Chester County Emergency Operations Plan

Section I – Basic Plan

February 2019

Chester County Department of Emergency Services
601 Westtown Road, Suite 012
West Chester, PA 19380-0990
FOREWORD

The mission of the Department of Emergency Services is to promote and assist in providing safety and security to Chester County residents so they can work, live, and grow in a healthy and safe community. The Chester County Emergency Operations Plan (EOP) outlines how the Chester County government accomplishes this mission and complies with and implements the requirement of the Pennsylvania Emergency Management Services Code (Title 35) to protect the lives and property of the citizens of the county and its visitors. The county EOP serves as a bridge between the county’s municipal EOPs and the Pennsylvania State Emergency Operations Plan. The county EOP is organized and published in three sections:

Section I: The Basic Plan presents the planning assumptions, policies, and concept of operations that guide the responsibilities for emergency coordination activities, including prevention, protection, response, recovery, and mitigation in Chester County. Appendices provide additional information such as authorities and references, terms and definitions, map of the county, etc.

Section II: The Position Annexes describe the mission, concept of operations, and responsibilities of each Emergency Operations Center (EOC) position. Each annex establishes position-specific roles, responsibilities, and tasks, ensuring a clear understanding of each position’s purpose and duties. Each annex also includes position-specific job aids, including functional checklists for initial, continuing, and demobilization operational periods. The singular nature of each emergency does not allow these checklists to be fully encompassing; however, they provide baseline tasks based on the specific duties of each EOC position.

The annexes are organized according to the Chester County EOC organizational structure: Policy Group, Command, Emergency Services Coordination Section, Planning/Situational Awareness Section, Resource Support Section, and Human Services Coordination Section.

Section III: The Notification and Resource Manual (NARM) contains lists of resources, facilities, personnel, equipment, and supplies available to the county, along with contact information to procure each resource for use during an emergency. Due to the regular changes of resource and contact information, this information is maintained electronically and not in hard copy format.

The NARM is not subject to the Right-to-Know Law due to listing of personal contact information and resource locations; therefore, it is not for release to the public. The Related Supporting Annexes (published separately) are various functional, incident, hazard, or event-specific annexes. Not incorporating these annexes directly into the EOP allows flexibility to incorporate site-specific plans as required by federal and commonwealth regulations or the Chester County Multi-Jurisdictional Hazard Mitigation Plan.
RECORD OF CHANGES

All changes to the *Chester County Emergency Operations Plan: Section I – Basic Plan* are documented in the table below, noting date of the change, the change made, and the party responsible for making the change (e.g., deputy director of emergency management).

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February 2019
CERTIFICATION OF ANNUAL REVIEW

The Chester County Department of Emergency Services Director has reviewed this EOP and hereby certifies the review.

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RESOLUTION OF THE CHESTER COUNTY COMMISSIONERS ADOPTING THE EMERGENCY OPERATIONS PLAN OF THE COUNTY OF CHESTER

WHEREAS, Section 7503 of the Pennsylvania Emergency Management Services Code, 35 PA. C.S. Section 7101 et seq, mandates that counties prepare, maintain and keep current an Emergency Operations Plan for the prevention and minimization of injury and damage caused by a major emergency or disaster within this County; and

WHEREAS, the County of Chester has prepared an emergency operations plan to provide prompt and effective emergency response procedures to be followed in the event of a major emergency or disaster in order to reduce the potential effects of a major emergency or disaster and to protect the health, safety and welfare of the residents of the County of Chester.

NOW, THEREFORE, we, the undersigned Commissioners of the County of Chester do hereby approve, adopt and place into immediate effect the Emergency Operations Plan of the County of Chester.

RESOLVED AND ADOPTED this 14th day of February, 2019 at a regular meeting of the Board of Commissioners of the County of Chester Pennsylvania.

COMMISSIONERS

[Signatures]
Michelle Kichline, Chairman
Kath Cozzone, Commissioner
Terence Farrell, Commissioner

(SEAL)

ATTEST:

By: [Signature] Kara C. Rahn, Chief Clerk
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Other Sections of this Emergency Operations Plan (not for public release):

Section II: Position Annexes

Section III: Notification and Resource Manual

Related Supporting Documents (Published Separately)
1. Chester County Active Threat Annex
2. Chester County Communications, Alert, and Warning Notification Annex
3. Chester County Continuity of Operations Plan
4. Chester County Damage Assessment Manual Annex
5. Chester County Debris Management Annex
6. Chester County Disaster Preparedness and Awareness Strategy Annex
7. Chester County Disaster Recovery Annex
8. Chester County Emergency Alert System Annex
9. Chester County Emergency Fuel Management Annex (To Be Developed)
10. Chester County Family Assistance Center Annex (To Be Developed)
11. Chester County Family Reunification Annex
12. Chester County Flooding Emergency Annex
13. Chester County Hazmat Worker Safety Annex
14. Chester County Joint Information System Annex
15. Chester County Mass Care Annex
16. Chester County Mass Causality Incident Annex
17. Chester County Mass Fatality Annex
18. Chester County Multi-Jurisdictional Hazard Mitigation Plan
19. Chester County Medical Countermeasures Annex
21. Chester County Severe Heat Emergency Annex
22. Chester County Severe Wind Emergency Annex
23. Chester County Situational Awareness Annex (To Be Developed)
24. Chester County Volunteer and Donations Management Annex (To Be Developed)
25. Chester County Watch Officer Standard Operating Procedures
26. Chester County Winter Weather Emergency Annex
27. Chester County Radiological Emergency Response Annex
I. EXECUTIVE SUMMARY

The Chester County Emergency Operations Plan (EOP) describes emergency response coordination procedures for Chester County, Pennsylvania. It reflects the structure of emergency management throughout the Commonwealth of Pennsylvania and the United States. The structure is based on the National Incident Management System (NIMS), which includes prescribed incident command systems used by local emergency responders. The plan serves as an emergency management link between local municipalities and state government while incorporating the federal organizational concepts of the National Response Framework. Organizations and stakeholders representing individuals with disabilities and access and functional needs are engaged in emergency management planning efforts in Chester County by Department of Emergency Services (DES) staff and partner departments.

The plan employs a functional, all-hazards approach to define the assistance the county is likely to need or provide during emergencies and disaster incidents. The approach is aligned with 15 Emergency Support Functions (ESFs), which are used to define responsibilities and tasks. In turn, the associated responsibilities and tasks are assigned to specific positions in the Emergency Operations Center (EOC) but ESF positions are not used in the Chester County EOC. As a consequence, one EOC position may be responsible for functions and tasks from more than one ESF, allowing the EOC’s flexible structure to match staffing levels with actual demands. The alignment of Chester County EOC positions by related ESFs is shown in Table 1 - EOC Functions and Responsibilities by Position and Related ESF in this plan. The table serves as a quick reference for outside organizations that use ESFs to ensure a clear understanding of how positions function in the Chester County EOC.

The EOP includes three sections, as outlined below. All sections are published separately to ensure confidentiality of sections that contain personal or sensitive information.

Section I – Basic Plan

- The core of the basic plan describes procedures and principles for organizing emergency response coordination throughout the county. It contains overarching structures and assigns responsibilities to various organizations.
- The basic plan includes a list of related supporting plans and annexes that:
  - Depend on the plan for assignment of responsibilities and operational principles and may supplement the plan during specific emergencies.
  - Should stand alone due to regulatory requirements or the specific nature of the hazards or functional areas they address.
  - Are published separately and incorporated into this plan by reference.
  - Are exempted from the provision of the Right-to-Know Law and from release to the general public due to inclusion of personal or sensitive information (applies to some, but not all, supporting plans and annexes).
- The basic plan includes appendices that provide additional information (e.g., definitions, acronyms, a municipalities map, etc.) to support emergency response coordination.
Section II – Position Annexes

- The position annexes describe each EOC position and corresponding responsibilities and tasks. Additionally, each annex provides position-specific job aids, including functional checklists to outline suggested actions during an initial, continuing, and demobilization operational periods. The following provides a summary of each EOC position, including areas of responsibility:

1. **EOC Director** – The EOC director oversees EOC operations, including the review and approval of incident objectives, situation reports, and public-facing messages (information releases) during a partial or full activation. The director also serves as the primary point of contact (POC) for the Pennsylvania Emergency Management Agency (PEMA) if a liaison is not activated in the EOC. The EOC director is responsible for oversight of direction, control, and coordination during an activation; and if requested by a local municipality, the director oversees evacuation or shelter-in-place orders on their behalf. The EOC director reports to the DES director. **DES is the coordinating agency** for this position.

2. **Emergency Management (Watch Officer)** – The watch officer serves as the primary emergency management POC in the EOC, overseeing alert and notifications (internal communications) and warnings (public-facing). Additionally, the watch officer is responsible for monitoring information from municipalities, including resource requests, and outside data sources regarding potential incidents and ongoing incidents (e.g., weather reports from National Weather Service). A watch officer is on call 24/7/365, ensuring the 9-1-1 Communication Center’s staff can gain support for carrying out emergency management functions during emergencies. In some cases, more than one watch officer may be activated to ensure all duties are met. The watch officer reports to the deputy director of emergency management (steady state) or EOC director (partial or full activations). **DES is the coordinating agency** for this position.

3. **Public Information Officer** – The public information officer (PIO) is responsible for emergency public information, including the development of public-facing products such as social media posts, media releases, and news releases. The PIO is responsible for gathering, verifying, validating, and disseminating information regarding emergencies and disaster incidents to internal and external stakeholders. The PIO is also responsible for overseeing rumor control, addressing public inquiries, and all engagements with the media on behalf of DES regarding an ongoing incident. **DES is the coordinating agency** for this position.

4. **Receptionist** – The receptionist is in charge of administrative tasks in the EOC, including the oversight of sign-in/sign-out sheets, development of accurate EOC roster for each operational period, and answering the primary EOC phone line to manage inbound inquiries. **DES is the coordinating agency** for this position.

5. **Emergency Services Coordination Section Chief** – The emergency services coordination section chief oversees the firefighting/fire protection, emergency medical services, search and rescue, hazardous materials, and law
enforcement coordination tasks in the EOC. The section chief oversees corresponding staff based on filled positions for the activation. The section chief reports to the EOC director. **DES is the coordinating agency** for this position.

6. **Fire/Emergency Medical Services (EMS) Position** – The fire/EMS position is responsible for coordinating support for the areas of firefighting, fire protection, and EMS, which may include the coordination of personnel, equipment, and supplies in support of local agencies involved in firefighting or EMS operations. The fire/EMS position reports to the emergency services coordination section chief. **DES is the coordinating agency** for this position.

7. **Urban Search and Rescue (USAR) Position** – The USAR position is responsible for coordinating support for search and rescue, which may include supporting collapsed structure, swift water, high angle and other specialized search and rescue operations. The USAR position coordinates with PEMA search and rescue personnel if a Chester County based situation requires the activation and deployment of PA Task Force One. The USAR position reports to the emergency services coordination section chief. **The Rescue Task Force is the coordinating agency** for this position.

8. **Hazardous Materials (HazMat) Position** – The HazMat position is responsible for coordinating resources and services necessary to support an emergency response or recovery effort essential to the remediation of conditions caused by toxic chemical or hazardous material release. The HazMat position reports to the emergency services coordination section chief. **DES is the coordinating agency** for this position.

9. **Law Enforcement Position** – The law enforcement position is responsible for coordinating support for law enforcement response, including the coordination and deployment of uniformed personnel to assist local field operations. The law enforcement position reports to the emergency services coordination section chief. **The District Attorney’s Office is the coordinating agency** for this position.

10. **Human Services Coordination Section Chief** – The human services coordination section chief is responsible for overseeing the delivery of accessible services and resources to meet the basic needs of impacted and/or displaced populations. Coordination of services and resources may include those necessary for emergency assistance, housing assistance, human services, and mass care. The section chief is also in charge of coordinating donation and volunteer management, which involves directing resources to partner organizations that accept these resources during a disaster incident. The human services coordination section chief oversees the mass care, transportation, and medical/health positions. The section chief reports to the EOC Director. **DES is the coordinating agency** for this position.

11. **Mass Care Position** – The mass care position is responsible for monitoring and coordination of shelter services for survivors of a disaster. These can include, but not limit to, the following areas; vulnerable populations, homeless populations, impact of utility outages/service disruptions, etc. Additionally, the mass care position oversees the coordination of food, water, and
commodity distribution with support of the Resource Support Section. The mass care position reports to the human services coordination section chief. **American Red Cross of Eastern Pennsylvania is the coordinating agency** for this position.

12. **Medical/Health Position** – The medical/health position is responsible for coordinating public health and medical resources, capabilities, and capacities with all agencies and organizations that carry out public health or medical services through the coordination of services, equipment, and personnel needed to protect the health of the public, as well as management of those resources. Additionally, the medical/health position develops situational awareness of the overarching medical response and disseminates public health information. The medical/health position reports to the human services coordination section chief. **Chester County Health Department is the coordinating agency** for this position.

13. **Transportation Position** – The transportation position is responsible for assisting Chester County and municipal entities, as well as voluntary and partner organizations, requiring transportation capacity to perform response missions associated with major disasters or emergencies. The transportation position reports to the human services coordination section chief. **DES is the coordinating agency** for this position.

14. **Resource Support Section Chief** – The resource support section chief is responsible for overseeing the provision of operational assistance and coordination of supplemental resources. Resource support includes providing or obtaining goods or services, as well as coordinating the use of the resources. The section chief reports to the EOC Director. **DES is the coordinating agency** for this position.

15. **EOC Personnel Support Position** – The EOC personnel support position is responsible for ensuring the basic needs of EOC staff are met during extended activation periods. The EOC personnel support position is tasked with securing hotel rooms if staff (EOC and 9-1-1 Communication Center) cannot return home between shifts and ensuring food/water is provided on-site to avoid staff departures during an operational period. The EOC personnel support position reports to the resource support section chief. **DES is the coordinating agency** for this position.

16. **Technical Support Position** – The technical support position is responsible for ensuring the effective operation of EOC technologies (e.g., computers, printers, AV system, etc.). The technical support position reports to the resource support section chief. **DES is the coordinating agency** for this position.

17. **Finance/Administration Position** – The finance/administration position is responsible for coordinating all financial, administrative, and cost analysis aspects of an emergency or disaster response support, which can include the establishment of incident billing codes and oversight of resource purchasing to include establishment of a procurement approval/denial process. The finance and administration position reports to the resource support section chief. **DES is the coordinating agency** for this position.
18. Planning/Situational Awareness (SA) Section Chief – The planning/ situational awareness section chief is responsible for evaluating the situation through the collection, analysis, and packaging of data inputs to ensure decision makers and stakeholders remain informed. The main information products are situation reports. Additionally, the section chief may be tasked with forecasting requirements for additional personnel and equipment. The section chief oversees the areas of critical infrastructure/key resources, road closures, and geographic information systems. The section chief also maintains oversight of the Amateur Radio Emergency Service (ARES)/Radio Amateur Civil Emergency Service (RACES) liaison. The section chief reports to the EOC Director. **DES is the coordinating agency** for this position.

19. Critical Infrastructure/Key Resources (CI/KR) Position – The critical infrastructure/key resources position is responsible for evaluation of disaster impacts on CI/KR through oversight of damage assessment and debris management processes, including the collection of information regarding energy/utilities services and public works. The CI/KR position may also lead coordination for contracting construction management and inspection, emergency repair of water and wastewater facilities, potable water and ice, emergency power and real estate support to assist the county and municipalities. The CI/KR position reports to the planning/SA section chief. **DES is the coordinating agency** for this position.

20. Road Closure Position – The road closure position is responsible for tracking road closures as information is reported and relayed via the 9-1-1 Communication Center or via the watch officer. The road closure position is responsible for documenting road closures in the EOC road closure database (displays data on the road closure map) and the incident management software’s log. The road closure position reports to the planning/SA section chief. **DES is the coordinating agency** for this position.

21. Geographic Information Systems (GIS) Position – The GIS position is responsible for the development and display of geographic information products, including power outage and road closure maps with dynamic updates to ensure accurate projections of emergency or disaster impacts. The GIS position reports to the planning/SA section chief. **DES is the coordinating agency** for this position.

22. ARES/RACES Liaison – The ARES/RACES liaison provides a communication redundancy capability during emergencies or disasters. If primary communication technologies fail during an incident, the ARES/RACES liaison oversees the operation of the all-volunteer organization’s operations to support communications, including between the EOC and incident commanders. The ARES/RACES liaison reports to the planning/SA section chief. **ARES/RACES is the coordinating agency** for this position.

23. Coroner Liaison – During mass casualty and mass fatality incidents, the coroner liaison provides a direct interface between the EOC and the Chester County Coroner’s Office, which oversees services for handling fatalities and the conduct of surveillance to identify fatality trends. The liaison reports to the
EOC Director. The Chester County Coroner’s Office is the coordinating agency for this position.

24. **PECO Liaison** – During disasters involving a significant loss of electrical power in Chester County, the PECO liaison coordinates the collection of outage information and communication regarding resumption of PECO services. The PECO liaison receives known outage information from the watch officer or other EOC staff, inputs information into PECO’s repair tracking software, and coordinates directly with PECO’s operations center to maintain situational awareness, establishing an information sharing relationship between the two operations centers. The liaison reports to the EOC Director. **PECO is the coordinating agency** for this position.

25. **Agriculture and Natural Resources Liaison** – The agriculture and natural resources liaison is responsible for identifying sources of food supplies, obtaining food resources, and arranging to transport food to designated staging sites in the affected area; providing nutrition assistance; ensuring the safety and security of the commercial food supply; protecting natural and culturally historic resources; and providing for the safety and well-being of household pets and farm animals. The **Penn State Agriculture Extension** is the coordinating agency for this position.

26. **Long-Term Community Recovery Liaison** – The long-term community recovery liaison is responsible for overseeing long-term community recovery and mitigation activities following the end of life-safety response operations. **DES is the coordinating agency** for this position.

27. **Private Sector Liaison(s)** – Beyond the regular inclusion of the PECO liaison, the private sector liaisons are determined on a case-by-case basis. Private sector liaisons serve as primary POCs to key industry partners for information and resource coordination during emergencies and disasters. Private sector liaisons report to the EOC Director. **DES is the coordinating agency** for this position.

Section III – Notification and Resource Manual

- **Notification and Resource Manual** that contains information on where to find electronically stored lists of resources, facilities, personnel, equipment, and supplies available to the county, along with contact information needed to procure each resource during an emergency.

II. PURPOSE AND SCOPE

The following section outlines the purpose and scope of the EOP, including the underlying policy-driven priorities.

A. **Purpose**

The purpose of the Chester County EOP is to establish a comprehensive, countywide, all-hazards approach to incident management and coordination across a spectrum of activities including prevention, protection, response, recovery, and mitigation. The plan provides the framework for interaction with municipal governments, the private sector,
and nongovernmental organizations in the context of incident prevention, protection, response, recovery, and mitigation activities. It describes capabilities and resources to help protect from natural, human-caused, and technological hazards; saves lives, protects public health, safety, property, and the environment; and reduces adverse psychological consequences and disruptions. The plan satisfies the requirements of the *Pennsylvania Emergency Management Services Code (Title 35)*. Finally, the plan serves as the foundation for the development of detailed supplemental plans, annexes, and procedures to effectively and efficiently implement incident management activities and assistance in the context of functional areas and specific types of incidents.

**B. Scope**

The Chester County EOP addresses incidents or events that threaten to, or actually cause, damage of sufficient severity and magnitude within the geographic boundaries of Chester County, Pennsylvania, that exceeds the capabilities of local municipalities. The plan applies to all county departments, responding agencies, and key partners. The plan also applies to responding agencies that provide requested mutual-aid assistance.

**C. Policies**

The Chester County Department of Emergency Services adheres to policies established by the Chester County Board of Commissioners. Supplemental policies and procedures are promulgated by the Director of Emergency Services as well as other county department Directors, as appropriate.

Top operational priorities for incident management and plan implementation are to:

- Save lives and protect the health and safety of the public, responders, and recovery workers.
- Protect property and the environment.
- Restore essential utilities.
- Restore essential program functions.
- Coordinate among appropriate stakeholders.
- Ensure security of the county.
- Prevent an imminent incident, including acts of terrorism, from occurring.
- Protect and restore critical infrastructure and key resources.
- Conduct law enforcement investigations to resolve the incident, apprehend the perpetrators, and collect and preserve evidence for prosecution and/or attribution.
- Mitigate the damage and impact to individuals, communities, the economy, and the environment.
- Facilitate recovery of individuals, families, businesses, governments, and the environment.

Hazard-specific annexes will be developed for the hazards that occur most frequently within the county or have the largest potential impact. An annex will not be developed for every hazard outlined in the *Chester County Multi-Jurisdictional Hazard Mitigation Plan*. 

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February 2019
III. SITUATION AND ASSUMPTIONS

The following descriptions provide context regarding key elements that make Chester County unique in terms of its situation and assumptions that are applied in the planning process. Descriptions of the most prominent threats and hazards are defined as part of the situation section.

A. Situation

A clear understanding of Chester County’s unique situation is essential for ensuring effective emergency management preparedness, including planning and response efforts. The following section defines essential information regarding Chester County’s situation.

1) Location and Description

Chester County is located in the southeastern portion of Pennsylvania and encompasses a land area of 762 square miles. West Chester Borough, the county seat, is located in the southeast/central portion of the county. Approximately 209 square miles of the county is wooded, 297 square miles is agricultural, 131 square miles is residential, 96 square miles is non-residential, and 26 square miles is vacant/water. There are 1,022 miles of commonwealth and federal highways and 2,530 miles of secondary and municipal roads in the county. The county is comprised of 73 municipalities (one city, 57 townships, and 15 boroughs). Chester County includes, or is affected by, all of the critical infrastructure sectors as outlined in the Department of Homeland Security’s National Infrastructure Protection Plan 2013: Partnering for Critical Infrastructure Security and Resilience.

The county contains hundreds of licensed day cares, 12 public school districts (110 buildings) and many non-public schools (~125 buildings), five colleges and universities, 23 nursing facilities, and eight hospitals (six providing acute care).

Demographics

An overview of the county’s demographics, laid out below, are based on most recent U.S. Census data from 2017 utilizing: U.S. Census 2012 and 2017 American Community Survey 1-Year Estimates (published in 2013 and 2018). Additionally, two specific populations with geographic centers include a large Hispanic population in the southern half of the county and a large population of Pennsylvania Dutch along the western border of the county.

- Population is 519,293.
- 15.7% of the population is age 65 and older.
- There are 9,849 residents (1.9%) that identify as “two or more races”.
- 51,818 residents (10%) were born outside of the US.
- 64,583 residents (13.2%) speak a language other than English at home.
- 7,236 workers take public transportation to work.
- Median household income is $96,656.
- In 2017, 4,816 Chester County families (3.6%) were below the poverty level.
- 6.4% of children under 18 years and 5.9% of residents age 65 and older live below the poverty level.
The number of residents age 25 and over without a high school diploma is 23,651.

- Over half of residents (52.2%) age 25 and older have a bachelor’s degree.
- The highest educational attainment for 30.9% of residents age 25 and over is a bachelor’s degree.
- 21.3% age 25 and over have a graduate or professional degree
- There are 200,237 housing units in Chester County
- The median home value is $355,000 and the median rent is $1,250
- 75.4% of the housing units in Chester County are owner-occupied.
- 44.2% of renters pay 30% or more of household income toward housing costs

2) Capabilities and Resources
Chester County operates a 9-1-1 Communications Center and maintains its primary EOC at the Chester County Government Services Center (601 Westtown Rd., West Chester). The 9-1-1 Communications Center and the EOC have access to the lists of resources available from county assets as well as known resources available from the municipalities and private sector. Additionally, the county maintains an alternate 9-1-1 Communications Center and EOC at the Department of Emergency Services’ Public Safety Training Campus (137 Modena Rd., Coatesville).

The county is a member of the Southeastern Pennsylvania (SEPA) Regional Task Force (RTF) which member counties may provide mutual aid and support when requested. Additionally, the county is a member of the Pennsylvania Intrastate Mutual Aid program, which allows access to mutual aid from all Pennsylvania counties that have not opted out of the program. A more extensive description of the Emergency Management Division’s resource capabilities and management processes and mutual aid agreements is located in the Chester County Resource Management and Logistics System Annex.

3) Hazard Analysis Summary
Chester County is subject to a variety of hazards which are broken into two categories: natural hazards and human-caused hazards. The threats and hazards of greatest importance (based on risk levels) facing Chester County are outlined below. A more extensive list and detailed information on each hazard is located in the Chester County Multi-Jurisdictional Hazard Mitigation Plan. The risk of each hazard is informed by the Chester County Hazard Identification Risk Assessment process, which is updated every five years (last updated in 2015).

Natural Hazards
Nine natural hazards are considered high risk hazards in Chester County. The list is presented alphabetically:

Drought and Water Supply Deficiencies
There are 16 water purveyors, several homeowners associations, and numerous private wells supplying the residents of Chester County with water. Primary water sources include the Octorora and Schuylkill Rivers, the east and west branches of
the Brandywine Creek, and Pickering Creek. The entire county is susceptible to the impacts of drought.

Earthquake
Pennsylvania is located in a seismic risk zone whereby minor and/or moderate earthquake damage may be expected. The county lies in proximity to Philadelphia, where from 1980 to 1984, five minor earthquakes occurred, affecting the City of Philadelphia and the northern suburbs. Very little quake activity has occurred since 1984 with only four minor incidents in the SEPA region. Should the activity greatly intensify, Chester County may be affected by residual tremors.

Although earthquakes in the commonwealth are rare, historically causing no injury or severe property damage, the occurrence of an earthquake in the commonwealth and the possibility of impacts from an earthquake epicenter outside of the area remains. The majority of the larger earthquakes felt in Chester County have been residual tremors caused by earthquakes in the surrounding areas.

Extreme Temperatures
Extreme temperatures, which are temperatures that are 10 degrees or more above the average high temperature or temperatures below freezing for an extended period of time, impact the entire county at the same time. While there are minor fluctuations in climate within the county, those fluctuations are not severe enough for the extreme temperature to impact one portion of the county and not another portion.

Flooding
Approximately 80 percent of Chester County is located in the Lower Delaware River Basin. Flooding in this basin has been a result of extensive development in floodplain areas. The remainder of Chester County is located in the Susquehanna River Basin, and this basin is represented mainly by the Octorara Creek Watershed which has been subject to less developmental pressure.

Seventy-one of the 73 municipalities in Chester County are in floodplains; Honey Brook Borough and West Gove Borough are the only municipalities without a 100-year floodplain.

Hurricane and Tropical Storm
All of Chester County is impacted when a tropical event arrives. The low lying areas are more vulnerable to flooding caused by storms, and wooded areas are more vulnerable to high winds, causing tree damage. The majority of the commercial power network is above ground, which makes the entire county vulnerable to power outages due to falling trees and wires. The amount of damage sustained is directly related to the size and intensity of the storm when it reaches
the county. Historically, the intensity of tropical storms usually decreased due to the distance the storms travelled across land prior to impacting the county.

**Radon**

The underlying geologic unit that composes Chester County plays an important role in approximating how much radon will exist in different areas. The geological map of Chester County notes that schist rock, a metamorphic rock, accounts for roughly one third of the county’s geological composition. Rocks such as schist normally contain higher amounts of uranium compared to other rocks such as limestone. Thus, it is inferred that buildings built over schist may have higher amounts of radon rising from below. The same applies when considering the amounts of radon in groundwater. Several factors affect the formation and movement of radon in groundwater, such as uranium content, grain size, permeability, and the nature and extent of fracturing in the host rock which are all functions of rock type. Thus, the groundwater associated with the schist rock formations may also have higher concentrations of radon.

**Thunder Storms**

The entire county is susceptible to thunderstorms. Thunderstorms historically move across the county from the southwest to the northeast and are more common in the spring and summer months.

**Tornado and Wind Storms**

Tornadoes and wind storms are common occurrences in the commonwealth, especially during the spring and summer months. According to the National Weather Service Storm Prediction Center, a total of 814 tornadoes have struck Pennsylvania from 1950 to late 2018 (number subject to change once 2018 numbers are finalized). The southeast portion of the state is one of the areas most prone to tornadoes and wind storms.

**Winter Storms**

The entire county is impacted when a winter storm enters the region. The amount of snow fall or ice accumulation can vary across the county. Due to the freeze line, determining where the precipitation will fall as snow versus rain, there have been times when some portion of the county received snow and the remaining portion received rain.

Winter storms typically occur in Chester County from late November through mid-April, with peak months from December through March. Nor’easters are one type of severe winter storm that typically bring high winds along with heavy precipitation to the county.

**Human-Caused Hazards**

Ten human-caused hazards are considered high-risk hazards in Chester County. The list is presented alphabetically
Armed Attack
The entire county is susceptible to armed attacks in a facility or at a public gathering. An armed attack is traditionally contained to one location so the potential to directly impact multiple municipalities is low. These types of events are typically localized to a few buildings at most. The exceptions would be one person carrying out a series of attacks on multiple locations prior to being caught or a complex coordinated attack, which involves multiple attackers completing coordinated attacks in the same general area and/or timeframe. Armed attacks can occur at any location, but locations with more people gathered together make more likely targets for an attack.

Civil Disturbance
Civil disturbances can occur anywhere in the county, but they are more likely in the more populated centers of the county. The more populated boroughs have a greater likelihood, but they also typically have a local police force, unlike some of the more rural areas of the county.

Conventional/Improvised Bombs
The entire county is susceptible to a bombing attack within a facility or at a public gathering. The potential to impact multiple municipalities is low in terms of direct impacts unless multiple bombs were used in multiple locations simultaneously, which would result in impacts directly affecting multiple municipalities. The exception would be one person carrying out a series of attacks on multiple locations prior to being caught or a complex coordinated attack, which involves multiple attackers completing coordinated attacks in the same general area and/or timeframe. Indirect impacts, such as allocation of resources and operations of emergency medical facilities, could impact multiple municipalities simultaneously. Bombings can occur at any location, but locations with more people gathered together are a more likely target for an attack.

Cyber Terrorism
Unlike other hazards associated with specific geographic locations, the internet is accessible remotely from any location. Attacks that affect Chester County can originate from anywhere adding an additional layer of complexity to protection. The targets of these attacks can be very large corporations, governments, or even individuals; in fact, anything that is digitally connected is technically vulnerable. Specific target sectors that might result in countywide effects include:

- Financial centers.
- Government buildings.
- Media outlets.
- Transportation authorities.
- Power/utility companies.
- Telecommunications networks.
Dam Breaches
Any dam has the potential for creating a major disaster. There are a number of potentially hazardous dams in the commonwealth. Rapid thaw in the spring, poor maintenance, severe thunderstorms, or rain are factors that may facilitate an actual dam break. In Chester County, there are 37 dams that meet the state’s definition of a high-hazard dam. Of those, there are thirteen that meet the category 1 criteria, meaning there is a substantial population at risk (numerous homes or small businesses or a large business or school) in the inundation zone. In addition, two dams in neighboring Berks County present a potential for impacting Chester County if they fail.

Extended Utility, Data, or Telecomm Disruptions
The entire county is subject to impacts from an extended utility, data, or telecommunications outage. Unintentional acts usually impact one or two utilities in a small area. Intentional attacks have the potential to impact multiple systems simultaneously and cover a large geographical area.

Fires
Fire has been, and will continue to be, a problem of great concern to Chester County. Urban and suburban expansion continues to create multiple family dwellings and industrial complexes vulnerable to potential fire hazards; also, the threat of arson remains a hazard. Wildfires are not a major threat to Chester County due to the lower amount of large wooded areas in the county.

In the past 20 years, a number of fires were caused by two serial arsonists. In 1999/2000, there were multiple fires in the Kennett Square area caused by arson, and in 2008, there were multiple fires in the Coatesville area caused by arson. In addition to arson, there are a substantial number of unintentional fires in the county every year. From 2008 through 2013, 1,128 out of 1,519 fires (74%) were determined to be unintentional.

Hazardous Materials Incidents
Chester County is becoming increasingly vulnerable to the threat of hazardous materials incidents. New industrial complexes and housing developments increase the potential for natural gas or petroleum pipeline incidents. Increasing industrialization brings with it greater sources of hazardous material transportation, storage, use, and waste. Additionally, the activities of the Limerick Generating Station (LGS) and the Peach Bottom Atomic Power Station (PBAPS) pose a threat involving nuclear material and waste. Chester County currently has 18 hazardous materials waste Superfund sites; 11 of those 18 are listed on the National Priorities List for Superfund Cleanup.

Chester County has over 570 miles of liquid and gas pipelines. Ten companies operate 27 lines throughout Chester County. There are approximately 350 miles of pipelines that transport gas and 230 miles that transport liquid product. The pipelines traverse 59 of the 73 municipalities in the county.
Any facility using, storing, or manufacturing an Extremely Hazardous Substance must meet the reporting criteria under SARA Title III, and they are required to work with local officials to develop an Emergency Response Plan in preparation for a potential emergency. According to the Chester County Annual Report on Hazardous Material Emergency Response Preparedness, Reporting Year 2016, there were 107 SARA Title III planning facilities in Chester County. There are 466 different chemicals used at SARA planning facilities in Chester County. Additionally, there are 316 chemicals at 155 other reporting facilities. These chemicals pose various levels of concern due to their characteristics, quantity, and use within these facilities.

**Nuclear Incidents**

Portions of Chester County fall within a ten-mile radius Emergency Planning Zone (EPZ) of two nuclear facilities. Based on information from the 2010 U.S. Census, there are approximately 2,736 Chester County residents in the PBAPS EPZ and 84,028 Chester County residents in the LGS EPZ. Figure 16, located in the Chester County Multi-Jurisdictional Hazard Mitigation Plan, shows the area in Chester County that falls within an EPZ. Additionally, the county is located, all or in part, in the 50-mile radius "ingestion exposure pathway" of four facilities. Limerick and Salem include the entire county; Peach Bottom includes all but the far northeastern tip; Three Mile Island includes the entire western portion of the county. There are also a number of smaller radiological sources in medical buildings, academic centers, and some commercial businesses.

**Transportation Accidents**

Chester County has three public airports and nine private airfields. The county is located beneath the holding patterns of both Wilmington and Philadelphia International Airports. Chester County is also served by a sizeable rail line system, which includes Southeastern Pennsylvania Transportation Authority, Amtrak, Conrail, Octoraro Railroad, Canadian Pacific Rail, East Penn Railroad, and the Brandywine Valley Railroad.

The Chester County road system includes approximately 3,662 miles of roadway, including approximately 26 miles of turnpike, 1,160 miles of state and federal highways, and 2,476 miles of secondary and tertiary roads.

**B. Planning Assumptions**

1) An emergency or disaster may occur in Chester County at any time and pre-disaster warning time will vary from zero to several days.

2) All disasters start and end at the local level, starting at the level of municipalities in Chester County. Local jurisdictions should not plan on the arrival of state response assets until approximately 24 hours after the initial incident without prior notice. Similarly, federal response assets may not arrive until 48-72 hours after the incident without sufficient predictability prior to event.
3) Evacuation can only be mandated by the Pennsylvania governor. Extensive evacuation plans lend themselves only to events that are predictable and have adequate warning time. All other events are impromptu and situation-dependent, requiring optional evacuations that leverage local-level resources and/or shelter-in-place decisions based on at-risk population.

4) Incident management activities will be initiated and conducted using the principles contained in NIMS.

5) Initial response to emergencies, natural disasters, and human-caused disasters, including terrorism-related incidents, is normally handled by local responders and dispatched by the Chester County 9-1-1 Communications Center.

6) A major disaster, emergency, or event may cause numerous fatalities and injuries, property loss, disruption of normal life-support systems, and damage to the environment, and it may have an impact on the regional economic, physical, and social infrastructures.

7) A major disaster or emergency may overwhelm the capabilities of the local municipal governments along with their emergency response agencies.

8) The extent of damages and number of casualties may be affected by factors such as the time of occurrence, severity of impact, weather conditions, population density, building construction, and the possibility of secondary events such as fires, explosions, structural collapse, contamination issues, loss of critical infrastructure, and floods.

9) Chester County will coordinate and support the activities of multiple political subdivisions in accordance with the provisions of the Pennsylvania Emergency Management Services Code (Title 35). The county Department of Emergency Services may need to respond on short notice to provide timely and effective assistance.

10) Using a tiered response system, resources and capabilities from municipalities and other counties may be requested through established mutual aid agreements.

11) Upon a determination that resource requests exceed or may exceed resources that may be obtained through existing mutual aid agreements, the county will request assistance from neighboring counties, members of the SEPA RTF, private sector, and/or PEMA.

12) The occurrence of a major disaster or emergency, as defined in the Robert T. Stafford Act, may result in the declaration of a disaster emergency by the Pennsylvania governor. Depending upon the severity of the event, the governor may request an emergency disaster or major disaster declaration from the president, or a declaration of economic emergency from the administrator of the Small Business Administration.

13) Pennsylvania Intrastate Mutual Aid System (PIMAS) will make aid available to the county and all of its political subdivisions from all counties and municipalities that have not opted out of the system. PIMAS will be utilized in response to emergencies and disasters that require actions beyond the capacity of the local
municipality or the county in which the incident occurs.

14) Each department or agency will develop internal operating procedures or implementing instructions to ensure responsibilities assigned in this plan are executed.

15) Intelligence gathering, coordination, and dissemination will be included in preparedness, prevention, response, recovery, and mitigation activities.

16) Chester County will provide information regarding accessible services and resources to support the diverse needs of individuals. Chester County will provide access to accessible services and resources to support the diverse needs of individuals.

IV. CONCEPT OF OPERATIONS

The concept of operations defines how Chester County approaches emergency management, how the EOP is activated, and how the EOC is designed to function at three operational levels based on the coordination and incident support needs.

A. General

All emergency response within the county will follow NIMS that has been specified by the U.S. Department of Homeland Security.

This includes:
1) The designation of an incident commander (IC) and, if necessary, an incident management structure.
2) The use of resource definitions specified by NIMS.
3) Communication and planning protocols used in NIMS.

When an incident grows beyond the local capabilities of a municipality or the event involves more than one municipality, the county Emergency Management Agency (EMA), the Department of Emergency Services, will assist with coordination and provide supplemental assistance. If county resources are not adequate, mutual aid will be used with other counties and the private sector. When resources are needed from PEMA an unmet needs request will be submitted.

B. Plan Activation

The Chester County EOP provides the framework for preparedness, response, recovery, and mitigation efforts for all-hazards incidents. The plan is designed to be flexible to meet the needs of every incident. Additional hazard specific annexes complement but do not override this plan.

The DES director is the single POC to serve as the coordinator for the county’s incident management system. The director, or his/her designee, has the authority to implement this plan. The plan can be activated at any time as needed to support the actual or anticipated response and recovery efforts of a disaster. After plan activation, the personnel supporting the plan will work with municipal, county, regional, state, private
sector, and other emergency management partners to coordinate response and recovery efforts. The activation of this plan requires three primary resources: an EOC, trained personnel to staff the EOC, and communications equipment to ensure the effective operation of the EOC.

The county EOC is already operational 24 hours per day, seven days per week through the 9-1-1 Communications Center in the Government Services Center, West Chester. The EOC may be expanded beyond the 9-1-1 Communication Center during an emergency. Additionally, the county maintains an alternate 9-1-1 Communication Center and EOC at its Public Safety Training Campus, Coatesville.

C. Mission Areas

The National Preparedness Goal describes 32 core capabilities as activities that ensure addressing the greatest risks facing the United States. The core capabilities are organized within five mission areas. In line with the goal, Chester County’s preparedness efforts align with the five mission areas, which are defined below:

**Prevention**
Prevention includes activities designed to stop, avoid, or reduce the risk of an act of terrorism (actual or threatened).

**Protection**
Protection includes activities focused on protecting citizens, visitors, residents, and assets from threats and hazards to reduce risk without infringing on the way of life or rights. Planning efforts help ensure the safety of citizens, CI/KRs, property, and the economy from the impacts of all hazards and threats.

**Mitigation**
Mitigation includes 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 implemented before, during, or after an incident are intended to prevent the occurrence of an emergency and reduce the county’s vulnerability and/or minimize the adverse impact of disasters or emergencies. A preventable measure, for instance, is the enforcement of building codes to minimize impacts during such situations. More detailed information can be found in the *Chester County Multi-Jurisdictional Hazard Mitigation Plan*.

**Response**
Response includes activities that address short-term, direct effects of an incident. Response activities include immediate actions to preserve life, property, and the environment; meet basic human needs; and maintain the social, economic, and political structure of the affected community. Also included are direction and coordination, warning, evacuation, and similar operations that reduce casualties, damage, and help speed up recovery.
Recovery
Recovery includes activities that allow an impacted community to recoup from the impacts of an incident. Once an incident has begun, it is important to start planning for recovery efforts. The recovery period will last significantly longer than an event. The EOC command and general staff will initiate the planning of the recovery efforts and implementation of the Disaster Recovery Annex as soon as possible after the beginning of the event. Overarching recovery efforts will require support from numerous county departments and partner agencies with guidance and direction from the Chester County Commissioners. Depending on the scale of the event and the length of the recovery process, the recovery efforts may be led by the Emergency Management Division with the assistance of the Chester County Long Term Recovery Committee based on the strategy established with the direction of the Chester County Commissioners. The Chester County Disaster Recovery Annex provides additional detail on the framework for designating the agencies that will be involved in the recovery effort and how they will interact. While the annex is not all-inclusive, it is designed to be a framework upon which to build the recovery effort and supplement the EOP.

Once response activities are in progress, the focus will be shifted to damage assessment which drives the recovery efforts. The Emergency Management Division will coordinate the damage assessment report process and collect damage assessments from the municipal Emergency Management Coordinators (EMCs). The total of the damages sustained within the county will be provided to PEMA for state-wide damage assessment compilations.

D. Intergovernmental Assistance
Mutual aid agreements between municipalities are inherently in place through Title 35. Adjacent counties and other governments will render assistance in accordance with the provisions of intergovernmental support agreements in place at the time of the emergency. The county EMA and other agencies will establish regular communication with state agency offices supporting the county (Pennsylvania Departments of Agriculture, Transportation, Health, etc.). Requests for unmet needs will be forwarded to the Pennsylvania Commonwealth Response Coordination Center (CRCC).

E. Direction, Control, and Coordination
Elected officials play an important role in the protection of the lives and property of citizens and make policy decisions for the coordination of emergency activities within the county.

The Department of Emergency Services Director acts as the county Emergency Management Coordinator (EMC) and may act on behalf of Chester County Board of Commissioners. The county EOC is operational 24 hours per day, seven days per week through the 9-1-1 Communications Center in the Government Services Center, West Chester. The EOC may be expanded beyond the 9-1-1 Communication Center during an emergency by the Chester County Board of Commissioners, the EMC, or a designee. Additionally, the county maintains an alternate 9-1-1 Communication Center and EOC at
its Public Safety Training Campus, Coatesville. More information regarding continuity of operations can be located in the Chester County Continuity of Operations Plan Annex.

The initial IC at an incident site will be from the service having primary jurisdiction (fire, police, emergency medical services, etc.). If the line of jurisdiction becomes unclear, a Unified Command (UC) should be formed. The local IC/UC will coordinate with the respective municipal EMCs.

When local conditions exceed the local capabilities, the IC/UC or municipal EMC may contact Chester County Department of Emergency Services to request assistance via the 9-1-1 Communication Center or the EOC. Personnel in the Chester County EOC will not assume command of an event.

Other emergency plans or annexes may be applicable to a specific event and provide further details to supplement the basic plan. For example, an incident involving hazardous substances, a nuclear power plant incident, or high hazard dam emergency may involve “incident specific” response activities outlined in the associated emergency plan or annex. If an incident involves implementation of response plans at various levels of government, the county and state EMAs shall strive to coordinate to the maximum extent practical.

For the integration of response, recovery, and mitigation actions, precedence is given to immediate response operations to save lives, protect property, and meet basic human needs over recovery and mitigation operations. Intelligence gathering and recovery actions will be coordinated and based upon availability of resources. Mitigation opportunities will be considered throughout disaster operations.

F. Organization and Assignment of Responsibilities

The EOC supports the efforts of the on-site IC/UC through the personnel assigned to the EOC executing the functions and resulting responsibilities outlined in Table 1 below. The complete list of position-specific responsibilities is detailed in the position annexes. These responsibilities are assigned to EOC positions based on job functions.

Each function has been assigned a coordinating agency and at least one support agency. The matrix for the functional assignments is located in APPENDIX D.

- Coordinating Agency: The agency providing expertise and management for the designated function, especially during pre-disaster phases and will coordinate the actions of all agencies assigned to the functional area.
- Support Agency: An agency providing assistance for the mission by providing resources and accomplishing tasks assigned by the coordinating agency.

Within the EOC, positions are based on areas of responsibility with each position placed under the appropriate EOC staffing structure to provide better coordination and control. As situations require, direct collaboration among sections will be conducted between assigned EOC positions. In cases where a position is not staffed, those responsibilities and activities of that position revert to the corresponding section chief and then EOC
director. The EOC organizational meets span of control expectations established in NIMS guidance (between three and seven). A full organizational chart of the Chester County EOC structure is located in APPENDIX F. The EOC is organized with command and four sections (see Figure 1 below) with oversight provided by the EMC and Chester County Board of Commissioners.

![Figure 1 - EOC Structure]
<table>
<thead>
<tr>
<th>EOC Position (Section)</th>
<th>Function</th>
<th>ESF #</th>
<th>Responsibilities</th>
</tr>
</thead>
<tbody>
<tr>
<td>Watch Officer (Command)</td>
<td>Emergency Management</td>
<td>5</td>
<td>Coordinate countywide emergency response functions by collecting, sharing, analyzing, and disseminating information.</td>
</tr>
<tr>
<td>Public Information Officer (PIO) (Command)</td>
<td>External Affairs</td>
<td>15</td>
<td>Provide information to the public through direct means (e.g., social media or alert/warning systems) and through the media; manage public inquiries and community outreach.</td>
</tr>
<tr>
<td>Watch Officer (Command)</td>
<td>Public Works and Engineering</td>
<td>3</td>
<td>Coordinate engineering and heavy equipment support; oversee debris removal and management.</td>
</tr>
<tr>
<td>CI/KR (Planning SA Section)</td>
<td>Energy</td>
<td>12</td>
<td>Monitor and coordinate the maintenance and restoration of the supply of energy and energy distribution infrastructure.</td>
</tr>
<tr>
<td>CI/KR (Planning SA Section)</td>
<td>Transportation</td>
<td>1</td>
<td>Coordinate transportation resources and infrastructure.</td>
</tr>
<tr>
<td>Technical Support (Resources Section)</td>
<td>Communications</td>
<td>2</td>
<td>Coordinate all forms of communication and IT resources.</td>
</tr>
<tr>
<td>Resource Section Chief (Resources Section)</td>
<td>Logistics Management and Resource Support</td>
<td>7</td>
<td>Coordinate facilities, equipment, supplies, resources; track resources and arrange for the reception and distribution of goods.</td>
</tr>
<tr>
<td>Fire/EMS (Emergency Services Section)</td>
<td>Firefighting</td>
<td>4</td>
<td>Coordinate and assist local firefighting efforts.</td>
</tr>
<tr>
<td>Law Enforcement (Emergency Services Section)</td>
<td>Public Safety and Security</td>
<td>13</td>
<td>Coordinate physical security for citizens and property; suppress criminal activity.</td>
</tr>
<tr>
<td>Section 1 - Basic Plan</td>
<td>Emergency Operations Plan</td>
<td>Custer County</td>
<td></td>
</tr>
</tbody>
</table>

Table 1 - EOC Functions and Responsibilities by Position and Related ESF

<table>
<thead>
<tr>
<th>Coordinating the coordination of human services, and other human services for survivors</th>
<th>1</th>
<th>Migration</th>
<th>Long-term Community Recovery</th>
</tr>
</thead>
<tbody>
<tr>
<td>Coordinating bulk food supplies; coordinating the monitoring of livestock and food crops; coordinating the protection of natural animal food and food production facilities and the health of livestock and food crops; coordinating the protection of natural resources and agriculture and natural resources</td>
<td>11</td>
<td>Agriculture and Natural Resources</td>
<td>Long-term Community Recovery</td>
</tr>
<tr>
<td>Coordinating shelter and Red Cross Operations, emergency assistance</td>
<td>6</td>
<td>Mass Care</td>
<td>Mass Care Liaison</td>
</tr>
<tr>
<td>Coordinating medical care, crisis counseling, and mortality services</td>
<td>8</td>
<td>Public Health and Medical Services</td>
<td>Medical/Liaison</td>
</tr>
<tr>
<td>Coordinating search and rescue missions, including technical urban, wilderness, and underground</td>
<td>6</td>
<td>Search and Rescue</td>
<td>SAR</td>
</tr>
</tbody>
</table>

February 2019
The Emergency Management Division within the Department of Emergency Services is responsible for staffing a watch officer to assist the 9-1-1 Communications Center in emergency management functions after an incident has started and before the escalation of the EOC. The watch officer will provide a recommendation on the need to escalate the EOC. Functional responsibilities are created and assigned to an EOC position to avoid duplication of services and to ensure that the most appropriate agency is assisting in supporting the different needs during an incident.

Chester County Commissioners
The Chester County Commissioners have the following responsibilities during the following emergency management phases:

Prevention and Preparedness Phases
- Responsible for establishing a county emergency management organization.
- Establish lines of succession for key positions.
- Prepare and maintain this EOP in consonance with the commonwealth EOP.
- Recommend an EMC for appointment by the Governor who may act on their behalf, if necessary.
- Support the intelligence community and prevention activities undertaken by appropriate organizations.

Response and Recovery Phases
- Provide protective actions recommendations (to evacuate or to shelter in place) as needed.
- If the situation warrants, issue a declaration of disaster emergency upon finding a disaster has occurred or is imminent.
- In coordination with agency/department heads, apply for federal post-disaster funds, as available.

Mitigation Phase
- Providing approval of mitigation activities overseen, and priorities set, at the county-level.

Chester County EMC
The Chester County EMC has the following responsibilities during the following emergency management phases:

Prevention and Preparedness Phases
- Prepare and maintain an EOP for Chester County subject to the direction of the county elected officials.
- Establish, equip, and staff an EOC.
- Maintain coordination with the municipal EMAs and PEMA.
- Collect, analyze, and disseminate information.
- Recruit, develop, and maintain qualified personnel to staff the EOC.
- Provide individual and organizational training programs to ensure prompt, efficient, and effective disaster emergency services.
• Identify resources within Chester County that can be used to respond to a major
emergency or disaster situation.
• Coordinate prevention activities with appropriate organizations.
• Support and actively participate in the intelligence community.
• Develop and maintain current emergency response checklists appropriate for the
emergency needs and resources of the community.
• Attend training and workshops to maintain proficiency in emergency
management, response, planning, and procedures.

Response and Recovery Phases
• Elevate the EOC activation level and act as or designate the EOC director during
an emergency.
• Provide prompt and accurate information of an emergency to the Chester County
Board of Commissioners, PEMA, and key stakeholders.
• Organize, prepare, and coordinate all locally available staff, materials, supplies,
equipment, facilities, and services necessary for disaster emergency readiness,
response, and recovery.
• Compile cost figures for the conduct of emergency operations above normal
operating costs.
• Request any needed resources from PEMA.
• Decide the need for and coordinate all damage assessment activities for the
incident.
• During a proclamation of a disaster emergency by the governor of Pennsylvania,
acquire sites required for installation of temporary housing for disaster victims as
necessary.

Mitigation Phase
• Identify hazards and vulnerabilities that may affect the municipalities in
coordination with municipal EMAs.
• Adopt and implement precautionary measures to mitigate the anticipated effects
of a disaster.

Agency Directors/Chester County Department Directors
The Chester County agency directors and department directors have the following
responsibilities during the following emergency management phases:

Prevention and Preparedness Phases
• All agencies designated as a coordinating agency for the emergency support
positions shall work to fulfill the prevention and preparedness measures outlined
in each emergency support function annex.
• Support training for staff that may be called upon to staff the Emergency
Operations Center.
• Support MOUs with contracted agencies to be part of disaster plans, and maintain
contractual language with vendors regarding goods and services during disasters.
• Participate in or designate staff to participate in plan writing, review, and
development for plans where their agencies are the lead or supporting agencies.
• In coordination with the offices of the Chester County Commissioners, apply for federal post-disaster funds, as available.

Response and Recovery Phases
• Provide staff support and resources.
• Provide guidance, direction, and authority to agency/department personnel who support the EOC.

Mitigation Phase
• Identify potential disaster mitigation projects and relay that information to watch officer.
• Assist in supporting mitigation projects as needed.

EOC Staff
The responsibilities outlined below for all of the EOC staff are a general overview for all EOC positions. More detailed prevention, preparedness, response, recovery, and mitigation responsibilities are outlined in Section II – Position Annexes:

Prevention and Preparedness Phases
• Assist in the development and maintenance of the checklists for their respective positions.
• Attend training on the duties of their respective positions based upon the Position Specific Training Plan.
• Participate in drills/exercises as needed.
• Participate in prevention projects as needed.
• Support prevention activities undertaken by appropriate organizations.
• Support the intelligence community as needed.

Response and Recovery Phases
• Respond to the EOC or the field as assigned.
• Ensure that proper check in and time procedures are followed.
• Perform the duties of the position to the best of their abilities.
• Keep detailed logs, records, and documentation of all activities.
• Advise the EOC chain of command regarding the respective position activities and any unmet needs.

Mitigation Phase
• Identify potential disaster mitigation projects and relay that information to the watch officer and assist in supporting mitigation projects as needed.

G. Operational Levels
The county EOC steady state activation is Level III (normal operations) with staffing provided by the 9-1-1 Communications Center, which may be supplemented with an emergency management watch officer. The EOC will elevate to Level II or Level I operations based on the potential or actual events (see Table 2).
Table 2 outlines the phased levels of activation of the EOC. Ranging from normal operations (Level III) to full activation (Level I).

<table>
<thead>
<tr>
<th>PHASE</th>
<th>EVENT</th>
<th>SCOPE</th>
<th>EXAMPLE</th>
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<tr>
<td>LEVEL III (Normal Operations)</td>
<td>Level III is the normal operations phase. The level of activation is used for localized events with relatively minor damages</td>
<td>9-1-1 Communication Center monitoring the situation, an emergency management watch officer on call or staffed in the 9-1-1 communication center</td>
<td>Day-to-day operations</td>
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<td>LEVEL II (Partial Activation)</td>
<td>Level II is the partial activation phase, which focuses on monitoring and assessment phase. The level of activation is used to address moderate emergencies in which local resources are not adequate and mutual aid may be required on a regional or even statewide basis</td>
<td>EOC director, watch officer, PIO, section chiefs, GIS, receptionist, and liaisons (as required)</td>
<td>Active severe flooding, severe winter weather, ‘alert’ or ‘site area emergency’ at a nuclear power plant, direct hit from a tropical storm, major storm, long-term incident (24+ hours)</td>
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<tr>
<td>LEVEL I (Full Activation)</td>
<td>Level I is the full activation phase, which focuses on managing coordination during large-scale events. The activation level is used during major local, regional, or national disaster/emergency with catastrophic damages to one or more municipalities in the county, causing resources in or near the impacted area to be overwhelmed and extensive state and/or federal resources are required</td>
<td>Full EOC staff as defined in the EOP</td>
<td>‘General emergency’ at a nuclear power plant, widespread civil unrest, terrorist attack, severe winter weather or hurricane stalls over the county</td>
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</table>

**Table 2 – Levels of EOC Activation**

**Triggers**

The decision to expand the county EOC above Level III operations is the responsibility of the Chester County Board of Commissioners, the county EMC, or designee based on actual or potential incidents. EOC staff comes from the Department of Emergency Services, other county departments, and non-county partners, as needed.
Level III to II
When an incident grows beyond the capability or capacity of normal operations (Level III), the transition to Level II activation will be enacted. Staffing levels will increase to the partial activation level.

Level II to I
When an incident grows beyond the capability or capacity of normal operations (Level II), the transition to a Level I activation will be enacted. Staffing levels will increase to the full activation level.

Upon deciding to activate at a Level I:
- All county department Directors are required to make staff available upon the request of the Director of Emergency Services or designee.
- Staff requested by the Director of Emergency Services or designee will operate under the operational control of the Department of Emergency Services and take direction from a Department of Emergency Services designated supervisor.
- A block of hotel rooms will be secured to accommodate an appropriate number of staff members to ensure they are rested, available, and ready to continue to mitigate the effects of the incident.

H. Communications
Effective communications are essential to facilitate adequate emergency response and coordination, including the development of actionable information for the decision-making process and the public. Chester County maintains a variety of technologies to ensure information is collected, analyzed, and disseminated to internal and external stakeholders, including the public.

Communication protocols and coordination procedures are described in the Chester County Communications, Alert, and Warning Notification Annex, which is supported by the Chester County Joint Information System Annex and Chester County Emergency Alert System Annex. These annexes provide key information on Chester County’s approach to emergency communications and alert and warning processes, including the dissemination of emergency public information.

Information Collection, Analysis, and Dissemination
Chester County’s approach to information collection, analysis, and coordination process during steady-state and activations operations is essential for the evaluation of multiple data streams and dissemination of accurate and actionable information in a timely fashion. The critical information required for operations, corresponding information sources, and information dissemination systems are laid out, along with an overview of the broader information flow process, in the Chester County Communications, Alert, and Warning Notification Annex.
I. Volunteer and Donation Management

Chester County’s approach for managing volunteer and donations during emergency or disaster scenarios is guided by DES policy #600-18 Donation Management of Post Disaster Volunteers and Policy #600-20 Management of Post Disaster Donations. As defined in these policies, DES does not accept any unsolicited, spontaneous monetary donations or donated goods. Instead, as outlined by policy, DES will direct solicited and unsolicited donated resources, including volunteer hours, to pre-established voluntary organizations through direct coordination with the SEPA Voluntary Organizations Active in Disasters and 2-1-1, which in Chester County is overseen by the United Way of Greater Philadelphia and Southern New Jersey. Additional information on this process and pathways for connecting volunteers and donations to organizations in charge of accepting and managing those resources during a disaster or emergency is presented in the Chester County Emergency Management and Logistics System Annex.

J. Evacuation and Shelter-in-place

As noted in the planning assumptions, evacuations in Pennsylvania can only be mandated by the governor. Extensive evacuation plans lend themselves only to events that are predictable and have adequate warning time. All other events are impromptu and situation-dependent, requiring optional evacuations that leverage local-level funding and resources and/or shelter-in-place decisions based on at-risk population. In Chester County, the local municipalities have the authority to make the decision to put in place evacuation or shelter-in-place orders, and if requested, or if a municipality is not able to, DES will assist with issuance of these orders via the county’s public-facing notification and warning program, ReadyChesCo, for impacted area(s).

The one standing exception is the possibility of an evacuation resulting from a radiological event at the LGS or PBAPS, which provide discreet, known geographic implications that allow for more exact evacuation planning at the county level. For more information regarding evacuation orders in the context of a radiological event, see the Chester County Radiological Emergency Response Annex.

K. Detection and Monitoring

Emergencies and disasters can occur with our without warning. To ensure the largest amount of advanced warning and adequate response, DES uses a variety of partner information resources to detect and monitor potential hazards. The following table notes hazards, partners responsible for detection, the DES department/position that monitors for information from these partner agencies, and how DES receives information regarding the detection and development of incidents with potential or experienced impacts to Chester County.
<table>
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<th>HAZARD</th>
<th>DETECTION</th>
<th>MONITORING</th>
<th>INFORMATION PRODUCT/SOURCE</th>
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| Adverse Weather (Extreme Temperatures, Flooding, Hurricane/Tropical Storm, Thunder Storms, Tornado/Wind Storms, Winter Storms) | • Climate Prediction Center  
• Federal Emergency Management Agency (FEMA)  
• National Hurricane Center  
• Storm Prediction Center  
• National Weather Service – Mt. Holly Forecast Office  
• PEMA – Commonwealth Watch and Warning Center (CWWC) | • 9-1-1 Communication Center  
• EOC – Watch Officer | • FEMA Daily Operations Briefing  
• National Warning System Alerts (NAWAS)  
• Pennsylvania Warning System Alerts (PAWAS)  
• NWS Products – Watches, Warnings, Advisories, iNWS alerts, etc.  
• PEMA – Daily Weather Briefing |
| Drought and Water Supply Deficiencies            | • Chester County Water Resources Authority (CCWRA)  
• Pennsylvania Department of Environmental Protection (DEP)  
• FEMA | • 9-1-1 Communication Center  
• EOC – Watch Officer | • Information from CCWRA  
• DEP Knowledge Center Alerts via PEMA CWWC  
• FEMA Daily Operations Briefing |
| Earthquake                                       | • United States Geological Survey (USGS) | • 9-1-1 Communication Center  
• EOC – Watch Officer | • FEMA Daily Operations Briefing  
• USGS via PEMA CWWC |
| Armed Attack, Conventional/Improved Bombs, Cyber Terrorism | • Delaware Valley Intelligence Center (DVIC)  
• Federal Bureau of Investigation (FBI)  
• Multi-State Information Sharing and Analysis Center (MS-ISAC)  
• National Counter Terrorism Center Counterterrorism  
• National Transportation Safety Board  
• Pennsylvania Criminal Intelligence Center (PACIC) | • 9-1-1 Communication Center  
• Department of Computing and Information Services  
• EOC – Watch Officer | • DVIC Situational Awareness Bulletin  
• DVIC Event-Specific Briefings  
• FBI/Department of Homeland Security Joint Intelligence Bulletin via DVIC  
• MS-ISAC products  
• National Counter Terrorism Center Counterterrorism Weekly Digest via DVIC  
• PACIC Reports via DVIC |
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<td>9-1-1 Communication Center</td>
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<td>Operation Centers</td>
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<td>HAZARD</td>
<td>DETECTION</td>
<td>MONITORING</td>
<td>INFORMATION PRODUCT/SOURCE</td>
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<tr>
<td>Nuclear Incidents</td>
<td>• Exelon Corporation: LGS and PBAPS</td>
<td>• 9-1-1 Communication Center</td>
<td>• Limerick and Peach Bottom Siren Alerts</td>
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<td>• EOC – Watch Officer</td>
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<tr>
<td>Transportation Accidents</td>
<td>• 9-1-1 Communication Center</td>
<td>• 9-1-1 Communication Center</td>
<td>• Citizen telephone calls</td>
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<td></td>
<td>• Pennsylvania Department of Transportation</td>
<td>• EOC – Watch Officer</td>
<td>• Information from TMACC</td>
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<td>• Pennsylvania Turnpike Commission</td>
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<td>• PennDOT or Turnpike Commission Knowledge</td>
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<td></td>
<td>• Transportation Management Association of Chester County (TMACC)</td>
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<td>Center Alert via PEMA CWWC</td>
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V. ADMINISTRATION, FINANCE, AND LOGISTICS

The following section defines administration and logistics regarding process for information sharing and resource requests. Greater detail of these processes is defined in associated annexes.

A. Administration

Local municipal governments will submit situation updates, requests for assistance, and damage assessment reports to the Chester County EOC. Based on guidance defined in EOP annexes, the Chester County EOC will forward appropriate reports/requests to the PEMA CRCC.

Local and county governments will utilize pre-established bookkeeping and accounting methods to track and maintain records of expenditures and obligations.

Chester County Department of Emergency Services and municipal emergency management will keep detailed records of response actions.

The Chester County Department of Emergency Services will request reports from other agencies, relief organizations, and nongovernmental organizations when deemed appropriate. The Chester County Department of Emergency Services will make reports to PEMA by the most practical means. Reports will be constructed in accordance with PEMA requirements.

B. Finance

The Chester County Department of Emergency Services conducts cost analysis and supports resource/service procurement during emergency or disaster response support, including oversight of resource purchasing and adherence to a standardized procurement approval and denial processes. The need to purchase resources/support services for municipalities and response/emergency management personnel remains essential for effective response efforts, and applicable procurement rules must be considered prior to purchasing. Consideration regarding pre-approved vendors and open contract vehicles can allow for on-demand access to resources and services in line with procurement requirements.

If the Chester County Board of Commissioners signs an Emergency Disaster Declaration, the rules regarding procurement allow for greater flexibility in purchasing resources outside of the normal procurement process.

C. Logistics

When municipal resources are overwhelmed, the Chester County Department of Emergency Services is available to coordinate assistance with unmet needs. If the county requires additional assistance, it will call on mutual aid from adjacent counties, the private sector, or PEMA. For a more detailed description of the Department of Emergency Services resource management and logistics processes, see the Chester County Resource Management and Logistics System Annex.
VI. TRAINING AND EXERCISES

Training and exercises are essential for maintaining emergency preparedness in Chester County. Training and exercises allow staff and partners to remain apprised of best practices; to stay engaged with plans, policies, and procedures; and to identify areas for improvement and necessary corrective actions. The following section defines the training and exercise requirements.

A. Policy

The county EMC is responsible for the overall preparedness of all personnel and agencies involved in the county’s response to emergencies. As such, the county EMC shall ensure proper training and exercises are established to evaluate this plan and maintain the readiness posture of county resources.

B. Exercise Requirements

Exercises should be conducted following Homeland Security Exercise and Evaluation Program principles. At a minimum:

- The EMC will activate this plan at least once annually via a drill or during an actual event.
- An all-hazards functional exercise that involves the entire EOC staff, including volunteers and private sector representatives, will be conducted every two years.
- Annually, the county will prepare a three-year exercise plan and submit it to the PEMA area office.
- An After Action Report (AAR) will be prepared and an Improvement Plan (IP) administered for every exercise.

C. Training Requirements

All response personnel including elected and appointed officials will be trained to meet the minimum requirements specified in applicable legislation (Title 35, PA C.S.A.), federal NIMS requirements, and PEMA training and exercise directives.

The Emergency Management Division will keep records and ensure training is available through on-line sources, community colleges, or scheduled training sessions in the county. The county EMA staff will participate in state and federal training programs as prescribed internally and by PEMA.

The county EMA will conduct quarterly trainings for local EMCS and county staff to provide program updates and coordinate county-wide response and emergency management. Exercises will be used as a training vehicle for public officials, county EMA staff, and emergency services personnel who are assigned emergency responsibilities in this plan.
D. After Action Reports

An AAR, incorporating comments from all participants, will be prepared after every EOC activation and exercise of the EOC. All AARs must include corrective actions to be incorporated into the associated plans and the *After Action Report and Improvement Planning Matrix*, which helps the Emergency Management Division prioritize and track corrective actions.

VII. PLAN DEVELOPMENT, MAINTENANCE, AND DISTRIBUTION

A. Development and Maintenance Responsibilities

The Emergency Management Division coordinates development and maintenance of this plan. Writing, review, and update of specific portions of the plan will be accomplished by those staff members/agencies with the best knowledge of the subject matter.

2019 EOP Development

In the development of the 2019 EOP, the division requested input from key stakeholders (listed below):

- Chester County Department of Computing and Information Services.
- Chester County District Attorney’s Office.
- Chester County Facilities Department.
- Chester County Health Department.
- Chester County Human Services Department.
- Chester County Planning Commission.
- Chester County Sheriff’s Office.
- Southeastern Pennsylvania American Red Cross.

Key stakeholders were provided a digital copy of the basic plan and supporting annexes with the opportunity to submit feedback over a two-week period.

Additionally, leadership from secondary stakeholder groups with prominent roles in plan annexes was given the opportunity to review the basic plan over a two-week period (listed below):

- Chester County Emergency Medical Services Council Incorporated.
- Chester County Fire Chief’s Association.
- Chester County Fire Police Association.
- Chester County Police Chief’s Association.
- Municipal Emergency Management Coordinators.

After the integration of feedback from these stakeholders, the 2019 basic plan was reviewed and approved by the DES Director and Chester County Board of Commissioners.

Moving forward, the plan will be reviewed with stakeholders twice annually for winter weather (fall) and flood coordination (spring).
Review Timeline
Based upon legislation, regulation, or PEMA directive, incident-specific annexes require an annual review. All other plan components are also reviewed and updated at least annually. Whenever portions of this plan are implemented in an emergency event or exercise, a review will be conducted to determine any necessary changes.

Whether or not used in an actual event, a review of each section of the plan will be conducted at least annually. The EOP must be re-promulgated when a majority of the elected body, Chester County Board of Commissioners, changes, or when the elected body decides to make any substantive changes.

At the conclusion of each annual review, the EMC will take action based on the following parameters:

1) If the annual review indicates a need for significant changes to the plan, page changes will be published and approved by the Chester County Board of Commissioners and distributed as noted below. Minor changes to the plan do not require the review and approval by the Board of Commissioners.

2) If the annual review indicates so many changes that a revised plan should be published, it should be approved by the Chester County Board of Commissioners and distributed as below.

3) If the annual review indicates that no changes are necessary, document the review on the “Certification of Annual Review” (pg. vi) and forward a copy of the certificate to the PEMA area office. The original copy of the certification page will be maintained with the master copy of the plan.

B. Distribution
The EOP and its supporting material are controlled documents. While the basic plan and position annexes are open to the public, the NARM is not considered to be subject to the Right-to-Know Law and is unavailable to the general public. Distribution is based upon a regulatory or functional “need to know” basis. A copy of the plan will be distributed to all agencies and organizations that have a role in the plan.
APPENDICES
APPENDIX A: AUTHORITY AND REFERENCES

A. Authority
The authority for this plan and county emergency management programs comes from the Pennsylvania Emergency Management Services Code and the Counterterrorism Planning, Preparedness and Response Act of 2002.

B. References
1) Americans with Disabilities Act (1990)
6) Homeland Security Exercise Evaluation Program (April, 2013)
8) National Incident Management System (2017)
10) Pennsylvania Emergency Management Services Code (35 Pa CSA § 7101 et. seq.) (as amended through 2018)
13) Pennsylvania Right-to-Know Law (65 P.S. § 67.101, et seq.)
17) Robert T. Stafford Disaster Relief and Assistance Act (42 U.S.C. § 5121 et. seq.) (as amended through August, 2016)
18) Sandy Recovery Improvement Act (SRIA) and Disaster Relief Appropriations Act (113–2) (2013)
19) Title III, Superfund Amendments and Reauthorization Act (SARA), Sections 301-305, 311, and 312 (October, 1986)
20) U.S. Small Business Administration (Title 13 CFR Part 123) – Disaster Loan Program (as amended through October, 2016)
<table>
<thead>
<tr>
<th>Abbreviation/Acronym</th>
<th>Full Term/Name</th>
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<tr>
<td>AAR</td>
<td>After Action Report</td>
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<td>CI/KR</td>
<td>Critical Infrastructure and Key Resources</td>
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<td>CRCC</td>
<td>Commonwealth Response Coordination Center</td>
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<tr>
<td>CWWC</td>
<td>Commonwealth Watch and Warning Center</td>
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<tr>
<td>EMA</td>
<td>Emergency Management Agency</td>
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<td>EMC</td>
<td>Emergency Management Coordinator</td>
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<td>Emergency Medical Services</td>
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<td>Emergency Operations Center</td>
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<td>Emergency Operations Plan</td>
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<td>Emergency Planning Zone</td>
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<td>ESF</td>
<td>Emergency Support Function</td>
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<td>FEMA</td>
<td>Federal Emergency Management Agency</td>
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<td>HVA</td>
<td>Hazard Vulnerability Analysis</td>
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<td>IC</td>
<td>Incident Commander</td>
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<td>IP</td>
<td>Improvement Planning</td>
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<td>GIS</td>
<td>Geographic Information System</td>
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<td>HazMat</td>
<td>Hazardous Materials</td>
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<td>LGS</td>
<td>Limerick Generating Station</td>
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<td>NARM</td>
<td>Notification and Resource Manual</td>
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<td>NIMS</td>
<td>National Incident Management System</td>
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<tr>
<td>PBAPS</td>
<td>Peach Bottom Atomic Power Station</td>
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<td>PEMA</td>
<td>Pennsylvania Emergency Management Agency</td>
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<td>PIMAS</td>
<td>Pennsylvania Intrastate Mutual Aid System</td>
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<td>POC</td>
<td>Point of Contact</td>
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<td>RTF</td>
<td>Regional Task Force</td>
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<td>SA</td>
<td>Situational Awareness</td>
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<td>SEPA</td>
<td>Southeastern Pennsylvania</td>
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<tr>
<td>UC</td>
<td>Unified Command</td>
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<tr>
<td>USAR</td>
<td>Urban Search and Rescue</td>
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APPENDIX C: TERMS AND DEFINITIONS

Though quotations are not used throughout the following list of terms and definitions, many of the following terms and definitions are quoted directly. Source attribution is noted with each term and definition to ensure credit for exact language and content, more generally, is attributed.

Access and Functional Needs
Access and functional needs refers to persons who may have additional needs before, during and after an incident in functional areas, including but not limited to: maintaining health, independence, communication, transportation, support, services, self-determination, and medical care. Individuals in need of additional response assistance may include those who have disabilities; live in institutionalized settings; are older adults; are children; are from diverse cultures; have limited English proficiency or are non-English speaking; or are transportation disadvantaged.


All-Hazards
Any incident or event, natural or human caused, that requires an organized response by a public, private, and/or governmental entity in order to protect life, public health and safety, values to be protected, and to minimize any disruption of governmental, social, and economic services.


Amateur Radio Emergency Services (ARES)
An American Radio Relay League sponsored emergency organization of amateur radio operators that provides communications resources.


Auxiliary Communications Service (ACS)
Any emergency communications unit, staffed by volunteer communications specialists, which provides public safety communications support to government or a governmental entity, such as a regional task force. An ACS unit will be organized as an “in-house” unit of the sponsoring entity or as an external unit, where the sponsoring entity utilizes a private organization such as ARES®, club, or other organization to provide auxiliary communications support.

Coordination
Arranging in order, activities of equal importance to harmonize in a common effort. (For use in context of this document: authorizing and/or providing for coordination of activities relating to emergency disaster prevention, preparedness, response and recovery by State, local governments and Federal agencies.)

Disaster Emergency
Those conditions which upon investigation may be found, actually or likely to affect seriously the safety, health or welfare of a substantial number of citizens of the county or preclude the operation or use of essential public facilities. A disaster should be of such magnitude or severity as to render essential state supplementation of county efforts or resources.

Emergency Management
The judicious planning, assignment, and coordination of all available resources in an integrated program of prevention, mitigation, preparedness, response and recovery for emergencies of all kinds, whether from enemy attack, human-made or natural sources.

Emergency Services
Services provided for the protection or preservation of persons or property in circumstances of immediate and significant threat of injury or harm, including firefighting, law enforcement, ambulance, and medical.

Governor's Proclamation of "Disaster Emergency"
A proclamation by the Governor upon finding that a disaster has occurred or that the occurrence or the threat of a disaster is imminent. This proclamation authorizes municipalities (including counties) to exercise certain powers without regard to time-consuming procedures and formalities prescribed by law (except mandatory constitutional requirements).

Hazardous Material (HazMat)
The Secretary, United States Department of Transportation, has determined that a hazardous material is a substance or material posing an unreasonable risk to health, safety and property
when transported in commerce. Hazardous materials include, but are not limited to, explosives, radiological materials, etiologic (disease carrying) agents, flammable liquids or solids, and combustible liquids or solids


**Hazards Vulnerability Analysis (HVA)**
An HVA is a compilation of natural, human-caused, and technological hazards and their predictability, frequency, duration, intensity and risk to population and property. The state HVA can be found in the state mitigation plan.


**Human-Caused Disaster**
Any condition, including an attack on the United States by a hostile foreign state or by a domestic or foreign terrorist, or any industrial, nuclear or transportation accident, explosion, conflagration, power failure, natural resource shortage or other condition resulting from failure of industrial or transportation systems such as oil spills and other injurious environmental contamination, that threatens or causes substantial damage to property, human suffering, hardship or loss of life.


**Local Declaration of a Disaster Emergency**
The condition declared by the local governing body when, in their judgment, the threat or actual occurrence of a disaster requires coordinated local government action to prevent or alleviate the damage, loss, hardship or suffering threatened or caused. A local emergency can be at the municipal or county level.


**Long Term Recovery Committee**
A group of volunteer organizations established to provide recovery assistance to victims of a disaster or emergency beyond those services available from government sources. The LTRC should work in coordination with county and local government in order to ensure maximum utility from all available resources.

Mass Care Centers
Fixed facilities suitable for providing emergency lodging for victims of disaster left temporarily homeless. Mass Care centers are capable of providing all essential social services. Feeding may be done within a mass care center (in suitable dining facilities) or nearby.

Municipality
As defined in the Pennsylvania Constitution, “…a county, city, borough, incorporated town, township or similar unit of government…” (Article IX, Section 14, the Constitution of Pennsylvania).

Natural Disaster
Any hurricane, tornado, storm, flood, high water, wind driven water, tidal wave, earthquake, landslide, mudslide, snowstorm, drought, fire, explosion or other catastrophe which results in substantial damage to property, hardship, suffering or possible loss of life.

Preparedness
Preparedness includes actions taken to avoid an incident or to intervene to stop an incident from occurring. Preparedness involves actions taken prior to an emergency to protect lives and property and to support and enhance disaster response. Planning, training, exercises, community awareness, and education are among such activities.

Political Subdivision
Any county, city, borough, township or incorporated town or township.

Presidential Declaration of "Emergency"
"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.

Presidential Declaration of "Major Disaster"
"Major Disaster" means 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 major disaster assistance to supplement the efforts and available resources of States, local governments, and disaster relief organizations in alleviating the damage, loss, hardship, or suffering caused thereby. IMPORTANT NOTE - Before federal assistance can be rendered, the Governor must first determine that the situation is of such severity and magnitude that effective response is beyond the capabilities of the State and affected county and local governments and that Federal assistance is necessary.

Protective Action
Protective actions are those taken to avoid or reduce the effects of a hazard. The two major categories are evacuation and shelter.

Radio Amateur Civil Emergency Service (RACES)
RACES is an organization of licensed amateur radio operators that provide radio communications for federal, state and municipal governments in time of emergency.

Urban Search and Rescue (SAR)
Urban search-and-rescue (USAR) involves the location, rescue (extrication), and initial medical stabilization of victims, which may include supporting collapsed structure, swift water, high angle and other specialized search and rescue operations.

Unmet Needs
Capabilities and/or resources required to support emergency operations but are either unavailable or provided for at the respective levels of government.
APPENDIX D: FUNCTIONAL ASSIGNMENT MATRIX
(See enclosed chart)

APPENDIX E: MAP OF CHESTER COUNTY
(See enclosed map)

APPENDIX F: EOC OPERATIONAL STRUCTURE
(See enclosed chart)