

ALBUQUERQUE EMERGENCY OPERATIONS PLAN

ANNEX 1

DIRECTION & CONTROL

Primary Responsibility:

Mayor of the City of Albuquerque/President of the City Council
Chief Administrative Officer
Chief Public Safety Officer

Secondary Responsibility:

All City Departments and Divisions

Lead Agencies

Emergency Management
Fire
Police
Environmental Health

Secondary Agencies

Water Authority
Municipal Development
Legal
Finance & Administrative Services
Solid Waste Management
Transit
Senior Affairs
Family & Community Services

I. PURPOSE

To provide an overview of how the City of Albuquerque will direct and control government activities that are essential to saving lives, protecting property, and restoring government services during and following emergency situations.

A. Objectives:

1. Identify command and control methodologies to be used during emergencies that occur within the jurisdictional boundaries of the City of Albuquerque;
2. Identify agencies involved in addressing emergencies occurring in the City of Albuquerque and documenting their respective responsibilities;
3. Identify additional resource availability and acquisition methods; and
4. Cover relevant administrative and logistic requirements of Direction and Control.

B. Scope:

The scope of the Direction and Control Annex documents emergency actions prior to activation, during the actual response, and after-action activities in support of recovery operations.

II. SITUATION AND ASSUMPTIONS

A. Situation

Direction and control functions and responsibilities will be initiated upon the threat or onset of an emergency or disaster event. The Mayor, his designee or successor, the Chief of Public Safety or the Emergency Manager may direct the implementation of this plan

The City of Albuquerque (CABQ) is vulnerable to a variety of natural and/or technologically caused disasters or emergency situations.

1. Natural disasters include:

Ice or snow storms, wildfires, lightning strikes, flash/slow rising floods, drought, disease epidemics, earthquake, volcanic eruption, and tornadoes.

2. Technological hazards include:

Fires, explosions, critical resource shortages, dam disasters, civil disturbances, hazardous material incidents accidental or intentionally caused (chemical, biological, or radiological), or other man caused incidents. Citizens or foreign nationals, acting as terrorists, may use such technological hazards as an intended weapon of mass destruction.

B. Planning and Situational Analysis

Dependent upon the nature of the disaster or emergency situation the amount of warning time may vary greatly from no warning, to up to several hours prior to the actual onset of an event. Likewise, the expected degree of damage for a particular incident will vary greatly due to variances such as the actual cause, area of impact, and time of occurrence.

The intent of this annex is to address the Direction and Control issue from an all hazards overview, which can be down sized or escalated dependent upon the event.

III. ORGANIZATION AND RESPONSIBILITIES

A. Assignments of Responsibilities

It is the responsibility of the Mayor and Chief Public Safety Officer for the City of Albuquerque or their designee to direct the response to emergency or disaster events occurring within the established corporate limits of the City.

It is the responsibility of the County Commissioner and the County Manager to direct the response to emergency or disaster events occurring within the established limits of the county excluding the city.

For disasters that affect both city and county or additional jurisdictions, a joint command may be established.

The Mayor of Albuquerque may declare part of or the entire city a disaster area, and if the event exceeds the city's resources, a request for county or state disaster assistance may follow. The CABQ Office of Emergency Management (OEM) will aid in obtaining additional assistance through the State Department of Public Safety up to and including Federal Disaster assistance.

B. Tasking – Agencies Involved

1. Lead Agencies

The Albuquerque OEM is tasked with the responsibility for coordinating emergency support operations. The EOC, coordinated by the Manager of OEM and assisted by assigned emergency staff will exercise direction and control support operations from the primary CABQ EOC location and coordinate event risk assessment.

The OEM, Environmental Health, Police and Fire departments and other city agencies will perform risk assessments as the situation may dictate, to predict the specific population at risk including the scope of damage to City infrastructures and resources

The Albuquerque Police Department is tasked with Law Enforcement duties to coordinate security forces with other agencies and maintain order and public services to the community.

The Albuquerque Fire Department is tasked with Emergency Fire and Rescue services to coordinate all hazardous materials incidents, patient triage, transport, and life saving services with other agencies.

The Albuquerque Environmental Health Department is tasked to coordinate epidemiological and environmental risk determinations with public health and environmental agencies to protect the public health, air, and water resources. The Department is also tasked to coordinate all, domesticated and exotic animal health and safety activities with all agencies

2. Secondary Agencies

The Albuquerque Water Authority and Municipal Development Department is tasked to coordinate all resource protection of water and wastewater management

services with other agencies. Additionally, they will coordinate continuation of electrical power with the appropriate power company personnel and assure critical roadways are maintained, including coordination with the New Mexico Department of Transportation (NMDOT) as necessary.

The City Legal Department will oversee the initiation and implementation of all Memoranda of Agreement, Understanding, and Joint Powers Agreements that include the City and affiliated agencies or organizations.

The Department of Finance is tasked with insuring the proper and complete documentation of all resources expended by the City prior to and during an event including the recovery phases of an emergency situation. These records will be used for management analysis and cost recovery processes if available.

The Solid Waste Management Department is tasked to coordinate the management of all events-associated debris and contaminated materials that may be generated during or following an emergency situation. In coordination with AFD HazMat and COA Municipal Development they will identify appropriate areas for temporary storage of debris and final disposition.

Family and Community Services and Senior Affairs operations are tasked to coordinate all mass care services with the Fire Department and associated Voluntary Agencies and Voluntary Organizations Active in Disaster (VOAG and VOAD respectively).

The City Transit Department is tasked to coordinate transportation services with Primary Agencies, emergency ambulance services, and private and public transport organizations.

C. Organization

All entities involved in the City's response to an event will operate under their standing chain of command structure that begins with the Mayor as the Chief Executive Officer, followed by the Chief Administrative Officer and then other Chief Officers, Department Heads, and Division Directors. The Successor for the Mayor is specified in the City Charter.

The only predetermined deviation from this structure applies to those individuals assigned to staff positions at the CABQ EOC, who for the duration of the event will respond to management at the EOC utilizing the Incident Command System for direction and administrative control.

IV. CONCEPT OF OPERATIONS

A. Command Structure

For the duration of a specific event all elements of the CABQ involved will operate under a combination of a centralized command and an on-scene control system.

A centralized overall unified command utilizing the Nation Response Plan NIMS will emanate from CABQ EOC. Command EOC personnel will provide management and policy guidance to response operations, as well as providing critical support and resource assistance to these ongoing operations. This command will support an on-scene incident command operation controlling all operational response activities from a field location.

B. Authorities/Limitations on Personnel

All CABQ entities will conduct their operations under existing policies and standard operating guidelines; nothing in this annex or plan allows deviation from preexisting regulations. The city of Albuquerque has adopted and has trained all public safety personnel in NIMS, and critical incident management.

C. Emergency Response Notification & EOC Activation

The EOC may be activated (as outlined in Chief Public Safety Officer's (CPSO) Policy 1) as a result of anticipated or occurring:

1. Natural Disasters,
2. Technological Disasters, or
3. Terrorist Situations that may also include natural or technological disasters.
4. At the direction of the Mayor or his representative
5. At the request of the Fire or Police Chief or their representative
6. By an Incident Commander who wants additional support not under his command/control

Activation may occur on a full scale, limited, or intermittent basis depending on the situation.

The Albuquerque/Bernalillo County EOC is located at the Communications Center at 11510 Sunset Gardens SW.

The EOC may be activated as specified in the CABQ Chief Public Safety Officer's (CPSO) Policy 1. The policy specifies who is authorized to direct the activation of the EOC and levels of resulting notification for relevant CABQ agencies and personnel.

If the decision is made to activate the EOC it will be activated under one of two levels, which are described as follows:

Activated Level 1:

An emergency event is either anticipated or occurring requiring only a routine level of response, but has a potential to escalate. Under this level of activation, the following activities may be taking place: actions to brief government officials; call

designated staff up for special assignments, review plans, prepare initial information releases to the public, review/update resources lists, and test emergency alert systems. A Situational Analysis Team (SAT) will be convened to provide an initial assessment of the situation and make recommendations to the Mayor for further action. The EOC may be activated on a limited or full basis with partial staffing for limited hours. Critical Office of Emergency Management support staff may be notified to report to the EOC or be placed on stand-by.

Activated Level 2:

The EOC is fully activated and staffed to operate for extended hours up to around the clock operation. The Mayor or designee may declare an emergency and inform the Governor; to facilitate State resource mobilization and equipment readiness if necessary. If required, the State EOC may be activated and other agencies at various levels of government may be alerted. During this level, events may occur that exceed the City's capabilities to respond and a County, State, or Federal Emergency/Disaster Declaration may be requested. Such requests will be coordinated through the CABQ Director OEM.

D. Information Control

Ongoing information concerning the emergency event will be developed via the chain of command of the controlling response department's incident commander. Information from the field will be continually forwarded as soon as possible to management and policy-making entities located at the EOC's policy room. Personnel at the EOC will then collate, analyze, and disseminate the information as appropriate, while providing guidance and support to field operations.

E. Command Relationships

The relationship of tactical on-scene incident commanders and the OEM EOC Director is clearly one of a tactical command, to a strategic command. While all other assigned responsibilities within the EOC working under the structure of the National Incident Management System (NIMS) are advisory in nature, with responsibilities established to support this command relationship. The Mayor and other executive management/decision makers or their designees will coordinate their efforts primarily from the EOC to ensure continuity of direction and control and reliable information dissemination.

When more than one jurisdiction is involved, managers from those jurisdictions may participate in the Unified Command module of NIMS. By mutual agreement, decisions may be made that may affect all those jurisdictions. With this in mind, members of those affected jurisdictions may then staff other ICS positions at the EOC.

F. Assistance From Other Jurisdictions

All requests for assistance from other jurisdictions will be coordinated and arranged through the Command structure at the EOC, utilizing existing or implemented Mutual Aid agreements and intergovernmental relationships with the State Office of Emergency Management or FEMA. These efforts will be coordinated with CABQ Legal and appropriate direction from the Office of the Mayor.

V. ADMINISTRATION & LOGISTICS

A. Required Records

All involved agencies are required to continue completing and maintaining records required during routine operations. Additional specific record keeping due to the emergency event will be directed by the EOC with assistance of the Department of Finance and Administration and other CABQ agencies to record and document city expenditures, public and private damage assessments, and other information that may be necessary for assessment, response, recovery, reimbursement, and mitigation.

VI. PLAN DEVELOPMENT MAINTENANCE AND DISTRIBUTION

The Director of the Office of Emergency Management will ensure that this Direction & Control Annex is reviewed for currency by the Office of the Mayor, Chief Officers, Department Chiefs and Directors on an annual basis. If the Annex is found to not be current, the OEM Director will provide for drafting appropriate changes and upon review and acceptance update the Annex. The updated Annex will then be appropriately disseminated. Additionally, a review as described above is required as soon as possible upon a change in the person holding the Mayor's Office.

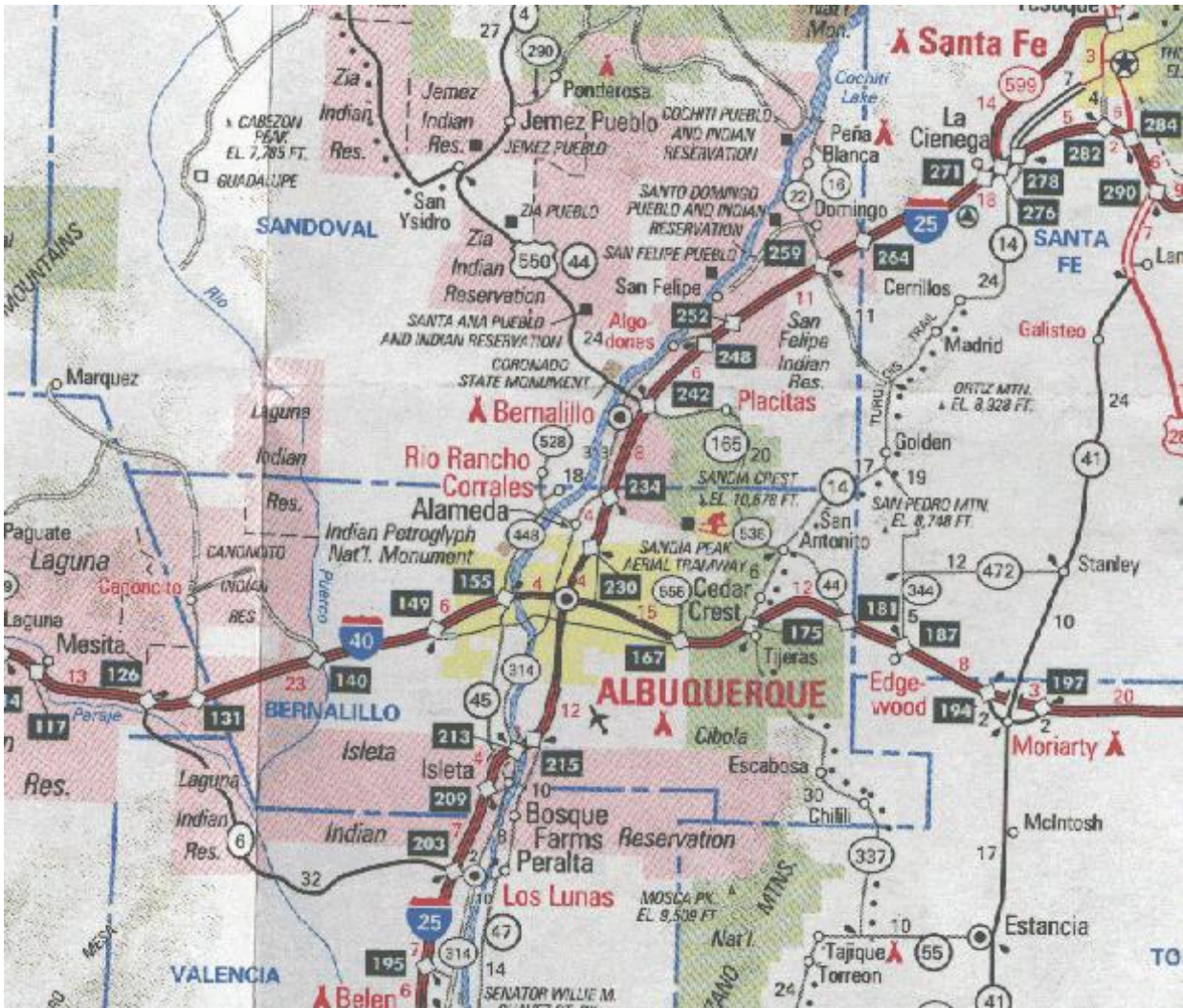
VII. AUTHORITIES & REFERENCES

This annex was developed under the authority of the Office of the Mayor, City of Albuquerque and supersedes all similar versions to date.

VIII. DEFINITIONS AND TERMS

None Noted

Annex 1 Direction and Control
Attachment #1
Albuquerque/Bernalillo County Map



Annex 1 Direction and Control

Attachment #2

Comprehensive All-Hazard Analysis

ALBUQUERQUE/BERNALILLO COUNTY HAZARD ANALYSIS

THE HAZARDS LISTED BELOW REPRESENT A SYSTEMATIC EVALUATION OF PROBABILITY AND POTENTIAL OCCURRENCE BASED ON PAST HISTORY, IMPACT ON HUMAN LIFE, DAMAGE AND/OR DESTRUCTION OF PROPERTY AND THE POTENTIAL TO DISRUPT SOCIAL AND ECONOMIC ACTIVITY WITHIN THIS JURISDICTION. THE PURPOSE OF THIS HAZARD VULNERABILITY ANALYSIS IS TO ACCESS THE VALUE OF EMERGENCY RESPONSE RESOURCES CURRENTLY AVAILABLE AND TO PROVIDE A BASIS FOR LONG RANGE PLANNING FOR IMPROVED COMPREHENSIVE EMERGENCY MANAGEMENT.

THE ANALYSIS IS USED TO DERIVE A NUMERICAL SCORE FOR NATURAL AND MAN-CAUSED DISASTER SITUATIONS THAT MIGHT AFFECT LIFE AND PROPERTY. LIST IN DESCENDING ORDER (HIGHEST SCORE FIRST TO LOWEST NUMERICAL SCORE LAST) FOR ALL CATEGORIES OF HAZARD.

	<u>HAZARD</u>	<u>SCORE</u>	<u>REMARKS</u>
1.	<u>War</u>	(2072)	
2.	<u>Flood – River</u>	(1845)	
3.	<u>Flood – Arroyo</u>	(1520)	
4.	<u>Earthquake/Tremors</u>	(1200)	
5.	<u>Fire Large Bldg.</u>	(1158)	
6.	<u>Hazardous Materials – Chemical</u>	(1158)	
7.	<u>Sewage System Failure</u>	(1158)	
8.	<u>Civil Disturbance</u>	(1060)	
9.	<u>Energy – Electric</u>	(1050)	
10.	<u>Plane Crash Major</u>	(1050)	
11.	<u>Terrorism</u>	(1042)	
12.	<u>Energy – Gas</u>	(1030)	
13.	<u>Snowstorm Major</u>	(668)	
14.	<u>Water – Contamination</u>	(668)	
15.	<u>Transport Accident – Bus</u>	(650)	
16.	<u>Transport Accident – Train</u>	(650)	
17.	<u>Tornado/High Wind</u>	(258)	
18.	<u>Water Shortage</u>	(258)	
19.	<u>Hazardous Material- Radiological</u>	(206)	
20.	<u>Land, Rock Slide</u>	(206)	

Annex 1 Direction and Control

Attachment #3

EMERGENCY TELEPHONE LIST

CITY NUMBERS			COUNTY NUMBERS		
	<u>Phone No.</u>	<u>Radio Freq.</u>		<u>Phone No.</u>	<u>Radio Freq.</u>
Mayor	768-3000		Manager	768-4000	
CAO	768-3000				
PIO	768-3000				
OEP	833-7381				
Fire Chief	833-7300	154.160	Fire Marshal	843-7822	154.310
Police Chief	768-2200	155.850	Sheriff	768-4160	155.130
Fire Department			Bernalillo Fire		
Dispatch	911	154.400	Department	761-4225	154.430
	833-7390	154.400	Los Ranchos Fire		
Police Department			Department	345-9148	
Dispatch	911	155.250	Sheriff Dept	911	155.970
	766-7700	155.250		768-4160	
Environmental Health Department			Public Health Department		
	766-7920			841-4100 ext. 4112	
Street Maintenance Department			Road Department		
	823-4031	45.60		843-6120	37.26
Water Division			Sandbags.	843-7822	
	823-4052	451.050R		898-3535	
		456.050T			
STATE NUMBERS					
Governor	1-827-2221				4035 KHz
OEM (Duty Officer)	1-505-476-9635				
State Police Chief	1-827-9000				154.770
Army National Guard	1-982-3841				4555 KHz
Environment Improvement Division	1-827-2850				
State Police Dispatch	1-827-9300				
Local District Office	841-8066				155.550

Attachment #3 (Continued)

FEDERAL NUMBERS	PRIVATE NUMBERS
<u>Phone No.</u> <u>Radio Freq.</u>	<u>Phone No.</u> <u>Radio Freq.</u>
Chemical Transportation Emergency Center . . . 1-800-424-9300 Corps of Engineers 766-2689 413.550 Department of Transportation 766-2250 FBI 247-1555 155.040 FEMA 1-817-387-5811 KAFB: Command Post. 844-4676 Operator 844-0011 National Response Center 1-800-424-8802 National Weather Service 766-3001 162.400 Poison Information Center 843-2551 U.S. Environmental Protection Agency 1-214-767-2666 1550th Search and Rescue 844-2961 282.8	HOSPITALS: Lovelace 262-7329 . . . 155.400 Presbyterian 841-1234 . . . 155.400 St. Joseph 848-8142 . . . 155.400 UNM 843-2411 . . . 155.400 Lifeguard 277-5062 . . . 155.400 MEDIA: Journal Newspaper 843-3841 Tribune Newspaper 843-3652 Channel 4 TV 243-4411 Channel 5 TV 242-5555 Channel 7 TV 884-7777 Channel 13 TV 243-2285 Channel 14 TV 842-1414 KOB Radio 243-2121 . . . 161.700 KRKE Radio . . . 765-5400 KABQ Radio . . . 243-1744 ORGANIZATIONS: ACRA 298-7080 155.265 Red Cross 265-8514 147.660 UTILITIES: AT&T 822-9214 1-800-526-2000 Mountain Bell 843-0748 1-800-551-1653 Southern Union Gas 345-1841 Public Service Company of New Mexico 848-2819

Annex 1 Direction and Control
Attachment #4
Log of Actions Taken Form

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