



EMERGENCY RESPONSE PLAN

U.S. COAST GUARD AUXILIARY

Flotilla 1, Div. 5, 7th District

This document was developed by a committee of Flotilla 1, Div. 5, 7th District, in close coordination with the Div. 4 SO-MS, Coast Guard Group Lake Worth, MSO Lake Worth, Palm Beach County, FL Office of Emergency Management and reviewed at the District level. All users are requested to send comments and suggestions to:

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September 2004

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Executive Summary

This document provides guidance on the response to emergencies of various types and severity primarily within our flotilla's area of responsibility, but also addresses the broader use of our flotilla's resources in a regional disaster response. As used in this document, emergencies are those incidents to which a successful response requires more resources than would normally be available in the field. Floods, hurricanes, oil spills, aircraft crashes, and other marine casualties are examples of emergencies that may be encountered by our flotilla as a member of Team Coast Guard.

We understand that Coast Guard Auxiliary unit emergency operations do not exist in a vacuum. In practically all circumstances, the role of our flotilla, and that of the Auxiliary in general, will be to support an emergency response led by others. The lead organization may be a Coast Guard command. In other cases, it may be a State or county agency. Our unit needs to be aware of these lead entity plans, understand what they ask us to do, and build our own plans accordingly. Integration of our unit's assets and resources into plans developed by local and area Coast Guard commands is also part of this plan. This document provides information on key emergency response concepts and capabilities of our unit to assist in planning relationships for a coordinated emergency response.

This plan was developed in direct response to needs established by the Palm Beach County Office of Emergency Management regarding emergency response in the surrounding areas of Florida. Additionally, the needs of Station Lake Worth, when responding to similar needs of their Emergency Response Plan were considered.

The Coast Guard has adopted the Incident Command System (ICS) as its standard response organization for responding to oil spills, hazardous materials incidents, and marine fires. This is also the standard model now used for most types of disaster response by the Federal Emergency Management Agency (FEMA) as well as state and local agencies. This plan is based on that standard format, recommended for Auxiliary unit emergency planning. The format reflects current practice both in Coast Guard commands and in civilian agencies. Our unit is authorized to develop such a plan by COMDTINST M16798.3, the *Auxiliary Operations Policy Manual*. COMDTINST M3010.11B, the *Contingency Preparedness Planning Manual*, states that Auxiliary resources may be counted against force shortfalls in the command's Contingency Personnel Requirements List.

This plan will be continuously modified as shortfalls are identified, additional resources in both personnel and equipment are made available, and the needs of the lead agency change. Our goal as a member of Team Coast Guard is to serve the continually changing needs of our senior units in the Auxiliary and U.S. Coast Guard, as well as the civilian agencies who need our assistance.

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QUICK REFERENCE GUIDE

1. Immediately upon notification of an Emergency Request for Assistance relayed by a supported Civilian Agency or U. S. Coast Guard Command, the receiving member shall **confirm a contact person and number for the requesting agency** and **notify the Flotilla 5-1 Commander** by the most expeditious manner.

2. If the requesting agency is a non-Coast Guard command, then immediately upon being notified of the request for assistance, the Flotilla Commander of 5-1 will **contact the requesting authority**, obtain all critical information including nature of request and requested support. The FC shall notify the requesting agency that final approval of support rests with the U. S. Coast Guard Order Issuing Command, which will be notified immediately.

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3. The Commander of Flotilla 5-1 shall **notify his/her chain of communication (AUX Division DCP) and the appropriate U. S. Coast Guard Order Issuing Authority** to confirm authority to respond to the request.

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4. Upon gaining authorization to respond, the Flotilla Commander of 5-1 shall **contact the requesting agency and confirm that our authorization to respond has been granted** and begin coordinating the response location and staging area.

5. At this time, the FC of 5-1 will **begin the notification chain**. If additional resources are required, the Division Captain of Division 5 will be notified.

6. Establish Command Post at the staging area and begin organization of incoming assets.

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Memorandum of Understanding

by and between

U. S. Coast Guard, Marine Safety Office Miami

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and the

U. S. Coast Guard Auxiliary, Seventh District

Dan: There no longer is MSO. It has been integrated into "Sector Miami" along with Ops. See my re-write which I've attached as a separate document. Also, it is not necessary to have the National M Dept sign off on this document.

OBJECTIVES: Through mutual agreement, to increase the role of the Coast Guard Auxiliary, Seventh District - henceforth referred to as the Auxiliary - in assisting Sector Miami - henceforth referred to as the Sector - with its mission of marine safety and environmental protection; to utilize the "Team Coast Guard" approach to develop and support marine safety through public education and awareness ("Prevention Through People"); and to improve the quality and extent of environmental protection work through partnerships between the Auxiliary, its component units and the MSO (or Activities).

Deleted: the Marine Safety Office (or Activities),

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BACKGROUND: The Coast Guard Authorization Act of 1996, was signed into law on October 19, 1996. This legislation, Public Law 104-324, includes sections which expand the role of the Coast Guard Auxiliary to encompass all of the civil missions of the Coast Guard. The objective of the Act is to enhance the Coast Guard's ability to accomplish its many important missions - and the Auxiliary is now included as a full partner in its civil and non-defense programs.

DISCUSSION: For many years, Coast Guard Auxiliarists have expressed interest in working with Coast Guard Marine Safety Offices in the field and with various environmental programs such as Sea Partners. The Coast Guard Auxiliary launched its new Department of Marine Safety and Environmental Protection on January 1, 1997 to respond to these interests and to support the needs of the Coast Guard's national marine safety and environmental protection program.

The Auxiliary may provide vital support for numerous marine safety and environmental missions, including, but not limited to: communications, transportation, safety and security patrols, remote area inspections, public affairs, local planning, MSIS support, administration, environmental education, vessel factory visits, licensing examination administration and oil spill reconnaissance and sampling. This Memorandum of Understanding outlines the full scope of authorized activities and provides a vehicle for Auxiliary training and involvement.

The Assistant Commandant for Marine Safety and Environmental Protection has encouraged "all "M" units to make connections with the local Auxiliary units, to include Auxiliarists at the appropriate level in staff meetings and QMB's, and to explore increased opportunities for

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employing Auxiliarists as part of Team Coast Guard in supporting unit missions" (Message, December 1996).

ACTION PLAN: In accordance with the Auxiliary Business Description and Direction, (ABD&D), the Auxiliary will expand its activities and develop performance indicators in the following functional areas, as requested by the MSO (or Activities):

Recreational Boating Safety

- 1) Provide active participation in and support for the Sea Partners Program

Marine Environmental Protection

- 1) Provide for the integration of environmental protection materials into public education courses, Courtesy Marine Examinations, (CMEs), Marine Dealer Visitations, (MDVs), etc.
- 2) Provide surveillance and reporting for Marine Environmental Protection (MEP) missions.
- 3) Support emergency pollution response teams.
- 4) Provide communications networks.
- 5) Provide public affairs platforms.
- 6) Provide logistic and administrative support for waterfront facilities compliance programs.
- 7) Provide support for remote area vessel inspections.
- 8) Provide support for pollution site aircraft over-flights.
- 9) Provide administrative support to Coast Guard units.
- 10) Provide support for the National Debris Monitoring Program.
- 11) Provide support for the National Pollution Funds Center by identifying areas where boaters and marina operators have sustained damage from oily discharges and assist with notice of claim processes.
- 12) Provide support for National Preparedness for Response Exercise Program (PREP).

Marine Inspections

- 1) Conduct commercial fishing vessel (CFV) examinations.
- 2) Conduct uninspected passenger vessel (UPV) examinations.
- 3) Conduct/assist factory inspections and visits.
- 4) Provide support for Coast Guard accident investigations and analysis.
- 5) Provide platforms for Coast Guard inspectors.
- 6) Provide administrative support for inspectors.
- 7) Conduct/assist marine inspections in remote area; provide surveillance and response platforms and personnel for Coast Guard operations.

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- 8) Conduct/assist in barge inspections..
 - 9) Provide identification of locations of abandoned barges and other vessels.
 - 10) Assist the Coast Guard in container inspections.

Marine Licensing

- 1) Assist the Regional Examination Centers by performing audits of Coast Guard approved maritime courses.
- 2) Administer Coast Guard license and merchant marine document examinations at remote locations in support of Regional Examination Centers.
- 3) Provide administrative support for licensing operations.

Port Safety and Security

- 1) Provide platforms for surveillance & reporting, harbor patrols, safety & security zone enforcement, and port state boardings.
- 2) Perform harbor and anchorage patrols.
- 3) Perform port facility verification visits.
- 4) Augment Coast Guard crews on port safety and security missions.
- 5) Augment Vessel Traffic Service operations.
- 6) Augment communications watch bills.
- 7) Perform vessel verification visits.
- 8) Perform remote area response.
- 9) Provide primary aircraft for over flights.
- 10) Provide administrative support.

Defense/Non-Defense Contingency Preparedness

- 1) Participate in the preparation and update of contingency plans.
- 2) Support Coast Guard units in training exercises for contingency preparedness.

Enforcement of Laws and Treaties

- 1) Provide operational and administrative support to Coast Guard activities in connection with the National Marine Sanctuaries (NMS) Program

Field Support: Auxiliary augmentation and assistance with field operations supports the Team Coast Guard concept and will significantly enhance the achievement of joint program objectives. The Auxiliary may act as a significant force multiplier in support of the operational and administrative needs of the MSO (or Activities) field unit. The Auxiliary may add to response planning by participating in local and regional contingency and emergency preparedness planning. The Auxiliary may be a key administrative and operational force-multiplier during

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surge activities and major events such as oil spills, natural disasters and significant catastrophes that effect public health and safety and the protection of property and the marine environment.

The Auxiliary District Staff Officer-MS, appointed by the District Commodore, will serve as the focal point of contact for development of the marine safety and environmental protection program during the course of the year. Auxiliary Liaison Officers, appointed in accordance with the approved MS field staffing plan, will establish the formal working relationship with each of the above-named support areas and will plan and schedule support personnel & facilities, arrange for training programs, and report the results of Auxiliary assistance to the MSO (or Activities) to the District Staff Officer-MS.

EDUCATION: Education plays an important role in the implementation of a balanced approach to effectively support the marine safety and environmental protection program of the MSO (or Activities). By integrating the marine safety and environmental protection initiative into existing Auxiliary publications, education programs and member training courses, the Auxiliary will have a positive impact on a large number of recreational boaters and take a leading role in preventing loss of life, personal injury, damage to property, and protection for the marine environment.

To the maximum extent possible, Auxiliarists will be integrated into training and qualifications programs at the MSO (or Activities) to insure that they are fully prepared for the tasks to which they may be assigned.

PERSONNEL RESOURCE DEVELOPMENT: The importance of sound personnel and fiscal management can not be over-emphasized. The District will identify opportunities for Auxiliary assistance which will enhance the effectiveness of the over-all operations of the MSO (or Activities) program. The District will then work with the Director of Auxiliary to train and qualify a sufficient number of Auxiliarists to assist the active duty/full time Coast Guard force.

FUNDING: The Auxiliary will provide assistance and support to the MSO (or Activities) with no charge for Auxiliary personnel or equipment. However, the MSO (or Activities) agrees to provide official orders which will allow for cost-reimbursement to Auxiliarists for all related expenses in the performance of their duties and any damages to Auxiliary vessels or equipment in the performance of officially-assigned operations.

MEASUREMENT OF SUCCESS: In order to determine the effectiveness of Auxiliary efforts in meeting MSO (or Activities) goals for improving the marine safety and environmental protection, the District will implement reporting and effectiveness measurement strategies. These measurements will indicate whether or not intended results are occurring and will adjust program strategies. The District can contribute to effectiveness measurement efforts by documenting the parameters set by the MSO (or Activities) as measures of success and recording the results of Auxiliary efforts within the District to meet these parameters.

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Specific reporting categories have been developed within the Auxiliary Management Information System (AUXMIS II) to provide for identification of member efforts in the marine safety and environmental protection program. In addition, local measures of effectiveness are encouraged that conform to the needs and programs of each MSO (or Activity). Auxiliary liaison officers are encouraged to work with counterpart officers at each MSO or Activity to determine “customer needs” and to develop program initiatives, staffing requirements and measures of effectiveness.

AGREEMENT:

The Coast Guard Auxiliary, Department of Marine Safety and Environmental Protection, through the Department Chief (DC-M or designee), will serve as technical advisor and national staff liaison in connection with this agreement and will assist the District with program development and training for its own support and assistance to the MSO (or Activity).

The District Commodore, the MSO (or Activities) Commanding Officer, and the Department Chief of the Auxiliary Department of Marine Safety and Environmental Protection hereby establish this Memorandum of Understanding (MOU). In so doing, the parties hereto agree to formally establish the Coast Guard Auxiliary's involvement in the Coast Guard, MSO (or Activities) Miami Marine Safety and Environmental Protection program.

The MOU establishes a dynamic framework by which both organizations identify objectives, priorities and responsibilities for achieving mutual objectives. All parties will treat the MOU as a living document, reviewing and updating it to reflect ever-changing priorities and initiatives. The MOU contains binding elements, joining program resources and in actions to improve marine safety and environmental protection for the nation's waterways.

Auxiliary Liaison Officers and corresponding MSO (or Activities) Staff Officers will jointly identify processes and priorities to implement the spirit and content of the MOU. The District will maintain an up-to-date copy of any amendments to the MOU or his designee's reference and review. Auxiliary Liaison Officers will keep appropriate Auxiliary and Coast Guard MSO (or Activities) Officers advised of progress toward goals established herein or impediments discovered to same.

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This Memorandum of Understanding will remain in effect indefinitely. It will be reviewed every two years and continue unless canceled in writing by either party after 30 days notice.

By:

By:

By:

Commanding Officer, Sector Miami District Commodore

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Date: _____

Date: _____

Date: _____

BASIC PLAN

Situation

Flotilla 5-1 operates in a geographic area of responsibility covering all of District 7 when called upon to support District Emergency Preparedness Plans. Specifically, Flotilla 5-1 operates in Palm Beach County, FL. This area includes Lake Worth, sections of the Intercoastal Waterway, the Lake Worth Inlet to the Atlantic Ocean, and the Port of Palm Beach. In addition, Flotilla 5-1 provides direct support to the Palm Beach and Martin County Offices of Emergency Management for the inland areas bordering the ICW and Atlantic Ocean.

Mission

Flotilla 5-1 supports the 7th District Operations Plan and its respective units, specifically the Station and Group Lake Worth OPLAN. Secondly, it supports the Emergency Preparedness Plan for Palm Beach County followed in order of priority by the Martin County Emergency Response Plan. In all cases, flotilla 5-1 responds to the needs and direction of the U.S. Coast Guard first, followed by the needs and direction of the civilian agencies it supports.

Flotilla 5-1 will provide boat crew and communications personnel and facilities. Specialized training in search & rescue, small boat handling, communications, and first aid will greatly assist supported agencies in times of storms, floods, and other emergencies.

Execution

The order-issuing mechanism in Annex J shall be followed during initial call-up and thereafter. Depending on the lead agency involved, the specific Memorandum of Understanding (MOU) will be addressed and identified to our

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order issuing authority for implementation. The appropriate orders will be assigned and authorized pending updated information. Additional orders will be issued as needed. No Auxiliary leader may promise Coast Guard resources to an outside agency without the specific approval of the command authority.

When Auxiliarists are the first to arrive on the scene of an emergency, or the response is being led by a non-Coast Guard agency, they have a special duty to pass complete information to their Coast Guard order-issuing authority. The Auxiliary leader first arriving on scene or at the Command Post should attempt to gain as complete an understanding as possible of the emergency. In particular, he/she should try to locate any status boards or charts that give an overview of the situation and should attempt to get copies of any bulletins that have already been issued by the lead organization. A SITREP message should be prepared, summarizing known facts, expected actions, and requested support. This should be passed to a local Coast Guard command, usually the nearest Group or Marine Safety Office. The message should be prepared in writing, though it may be sent via telephone. The checklists of essential information in Annex B should be used to guide the drafting of the message. If a Coast Guard response organization has not yet been established, the Auxiliary leader should ensure that the message is passed to the Command Duty Officer and does not get lost in routine traffic.

In cases where a Coast Guard command requests Auxiliary support for an emergency response, Auxiliarists should report as directed to the Command Post or to assigned field locations. In an Incident Management System situation, the Assignment Processing Unit should log them in as Coast Guard personnel. The senior Auxiliarist or the ACCE if present should make themselves known to the Incident Commander or the Commander, Coast Guard Forces. He/she should obtain a full understanding of the situation as soon as possible, by reviewing status boards or by reading SITREPs.

Annex C provides for the initial deployment expected together with the surge expectations. These are provided for each of the planned emergency scenarios.

Administration and Logistics

Personnel will be called out per the Callout Procedures located in Appendix 1 of Annex E. Depending on the requirements established by the lead agency, personnel will be instructed as to which facilities identified in Annex D will be activated and where they shall report for staging. Logistical support will be provided by the lead agency based on the situation. In all cases, personnel will respond to the staging area with sufficient rations and uniforms to support

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themselves for a 72 hour period without outside support. This requirement can be augmented with pre-planned and stored supplies available directly to our unit.

Command and Control

The Flotilla Commander (FC), is responsible for managing the unit's response. If he/she is not available to handle the duties, then the Vice Flotilla Commander (VFC), followed by the Flotilla Staff Officer-Operations (FSO-OP) or the FSO-MS, shall assume the duties until relieved. See Annex J and K for establishment of the command structure immediately following call-up and thereafter.

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ANNEX A: TASK ORGANIZATION

U.S. Coast Guard Auxiliary, Flotilla 1, Division 5, 7th District identified by short unit designation of **Flotilla 51** or long designation of **Flotilla 7-05-01**.

Flotilla 5-1 is based in Riviera Beach, FL

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ANNEX B: INTELLIGENCE AND INFORMATION

Appendix 1: Incident Type (ie. Flooding, Hurricane, etc.) _____

The following information is critical for USCG and USCG Auxiliary command authorities to determine the response requirements of the incident. All information should be identified by the best means possible. In most cases, the required information can be obtained from the requesting agency and/or OEM.

1. What is the expected time of the Incident? _____
2. On what date is the flooding Incident? _____
3. What is the time and date based on? _____
4. When is USCG Aux. Support requested? _____
5. What support is requested? (Circle all that apply)
 - a. Communications
 - i. AuxCom Radio Operators
 - ii. Helicopter Support
 - iii. Communications Network
 - iv. USCG Communication Support
 - v. Other Communications Support
 - b. Boat Operators
 - c. Boat Crews
 - d. Boats
 - e. Organized Manpower
 - f. Trained First Responders
 - g. Other
6. What extent of support is requested? (Circle appropriate choice)
 - a. All available
 - b. Command and Control/Administrative Personnel
 - c. Personnel in above specialties for relief of existing personnel.
7. Will USCG Aux. Support help prevent risk to or loss of life? Y N

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8. Will USCG Aux. Support help prevent additional loss of property? Y N

9. What is extent of incident (geographic extent in sq. miles) _____ sq. Mi.

10. What is the expected duration of deployment?

(Enter amount of time & circle unit of measure _____ Hrs Days

11. Will food and water be available for CG Aux personnel after 72hrs? Y N

12. Are emergency fuel reserves available for USCG Aux. Facilities? Y N

13. Is billeting available for USCG Aux. Personnel remaining on scene? Y N

14. Is there an identified staging area available for USCG Aux.? Y N

15. What is location of staging area for USCG Aux. Personnel?

(Enter name of location, grid coord., or lat/lon _____

16. What is location of Emergency Command Post? _____

17. What nautical chart covers the affected area? _____

18. What USGS map covers the affected area? _____

19. What aeronautical chart covers the affected area? _____

20. What is the lat/lon of the center of the affected area? _____

21. What is the name of the closest airport? _____

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ANNEX C: OPERATIONS

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C-1: FLOODS

Situation

Flotilla 5-1 will respond in support of any U.S. Coast Guard Command requesting assistance. However, Flotilla 5-1 is located in a geographic area susceptible to moderate to severe localized flooding. Flotilla 5-1 will respond in support of the Palm Beach County Office of Emergency Management in response to flood damage of the local area.

Mission

For flood damage in the Palm Beach County areas, we will provide support for the Palm Beach Cty OEM. For floods in other local areas, we will mobilize in support of Sta. Lake Worth OPLAN. For regional floods, we will mobilize as part of Coast Guard Forces under the Sta. Lake Worth OPLAN or if directed, under the Miami MSO or other agency. Consult these plans for mission definition. Usually assist first with evacuation, later with reconstruction efforts, and damage assessment.

Execution

Flood Warning Phase: All personnel need to focus on self-preservation. Check personal equipment and callout gear. Insure sufficient uniforms, rations, and support equipment for 72 hours is ready. Move valuable items to higher ground. Check boat moorings. Determine availability of Coast Guard flood punts.

Rising Waters: Evacuate victims if possible. Beware of unusually swift water, debris. Limit most operations to daylight hours for safety. Only those personnel with training and coxswain designation shall lead boat crews. All others shall provide boat crew if so rated, logistical and communication support.

Falling Floodwaters: First reconstitute damaged Coast Guard/Auxiliary moorings, radio stations, etc. Then assist in community cleanup, check positions of ATONS and bottom contours, locate debris.

Administration/Logistics

Command personnel should review initial Intelligence and Information, Annex B, and any updates, to determine the ongoing availability of rations, water, fuel, and billeting availability for USCG Auxiliary personnel assigned or responding to the incident. Shortfalls need to be identified at the earliest time and allowances made. Extended periods of callout will require crew rotation. Be especially aware of health and safety issues, including the following:

Hazards: Sewage in water; debris in water; floating propane tanks, oil drums, chemical containers; disoriented livestock and pets; mosquitoes in mud-covered

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areas; unsafe lifting/handling operations during debris removal; contaminated water supplies; mold in buildings; damaged electrical cables; fatigue and family disruption; bleach sensitization.

Mitigators: Tetanus immunizations; insect repellent; use of mechanical advantage; steel-toed boots; bottled drinking/washing water; hypochlorite bleach for building and equipment disinfection; gloves; tag out of dangerous equipment during repairs; crew rest, rotation, and peer counseling; morale messages from friends and family; clean uniforms and coveralls.

Command & Control

In a local flood response situation, Flotilla 5-1 will establish a U.S. Coast Guard Auxiliary Command Center in close proximity to the County Office of Emergency Management (OEM) in order to provide direct communication between the two commands. The Auxiliary Command will provide support to, and act under the direction of, the OEM. Identified need for AuxCom radio operations has been identified and will be filled on a priority basis. Communications will be maintained between PBOEM and higher USCG command and specifically with USCG helicopter support within the affected area.

In a regional flood situation, Flotilla 5-1 will provide direct support to the appropriate U.S. Coast Guard Command through the U.S. Coast Guard Auxiliary chain of communication and control.

In both situations, boat crews, surface facilities, air facilities, radio facilities, search and rescue capabilities, and additional manpower will be provided.

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C-2: HURRICANES

Situation

Impacts possible along entire coastal area of United States. The immediate support area for Flotilla 5-1 is Palm Beach County. PBC is susceptible to hurricanes based on past history. Landfall is accompanied by intense sustained winds and storm surge. Widespread devastation. Usually a declared Federal disaster area, with FEMA directing a major response. Auxiliary functions as part of a Coast Guard structure or as an independent unit if Coast Guard Forces are not needed.

Mission

Assist in marine area pre-storm preparations. Preserve Coast Guard forces for deployment after impact. Reconstitute Coast Guard forces and services, aid in community cleanup, damage assessment, transportation, search and rescue, ATON verification, and maritime hazard mitigation.

Execution

Hurricane Watch: Impact possible in 24-36 hours. Alert personnel, check equipment, test radio nets and generators, secure all facilities, inform local USCG command of readiness status and intentions.

Hurricane Warning: Landfall expected within 24 hours. All Coast Guard personnel evacuate from impact area, except essential watchstanders at safe locations. Auxiliary leaders track phone numbers of members as they evacuate. Move all aircraft out. Make final preparations for all facilities.

Landfall and Impact: Focus on survival. All members should have evacuated.

Reconstitution of Coast Guard Forces: Leaders bring their members back into damaged area and begin rebuilding damaged Coast Guard/Auxiliary piers, radio stations. Help augment SAR forces, watchstanders, and MSO units.

Recovery: Restore normal living and working conditions in area. Conditions will be similar to a major regional flood, see Appendix C-1. Check ATONs and bottom contours. Assist CG Forces with identification of maritime hazards.

Administration/Logistics

Same health and safety issues as for flood recovery. Devastation may be total in some areas. Assume that running water, electricity, and telephone service may be unavailable for some time. Ensure adequate supplies of bottled water and ice. These have been found to be

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C-2: HURRICANES

critical in hurricane recovery. Establish HF-SSB radio nets to handle message traffic. FEMA asks that emergency responders try to be logistically self sufficient for the first 72 hours. This includes all personal sanitary items, food (Must be nutritious and balanced. Do not depend on fast food diet or high energy/protein bars), water, medications, first aid supplies, batteries, lights and PPE. Fuel will probably have to be brought in by road tanker; coordinate with Coast Guard.

Command & Control

Consult local Coast Guard hurricane plans and ensure Auxiliary units and Auxiliarists are properly integrated into them. Also consult with Auxiliary District staff, as the effects of a hurricane will cover a large portion of the District.

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C-3: MARINE CASUALTIES

Situation

Cargo ships are present in all US coastal waters. Barges are active in all navigable waters. Groundings and collisions involving these vessels generally lead to closure of the waterway and a commercial salvage operation. Passenger cruise ships call at many US ports. Excursion boats, and floating casinos are increasingly common everywhere. Casualties involving these vessels can quickly become major SAR cases. Flotilla 51 operates in an environment rich in all these hazards. Specifically, the Port of Palm Beach operates nearly all of these vessels. Additionally, Flotilla 51 may be called upon to support Division or District response to off-shore incidents or those occurring immediately north of our area as far as Port Canaveral, which operates numerous cruise and casino ships, and south of our area at Port Everglades, which also operates numerous cruise and casino ships. In addition to the direct marine casualties, Palm Beach International Airport operates in our immediate area with flight paths over the Atlantic in our AOR. Planning and preparation must include the possibility of an aircraft disaster requiring a maritime response.

Mission

For cargo vessel casualties, patrol safety zone under Coast guard direction, and provide technical/operational support to Coast Guard units as needed. For passenger vessel and aircraft casualties, participate in a major Coast Guard SAR operation, including security zone, transportation, medical emergencies, and recovery operations.

Execution

For cargo vessel casualties, common Coast Guard functions include safety zone patrol, reconnaissance over-flights, and technical investigation/documentation. Trained Auxiliarists may assist in all these areas. For passenger vessel and aircraft casualties, mobilize for extended SAR operations. Unlike recreational vessel SAR, towing of the casualty is not normally required. Auxiliary vessel speed is important for these SAR cases.

Administration/Logistics

Hazards are generally similar to normal safety zone and SAR operations. Aircraft crashes, especially, are very likely to have tragic outcomes. Auxiliarists may encounter dead or grievously injured victims, or disturbing reminders of them. Leaders must ensure that their crews get proper psychological and emotional support to mitigate critical incident stress. Also use universal precautions against blood-borne pathogens.

Command & Control

Determine how Auxiliary units and Auxiliarists will integrate into local Coast Guard command

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C-3: MARINE CASUALTIES

structures. In any marine casualty, the number of responding vessels and aircraft will create large amounts of radio traffic. Plan for activation of Auxiliary radio stations and Auxiliary watchstanders to help manage this. Also determine in advance the working frequencies of the non-Coast Guard responders (fireboat, marine police, Civil Air Patrol and other salvors).

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C-4: OIL AND OTHER SPILLS, AND VESSEL FIREFIGHTING

Situation

Oil and hazardous materials spills, and marine firefighting, are addressed in Area Contingency Plans. In coastal areas the Area Committee is chaired by the Coast Guard. All vessels and shore facilities handling oil are required to plan for spill cleanup. Most contract with an Oil Spill Removal Organization (OSRO). It is Coast Guard policy to have the OSRO do most of the spill containment and cleanup. Number 2 fuel oil and heavier oils create ecological damage but pose limited public health threat.

Hazardous materials releases and marine fires are addressed with local specialist support, usually fire department. Most Coast Guard personnel are not trained for aggressive hazmat response or firefighting. They do not enter the hot zone, where protective equipment is required. Gasoline spills behave like flammable hazmats: they are of short duration, present high hazard, and require specialist response.

Mission

Generally, patrol a safety zone around the source and conduct environmental damage assessment. Auxiliarists may be involved in containment only if properly trained in accordance with Coast Guard regulations. Some tasks require medical screening. Auxiliary vessels would be fouled by oil and would not normally be asked to deploy a boom. However, trained personnel may do this work from Coast Guard workboats or from shore.

Execution

Discovery and Notification: Spillers must report to the USCG's National Response Center. Coast Guard/Auxiliary patrols may also happen upon a release. In hazmat incidents, it is very important to identify the substance involved. Report the color and pattern of all visible labels and text, but do not handle any containers. Move upwind and observe with binoculars.

Preliminary Assessment and Initiation of Action: Aircraft may be launched to track an oil spill or observe a fire. In oil spills, Coast Guard and Auxiliary personnel may deploy booms, subject to health and safety training requirements. Booms must be tended as tides and currents shift. In hazmat incidents, Coast Guard field actions are normally limited to safety zone patrols well outside the hot zone.

Containment, Countermeasures, Cleanup, and Disposal: Mostly done by the OSRO in an oil spill. Coast Guard focuses on shoreline damage assessment. In hazmat incidents, containment is performed by a small team of fire department hazmat technicians. The later stages of cleanup and disposal are handled by contractors functioning under the direction of State and Federal environmental agencies.

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C-4: OIL AND OTHER SPILLS, AND VESSEL FIREFIGHTING

Documentation and Cost Recovery: Much of this work is done routinely by active-duty personnel over a period of weeks. Auxiliarists may be tasked to help recreational boaters file damage claims for fouling.

Administration/Logistics

In a major spill the Assignment Processing unit of the Incident Command System will track incoming Coast Guard responders. Federal responses to an oil or hazmat spill are charged to special funds and then recovered from the spiller. Copies of expense reports and Activity Report - Mission forms should be filed with the appropriate Coast Guard command. They do not have access to AUXMIS and have no other means of tracking Auxiliary time.

Follow the generic Site Health and Safety Plan in the Area Contingency Plan. Petroleum products may release hazardous levels of benzene and other toxic vapors and may also cause skin irritation. Avoid handling oiled wildlife. These animals will bite. They are also considered evidence of an environmental crime and should be handled by State or Federal wildlife officers.

Coast Guard oil containment booms are commonly pre-positioned on small trailers or on sleds. Auxiliarists may be asked to help move them to the response site. If trained, they may assist in deployment.

Command & Control

Normally Auxiliary units will function under a Coast Guard-led Incident Command System as described in the Area Contingency Plan. In inland areas, a State or Federal environmental agency may provide coordination. Determine how Auxiliary units and Auxiliarists will integrate into local Coast Guard command structures. In any marine casualty, the number of responding vessels and aircraft will create large amounts of radio traffic. Plan for activation of Auxiliary radio stations and Auxiliary watchstanders to help manage this. Also determine in advance the working frequencies of the non-Coast Guard responders (fireboat, marine police, Civil Air Patrol and other salvors).

Report all oil and hazmat releases to the nearest Coast Guard unit, or to the National Response Center at 1-800-424-8802.

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C-5: SECURITY EMERGENCIES

Situation

When US forces deploy overseas, Coast Guard forces protect the outload ports. When there is a direct threat to the United States itself, Coast Guard commands work with other agencies to protect targets in port cities.

Auxiliarists are not authorized to participate in Coast Guard military operations. However, all of these situations divert Coast Guard personnel from their normal missions. Auxiliarists will be required to backfill vacated positions, especially in the search and rescue area.

Not all areas of the US are equally vulnerable to maritime attack, piracy, or terrorism. There is a centralized process for validating security threats and targets. Auxiliary leaders should consult with their local Coast Guard command as to credible security threats in their areas and the desired role to be played by the Auxiliary in supporting Coast Guard needs.

Mission

Coast Guard OPLANS include a listing of the shortfalls that a security crisis might create. This should be the starting point for Auxiliary mission analysis.

Execution

Security crises usually emerge over a period of days or weeks. In this time, Auxiliary leaders and Coast Guard commanders should agree on a final list of shortfalls and a duty schedule. It may be necessary to suspend some normal Auxiliary operations to fill critical personnel needs.

Administration/Logistics

Should be provided by the supported Coast Guard command. Due to the extended nature of these emergencies (weeks to months), food, lodging and supplies should be provided directly by Coast Guard units. This will be more practical than trying to live at a marina or waiting for reimbursement deposits or checks.

Command & Control

Provided by the supported Coast Guard command. With the consent of their Flotilla Commander, Auxiliarists may be appointed to supervisory roles such as Junior Officer of the Day, as necessary to maintain proper span of control. Auxiliary office designations and qualifications are confusing to most Coast Guard personnel, so Auxiliary leaders should provide accurate information on their member's skill and experience levels.

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ANNEX D: LOGISTICS

Facilities

Appendix D-1: Available Facilities

a. Vessels							
Facility number	Length	Speed	Draft	Fuel Type	Facility Location	Owner	Telephone+ Area Code
453076	45'	10 kts	3.5'	Diesel	N.Palm Beach	Daniel F. Jacquish	(561) 472-4090 (561) 422-3535
	'	kts	'				
PWC	'	kts	1.5'	Gas	Trailer		

b. Aircraft							
Facility number	Engines	Speed	Seats	Range	Facility Location	Owner	Telephone
	1	190 kts	4	350 nm	Airport	Mel Marx	(561) 373-6110

c. Radios					
Name	Type	Capabilities	Location	Owner	Telephone
19E Mobile	Mobile	VHF-marine RDF cellphone	Truck		(
Point Radio	Fixed	VHF-marine VHF-aviation HF-SSB landline	, MD 21009		(

1. All vessels and aircraft assumed to have VHF-FM transceivers.
2. Owner's address is not listed. Mobilization will not be by mail.

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Piers, Airfields, and Staging Areas

Piers are available in this general area, but almost all are privately owned. There is extremely limited access at Coast Guard Station Lake Worth, which has only enough dockage for its own vessels. Hurricane season in Florida sees many boaters leave the state with their vessels. This makes dock space available at most large marinas. Planning should identify one or more of these marinas and make temporary facilities available for surge operations. All boarding areas will need to be improvised based on the best available staging, loading, and docking available..

Airfields are the Palm Beach Executive Airport, Lake Worth, Florida which is within one mile of the flood response zone. The Palm Beach International Airport, Palm Beach, FL, is the secondary field, located approximately one mile from the anticipated impacted area.

Staging areas are to be established by Palm Beach County OEM and communicated to the initial call from the Flotilla Commander. In most cases, the South Florida Fair Grounds will be utilized. It is located on Southern Blvd. between SR7/US441 and the Florida Turnpike in Royal Palm Beach, FL.

Food, Water, Transportation, Sanitation, Housing

During extended emergencies, Auxiliary personnel must be taken care of. This function begins with registration and tracking of all those working on scene. In the Incident Command System, this function is performed by the Assignment Processing Unit. An Auxiliarist will be included in this section. Until assignment, a simple log of personnel on scene should be maintained.

Auxiliarists may require lodging. Billeting in Coast Guard or other military quarters should be considered, as it involves no out of pocket expenses. Quarters should be clean and quiet to provide adequate rest.

Auxiliarists may require transportation to piers, staging areas, lodging, and elsewhere. If boat crews are working from piers other than their own, they may need local ground transportation, as their own vehicles will not be accessible. Aircrews arriving from out of the local area will also need local transportation.

Arrangements should be made to enable vehicles to travel to and through the response area, even if roadblocks are in place. Official Coast Guard Auxiliary magnetic signs are

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available for use on vehicles during a mission. All Auxiliarists should be in uniform and should carry their Coast Guard Auxiliary photo ID cards. These measures, plus written orders (which may be pre-approved or faxed), should help to unravel most such situations. If an Auxiliary team is prevented from moving, the local Coast Guard commander should be contacted immediately. In some cases, it may be most convenient to use vehicles with Government tags. Auxiliarists may be authorized to drive Coast Guard vehicles.

Response personnel will require sustenance if they are to be effective during their emergency response, whether the response is short term or extended. Food should be wholesome, appetizing, and safely stored and prepared. Adequate facilities for the serving and consumption of food should be arranged. Conditions of the emergency may not always allow for proper heating of food, in which case items that can safely be eaten cold should be available. Conversely, refrigeration may not be available in devastated areas. The temptation to live on junk food or fast food for an extended period of time should be resisted. Junk food is not nutritionally balanced and will lead to early fatigue, or digestive trouble. Recent experience at Oklahoma City and elsewhere indicates that responders should also not rely on donated food. With the best of intentions, donors may make the food too spicy for most tastes, or may fail to keep it sufficiently warm or cold. In major disasters, FEMA requests that response units arrive with sufficient resources to sustain themselves for the first 72 hours.

Adequate sanitation facilities are important during any emergency response lasting more than a few hours. Designated staging areas and piers may already have adequate sanitation facilities. This includes safe water supplies or effective disinfectants for handwashing.

Health and Safety

During emergency situation, the usual risk factors associated with ordinary patrol activities become even more pronounced, and the chances of those factors adversely effecting the health and safety of the participants increase. At the same time, the successful outcome of the mission is jeopardized if the crews become injured or their state of health is effected. The risk factors include fatigue, seasickness, fire, fumes, noise, heat, cold, sun glare, airborne, blood-borne and waterborne pathogens, and post-traumatic stress injury resulting from involvement with personnel casualties. The steps needed to safely and competently perform a mission follow a series as below:

1. Perform an initial assessment. Assess the scene and determine the hazards (thermal, chemical, mechanical, electrical, pathogens, dangerous animals). If there are hazards present, do not proceed unless properly trained and equipped. Evaluate risk versus gain. Also determine and report the number of persons and

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their conditions, state of consciousness, and mechanisms of injury. Notify controlling unit of medical situation.

2. Conduct medical monitoring For injured persons, check the ABC's: Airway, Breathing and Circulation. Determine the alertness level of conscious victims and their skin characteristics (pale, cold, hot, clammy, dry, perspiring). Report vital signs to controlling unit. IF CPR is needed, activate emergency medical services first.

3. Use protective equipment to limit the risks of exposure to pathogens or personal injury. Examples of personal protective equipment (PPE) include latex or non-allergic gloves, blood-borne pathogen kit, anti-microbial handwipes, 10% Sodium hypochlorite (bleach) disinfectant, hard-hat, steel-toed boots, overalls, hearing protection, sunscreen, and blankets.

If the situation evolves beyond your training or resources, notify the controlling unit and withdraw. Do not become a victim yourself.

4. Prepare carefully for all operations in hazardous areas, both mechanical activities and work involving victims. Know what you intend to do before you start and ensure that you have the right resources, including personnel and protective equipment, at hand.

5. Train for your intended or anticipated missions. Seek specialized training when you identify a knowledge gap. Learn and practice use of personal equipment and protective clothing, including safe donning, doffing, and disposal.

6. Condition yourself for duty and be aware of limitations imposed by your own physical or medical condition or by the equipment that you are required to use. When you accept a mission, you are indicating your belief that you are capable of executing it fully, in accordance with Coast Guard performance criteria and current professional standards of care.

7. Reassess all conditions frequently and alter or adjust response if circumstances regarding the incident or personnel change. Record your findings regularly so that additional responders can understand the situation. Keep the controlling unit advised of status of personnel and incident.

Medical Support

For injuries and medical conditions that arise while on duty, Auxiliarists should use the local Coast Guard unit's normal health care provider. This may be a commercial health

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plan or a military medical facility. If there are no local active-duty Coast Guard units, Auxiliarists should obtain emergency medical care at any convenient place. In any case, the operational commander and the Director of Auxiliary must be informed as soon as possible.

Auxiliarists involved in response operations may also require non-emergency medical care. This might include treatment for minor cuts and scrapes or monitoring of blood pressure and heart rate after a particularly strenuous activity. At Coast Guard bases, a Health Sciences Technician will normally provide this level of care. In cases where the fire department has a dominant role, a medical support unit is usually activated as part of the combined fire/rescue/EMS team. If the Auxiliary field commander feels that his personnel may be over-extending themselves physically, he or she should have no hesitation in directing them to the medical unit for a quick check.

Each boat crew shall carry appropriate first aid supplies on the facility in order to render first aid to crew and victims brought aboard. The crew member with the highest level of first aid training shall take control of the situation and direct care. This individual may be an Auxiliarist, Fire Department, First Aid Squad, Police Agency or EMS member.

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ANNEX E: PERSONNEL

Appendix 1: Callout Procedures

1. Requesting Agency places first call to Flotilla 5-1 Commander/VFC
2. Flotilla 5-1 Commander (VFC) calls AUX Division Captain (DCP), then Order Issuing Authority
3. Flotilla 5-1 Commanders confirms authority to respond w/ Requesting Authority.
4. FC 5-1 notifies VFC and FSO-OP as well as Div. 5 DCP.
5. Flotilla 5-1:
 - a. VFC notifies FSO-CM & FSO-MS
 - b. FSO-OP notifies FSO-IS & FSO-PS
6. Third Round of Communications:
 - a. FSO-CM notifies the FSO-MA, FSO-FN, & FSO-PA
 - b. FSO-MS notifies the FSO-CC, FSO-SR, FSO-CS
 - c. FSO-IS notifies the FSO-AN, FSO-PE, & FSO-MT
 - d. FSO-PS notifies the FSO-MV, FSO-VE, & Member 1
7. Fourth Round of Communications:
 - a. FSO-MA notifies Member 2, Member 12 & Member 24
 - b. FSO-FN notifies Member 3, Member 13 & Member 25
 - c. FSO-PA notifies Member 4, Member 14 & Member 26
 - d. FSO-CC notifies Member 5, Member 15 & Member 27
 - e. FSO-SR notifies Member 6, Member 16 & Member 28
 - f. FSO-CS notifies Member 7, Member 17 & Member 29
 - g. FSO-AN notifies Member 8, Member 18 & Member 30
 - h. FSO-PE notifies Member 9, Member 19 & Member 31
 - i. FSO-MT notifies Member 10, Member 20 & Member 32
 - j. FSO-MV notifies Member 11, Member 21 & Member 33
 - k. FSO-VE notifies Member 22, Member 23 & Member 34
8. Any personally unanswered calls, the caller shall leave appropriate message and follow to the next individual on the list.
9. Any caller who bypasses a notification due to an answering machine and/or no answer, shall be responsible for making notification to that person's next call.
10. A detailed account of all calls made shall be kept by the caller, including time and date of initial call, disposition and action taken. All calls shall be followed by recalls immediately and every hour thereafter for three hours. Reports to be provided to the communications post for follow-up thereafter. Reports shall be kept and forwarded on the attached "Record of Emergency Call Out."

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Appendix 2: Available Personnel Flotilla 5-1 Riviera Beach

<u>Position</u>	<u>Name</u>	<u>Telephone (1)</u>	<u>Telephone (2)</u>	<u>Qual.</u>
Flotilla Cdr.				
Vice Cdr.				
FSO-OP				
FSO-CM				
FSO-MS				
FSO-IS				
FSO-PS				
FSO-MA				
FSO-FN				
FSO-PA				
FSO-CC				
FSO-SR				
FSO-CS				
FSO-AN				
FSO-PE				
FSO-MT				
FSO-MV				
FSO-VE				
Member 1				
Member 2				
Member 3				
Member 4				
Member 5				
Member 6				
Member 7				
Member 8				
Member 9				
Member 10				
Member 11				
Member 12				
Member 13				
Member 14				
Member 15				
Member 16				
Member 17				
Member 18				
Member 19				

Qual. Listed in red such as "Crew" indicates trained, but not current.

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Appendix 5: Shortfalls

Shortfalls will be made up by the support flotilla with additional support being provided by remaining Division 5 flotillas as they become available. Ongoing training will identify any shortfalls and this section shall be expanded to adjust for those shortfalls.

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ANNEX F: PUBLIC AFFAIRS

Public Affairs is not usually the primary responsibility of an Auxiliary unit during an emergency. Generally speaking, the Coast Guard command or local agency that is leading the response will want to manage media relations. Auxiliarists may be tasked to assist in public affairs functions. It is not always possible or desirable for Auxiliarists to avoid news reporters. Sometimes a repeated “no comment” response may give the impression of evasion, especially on videotape. The public must be given the impression of a caring, professional Team Coast Guard, always ready to serve the public interest. When talking with the media, Auxiliarists should follow these guidelines:

PUBLIC AFFAIRS GUIDELINES FOR FIELD ACTIVITIES

- a. Talk only about what you personally did, saw, or have direct knowledge of. If reporters have questions about the actions of other individuals, refer them to the person in question or to the Public Affairs officer.
- b. Don't speculate. Give only confirmed, truthful information. Do not comment on causes, motives, future events, or the actions of others.
- c. Do not release sensitive information, including names of victims or the identity of suspected responsible parties.
- d. Appear on camera only in proper work or dress uniform, appearing to be doing something or with visible activity in the background. Do not conduct an interview while smoking a cigarette, eating, sitting on a bench, etc. Make sure your baseball cap is on right way round, windbreaker zipped up and shirt buttoned. If in a boat, wear a PFD and get the camera crew to do the same.
- e. Leave press conferences to the experts. If you participate in one, be sure of what you're doing and get advice from the Public Affairs officer and/or the incident commander.
- f. If one TV station is invited to an event, all must be, regardless of their track record. The Coast Guard cannot play favorites in media access.
- g. VIPs require special handling. Generally, they require an escort of considerable tact and appropriate rank or presence. If you think you may have to deal with senior State or Federal officials, get support quickly from the nearest Coast Guard command.

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ANNEX J: COMMAND RELATIONSHIPS

This plan and associated response, is a joint endeavor between Riviera Beach Flotilla 5-1 and Division 5.

The lead unit Flotilla Commander shall be the On Scene Commander of all Auxiliary forces unless relieved by higher authority or active duty unit assumption of the scene.

The Flotilla Vice Commander shall assume all responsibility in the absence of the Flotilla Commander with the FSO-OP assuming the duties in the absence of both the FC and VFC.

The FSO-OP has other significant duties once boat crews and other personnel begin arriving and needs to pass command responsibilities to the FC or VFC. If neither are available, a suitable replacement needs to be identified.

Of primary concern during the initial ramp up of personnel and facilities it communications between all Auxiliary, USCG and lead agency. The initial responding Auxiliarist, shall assume a coordination position with the lead agency, being relieved by the flotilla commander or VFC upon their arrival.

The first AuxCom qualified Auxiliarist arriving shall assume the role of communications coordinator with the lead agency. The following positions shall be filled as the lead agency establishes the section under ICS guidelines (See attached chart):

1. **FSO-PA** fills the “**Information**” post w/ the Incident Commander
2. **FC** fills the “**Liaison**” position assigned to the Incident Commander
3. **FSO-OP** is assigned to the “**Operations Section**”
4. **FSO-MA** is assigned to the “**Staging Area**” under the Operations Section.
5. **FSO-PE** is assigned to lead the “**Shore Division**” under the Surface Branch
6. **Coxswain 1 & Crew1** is assigned to “**Boat Division 1**” under Surface Branch.
7. **Coxswain 2 & Crew2** is assigned to “**Boat Division 2**” under Surface Branch.
8. **Coxswain 3 & Crew3** is assigned to “**Boat Division 1**” under Surface Branch.
9. **Coxswain 4 & Crew4** is assigned to “**Boat Division 2**” under Surface Branch.
10. **Pilot 1 & Observer 1** is assigned to “**Tactical Group 1**” under Aviation Branch.
11. **Pilot 2 & Observer 2** is assigned to “**Tactical Group 2**” under Aviation Branch.
12. **Observers 3 & 4** are assigned to the “**Support Group**” under Aviation Branch.
11. **FSO-MT** is assigned as “**SAR**” under the Operations Section
12. **VFC** is assigned to the “**Planning Section**” to coordinate Auxiliary needs.
13. **FSO-PS** is assigned to the “**Resources Unit**” under the Planning Section.
14. **FSO-MS** is assigned to the “**Situation Unit**” under the Planning Section.
15. **FSO-SR** is assigned to the “**Documentation Unit**” under the Planning Section.

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16. **FSO-CM** is assigned to the “**Communications Unit**” under the Logistics Sect.
 17. **FSO-IS** is assigned to the “**Time Unit**” under Finance/Administration Section.
 18. **FSO-FN** is assigned to the “**Claims Unit**” under Finance/Administration Sect.

In all cases, corresponding members of the support flotilla shall provide relief and/or support for their counterparts in the primary response flotilla. Any shortfalls in response by the primary flotilla shall be filled by their counterpart.

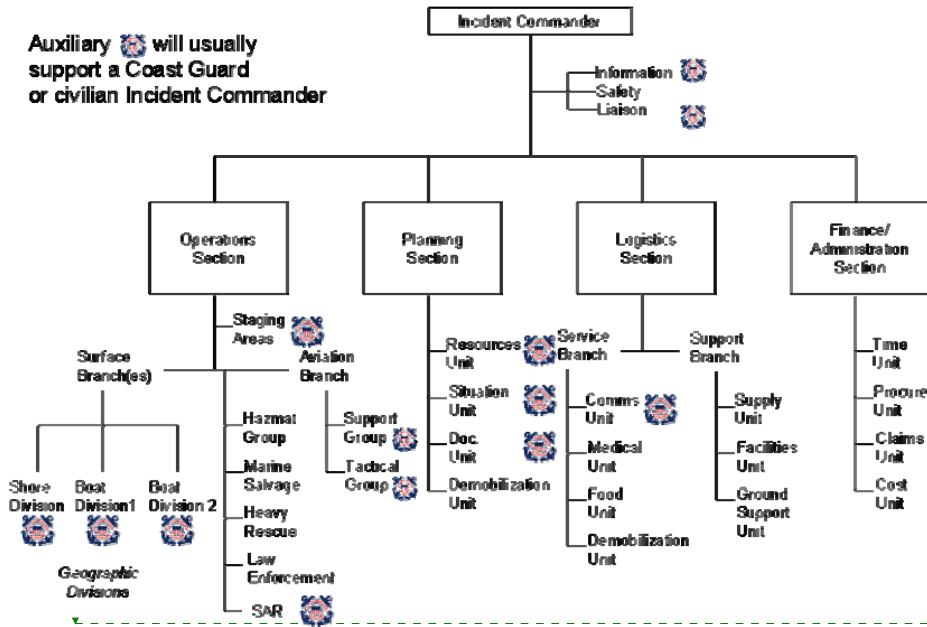
All FSO's that fill multiple positions, shall make prior arrangements for a suitable replacement for an assigned position. In such cases as when the support unit fills positions on initial response, the proper relief must be accounted for.

Depending on the availability of daylight hours and the anticipated duration of the event, Boat Crews 3 & 4 may be deployed at the same time as Boat Crews 1 & 2, or they may be held in reserve for later deployment as relief of Crews 1 & 2.

Additional boat crews and aviation crews will be deployed as needed and as they become available.

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Auxiliary will usually support a Coast Guard or civilian Incident Commander



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Palm Beach County Response Plan Excerpt

Emergency Support Functions

The Palm Beach County Emergency Management organization operates in a modified integrated Incident Command System/ESF organizational structure. The plan details roles and responsibilities of each of the 17 ESFs and provides guidance to access federal and state support in an effort to ensure prompt and efficient response and recovery operations for all aspects and types of disasters. The Palm Beach County ESFs are consistent with State and Federal ESFs. Table III-3 details the local, state, and federal lead agencies.

Table III-3. Local, state, and federal lead agencies for each ESF.

ESF	Palm Beach County Local Agencies	Florida State Agencies	United States Federal Agencies
1 Transportation	Palm Tran	Dept. of Transportation	Dept. of Transportation
2 Communication	Facilities Development & Operations	Dept. of Management Services	National Communications System
3 Public Works	Engineering & Public Works	Dept. of Transportation	U.S. Army Corps of Engineers, Dept. of Defense
4 Fire Fighting	Fire-Rescue	Dept. of Insurance, State Fire Marshal	U.S. Forest Service, Dept. of Agriculture
5 Information and Planning	Public Safety	Dept. of Community Affairs	Federal Emergency Management Agency
6 Mass Care	American Red Cross	Dept. of Business and Professional Regulation	American Red Cross
7 Resource Support	Purchasing	Dept. of Management Services	General Services Administration
8 Health & Medical Issues	Health Department	Dept. of Health	U.S. Public Health Service, Dept. of Health and Human Services
9 Search and Rescue	Fire-Rescue	Dept. of Insurance	Federal Emergency Management Agency
10 Hazardous Materials	Fire-Rescue	Dept. of Environmental Protection	Environmental Protection Agency
11 Food and Water	Community Services	Dept. of Agriculture & Consumer Services	Food and Nutrition Service, Dept. of Agriculture
12 Energy	Public Safety	Dept. of Community Affairs, Public Service Commission	Dept. of Energy
13 Military Support	Public Safety	Dept. of Military Affairs	NA
14 Public Information	Public Information	Dept. of Community Affairs	NA
15 Volunteers and Donations	United Way	Florida Commission on Community Service	NA
16 Law Enforcement & Security	Sheriff's Office	Dept. of Law Enforcement	NA

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The Federal Response Plan

The Federal Response Plan is the basis for the Coast Guard Plan, the Florida Emergency Plan and the Palm Beach County Emergency Plan. The Federal Plan utilizes the Incident Command System (ICS) while recognizing and incorporating the Emergency Support Function (ESF) structure. The ESF structure provides for seventeen (17) distinct areas of responsibility and assigns a lead agency for each. There is a lead agency identified at each level of government, so support can flow down as further needs are communicated up between the various levels of government.

It is important for the Auxiliarist to understand the relationship between the agencies, so he/she understands the role played in the overall plan. The ICS creates a structure that can expand and contract as the need demands.

As you review the Auxiliary positions in the various Sections established by the ICS, find the specific section on the Federal Response Plan and become familiar with the other Branches within the Section. Then go to the specific Federal Response Plan Section to view its groups. You will find the ESF's assigned at that level. By identifying the ESF number in your group, you can then go to the Palm Beach County ESF list and identify the exact local agency you will be working in concert with as well as the state and federal agencies supporting that local agency.

By knowing your position in the response plan prior to an incident, you can quickly identify your work group and become effective.

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Federal Response Plan

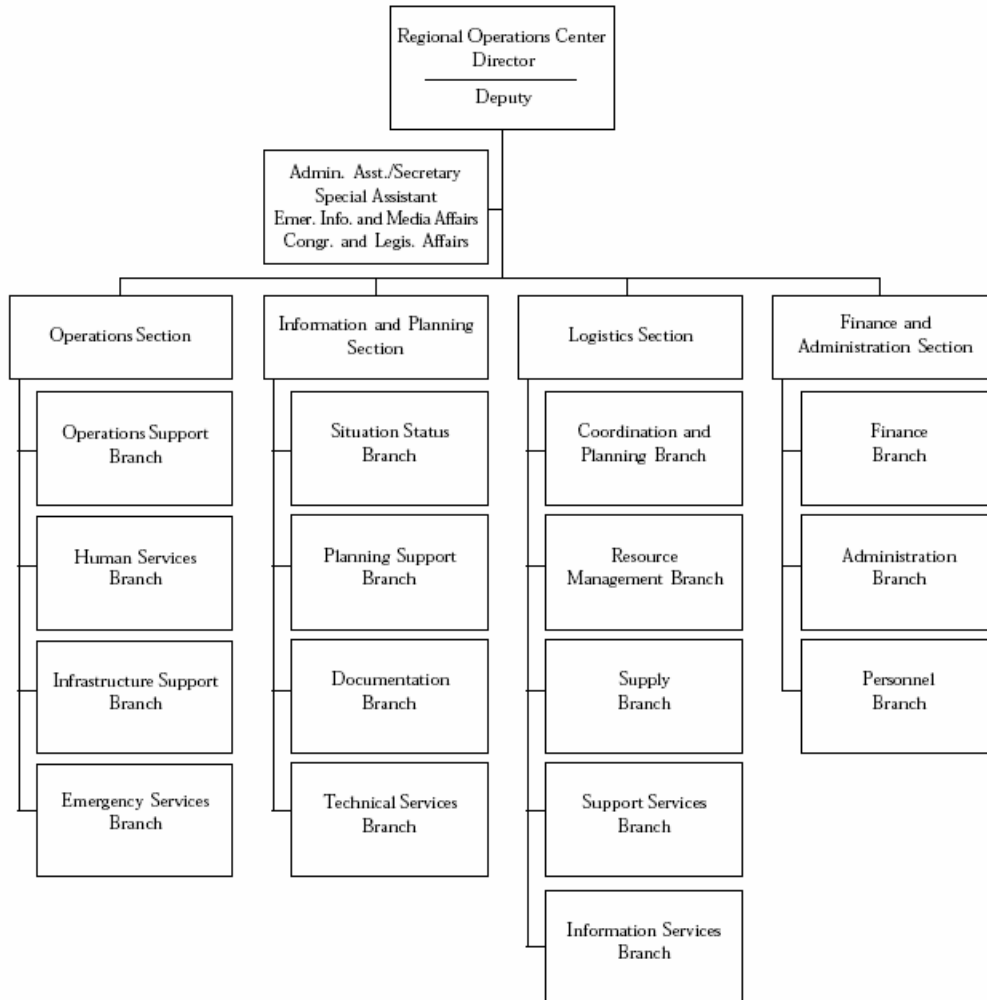
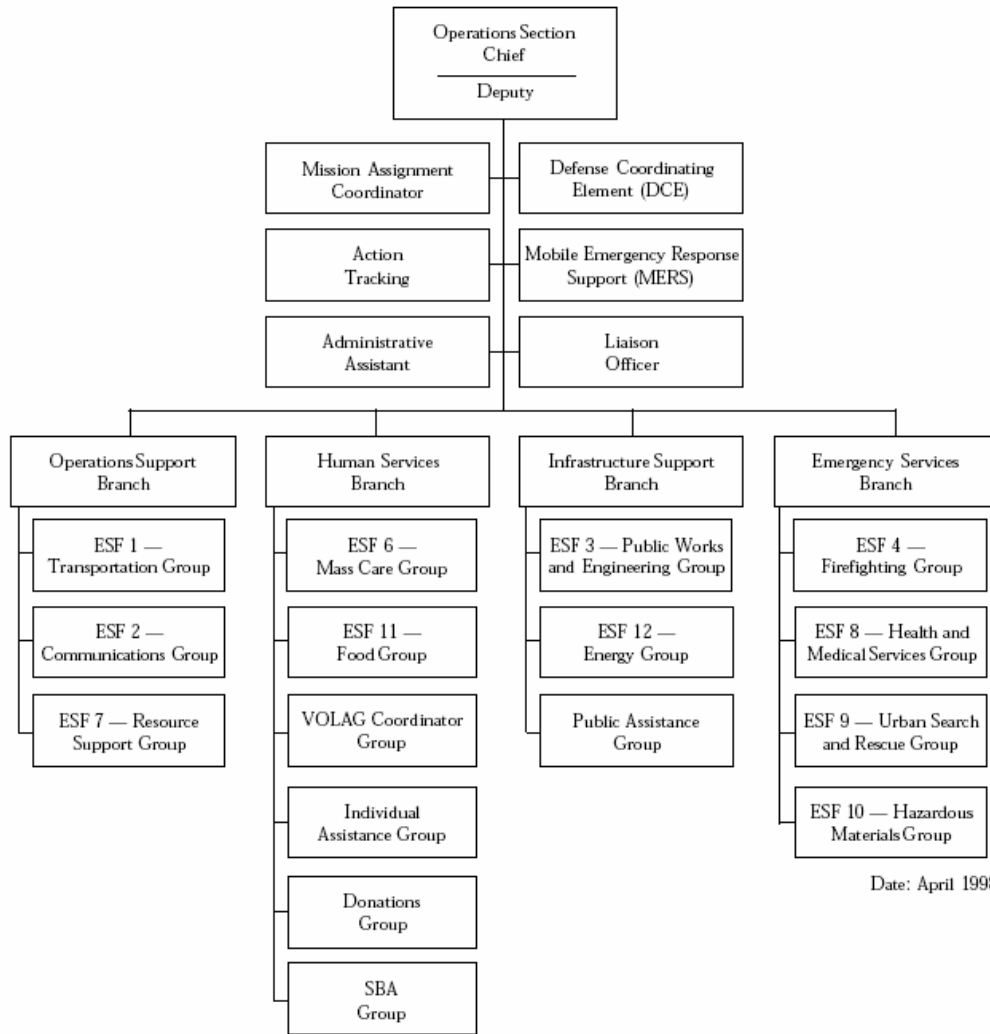


Figure 5 — Regional Operations Center Organization

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Date: April 1998

Figure 7 — ERT Operations Section Organization

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ANNEX K: COMMAND, CONTROL, AND COMMUNICATIONS

Communications between responding USCG Auxiliary personnel, boats and aircraft, is of critical importance. Likewise, coordinated communications between USCG Aux, USCG, and the lead agency is critical.

Prior experience has identified several problem areas that need to be addressed. Local agencies have had severe difficulty in communicating with USCG support helicopters and VHF communications in an urban disaster environment have proven limited, if not completely useless. In addition, the civilian agency OEM may have a limited staff of licensed operators for their SSB radios.

The first priority is to establish telephone communications between all responding command and control personnel and staff. At the same time, a communication link, either by telephone or radio, needs to be established between USCG Aux. responding unit commander and the lead agency.

The first Auxiliarist on scene with the Incident Commander needs to establish such a link. As additional personnel arrive, the positioning of the command post and communications will be formalized.

At present, mobile communications can be established with a mobile radio. Coupled with cell phone and FRS radios, immediate communications can be established. It is anticipated that most inter-unit communications will be made via FRS radios on a coordinated frequency.

Communication Links:

Unit to Unit	Primary Method	Back-up
1. Flotilla Unit to Flotilla Unit	FRS Channel 12 Sub 06	Cell Phone
2. Flotilla Unit to AuxComm.	FRS Channel 13 Sub 06	Cell Phone
3. Aux. Aircraft to Aux Unit	VHF Ch. 21A	VHF Ch. 83
4. Aux. Aircraft to AuxComm	VHF Ch. 21A	VHF Ch. 83
5. AuxComm. to Lead Agency	Supplied Police Radio	Runner Cell
6. Flotilla Unit to Lead Agency	Relayed through AuxComm	Cell
7. Lead Unit to AuxComm	Supplied Police Radio	Cell Runner
8. Lead unit to USCG Heli.	Relayed by AuxComm	Runner Cell
9. AuxComm to USCG Heli.	VHF Ch. 21A/Ch. 83	Cell to STALW
10. Lead Agency to USCG Heli.	Relayed through AuxComm	Runner Cell
11. CG Aux support unit comms.	FRS Channel 14 Sub 06	Cell

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ANNEX M: GLOBAL GEOSPATIAL INFORMATION AND SERVICES

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ANNEX X: EXECUTION CHECKLISTS

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ANNEX Z: DISTRIBUTION

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Appendix A: Authorized Uses of the Auxiliary

This section summarizes the legal status and authority of the Coast Guard Auxiliary as established in the Coast Guard Auxiliary Act of 1996. It is provided for guidance to Coast Guard and Auxiliary leaders as to the scope of actions for which the Auxiliary may be employed in support of Team Coast Guard operations.

The legal authority of the Coast Guard is contained in Title 14 of the United States Code. This title was amended in September 1996 to broaden the scope of authorized duties for the Coast Guard Auxiliary. Section 822 of this title now reads:

Sec. 822. Purpose of the Coast Guard Auxiliary

The purpose of the Auxiliary is to assist the Coast Guard as authorized by the Commandant, in performing any Coast Guard function, power, duty, role, mission, or operation authorized by law.

The Auxiliary is no longer restricted to performance of boating safety missions, as was the case previously. Sections 821 and 823 were modified to declare that each unit of the Auxiliary is an instrumentality of the United States for the purposes of Federal liability protection, that Auxiliary members assigned to duty are Federal employees for liability purposes, and that the Commandant may delegate authority to Auxiliary officers.

The following sections of Title 14 further clarified the status of Auxiliary members:

Sec. 823a. Members of the Auxiliary; status

(c) A member of the Auxiliary, while assigned to duty, shall be deemed to be a person acting under an officer of the United States or an agency thereof for purposes of section 1442(a)(1) of title 28.

Sec. 831. Assignment and performance of duties

Members of the Auxiliary, when assigned to duties as herein authorized shall, unless otherwise limited by the Commandant, be vested with the same power and authority, in the execution of such duties, as members of the regular Coast Guard assigned to similar duty.

Sec. 828. Aircraft deemed public aircraft

...Subject to the provisions of sections 823a and 831 of this title, while assigned to duty, qualified Auxiliary pilots shall be deemed to be Coast Guard pilots.

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In addition, language on assistance to other agencies was changed to allow the full use of the Auxiliary in interagency operations:

Sec. 141. Cooperation with other agencies, States, territories, and political subdivisions

(a) The Coast Guard may, when so requested by proper authority, utilize its personnel and facilities (including members of the Auxiliary and facilities governed under chapter 23) to assist any Federal agency, State, Territory, possession, or political subdivision thereof, or the District of Columbia, to perform any activity for which such personnel and facilities are especially qualified. The Commandant may prescribe conditions, including reimbursement, under which personnel and facilities may be provided under this subsection.

Coast Guard ALDIST message 198/97 urges all Coast Guard operational commanders to fully employ Auxiliary knowledge and resources when drafting, exercising, and executing plans. COMDTINST M16790.1E retains the longstanding prohibition on Auxiliarists bearing arms or conducting direct law enforcement activities.

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Appendix B: Other Resources

Key Official Publications

US Coast Guard, Contingency Preparedness Planning Manual. Volume 1 (COMDTINST M3010.11): Planning Doctrine and Policy; Volume 2 (M3010.12): Personnel and Equipment Requirements; Volume 3 (M3010.13) Exercise Policy. This series is being revised. The revised Volume 1 is now available and is probably of most interest to Auxiliarists. These documents can be borrowed from Coast Guard units. If extra copies are desired, a Coast Guard unit can order them using a Request for Directives form.

Federal Emergency Management Agency: Guide for All-Hazard Emergency Operations Planning, September 1996. This is the basic guidance for State and local emergency planners, and can be downloaded from the FEMA site on the Internet.

US Coast Guard, Marine Safety Manual. Volume VII (COMDTINST M16000.12): Port Security; Volume IX (COMDTINST M16000.14), Marine Environmental Protection. Volume IX deals with preparation for, and response to, oil and hazmat releases. It can be downloaded from the Coast Guard web site. Volume VII focuses on harbor defense, but contains useful information for safety zone patrols around an emergency operation.

Joint Chiefs of Staff, National Search and Rescue Manual, Volume 1 (Joint Publication 3-50/COMDTINST M16120.5A): National SAR System; Volume 2 (Joint Pub 3-50.1/COMDTINST M16120.6A): Planning Handbook, 1991. This is a joint publication which is actually written by the Coast Guard with input from the other military services and the Civil Air Patrol. Copies are held by all Coast Guard units, and it can be downloaded from the Joint Chiefs' web site.

National Fire Academy, Disaster and Fire Defense Planning, August 1994. The National Fire Academy in Emmittsburg, Maryland is operated by FEMA. This is the text for a non-residential course, which also uses Bahme and Kramer's Fire Officer's Guide to Disaster Control.

National Wildfire Coordinating Group, JCS Forms Catalog. This is a collection of standard forms for use with the Incident Command System. It is widely distributed in Coast Guard Marine Safety Offices.

US Coast Guard/State of California, Oil Spill Field Operations Guide, June 1996. A pocket guide to the use of the Incident Command System in maritime oil spills. Outlines the duties of each position, operating cycles, map symbols, equipment definitions, etc.

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US Coast Guard, COMDTINST M6220.8, *Prevention of Bloodborne Pathogen Transmission.*

This and the accompanying videotape are essential knowledge for Coast Guard field personnel.

FEMA, Federal Response Plan.

This is the basic national plan developed under the Robert T. Stafford Disaster Relief and Assistance Act. It outlines a series of twelve Emergency Support Functions, and shows in general terms how the various Federal agencies will support these. It is being revised.

Centers for Disease Control and Prevention, *Hurricane: A Prevention Guide to Promote Your Personal Health and Safety.*

Centers for Disease Control and Prevention, *Hurricane: A Prevention Guide to Promote Your Personal Health and Safety.*

These two CDC pamphlets provide excellent guidelines on post-emergency cleanup.

National Institute for Occupational Safety and Health, NIOSH Update July 1994: *Flood Cleanup Hazards.*

Another short but useful guide to cleanup risks. This and other items can be obtained by calling 1-800-35-NIOSH.

Training Courses.

US Coast Guard Institute, Incident Command System Orientation.

This brief correspondence course is now required for Coast Guard response personnel. This is Coast Guard Institute Course 0590, edition 1, short title ICSORI. All Auxiliarists are entitled to enroll Coast Guard Institute courses, take the exams, and earn official transcripts and college credit. To order a Coast Guard Institute course, ask your nearest Coast Guard Educational Services Officer for a Form 2100. The exams are all closed book and are administered at a Coast Guard unit on an as-requested basis, similar to the AUXOP courses.

US Coast Guard Institute, Initial Indoctrination for Port Operations (IIPO).

This course gives a good overview of work at Coast Guard Marine Safety Offices. It includes the Marine Environmental Protection pamphlet.

US Coast Guard Institute, Damage Control and Stability (DCS).

A basic introduction to some of the factors that govern ship stability. Useful knowledge when dealing with marine casualties.

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Specialized Texts

US Department of Transportation, *1996 North American Emergency Response Guidebook*.

Describes how to interpret hazardous materials placards, and what to do to protect yourself if you encounter a hazardous materials release. Best used in conjunction with a Hazardous Materials Awareness course, this small book is carried by most firefighters and state troopers in the United States and Canada.

FEMA, *Hazardous Materials Exercise Evaluation Methodology – Evaluation Forms*.

Though designed for hazmat incidents, these forms are useful for evaluating all types of emergency operations.

American Red Cross, *Community First Aid and Safety*.

This basic reference, along with more advanced EMT texts, is printed and distributed by Mosby Lifeline of St. Louis.

International Fire Service Training Association, *Fire Service Rescue*.

A teaching guide on technical rescue and extrication operations. Much of this is beyond the scope of Coast Guard operations, but it is sometimes necessary to provide logistical support to rescue teams. Chapter 9, Water and Ice Rescue, provides a shore-based perspective on marine rescue. This book is published for IFSTA by Fire Protection Publications, based at Oklahoma State University.

City of Oklahoma City, *Final Report: Alfred P. Murrah Federal Building Bombing*, Fire Protection Publications, 1996.

The Oklahoma City tragedy provided an opportunity to apply some of the latest approaches to emergency management to a large-scale incident. The report provides good insight into what worked and what didn't.

NOAA/US Coast Guard Auxiliary *Aids to Navigation and Chart Updating Manual*, and US Coast Guard Auxiliary, *National ATON/Chart Updating Study Guide*.

After a flood or hurricane, Auxiliary units will be actively involved in surveying damage to channels, ATONs, and piers.

US Coast Guard, *Proceedings of the Marine Safety Council, Special Issue on Marine Environmental Protection*, March-April 1994.

US Coast Guard, *Coast Guard Magazine*.

Issued to Coast Guard commands and also available by subscription. The following recent articles are noteworthy: *Taking Care of Our Own*, October 96, on critical incident stress in the aftermath of the TWA Flight 800 disaster; *You Want Ice With That?*, May 1997, on cold-water rescue; *Red River Rising*, July 1997, on the integrated Team Coast Guard response to the Red River floods; *Reefer Madness*, November 1997, on a successful unified response to a grounding.

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US Naval Academy Operations Analysis Research Group, Naval Operations Analysis. Naval Institute Press, 1977.

Heavily technical work based on the same type of detection theory taught in Coast Guard SAR courses. Useful for computing the number of vessels/aircraft required to patrol a safety zone, etc, based on numerical goals and equipment characteristics.

W. Milwee, Modern Marine Salvage, Society of Naval Architects and Marine Engineers, 1996.

A detailed discussion on all aspects of ship salvage, including the environmental constraints. Background information for the technically interested. Another good reference on this is Naval Ships Technical Manual, Chapter 079.

US Coast Guard/DOT/EPA/DOL, National Preparedness for Response Exercise Program Guidelines, and Training Reference for Oil Spill Response.

These documents govern the national response to oil spills.

US Coast Guard, On Scene: The Journal of Coast Guard Search and Rescue, COMDTPUB P16100.4

Krietmeyer, The Coast Guardsman's Manual. Naval Institute Press

A very readable guide to the Coast Guard as a whole, written for people just entering the service. Much of the material will be familiar to Auxiliarists, but it will help in understanding the active-duty structure. The US Naval Institute is a private foundation devoted to professional learning in the sea services.

C. Walbridge and W.A. Sundmacher, Whitewater Rescue Manual, McGraw-Hill/Ragged Mountain Press, 1995.

Swiftwater rescue is a highly specialized field of technical rescue that relies on ropes, inflatable rafts, and kayaks to reach victims trapped in streams. Few Auxiliarists are qualified for this work, but those whose AORs include rivers and dams should be aware of it. Velocity in channels increases approximately as the 2/3 power of the water depth, so under flood conditions many normally placid streams become dangerously swift.

National Fire Protection Association, NFPA Standard 1405: Guide for Land-Based Fire Fighters Who Respond to Marine Vessel Fires.

Most Coast Guard personnel are not trained or equipped for aggressive firefighting, but may have to work with firefighters. This guide helps to bridge the language gap between mariners and shore-based professionals.

US Army Field Manual 5-125, Rigging Techniques, Procedures, and Applications.

A compendium of techniques, to be used only with proper safety precautions and protective equipment.

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Useful Internet Sites

The following sites provide useful, up-to-date information on emergency response issues. This listing is not intended as an official endorsement of non-Government pages. The links may change, so a search may be necessary to find the correct current URL.

US Coast Guard, <http://www.dot.gov/dotinfo/uscg/>, and the publications page at <http://www.dot.gov/dotinfo/uscg/hq/g-m/nmc/genpub.htm>.

Federal Emergency Management Agency, <http://www.fema.gov>. Follow the menus to the Emergency Management Institute, <http://www.fema.gov/emi> and its courses, the Radiological Emergency Preparedness page (useful if you live near a nuclear facility), and the US Fire Administration, <http://www.usfa.fema.gov>.

Civil Air Patrol, <http://www.cap.af.mil>.

US Army Digital Training Library, <http://www.atsc-army.org>. Links to downloadable manuals and to the various branch schools. The Engineer School and its publications are probably of most interest to civilian emergency planners.

International Fire Service Training Association, <http://www.fireprograms.okstate.edu/ifsta/ifsta/a1/a1.htm>. A source of training manuals directed at the fire service.

Society of Naval Architects and Marine Engineers, <http://www.sname.org>. For those who want to learn more about vessel design, operation and response to damage.

American Red Cross Disaster Services, <http://www.redcross.org/disaster/index.html>. Information for the public and points of contact for local chapters.

Natural Hazards Center at the University of Colorado, Boulder, <http://www.colorado.edu/hazards/>. Publications and research on disasters and their aftermath, focusing on sociological issues.

National Weather Service, <http://www.nws.noaa.gov>.

Florida Co-Op Extension Service, Institute of Food and Agricultural Sciences, <http://hammock.ifas.ufl.edu/txt/fairs/24108>. Contains the useful *Safety Rules for Rescue Operations*.

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US Department of Veterans Affairs, National Center for Post-Traumatic Stress Disorder, <http://www.datmouth.edu/dms/ptsd>.

Emergency Management Gold,
<http://www.disasters.org/emgold/Library/Libframe.htm>.

An on-line library of important sources for the emergency management professional.

Blue Ridge Mountain Rescue Group, <http://scs.student.virginia.edu/~brmrg/ems.html>,
A set of links to other SAR and technical rescue pages.

International Association of Fire Chiefs, <http://www.iafc.org>.
A management-level perspective on emergency response, less technical than the IFSTA page.

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Appendix C:

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