

All Hazard Incident – Support Information



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HELPFUL LINKS

<http://gacc.nifc.gov/sacc/index.htm>

<http://www.nws.noaa.gov/>

<http://www.osha.gov/OshDoc/hurricaneRecovery.html>

<http://www.bt.cdc.gov/disasters/hurricanes/index.asp>

<http://www.areacommand.net/>

<http://www.fireteams.net/>

http://gacc.nifc.gov/sacc/predictive/intelligence/Resource_Map.pdf



National Interagency Fire Center
3838 S. Development Avenue
Boise, Idaho 83705

September 9, 2005

To: Geographic Area Coordinating Groups
Area Command and Incident Management Teams

From: National Multi-Agency Coordinating Group

Subject: All Hazard Recovery Effort Length of Assignment

The purpose of this memo is to provide consistency in the application of the NWCG length of assignment policy during the all hazard disaster recovery effort. The National Multi-Agency Coordinating Group (NMAC) understands that responding to a natural disaster of this magnitude demands extraordinary effort and sacrifice, and that strict adherence to our length of assignment policy is not always possible. The following policy modification is being implemented in order for responders from the wildland fire community to provide a seamless effort during the first 30 days of the response.

Currently our policy allows for a standard assignment of 14 days, with an extension of up to 30 days after taking two days off between the 14th and the 21st day. For the first 30 days of the all hazard recovery effort, the NMAC is asking that Incident Management Teams monitor the health of their employees and manage for fatigue as they determine necessary.

Depending on the nature of assignment, some teams may rotate out after 14 days, while others may complete a 30 day assignment with appropriate fatigue mitigation measures.

As always, Incident Management Teams are expected to keep the health and safety of their employees as their highest priority. As our country works through this emergency, we will continue to discuss the issue with Area Command Teams and Geographic Areas.

/s/ Don Artley
Chair, NMAC



National Interagency Fire Center
 3838 S. Development Avenue
 Boise, Idaho 83705

September 3, 2005

To: All Personnel
 From: National Multi Agency Coordinating Group
 Subject: All Hazard Recovery Effort Incident Assignments – What to Expect

The purpose of this memo is to provide advance notice to personnel of what to expect when mobilized to assist in all hazard recovery efforts. Under the National Response Plan, wildland fire resources may assist in response to national emergencies. To date, the primary job of our responders has been to staff distribution centers, base camps, and mobilization centers; however there are occasions where activities may expose personnel to a variety of hazards.

Conditions

With few exceptions, dispatched resources will be working for established Type 1 or Type 2 Incident Management Teams (IMTs), and the organizational structure will be similar to that of a wildland fire assignment. Most Incident Command Posts (ICPS) are located some distance from the center of the all hazard incident; however there is no assurance that community infrastructures are intact. Attached to this memo is a two page summary developed by the safety and health coordination team on site. It provides a preliminary listing of the conditions responders might expect, and some advice on how best to prepare for them in advance. We advise that all responders familiarize themselves with this briefing before their departure.

Immunizations

The Fire, Aviation Safety Team consulted with Centers for Disease Control and Prevention and U.S. Public Health Service resulting in the following direction for all Wildland fire agencies responding to all hazard incidents:

1. Diphtheria/Tetanus: All employees responding to all hazard incidents should have received a Diphtheria/Tetanus booster within the last 10 years as part of routine medical care. Those likely to be mobilized are encouraged to be current with this recommendation or obtain the diphtheria/tetanus booster prior to being dispatched. However, mobilization should not be delayed in order to do so. Those at highest risk are employees in the process of debris cleanup, tree removal and cuts by nails or sharp objects. The Centers for Disease Control and Prevention and U. S. Public Health Service advises that it is accepted medical protocol for a diphtheria/tetanus booster to be administered, if needed, shortly after an injury occurs for those individuals already deployed.

2. Hepatitis A: The CDC does not believe responders to all hazard incidents are at high risk for hepatitis A, and therefore are not recommending hepatitis A vaccinations. Good personal hygiene, ingesting clean food and water, and hand washing will prevent hepatitis A.
3. Hepatitis B: Most responders do not need hepatitis B. Only personnel providing direct patient care require this vaccine. Incident management teams will coordinate with medical providers on site to determine if this vaccination is considered necessary.

When resources obtain a pre-mobilization tetanus booster at their home unit, the cost will be borne by that unit. It is important that receipts and other records be kept so that reimbursement can occur if authorization is received.

The Federal Fire and Aviation Safety Team (FFAST) is providing direct liaison between NMAC and the health and safety coordinating team on site. Should you have any questions, or require further information, please contact your member of that team. They are:

John Gould – B IA

Rod Bloms – USFWL

Michelle Ryerson – BLM

Ed Hollenshead - FS

Al King – NPS

/s/ Don Artley
Chair, NMAC

SAFETY

All Hazard Incident Relief -- Safety Considerations for Incoming Support Personnel

The mission of the Forest Service and cooperating agencies under the National Response Plan is to support the federal government's effort to bring emergency relief supplies to the all hazard damaged areas. As requested by the Federal Emergency Management Agency (FEMA), the Forest Service provides logistical support such as managing base camps for field hospitals, receiving and distributing trucks and aircraft with relief supplies and managing the care, feeding and logistical support of thousands of relief workers and elderly infirmed care for persons unable to evacuate workers and volunteers. This is life-sustaining work to the hundreds of thousands of Americans impacted by the recent all hazard incident.

Much of the work tasked is novel to the Forest Service and our partner agencies that have expertise in forest and range "wildland" management. Due to the novelty of the work, special safety considerations must be given.

Prior to Departure from your Home Unit:

Obtain as much information as possible concerning expected living conditions. If you are ordered to a coordination center, you will likely have access to telephone service, restaurants and hotel lodging. If you are ordered to a logistical support center or other "field assignment" you may be living and working under primitive conditions.

Safety Considerations for Persons Ordered to Field Assignments:

Expect that you are going into a desperate situation. For the duration of your tour, plan on no electricity, no refrigeration and no telephone communications. In contrast to a "fire camp" you should assume that there will be no Supply Unit available. Therefore bring with you the following:

- ✓ fresh refill of any necessary prescriptions
- ✓ three MREs or other non-perishable meals
- ✓ a tent
- ✓ rain gear
- ✓ insect repellent
- ✓ light sleeping bag
- ✓ flashlight and extra batteries
- ✓ hard hat
- ✓ gloves
- ✓ first-aid kit with aspirin, Band-Aids, etc.
- ✓ sleeping pad if you have room.
- ✓ cash – (credit cards require phone lines)
- ✓ portable water purifier

If you are driving, bring a few cases of water with you. If flying in, purchase extra water when you have the opportunity.

General INCIDENT RISK ANALYSIS for All Hazard Incident Support

HAZARDOUS ACTIONS OR CONDITIONS	MITIGATIONS/WARNINGS/REMEDIES
PERSONNEL WELFARE, HEAT STRESS & DEHYDRATION AND FATIGUE DISEASE?	Alert all personnel to the threat of dehydration and the symptoms of heat stress. Caution personnel to allow time (days) to acclimate to high humidity. Follow work/rest ratio.
TRAVEL, GETTING LOST, STUCK, OUT OF GAS, OUT OF CELL COVERAGE.	<ul style="list-style-type: none"> • In all hazard incident impacted areas do not depend on cell or land-line coverage. If you get lost, stuck in the mud or high water, or trapped by fallen power lines or trees it may be a very long time before being found. • Expect gasoline shortages or pumps not working in all hazard incident impacted areas. • Travel consideration for driving through all hazard incident impacted areas: • Carry at least \$100 per person in cash or traveler's checks (in areas of power outages, credit cards will likely not be accepted) • Refill gas tank at ½ empty. • Travel with 2+ persons/vehicle on trips greater than 2 hours. • Check air pressure in spare tire prior to departure. • Ensure positive ETA and ROUTE information is conveyed to a contact person at your destination or your supervisor. Ensure the contact person / supervisor will initiate a search along your intended route if you don't arrive within a pre-specified time limit. • Confirm that all personnel do not begin travel unless they have enough water, non-perishable food and necessary Prescriptions etc., to be entirely self sufficient for 48 hours. • Continuously listen to local radio stations (not satellite stations, rebroadcast stations, CD's, tapes etc.) for weather alerts, evacuation notifications, washed out roads, and gasoline status information
DRIVING ~ RISK OF COLLISIONS.	<ul style="list-style-type: none"> ▪ Utilize only licensed and qualified drivers. Note→ Region 8 requires a Government Motor Vehicle Operator's ID card for all persons operating an owned or rented vehicle. ▪ Drivers may not use cell phones when moving. ▪ Adhere to incident driving guidance (rest requirements) found in the interagency incident business management handbook. ▪ Pre-plan route and avoid local roads. ▪ Drive only during daylight hours in areas on impacted areas. ▪ When driving in all hazard-impacted areas, brief drivers on caution for confused deer, loose livestock, flooded low areas, washed out culverts and bridges that may have undercut foundations, inoperable traffic lights, blown down stop signs and debris in roadways.
EXPOSURE TO ENVIRONMENTAL ELEMENTS, VARIOUS WORK HAZARDS	All personnel will have adequate foot gear (no open shoes) and rain parkas or rain suits. Additional PPE may be required at work areas. Prior to entering a work area, obtain a briefing from the official in charge pertaining to required PPE and other safety information. See Emergency Stabilization JHA.
DESPERATE SURVIVORS	Avoid stopping except in secure locations. If you are forced to stop, remain calm and be compliant with requests. Do not put yourself in danger by trying to defend your belongings or vehicles. Get out of the situations as quickly as possible.
COMMUNICATIONS	Out side of incident radio coverage area, carry a cellular phone but do not depend on cell coverage being available even in cities.
AIRCRAFT OR	Only qualified personnel will work around aircraft. If flying in contract aircraft, ensure

FLYING	pilot and aircraft are currently certificated and obtain a preflight briefing from the pilot.
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HAZARDOUS ACTIONS OR CONDITIONS	MITIGATIONS/WARNINGS/REMEDIES
POISONIOUS INSECTS/ SPIDERS/ CATAPILLARS/ SNAKES/PLANTS- NUISANCE INSECTS, BEES	<p>See Southeast (live) Watchouts document for listing. Utilize common mitigation measures- avoidance of usual habitat; look up- down and around prior to proceeding. Where appropriate protective clothing. Utilize repellents. Special considerations:</p> <p>After a flood, storms, or hurricane, snakes are forced into places where they usually are not found. Take the following precautions if you live in an area where poisonous snakes are common.</p> <ol style="list-style-type: none"> 1. Know how to identify poisonous snakes common to your area. 2. Be alert for snakes in unusual places. They may be found in or around homes, barns, outbuildings, driftwood, levees, dikes, dams, stalled automobiles, piles of debris, building materials, trash, or any type of rubble or shelter. 3. Keep a heavy stick or some other weapon handy. 4. Search the premises thoroughly for snakes before beginning any cleanup or rescue operations. Snakes may be under or near any type of protective cover. 5. In rescue or cleanup operations, wear heavy leather or rubber high-topped boots, and heavy gloves. Wear trouser legs outside boots. Be extremely careful around debris. Use rakes, pry bars, or other long-handled tools when removing debris. Never expose your hands, feet, or other parts of your body in a place where a snake might hide. 6. Carry a strong light after dark
POWER LINES	Assume all power lines are hot unless positive confirmation is received to the contrary from a qualified electrician or utility company representative. Caution employees that household generators may transmit power back through power lines.
CONTAMINATED WATER	Assume all water is contaminated unless you saw the bottle it came from. Municipal water supplies in severely storm damaged areas are also likely contaminated.
ADDITIONAL STORMS/HURRICANES/FLOODS/ LIGHTNING	Monitor local forecasts and warning/watch alerts. Follow local evacuation/shelter protocols from local officials.

Live Watchouts:

Poisonous Insects: (pictures can be found at: http://edis.ifas.ufl.edu/BODY_IG099 - TABLE_2)

- **Wheel Bug:** looks like a wood borer, has a cog-like wheel on thorax, dark gray, with a red biting mouth that injects a painful venom.
- **Fire ants:** one or two bites annoying but they swarm when the mound is disturbed. Flooded fire ant colonies are “disturbed” and will swarm together and float to a dry area or tree canopy to escape water.
- **Vinegaroon:** Resembles a scorpion but without a stinger. Instead of stinging, the vinegaroon will spray its victim with an acidic substance that can cause painful eye irritation.
- **Scorpion:** not as poisonous as western species but may be extremely painful. Florida scorpions are considered non-poisonous.
- **Assassin (kissing) bug:** can be black and white or bright orange. Injects venom through a slender mouth tube. Extreme pain associated with bites.
- **Centipede:** “Centa” meaning hundred (not as many legs as a *millipede*). Poisonous front claws. Similar to a bee sting and similar potential for an allergic reaction.
- **Giant Water Bug:** Large flat brown bug that can both swim and fly. Injects victim with a tissue dissolving venom that caused extreme pain and inflammation below the bite.
- **Blister Beetle:** Ranges from black to gray, striped to brightly colored. Excretes juices that caused skin to blister. These “juices” contain cantharidin, one of the most toxic compounds produced by animals. Don’t eat these bugs. Cows have been know to have died from eating hay containing these beetles.

Poisonous Spiders:

- **Black** (southern black widows tend to be more brownish) **Widow:** Common across the country distinctive red hourglass on underside. Always seek medical attention if bitten.
- **Brown Recluse:** Likewise common across the country, faint to distinctive violin shaped mark on head. Likewise always seek medical attention if bitten.

Poisonous Caterpillars: These caterpillars shed fine spines when handled. These 5 have venom sacs connected to their spines that can be very painful and get infected. The spines can be removed with duck tape.

- **Saddleback caterpillar:** Distinctive light green saddle on back with a brown spot in the middle.
- **Io Caterpillar:** 2 inches long, pale green with yellow stripes.
- **Puss Caterpillar:** 1 inch long and white to tan and common, looks like a pussy-willow head. The venom from the spines is one of the most toxic substances produced by animals. If the pain is intense, you've got a good dose and should seek medical attention.
- **Slug Moth Caterpillar:** Colorful green and tufts of fine spines.
- **Buck Moth Caterpillar:** Black with red fine spines.

Poisonous Snakes: (an online guide to snake identification can be found at: <http://www.flmnh.ufl.edu/natsci/herpetology/fl-guide/venomsnk.htm>)

- **Cottonmouth:** Olive brown to black, grows up to 5 feet long, fast swimmer and can strike from water. Very common near, in, or over fresh water. Always seek medical attention if bitten.
- **Copperhead:** Tan to golden, usually less than 3 feet long, reclusive, nocturnal hunter. Always seek medical attention if bitten.
- **Coral snake:** North America's most toxic! banded black, yellow & red; "red next to yellow will kill a fellow". Bite does not leave fang marks. Always seek medical attention if bitten.
- **Canebrake Rattlesnake:** Up to 5 feet long, gray-brown, likes swampy areas in the summer. Always seek medical attention if bitten.
- **Pigmy Rattlesnake:** Adults are only 18 inches long, gray to brown, very aggressive and will chase you when disturbed. Always seek medical attention if bitten.
- **Diamondback Rattlesnake:** Up to 8 (eight) feet long, yellow to brown diamond shaped patterns on back; aggressive and know to not rattle prior to striking, also known to strike repeatedly. Always seek medical attention if bitten.

Megga-fauna:

- **Alligator** and in extreme southern Florida, **Crocodile**: Just stay away.
- **Black Bear** and **Wild Boar** locally common, and rarely **Bob Cat**, and **Cougar**: Just stay away. Boars will chase you and even charge groups of people.

Plants:

- **Poison Ivy & Poison Sumac**: Everyone knows poison ivy but westerners may not recognize poison sumac. It looks very similar to western sumac but the berries are white-ish and are throughout the bush. Poison sumac contains the same chemical, *urushiol* as does poison ivy

Nuisance Insects:

- **Mosquito**: West Nile Virus, Eastern Equine Encephalitis & St. Louis Encephalitis; are the three worst diseases potentially transmitted to humans by mosquitoes in the southeast.
- **Chiggers**: Welcome to the south ya'll! Always pronounced in the plural form and you'll find out why. While not know to transmit diseases, these "red bugs" are the larvae of mites that burro into your skin and cause intense itching and small reddish welts. The intense irritation and subsequent scratching may result in secondary infection.
- **Ticks**: Several different species, plentiful and lyme disease (occurrences throughout the south) can be debilitating.
- **Deer Flies & No-see-ums**: quite annoying and will keep you slapping.

Bees:

- **Bumble and Honey Bee**: Allergic reactions can be extremely serious. Remember to scrape the stinger out not pinch it with tweezers.
- **Wasp, Hornet, Yellow Jacket**: Of these, be most concerned with hornets nests. If disturbed, they will swarm with potentially hundreds of attacks. Likewise, Yellow Jackets swarm; they nest in the ground and may already be disturbed by the heavy rains. Yellow jackets love gator-aid, soda and juice.

All Hazard Incidents in the U.S.: Interim Health Recommendations for Relief Workers

Released: September 2, 2005

Relief workers are at increased risk for developing illness and injuries because of their potential exposures. In addition, they should be aware of potential hazards such as, downed power lines and security measures that may be imposed such as, curfews to prevent looting. Those who provide assistance should also pay attention to their mental health needs before, during, and after their time in the field. Moreover, because relief workers' services are desperately needed, it is essential that workers remain healthy during their trip. This notice provides additional advice specific to the needs of relief workers.

Relief workers should plan for travel with the knowledge that there may be shortages of electricity, safe water, or food distribution systems in areas affected by the all hazard incident. They should try to pack to be as self-sufficient as possible and bring only those items necessary for their trip. In addition to a basic [travel health kit](#), relief workers should bring the following items:

Toiletries

- Alcohol-based hand sanitizer
- Toilet paper
- Sunblock (spf 15 or higher)
- Insect repellent containing DEET
- Menstrual supplies
- Extra pair of prescription glasses, copy of prescription
- Eyeglasses repair kit
- Contact lenses, lens cleaner, and eye glasses protective case
- Toothbrush/toothpaste
- Skin moisturizer
- Soap, shampoo
- Lip balm
- Razor, extra blades*
- Scissors*
- Nail clippers/tweezers*
- Q-tips, cotton swabs

Clothing

- Comfortable, light weight clothing
- Long pants
- Long sleeved shirts
- Hat
- Boots
- Shower shoes

- Rain gear
- Bandana/handkerchief
- Towel (highly absorbent, travel towels if possible)
- Gloves
Leather gloves if physical labor will be performed; rubber gloves if handling blood or body fluids

Activities of daily living

- Sunglasses
- Safety goggles
- Water proof watch
- Flashlight
- Spare batteries
- Knife, such as a Swiss Army Knife or Leatherman*

Security

- Money belt
- Cash
- Cell phone (with charger)
- Candles, matches, lighter in a ziplock bag
- Ziplock bags
- An item of comfort (i.e., family photo, spiritual or religious material)

*packed in checked baggage, may be confiscated if in carry-on on commercial airliner

Risk and Health Recommendations

The response to the recent hurricane will probably be both immediate and long term. Relief workers should ideally be assessed by a health-care professional at least 4-6 weeks before travel so recommended vaccines can be completed and provide maximum benefit. These recommendations apply even if travel is imminent. All relief workers with a history of incomplete or lapsed routine, “childhood” immunization schedules should be brought up-to-date for these vaccines.

- **Tetanus/diphtheria (Td)** Tetanus and diphtheria toxoid (receipt of primary series, and Td booster within 10 years).

Persons with high likelihood of exposure to blood and body fluids such as healthcare workers:

- **Hepatitis B** vaccine series for persons who will be performing direct patient care or otherwise expected to have contact with bodily fluids.

Risks from Injury

The risk for injury during and after a natural disaster is high. Persons who anticipate the need to travel in all hazard incident affected areas should be advised to wear sturdy footwear to protect their feet from widespread debris present in these areas. [Tetanus](#) is a potential health threat for persons who sustain wound injuries. Any wound or rash has the potential for becoming infected and such wounds or rashes should be assessed by a health-care provider as soon as possible. Any

wounds, cuts, or animal bites should be immediately cleansed with soap and clean water. Familiarity with basic first aid is advised to self-treat any injury until medical attention can be obtained.

Preventing Electrocutions

Relief workers should be careful to avoid downed power lines. During power outages, many people use portable electrical generators (<http://www.bt.cdc.gov/poweroutage/workersafety.asp>). If the portable generator is improperly sized, installed, or operated, it can send power back to the electrical lines. This problem is called backfeed or feedback in the electrical energy in power lines. Backfeed can seriously injure or kill repair workers or people in neighboring buildings. In addition, electrical power and natural gas or propane tanks should be shut off to avoid fire, electrocution, or explosions. Battery-powered flashlights and lanterns, rather than candles, gas lanterns, or torches, should be used.

Risks from Food and Water

Natural disasters contribute to the spread of many serious food and water-borne diseases, especially since water supplies and sewage systems have been disrupted. Diarrheal diseases, due to bacteria, parasites or hepatitis can possibly occur. If a trusted source of bottled water is not available, water should be boiled or disinfected. For more details, see <http://www.cdc.gov/travel/foodwater.htm>.

An antibiotic for self-treatment of acute diarrhea, such as a fluoroquinolone (e.g. ciprofloxacin), can be given. Azithromycin can be used as an alternative. This medication should be taken until symptoms subside (typically 3 days). Anti-motility agents such as loperamide and diphenoxylate and/or bismuth subsalicylate (Pepto-Bismol) can reduce bowel movement frequency.

Seek medical attention for diarrhea accompanied by a high fever or blood. Additionally, replacement of lost fluids by drinking clean water is the most important means of maintaining wellness, although oral rehydration solutions are ideal for the treatment of severe diarrhea.

Cleaning your hands often, using soap and water (or waterless alcohol-based hand rubs when soap is not available and hands are not visibly soiled), removes potentially infectious material from your skin and helps prevent disease transmission.

Risks from Insect Bites

Because of standing water in these areas, mosquito breeding can become a problem. The first mosquitoes to appear and the majority will be a nuisance and likely not transmit disease. The potential exists for outbreaks of [West Nile](#), [St.Louis Encephalitis](#), and [dengue](#); however this has not been typical of similar events in the U.S. Prevention of mosquito bites is recommended through combined use of insect repellent containing DEET or picardin (<http://www.cdc.gov/ncidod/dvbid/westnile/mosquitorepellent.htm>), and wearing long sleeved shirts and long pants when outdoors.

Risks from Snake Bites

Displaced reptiles, such as snakes, are likely to be found following flooding and other natural disasters. The venom of a small or immature snake can be even more concentrated than that of larger ones; therefore, all snakes should be left alone. Fewer than half of all snakebite wounds actually contain venom, however, medical attention should be immediately sought any time a bite

wound breaks the skin.

If medical care is rapidly available, then initial treatment should include immobilization of the affected limb and minimizing physical activity as much as possible (ideally of the entire patient) while transport to a medical facility occurs. If care is delayed, then a loose fitting pressure bandage that does not restrict arterial and venous flow (but does limit lymphatic flow) is the recommended first-aid measure while the victim is moved as quickly as possible to a medical facility. Tourniquets that impair blood flow to the affected limb are generally contraindicated.

Specific therapy for snakebites is controversial, and should be left to the judgment of local emergency medical personnel. Snakes tend to be active at night and in warm weather. As a precaution, boots and long pants should be worn when walking outdoors at night in areas possibly inhabited by venomous snakes. Proper protection such as the aforementioned clothing, careful attention to one's surroundings and overall avoidance of contact are the best measures that can be taken to avoid injury.

Other Health Risks

[Leptospirosis](#) may occur in individuals who wade, swim, or bathe in waters contaminated by animal urine. In addition, exposure to animal bites, most notably bats or skunks in the South Central U.S, pose a potential risk for [rabies](#) and other infections. Individuals who sustain a bite should seek immediate medical attention for both appropriate management of the bite wound and assessment regarding post-exposure prophylaxis.

During natural disasters, technological malfunctions may release hazardous materials (e.g., release of toxic chemicals from a point source displaced by winds or rapidly moving water). Natural disasters may also lead to air pollution. Lung infections may occur after inhalation of sea water. Disasters resulting in massive structural collapse can cause the release of chemical or biologic contaminants (e.g., asbestos or arthrospores leading to fungal infections). Persons with chronic pulmonary disease may be more susceptible to adverse effects from these exposures.

There are health risks related to extremely hot temperatures such as found in these areas (heatstroke) and the effects of the sun on the eyes (cataracts) and skin (skin cancer, sunburn), see <http://www.cdc.gov/chooseyourcover/SunDay-brochure.htm>. Wraparound sunglasses that provide 100 percent UV ray protection should be worn for eye protection. A broad-spectrum (protection against both UVA and UVB rays) sunscreen and lip screen with at least SPF 15 should be used. Become familiar with the signs of illness related to extreme heat and what to do, see http://www.bt.cdc.gov/disasters/extremeheat/heat_guide.asp#def.

Psychological/Emotional

Because of the tremendous loss of life, serious injuries, missing and separated families, and destruction of whole areas, it is important that relief workers recognize the situation they encounter may be extremely stressful. Keeping an item of comfort, such as a family photo, favorite music, or religious material nearby can often offer comfort in such situations. Checking in with family members and close friends from time-to-time is another means of support. For additional

mental health resources, see <http://www.bt.cdc.gov/masstra/copingpub.asp>.

On return from one of the affected areas, relief workers who are unwell or who have become injured for any reason should receive a medical evaluation. This should include psychological support and counseling as necessary. Returning relief workers should seek health care in the event of fever, rash, respiratory illness or any other unusual symptoms.

Additional information about all hazard relief efforts can be found at the Federal Emergency Management Agency (FEMA) website, <http://www.fema.gov/> and CDC Emergency Preparedness and Response website, <http://www.bt.cdc.gov/>.

Date: September 2, 2005

Content Source: National Center for Infectious Diseases, Division of Global Migration and Quarantine

Self-Care Tips for Emergency and Disaster Response Workers

Normal Reactions to a Disaster Event

- No one who responds to a mass casualty event is untouched by it
- Profound sadness, grief, and anger are normal reactions to an abnormal event
- You may not want to leave the scene until the work is finished
- You will likely try to override stress and fatigue with dedication and commitment
- You may deny the need for rest and recovery time

Signs That You May Need Stress Management Assistance

- Difficulty communicating thoughts
- Difficulty remembering instructions
- Difficulty maintaining balance
- Uncharacteristically argumentative
- Difficulty making decisions
- Limited attention span
- Unnecessary risk-taking
- Tremors/headaches/nausea
- Tunnel vision/muffled hearing
- Colds or flu-like symptoms.
- Disorientation or confusion
- Difficulty concentrating
- Loss of objectivity
- Easily frustrated
- Unable to engage in problem-solving
- Unable to let down when off duty
- Refusal to follow orders
- Refusal to leave the scene
- Increased use of drugs/alcohol
- Unusual clumsiness

Ways to Help Manage Your Stress

- Limit on-duty work hours to no more than 12 hours per day
- Make work rotations from high stress to lower stress functions
- Make work rotations from the scene to routine assignments, as practicable
- Use counseling assistance programs available through your agency
- Drink plenty of water and eat healthy snacks like fresh fruit and whole grain breads and other energy foods at the scene
- Take frequent, brief breaks from the scene as practicable.
- Talk about your emotions to process have seen and done
- Stay in touch with your family and friends
- Participate in memorials, rituals, and use of symbols as a way to express feelings

Pair up with a responder so that you may monitor one another's stress

ADMINISTRATION

Business Information for All Hazard Incident Response -- 09/03/2005, 1200

AD Hire and Use

- The 2005 AD pay plan was clarified to include the use of this hiring authority for FEMA mission assignments. Therefore, ADs can be used to fill resource orders for all hazard incident support.
- Requests for positions not included in the current AD pay plan will need to have rates established and approved prior to dispatch. National office is currently working on a streamlined process to get approval.
- Whatever policy applies to agency employees in the way of vaccinations will also apply to ADs. If we decide to pay for some vaccines for our employees we can pay for ADs as well.

Employee Pay

- This assignment is not covered by PL 106-558 and Public Law 107-20 and you will not be getting full time and one half for overtime worked. Don't code your overtime with Prefix 11. They are asking for an exception but may not be approved.
- Vaccinations for employees deployed to all hazard incidents, as determined by NMAC, will be charged to the appropriate "F" code.
- Pending further direction from NMAC, employees will get a tetanus update if not current (within 10 years) prior to leaving. See Safety for further direction/clarification.
- Only employees with a valid resource order will be compensated and the process to do this will be determined.

Temporary Appointments

- WO is in the process of working through OPM to waive the 1039 limitation on employment. However, excess hours MAY count against your employees limits next year – this has not been decided yet.

State/Washington Fire Service

- We are entering into an agreement with Washington DNR to supply state and fire service resources to the recovery efforts. This agreement is only for those resources that do NOT have separate agreements with the Forest Service already covering non-fire assignments. If your existing agreement covers FEMA work you will be dispatched under that agreement.

Miscellaneous

- You will need to have your government issued drivers license with you when you arrive. If you do not have a license you will be required to attend defensive driving and be issued a license. ADs with a letter of authorization from the forest stating they have defensive driving and are approved to drive should be fine.

United States Department of the Interior
BUREAU OF LAND MANAGEMENT
Office of Fire and Aviation
3833 S. Development Avenue
Boise, Idaho 83705-5354

June 23, 2005

In Reply Refer To:
1340 (FA-107) I

EMS Transmission 06/23/05
Instruction Memorandum FA IM-2005-029
Expiration Date: 09/30/06

To: All Field Offices
From: Director, Office of Fire and Aviation
Subject: All Hazard Incident Response

Program Area: Non-Fire Emergency

Purpose: The purpose of this instruction memorandum (IM) is to provide administrative direction (Base 8, overtime, accountable property, charge card purchases and documentation) to Bureau of Land Management (BLM) employees assigned to or in support of an all hazard incident.

Policy/Action: Coding Base 8 and Overtime – All hazard incident support is not a fire suppression activity; thus, the overtime provisions of P.L. 106-558 (Wildland Fire Overtime) do not apply. **Do not use time and attendance (T&A) hours code 113 for any all hazard incident.** Use regular overtime codes (110, 121, 120, etc.) when recording overtime.

However, exempt employees assigned in support of an all hazard incident and assigned to a nonexempt position for more than 20 percent of their work hours in any weekly tour of duty are entitled to be paid under the Fair Labor Standards Act, 5 CFR 551.208 (d). Incident position titles shall be indicated on the Emergency Firefighter Time Report, OF-288, to assist home units in documenting nonexempt status for pay purposes. Reference the Interagency Incident Business Management Handbook (IIBMH), Chapter 10, Section 12.11a and the Office of Fire and Aviation (OF&A) IM No. 2004-022, Emergency Incident Related Payroll Operations. Nonexempt individuals retain their nonexempt status regardless of the emergency work performed.

Refer to the Code of Federal Regulations (CFR), Title 5, Chapter 1, Part 550 to determine if hazard pay is applicable for general schedule employees. Refer to CFR, Title 5, Chapter 1, Part 532 for information on environmental differential for wage grade employees.

The reason for hazard pay/environmental differential should be indicated on the OF-288 to assist home units in applying pay regulations.

All employees working on or in support of all non-wildland fire incidents or activities are subject to the biweekly maximum earnings limitation. In certain circumstances, the Department of the Interior (DOI) may waive the limitation upon request from the Bureau. The delegation authority granted to the Director, OF&A expired in 2004. A request for re-delegation of the authority has been initiated. However, the authority has not been re-delegated as of the date of this memo.

The annual maximum earnings limitation rule limits an employee's basic and premium pay to the annual salary of the greater of the maximum step of a GS-15 grade level, including locality and/or special salary rate pay or level V of the Executive Schedule (5 CFR 550.106(c)(1)).

The BLM is authorized to utilize, hire and pay emergency workers (casuals/AD's) in accordance with the Pay Plan for Emergency Workers (AD Pay Plan) to assist with this effort.

BLM personnel assigned in support of an all hazard incident will follow direction in the OF&A IM No. 2004-009, Work/Rest and Length of Assignment Requirements.

The Federal Emergency Management Agency (FEMA) policy will not reimburse agencies for base hours for employees who are normally working at this time; this includes all permanent, full time (PFT) employees and may include some career seasonal and temporary employees (depending on their normal period of funding).

- a. BLM employees who are normally working at this time and are assigned to or in support of a hurricane incident will code base hours to their home office and program.
- b. BLM career seasonal employees who are not normally funded at this time of year will code base hours to the appropriate reimbursable code. State offices, field offices and dispatch centers are required to provide names of these employees and the normal period of funding to Cindy Callahan, FA-107, to substantiate base hours for reimbursement as it occurs. Failure to do so will result in hours being charged back to the home office or program.
- c. All employees will code overtime, premium pay and travel expenses to the appropriate reimbursable code identified on the resource order (i.e. FA-340-2830-NY-xxxx).

Accountable Property – All accountable/durable property such as tents, sleeping bags, cots, chaps, Nomex, flight suits/ helmets, lighting kits, ridge poles, chainsaws, radios, radio kits, generators, pumps, etc. must be returned through the normal return process to the servicing incident support cache.

FEMA will not reimburse BLM for accountable property, therefore normal program dollars will be charged for items not returned.

Charge Card Purchases – FEMA will *consider* charge card reimbursement only if the necessary supporting documentation is provided. All charges must be supported by an incident order and request number (resource order number). The default code for charge cards should not be changed to the reimbursable charge code. It will be the responsibility of the field offices to ensure individuals who have made charges on their government charge card, in support of a hurricane incident, forward copies of their approved charge card statements with copies of supporting receipts/documentation **to FA107 within 5 days of receipt**. Statements should reflect the appropriate charge code, budget object class (BOC) and a description of charges. **Charge card**

adjustments for all hazard incident charges will be made at the National Office; other charges will be adjusted by the home unit.

Documentation – FEMA requires all documentation to support a reimbursable billing be included in the billing. In order to provide the required documentation, it is the responsibility of each unit to forward copies of all obligating documents (i.e. resource orders, charge card statements, travel vouchers, OF-288, contractual documents, GBL's, etc.) to FA107 in an expedient manner. **FEMA will not reimburse BLM for charges that lack the proper supporting documentation. Therefore, normal program dollars will fund all costs not supported by proper documentation.**

Time Frame: This IM is effective immediately.

Budget Impact: The total budget impact is unknown, due to ongoing discussions with FEMA regarding reimbursement of costs.

Background: In prior years, the BLM has been asked to provide support to all hazard incidents. Should the need arise, in 2005, offices should make individuals available to support this emergency effort.

Directives Affected: No manuals or handbooks are affected by this IM.

Coordination: This IM is the result of coordination between the US Forest Service, FEMA and other DOI agencies.

Offices with a Union: All offices with a union are required to make notification of this action to the union.

Contact: Policy questions should be referred to Cindy Callaham, Budget Analyst, at 208-387-5355 or Hallie Locklear, Incident Business Management Specialist, at 208-387-5166.

Signed by:
Timothy M. Murphy
Acting Director

Authenticated by:
Pat Lewis
Supervisory Mgmt. Asst.

NATIONAL RESPONSE PLAN

Scope of Emergency Support Functions (ESF)

ESF #1 - Transportation

- Federal and civil transportation support
- Transportation safety
- Restoration/recovery of transportation infrastructure
- Movement restrictions
- Damage and impact assessment

ESF #2 – Communications

- Coordination with telecommunications industry
- Restoration/repair of telecommunications infrastructure
- Protection, restoration, and sustainment of national cyber and information technology resources

ESF #3 - Public Works and Engineering

- Infrastructure protection and emergency repair
- Infrastructure restoration
- Engineering services, construction management
- Critical infrastructure liaison

ESF #4 - Firefighting

- Firefighting activities on Federal lands
- Resource support to rural and urban firefighting operations

ESF #5 - Emergency Management

- Coordination of incident management efforts
- Issuance of mission assignments
- Resource and human capital
- Incident action planning
- Financial management

ESF #6 - Mass Care, Housing, and Human Services

- Mass care
- Disaster housing
- Human services

ESF #7 - Resource Support

- Resource support (facility space, office equipment and supplies, contracting services, etc.)

ESF #8 - Public Health and Medical Service

- Public health
- Medical
- Mental health services
- Mortuary services

ESF #9 - Urban Search and Rescue

- Life-saving assistance
- Urban search and rescue

ESF #10 - Oil and Hazardous Materials Response

- Oil and hazardous materials (chemical, biological, radiological, etc.) response
- Environmental safety and short- and long-term cleanup

ESF #11 - Agriculture and Natural Resources

- Nutrition assistance
- Animal and plant disease/pest response
- Food safety and security
- Natural and cultural resources and historic properties protection and restoration

ESF #12 - Energy

- Energy infrastructure assessment, repair, and restoration
- Energy industry utilities coordination
- Energy forecast

ESF #13 - Public Safety and Security

- Facility and resource security
- Security planning and technical and resource assistance
- Public safety/security support
- Support to access, traffic, and crowd control

ESF #14 - Long-Term Community Recovery and Mitigation

- Social and economic community impact assessment
- Long-term community recovery assistance to States, local governments, and the private sector
- Mitigation analysis and program implementation

ESF #15 - External Affairs

- Emergency public information and protective action guidance
- Media and community relations
- Congressional and international affairs
- Tribal and insular affairs

Emergency Support Function #4 – Firefighting Annex

ESF Coordinator:

Department of Agriculture/Forest Service

Primary Agency:

Department of Agriculture/Forest Service

Support Agencies:

Department of Commerce

Department of Defense

Department of Homeland Security

Department of the Interior

Environmental Protection Agency

Introduction

Purpose

Emergency Support Function (ESF) #4 –Firefighting enables the detection and suppression of wildland, rural, and urban fires resulting from, or occurring coincidentally with, an Incident of National Significance.

Scope

ESF #4 manages and coordinates firefighting activities, including the detection and suppression of fires on Federal lands, and provides personnel, equipment, and supplies in support of State, local, and tribal agencies involved in rural and urban firefighting operations.

Policies

- Priority is given to public and firefighter safety and protecting property, in that order.
- Processes and procedures established by the National Wildland Coordinating Group (NWCG) in the National Interagency Mobilization Guide are followed in responding to Incidents of National Significance under the National Response Plan (NRP).
- National support is accomplished through the National Interagency Coordination Center (NICC) located at the National Interagency Fire Center (NIFC) in Boise, ID.
- Coordination with, and support of, State and local fire suppression organizations is accomplished through the State Forester, in cooperation with the State Fire Marshal, State emergency management agency, or other appropriate State agency and/or tribal fire suppression organizations operating under the National Incident Management System (NIMS)/Incident Command System (ICS).
- The coordinator for ESF #4 – Firefighting is the Department of Agriculture (USDA)/Forest Service, at the headquarters level. For operations that occur in the State of Alaska, operational lead for firefighting response is the Department of the Interior/Bureau of Land Management (DOI/BLM).

Concept of Operations

General

ESF #4 manages and coordinates Federal firefighting activities. This function is accomplished by mobilizing firefighting resources in support of State, local, and tribal wildland, rural, and urban firefighting agencies.

ESF #4 uses established firefighting and support organizations, processes, and procedures outlined in the National Mobilization Guide. Responsibility for situation assessment and determination of resource needs lies primarily with the local incident commander.

Requests for firefighting assistance and resources are transmitted from the Joint Field Office (JFO) ESF #4 representative to the appropriate Geographic Area Coordination Center (GACC). For resources beyond those available within the geographic area, the requests are sent to the NICC in Boise, ID, by the Geographical Area Coordinator. The NICC contacts the ESF #4 coordinator in the event of national-level shortages or unavailability of needed resources.

Resolution of shortages is pursued by the National Response Coordination Center (NRCC) and, when necessary, by the Interagency Incident Management Group (IIMG). Actual firefighting operations are managed under the ICS. Situation and damage assessment information is transmitted through established fire suppression channels and directly between the headquarters-level and regional-level functions according to NIMS procedures.

Organization: ESF #4 has a parallel structure at the national and regional levels.

Headquarters-Level Response Support Structure

The USDA Homeland Security Office represents the USDA/Forest Service on the IIMG.

The ESF #4 coordinator operates under the direction of the Assistant Director for Planning, Fire, and Aviation Management, Forest Service. Assistance is provided as necessary by the Forest Service and DOI Fire Directors at the NIFC.

The Forest Service Disaster and Emergency Operation Branch Chief serves as the ESF #4 coordinator. The ESF #4 coordinator or representative reports to and is a member of the NRCC, when activated. This position is the link to the National Director for Fire and Aviation Management at Forest Service Headquarters.

The ESF #4 coordinator, through the NRCC, provides subject-matter expertise to the IIMG and, based on recommended Department of Homeland Security requirements, may be operational on a 24-hour basis. Supporting agencies' representatives are available by telephone or pager on a 24-hour basis, when necessary.

National logistics support and mobilization of resources are provided by the NICC.

Regional-Level Response Structure

Federal firefighting response support is coordinated by the regional/area ESF #4 coordinator provided by the Forest Service regional/area office. The regional ESF #4 coordinator is responsible for establishing and maintaining coordination with the national ESF #4 coordinator, regional support agencies, and the JFO. Regional firefighting response and logistics support is provided by GACCs and the NICC in accordance with established Mobilization Guides. Supporting agencies have representatives available by telephone or pager on a 24-hour basis for the duration, as necessary.

Notification

Upon notification of a potential or actual event requiring ESF #4 response, the National ESF #4 coordinator

notifies the Regional/Area Fire Coordinators, the NICC, and the DOI Departmental Emergency Coordinator.

Actions

Pre-Incident

Prevention: Policies, procedures, and guidelines for wildland fires are established in the National Interagency Fire Prevention Plan.

Preparedness: National preparedness planning levels for wildland fire suppression are established by the NWCG in the National Interagency Mobilization Guide.

Incident

Initial Response Actions: The national ESF #4 coordinator or representative:

Reports to the NRCC within 2 hours of notification;

Establishes communication links with support agencies, the USDA Emergency Operations Center, the National Director for Fire and Aviation Management at Forest Service Headquarters, and Forest Service Assistant Director–Operations at the NIFC;

Establishes communication links with the Regional/Area Fire Coordinators; and

Obtains an initial fire situation and damage assessment through established intelligence procedures.

Post-Incident

Continuing Response Actions: The national ESF #4 coordinator or representative:

Obtains, maintains, and provides incident situation and damage assessment information through established procedures;

Coordinates incident resource needs, and determines and resolves, as necessary, issues regarding resource shortages and resource ordering issues, interagency conflicts, and policy matters referred by the IIMG;

Maintains close coordination through the NRCC with the IIMG, Regional Response Coordination Center, support agencies, NICC, JFO, and Incident Command Post; and

Maintains a complete log of actions taken, resource orders, records, and reports.

Recovery: Resource rehabilitation and demobilization policies and procedures are established in the National Interagency Mobilization Guide and Interagency Incident Business Management Handbook.

Responsibilities

ESF Coordinator/Primary Agency:

USDA/Forest Service

Provides qualified representatives to serve as national ESF #4 coordinator, regional/area ESF coordinator, and ESF coordinator at the JFO.

Requests assistance from supporting agencies as necessary to accomplish ESF #4 responsibilities.

Provides logistics support through the GACC and/or NICC for mobilizing resources for firefighting.

Assumes full responsibility for suppression of wildfires burning on national forest system lands and joins in a unified command with the local jurisdiction on incidents threatening national forest system lands.

Provides and coordinates firefighting assistance to other Federal land management, State forestry, and local fire organizations as requested under the terms of existing agreements and the NRP.

Arranges for direct liaison with fire chiefs in the designated area to coordinate requests for firefighting assistance in structural or industrial fire protection operations.

Provides information to the Planning Section at the incident and to the JFO as assessments of fire-caused damages are obtained.

Support Agencies

Agency

Department of Commerce

Functions

Provides fire/weather forecasting as needed from the NIFC in Boise, ID, or from a nearby National Weather Service Forecast Office under the terms of existing interagency agreements.

Provides urban and industrial hazard analysis support through the Building and Fire Research Laboratory of the National Institute of Standards and Technology.

Provides fire/weather support under the terms of the National Agreement for Meteorological Services in Support of Agencies with Land Management and Fire Protection Responsibilities.

Provides forecasts of the dispersion of smoke in support of planning and response activities.

Department of Defense

Assumes full responsibility for firefighting activities on DOD installations.

Supports firefighting operations on nonmilitary lands with personnel, equipment, and supplies under the terms of the existing interagency agreement, including the arrangement of liaisons as required.

U.S. Army Corps of Engineers: Provides contracting services through ESF #3 to urban and rural firefighting forces to obtain heavy equipment and/or demolition services as needed to suppress incident-related fires.

Department of Homeland Security

Emergency Preparedness and Response Directorate/Federal Emergency Management Agency/U.S. Fire Administration

Provides subject-matter experts/expertise regarding structural/urban/suburban fire and fire-related activities.

Maintains a representative at the NIFC to assist with national coordination.

U.S. Coast Guard

Provides support for marine firefighting incidents.

Department of the Interior

Assumes full responsibility for fighting wildfires burning on lands within its jurisdiction.

Assists the Forest Service in managing and coordinating firefighting operations.

Provides firefighting assistance to other Federal land management organizations as requested under the terms of existing agreements and the NRP.

Environmental Protection

Agency Provides technical assistance and advice in the event of fires involving hazardous materials.

Provides assistance in identifying an uncontaminated water source for firefighting.

Other Organizations

State forestry organizations in most States are responsible for wildland firefighting on non-Federal lands. States may assist other States in firefighting operations and may assist Federal agencies through agreements. In addition, resources may be provided through Emergency Management Assistance Compact. Private-sector resources are mobilized through standard contract procedures.