
3	7664-39-3	Hydrogen fluoride
4	7664-41-7	Ammonia
5	75-21-8	Ethylene oxide
6	7637-07-2	Boron trifluoride
7	7647-01-0	Hydrogen chloride
8	7664-93-9	Sulfuric acid
9	7783-06-4	Hydrogen sulfide
10	74-90-8	Hydrogen cyanide
11	7783-61-1	Silicon tetrafluoride

In consultation with Ascension Parish Office of Homeland Security and Emergency Preparedness (OHSEP) personnel, IEM contacted facilities storing or transporting these 11 chemicals, as well as shippers in the study area, to collect data on chemical shipments, modes, and routes. IEM used information about the different railroad, highway, and pipeline networks and the Mississippi River cargo corridor as a basis for estimating chemical shipments by rail, motor carrier, pipeline, and barge. Additional information on the chemical's characteristics, reactivity, and firefighting considerations from the Computer-Aided Management of Emergency Operations (CAMEO)¹ database can be found in the appendix.

The routes depicting chemical flows by motor carrier (solid lines) and rail (dashed lines) are displayed in Figure 2. The map shows the 10 chemicals identified in Ascension Parish. The most significant chemical volumes are transported by pipeline and by barge. The highest motor carrier volumes are concentrated along I-10 while the highest rail volumes are concentrated on the Canadian National Railroad along the Mississippi River where most of the Geismar-area facilities are located. Also, Louisiana Highway 30 is highly traveled by motor carrier, especially the stretch of highway that runs between I-10 and the chemical facilities that are located in Geismar and St. Gabriel (Iberville Parish). In addition, Louisiana Highway 22 and Louisiana Highway 70 are heavily traveled by motor carrier, as these highways comprise the main routes from I-10 to the chemical facilities in Donaldsonville and St. James Parish.

¹ CAMEO is an online chemical database maintained by the National Oceanic and Atmospheric Administration (NOAA). <http://cameochemicals.noaa.gov/>.

**HAZMAT COMMODITY FLOW STUDY: ASCENSION PARISH
FOR OFFICIAL USE ONLY
NOT FOR PUBLIC DISTRIBUTION**

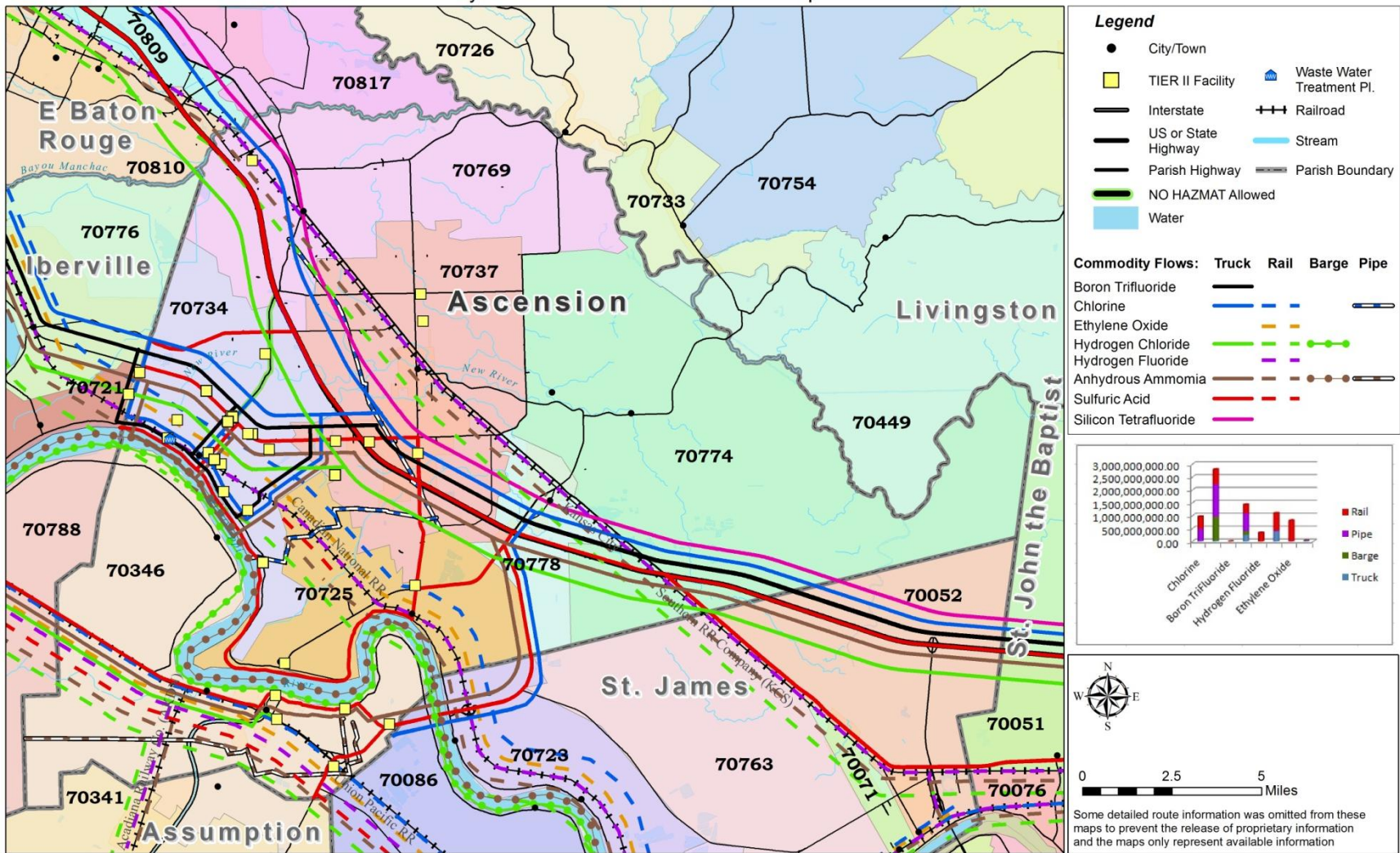


Figure 2: Shipments for Chemicals in the Study Area

**HAZMAT COMMODITY FLOW STUDY: ASCENSION PARISH
FOR OFFICIAL USE ONLY
NOT FOR PUBLIC DISTRIBUTION**

Incidents and Affected Populations

This study is aimed at better preparing local planners and responders for any HazMat incident that may occur in the study area in the future at fixed storage facilities. To this end, IEM analyzed USDOT and RMP datasets documenting past HazMat incidents and investigated the population and special facilities that might be affected by “most probable” scenarios identified by RMP facilities in the study area. The analysis identified a number of trends that were apparent in past HazMat incidents and examined 13 HazMat release scenarios that could affect area residents, as shown in Table 2. It should be noted that these scenarios could potentially occur at facilities other than and in addition to those listed below. The purpose for the chart is to depict the “most probable” scenarios. This information will help illustrate the types of incidents that could occur in the study area and thereby guide future planning efforts and/or training and exercises.

Table 2: RMP Release Scenarios Affecting Ascension Parish Residents

Chemical Released	Release Description	City	Quantity Released (lbs)	Residential Population Affected
Phosgene	Pipe leak	Geismar	850	1,070
Oleum (Fuming Sulfuric acid)	Pipe leak	Geismar	174,000	44,109
Chlorine	Pipe leak	Geismar	12,000	1,600
Phosgene	Pipe leak	Geismar	3,600	4,300
Chlorine	Transfer hose failure	Geismar	3,750	230
Chloroform	Expansion Joint Leak	Geismar	76,200	120
Hydrogen chloride (anhydrous)	Rupture disk/Relief Valve failure	Geismar	2,700	6
Hydrofluoric acid (conc 50% or greater)	Pipe leak (partial flange separation)	Geismar	686	140
Hydrochloric acid (conc 37% or greater)	Pipe leak	Geismar	1,244	140
Chlorine	Transfer hose failure (gasket failure at nozzle)	Geismar	18,260	140
Chlorine	Pipe leak (valve at pump discharge)	Geismar	3,120	140
Ammonia (anhydrous)	Pipe leak	Donaldsonville	120,000	1,100
Ammonia (conc 20% or greater)	Tank Truck	Donaldsonville	36,000	288

Regional HazMat Response Capability

In tandem with the analysis of facilities, chemicals, transportation routes, and incidents, IEM also reviewed the Ascension Parish EOP and conducted an assessment of the parish capabilities, including planning, personnel, equipment, training, and exercises. From the

**HAZMAT COMMODITY FLOW STUDY: ASCENSION PARISH
FOR OFFICIAL USE ONLY
NOT FOR PUBLIC DISTRIBUTION**

EOP, IEM also reviewed existing emergency response notification procedures. This research included contacting the Ascension Parish Sheriff's Office (APSO) HazMat Team, GAMA committee, local fire departments, and Ascension Parish officials. Selected recommendations are listed below.

Selected Recommendations

IEM emergency planners and HazMat experts synthesized the results of the study to recommend strategies for improving HazMat preparedness in the study area. These recommendations, which are described in more detail in Findings and Recommendations section, include the following:

Emergency officials and the LEPC should work closely with chemical plant managers to become familiar with how chemicals are transported in and out of the parish. Particular attention should be paid to toxic inhalation hazards (TIH).

Parish fire departments should be encouraged to tour HazMat chemical facilities at least annually to become familiar with plant operations and protocols.

The evacuation versus shelter-in-place decision-making process should be fully documented in the Concept of Operations (CONOPS) section of the parish HazMat Incident Annex.

Develop relevant incident-specific appendices to support the base HazMat Incident Annex, such as Fixed Facility, Marine, Pipeline, Railroad, and Roadway.

An outline of emergency release notification procedures should be included in the CONOPS section of the parish HazMat Incident Annex. Notification procedures that are common to every HazMat incident should be discussed in the HazMat Incident Annex, but these procedures should be expanded upon in the supporting appendices. Parish emergency management officials should review notification procedures with chemical facilities on an annual basis.

Additional information such as organization charts, maps, and checklists should be included as "Tabs" to the HazMat Incident Annex or the supporting appendices. Maps of fixed facilities and transportation corridors should be included to supplement each incident-specific appendix.

As set forth by U.S. Code Title 42, Chapter 116, the Emergency Planning and Community Right-to-Know Act (EPCRA) requires that each LEPC prepare an emergency plan that includes each of the following:²

- Identification of facilities subject to the requirements of this subchapter [Emergency Planning and Notification] that are within the emergency planning district, identification of routes likely to be used for the transportation of substances on the list of EHS referred to in section 11002(a) of this title [The Public Health and Welfare], and identification of additional facilities contributing

² "Emergency Planning and Community Right-To-Know." U.S. House of Representatives. 42 USC Chapter 116. Section 11003(c). <http://uscode.house.gov/download/pls/42C116.txt>

**HAZMAT COMMODITY FLOW STUDY: ASCENSION PARISH
FOR OFFICIAL USE ONLY
NOT FOR PUBLIC DISTRIBUTION**

or subjected to additional risk due to their proximity to facilities subject to the requirements of this subchapter, such as hospitals or natural gas facilities.

- Methods and procedures to be followed by facility owners and operators and local emergency and medical personnel to respond to any release of such substances.
- Procedures providing reliable, effective, and timely notification by the facility emergency coordinators and the community emergency coordinator to persons designated in the emergency plan, and to the public, that a release has occurred (consistent with the emergency notification requirements of section 11004 of this title).
- Methods for determining the occurrence of a release and the area or population likely to be affected by such release.
- A description of emergency equipment and facilities in the community and at each facility in the community subject to the requirements of this subchapter, and an identification of the persons responsible for such equipment and facilities.
- Evacuation plans, including provisions for a precautionary evacuation and alternative traffic routes.
- Training programs, including schedules for training of local emergency response and medical personnel.
- Methods and schedules for exercising the emergency plan.



Pictometry Map Auto
 Aerial
 N
 W E
 S

FACILITY NAME [RTK: ____]
 Company name
 Lat: ____ Lon: ____

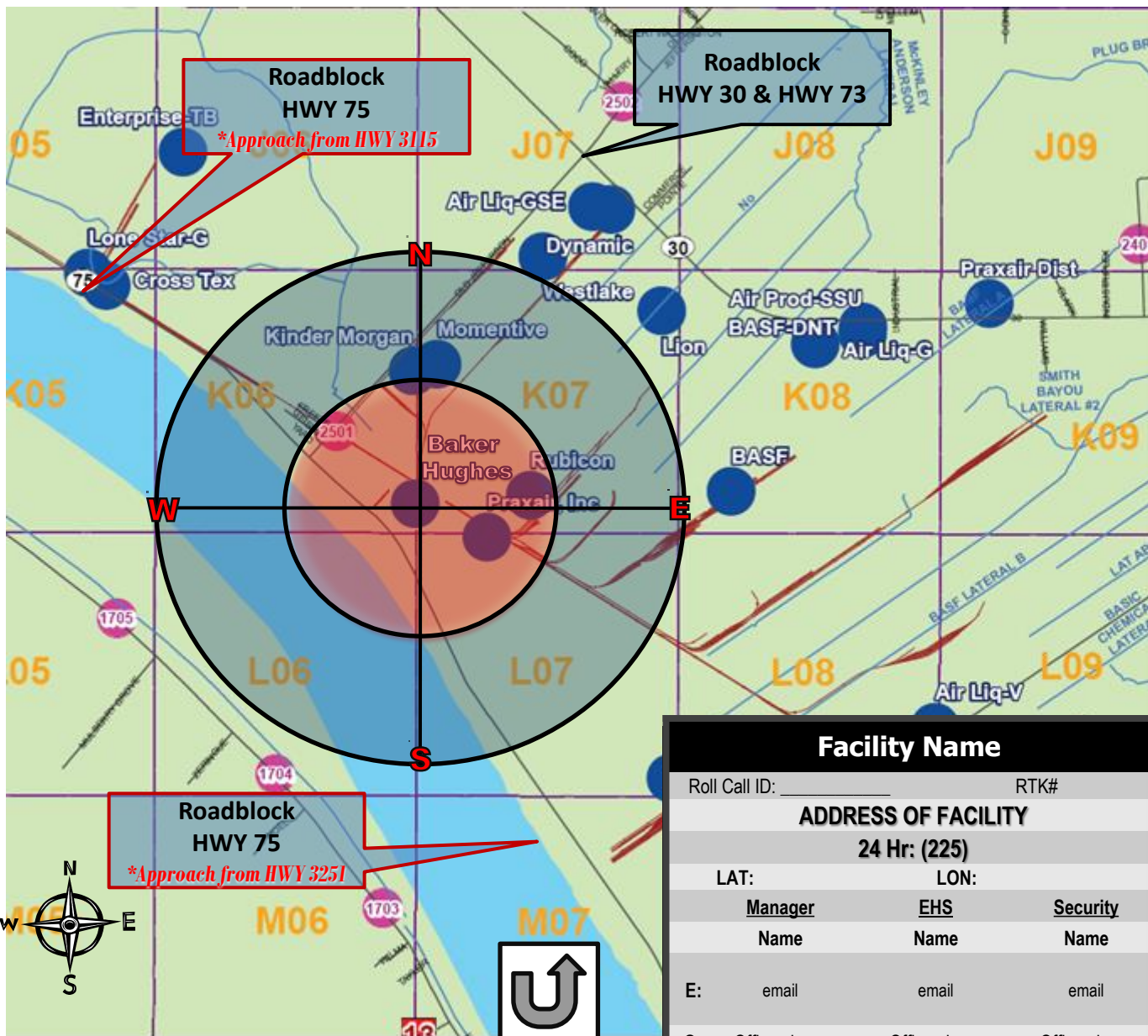
Roadblocks **Facility Boundary** **Release Radius**

STOP

.5M 1M 2M

NOTIFY FIRST, CALCULATE LATER!

Protective Actions



PA #1: ALERT (Monitor)	PA #2: SITE AREA (Protective Posture)
*Roll Call	*Set Road Blocks
AirLiq-GSE CN Rail Kinder Morgan Lion Momentive Rubicon	See Map *Roll Call AirLiq-GSE BASF & BASF-DNT CN Rail IMTT Kinder Morgan Lion Momentive Rubicon

PA #3: GENERAL EMERGENCY (Shelter In Place / Evacuation)	
*Set Road Blocks	*Cable Override
See Map	EATEL & Cox
*Roll Call	*Siren Activation
See PA#2 List	2501
*FirstCall	
1 M Fixed Sector EM Grids Reference: J06 – J09 K05 – K09 L05 – L09 M06 – M09	

Facility Name		
Roll Call ID: _____	RTK# _____	
ADDRESS OF FACILITY		
24 Hr: (225)		
LAT: _____	LON: _____	
Manager	EHS	Security
Name	Name	Name
E: email	email	email
O: Office phone	Office phone	Office phone
C: Cell phone	Cell phone	Cell phone

EHS INVENTORY	GATE ACCESS
	Gate 1 LA Hwy 75 (River Rd.)
	SCHOOL/ OTHER



ESF 11 – Agriculture and Natural Resources

Last Updated: April 2015

ESF 11 TASKED AGENCIES	
ESF Coordinator	AP OHSEP Operations Section Chief
Primary Agency	AP OHSEP
Supporting Agencies	Animal Control, LADF, LDWF, DCFS, GOHSEP, APSO
Adjunct/ NGO	SPCA, ARC

I. PURPOSE:

ESF 11 provides nutrition assistance and protection for the Parish’s food supply to ensure that the population of the parish is provided adequate and healthy nutrition during and after natural and technological emergencies and disasters. It is also concerned with diseases and infestations that could affect plant, animal and cultivated seafood species and provides for the safety and well-being animal evacuation, sheltering and health care. ESF 11 includes coordination with the Department of Agriculture (USDA), Food and Nutrition Service (FNS), state and local agencies to obtain appropriate food supplies and arrange for delivery of supplies.

II. SITUATION AND ASSUMPTIONS

A. Situation

1. An emergency or disaster may adversely affect agriculture/livestock/poultry/crop industries and pets within Ascension Parish. The well-being of animals both domestic and livestock may be threatened as well as the disruption of evacuation or destruction of businesses involving animals. Any significant damage to plants or crop industries could potentially cause long-lasting negative impacts on the economy of Ascension Parish through the major disruption of food, supply, trade and tourism.
2. Ascension Parish maintains a large agricultural industry bringing over 44 million dollars in revenue to the Parish through farming of sugarcane, soybeans, horticulture and cattle. (Information from LSU Ag Center)

B. Assumptions

1. Due to the impact of the agriculture industry in Ascension Parish, plans are developed that coordinate with plans for human emergency response and animal emergency response.



ESF 11 – Agriculture and Natural Resources

Last Updated: April 2015

2. Natural disasters and man-made disasters alike may negatively impact crops, the agriculture industry of Ascension Parish and pet populations. Naturally introduced or intentionally introduced (bioterrorist) disease may threaten the animal or plant industry. Zoonotic disease may threaten public health as well as animal health.
3. Efficient response and recovery ensures a rapid return to the economic soundness of the livestock/pet industry, agriculture industry, and public health protection.

III. CONCEPT OF OPERATIONS:

General

1. ESF-11 consists of multiple components: animal emergency response, agriculture emergency response and nutrition emergency response.
2. The Louisiana Department of Agriculture and the Ascension Parish County Agent have the primary responsibility for agriculture related emergencies and disasters in the state of Louisiana.
3. Under the general coordination of LDAF, appropriate agencies/groups will provide assistance to agricultural entities throughout the State in order to provide maximum safety, medical care and to assist in the public health protection of the state and parish. Each agency operates under its mandated Federal, State or Organizational regulations and will maintain complete administrative and financial control over their activities

A. Phases of Management

1. Mitigation
 - a. The Commissioner of Agriculture will designate an ESF 11 Agriculture Coordinator during a disaster to organize and administer the ESF Seat. The ESF 11 Coordinator in Ascension Parish is represented by the County Agent.
2. Preparedness
 - a. Ascension Parish is dependent on the LDAF for the development of plans for the protection of animal and plant health and security including the response to an outbreak of any animal or zoological disease.



ESF 11 – Agriculture and Natural Resources

Last Updated: April 2015

- b. Coordinate with LDAF to follow plans for the protection of animal health to include ensuring the safety of the manufacture and distribution of foods and distribution of drugs given to both livestock and companion animals.
 - c. The ESF 11 Coordinator will develop plans, procedures, arrangements and agreements to identify acquire and mobilize agricultural, nutritional and animal related resources for emergencies and disasters.
 - d. The ESF 11 Coordinator will develop and maintain information and liaison with agriculture, nutritional and animal related resources in Ascension Parish in coordination with state level agencies.
 - i. Develop and maintain a database of all Parish animal and agriculture emergency plans as well as a list of all parish animal and agricultural emergency coordinators.
 - ii. Coordinate with the LDAF to develop and maintain a database of emergency assistance responders who will provide care and assistance.
 - e. Coordinate with ESF-7 concerning storage of animal related donated goods preceding and following a known disaster.
 - f. Implement systems that communicate animal, plant and food issues with the Office of Public Health.
3. Response
- a. In the event of any emergency or natural disaster, the ESF 11 Coordinator will activate and mobilize agricultural personnel, facilities and resources.
 - b. The ESF 11 Coordinator will assess the status of plant and animal health in the Parish and determine whether any diseases, infestations or infections threaten the Parish food supply and both domestic and wild animal life. Should the Parish food supply face a threat, the Coordinator will direct available resources to mitigate the threat.
 - c. Assist the Ascension Parish School Board for inspection of food storage facilities in order to protect student health.



ESF 11 – Agriculture and Natural Resources

Last Updated: April 2015

- d. Provide for inspection and assessment of food processing facilities and product storage in order to protect public health.
 - e. Provide for animal safety through coordination with Parish Animal Control and LDAF including shelter, rescuing and stabling of both large and small animals and livestock.
 - f. Coordinate public information with the LDAF concerning animal and good safety or contamination issues.
 - g. Track activities, data and statistics from activated agencies before, during and after the disaster. Information will be summarized and sent to ESF -5 for situation reports.
 - h. Coordinate with ESF -7 regarding storage sites and staging areas for food and medical supplies for animals as needed.
 - i. Coordinate through LDAF and with ESF – 1, ESF – 3, and ESF – 8 for the removal and proper disposal of contaminated plants, animal waste, and dead animals.
4. Recovery
- a. Coordinate damage assessment through the LDAF and Ascension Parish County Agent.

IV. ORGANIZATION AND RESPONSIBILITIES:

- A. Parish President
 1. Authorizes the OHSEP director to carry out objectives through ESF 11 supporting agencies.
- B. OHSEP Director
 1. The OHSEP Director is responsible for the activation of the Emergency Operations Center, coordination of support activity, technical advice, Declaration of Emergency when required, and coordinating additional personnel and equipment when required.
 2. OHSEP Operations Section Chief
 - a. Manages the EOC, oversees its activation, and ensures it is staffed to support all mass care efforts.



ESF 11 – Agriculture and Natural Resources

Last Updated: April 2015

- b. Coordinates with GOHSEP, LDAF, and Ascension Parish County Agent
 - c. Reviews information to be released to the public concerning ESF 11 matters.
- C. Law Enforcement
- 1. Responsible for providing security at designated ESF 11 sites as needed.
 - 2. Traffic control during evacuee movement or animal transfer.
 - 3. Deployment of the APSO range riders to assist with large animal rescue.
 - 4. Deploy mobile catch pens to capture and hold large animals.
- D. Public Information Officer
- 1. Makes public announcements concerning ESF 11 matters in coordination with LDAF and OHSEP director.
- E. Ascension Parish County Agent
- 1. Coordinates the use of ESF 11 resources and personnel involved in providing emergency assistance for agriculture industries.
- F. Lamar Dixon Expo Center Director: assist ESF 11 Operations by housing animals in accordance with LDAF guidelines.

V. DIRECTION AND CONTROL

- A. Authority to initiate actions:
- 1. It is provided that this plan:
 - a. Is the official operations source for the Parish of Ascension, governing and otherwise pertaining to all disasters related to administrative and operational tasks of the parish,
 - b. Is authorized by and promulgated under the authority contained by those local, State, and Federal statutes listed herein,
 - c. Has the concurrence of the President of Ascension Parish by virtue of the letter of implementation (Promulgation Statement) signed by the Parish President, and



ESF 11 – Agriculture and Natural Resources

Last Updated: April 2015

- d. Has the concurrence of the GOHSEP, and by that authority, the concurrence of all other branches of the State Government that operate under their direction and/or coordination under Public Law 93-288 and Louisiana Revised Statute 29:601-617; Act 636 of 1974.
2. It is understood that all Parish departments and agencies and boards of Local Government are an integral part of this plan.
3. There exists as part of the planning elements:
 - a. Specifically named departments with specific responses and,
 - b. All other departments of parish government, which by virtue of their association constitute a large reserve of material and manpower resources. At the direction of the Parish President such departments may be requested to supplement specifically assigned disaster response roles vital to the well-being of the Parish.
 - c. The executive group is aware of its responsibility to provide accurate and timely information to the public, especially in time of emergency.

B Command Responsibility for Specific Action

1. The Parish President and the various ordinances enacted by the Ascension Parish Council have the responsibility of meeting the dangers to the Parish. This authority shall include but not be limited to the declaration of an emergency condition within the Political Jurisdiction.
2. The EOC Director acts as the Chief advisor to the Parish President during any declared emergency affecting the people and property of Ascension Parish. Various Parish agencies and departments under the direction of the Ascension Parish OHSEP will conduct emergency operations.
3. State and Federal Officials will coordinate their operations through the Parish President or his designated representative.



ESF 11 – Agriculture and Natural Resources

Last Updated: April 2015

VI. CONTINUITY OF GOVERNMENT

Effective comprehensive emergency management operations depend upon two important factors to ensure continuity of government from the highest to the lowest level: (1) lines of succession for officials / agency heads / authorized personnel and (2) preservation of records.

- A. *See Basic Plan, Section VI.*

VII. ADMINISTRATION AND LOGISTICS

- A. The Parish EOC is designed as the interfacing point for decision-making, coordination, administration, resource information exchange and emergency response management by Parish Officials and other appropriate persons and may be located at the on-scene command post.
- B. All necessary records and reports will be maintained on each incident.

VIII. PLAN MAINTENANCE

The OHSEP Director will be responsible for maintaining and updating this plan. Standard operating procedures for hazardous materials response will be maintained by the fire departments.

See Basic Plan, Section VIII.

IX. AUTHORITIES AND REFERENCES

- A. Authorities
 - Louisiana Emergency Preparedness and Assistance Act, 1993.
- B. References
 - Basic Plan of Ascension Parish Emergency Operations Plan.

X. APPENDICES

- A. Organization Chart
- B. Responsibility Chart

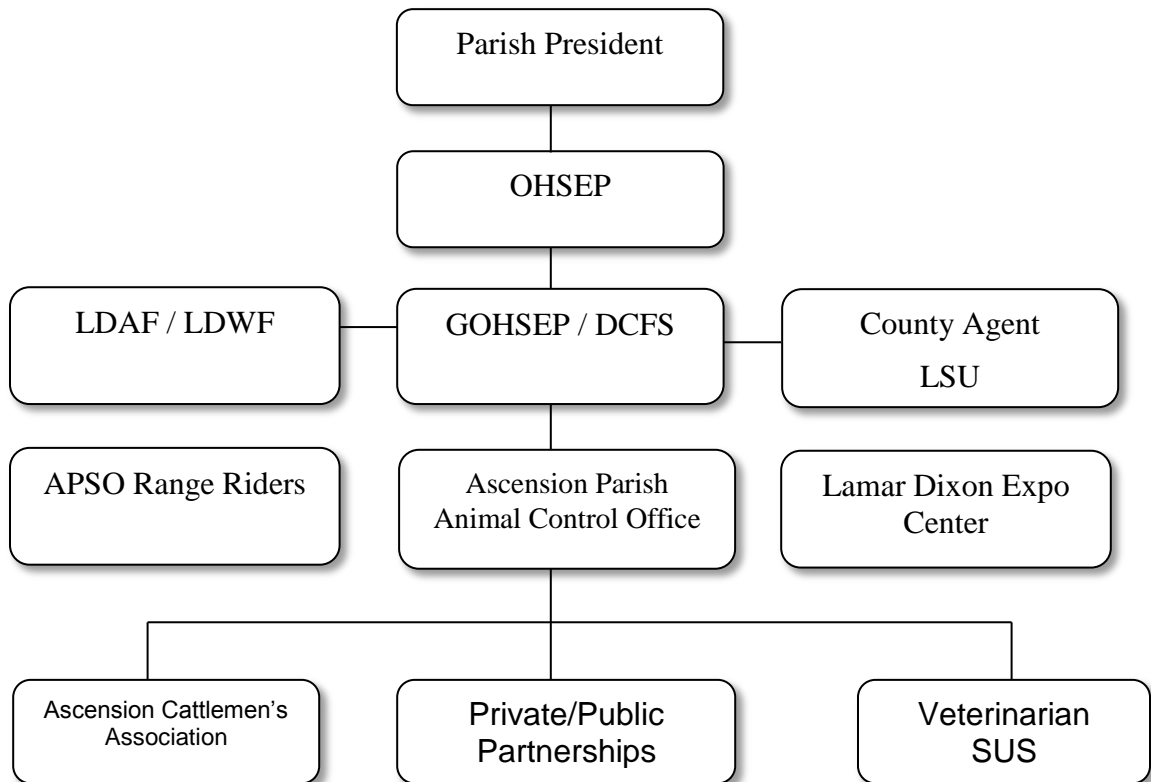


ESF 11 – Agriculture and Natural Resources

Last Updated: April 2015

APPENDIX A

RESOURCE MANAGEMENT ORGANIZATIONAL CHART





ESF 11 – Agriculture and Natural Resources

Last Updated: April 2015

APPENDIX B

Responsibility Chart

Agency support to Agriculture, Food, Water and Natural Resources

	Authority / Policy	Coordination	EOC Operations	Response	Recovery	Mitigation	Preparedness
Ascension Parish President	X	X	X	X	X	X	X
Ascension Parish Sheriff				X			
Ascension OHSEP		X	X	X	X	X	X
LDAF	X	X		X	X		
Public Information			X				
LDWF	X			X	X		
County agent		X			X		
Animal Control		X	X	X	X	X	X
Health and Medical					X		
Veterinarian SVC				X	X		
Lamar Dixon		X		X	X		
DCFS		X		X	X		



ESF 12 – Energy, Fuel and Utilities

Last Updated: April 2015

ESF 12 TASKED AGENCIES	
ESF Coordinator	Ascension Parish Government Fleet Management Division
Primary Agency	Ascension Parish Government
Supporting Agencies	Entergy, Demco, Atmos, Lavigne Oil, LDAF, GOHSEP, Baton Rouge Water, ACUD 1
Adjunct/ NGO	N/a

I. PURPOSE:

ESF 12 provides for a coordinated response to maintain or reestablish natural gas, electric and water and sewer utility services within a disaster area to best serve the needs of the parish’s population. Services under this ESF include and encompass the restoration of natural gas, electric and water and sewer utilities subjected to interruption or destruction by emergencies and disasters on a priority basis. This ESF also illustrates activation and coordination of the emergency equipment refueling plan as well as the location of critical facilities with auxiliary power.

II. SITUATION AND ASSUMPTIONS

A. Situation

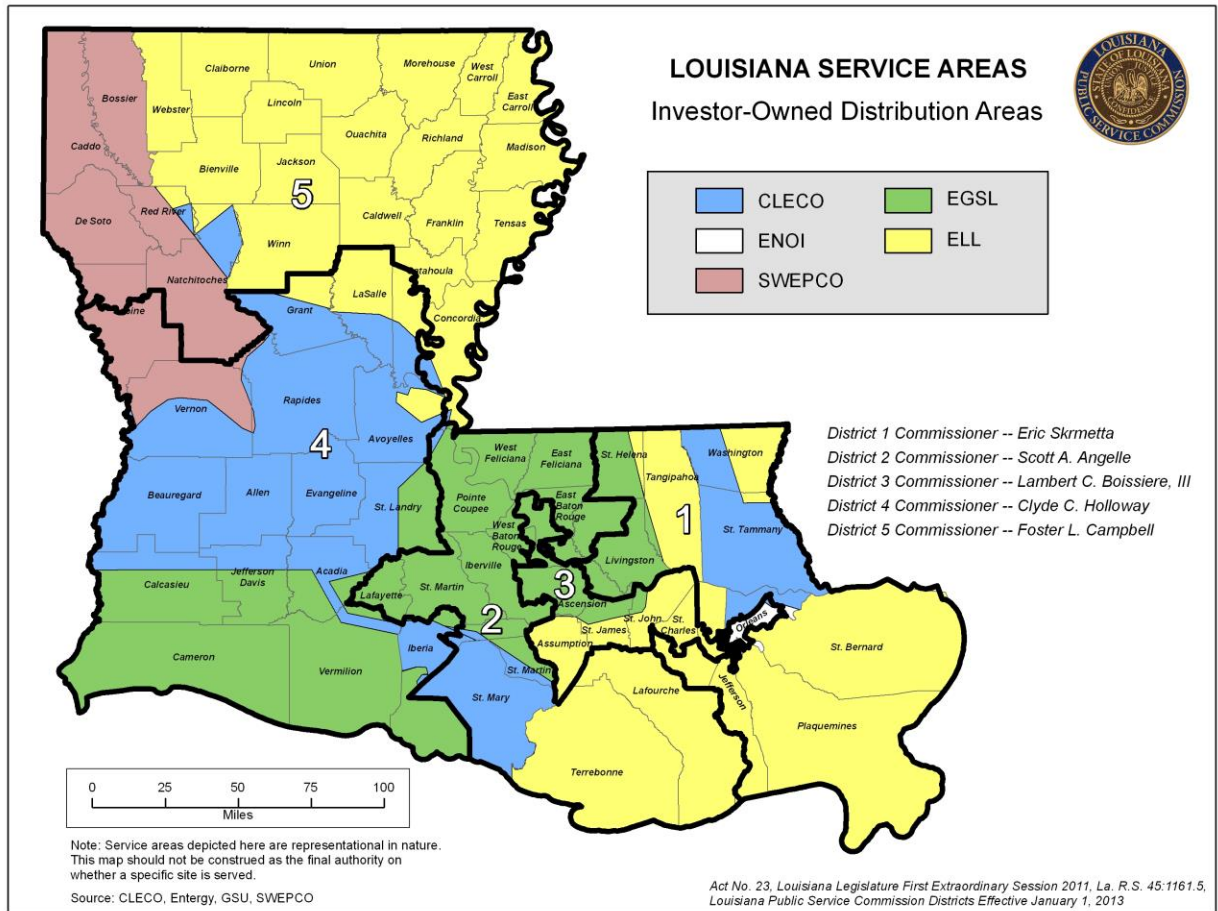
1. Two electric utilities serve Ascension Parish, DEMCO and Entergy.
2. All critical infrastructures within Ascension Parish are dependent upon electrical utilities.
3. Health Care Facilities, Water Treatment Facilities, Wastewater Treatment Facilities and Communication Facilities may have limited back-up power.
4. Critical infrastructures within Ascension Parish will be on a priority restoration list.



ESF 12 – Energy, Fuel and Utilities

Last Updated: April 2015

5. Louisiana Electrical Service Areas:





ESF 12 – Energy, Fuel and Utilities

Last Updated: April 2015

B. Assumptions

Utility companies maintain emergency plans for the Mitigation, Preparedness, Response and Recovery for emergencies that may affect Ascension Parish.

III. CONCEPT OF OPERATIONS:

General

1. All Utilities will maintain an Emergency Operations Plan and in coordination with Ascension Parish exercise their plan at least annually.
2. The day to day organizational structures will remain intact during a major emergency.
3. Parish and Municipal utilities may use all available manpower, equipment and material to carry out their task, to include those of other departments as approved by the Parish President.
4. The Parish President, with input from the OHSEP Director, is responsible for the overall recovery of Ascension Parish and may direct when and where utilities may be restored first to ensure the quickest and safest recovery.
5. Utilities will send a representative to the Emergency Operation Center to coordinate the response and recovery to major emergencies.

A. Phases of Emergency Management

1. Mitigation
 - a. The design of utility systems offer basic protection from disaster related events.
 - b. Proper maintenance of utility right of ways may prevent damage as a result of disasters.
 - c. Public Information Brochures provide residents with information on preparing their homes during disasters to assist in maintaining the integrity of utility systems.



ESF 12 – Energy, Fuel and Utilities

Last Updated: April 2015

2. Preparedness
 - a. All utilities maintain an Emergency Operations Plan.
 - b. Utilities participate in parish emergency planning meetings.
 - c. Electric Utilities maintain mutual aid agreements with other electric utilities to ensure the quickest recovery during a disaster.
 - d. Water Utilities have mutual aid agreements and participate in LAWARN through the Louisiana Rural Water Association.

3. Response

All Utilities as possible protect the integrity of utility systems and coordinate activities with the Emergency Operation Center.

4. Recovery
 - a. Begin the restoration of utilities in disaster affected areas if safe to do so.
 - b. Restore utilities on a priority basis given extra emphasis to vital facilities.
 - c. Coordinate recovery efforts with the Emergency Operation Center.

IV. ORGANIZATION AND RESPONSIBILITIES:

A. All Utilities

Provide for the planning, response and recovery to emergency events that may affect Ascension Parish. Coordinate efforts before, during and after with the Emergency Operation Center.

B. OHSEP

The OHSEP is responsible for the activation of the Emergency Operations Center, coordination of support activity, technical advice,



ESF 12 – Energy, Fuel and Utilities

Last Updated: April 2015

Declaration of Emergency when required, and coordinating additional personnel and equipment when required.

V. DIRECTION AND CONTROL

- A. Authority to initiate actions:
 - 1. It is provided that this plan:
 - a. Is the official operations source for the Parish of Ascension, governing and otherwise pertaining to all disasters related to administrative and operational tasks of the parish,
 - b. Is authorized by and promulgated under the authority contained by those local, State, and Federal statutes listed herein,
 - c. Has the concurrence of the President of Ascension Parish by virtue of the letter of implementation (Promulgation Statement) signed by the Parish President, and
 - d. Has the concurrence of the GOHSEP, and by that authority, the concurrence of all other branches of the State Government that operate under their direction and/or coordination under Public Law 93-288 and Louisiana Revised Statute 29:601-617; Act 636 of 1974.
 - 2. It is understood that all Parish departments and agencies and boards of Local Government are an integral part of this plan.
 - 3. There exists as part of the planning elements:
 - a. Specifically named departments with specific responses and,
 - b. All other departments of parish government, which by virtue of their association constitute a large reserve of material and manpower resources. At the direction of the Parish President such departments may be requested to supplement specifically assigned disaster response roles vital to the well-being of the Parish.
 - c. The executive group is aware of its responsibility to provide accurate and timely information to the public,



ESF 12 – Energy, Fuel and Utilities

Last Updated: April 2015

especially in time of emergency.

- B Command Responsibility for Specific Action
 - 1. The Parish President and the various ordinances enacted by the Ascension Parish Council have the responsibility of meeting the dangers to the Parish. This authority shall include but not be limited to the declaration of an emergency condition within the Political Jurisdiction.
 - 2. The EOC Director acts as the Chief advisor to the Parish President during any declared emergency affecting the people and property of Ascension Parish. Various Parish agencies and departments under the direction of the Ascension Parish OHSEP will conduct emergency operations.
 - 3. State and Federal Officials will coordinate their operations through the Parish President or his designated representative.
 - 4. Emergency Operations Center (EOC)

VI. CONTINUITY OF GOVERNMENT

Refer to Basic Plan, Section VI.

- A. Refueling Plan
 - 1. Robert Distributors Mutual Aid Agreement?
 - a) Provide one refueling location solely for first responders
 - b) Allow Head of the Line privileges for emergency worker vehicles at all other stations
 - 2. Bulk Fuel Storage
 - a) DPW East and West maintain the Parish bulk fuel storage at both locations
 - b) Skid tank (250-500 gallons) can be ordered and positioned based upon mission priorities.
 - 3. Fuel Service Stations with Generator Power
 - a) The location of all parish commercial service stations that have generator power will be published in the incident Situation Reports and in the CI/KR board in WebEOC.
 - 4. Fixed Flood Control Pumps
 - a) Parish flood control pumps have priority refueling. Should both access roads to the pumping station flood OHSEP will coordinate with the Louisiana National Guard to obtain high water refueling trucks to accomplish refueling.



ESF 12 – Energy, Fuel and Utilities

Last Updated: April 2015

5. Lavigne Oil
 - a) Lavigne Oil Company is in the Parish fuel vendor and has the location of all emergency refueling points parish wide.
6. LADAF
 - a) LADAF is the state agency charged with the emergency refueling mission. This fueling option will be used as a last resort.

VII. ADMINISTRATION AND LOGISTICS

- A. The Parish EOC is designed as the interfacing point for decision-making, coordination, administration, resource information exchange and emergency response management by Parish Officials and other appropriate persons and may be located at the on-scene command post.
- B. All necessary records and reports will be maintained on each incident.

VIII. PLAN MAINTENANCE

The OHSEP Director will be responsible for maintaining and updating this plan. Standard operating procedures for hazardous materials response will be maintained by the fire departments. *See Basic Plan, Section VIII.*

IX. AUTHORITIES AND REFERENCES

- A. Authorities
 - Louisiana Homeland Security Emergency Preparedness and Assistance Act, 1993.
 - Ascension Parish Code of Ordinances, Chapter 8, Emergency Management.
- B. References
 - Basic Plan of Ascension Parish All Hazards Plan.



ESF 12 – Energy, Fuel and Utilities

Last Updated: April 2015

X. APPENDICES

- A. Organization Chart
- B. Responsibility Chart
- C. List of government utilities in the parish with 24 hour contact information
 - TAB A Electric – None
 - TAB B Natural gas – None
 - TAB C Water and sewer – Point of Contact on file in EOC
- D. List of private utilities in the parish with 24 hour contact information
 - TAB A Electric – Points of Contact on file in EOC
 - TAB B Natural gas –
 - TAB C Water and sewer –
- E. Agreements on priorities for utility restoration, updated annually (on file in EOC)
- F. Map of Fixed Generators
- G. Map of Mobile Generators
- H. List of Generators for refueling (also in WebEOC)

All Contact Information on File in EOC and is subject to change

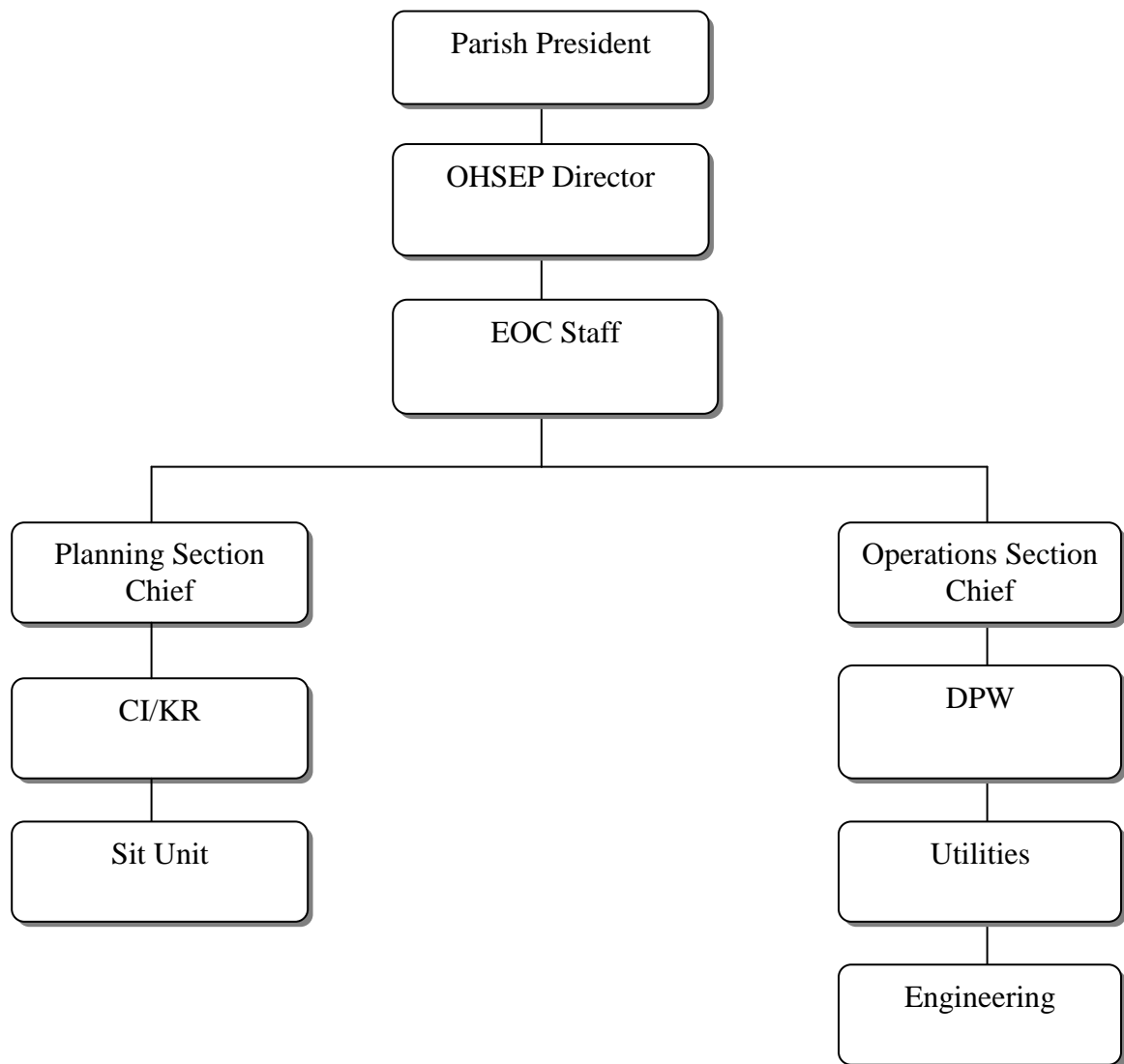


ESF 12 – Energy, Fuel and Utilities

Last Updated: April 2015

APPENDIX A

RESOURCE MANAGEMENT ORGANIZATIONAL CHART





ESF 12 – Energy, Fuel and Utilities

Last Updated: April 2015

APPENDIX B

Responsibility Chart

Agency support to Energy, Fuel and Utilities

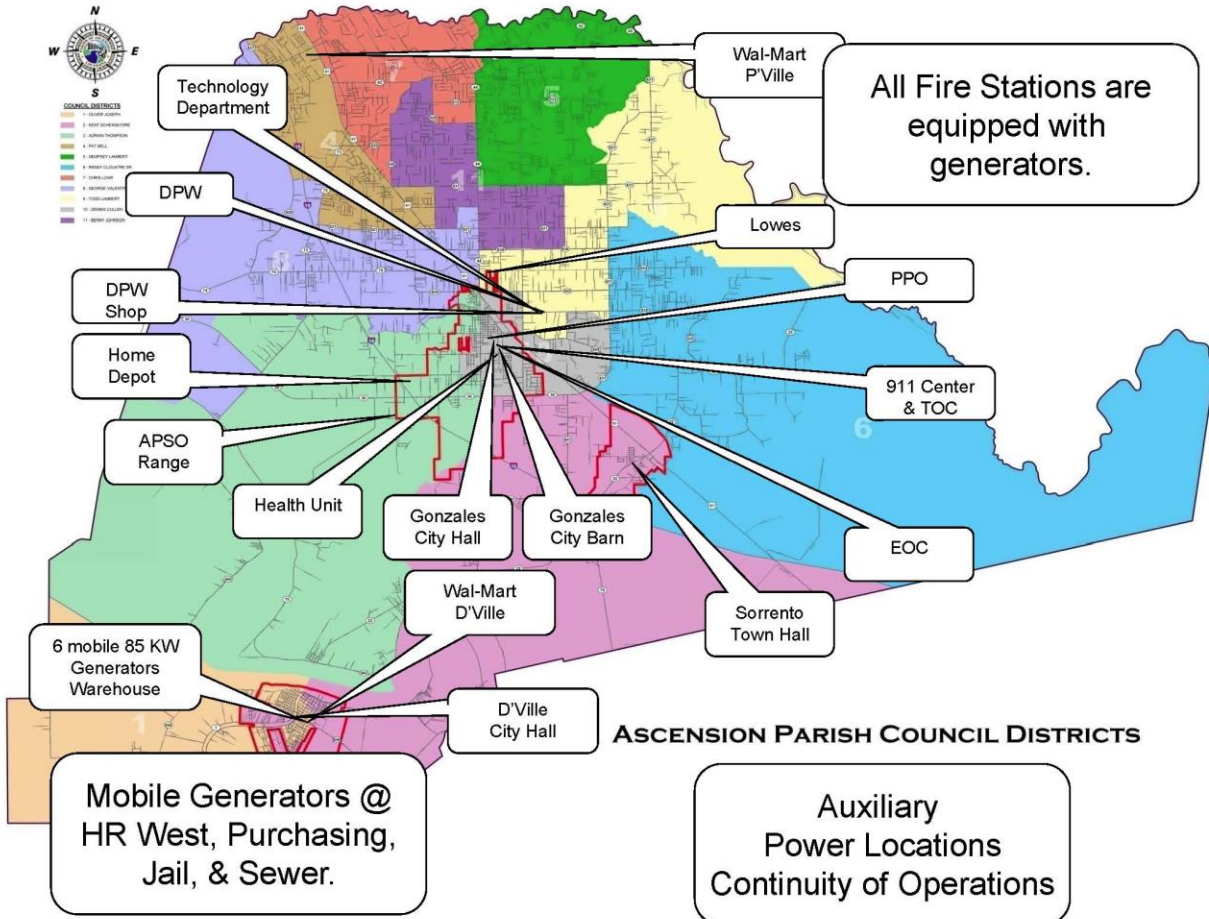
	Authority / Policy	Coordination	EOC Operations	Response	Recovery	Mitigation	Preparedness
Ascension Parish President	X	X	X	X	X	X	X
Ascension Parish Sheriff		X		X	X		
Ascension OHSEP	X	X	X	X	X	X	X
Utilities		X		X	X		
Public Information		X					
DPW		X		X	X		
Transportation		X					
School Services		X					
Health and Medical		X					
Fire Services		X		X	X		
Public Works		X		X	X		
State Police		X					
National Guard		X		X	X		
DTOD		X		X	X		



ESF 12 – Energy, Fuel and Utilities

Last Updated: April 2015

APPENDIX F

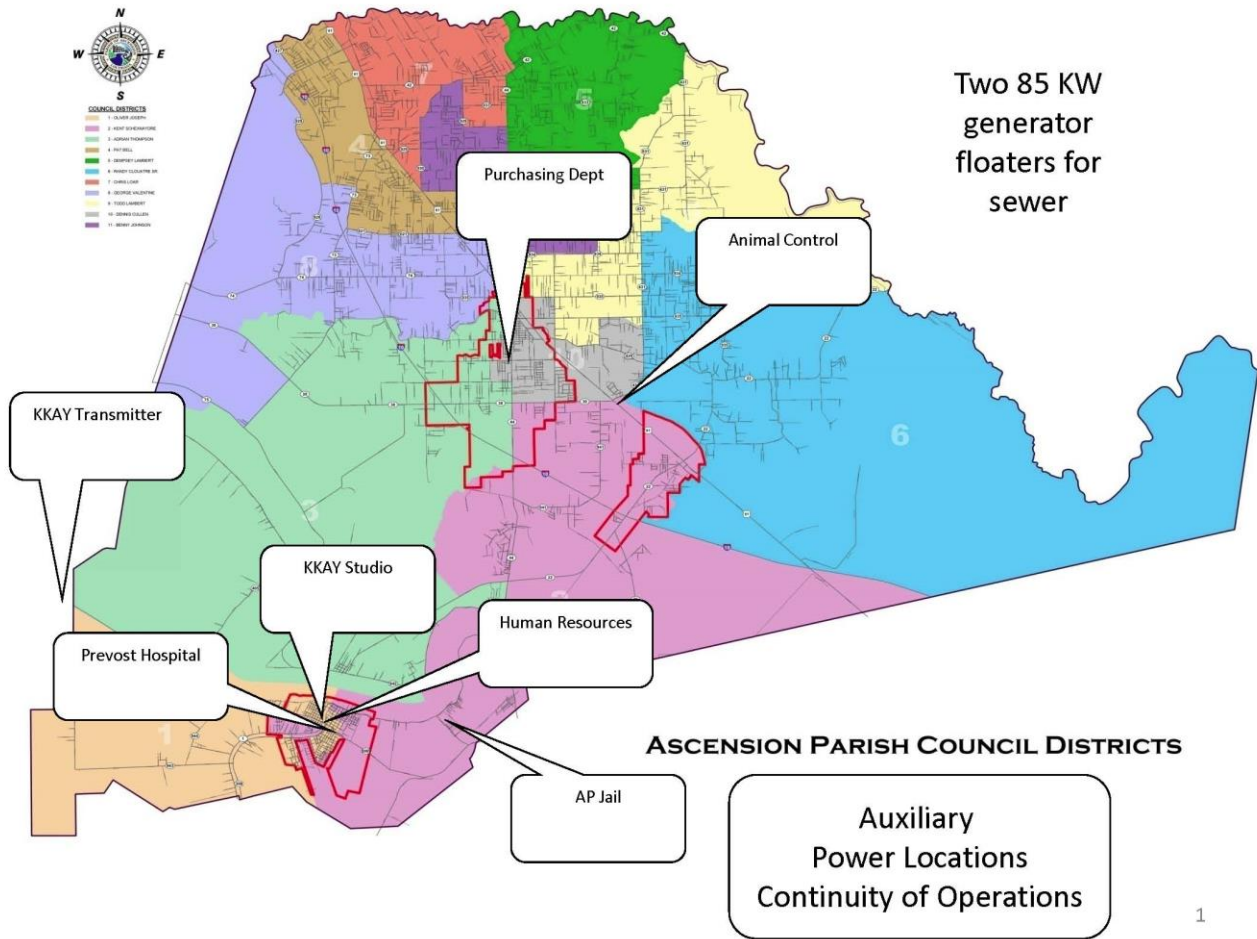




ESF 12 – Energy, Fuel and Utilities

Last Updated: April 2015

APPENDIX G





ESF 12 – Energy, Fuel and Utilities

Last Updated: April 2015

APPENDIX H

Generator Locations and Size for Refueling (located in WebEOC)

2014 EOC Training												
Generator Refueling												
Print PDF												
Agency	Location	Make	KW	Portability	Run Time (hrs)	Tank Capacity (gal)	Blid Tank (gal)	Startup Time	Next Refueling	Shutdown Time		
Lamar Division	Parking Lot	Hi Power	80	Fixed	72	180						Edit
Lamar Division	Administrative Building	Hi Power	360	Fixed	72	1200						Edit
Lamar Division	Trade Mart Building and Gym	Hi Power	800	Fixed	72	1780						Edit
Lamar Division	Admin Chiller and RV Park	Hi Power	800	Fixed	72	1780						Edit
Lamar Division	Chapel / Kitchen / Chiller	Hi Power	800	Fixed	72	2600						Edit
Technology	Lamar Division Gym			Fixed								Edit
KKAY Tower				Fixed								Edit
KKAY Station				Fixed								Edit
DPW	42077 Churchpoint Rd	MTU	160	Fixed	72	800	0					Edit
DPW Maintenance Shop	42077 Churchpoint Rd	MTU	160	Fixed	72	800	0					Edit
Parish President's Office	203 Railroad Ave	MTU	160	Fixed	72	800	0					Edit
Parish Health Unit	1024 BE Ascension Com	MTU	160	Fixed	72	800	0					Edit
Purchasing Department	120 E Railroad Ave	MG Power	82	Mobile	48	160	200					Edit
Human Resource	114 Nichols St	MG Power	82	Mobile	48	160	200					Edit
Ascension Parish Jail	2224 Lemannville Court	UNK (2)	160	Fixed	UNK	1200 Subsurface & 400 Integral	0					Edit
Lamar Division	8038 St Landry Rd	Kohler	100	Fixed	48	200	0					Edit
6th Ward VFD	38110 Hwy 22	MG Power	82	Mobile	48	200	0					Edit
Borrenb VFD	3098 Main St	MG Power	82	Mobile	48	200	0					Edit
7th District VFD	12282 Roddy Rd	MG Power	26	Mobile	48	200	0					Edit
Galvez Lake VFD	18672 Hwy 821	Kohler	26	Fixed	48	200	0					Edit
St Amant VFD	14848 Hwy 481	MG Power	26	Mobile	48	200	0					Edit
Prairieville FD Station 80	14617 Hwy 78	MTU	160	Fixed	48	800	0					Edit
Prairieville FD Station 81	14617 Hwy 78	MTU	100	Fixed	60	276	0					Edit



ESF 13 – Public Safety and Security

Last Updated: April 2015

ESF 13 TASKED AGENCIES	
ESF Coordinator	Ascension Parish Sheriff, Gonzales Police Department
Primary Agency	Ascension Parish Sheriff's Office
Supporting Agencies	LDWF, LSP, US Marshals
Adjunct/ NGO	

I. PURPOSE:

ESF 13 provides for the provision of law enforcement, emergency police and public safety services and legal authority in an emergency or disaster. Services under this ESF include the identification, mobilization and coordination of available Parish and municipal government and other public safety and legal manpower, expertise and equipment to minimize the adverse impact of an emergency or disaster on life and property in the affected area. Routine and emergency law enforcement, investigation, bomb disposal; traffic and crowd control, area access control, security, assistance with communications and transportation, determination of legal authority ramifications and related functions are included.

II. SITUATION AND ASSUMPTIONS

A. Situation

1. Ascension Parish has several law enforcement agencies within its boundaries, which may be called upon to respond to emergency situations.
2. State and federal agencies will support the operations of law enforcement within Ascension Parish.
3. The primary means of incarceration within Ascension Parish is the Ascension Parish Correctional Center.
4. Existing mutual aid agreements provide a seamless integration between municipal departments and the Sheriff's Office. Therefore, no special



ESF 13 – Public Safety and Security

Last Updated: April 2015

activation is needed to request assistance from law enforcement agencies within Ascension Parish.

B. Assumptions

1. Any hazard could potentially cause an emergency situation in any area of the parish, which would require assistance from law enforcement agencies.
2. Local law enforcement will generally be able to provide adequate police operations through existing resources within Ascension Parish.
3. In the event local resources are deemed insufficient, unmet needs of local law enforcement may be resolved through terms established in letters of agreement with support parishes and through the efforts of the Louisiana Homeland Security and Emergency Preparedness, and other state agencies as well as agreements with the Louisiana Sheriff's Association and the municipal Police Chief's Association.
4. Adjacent local parish prisons and/or the Ascension Correctional Center will have available space to serve as a relocation or reception area for evacuated prisoners.

III. CONCEPT OF OPERATIONS:

A. General

1. Emergency operations for law enforcement agencies will be an expansion of their normal daily responsibilities.
2. The Ascension Parish Sheriff's Office will provide support for the Emergency Operation Center and will provide staff to support its operations, to include personnel to manage law enforcement resources and direct law enforcement operations
3. The Louisiana state Police and the Gonzales Police Department will provide personnel to the EOC in order to manage response within their jurisdictions.



ESF 13 – Public Safety and Security

Last Updated: April 2015

B. Phases of Management

1. Mitigation

- a. To assist in the prevention of crime and other civil disobedience, local law enforcement agencies maintain high visibility within Ascension Parish to discourage would be criminals, including terrorist activities.
- b. All law enforcement agencies are responsible for enforcing local, state and federal laws; in particular laws that effect traffic management and weight limits are important in reducing the number of hazardous materials transportation incidents.
- c. Through neighborhood watch and Community Policing programs, law enforcement agencies encourage the support of residents in preventing crime and other emergency situations.

2. Preparedness

- a. Training is the primary means in which local law enforcement agencies maintain a high degree of readiness.
- b. All law enforcement agencies coordinate closely with each other and the Office of Emergency Preparedness before, during and after an emergency situation.
- c. The Ascension Parish Traffic Management Plan establishes responsibilities and assignments of each law enforcement agency in emergencies requiring evacuation. This plan contains evacuation sector zones. *See Contra Flow Plan, Appendix 5*
- d. All law enforcement agencies participate in the emergency planning process and review all plans for emergency operations that relate to law enforcement.

3. Response

Local law enforcement agencies are responsible for the following actions in accordance with their Standard Operating Procedures.



ESF 13 – Public Safety and Security

Last Updated: April 2015

- a. Coordination of all law enforcement activities in the parish.
- b. Provide mobile units for warning operations (See Annex C, Warning).
- c. Security for key facilities, resources, reception centers, lodging and feeding facilities, and emergency shelters.
- d. Support for other public safety activities.
- e. Provide Air (by mutual aid) and marine units as available for other operations.
- f. Assists with delivering radiological monitoring kits if needed.
- g. Responding to hazardous materials incidents.
- h. Maintain law and order.
- i. Relocation and housing of prisoners during any emergency.
- j. Assisting in alerting and evacuating people in and around the designated emergency zone or risk area.
- k. Controlling access to the scene of the emergency or the area that has been evacuated to protect citizens, travelers, and responders.
- l. Protecting public and private property in the affected area by establishing an evacuated perimeter to secure the designated emergency area.
- m. Traffic control during evacuation operations. Operation considerations may include any or all of the following:
 - i. Road expansion as needed
 - ii. Entry control for outbound routes
 - iii. Perimeters for inbound routes



ESF 13 – Public Safety and Security

Last Updated: April 2015

- iv. Assistance to maintain traffic flow as needed
 - v. Local law enforcement agencies shall also maintain security and protection for evacuated prisoners.
 - vi. Crowd control and security in Disaster Application Centers, reception centers, lodging and feeding facilities and emergency shelters.
4. Recovery
- a. Local law enforcement recovery duties shall be essentially the same as the response phase.
 - b. As established by procedure, the Ascension Parish Sheriff's Office will assist with damage assessment.

IV. ORGANIZATION AND RESPONSIBILITIES:

- A. Sheriff and Municipal Police Chiefs
 - 1. Responsible for advising the Parish President and the Emergency Preparedness Director on emergency matters and making law enforcement resources available.
 - 2. Responsible for proper training of personnel to respond to any reasonable emergency.
 - 3. Responsible for the maintenance and upgrade of departmental communication systems as appropriate for the health and safety of officers, as well as the citizens of Ascension Parish.
 - 4. Provides and support the operation of the Emergency Operation Center when activated.
- B. The Law Enforcement Officer coordinates field operations, resources, communications, and liaison from the Emergency Operation Center.
- C. The Louisiana State Police and National Guard shall provide the necessary assistance to local law enforcement agencies with approval from the Governor.



ESF 13 – Public Safety and Security

Last Updated: April 2015

- D. Louisiana State Police
 - i. Provide traffic control on state roads
 - ii. Perform normal law enforcement activities
 - iii. Provide support to local operations as needed
- E. Ascension Parish Correctional Center
 - Provide support for local operations as needed.
- F. Louisiana Wildlife and Fisheries
 - i. Performance of normal law enforcement activities and waterborne Search and Rescue Operations.
 - ii. Provide support for local operations
- G. Louisiana National Guard
 - Provide support for local operations (when authorized)
- H. Local Public Works
 - Responsible for positioning traffic control devices (i.e., barricades, signs, etc.)

V. DIRECTION AND CONTROL

Incident Command Structure and field operations

- A. The command structure during any emergency will be the same as day-to-day operations unless otherwise stipulated by procedure, the Sheriff, Municipal Police Chief or their designee.
- B. All actions taken by any member of local law enforcement will be in accordance with federal, state and local law and with the benefit of the lives and property of the citizens of Ascension Parish in mind.



ESF 13 – Public Safety and Security

Last Updated: April 2015

VI. CONTINUITY OF GOVERNMENT

Lines of succession of each department head will be according to the Standard Operating Procedures established by said department.

See Basic Plan, Section VI.

VII. ADMINISTRATION AND LOGISTICS

A. Record keeping and reporting

1. Responsibility for submitting local government reports to The Governor's Office of Homeland Security rests with the Ascension Parish Department of Emergency Preparedness.
2. Records of expenditures and obligations incurred during the response to an emergency are maintained by each individual agency. It is the responsibility of each individual agency to request and submit documents for FEMA Public Assistance.
3. All records of expenditures and obligations incurred during the response to any emergency shall be documented and turned in by the incident commander.

B. Logistics

Local law enforcement shall maintain its own logistical support during the initial phase of any response operation. Additional support may be obtained through the Emergency Operations Center, or Incident Command as needed.

VIII. PLAN MAINTENANCE

- A. The Emergency Preparedness Director has the responsibility for coordinating revision of this annex, keeping attachments current.
- B. Directors of supporting agencies bear the responsibility of maintaining internal plans, implementing procedures and resource data to ensure effective response to an emergency.



ESF 13 – Public Safety and Security

Last Updated: April 2015

- C. All other agencies given responsibility in this plan, in coordination with the Office of Emergency Preparedness are responsible for maintenance of their respective annexes or appendices.

IX. AUTHORITIES AND REFERENCES

- A. Authorities
(See Basic Plan, Section IX.)
- B. References
 1. Ascension Parish Sheriff's Office Unusual Occurrences and Special Operations Procedures, 2001 Edition.
 2. Guide for All Hazard Emergency Operations Planning, (SLG) 101, 1996, Federal Emergency Management Agency
 3. Domestic Terrorism, National Governors Association, 1979, Washington D.C.
 4. Maintenance of Law and Order During Civil Defense Emergencies, FG, E-9₂, Office of Civil Defense, 1968. Washington D.C.
 5. Law and Order Training for Civil Defense Emergencies, SM-10.1, ODC, 1965, Washington D.C.

X. APPENDICES

- (A) Organizational Chart
- (B) Responsibility Chart
- (C) Parish Public Safety Resources:
 - TAB A Sheriff Department Facilities: on file in EOC
 - TAB B Sheriff Department Personnel: on file in EOC
 - TAB C Sheriff Department Equipment: on file in EOC
 - TAB D Sheriff Department Auxiliary List: on file in EOC
- (D) Municipal Public Safety Resources: (list by city and town)
 - TAB A Police Department Facilities: on file in EOC



ESF 13 – Public Safety and Security

Last Updated: April 2015

- TAB B Police Department Personnel: on file in EOC
 - TAB C Police Department Equipment: on file in EOC
 - TAB D Police Department Auxiliary List: on file in EOC
- (E) Traffic control points for evacuation (Map Included)

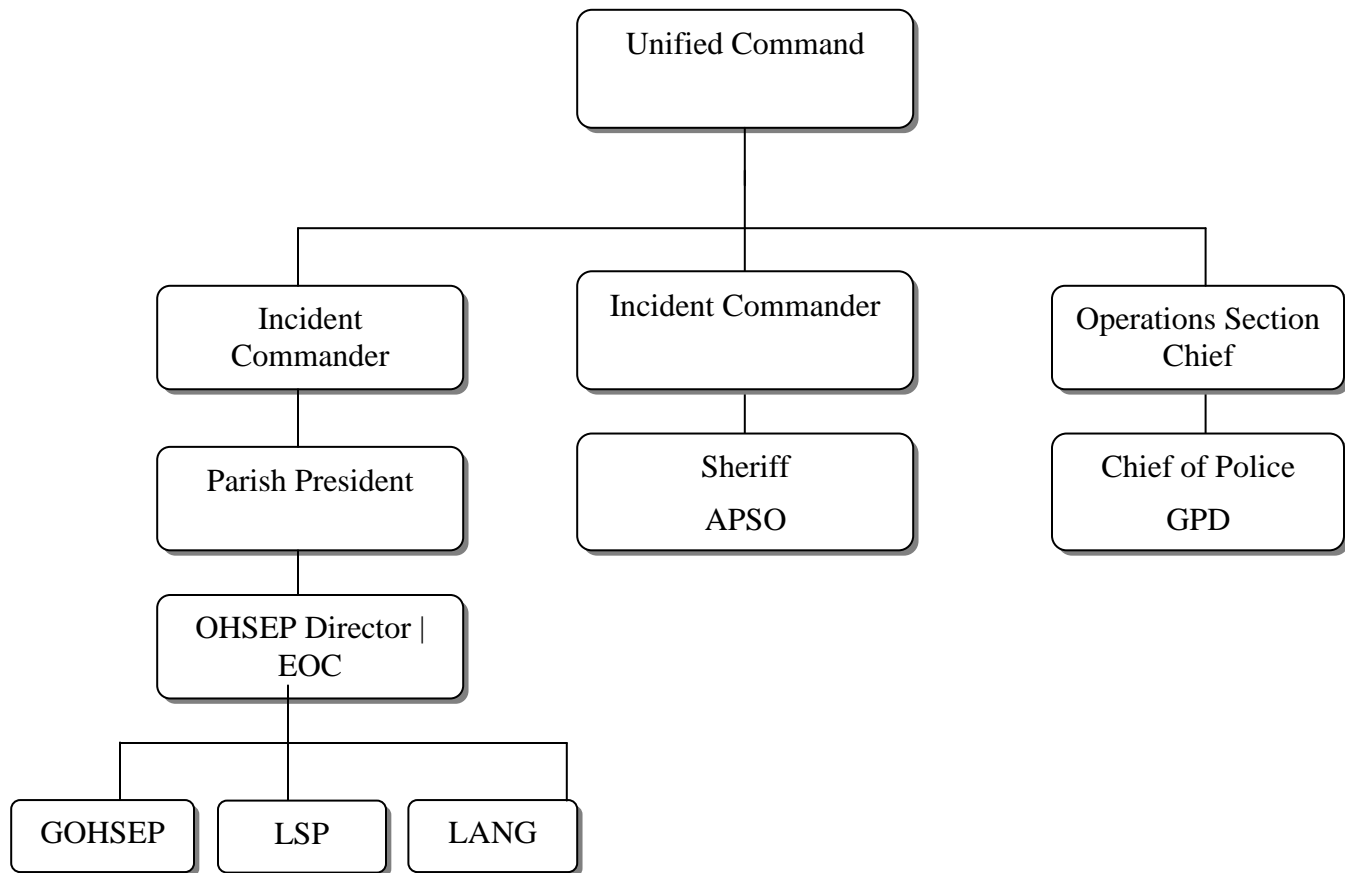


ESF 13 – Public Safety and Security

Last Updated: April 2015

APPENDIX A

RESOURCE MANAGEMENT ORGANIZATIONAL CHART





ESF 13 – Public Safety and Security

Last Updated: April 2015

APPENDIX B

Responsibility Chart

Agency support to Public Safety and Security

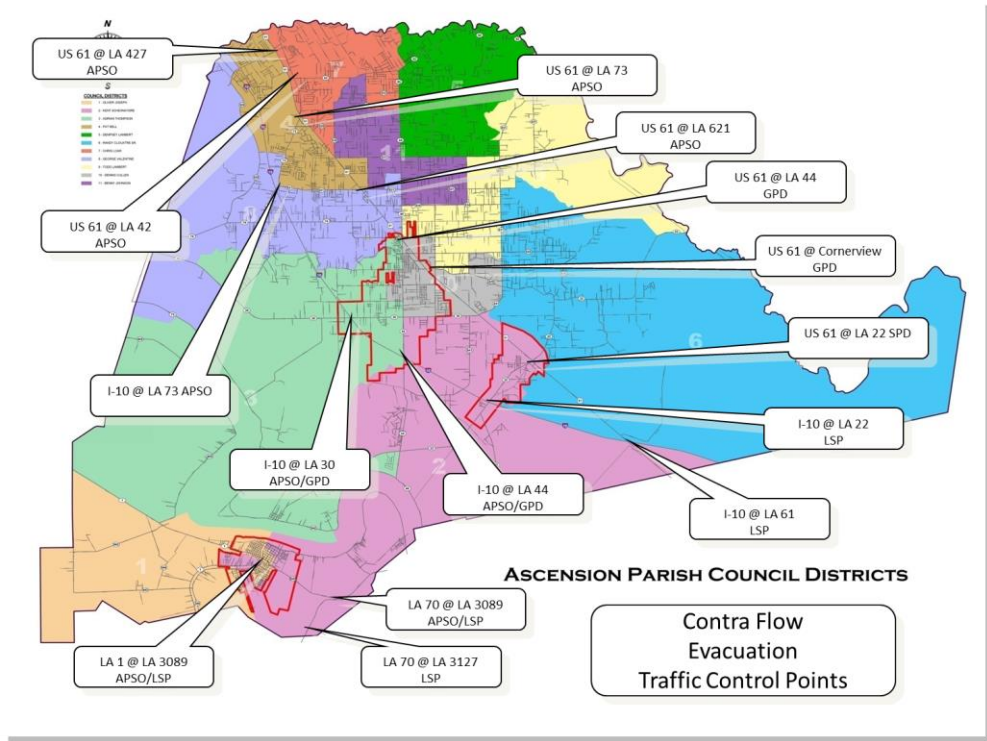
Ascension Parish Sheriff's Office	
Gonzales Police Department	
Louisiana State Police	
Louisiana Department of Wildlife & Fisheries	
USCG – Baton Rouge	



ESF 13 – Public Safety and Security

Last Updated: April 2015
Traffic Control Points

APPENDIX E





ESF 14 – Community Recovery, Mitigation and Economic Stabilization

Last Updated: April 2015

ESF 14 TASKED AGENCIES	
ESF Coordinator	Ascension Parish CAO
Primary Agency	Ascension Parish Government
Supporting Agencies	All Ascension Parish Government Departments and participating agencies
Adjunct/ NGO	Volunteer Ascension

I. PURPOSE:

ESF 14 is concerned with long-term policies and programs for community recovery, mitigation and economic stabilization. This ESF provides for the recovery of the parish from the long-term impacts and consequences of emergencies and disasters. The ESF addresses the stabilization of the parish and local economies and measures taken to reduce or eliminate risk from future emergencies and disasters, wherever possible.

II. SITUATIONS AND ASSUMPTIONS

This Annex provides for the recovery of the Ascension Parish and its affected area(s) from the long-term impacts and consequences of emergencies and disasters.

III. CONCEPT OF OPERATIONS:

The Parish President has primary responsibility for Community Recovery and Economic Stabilization. This Annex addresses the actions required by the various Parish and municipal departments to assess long-term recovery needs and to develop an appropriate plan for recovery.

- A. Preparedness
 - 1. The Parish President through the AP OHSEP Director will develop, maintain and update plans, procedures, arrangements and agreements to identify and deal with the issues and concerns related to the Parish's



ESF 14 – Community Recovery, Mitigation and Economic Stabilization

Last Updated: April 2015

recovery from the effects of emergencies and disasters including the infrastructure, provision of essential utilities and stabilization of the economy.

2. AP OHSEP Director will develop and maintain listings of those resource agencies and organizations at the local, county, and state government levels as well as private industry and volunteer organizations that could furnish assistance during and after an emergency or disaster.

B. Response

1. As an emergency develops and upon activation of the Emergency Operations Center (EOC), the AP OHSEP Director will coordinate an assessment of the impact of the event that will include the identification of needs related to the Parish's potential recovery effort.
2. The Public Works and Utility Representatives will coordinate with the OHSEP Director to assess the impact of the event on the Parish's capability to restore and provide essential utility services to the residents and businesses including the identification of potential recovery issues.
3. Based on these assessments, the OHSEP Director and EOC staff, will alert, activate and mobilize those resource agencies whose capabilities would best be suited to responding to the emergency.
4. The Ascension Parish Planning and Zoning Department has been trained on and are assigned the task of damage assessment operations related to FEMA Individual and Public Assistance.

C. Recovery

1. Ascension Parish Government establishes a long term recovery committee chaired by the CAO immediately following an incident.
2. The long term recovery committee consists of all Parish Directors and will conduct a comprehensive assessment of the long-term consequences of emergencies and disasters, particularly those disasters that have a catastrophic impact on the Parish's infrastructure, building and equipment, the provision of essential public utilities, and the economic viability of the any part or the entire parish.



ESF 14 – Community Recovery, Mitigation and Economic Stabilization

Last Updated: April 2015

3. The Recovery Coordinator (CAO) if appointed by the Parish President will coordinate the development of a Long-Term Recovery Operations Plan and chair the long term recovery committee. The recovery coordinator will convene meetings pre-incident and post incident to implement ESF 14. All other emergency support functions will be coordinated with to ensure that essential data is obtained to assess impacts and immediate needs. This committee will support the parish government with damage assessment, state and federal coordination and technical support. Long term community recovery needs may include⁷
 - a). Government facilities.
 - b). Housing.
 - c). Government Operations.
 - d). Business.
 - e). Infrastructure.
 - f). Environments.
 - g). Human Health.
 - h). Social Services.
 - i). Restoring the economy.
3. The Ascension Parish Long Term Recovery Committee will perform its mission in accordance with the provisions the following doctrine:
 - a). The Robert T. Stafford Disaster relief and Emergency Assistance Act (44 CFR).
 - b). The Louisiana Homeland Security Emergency Disaster and Assistance Act.
 - c). Chapter 8 of the Ascension Parish Code of Ordnances.
4. The OHSEP Director will assign an EOC staff member to ensure that a Disaster Recovery Center (DRC) is established within the parish. Coordination will be made with the GOHSEP Recovery branch and the FEMA JFO to accomplish this. This center will contain personnel from



ESF 14 – Community Recovery, Mitigation and Economic Stabilization

Last Updated: April 2015

the US Department of Agriculture, The US Department of Housing and Urban Development, the US Small Business Administration, the US Department of Homeland security, and FEMA. Tentatively, this center will be located in the banquet room of the Lamar Dixon Expo Center.

- D. Mitigation
As part of the recovery planning process, the Parish President and OHSEP Director will work with local and state authorities to identify mitigation opportunities and develop plans, programs and initiatives to reduce or eliminate the effects of future emergencies and disasters.

IV. ORGANIZATION AND RESPONSIBILITIES:

- A. The Parish President is primarily responsible for initiating, organizing and coordinating Community Recovery and Economic Stabilization.
- B. Parish and Municipalities are responsible for developing and maintaining plans, procedures and asset inventories to support the recovery initiative.

V. DIRECTION AND CONTROL

See Basic Plan, Section V.

VI. CONTINUITY OF GOVERNMENT

See Basic Plan, Section VI.

VII. ADMINISTRATION AND LOGISTICS

- A. If local and parish resources are inadequate to the tasks assigned; the OHSEP Director will seek additional resources from neighboring parishes, Regional and State support agencies.
- B. Each Parish and Municipal department, agency or organization providing services will maintain records of the operations, including cost records that can be used after the emergency to obtain reimbursement from state or federal resources if available.



ESF 14 – Community Recovery, Mitigation and Economic Stabilization

Last Updated: April 2015

VIII. PLAN MAINTENANCE

See Basic Plan, Section VIII.

IX. AUTHORITIES AND REFERENCES

See Basic Plan, Section IX.

X. APPENDICES

- (A) Organization Chart
- (B) Responsibility Chart

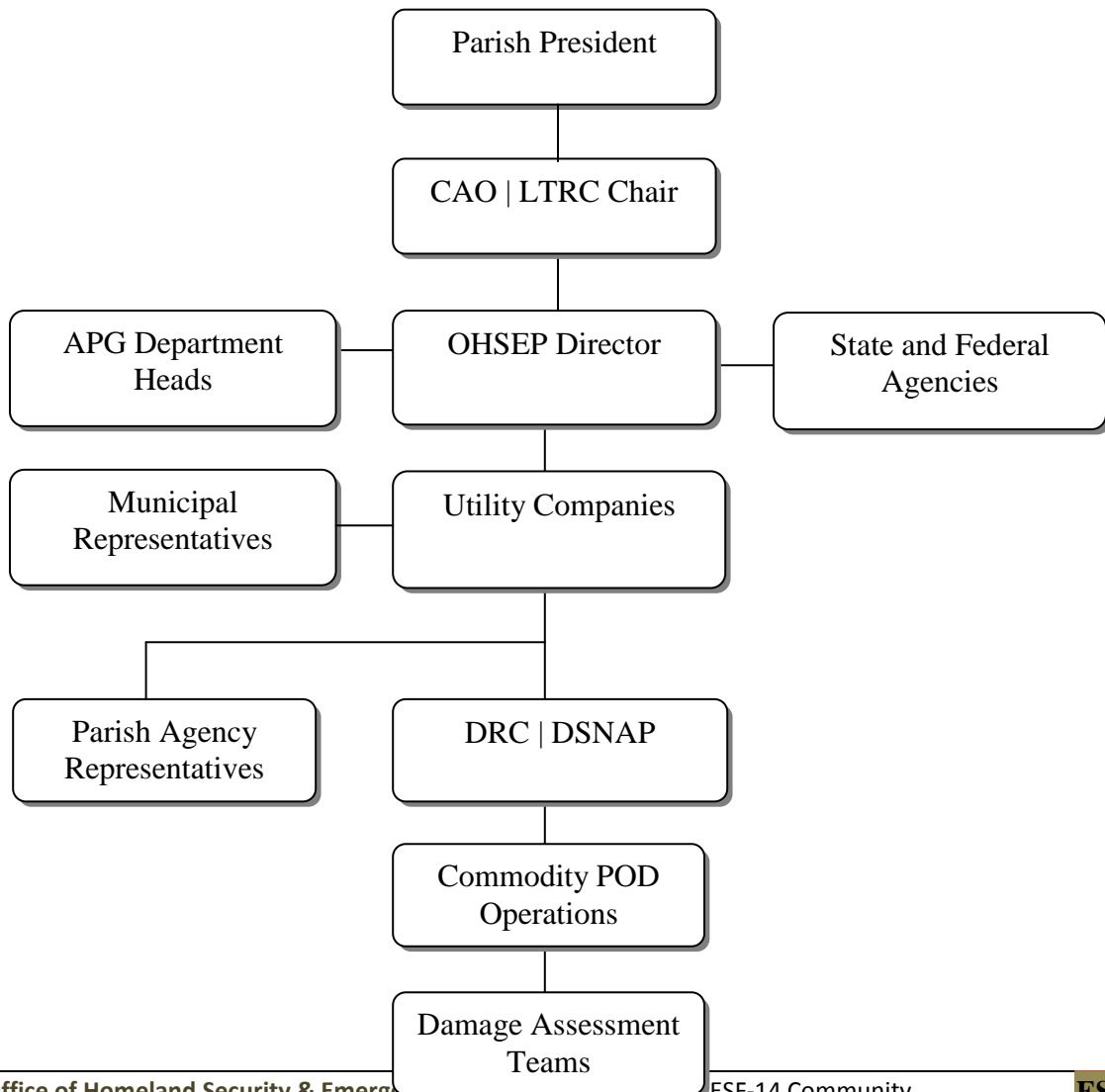


ESF 14 – Community Recovery, Mitigation and Economic Stabilization

Last Updated: April 2015

APPENDIX A

RESOURCE MANAGEMENT ORGANIZATIONAL CHART





ESF 14 – Community Recovery, Mitigation and Economic Stabilization

Last Updated: April 2015

APPENDIX B

Responsibility Chart

Agency support to Community Recovery, Mitigation and Economic Stabilization

	Authority / Policy	Coordination	EOC Operations	Response	Recovery	Mitigation	Preparedness
Ascension Parish President	X	X	X	X	X	X	X
Ascension Parish Sheriff		X		X			
Ascension OHSEP		X	X	X	X	X	X
Public Information		X	X				
FNS					X		
Transportation				X	X	X	X
School Services		X		X	X	X	X
Health and Medical		X		X	X	X	X
Fire Services					X	X	
Public Works		X		X	X		
State Police		X		X	X		
National Guard		X		X	X		
DOTD		X		X	X	X	X
Red Cross		X		X	X		



ESF 14 – Community Recovery, Mitigation and Economic Stabilization

Last Updated: April 2015



ESF 15 – Public Information

Last Updated: January 2015

ESF 15 TASKED AGENCIES	
ESF Coordinator	APG Public Information Officer
Primary Agency	AP OHSEP
Supporting Agencies	APSO, GPD, PIO
Adjunct/ NGO	Social and Mainstream Media

I. PURPOSE:

ESF 15 provides information and external communications to inform people about the threats from natural and technological emergencies and disasters and the precautions and response measures that the Parish and local governments are taking to protect and preserve life and property using all available methods and media. ESF 15 will also advise people of actions they need to take before and during emergencies and disasters. Public information provided before, during and after disasters and emergencies will provide clear, concise and accurate information on the existing situation in the disaster area. Every effort shall be made to minimize and counter rumors, hearsay and half-truths.

II. SITUATION AND ASSUMPTIONS

A. Situation

1. It is the general public’s perception that the news media collectively is the principal source of their emergency information. Therefore, it is essential that procedures be clearly established to serve this purpose.
2. The need to inform the public in a timely and efficient manner must be agreed upon by all segments of the communication media and those agencies responsible for informing the public during times of emergency. Written agreements spelling out the scope in detail of such an arrangement should be published, disseminated, and reviewed on a regular basis.
3. It should also be recognized that educating the public on an ongoing basis as to all of the possible hazards that they could be confronted with



ESF 15 – Public Information

Last Updated: January 2015

should be an on-going project between the emergency service delivery system and the media.

4. All types of public information should be of such a nature as to create an atmosphere that all segments of society have responsibilities in mitigating disasters.

B. Assumptions

1. Procedures for the dissemination of emergency information will be pre-determined through meetings with the management and directorships of the affected organizations.
2. Reviewing of procedures will be conducted on a regular basis with the working media, in that the working media personnel are constantly relocating. Making the media an integral part of the Emergency Operations Plan and procedures is also an on-going project. Provisions for other than local media will be arranged for and space provided. Coordinating the need for the public to be truly and accurately informed will be the basic guideline of all efforts in the area of emergency public information.

III. CONCEPT OF OPERATIONS:

A. General

1. Emergency information efforts before, during and after a specific event will focus on the particular situation and not deviate or include information that is not pertinent. Where possible, emergency information will begin with as much educational background as time and the event will permit. Otherwise, the information given will be of an instructional and operational nature on such things as warnings, evacuation and shelter precautions and/or locations.
2. During crisis periods the public needs and wants to know detailed information and every effort will be made to keep them informed of the general progress of events. Rumor control will be addressed in this plan and every possible effort to report positive information regarding



ESF 15 – Public Information

Last Updated: January 2015

emergency response will be made in order to maintain confidence in government and reassure citizens that the situation is under control. Along with this will be the use of public feedback, where possible, to measure the effectiveness of the program.

3. All educational programs are aimed at increasing the public's awareness of potential hazards they can or will one-day encounter and the possible means of dealing with them. Dissemination of this vital information, of course, relies heavily on the cooperation of the commercial media and local efforts of the OHSEP.

B. Phases of Emergency Preparedness

1. Mitigation

- a. Survey and analyze the geographical area of responsibility to determine appropriate precautionary activity necessary to mitigate prior to the event (emergency levying, evacuating, etc.).
- b. Utilize trained staff personnel for the development and production of hazard awareness programs within the community with schools, civic groups and others.
- c. Maintain an active program with the media in all phases of Emergency Preparedness in education, instructions and action plans.
- d. Actively coordinate mitigation, preparedness, response, and recovery plans with municipal mayors.
- e. Develop the Emergency Alerting System and exercise it regularly. Have written agreements for the activation of the Emergency Alerting System as well as procedures.
- f. Identify a resource person(s) to assist in communicating with non-English speakers who may be in Ascension Parish during an emergency. Maintain a resource list in the Emergency Operation Center. The Ascension Parish School Board will serve as initial contact for assistance with such requests.



ESF 15 – Public Information

Last Updated: January 2015

2. Preparedness
 - a. Develop a mutually agreed upon public educational program for consideration of all hazards and with particular emphasis on seasonal hazards such as hurricanes, tornadoes or flooding.
 - b. Prepare and distribute on a regular basis all pertinent operational and procedural changes as they are developed in the various on-going programs and distribute to the municipal mayors and media.
3. Response
 - a. Distribute press releases and emergency information packets.
 - b. Coordinate rumor control through aggressive public relations activities.
 - c. On a regular basis, schedule news conferences.
4. Recovery
 - a. Continue emergency public information programs.
 - b. Assess effectiveness of information and education programs.
 - c. Compile chronological record of events.

IV. ORGANIZATION AND RESPONSIBILITIES:

- A. Organization
 1. The OHSEP Director will establish a Joint Information Center (JIC) and the Ascension Parish Public Information Officer will be the official representative to the media during an emergency. The Public Information Officer will locate in the Emergency Operation Center.
 2. The JIC is primarily located in the executive council chambers of the Courthouse East.



ESF 15 – Public Information

Last Updated: January 2015

3. The Public Information Officer will function as a member of the Emergency Operation Center Staff under the direction and guidance of the OHSEP Director.
4. The OHSEP provides a number public education brochures regarding personal emergency preparedness.

B. Responsibilities

1. The Parish President will be the official parish spokesman in charge of releasing public information. The Parish President may designate this responsibility to the OHSEP Director or the Parish Public Information Officer. The Parish Public Information Officer provides room in the Emergency Operation Center for media briefings and onsite broadcasting capabilities.
2. When an emergency event affects a municipality, the Parish President or PIO will coordinate the releasing of emergency public information with the mayor.
3. Local and state elected officials are afforded the opportunity to participate in JIC Operations.
4. The OHSEP Director will:
 - a. Appoint a Public Information Officer to be an authorized spokesperson if none is available.
 - b. Develop and maintain the parish's emergency public information and education programs.
 - c. Maintain a close working relationship with all media sources.
 - d. Enter into written agreements with the media sources.
 - e. Provide official public information essential to the public based on (1) a thorough review of all public information statements prior to release, and (2) consultation with the Parish President.



ESF 15 – Public Information

Last Updated: January 2015

- f. Provide a rumor control reporting and check network.
 - g. Develop procedures for the proper use of an Emergency Alerting System Operational Plan for the area.
 - h. Coordinate with the Sheriff's Office, Municipal police departments and fire departments the use of mobile public address equipment for possible dissemination of disaster information and instruction.
5. The Public Information Officer will be responsible for:
- a. Maintain current list of all media sources for releases.
 - b. Activating and operating the Parish Media Center and Rumor control.
 - c. Gathering and coordinating all matters pertaining to emergency public-related information and education with the OHSEP Director and Parish President.
 - d. Coordinating disaster information with other local and state agencies, municipal mayors and all parish departments.
 - e. Coordinate with the Social Media office within the EOC.
 - f. Establishing procedures for the flow of emergency information and distribution of educational materials using all media sources available (newspaper, radio, television) and the use of Emergency Alerting System.
 - g. Disseminating appropriate all-Hazard pre-planned emergency educational packet materials, as lead-time permits, that can be printed in newspapers and used by radio and television as preparatory guidance for the public.
 - h. Receiving and compiling for dissemination to the media authoritative information that has been authenticated through all possible sources and reviewed and cleared for release by the Parish President and the Emergency Preparedness Director.



ESF 15 – Public Information

Last Updated: January 2015

- i. Coordinating with the Rumor Control network which will include field personnel, the National Weather Service, support agencies such as the Sheriff's Office, and the media, etc., and monitoring news releases for accuracy or appoint an individual to do the same.
 - j. Keep the OHSEP informed on local releases.
 - k. Have telephone numbers periodically publicized for ready use of the public to obtain emergency information.
 - l. Maintain a chronological record of the disaster events.
 - m. Provide for the continued dissemination of information after the emergency for such situations as restricted areas and services, contacting relatives, relief services of State and Federal governments, American Red Cross, Salvation Army, etc.
 - n. Address the needs of handicapped citizens such as the blind, deaf and non-institutionalized elderly and non-English speaking, through media specialized telephones and/or door-to-door public address, or through bilingual outlets.
6. The media will:
- a. Designate a representative(s) to work with the OHSEP Director to review and become familiar with the emergency operations plan for Ascension Parish.
 - b. Cooperate in coverage of public education programs including the use of pre-planned emergency educational packets that address all types of hazards.
 - c. Assist parish officials and the Parish Public Information Officer in verifying field reports for accuracy and become a part of the rumor control network.



ESF 15 – Public Information

Last Updated: January 2015

V. DIRECTION AND CONTROL

A. General

The OHSEP Director is responsible for the development and implementation of all emergency type educational and informational programs for Ascension Parish. He will appoint the Public Information Officer, with the consent of the Parish President, to be responsible for the actual implementation and use of the plans and procedures when the given situation arises. All releases to the media will be cleared through the Parish President and released through the Emergency Operation Center.

B. Educational Programs

The educational program for Ascension Parish is multi-faceted. It includes, but is not limited to:

- i. Informing the media, thus informing the public, of newly developed techniques and approaches of Emergency Preparedness.
- ii. The use of lectures and presentations to interested organizations, school and other agencies to explain hazards, mitigation, preparedness, response and recovery programs.
- iii. The distribution of educational materials.

C. Public Information Programs

Ascension Parish exercises plans and procedures yearly, as a part of this effort, local media is invited to participate and report on these events. Through the local media reports, information is provided and community awareness is raised.

VI. CONTINUITY OF GOVERNMENT

(See Basic Plan, Section VI.)



ESF 15 – Public Information

Last Updated: January 2015

VII. ADMINISTRATION AND LOGISTICS

A. Media

See Appendix 2, list of media involved in the dissemination of information.

B. Films and Publications

Films and publications dealing with various aspects of Emergency Preparedness are available through the Emergency Operation Center, the Louisiana Office of Homeland Security and Emergency Preparedness, or the Federal Emergency Preparedness Agency.

C. Records and Reports

The OHSEP Director will maintain records of all public information activities and pre-recorded emergency messages at the Emergency Operation Center. The Public Information Officer will obtain all necessary reports and messages from the Emergency Operation Center.

D. Needs and Deficiencies

Necessary equipment, supplies, services and needed communication systems to support the public information response will be reviewed and included in budget preparations.

VIII. PLAN MAINTENANCE

The OHSEP Director will be responsible for the development and implementation of this plan. He will maintain the plan through periodic reviewing, testing and updating. He will also designate a staff person under his direction to maintain an inventory of essential emergency public information and educational materials.

IX. AUTHORITIES AND REFERENCES

A. Authorities



ESF 15 – Public Information

Last Updated: January 2015

(See Basic Plan, Section IX)

B. References

Robert T. Stafford Act
Louisiana Homeland Security and
Ascension Parish Code of Ordinances, Chapter 8, Emergency Management

X. APPENDICES

- A. Organizational Chart
- B. List of local Media (on file in EOC)

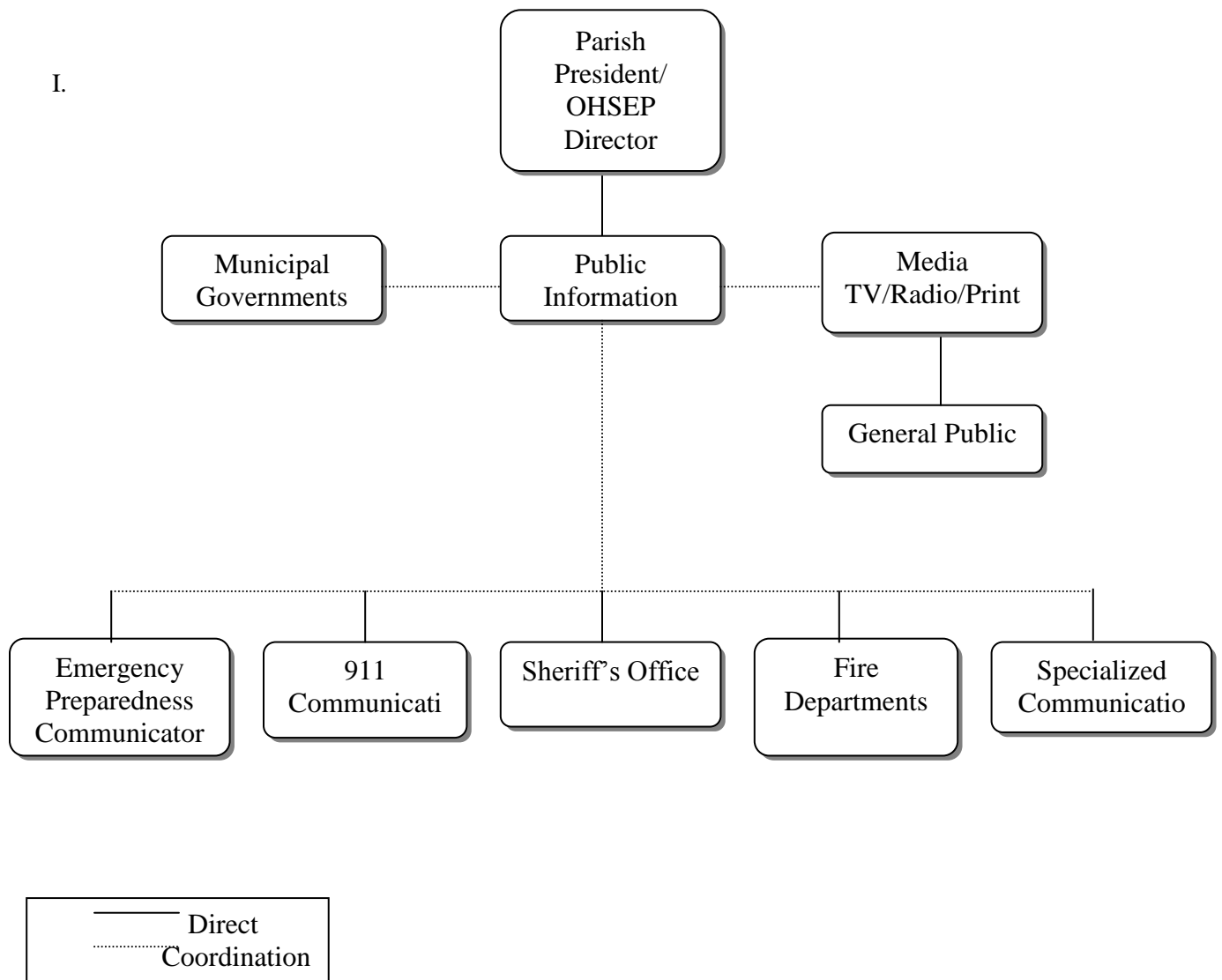


ESF 15 – Public Information

Last Updated: January 2015

APPENDIX B

PUBLIC INFORMATION AND EDUCATION ORGANIZATIONAL CHART





HAZARD SPECIFIC ANNEX – ALL HAZARDS

Last Updated: January 2015

I. General Overview:

As part of the 2015 Ascension Parish All Hazards Plan Update, the planning committee has identified several prominent hazards specifically proving to be a recurring threat to Ascension Parish. The following section is made up of Hazard Specific Annexes which will outline these particular hazards and the operations that will take place should the Parish encounter the threat. These annexes work in coordination with all ESF positions to prevent, protect, mitigate, respond and recover from the effects of hazards in Ascension Parish. Summaries of impacts and threats are outlined below followed by hazard profiles.

Drought (Previously Not Profiled)

Ascension Parish experienced minor droughts in 1998 and 2000. Future droughts could cause agricultural loss and fires in the parish. Although the parish has experienced some reoccurrence of drought, the severity and impacts have been minimal on the populace and farming industry. The previous committee agreed that the probability of severe drought that could affect agriculture and lifestyle is not significant and are comfortable that history supports that contention.

Expansive Soils (Previously Not Profiled):

The probability of expansive soils occurring each year in Ascension Parish is likely (with a percentage range of 35% to 75%) but not to a magnitude causing a hazardous impact. Based on maps from the U.S. Geological Survey ("Swelling Clays Map of the Coterminous United States," 1989), the entire parish soil type is composed of a variety of clay types having high shrink-swell potential. In Ascension Parish, like in much of south Louisiana, expansive soils have caused damage to some building foundations, walls, and ceilings in the past. Committee members decided that no additional mitigation actions will be pursued for expansive soils at this time as no hazard condition has been recorded historically and none is anticipated.

Floods (Previously Profiled):

Flooding concerns are addressed as the major hazard issue in the parish, and, as such, are detailed throughout the plan. Additionally, as a result of storm surge, flooding occurs in areas far removed from the source of the primary event. Locally, the term "backwater flooding" identifies this phenomenon. The probability of all aspects of flooding threatening the parish is high and is addressed as major features of the plan. These events include local stormwater, riverine (flooding from drainage areas north of the parish), backwater flooding, and surge (from Lakes Maurepas and Pontchartrain).

Hailstorm (Previously Not Profiled):

The probability of a hailstorm occurring each year somewhere in Ascension Parish is likely (percentage range of 35% to 74%). The most common size hail the parish has experienced is between 0.75 inches and 1.75 inches in diameter. In 2003, hailstorms in Ascension Parish caused \$50,000 in property damages. To the extent practical, early warning notification and building codes are implemented. While



HAZARD SPECIFIC ANNEX – ALL HAZARDS

Last Updated: January 2015

hailstorms were not profiled in the previous plan, they have been included as part of the risk assessment of thunderstorms in this update.

Hurricanes/Tropical Storms (Previously Profiled):

Hurricanes and tropical storms are an annual threat to the parish and have similar hazard impacts (flooding and high winds) and will be profiled together for the purposes of this HMPU. The probability of future hurricane and tropical storm impacts is high and is considered a certainty.

Land Subsidence (Previously Not Profiled):

In Ascension Parish, land subsidence has caused damage to roads and drainage systems. Land subsidence resulting in collapse into voids, sediment compaction, and drainage of organic soils can potentially undermine the integrity of the levee system leading to levee failure. Areas in the parish that have the greatest potential to be affected by land subsidence are in the east and southeast areas surrounding Lake Maurepas where swamp and inland coastal wetland areas are prevalent. To the extent practical, public education of building practices and building codes are implemented. Land subsidence in Ascension Parish is not a hazard in itself, and no additional mitigation action will be pursued.

Severe Winter Storm (Previously Not Profiled)

Historically, Ascension Parish has experienced very few severe winter storms. The parish currently implements building codes, utilizes response resources, and coordinates with local utility companies. While not profiled in the previous plan, due to three severe winter storms affecting Ascension parish in the last five years, this has been added as a new hazard and will be profiled as part of the assessment.

Thunderstorms / Lightning / High Winds (Previously Not Profiled)

As thunderstorms, lightning, and high winds are so frequent and historically cause little damage in the parish, the previous committee didn't believe it was necessary to profile this hazard. In light of recent severe thunderstorms and flooding caused by these events, the committee decided to include this as part of the parishes profile for this update.

Tornado (Previously Profiled)

Tornados are relatively rare in the parish, with thirteen tornadoes or waterspouts reported since 1950. In 1969, a tornado destroyed Galvez High School, and in 2003, a tornado in the Donaldsonville area caused about \$50,000 in damages. Mitigation opportunities for tornado winds are similar to mitigation measures for other wind hazards, including quality construction, building code adoption, and inspection of new homes.

Wildfires (Previously Not Profiled)

Wildfire is rated as a low risk hazard for Ascension Parish in the State of Louisiana Hazard Mitigation Plan (2013). Many areas in the parish are marshy and low-lying and thus not prone to fires. Occasional brush fires may occur along roadway medians, rights-of-way, or other areas but these fires are contained by the fire districts and are not considered a major threats.



HAZARD SPECIFIC ANNEX – NATURAL HAZARDS

Last Updated: January 2015

Tropical Weather **Hurricanes | Tropical Cyclones | Tropical Storms**

I. Purpose and Scope

This annex will work in conjunction with all ESF positions to prevent, protect, mitigate, respond and recover from the effects of Tropical weather including Hurricanes and Tropical storms. This annex will identify responsibilities and actions required to protect lives, property and the environment in Ascension Parish. The annex is maintained in accordance with the Ascension Parish all Hazards Plan. Should a tropical weather event take place, this annex will serve as the primary set of standard operating procedures establishing procedures specific in response to Tropical Weather.

II. Situation and Assumptions:

A. Situation

1. Hurricane Season begins June 1st each year and concludes November 30th. The historical peak of Tropical Cyclones during the season is within the second week of September.
2. Hurricanes and tropical storms are an annual threat to Ascension Parish and have multiple hazard impacts including flooding, storm surge, high winds, evacuations, sheltering and power outages. The probability of future hurricane and tropical storm impacts is high and is considered a certainty. Ascension Parish has seen one major Hurricane event in the last 5 years. Hurricane Isaac caused damage and flooding to Ascension Parish in August of 2012. Previous years have seen more severe damage from stronger named storms. As a subject of annual tropical storms and hurricanes, Ascension Parish has outlined as a specific hazard, Hurricanes and Tropical Cyclones (storms).
3. The greatest direct impact to the Parish as a result of Tropical Weather comes in the form of storm surge, high winds and rainfall induced flooding.
4. Areas in Ascension Parish that are located outside of the central watershed that is protected by a levee and pumping system are most susceptible to storm surge. Areas located in the gravity drainage area south of Louisiana Highway 30 are subject to storm surge and flooding through the McElroy Swamp. Areas located in the gravity drainage area along Bayou Manchac and the Amite River are subject to storm surge as well as headwater and backwater flooding. These conditions are more prevalent when a slow moving tropical weather system tracks Lake Ponchartrain and Maurepas.



HAZARD SPECIFIC ANNEX – NATURAL HAZARDS

Last Updated: January 2015

More severe wind damage is generated when a fast moving tropical weather system tracks the west bank of the Mississippi River.

5. Day to Day monitoring of weather conditions in the Gulf of Mexico takes place year-round and heightens during Hurricane Season.
6. Power outages are severe during a Hurricane; therefore, continuity of Operations was taken into consideration when auxiliary power was installed at key government facilities throughout the parish. Emergency mobile equipment and supplies are stored at the OHSEP warehouse on the west bank of the Parish. The protection of vital equipment is achieved immediately pre-storm and procedures are in place to ensure that the proper FEMA direct assistance is received if required. All actions mentioned above assist the parish in becoming as hurricane independent as possible.

B. Assumptions

1. Prior to any Tropical Weather event Ascension Parish OHSEP will coordinate with the National Weather Service in Slidell, Louisiana for real time updates on weather conditions. OHSEP will issue Situation Reports for agency and public awareness.
2. Typically several days warning comes prior to landfall of a Tropical weather event. Warnings are delivered via the National Weather Service, National Hurricane Center, and the National Oceanic Atmospheric Administration (NOAA).
3. Emergency Management conference calls are conducted between GOHSEP, State agencies, and Parishes located in the Southeast Hurricane task Force beginning daily at H-120 Hours.
4. Before the landfall of any tropical weather system, Ascension Parish OHSEP and responding agencies will use sequenced tasks to prepare following protocols adapted in this annex and Hurricane Delineation Schedule.
5. A state of emergency may be issued by the Governor or Ascension Parish President Dependent upon the situation.
6. Public Safety Communication during tropical weather will have priority of resources.
7. Ascension Parish possesses the capacity to broadcast emergency public action statements and information on Ch. 21 local access cable TV and KKAY 1590 AM. These two systems, as well as social media comprise the joint information system and are equipped with auxiliary power.



HAZARD SPECIFIC ANNEX – NATURAL HAZARDS

Last Updated: January 2015

- 8. Should an evacuation take place, refer to procedures in ESF 1 – Transportation.

III. Hazard Specific Information:

- A. Coordination and Intel regarding any potential Tropical storm events will be done with the National Weather Center in Slidell, Louisiana providing the basis for all Operations activations and use of the Hurricane delineation schedule
- B. Tropical Cyclone Definitions



C. Hurricane Category Information

Category	Definition – Effects
1	Winds: 74-95 mph Very dangerous winds producing some damage
2	Winds: 96-110 mph Extremely dangerous winds causing extensive damage
3	Winds: 111-130 mph Devastating damage will occur
4	Winds: 131-155 mph Catastrophic damage will occur
5	Winds: 155+ mph Catastrophic damage will occur



HAZARD SPECIFIC ANNEX – NATURAL HAZARDS

Last Updated: January 2015

D. Ascension Parish previous tropical weather flooding

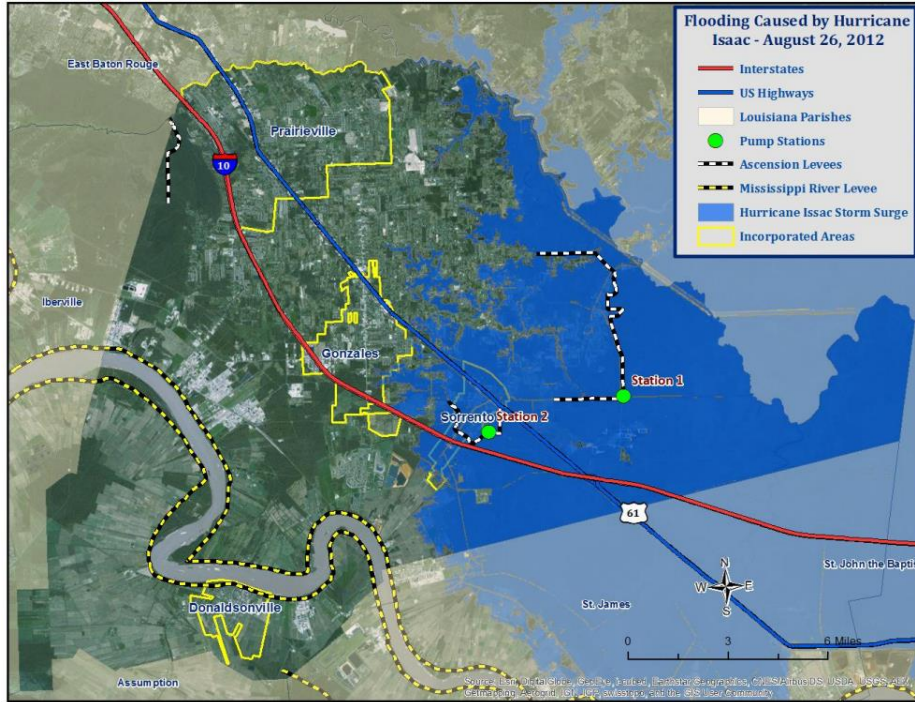


Figure 0-20: Extents of flooding caused by Hurricane Isaac in August 2012.

**Refer to Ascension Parish Hazard Mitigation Plan, Section 2-77*



HAZARD SPECIFIC ANNEX – NATURAL HAZARDS

Last Updated: January 2015

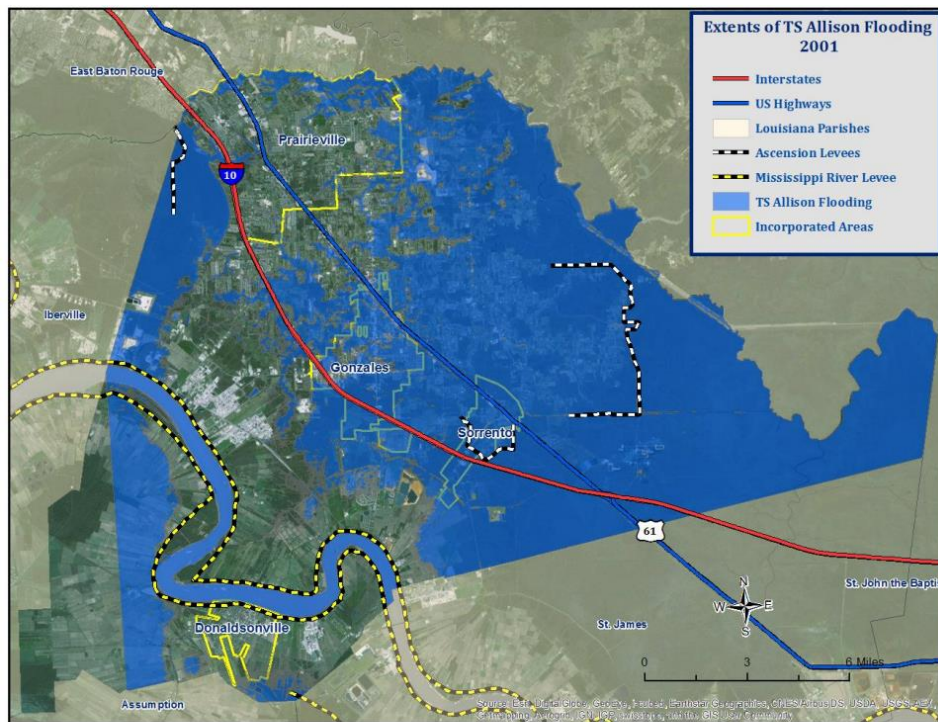


Figure 0-19: Extents of Tropical Storm Allison Flooding in June 2001.

**Refer to Ascension Parish Hazard Mitigation Plan, Section 2-72*

IV. Concept of Operations:

A. General

1. Incorporated in this annex are concepts, requirements and guidelines identified by federal, state and local laws and doctrine.
2. Incidents will be managed locally on a daily basis at the lowest organizational level. Should the Ascension Parish President and OHSEP Director determine the need to activate the EOC it will be staffed on an as needed basis depending on the weather related situation.
 - a) Refer to EOC Activation procedures in the Basic Plan, Section III and ESF 5.
3. This annex will detail hazard specific operations during a tropical weather event working in conjunction with the All Hazards Basic Plan, corresponding ESF positions and the Hurricane Time Delineation Schedule.

B. Assessment and Control



HAZARD SPECIFIC ANNEX – NATURAL HAZARDS

Last Updated: January 2015

1. Ascension OHSEP has developed a Hurricane Time Delineation Schedule (attached) which establishes general guidelines and protective actions before, during and after a Hurricane, Tropical Storm or major flooding event in the parish.
 - a) This plan (provided as an Appendix to this document) will be used for all Tropical Storm, and Hurricane events.

2. Hazard Hour (H-Hour) is used to estimate an onset of hazardous or unsafe conditions linked to Tropical Weather or Hurricanes.
 - a) H-120 – Monitor
 - b) H-96 to 72 – Elevated Threat
 - c) H-72 to 48 – Credible Threat
 - d) H-48 to 0 – Pre-Incident
 - e) H+0 – Post- Incident

ESF Seat Initial Duties during Hurricane Operations:

ESF 1 – Transportation: Coordinate with APSO, GPD and LA DOTD on roads for contraflow and evacuation.

ESF 2 – Communications: Ensure that all public and private voice and data communication systems are operable.

ESF 3 – Public Works: Ensure that all critical equipment is protected and that sandbagging points are established

ESF 4 – Fire: Standby to assist with emergency debris removal, search and rescue, and swift water-flood water rescue.

ESF 5 – Emergency Management: Activate and Manage the EOC

ESF 6 – Mass Care: Issue warning order to shelter managers and ARC

ESF 7 – Logistics / Resources: Establish a cost code and account for the incident

ESF 8 – Public Health / Mass Casualty: Assign technical administrators to the EOC

ESF 9 – Search and Rescue: Place the Parish USAR teams on standby

ESF 10 – HAZMAT: Standby to assist with HAZMAT operations



HAZARD SPECIFIC ANNEX – NATURAL HAZARDS

Last Updated: January 2015

ESF 11 – Agriculture / Natural Resources: Contact county agent and begin coordination

ESF 12 – Energy, Fuel and Utilities: Activate the parish emergency refueling plan

ESF 13 – Public Safety: Assign Technical administrators for LSP, APSO, GPD and LANS to EOC.

ESF 14 – Community Recovery: Issue warning orders to the parish long term recovery committee.

ESF 15 – Public Information: Activate the Parish Joint Information Center (JIC) and have PIO begin coordination with Media.

C. Identify Critical Infrastructure and Key Resources

1. Information regarding open grocers, supply locations and distribution can be found in the CI/KR Board which is stored in WebEOC and updated immediately pre and post storm.

D. Public Alert and Warning – The following alerting platforms will be used:

1. Ascension Parish Channel 21
2. Ascension Amateur Radio
3. KKAY Radio Broadcast
4. Code Red
5. All social and main stream media
6. Use of the Ascension Parish Government Joint Information System for broadcasting critical emergency info and issuing public action statements.
7. The Parish Joint Information Center (JIC) is established in the Courthouse East to ensure that Ascension Parish residents receive critical information. All digital platforms will be used including Code Red and Social Media.
8. Situation reports are issued every operational period to all parish agencies. Operational periods are established at the onset of each incident.

E. Implementation of Protective Measures



HAZARD SPECIFIC ANNEX – NATURAL HAZARDS

Last Updated: January 2015

1. Emergency protective measures such as search and rescue, flood control operations, and debris removal are situationally based. Emergency Support Functions will be selected to address each hazard and protective measures.

F. *Recovery*

1. Recovery operations are based upon a rapid needs assessment and a thorough damage assessment. The Ascension Parish Long Term Recovery Committee manages this process.

V. Organization and Assignment Responsibilities:

Ascension OHSEP serves as the coordinating agency during Tropical Weather Response.

- A. During a Tropical Weather related incident, a Unified Command will be established among the Parish President, Municipal Leaders, OHSEP Director and first responding agencies in the parish.
- B. The Parish President has the authority to declare a Parish State of Emergency and to activate the Emergency Operations Center.
- C. Refer to the Basic Plan, Section IV, and Page 11 for general Responsibilities.
- D. Refer to ESF 5 for general Emergency Management functions
- E. Support Agencies
 1. LSP
 2. LANG
 3. LDWF
 4. GOHSEP
 5. FEMA

VI. Direction and Control:

Refer to Basic Plan, Section V.

VII. Administration, Finance, Logistics:

- A. Local Emergency Purchases, FEMA public assistance administration, and emergency financial functions are managed by the Parish administrative division. Incident documentation is managed by the EOC Staff.



HAZARD SPECIFIC ANNEX – NATURAL HAZARDS

Last Updated: January 2015

VIII. Appendices:

- A. Hurricane Time Delineation Schedule
- B. Directors Packet



HAZARD SPECIFIC ANNEX – NATURAL HAZARDS

Last Updated: January 2015

Hurricane Time Delineation Schedule

APPENDIX A

ASCENSION PARISH OFFICE OF HOMELAND SECURITY AND EMERGENCY PREPAREDNESS



RICHARD WEBRE, DIRECTOR

HURRICANE DELINEATION SCHEDULE

8-2015 DRAFT REVIEW

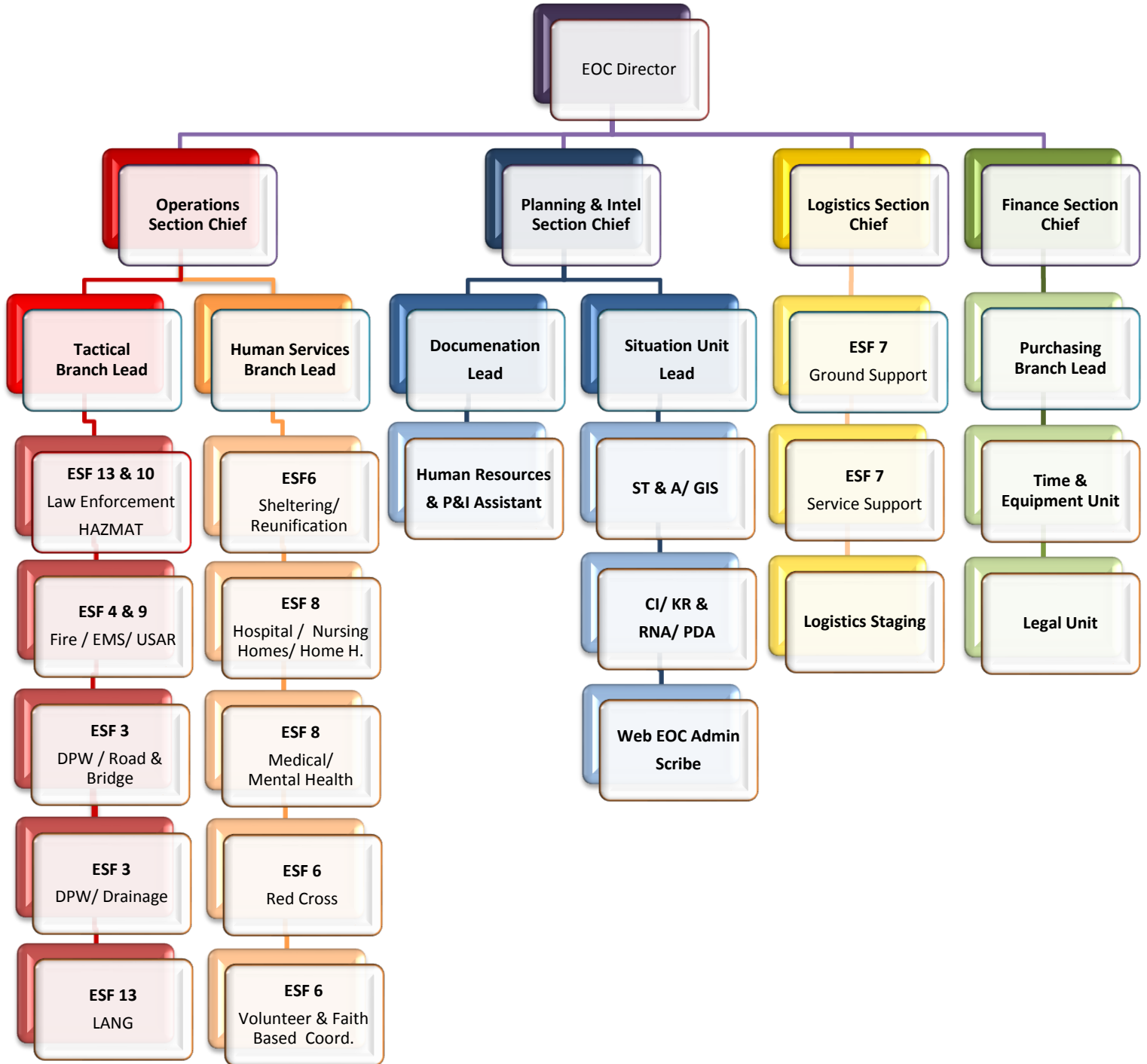
EVENT: _____

DATE: _____

OWNER: _____



ASCENSION PARISH OFFICE OF HOMELAND SECURITY HURRICANE DELINEATION SCHEDULE





ASCENSION PARISH OFFICE OF HOMELAND SECURITY HURRICANE DELINEATION SCHEDULE

This time delineation schedule establishes general guidelines for protective actions before, during and after a Hurricane, Tropical Storm, or major flooding event in the Parish of Ascension.

The goal of these actions are to protect the lives and properties of parish residents, in the event of a disaster. Any or all of the listed actions may be applicable during a Hurricane or Tropical Storm event, as deemed necessary by the Incident Commander (Parish President or his designated representative) in consultation with the members of Ascension Parish Council and Unified Command.

The time triggers in this schedule are based upon expectations regarding forecast data that will be made available by the National Weather Service and the National Hurricane center. The time triggers may require modification to meet hazard constraints, response times, and other conditions that define the uncertainty of the decision making process during a disaster event.

IN THE EVENT OF A DISASTER WITHOUT WARNING, the time triggers in this schedule would be compressed requiring the involvement of all available Parish response personnel and EOC staff. Due to necessity, many of the actions included here would have to be accomplished concurrently.

Document Key

- OSC:** Operations Section Chief
- PSC:** Planning Section Chief
- DUL:** Document Unit Lead
- LSC:** Logistics Section Chief
- FSC:** Finance Section Chief
- PrSC:** Purchasing Section Chief
- PIO:** Public Information Officer
- APL1:** Ascension Parish Level I (Directors)
- H-:** Signifies actions prior to landfall.
- H+:** Signifies actions after landfall.



**ASCENSION PARISH OFFICE OF HOMELAND SECURITY
HURRICANE DELINEATION SCHEDULE**

DRAFT REVIEW 8-6-2015

120 – 72 Hours		<i>Storm located 75° Longitude</i>										
✓		DIR	PSC	DUL	OSC	LSC	FSC	PrSC	PIO	EOC Staff	APL1	Critical Resource
	Monitor hazardous weather conditions in Atlantic or Caribbean.		STA									NWS Hurrevac
	Coordinate with National Weather Service to obtain data.		STA									
	Create WebEOC Incident		STA									WebEOC
	Initiate Storm Tracking & Assessment (ST&A) Briefings & Systems		STA									NWS Hurrevac
	Coordinate with LA GOHSEP and begin conference calls.											
	Transmit storm forecast to Ascension Parish agencies.											Email
	Initiate Executive Level Briefing notifying Parish President, CAO, AP Council, Law Enforcement, 23 rd JDA & JDC and Clerk.											
	Request Executive Order to activate AP EOC											Legal
	Begin prep of Radio & Data communication plan and test systems											
	Test Community Info Line- In & Out bound											CH21



**ASCENSION PARISH OFFICE OF HOMELAND SECURITY
HURRICANE DELINEATION SCHEDULE**

DRAFT REVIEW 8-6-2015

✓

	DIR	PSC	DUL	OSC	LSC	FSC	PrSC	PIO	EOC Staff	APL1	Critical Resource
Activate and begin to disseminate hurricane preparedness information through broadcast and print media, social networking, website, community info line, and UC Splash Page.											ALL ESF 15 Seats
Charge 450 radios											
Test Placarding											
Test teleconferencing											
Check Status of Ox2 tanks (10 Trailer/ 10 Reserve)											FPD#1HQ
Activate Emergency Feeding contract											
Assess Security Detail Needs for LDEC and Request as necessary											

H -72 Hours *Storm located in Gulf of Mexico*

✓

	DIR	PSC	DUL	OSC	LSC	FSC	PrSC	PIO	EOC Staff	APL1	Critical Resource
Notify EOC Personnel of Activation Order: Prep Family and be ready to report											CodeRed
Declare State of Emergency											
Request finance cost code											
Partially activate AP EOC with essential personnel											
Initiate IAP and SITREP		SitRep / IAP		IAP: Plan P							



**ASCENSION PARISH OFFICE OF HOMELAND SECURITY
HURRICANE DELINEATION SCHEDULE**

DRAFT REVIEW 8-6-2015



	DIR	PSC	DUL	OSC	LSC	FSC	PrSC	PIO	EOC Staff	APL1	Critical Resource
Establish liaison with GOHSEP and all ESF officials											
Perform Hurricane Vulnerability Analysis and revise SITREP		STA									NWS Hurrevac
Establish and maintain Log of Event in WebEOC		STA/									
Prepare for the utilization of primary evacuation routes used during contra flow (TCP, barricades, etc.)											
Coordinate with public and private utilities representatives and determine staging areas. Activate Staging MOA/U											LDEC Staging Map
Request DPW make temporary repairs to road construction projects and delay start of any new projects				DPW							DPW
Initiate Parish Teleconference											
Request all Parish Directors brief essential personnel on their storm and emergency related responsibilities or assignments		HR Time Unit								Dept. DIRS	Director's Packet
Request all Parish Directors review and initiate Emergency Management Documents		HR Time Unit								Dept. DIRS	Director's Packet
Request all Parish Directors review or implement Emergency Plans for the protection of Parish facilities and equipment		HR Time Unit								Dept. DIRS	Director's Packet
Inventory Parish maps in the EOC and request		STA									



**ASCENSION PARISH OFFICE OF HOMELAND SECURITY
HURRICANE DELINEATION SCHEDULE**

DRAFT REVIEW 8-6-2015



	DIR	PSC	DUL	OSC	LSC	FSC	PrSC	PIO	EOC Staff	APL1	Critical Resource
needed maps from AP GIS (Innundation, Road....											
Link ACME Mapper to WebEOC (Relevant or replace with Pictometry)											
Discontinue routine use of EOC, Executive Conference Room and Council Chambers											
Activate all parish Public Information Officers/ Joint Information System											
Have PIOs prepare press releases and review public action messages. Prepare any additional as needed and all press releases,											
General public information dissemination.											
Community Information Line											
Website and social media											
211 and 511 information.											
Partial activation of the EOC.											
Local state of emergency declaration.											
Full scale EOC activation.											
Sand bagging points.											
River closures.											
Advise local construction companies to secure all site materials or equipment that may be displaced by high winds											



**ASCENSION PARISH OFFICE OF HOMELAND SECURITY
HURRICANE DELINEATION SCHEDULE**

DRAFT REVIEW 8-6-2015



	DIR	PSC	DUL	OSC	LSC	FSC	PrSC	PIO	EOC Staff	APL1	Critical Resource
Evacuation routes, information points, and location of state operated shelters above I-10.											
Initial shelter locations within Ascension Parish.											
Mandatory substandard housing, FEMA trailers and mobile home evacuations within the parish.										Ch 21	Teleprom pter
PIO will only issue protective action statements after thorough investigation of all available data and extensive communication with appropriate agencies.											
Have Channel 21 and PIO personnel establish Joint Information Center (JIC) in council chambers and test KKAY.											JIC Kit KKAY
Initiate Resource Tracking SOP											
Begin to Document Response Activities (Operationally & Financially)											
Coordinate with Debris Monitoring & Removal Contractors											
Train/Review procedures with DPW @ Cut & Push meeting											
Provide time for EOC Staff to prepare their homes and families before full activation.											

H –50 Hours *Storm located in Gulf of Mexico* **Preparedness**



**ASCENSION PARISH OFFICE OF HOMELAND SECURITY
HURRICANE DELINEATION SCHEDULE**

DRAFT REVIEW 8-6-2015



	DIR	PSC	DUL	OSC	LSC	FSC	PrSC	PIO	EOC Staff	APL1	Critical Resource
Move to full activation of the AP EOC and conduct initial briefing											SitRep IAP
Activate TDSR Leases											
POD Evaluation & Confirmation											
Initiate Parish Refueling Plan											
Top off all parish vehicles and essential equipment											
Coordinate top off of all Fixed & Mobile Generators											
Coordinate Personnel Emergency Refueling Points. Call Robert Distributors and confirm head of line privileges @ 61/Purpera Station											Robert Distr.
Determine Commercial Service Stations with Generator Power (Location & #)											WebEOC
Begin Mobile Generator Deployment with Licensed Electrician					LOG GrSup					UTI/DPW	85KW Gens
Notify 911 Center that AP EOC is activated and request transmission of emergency event data - RTO Dispatcher/ AARC (Radio Club)											Karen James/ A. Tallion AP Am. Radio Club
Ensure that DPW and drainage radio/WebEOC operator is trained.				DPW						DPW Dir.	Paquita Shivers & Lix Breaux



**ASCENSION PARISH OFFICE OF HOMELAND SECURITY
HURRICANE DELINEATION SCHEDULE**

DRAFT REVIEW 8-6-2015



	DIR	PSC	DUL	OSC	LSC	FSC	PrSC	PIO	EOC Staff	APL1	Critical Resource
Coordinate with parish maintenance and ensure that any deficiencies in parish facilities, vehicles and equipment are corrected				DPW							Stephen Harding Bill Depew
Arrange for parking, eating and sleeping arrangements for EOC staff					Serv. Supp.						
Request that all Parish Directors brief employees on responsibilities for pre and post storm operations using EM Time Keeping & Equipment		HR Time									Time Equip Log
Activate Debris Removal & Monitoring Contracts										M. Enlow Eng. Dept	Legal Finance Engineering
Commence Coordination of traffic movement plan and contra flow with APSO, GPD, and LSP .				ESF13 Seats							LSP APSO GPD
Begin Coordination with Public Health, Ascension Parish School Board, the American Red Cross, and the Volunteer Ascension, CERT, and faith based organizations											
Begin coordination of the sheltering plan.				VOLAS / ARC							VOLAS RedCross
Coordinate with Ascension Parish Health Department, St. Elizabeth Hospital, and Provost Hospital to begin acquisition of nurses, medical staff and other medical supplies to support mass care operations.				ESF8 Seat					ESF8		



**ASCENSION PARISH OFFICE OF HOMELAND SECURITY
HURRICANE DELINEATION SCHEDULE**

DRAFT REVIEW 8-6-2015



	DIR	PSC	DUL	OSC	LSC	FSC	PrSC	PIO	EOC Staff	APL1	Critical Resource
Coordinate with Ascension Parish Mental Health Clinic and request that trained personnel stand by.				ESF8/6 Seats					ESF8/6 Seats	Mental Health Dir.	AP Mental Health
Monitor traffic on trafficland.com, through radio communications with local first responders, GOHSEP, parish EOC's, the Louisiana State Police, DOTD and the media		Sit Unit		ESF2							
Coordinate with Ascension Parish Waterways Commission, APSO, LDWF, and Livingston Parish officials to implement marine evacuation, closure of local inland waterways, launches and ramps.		Sit Unit		ESF13 Seats		Legal					Legal
Coordinate with Ascension Parish Parks & Recreation and obtain recommendations on closure of public recreation facilities.		Sit Unit		OSC						Rec. Dir.	AP Rec
Coordinate with AP Road and Bridge Maintenance Department and obtain advice on the status of local bridges and sandbagging operations. Also, St. James - Sunshine				ESF 3 Seats						DPW Dir.	LSP LADOTD AP-DPW
Coordinate with AP DPW & Fire to establish Sandbag points at Fire Stations.				DPW FIRE						DPW Dir.	AP-DPW
Coordinate with DPW to establish an emergency worker shelter for Ascension Parish personnel assigned to Cut & Push pre-staged points at Fire Departments.				ESF 3 & 4 Seats	Serv. Sup					DPW Dir.	AP-DPW All Fire Districts
Coordinate with Ascension Parish Admin on limiting parish business and or services										ALL AP Dir.	



**ASCENSION PARISH OFFICE OF HOMELAND SECURITY
HURRICANE DELINEATION SCHEDULE**

DRAFT REVIEW 8-6-2015



	DIR	PSC	DUL	OSC	LSC	FSC	PrSC	PIO	EOC Staff	APL1	Critical Resource
Recommend or seek advice from the Ascension Parish School Board in reference to public school closures		CIKR									
Recommend or seek advice from Ascension Private Schools in reference to private school Closures		CIKR									
Coordinate with local assisted living facilities to determine if resources are required in the event of an evacuation				ESF 8 Seat							
Schedule Vendor Meeting (Local Essentials Suppliers)(Lowes, Home Depot, WalMart, Cabellas, Pharmacy)		CIKR									
Schedule Cut & Push Coordination Meeting between APSO-Chainsaw, FIRE, AP DPW, Debris contractor and APSO TOC, 911/Dispatchers, Gonzales DPW- GPD-Fire				DPW ESF 13							WebEOC Radio
Assess Commercial Services		CIKR			Serv. Supp				All by Assg. Type		WebEOC Comm. Service Board
Coordinate with Lamar-Dixon staff to establish LDEC Staging Plan				Stage Mgr							
Security Personnel (EM Contract)				Stage Mgr					LANG		
LSP Staging - Law				Stage Mgr					LSP		
LSA Staging- Law				Stage Mgr					APSO		



**ASCENSION PARISH OFFICE OF HOMELAND SECURITY
HURRICANE DELINEATION SCHEDULE**

DRAFT REVIEW 8-6-2015

✓

	DIR	PSC	DUL	OSC	LSC	FSC	PrSC	PIO	EOC Staff	APL1	Critical Resource
LANG Staging (MOA) – Support				Stage Mgr					LANG		
DEMCO Staging (MOA) – Electric				Stage Mgr					CIKR		
ENTERGY Staging (MOA) – Electric				Stage Mgr					CIKR		
DSNAP (CEA/ MOU) – Supplemental Nutrition				Stage Mgr					ESF8/6		
BEMS/ GOHSEP Staging (MOA) – Ambulance				Stage Mgr					ESF4/9 & 8		
La DEPT of AG/F – Large Animal				Stage Mgr	Serv. Supp				ESF 11	AP Animal Dir.	LA-AG/F
				Stage Mgr							
				Stage Mgr							
				Stage Mgr							
				Stage Mgr							
				Stage Mgr							
				Stage Mgr							

H –40 Hours	<i>Storm located in Gulf of Mexico</i>										Preparedness
✓	DIR	PSC	DUL	OSC	LSC	FSC	PrSC	PIO	EOC Staff	APL1	Critical Resource



ASCENSION PARISH OFFICE OF HOMELAND SECURITY
HURRICANE DELINEATION SCHEDULE



DIR PSC DUL OSC LSC FSC PrSC PIO EOC Staff APL1 Critical Resource

	DIR	PSC	DUL	OSC	LSC	FSC	PrSC	PIO	EOC Staff	APL1	Critical Resource
Advise the Parish President on issuing an evacuation order (voluntary/involuntary) for citizens that are vulnerable to life threatening conditions											
Brief parish council members on the status of the current emergency											
Coordinate with Ascension Parish Admin and advise him/her on the cancellation of public social events											
Evaluate current traffic situations and Contra Flow, receive advice from ESF 13 agencies and correct deficiencies as necessary				ESF13							
Assess Human Service:				ESF8							
Hospitals											
Nursing Homes											
Home Health											
Medical Special Needs registrant status check											
Advise shelter managers to report to the EOC for briefings											
Advise local VOAD to activate the volunteer reception center <i>(if needed)</i>											
Activate IGA with the Ascension Parish School Board to stage emergency transportation requirements on east and west bank.											



**ASCENSION PARISH OFFICE OF HOMELAND SECURITY
HURRICANE DELINEATION SCHEDULE**



	DIR	PSC	DUL	OSC	LSC	FSC	PrSC	PIO	EOC Staff	APL1	Critical Resource
Activate emergency transportation resources and establish Ascension Parish Emergency routes that avoid contra flow traffic.											
Begin deployment of Mass Casualty Bus and Oxygen 2 Ascension Trailer											
Attempt to identify Ascension Parish citizens with special needs and designate pick up points											
Activate Medical Special Needs Shelter IGA & protocols											
Relocate essential emergency equipment and vehicles to the Ascension Parish staging areas											
Notify tow truck companies of the potential emergency and an attempt to determine wrecker locations on emergency routes											
Establish communications with shelters and deploy essential Ascension Parish personnel											450-
Assess EM Fueling											
Coordinate with Louisiana GOHSEP concerning the following:											
State evacuation order											
Estimate of population at risk											
Number of state shelters											
Accessibility of evacuation routes											



**ASCENSION PARISH OFFICE OF HOMELAND SECURITY
HURRICANE DELINEATION SCHEDULE**

✓

	DIR	PSC	DUL	OSC	LSC	FSC	PrSC	PIO	EOC Staff	APL1	Critical Resource
The need for the Governor to issue an executive order to support parish operations.											
Inform Louisiana GOHSEP of the following protective actions in Ascension Parish:											
Evacuation.											
Public sheltering											
Road and bridge status											
Advise evacuation of the following residents:											
Citizens with special needs											
Citizens without transportation											
Citizens in low lying areas											
Tourists @ LDEC											
Citizens living in mobile homes											
Citizens residing in RVs or campers											
Continue dissemination of protective action statements											

H –30 Hours *Storm located in Gulf of Mexico* **Preparedness**

✓

	DIR	PSC	DUL	OSC	LSC	FSC	PrSC	PIO	EOC Staff	APL1	Critical Resource
Advise the Parish President on issuing an											



**ASCENSION PARISH OFFICE OF HOMELAND SECURITY
HURRICANE DELINEATION SCHEDULE**

DRAFT REVIEW 8-6-2015

DIR PSC DUL OSC LSC FSC PrSC PIO EOC Staff APL1 Critical Resource

	DIR	PSC	DUL	OSC	LSC	FSC	PrSC	PIO	EOC Staff	APL1	Critical Resource
evacuation order (voluntary/involuntary) for citizens that are vulnerable to life threatening conditions											
Begin phasing of emergency public shelter operations and ensure that food, water, medical supplies, sanitation, and security are present											
Maintain public shelter communications but delay opening until H+12											
Coordinate with local Commercial Services that may provide equipment and services for use in recovery operations											
Coordinate post storm recovery operations											
ESF 1 - Emergency transportation											B. Martinez
School Buses											Chad Lynch
Mass Casualty Bus											
Council on aging vans											
LADOTD											
ESF 2 - Communications											
Radio											C.Cassard
Data (WebEOC, Email, IT Systems)											B.ODeay
ESF 3 - Department of Public Works & Drainage											



**ASCENSION PARISH OFFICE OF HOMELAND SECURITY
HURRICANE DELINEATION SCHEDULE**

DRAFT REVIEW 8-6-2015

DIR PSC DUL OSC LSC FSC PrSC PIO EOC Staff APL1 Critical Resource

	DIR	PSC	DUL	OSC	LSC	FSC	PrSC	PIO	EOC Staff	APL1	Critical Resource
Debris											
Debris Forecasting										M. Enlow	
Debris Management Plan										M. Enlow	
FEMA Submission											
Debris Contractors Advance Team in place											
TDRS Sites (DEQ Approved)											
Debris Monitor Advance in place											
Route Pick Up <i>Development and discuss # of passes</i>											
Types of debris <i>Vegetation/ C & D</i>											
Public Drop Points											
48 Hr Cut & Push Coordination/ Assessment & personnel assignments (rest teams)											Team
Coordinate pre-positioning of Gradall, backhoe, and chain saw crews with DPW											
Sand Bagging & Flood Control Operations											
Pumps, drainage and inland waterway monitoring											



**ASCENSION PARISH OFFICE OF HOMELAND SECURITY
HURRICANE DELINEATION SCHEDULE**

DRAFT REVIEW 8-6-2015

DIR PSC DUL OSC LSC FSC PrSC PIO EOC Staff APL1 Critical Resource

	DIR	PSC	DUL	OSC	LSC	FSC	PrSC	PIO	EOC Staff	APL1	Critical Resource
APG Emergency workers crew staging											
ESF 4 - Firefighting											
48 Hr Cut & Push											
Fire Operations											
Oxygen Trailer Management/ Operations											
Outside Agency Coordination											
ESF 5 - Emergency Management Coordination											
Public information and alerting											
Evacuation & ReEntry (citizen & industry)											
Shelter Operations (Plan, Open/ Close & Longterm)											
Incident Documentation											
Rapid Needs Assessment (RNA) (Emergency Protective Measures & Critical Needs))											
Damage Assessment											
IA (PDA Team)											Ricky Compton
PA (APG Department)											Directors



**ASCENSION PARISH OFFICE OF HOMELAND SECURITY
HURRICANE DELINEATION SCHEDULE**

DRAFT REVIEW 8-6-2015

DIR PSC DUL OSC LSC FSC PrSC PIO EOC Staff APL1 Critical Resource

	DIR	PSC	DUL	OSC	LSC	FSC	PrSC	PIO	EOC Staff	APL1	Critical Resource
JPDA (APG/ GOHSEP/ FEMA)											Rachel
Emergency worker staging (6 hr A staff)											
Staging area assessment											
Coordinate State and Federal PA requests											
Applicants Briefing											GOHSEP, T. Martinez
FEMA Kick Off Meeting											JFO, LIRC, Finance
EOC operations and planning											
EOC debriefing											
Standup VRC											
-Donations Management											
ESF 6 - Mass Care											
Shelters (Open/ Close/ Longterm)											Red Cross
Monitor assisted living facilities											
ESF 7 - Logistics and Resource Support											
Emergency logistics Coordination and distribution (food, water and fuel).											
Coordinate Possible POD Operations											
Logistics coordination with the state and											



**ASCENSION PARISH OFFICE OF HOMELAND SECURITY
HURRICANE DELINEATION SCHEDULE**

DRAFT REVIEW 8-6-2015

DIR PSC DUL OSC LSC FSC PrSC PIO EOC Staff APL1 Critical Resource

	DIR	PSC	DUL	OSC	LSC	FSC	PrSC	PIO	EOC Staff	APL1	Critical Resource
federal government											
POD-SA & Traffic											
ESF 8 - Health and Medical											
Emergency Medical Care (EMS & Hospitals).											
Fatality Management (Coroner).											
Public health monitoring (Health Unit).											
Other (Dialysis, Behavioral, etc.)											
Home Health											
ESF 9 - Search and Rescue											
Coordinate LAWLF for Waterborne S&R											
Coordinate USAR operations with <i>ESF's 4 and 13, Ascension Swift Water/FW Team</i>											
ESF 10 - Hazardous Materials											C Melancon
Coordinate HAZMAT operations with ESF's 4 and 13.											
ESF 11 - Agriculture, food and water											LSUAG
Initiate POD operations if needed.											
Coordinate with LSU AG county (?) agent											
Coordinate APSO Range Riders for Large											



**ASCENSION PARISH OFFICE OF HOMELAND SECURITY
HURRICANE DELINEATION SCHEDULE**

DRAFT REVIEW 8-6-2015

DIR PSC DUL OSC LSC FSC PrSC PIO EOC Staff APL1 Critical Resource

	DIR	PSC	DUL	OSC	LSC	FSC	PrSC	PIO	EOC Staff	APL1	Critical Resource
Animal Control/ S&R											
ESF 12 - Energy											
Restoration of critical infrastructure and services. Prepare & Coordinate Maps											
Prioritize the restoration of power and utilities in critical zones.											
Assess and Continue Refueling Plan											
ESF 13 - Law Enforcement & Military Support											
Location and Coordination of pre-staged military resources, equipment and logistics											LANG Liaison
48 Hour Cut & Push Stage Asset Assessment											
Law, Order, Security, Traffic											
ESF 14 - Long Term Recovery Task Force											
Identify Task Force Members & Lead											
ESF 15 -											
Support Annex - (VOL) <i>Volunteers, Donations, and Faith Based Organizations</i>											
Emergency relief assistance.											
Volunteer reception processing.											



**ASCENSION PARISH OFFICE OF HOMELAND SECURITY
HURRICANE DELINEATION SCHEDULE**

DRAFT REVIEW 8-6-2015

✓

		DIR	PSC	DUL	OSC	LSC	FSC	PrSC	PIO	EOC Staff	APL1	Critical Resource
	Support Annex - (ADMIN) <i>Finance and Administration</i>											
	Support Annex - (CI/KR) <i>Critical Infrastructure, Key Resources, Commercial Services</i>											

H -20 Hours *Storm located in Gulf of Mexico* **Preparedness**

✓

		DIR	PSC	DUL	OSC	LSC	FSC	PrSC	PIO	EOC Staff	APL1	Critical Resource
	Public Information and Alerting											
	Issue Emergency Alerting Message and Public Action Statements through PIO											
	Contact and monitor Nursing Home facilities											

H -15 Hours *Storm located in Gulf of Mexico* **Preparedness**

✓

		DIR	PSC	DUL	OSC	LSC	FSC	PrSC	PIO	EOC Staff	APL1	Critical Resource
	Sheltering											
	Announce Opening of local shelters											



**ASCENSION PARISH OFFICE OF HOMELAND SECURITY
HURRICANE DELINEATION SCHEDULE**

DRAFT REVIEW 8-6-2015

✓

	DIR	PSC	DUL	OSC	LSC	FSC	PrSC	PIO	EOC Staff	APL1	Critical Resource
Evaluate EOC/General Staff H-6 hr in office <i>DPW Chainsaw Crews, APG Admin A Staff</i>											

H -5 Hours *Storm located in Gulf of Mexico* **Preparedness**

✓

	DIR	PSC	DUL	OSC	LSC	FSC	PrSC	PIO	EOC Staff	APL1	Critical Resource
Critical Infrastructure											
Monitor status of critical Infrastructure:											
Highways											
Railroads											
Waterways											
Pipelines											
Financial Institutions											
Fuel Companies											
Food Stores											
Gas Stations											
Industrial Plants											



**ASCENSION PARISH OFFICE OF HOMELAND SECURITY
HURRICANE DELINEATION SCHEDULE**

DRAFT REVIEW 8-6-2015

H0 Hour - LANDFALL		<i>Shelter In Plan - Winds Exceed 40 mph</i>										Response
		DIR	PSC	DUL	OSC	LSC	FSC	PrSC	PIO	EOC Staff	APL1	Critical Resource
✓	Monitor Storm Characteristics											
	Continue communications with Public Shelters and First Responders											
	Activate Post Storm Response Plan											

H +1 Hours – Response Phase												Response
		DIR	PSC	DUL	OSC	LSC	FSC	PrSC	PIO	EOC Staff	APL1	Critical Resource
✓	Reestablish Communications with the following Agencies:											
	APSO											
	Gonzales City Government, PD, FD and DPW											
	Sorrento Town Government, PD, and DPW											
	Donaldsonville City Government and DPW											
	All Ascension Fire Districts											
	All Regional Hospitals											
	Acadian Ambulance Services											



**ASCENSION PARISH OFFICE OF HOMELAND SECURITY
HURRICANE DELINEATION SCHEDULE**

✓

	DIR	PSC	DUL	OSC	LSC	FSC	PrSC	PIO	EOC Staff	APL1	Critical Resource
Ascension Parish DPW											
Ascension Parish Drainage											
Louisiana Department of Wildlife and Fisheries											
Ascension Parish Waterways Commission											
Louisiana GOHSEP											
EOC's in GOHSEP Region II & St. James											
Louisiana State Police											
Shelters											
Staging Areas											
Ascension Parish School Board											
Ascension Parish Drainage											
Ponchartrain Levee District											
All deployed Ascension Parish emergency workers											
Request GAMA Radio Check with all members											
St. Elizabeth, Prevost and Promise											
All Assisted Living Homes (NH)											
Prioritize Emergency Response Requirements											



**ASCENSION PARISH OFFICE OF HOMELAND SECURITY
HURRICANE DELINEATION SCHEDULE**

DRAFT REVIEW 8-6-2015

✓

	DIR	PSC	DUL	OSC	LSC	FSC	PrSC	PIO	EOC Staff	APL1	Critical Resource
Conduct Initial Injury and Damage Assessments to TIER II sites											
Monitor deployment of First Responders and Request SITREPS											

H +5 Hours – Response Phase **Response**

✓

	DIR	PSC	DUL	OSC	LSC	FSC	PrSC	PIO	EOC Staff	APL1	Critical Resource
EOC Tactical Meeting											
Brief IAP to all key Parish personnel											
Load AP SITREP into GOHSEP WebEOC											
Inform Louisiana GOHSEP of the following protective actions in Ascension Parish:											
Evacuation											
Public Sheltering											
Road and Bridge Status											
Fatalities and Injuries											
Infrastructure Damage											
Required Resources											



**ASCENSION PARISH OFFICE OF HOMELAND SECURITY
HURRICANE DELINEATION SCHEDULE**

DRAFT REVIEW 8-6-2015



	DIR	PSC	DUL	OSC	LSC	FSC	PrSC	PIO	EOC Staff	APL1	Critical Resource
Ensure OSC monitors all deployed resources throughout the Parish											
Care of injured or dead											
Security Check Points											
Coordinates with local law enforcement, fire and first responders to determine highway debris locations											
Coordinates with utility companies for downed power lines											
Deploys Chainsaw Crews for debris removal from roadways											
Coordinates with local waste management companies for pickup and transportation of debris											
Monitors River Data and Flooding in Parish											
Coordinates with Wildlife and Fisheries for Waterborne Search and Rescue											
Ensure PSC obtains intelligence to determine how the Parish will be postured in 12 Hours											
Ensure PSC prepares for Damage Assessment operations and:											



**ASCENSION PARISH OFFICE OF HOMELAND SECURITY
HURRICANE DELINEATION SCHEDULE**

DRAFT REVIEW 8-6-2015



	DIR	PSC	DUL	OSC	LSC	FSC	PrSC	PIO	EOC Staff	APL1	Critical Resource
Appoints Personnel											
Arranges for Transportation											
Obtains Maps from AP GIS											
Coordinates with Civil Air Patrol to conduct flight operations as soon as weather permits											
Develops Incident Action Plan (IAP) for next Operational Period											
Provide all Parish Agencies with ICS Forms needed to document emergency equipment and supply services											
Complete the following SITREPs:											
Initial Damage Assessment Report											
Parish Incident Profile											
Establish and maintain a designates state FEMA Point of Contact for Public Assistance											
Ensure that LSC coordinates, monitors or distributes the following supplies and services:											
Food											
Water/ Ice											
Clothing											



**ASCENSION PARISH OFFICE OF HOMELAND SECURITY
HURRICANE DELINEATION SCHEDULE**

DRAFT REVIEW 8-6-2015

✓

		DIR	PSC	DUL	OSC	LSC	FSC	PrSC	PIO	EOC Staff	APL1	Critical Resource
	Shelter											
	Crisis Counseling											
	Initiates and monitors Debris Removal Contracts											
	Monitors Public Health Conditions											
	Maintain Receiving and Staging Areas											
	Maintain Volunteer Reception Center (VRC)											
	Evaluate opening of Emergency Distribution Center PODS											
	Issue the Parish 72 Hour stock of emergency supplies to First Responders and request resupply from GOHSEP											

H +24 Hours – Recovery Phase **Recovery**

✓

		DIR	PSC	DUL	OSC	LSC	FSC	PrSC	PIO	EOC Staff	APL1	Critical Resource
	Ensure that OSC initiates and monitors Emergency Plans to restore the following Critical Infrastructure:											
	Electricity at Critical Sites											



**ASCENSION PARISH OFFICE OF HOMELAND SECURITY
HURRICANE DELINEATION SCHEDULE**

DRAFT REVIEW 8-6-2015



	DIR	PSC	DUL	OSC	LSC	FSC	PrSC	PIO	EOC Staff	APL1	Critical Resource
Water											
Sewage											
Waste Management											
Transportation											
Air											
Land											
Water											
Communications											
Flood Control Operations											
Ensure FSC and PrSC acquires funds to purchase needed emergency resources											
Ensure FSC and PrSC coordinate and complete the following:											
Evaluate the Long Term Commitment for Capital Outlay											
Collect and complete documentation to submit to the State and FEMA											
Collect and compile the following data using approved Parish forms											



**ASCENSION PARISH OFFICE OF HOMELAND SECURITY
HURRICANE DELINEATION SCHEDULE**

DRAFT REVIEW 8-6-2015



	DIR	PSC	DUL	OSC	LSC	FSC	PrSC	PIO	EOC Staff	APL1	Critical Resource
Daily Personnel and Unit Timesheets											
Equipment Hour Timesheets											
Facility Usage Reports											
Leased Equipment											
Personnel and Equipment deployed outside of the Parish											
Data on damage eligible for Federal reimbursement											
Issue an All Clear announcement for areas designated as secure by EOC and First Responders											
Ensure the Director of Planning and Zoning conducts a comprehensive Damage Assessment by FEMA standards										Dir P&Z	
Ensure that Admin takes a lead role in mobilizing a Long Term Recovery Task Force responsible for performing the following tasks:											Admin
Ensure that initially the Task Force is comprised of all Parish department heads										Admin	
Ensure that all departmental damage assessment reports are reviewed by the taskforce										Admin	



**ASCENSION PARISH OFFICE OF HOMELAND SECURITY
HURRICANE DELINEATION SCHEDULE**

✓

		DIR	PSC	DUL	OSC	LSC	FSC	PrSC	PIO	EOC Staff	APL1	Critical Resource
	Reviews the Damage Assessment reports from the Director of Planning and Zoning under FEMA's Public and Individual assistance Programs and determines if the Parish threshold for damage is met										Admin	
	Reviews documentation to obtain an initial financial size up of Parish expenditures or damage related to FEMA Categories A through G										Admin	
	Ensures that the Finance Department or OHSEP request and schedules a Public Assistance Kick-Off meeting with the State PAC and FEMA										Admin	
	Recommend Emergency Procedures pertaining to post hurricane activities										Admin	
	Formulate recommendations to guide community recovery operations										Admin	
	Initiates Hazard Mitigation for State or Federal funding										Admin	
	Review the actions to recommend amendments to emergency plans or procedures										Admin	
	Appoint a Disaster Recovery Coordinator										Admin	
	Appoint a Hazard Mitigation Coordinator										Admin	



**ASCENSION PARISH OFFICE OF HOMELAND SECURITY
HURRICANE DELINEATION SCHEDULE**

DRAFT REVIEW 8-6-2015

✓

	DIR	PSC	DUL	OSC	LSC	FSC	PrSC	PIO	EOC Staff	APL1	Critical Resource
Appoint an Economic Recovery Coordinator <i>(if needed)</i>										Admin	
Issue public announcements as necessary											
Determine if a curfew will be necessary in damaged areas											
Discuss with Law Enforcement how curfew violators will be handled											
Discuss reconvening of Courts with Law Enforcement, 23 rd JDA and JDC Chief Judge											
Discuss with Ascension Parish Clerk of Court whether/ when normal operations will resume											
Discuss with Ascension Parish Assessor whether/ when normal operations will resume											

H +TBD – Recovery Phase **Recovery**

✓

	DIR	PSC	DUL	OSC	LSC	FSC	PrSC	PIO	EOC Staff	APL1	Critical Resource
Coordinate with State and Federal Agencies for Long Term Recovery Operations											
Initiate Long Term Recovery Operations											



**ASCENSION PARISH OFFICE OF HOMELAND SECURITY
HURRICANE DELINEATION SCHEDULE**

DRAFT REVIEW 8-6-2015

	DIR	PSC	DUL	OSC	LSC	FSC	PrSC	PIO	EOC Staff	APL1	Critical Resource
✓											
Complete all documentation											

H +TBD – Demobilization **Recovery**

	DIR	PSC	DUL	OSC	LSC	FSC	PrSC	PIO	EOC Staff	APL1	Critical Resource
✓											
Ensure all Incident Management and Emergency Support Functions are under operational control of Local Agencies											
Deactivate Ascension Parish EOC											

H +TBD – Mitigation/ Preparedness **Recovery**

	DIR	PSC	DUL	OSC	LSC	FSC	PrSC	PIO	EOC Staff	APL1	Critical Resource
✓											
Review and examine existing construction practices, future growth potential and development policies										DP W P&Z	
Propose recommendations to mitigate hurricane hazard damages										Admin	
Prepare After Action Review											



**ASCENSION PARISH OFFICE OF HOMELAND SECURITY
HURRICANE DELINEATION SCHEDULE**

DRAFT REVIEW 8-6-2015



HAZARD SPECIFIC ANNEX – NATURAL HAZARDS

Last Updated: January 2015

Directors Packet

APPENDIX B



HAZARD SPECIFIC ANNEX – ALL HAZARDS

Last Updated: January 2015

I. General Overview:

As part of the 2015 Ascension Parish All Hazards Plan Update, the planning committee has identified several prominent hazards specifically proving to be a recurring threat to Ascension Parish. The following section is made up of Hazard Specific Annexes which will outline these particular hazards and the operations that will take place should the Parish encounter the threat. These annexes work in coordination with all ESF positions to prevent, protect, mitigate, respond and recover from the effects of hazards in Ascension Parish. Summaries of impacts and threats are outlined below followed by hazard profiles.

Drought (Previously Not Profiled)

Ascension Parish experienced minor droughts in 1998 and 2000. Future droughts could cause agricultural loss and fires in the parish. Although the parish has experienced some reoccurrence of drought, the severity and impacts have been minimal on the populace and farming industry. The previous committee agreed that the probability of severe drought that could affect agriculture and lifestyle is not significant and are comfortable that history supports that contention.

Expansive Soils (Previously Not Profiled):

The probability of expansive soils occurring each year in Ascension Parish is likely (with a percentage range of 35% to 75%) but not to a magnitude causing a hazardous impact. Based on maps from the U.S. Geological Survey ("Swelling Clays Map of the Coterminous United States," 1989), the entire parish soil type is composed of a variety of clay types having high shrink-swell potential. In Ascension Parish, like in much of south Louisiana, expansive soils have caused damage to some building foundations, walls, and ceilings in the past. Committee members decided that no additional mitigation actions will be pursued for expansive soils at this time as no hazard condition has been recorded historically and none is anticipated.

Floods (Previously Profiled):

Flooding concerns are addressed as the major hazard issue in the parish, and, as such, are detailed throughout the plan. Additionally, as a result of storm surge, flooding occurs in areas far removed from the source of the primary event. Locally, the term "backwater flooding" identifies this phenomenon. The probability of all aspects of flooding threatening the parish is high and is addressed as major features of the plan. These events include local stormwater, riverine (flooding from drainage areas north of the parish), backwater flooding, and surge (from Lakes Maurepas and Pontchartrain).

Hailstorm (Previously Not Profiled):

The probability of a hailstorm occurring each year somewhere in Ascension Parish is likely (percentage range of 35% to 74%). The most common size hail the parish has experienced is between 0.75 inches and 1.75 inches in diameter. In 2003, hailstorms in Ascension Parish caused \$50,000 in property damages. To the extent practical, early warning notification and building codes are implemented. While



HAZARD SPECIFIC ANNEX – ALL HAZARDS

Last Updated: January 2015

hailstorms were not profiled in the previous plan, they have been included as part of the risk assessment of thunderstorms in this update.

Hurricanes/Tropical Storms (Previously Profiled):

Hurricanes and tropical storms are an annual threat to the parish and have similar hazard impacts (flooding and high winds) and will be profiled together for the purposes of this HMPU. The probability of future hurricane and tropical storm impacts is high and is considered a certainty.

Land Subsidence (Previously Not Profiled):

In Ascension Parish, land subsidence has caused damage to roads and drainage systems. Land subsidence resulting in collapse into voids, sediment compaction, and drainage of organic soils can potentially undermine the integrity of the levee system leading to levee failure. Areas in the parish that have the greatest potential to be affected by land subsidence are in the east and southeast areas surrounding Lake Maurepas where swamp and inland coastal wetland areas are prevalent. To the extent practical, public education of building practices and building codes are implemented. Land subsidence in Ascension Parish is not a hazard in itself, and no additional mitigation action will be pursued.

Severe Winter Storm (Previously Not Profiled)

Historically, Ascension Parish has experienced very few severe winter storms. The parish currently implements building codes, utilizes response resources, and coordinates with local utility companies. While not profiled in the previous plan, due to three severe winter storms affecting Ascension parish in the last five years, this has been added as a new hazard and will be profiled as part of the assessment.

Thunderstorms / Lightning / High Winds (Previously Not Profiled)

As thunderstorms, lightning, and high winds are so frequent and historically cause little damage in the parish, the previous committee didn't believe it was necessary to profile this hazard. In light of recent severe thunderstorms and flooding caused by these events, the committee decided to include this as part of the parishes profile for this update.

Tornado (Previously Profiled)

Tornados are relatively rare in the parish, with thirteen tornadoes or waterspouts reported since 1950. In 1969, a tornado destroyed Galvez High School, and in 2003, a tornado in the Donaldsonville area caused about \$50,000 in damages. Mitigation opportunities for tornado winds are similar to mitigation measures for other wind hazards, including quality construction, building code adoption, and inspection of new homes.

Wildfires (Previously Not Profiled)

Wildfire is rated as a low risk hazard for Ascension Parish in the State of Louisiana Hazard Mitigation Plan (2013). Many areas in the parish are marshy and low-lying and thus not prone to fires. Occasional brush fires may occur along roadway medians, rights-of-way, or other areas but these fires are contained by the fire districts and are not considered a major threats.



HAZARD SPECIFIC ANNEX – ALL HAZARDS

Last Updated: January 2015

HAZAMAT / CBRNE Related Incidents:



HAZARD SPECIFIC ANNEX – NATURAL HAZARDS

Last Updated: April 2015

Thunderstorms | Hail | Tornadoes

I. Purpose and Scope

This Annex will work in conjunction with all ESF positions to prevent, protect, mitigate, respond and recover from the effects of severe weather including Thunderstorms, Hail and Tornadoes. Should a Thunderstorm event take place, this Annex will serve as the primary set of standard operating procedures.

II. Situation and Assumptions

A. Situation

1. In order to adequately prepare prior to a thunderstorm related event, Ascension Parish OHSEP will coordinate with the National Weather Service in Slidell, Louisiana for real time updates on weather conditions. These updates will be related to all Ascension Parish Agencies and the public.
2. Any other

B. Assumptions

1. Ascension Parish sees regular seasonal Thunderstorm events including those with Hail, Tornadoes, High Wind, and Flash Flooding. It is understood that these events will continue to occur year-round in Ascension Parish.
 - a) *Hail:* The probability of a hailstorm occurring each year somewhere in Ascension Parish is likely (percentage range of 35% to 74%). The most common size hail the parish has experienced is between 0.75 inches and 1.75 inches in diameter. In 2003, hailstorms in Ascension Parish caused \$50,000 in property damages. To the extent practical, early warning notification and building codes are implemented.
 - b) *Tornadoes:* Tornadoes are relatively rare in the parish, with thirteen tornadoes or waterspouts reported since 1950. In 1969, a tornado destroyed Galvez High School, and in 2003, a tornado in the Donaldsonville area caused about \$50,000 in damages. In 2012 a cold front moving through the Parish produced several reports of tornadoes in the Black Bayou Road area. Also that year, touchdowns of tornadoes in the Duplessis Road area were tracked approximately 3 miles.

(For more information regarding specific hazard profiling including maps of repetitive loss areas in Ascension Parish, refer to the Ascension Parish Hazard Mitigation Plan, Section 2)

III. Concept of Operations

A. General

1. Refer to Basic Plan, Section III for general Concept of Operations Standard Operating Procedures



HAZARD SPECIFIC ANNEX – NATURAL HAZARDS

Last Updated: April 2015

2. This annex will detail hazard specific operations which will work in conjunction with the Basic Plan.

B. Assessment and Control

1. Activation of the OHSEP Emergency Operations Center will take place based upon the nature of the situation and the recommendation of the OHSEP Director.
 - a) Not all disasters require full activation, in which case the EOC will maintain a partial activation if deemed necessary.
 - b) EOC activation procedures are located in the Basic Plan Section, Section 3 and ESF 5.

C. Identify Critical Infrastructure and Key Resources

1. Damage Assessment Reporting to the National Weather Service
 - a) Field reports will be taken throughout the duration of an incident by Emergency Managers in order to report the most accurate information to the NWS and to conduct preliminary damage assessments.
 - b) Hazardous weather spotters have been trained and are provided by the Ascension Parish Amateur Radio Club and will report data to the National Weather Service and EOC.
2. Installation of Weather Radios in Critical Infrastructure
 - a) Weather Radios with the S.A.M.E. technology have been installed within critical locations throughout the Parish (exact locations stored in the “storm ready” file in the EOC).

D. Selection of Protective Actions

1. Local Emergency Alerting System Activation Criteria
 - a) A Hazardous weather warning for any portion of Ascension Parish has been issued by the National Weather Service
 - b) A trained weather observer, emergency manager or Law Enforcement Officer has reported to the 911 Central Dispatch Center the observation of a tornado in Ascension Parish.
 - c) An Incident Commander on scene requests the activation of the EAS due to life-threatening conditions. Prior to requesting activation, the Incident Commander should select the 911 Central Dispatch Center for inclusion in an EAS Message

E. Public Alert and Warning – The following alerting platforms will be used:

1. Ascension Parish Channel 21
2. Ascension Amateur Radio
3. KKAY Radio Broadcast
4. Code Red
5. All social and main stream media
6. Use of the Ascension Parish Government Joint Information System for broadcasting critical emergency info and issuing public action statements.



HAZARD SPECIFIC ANNEX – NATURAL HAZARDS

Last Updated: April 2015

7. The Parish Joint Information Center (JIC) is established in the Courthouse East to ensure that Ascension Parish residents receive critical information. All digital platforms will be used including Code Red and Social Media.
8. The 911 Central Dispatch Center serves as the EAS activation control point for Ascension Parish.
9. Both the 911 Central Dispatch Center and the National Weather Service in Slidell, LA will release information to the media via the Emergency Alerting System as soon as the information is available in order to keep the public aware of activations and eminent threat.
 - a) Procedures: When notified of a hazardous weather warning all or parts of Ascension Parish, the Central Dispatch Center will implement the following dissemination plan:
 - 1) Activate the EAS for all affected municipalities.
 - 2) Broadcast by Public Safety radio to Ascension Parish first responders repeating the message *exactly* as received.
 - 3) Notify an Ascension Parish Emergency Manager in the event of any confirmed weather related damage.
 - b) Notification of weather warnings to Ascension Parish agencies and First Responders
 - 1) Ascension Parish Sheriff's Office
 - 2) Gonzales PD
 - 3) Fire Protection Districts 1,2 & 3
 - 4) All Ambulance services
 - 5) Gonzales Fire Department
 - 6) Ascension Parish Government Department of Public Works
 - 7) Ascension Parish OHSEP

B. Implementation of Protective Measures

1. Emergency protective measures such as search and rescue, flood control operations, and debris removal are situationally based. Emergency Support Functions will be selected to address each hazard.

ESF 1 – Transportation: Coordinate with DOTD and evaluate the flooding impact to transportation infrastructure.

ESF 2 – Communications: Ascension Parish Central Dispatch Center may establish an event channel to allow interoperable communications between public works and first responding agencies.

ESF 3 – Public Works: Ensure that sand bagging points are established and stocked. Deploy barricades to block hazardous areas.

ESF 4 – Fire: Stand by for assistance and host stand bag points of distribution at fire stations.



HAZARD SPECIFIC ANNEX – NATURAL HAZARDS

Last Updated: April 2015

ESF 5 – Emergency Management: Manage the EOC, coordinate resources and monitor the incident.

ESF 6 – Mass Care: Issue warning order to the Ascension Red Cross and Shelter Managers.

ESF 7 – Logistics / Resources: Contact local vendors to replenish sand supply. Coordinate with GOHSEP to acquire sandbags, HESCO Baskets or other flood control supplies.

ESF 8 – Public Health / Mass Casualty: Issue warning order to Health Care providers to standby

ESF 9 – Search and Rescue: Place swift water / flood water teams on standby and ready equipment.

ESF 10 – HAZMAT: Standby.

ESF 11 – Agriculture / Natural Resources: Standby.

ESF 12 – Energy, Fuel and Utilities: Issue warning order to emergency fuel contractors.

ESF 13 – Public Safety: Assist in assessing flooding affects to transportation, infrastructure and buildings on residences.

ESF 14 – Community Recovery: Issue warning order to members of the parish long term recovery committee.

ESF 15 – Public Information: Manage the Joint Information Center (JIC) and all media requests.

C. Recovery

1. Once the hazardous weather subsides, Ascension Parish agencies will form a Unified Command to address damage assessment, immediate public needs assistance, and recovery operations. Depending upon the severity of damage, the Ascension Parish long term recovery committee may be activated (Elaborate?)
2. Coordination with the National Weather Service will be accomplished through the emergency operations center. The National Weather Service in Slidell, LA may dispatch a meteorologist to the scene to assess and determine the storms track, intensity, damages and casualties.



HAZARD SPECIFIC ANNEX – NATURAL HAZARDS

Last Updated: April 2015

II. Organization and Responsibilities

- A. Ascension Parish OHSEP serves as the coordinating agency during Hazardous Weather events and response.
- B. During a Severe Hazardous Weather event a Unified Command Structure may be established among the Parish President, Municipal Leaders, OHSEP Director and first responders dependent upon the situation.
- C. The Parish President has the authority to declare a State of Emergency and to activate the Emergency Operations Center.

III. Direction and Control

Refer to Basic Plan, Section V.

IV. Hazard Specific Information

Data from the Ascension Parish Hazard Mitigation Plan explains the risk associated with Hazardous Weather and details the probability of such events occurring throughout the entire Parish. The table below outlines this data.

Table 0-3: Probability of Future Hazard Reoccurrence.

Hazard	# Recorded Events	Time Period	Probability			
			Ascension Parish (unincorporated)	Donaldsonville	Gonzales	Sorrento
Excessive Cold/Freeze	3	20	15%	15%	15%	15%
Floods	21	60	23%	22%	32%	20%
Tropical Cyclones	18	60	36%	36%	36%	36%
Levee/Dam Failure	2	80	2.5%	1%	2.5%	2.5%
Hailstorms	15	54	12.5%	12.5%	12.5%	12.5%
Hurricanes	14	54	17%	17%	17%	17%
Lightning	13	54	22%	22%	22%	22%
Sinkhole	0	54	1%	-	-	-
Subsidence	N/A	N/A	1%	-	-	-
Thunderstorm, Wind	50	54	79%	79%	79%	79%
Tornado	13	63	20%	20%	20%	20%

V. Appendices

- A. Public Alert System Protective Action Statements
- B. EOC Activation Procedures
 - 1. See Basic Plan, Section III



HAZARD SPECIFIC ANNEX – NATURAL HAZARDS

Last Updated: April 2015

Public Alert System Protective Action Statements

APPENDIX A

1. Tornado Warning Call-To-Action Statements

a. Tornado indicated by radar:

- A tornado may form at any time. Take cover now! Abandon mobile homes and vehicles for more substantial shelter. Avoid windows.
- Radar shows strong signs that a tornado is developing. Take cover now!
- This storm shows strong rotation and may produce a tornado at any time. Do not wait. Go to a safe place now! Put as many walls between you and the outside as possible.
- Doppler radar indicates a tornado may form at any time. Take cover now! Abandon mobile homes and vehicles. Move to an interior room or hallway on the lowest floor away from windows.

b. Tornado is difficult to see:

- Take cover now! This tornado is wrapped in rain. If you wait until you see or hear it coming, it may be too late to get to a safe place.
- Take cover now! Tornadoes at night are extremely dangerous. Do not wait until you see or hear the tornado. It may be too late.
- Go to a safe place now! Tornadoes in hilly or mountainous terrain are hard to see. Do not wait to see or hear the tornado.
- Very heavy rain may make this tornado invisible. Take cover now! If you wait until you see or hear it coming, it may be too late to get to a safe place.
- This tornado is likely obscured by rain and may not be visible. Take cover now!

c. Confirmed tornado:

- This is an extremely dangerous and life threatening situation. If you are near the path of this large and destructive tornado, take cover now!
- A tornado has been confirmed! Take cover in a sturdy building now. Mobile homes and vehicles are not safe.
- If you are near the path of this tornado, take cover in an interior room on the lowest floor. Protect your head and body from flying debris.
- If no underground shelter is available, go to an interior room on the lowest floor. Mobile homes and vehicles are not safe.
- Do not run outside to find the tornado. Take cover now! IF you cannot get underground, go to an interior room on the lowest floor. Avoid windows!



HAZARD SPECIFIC ANNEX – NATURAL HAZARDS

Last Updated: April 2015

d. Waterspout:

- A waterspout is a tornado over water that can be dangerous, and even deadly. Small craft can be swamped or overturned by a waterspout. Stay away from them at all times!
- Waterspouts that move onshore become tornadoes. Shoreline residents should be alert and seek shelter if threatening weather approaches.

e. Multiple threats:

- In addition to the threat of a tornado, damaging hail and strong winds can be expected. Go to a safe place now!
- Large hail and strong straight line winds are also expected.

f. For Motorists:

- Motorists should look for shelter in a substantial building. As a last resort, take cover in a ditch or low spot. Overpasses are not safe!
- Do not stop under bridges or highway overpasses. They offer no protection from violent winds. Blocking the road will prevent others from reaching safe shelter.

g. Blowing dust:

- Blowing dust or debris and sudden wind changes may mean a tornado is approaching. Take cover inside a sturdy building and stay away from windows.

2. Severe Thunderstorm Warning Call-To-Action Statements for Supercell Environments

a. For a severe thunderstorm warning with a tornado watch in effect:

- Go inside a sturdy building and stay away from windows! A tornado watch is in effect. Severe thunderstorms can produce tornadoes.
- A tornado watch is in effect for the warned area. Severe thunderstorms can produce tornadoes with little or no warning. Go to a safe place if severe thunderstorms approach your area, especially if you live in a mobile home.
- A tornado watch is in effect for the warned area. Severe thunderstorms can produce tornadoes suddenly. Be alert for rapidly changing weather conditions and be prepared to act quickly.
- A tornado watch is in effect for the warned area. Severe thunderstorms produce damaging winds in excess of 58 miles an hour, destructive hail, deadly lightning, very heavy rain, and possibly tornadoes. If this storm approaches you, move to an interior room on the lowest floor.
- Severe thunderstorms can produce tornadoes suddenly. Be alert for rapidly changing weather conditions and be ready to act quickly



HAZARD SPECIFIC ANNEX – NATURAL HAZARDS

Last Updated: April 2015

- Radar indicated some rotation with this storm. People near the path should go to a safe place now!
- This is a very dangerous storm. If you are near its path, you should be ready for destructive hail, violent winds and possibly a tornado. Move to a safe place now!
- Very large hail and damaging winds are expected with this dangerous storm. A tornado could also form with little warning. Seek shelter now!

b. For a hail storm:

- This storm will produce damaging hail, capable of causing extensive property damage and serious injury. Take cover now! Avoid windows.
- Doppler radar indicated this storm may contain destructive hail the size of ? or larger.
- This thunderstorm is capable of producing extremely large hail, which may cause injury and damage property. Take shelter in a sturdy building. Avoid windows.
- In addition to destructive hail, damaging winds can also be expected.
- Motorists on ? will encounter damaging hail, strong winds and blinding rain. Find substantial shelter now. Bridges and overpasses are not safe!
- Large hail blown by violent winds will cause extensive damage. Take cover now! Find a substantial shelter. Avoid windows, vehicles and mobile homes!
- Destructive hail can be expected with this storm. Take cover now. Go to the lowest floor of a sturdy building and avoid windows!
- Destructive hail and damaging winds in excess of 58 miles an hour can be expected with this storm. Take cover now! Go to the lowest floor of a sturdy building and stay away from outside walls and windows.
- This thunderstorm is capable of producing extremely large hail, which may cause injury and property damage. Take shelter in a sturdy building and avoid windows.
- Very large hail is possible with these severe storms. If you are in their path, put your car in a garage and move to a sturdy building and away from windows.

3. Severe Thunderstorm Warning CTAs for Bow Echoes or Squall Line Damage

- These storms will likely produce damaging winds. Mobile homes and vehicles are especially susceptible to high winds and may be overturned.
- Severe thunderstorms can produce tornadoes suddenly. Be alert for rapidly changing weather conditions and be ready to act quickly.
- High winds and large hail can spread quickly across open areas. Move to protected areas when blowing dust, sudden wind changes or lightning approach.
- Damaging winds may occur up to ? miles ahead of the rain. Go to a safe place until the storms have passed. Stay away from windows.
- These storms will produce extensive property damage. Take cover now! If you cannot get underground, go to an interior room on the lowest floor. Vehicles and mobile homes are not safe.



HAZARD SPECIFIC ANNEX – NATURAL HAZARDS

Last Updated: April 2015

- Damaging winds in excess of 58 miles an hour may occur a few miles ahead of this line of severe thunderstorms. Move quickly to an interior room and stay away from outside walls and windows.
- Weak, short lived tornadoes may occur along the leading edge of this line of severe thunderstorms. However, the main threat is damaging winds. Seek shelter inside a sturdy building and stay away from outside walls and windows.
- This is a very dangerous storm. Take cover now. Violent straight line winds and large hail can be expected.
- Destructive winds can be expected. If you cannot get underground, go to an interior room on the lowest floor of a sturdy building. Avoid windows!
- This thunderstorm may produce weak, short lived tornadoes along its leading edge. Seek shelter inside a sturdy building and avoid windows and outside walls.
- Destructive winds can be expected. Take cover now! Vehicles and mobile homes are not safe.
- Widespread wind damage is expected with these storms. Damaging winds may knock down trees and power lines, and damage buildings and homes. Take cover now.
- These storms will produce extensive property damage. Move to an interior room with four sturdy walls such as a closet, hallway, or bathroom away from outside walls. Vehicles and mobile homes are not safe.
- Very small, brief, but dangerous tornadoes are possible with these storms. Stay indoors away from windows until the storm has passed.

4. Severe Thunderstorm Warning Call-To-Action Statements for Weak Shear Environments

a. Downburst:

- In addition to damaging winds, large hail can also be expected.
- Damaging winds can be expected. Go to a safe place now and remain protected until the storm has passed.
- Severe thunderstorm winds can be as destructive as a tornado. For your safety, go to a safe place immediately.
- Damaging winds, very heavy rain, and large hail are likely. Move indoors to a sturdy building and stay away from windows and outside walls.
- Hail the size of ? and wind gusts up to ? Mph can be expected.
- Damaging winds may occur up to ? Miles ahead of the rain. Go to a safe place until the storms have passed. Stay away from windows.

b. For a dry microburst:

- Strong and damaging winds are likely with this storm, but there will be little rain. Take cover in a sturdy building until the storm passes.



HAZARD SPECIFIC ANNEX – NATURAL HAZARDS

Last Updated: April 2015

c. For excessive lightning:

- This is a dangerous storm. Prepare for deadly, excessive lightning, damaging winds in excess of 58 miles an hour, and large hail. Move indoors to a sturdy building and away from windows and outside walls.
- Excessive lightning is occurring with this storm. Move indoors if possible. Stay away from windows and doors, and avoid using the telephone unless it is an emergency.
- Large hail, excessive lightning, and damaging winds are likely. Take cover in a sturdy building until the storm passes.

5. Flood/Flash Flood Warning Call-To-Action Statements

a. For synoptic events- Heavy rainfall produced by synoptic weather system with a strong 500 millibar jet stream (50 knots or greater), primarily from the southwest (Troutman and Rose, 1999). An El Niño winter pattern would be conducive to this situation.

- A flood warning means that flooding is imminent or occurring. Move to higher ground immediately. Residents living along streams and creeks should take immediate precautions to protect life and property.
- A flood warning means that flooding is imminent or occurring. Do not attempt to cross swiftly flowing waters, or waters of unknown depth by foot or by automobile. If your vehicle stalls, abandon it immediately and seek higher ground.
- Most flooding deaths are automobile related. Do not attempt to drive across bridges, dips, or low spots if water covers the road. Never try to cross a flowing stream, even a small one, on foot.
- This is a dangerous, life threatening situation and every precaution should be taken to avoid loss of life and property. Extensive flooding is expected. Motorists should avoid water covered roads and find alternate routes.
- This is a very dangerous and life threatening situation. You should not attempt to travel. Stay home unless you are forced to evacuate to higher ground.

b. For frontal events- Heavy rainfall produced by a quasi-stationary front moving south or southeast (Troutman and Rose, 1999). Another example is a "backdoor" frontal boundary moving slowly southward along the east coast.

- A flood warning means that flooding is occurring or is imminent. Most flood deaths occur in automobiles. Do not attempt to cross bridges, dips, or other low spots if water covers the road. Never try to cross a flowing stream, even a small one, on foot. To escape rising water, move to higher ground.
- A flood warning means that flooding is imminent. It is important to know where you are relative to streams, rivers, or creeks, which can become killers during heavy rains. Campers should avoid camping along streams or creeks during threatening rains.



HAZARD SPECIFIC ANNEX – NATURAL HAZARDS

Last Updated: April 2015

- Be especially cautious at night when it is harder to recognize the dangers of floods and flash floods. If flooding is observed, move to higher ground to escape the flood waters. Do not stay in areas subject to flooding when water begins rising.
- This is a very dangerous and life threatening flooding situation. You should not attempt to travel. Stay home unless you are forced to evacuate to higher ground.
- Extremely dangerous flooding is occurring. Numerous roads, streets, and highways are closed due to high water. Travel is discouraged. Do not attempt to drive until weather and travel conditions improve later. Conditions are life threatening.

c. For mesoscale events- Heavy rainfall occurring primarily during the warm season. Heavy rainfall is produced by the slow movement and training of thunderstorms (Troutman and Rose, 1999).

- A flood warning means that flooding is occurring or is imminent. Most flood deaths occur in automobiles. Do not attempt to cross bridges, dips, or other low spots if water covers the road. Never try to cross a flowing stream, even a small one, on foot. To escape rising water, move to higher ground.
- Do not drive your vehicle into areas where the water covers the roads. The water depth may be too great to allow your car to cross safely. Vehicles caught in rising water should be abandoned quickly. Move to higher ground.
- Excessive rainfall from this storm will cause flooding along creeks and streams, urban areas, highways, streets, and underpasses, as well as drainage areas and low lying spots.
- This is a dangerous situation. Very heavy rainfall from these slow moving lightning storms will produce in low lying areas and long streets. Many roads will be closed due to high water and driving is not recommended across the warned area during the next few hours.
- An excessive amount of rainfall will occur with this storm. You should move to higher ground immediately to escape the imminent flood waters.

d. For tropical events- Heavy rainfall typically influenced by a tropical system (Troutman and Rose, 1999).

- This is a dangerous, life threatening situation and every precaution should be taken to avoid loss of life and property. Extensive flooding is expected. Motorists should avoid water covered roads and find alternative routes.
- This is a very dangerous and life threatening flooding situation. You should not attempt to travel. Stay home unless you are forced to evacuate to higher ground.
- Extremely dangerous flooding is occurring. Numerous roads, streets, and highways are closed due to high water. Travel is discouraged. Do not attempt to drive until weather and travel conditions improve after the rain bands move out of the area. Conditions are life threatening.



HAZARD SPECIFIC ANNEX – NATURAL HAZARDS

Last Updated: April 2015

- This is a dangerous situation. Rainfall from persistent rain bands will produce flooding in low lying areas and along streets. Many roads will be closed due to high water and driving is not recommended during the next several hours.
- Flooding is the main killer during tropical weather events. This is a dangerous flooding situation. You should immediately move to a higher location to escape the flood waters.
- If you live in a low lying or flood prone area, you should move to a safe, higher location to protect your life and property.
- Extensive flooding will occur overnight as (tropical system) produces excessive rainfall. Since flooding is imminent, you should quickly move to higher ground to escape the expected flood waters.



HAZARD SPECIFIC ANNEX – NATURAL HAZARDS

Last Updated: May 2015

Flooding | Storm Surge

I. Purpose and Scope

This annex will work in conjunction with all ESF positions to prevent, protect, mitigate, respond to and recover from the effects of flooding due to any storm event. This annex will identify responsibilities and actions required to protect lives, property and the environment in Ascension Parish. This annex is maintained in accordance with the Ascension Parish All Hazards Plan. Should a flooding event take place, this annex will serve as the primary set of standard operating procedures establishing guidelines specific in response to Flooding.

II. Situation and Assumptions:

A. Situation

1. Prior to any Flooding event Ascension Parish OHSEP will coordinate with the National Weather Service and the US Geological Survey in Slidell, Louisiana for real time updates on weather conditions. This data will be entered into Situation Reports for agency and public awareness.
2. Ascension Parish contains 4 main water sheds which are detailed below:
 - a) *Northern Water Shed*: The northern drainage basin is a gravity drainage system impacted primarily by backwater and headwater flooding of the Amite River and Bayou Manchac. Additionally it is subject to flash flooding and storm surge from tropical storm events that produce a negative impact on Lake Maurepas and the McElroy Swamp.
 - b) *Southern Water Shed*: The Southern Drainage Basin in Ascension Parish lies south of Louisiana Highway 30 and Louisiana Highway 61. It is primarily impacted by backwater and headwater flooding of Bayou Conway and the Panama Canal. Additionally it is subject to storm surge from tropical storm events that produce a negative impact on Lake Maurepas and the McElroy Swamp.
 - c) *Central Water Shed*: The Central water shed is controlled by a levee and pumping system that protects the eastern portion of the Parish surrounding the unincorporated area of St. Amant and the City of Gonzales, La. It is primarily impacted by backwater and headwater flooding of Black Bayou, Bayou Narcisse, and other inland waterways. Additionally it is subject to storm surge from tropical storm events that produce a negative impact on Bayou Manchac, Lake Maurepas and the McElroy Swamp.
 - d) *West Bank Water Shed*: The west bank drainage basin is a gravity drainage system drained into St. James Parish by Bayou Verret and Napoleon and into Assumption Parish by Bayou Lafourche. This Basin is primarily affected by flash flooding.
3. The Mississippi River annual Spring Flood primarily only affects maritime navigation near the petro-chemical docks in the Parish. Coordination is made with the U.S. Army



HAZARD SPECIFIC ANNEX – NATURAL HAZARDS

Last Updated: May 2015

Corps of Engineers should flooding present a hazard to the communities. This normally coincides with the opening of the Bonne Carre’ and Morganza spillways. The lowest elevation of Mississippi River Levee in Ascension Parish is on the West Bank east of Donaldsonville near Abend and is approximately 35 feet in elevation. This section of Levee is managed by the Lafourche Levee District and the U.S. Army Corps of Engineers.

B. Assumptions

1. Prior to any Flooding event, Ascension Parish OHSEP will coordinate with the National Weather Service in Slidell, Louisiana as well as the U.S. Geological Survey for real time updates on weather conditions.
2. A State of Emergency may be issued by the Ascension Parish President dependent upon the situation.

III. Hazard Specific Information:

- A. The 100 – year flood map of Ascension Parish is pictured below – areas in red represent incorporated cities and towns of Ascension Parish subject to flooding all watersheds.



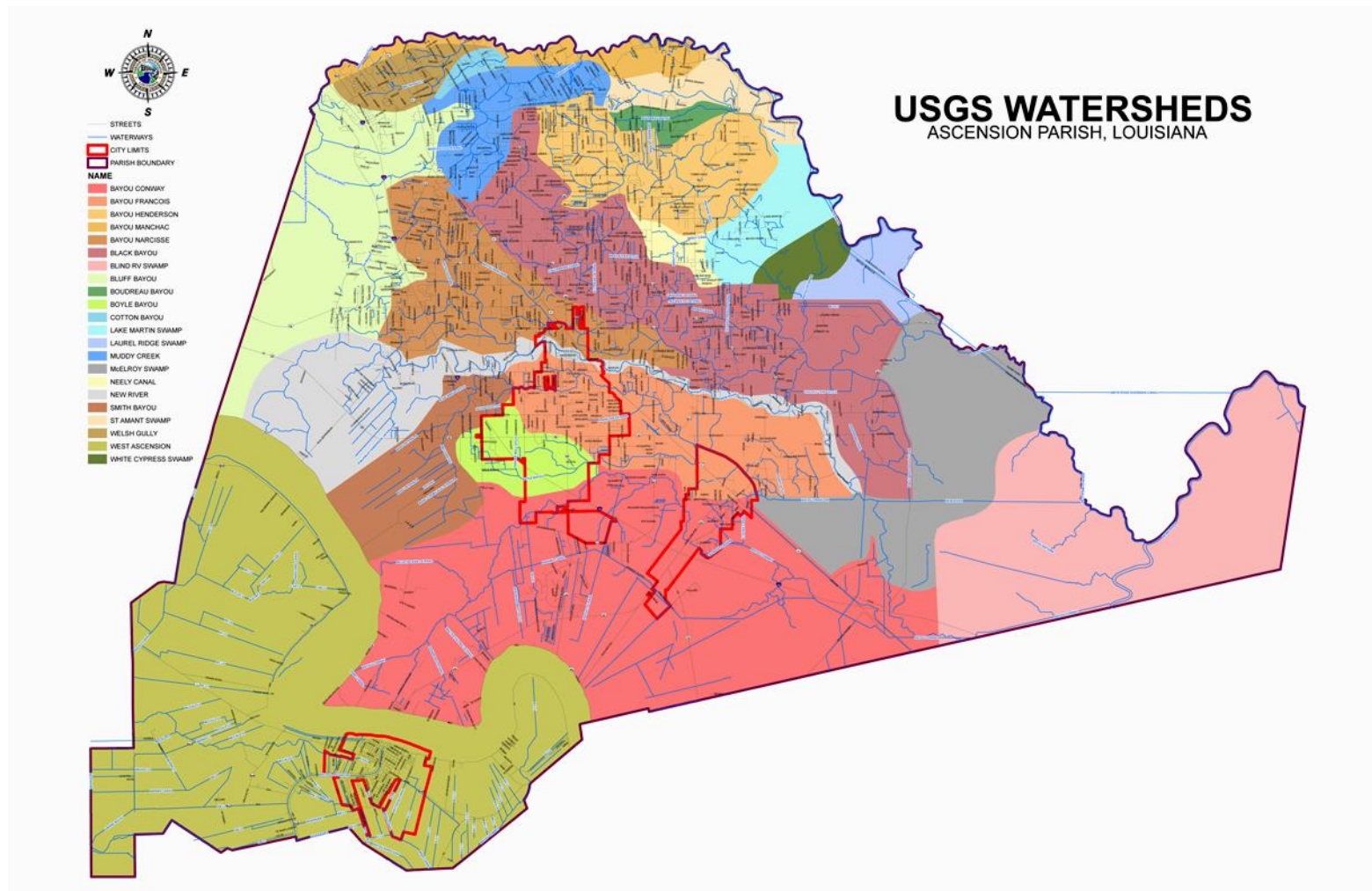
Ascension Parish 100 Year Flood Zone Map



HAZARD SPECIFIC ANNEX – NATURAL HAZARDS

Last Updated: May 2015

B. *The Ascension Parish Watersheds are pictured below and color coded according to body of water / bayou affecting that area.*





HAZARD SPECIFIC ANNEX – NATURAL HAZARDS

Last Updated: May 2015

IV. Concept of Operations:

A. General

1. Incorporated in this annex are concepts, requirements, and guidelines identified by state laws, regulations, FEMA and NIMS.
2. Incidents will be managed locally on a daily basis at the lowest organizational level. Should the Ascension Parish President and OHSEP Director determine the activation of the EOC it will be staffed on an as need basis dependent on the weather related situation.
 - a) Refer to EOC Activation procedures in the Basic Plan, Section III and ESF 5.
3. This annex will detail hazard specific operations during a flooding event working in conjunction with the All Hazards Basic Plan and corresponding ESF positions.

B. Assessment and Control

1. Predesigned locations throughout the Parish maintain Sea Cans containing pre-filled sandbags for flooding and high water events (Identified below).

C. Identify Critical Infrastructure and Key Resources

1. Information regarding open grocers, supply locations and distribution can be found in the CI/KR Board which is stored in WebEOC and updated immediately pre and post storm.

D. Public Alert and Warning – The following alerting platforms will be used:

1. Ascension Parish Channel 21
2. Ascension Amateur Radio
3. KKAY Radio Broadcast
4. Code Red
5. All social and main stream media
6. Use of the Ascension Parish Government Joint Information System for broadcasting critical emergency info and issuing public action statements.
7. The Parish Joint Information Center (JIC) is established in the Courthouse East to ensure that Ascension Parish residents receive critical information. All digital platforms will be used including Code Red and Social Media.
8. Situation reports are issued every operational period to all parish agencies. Operational periods are established at the onset of each incident.



HAZARD SPECIFIC ANNEX – NATURAL HAZARDS

Last Updated: May 2015

E. *Implementation of Protective Measures*

1. Emergency protective measures such as search and rescue, flood control operations, and debris removal are situationally based. Emergency Support Functions will be selected to address each hazard and protective measures.

ESF 1 – Transportation: Coordinate with DOTD and evaluate the flooding impact to transportation infrastructure.

ESF 2 – Communications: Ascension Parish Central Dispatch Center may establish an event channel to allow interoperable communications between public works and first responding agencies during a flood event.

ESF 3 – Public Works: Ensure that sand bagging points are established and stocked. Deploy barricades to block hazardous areas. All drainage districts monitor and report the status of flooding to the EOC.

ESF 4 – Fire: Stand by for assistance and host stand bag points of distribution at fire stations.

ESF 5 – Emergency Management: Manage the EOC, coordinate resources and monitor the incident.

ESF 6 – Mass Care: Issue warning order to the Ascension Red Cross and Shelter Managers.

ESF 7 – Logistics / Resources: Contact local vendors to replenish sand supply. Coordinate with GOHSEP to acquire sandbags, HESCO Baskets or other flood control supplies. Complete emergency purchases as required.

ESF 8 – Public Health / Mass Casualty: Issue warning order to Health Care providers to standby.

ESF 9 – Search and Rescue: Place swift water / flood water teams on standby and ready equipment.

ESF 10 – HAZMAT: Standby.

ESF 11 – Agriculture / Natural Resources: Standby.

ESF 12 – Energy, Fuel and Utilities: Issue warning order to emergency fuel contractors.

ESF 13 – Public Safety: Assist in assessing flooding effects to transportation assets, infrastructure and buildings on residences.



HAZARD SPECIFIC ANNEX – NATURAL HAZARDS

Last Updated: May 2015

ESF 14 – Community Recovery: Issue warning order to members of the parish long term recovery committee.

ESF 15 – Public Information: Manage the Joint Information Center (JIC) and all media requests.

F. *Recovery*

1. Recovery operations are based upon a rapid needs assessment and a thorough damage assessment. The Ascension Parish Long Term Recovery Committee manages this process.

V. **Organization and Assignment Responsibilities:**

- A. Ascension Parish OHSEP serves as the coordinating agency during Flooding events and response.
- B. During a flooding event a Unified Command Structure may be established among the Parish President, Municipal Leaders, OHSEP Director and first responders dependent upon the situation.
- C. The Parish President has the authority to declare a State of Emergency and to activate the Emergency Operations Center.

VI. **Direction and Control**

Refer to Basic Plan, Section V.

VII. **Administration, Finance, Logistics:**

- A. Local Emergency Purchases, FEMA public assistance administration, and emergency financial functions are managed by the Parish administrative division. Incident documentation is managed by the EOC Staff.

VIII. **Appendices:**

- A. Locations of Sea Cans for Sandbagging Operations (on file in EOC)