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News and Information from the Federal Protective Service · September 2007

The Federal Protective Service

Secure Facilities, Safe Occupants

Protecting the critical infrastructure and key resources of the United States is essential to our nation's security, public health and safety, economic vitality and way of life.

The Federal Protective Service (FPS) protects one component of the nation's infrastructure by mitigating risk to federal facilities and their occupants. We organize our activities along three guiding principles:

- Principle I: Stakeholder Service
- Principle II: Technical Expertise
- Principle III: Organizational Excellence

Report Suspicious Activity
to an FPS MegaCenter:

1-877-4FPS-411

(1-877-437-7411)

www.ice.gov



**U.S. Immigration
and Customs
Enforcement**



Mr. Gary W. Schenkel

Message from the Director

Secure Facilities, Safe Occupants

FPS is undergoing a significant refinement initiative to enhance performance and customer service. Earlier this year, we conducted several focus groups to collect information from you, our stakeholders, on how

we could enhance current and future services. Valuable insights were provided during these sessions based on your professional observations, perceptions and candor.

Enhancing the frequency and quality of communication between FPS and stakeholders was one of the themes identified. This monthly newsletter is one of several improvements we are initiating to communicate important information. Each month you will learn about a topic associated with protection of federal facilities in the "Feature" column, read descriptions of related activities in the "In Action" column and gain insight on FPS operations and personnel in the "Inside FPS" column.

National Preparedness Month

National Preparedness Month is a nationwide effort held each September to increase public awareness about the importance of preparing for emergencies and to encourage individuals to take action. We are using our expertise and partnerships to contribute to this month's campaign through focused efforts that support the FPS mission to mitigate risk to federal facilities and their occupants.

As such, this FPS newsletter focuses on what can be done every day to enhance preparedness at federal facilities. Every building occupant is involved in this effort, not just those on an emergency response team and everyone must work together.

Continuous Improvement

I welcome your comments and observations so that we may continue to improve operations and maximize the value of this newsletter. Please email us with your input at FPSinfo@dhs.gov.

Feature

Federal Facility Preparedness

Preparedness is a continuous process involving efforts at all levels of government and between government and private sectors to identify threats, determine vulnerabilities, and identify required activities and resources to mitigate risk.

Preparedness at federal facilities involves activities that contribute to prevention, protection against, response to and recovery from terrorist attacks and the full range of natural and manmade hazards.

Prevention



Prevention involves actions taken to avoid an incident or to intervene to stop an incident from occurring. This protects lives and property. At federal facilities, this can include activities ranging from implementing countermeasures such as access control to conducting more frequent or visible inspections.

Protection



Protection involves actions to mitigate the overall risk to facilities including deterring the threat, mitigating vulnerabilities or minimizing consequences associated with a terrorist attack or other incident. At federal facilities, this can include activities ranging from installing security systems to providing training on various topics to occupants.

Response



Response involves actions that address the short-term, direct effects of an incident, including immediate actions to save lives,

protect property and meet basic human needs. At federal facilities, some occupants are members of the Occupant Emergency Organization or Emergency Response Team and have specific roles and responsibilities. However, every occupant must know how to recognize an emergency situation, notify authorities and take preliminary actions until help arrives.

Recovery



Recovery involves actions to restore the facility to its pre-incident operational capacity. Depending on the nature and extent of damage to a facility, the timeframe for restoration can vary widely.

In Action

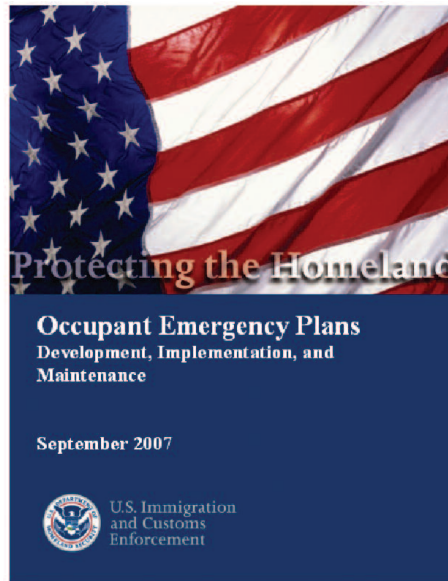
There are many examples of preparedness initiatives ongoing across the nation. While some are national-level programs, there are others too numerous to mention that occur at each individual facility. This section of the newsletter highlights several preparedness initiatives that address awareness and planning.

Awareness

On a national level, communications materials such as brochures, posters, press releases and Web sites build awareness across large numbers of federal facility occupants. At an individual facility, awareness means occupants understand their role in preparedness.

Ready Campaign Preparedness Materials

The Ready Campaign is a national public service advertising campaign produced by the Advertising Council in partnership with DHS. The Ready Campaign is designed to educate and empower Americans to prepare for and respond to emergencies, including natural disasters and potential terrorist attacks (www.ready.gov). The following Ready.gov materials are available to



federal facility occupants from FPS regional offices while supplies last:

- Emergency Supply List
- Every Business Should Have a Plan
- Preparing Makes Sense. Get Ready Now. (English and Spanish)
- Preparing Makes Sense for People with Disabilities and Special Needs
- Preparing Makes Sense for Older Americans. Get Ready Now.

For more information on the Ready Campaign, please visit www.ready.gov.

Planning

Preparedness plans require coordination among facility management and occupants, as well as with external emergency response resources. 41 FMR 102-74 requires that all federal departments and agencies occupying a facility owned or leased by the General Services Administration develop and implement Occupant Emergency Plans (OEPs).

Occupant Emergency Plans

OEPs are short-term emergency response plans that establish procedures for safeguarding lives and property during emergencies in particular facilities. To be most effective OEPs must:

- Provide clear instruction on roles and responsibilities for all aspects of the preparedness spectrum, from prevention and protection to response and recovery.
- Use an approach that includes procedures to handle a wide range of hazards and threats such as medical emergencies, bomb threats, suspicious packages and natural disasters that could affect a facility.
- Meet the specific characteristics, needs and criteria for each facility. For example, location-specific procedures are added to address unique threats or hazards such as hazardous materials spills or releases of radioactive materials from within or surrounding the facility.
- Involve coordination with local emergency responders.
- Address multi-jurisdictional issues regarding mass care, sheltering and evacuation.

An updated OEP Guide will soon be available to facility emergency planners as a reference tool providing a step-by-step approach to developing, implementing and maintaining OEPs.



Inside FPS

News & Updates

Creating an Inspector-Based FPS Workforce

Many of you are familiar with FPS inspectors through interactions at your facilities. Whether during a building security assessment or at



Inspector G. Theriault

building security committee meetings, crime prevention training or evacuation drills, these professionals represent the core of the security services FPS provides.

The FPS inspector program has been expanding since its inception. Before moving to the Department of Homeland Security in 2003, FPS had already begun an initiative to make its workforce more inspector-

based. To further this initiative, FPS is refining its mission to focus on its physical security and risk assessment strengths, which will result in an inspector-based workforce.

FPS inspectors provide a wide range of services for federal tenants. As fully trained and sworn law enforcement officers, they are capable of responding to incidents at federal facilities. They also undergo in-depth physical security training as part of FPS' Physical Security Academy at the Federal Law Enforcement Training Center. Many then receive training as Contracting Officer Technical Representatives to ensure that they can oversee guard force contracts in their jurisdiction.

Having all of these capabilities rolled into one position provides added staffing flexibility to proactively address the comprehensive law enforcement and security needs at federal facilities. Inspectors are the face of FPS. They represent the workforce needed to ensure the safety and security of federal buildings and their occupants. As such, in the coming years, FPS will be expanding its inspector workforce to more effectively accomplish its mission.

FAQs

We want to know what issues are pressing for you. If you have a question that you would like to pose to FPS, please email it to FPSinfo@dhs.gov. Be sure to note that it is for the FPS newsletter!

Coming Up...

Next month we will be focusing on two national campaigns that are scheduled to occur in October: National Crime Prevention Month and Cyber Security Awareness Month.