

U.S. Department of the Interior
Office of Emergency Management

All-Hazards Baseline Operational Plan




Office of
Emergency Management


April 2014

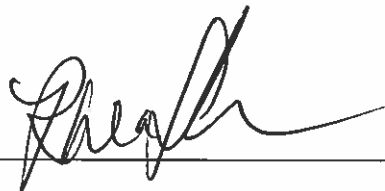
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Approval

This plan serves as the *All-Hazards Baseline Operational Plan (OPLAN)* plan for the Department of the Interior (DOI). The *DOI All-Hazards Baseline OPLAN* provides the baseline guidance for how the Department prepares for and responds to emergencies, regardless of type or cause. This plan has been prepared in accordance with Homeland Security Presidential Directives, Presidential Policy Directives, and policies established under Part 900 (Emergency Management Programs) of the Departmental Manual (DM).

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Applicability and Scope

The *DOI All-Hazards Baseline OPLAN* is applicable to all Departmental bureaus and offices. The plan encompasses all types of emergencies that affect the Department's lands, facilities, infrastructure, and resources; tribal lands, the territories and the freely associated states; and for which assistance is provided to other units of government under federal laws, Executive Orders, interagency emergency response plans, and other agreements.

Plan Maintenance

This plan will be updated annually.

Plan Distribution

The information contained in this plan provides the basis for Interior response during emergency situations. It will be distributed to all bureaus and offices for planning and implementation purposes.

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Executive Summary

To ensure the ease of use of the preparedness plan, the Department of the Interior (DOI) has developed an overarching baseline to capture actions and responses that will occur regardless of the scenario which has caused the emergency. For all response activities, this plan will provide the basic information and is supplemented by scenario-specific, standalone plans or appendices. Users of this plan will follow the guidance presented in this *All-Hazards Baseline OPLAN*, as well as the annexes and scenario-specific appendices concurrently.

This plan is issued in line with Presidential Policy Directive 8 (PPD-8) *National Preparedness* and related Federal Emergency Management Agency (FEMA) policies. The *All-Hazards Baseline OPLAN* provides a planning framework for all DOI response, including activities undertaken under DOI authorities, the *National Response Framework*, the *National Disaster Recovery Framework*, the *National Oil and Hazardous Substances Pollution Contingency Plan*, the *Federal Radiological Emergency Response Plan*, and other interagency response plans in which DOI participates. This plan identifies key actions to be implemented to increase readiness for emergencies and to reduce risks. At DOI, all-hazard planning focuses on prevention, protection, mitigation, response, and recovery activities, which include:

- Activities on DOI lands, at DOI facilities, and in support of DOI-managed resources
- Assistance to state and local officials with immediate emergency response
- Support of the National Preparedness System and interagency response plans, with application of Interior resources on a pre-planned basis.

This plan delineates responsibilities of Departmental leadership, bureaus, and offices for all-hazards planning and operations. It also provides information on oversight and coordination of emergency management activities. The Office of Emergency Management (OEM) has responsibility for policy development, direction, coordination, evaluation, inspection, and support of Departmental programs concerning disaster preparedness, planning, response and recovery, continuity of operations, coordination of interagency emergency response activities, and operation of the Interior Operations Center (IOC).. The Interior Operations Center (IOC) provides the nexus for collection and dissemination of intelligence information and operational reporting during emergencies, and provides situational awareness and decision support for Departmental leadership.

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1. Situation

A wide range of situations may occur on DOI lands, in DOI facilities, or involve DOI resources on a daily basis. Incidents may affect local areas and require only an internal agency response or may expand to incorporate multiple agencies or require assets as described in interagency plans. As a result, it is critical for the Department to plan and prepare for those numerous emergency situations.

OEM is responsible for policy development, direction, coordination, evaluation, inspection, and support of Departmental programs concerning disaster preparedness, planning, response and recovery, continuity of operations, coordination of interagency emergency response activities, and operation of the IOC. As a Department-wide effort, DOI's *All-Hazards Baseline OPLAN*, hereafter referred to as the *Baseline OPLAN*, is a coordinated document that identifies key actions to be implemented to prevent, protect, mitigate, respond, and recover from any emergency event. The *Baseline OPLAN* describes how the Department will ensure that essential operations can be performed effectively as preparations are made and in the event of a crisis. While the full extent of an emergency cannot, by definition, be predicted, effective plans and planning will reduce the impact on DOI's mission, personnel, and facilities.

1.1 Purpose

DOI maintains a number of different operational plans and procedures for use during a variety of emergency situations. To ensure a cohesive and comprehensive emergency management program, this *Baseline OPLAN* provides a common reference point for the tools available to the Department through all stages of planning and responding to an emergency.

The *Baseline OPLAN* is written along guidelines established by the White House and FEMA (see Section 1.3). Subsequent operational plans for future planning scenarios will refer to this *Baseline OPLAN* for common information and procedures.

1.2 Background

Departments and agencies are required to support the *National Preparedness Goal* set by the White House to include the initiation of a planning process. This *Baseline OPLAN* is a key document for required federal agency plans. It applies to all situations and is executed in parallel with scenario-specific plans or appendices.

Federal, state, tribal, territorial, and local planning efforts describe each respective government's approach to operations. Because these levels of government all provide support to operations conducted at the local level, there are similar and overlapping functions in their plans. Planning must be coordinated vertically among all levels of government to ensure a singular operational focus. As key concepts for a national planning structure, integration (common planning effort and outcome) and synchronization (coordinating the timing of required courses of action) serve different but equally important purposes in linking federal, state, tribal, territorial, and local plans. The goal is to ensure the effectiveness of combined operations through both integration and synchronization.

From the federal government perspective, integrated planning helps define how its departments and agencies add the right resources at the right time to support state, tribal, territorial, and local

operations. From the state, tribal, and territorial perspective, it provides answers to questions about working with other organizations and obtaining resources.

At DOI, the planning system for all operational plans will follow a similar construct. Subsequent operational plans, annexes, and appendices will be built on the basic premise of ensuring the ability of DOI to prevent, protect, mitigate, prepare for, respond to, and recover from incidents that may occur. The implementation of this *Baseline OPLAN* will enhance the Department's capability to prevent or protect against significant multi-hazard threats and incidents, including terrorist attacks, respond as appropriate, and to expeditiously recover and reconstitute critical services while mitigating damage to public safety and health.

1.3 Authorities and Relationship to Other Plans and Programs

1.3.1 Federal Authorities

The *Baseline OPLAN* is consistent with the following federal laws, policies, and other related requirements. The *Baseline OPLAN* does not alter existing authorities, nor does it create new authorities. This plan does not supersede other emergency plans. Specific authorities include, but are not limited to:

- The Homeland Security Act (HSA) of 2002. Established a Department of Homeland Security (DHS), as an executive department of the United States within the meaning of Title 5, United States Code (U.S.C.) and indicates that its primary mission is to prevent terrorist attacks within the United States; reduce the vulnerability of the United States to terrorism; and minimize the damage, and assist in the recovery, from terrorist attacks that occur within the United States.
- Robert T. Stafford Disaster Relief and Emergency Assistance (Stafford Act). Describes the programs and processes by which the federal government provides disaster and emergency assistance to state and local governments, tribal nations, the territories and the freely associated states, eligible private non-profit organizations, and individuals affected by a declared major disaster or emergency. The Stafford Act covers all hazards, including natural disasters, and terrorist events.
- Oil Pollution Act (OPA) of 1990 (33 U.S.C. 2701-2761). Amended the Clean Water Act (CWA). The OPA improved the nation's ability to prevent and respond to oil spills by establishing provisions that expanded the federal government's ability, and provided funding to respond to oil spills. The OPA also created the national Oil Spill Liability Trust Fund, which can be used to cover removal costs or damages resulting from discharges of oil when the responsible party is unknown or refuses to pay.
- Post-Katrina Emergency Management Reform Act (PKEMRA) of 2006. Established new leadership positions and position requirements within FEMA and enhanced the agency's authority by directing the FEMA Administrator to undertake a broad range of activities before and after disasters occur. The Act contains provisions that set out new laws, amends the HSA of 2002, and modifies the Robert T. Stafford Disaster Relief and Emergency Assistance Act. It also gave FEMA the authority needed to lean forward and leverage the entire emergency management team in response and recovery efforts. This team includes not only government, but also private, private non-profit, and citizen partners—the whole community. This “whole community” approach, a term coined by

FEMA after PKEMRA was enacted, emphasizes the importance of working with all partners to successfully prevent, protect against, respond to, recover from, and mitigate all hazards.

- Comprehensive Environmental Response, Compensation, and Liability Act of 1980 (CERCLA). Enacted by Congress on December 11, 1980, this law established a trust fund (e.g. the Superfund) to fund the cleanup of abandoned or uncontrolled hazardous waste sites. The law imposed new taxes on the chemical and petroleum industries to support the Superfund and, based on the “polluter pays” principle, directed that the Federal government recover Superfund costs from Responsible Parties (RPs). When no RP can be identified, then the Superfund can solely be used for cleanup. The law also provided broad federal authority to respond directly to releases or threatened releases of hazardous substances that may endanger public health or the environment. CERCLA established prohibitions and requirements concerning closed and abandoned hazardous waste sites and provided for liability of (RPs) found responsible for releases of hazardous waste at these sites.
- National Environmental Policy Act of 1969 (NEPA). NEPA establishes the requirement that all federal agencies' funding or permitting decisions be made with full consideration of the impact to the natural and human environment, and it requires agencies disclose these impacts to interested parties and the general public.
- National Historic Preservation Act (NHPA) of 1966. Requires that before approving or carrying out a federal, federally assisted, or federally licensed undertaking, federal agencies take into consideration the impact the action may have on historic properties.
- Timber Protection Act of 1922. Authorizes the Secretary of the Interior to protect timber on lands under the Department's jurisdiction from fire, disease, and insects.
- Reciprocal Fire Protection Act of 1955. Authorizes reciprocal agreements with federal, state, and other wildland fire protection organizations maintaining fire protection facilities in the vicinity of DOI lands.
- Defense Production Act. Affords to the President authorities to shape defense preparedness programs and to take appropriate steps to maintain and enhance the defense industrial and technological base. The plan addresses the need to improve domestic defense industrial base efficiency and responsiveness; reduces the time required for industrial mobilization in the event of an attack on the United States; or responds to actions occurring outside of the United States which could result in the termination or reduction of the availability of strategic and critical materials, including energy which could adversely affect the national defense preparedness of the United States.
- The Economy Act. The Economy Act of 1932, as amended (31 U.S.C. 1535), authorizes an agency to place orders for goods and services with another government agency when the head of the ordering agency determines that it is in the best interest of the government and decides ordered goods or services cannot be provided as conveniently or cheaply by contract with a commercial enterprise.
- Homeland Security Presidential Directive (HSPD)-5, *Management of Domestic Incidents*. Enhances the ability of the United States to manage domestic incidents by establishing a single, comprehensive national incident management system.

- HSPD-7, *Critical Infrastructure Identification, Prioritization, and Protection*. Establishes a national policy for federal departments and agencies to identify and prioritize United States critical infrastructure and key resources and to protect them from terrorist attacks.
- HSPD-10, *Biodefense for the 21st Century*. Includes planning for and enabling the provision for the public health and medical needs of the American people in a catastrophic disaster or emergency. HSPD-10's objectives are the four most critical components of public health and medical preparedness - bio-surveillance, countermeasure distribution, mass casualty care, and community resilience. Although those capabilities do not address all public health and medical preparedness requirements, they hold the greatest potential for mitigating illness and death.
- HSPD-18, *Medical Countermeasures against Weapons of Mass Destruction*. Employs an integrated approach drawing upon the expertise of the public health, life science, defense, homeland security, intelligence, first responder, and law enforcement communities, as well as the private sector, to address medical countermeasure requirements relating to chemical, biological, radiological and nuclear threats.
- HSPD-21, *Public Health and Medical Preparedness*. Establishes a National Strategy for Public Health and Medical Preparedness based on bio-surveillance, countermeasure distribution, mass casualty care, and community resilience to protect the American people against all kinds of disasters.
- National Security Presidential Directive (NSPD)-51/HSPD-20, *National Continuity Policy*. Establishes a comprehensive national policy on the continuity of federal government structures and operations and a single National Continuity Coordinator responsible for coordinating the development and implementation of federal continuity policies. This policy establishes "National Essential Functions," prescribes continuity requirements for all executive departments and agencies, and provides guidance for state, local, territorial, and tribal governments, and private sector organizations in order to ensure a comprehensive and integrated national continuity program that will enhance the credibility of our national security posture and enable a more rapid and effective response to and recovery from a national emergency.
- Presidential Policy Directive (PPD)-8, *National Preparedness*. Aimed at strengthening the security and resilience of the United States through systematic preparation for the threats that pose the greatest risk to the security of the Nation, including acts of terrorism, cyber-attacks, pandemics, and catastrophic natural disasters. Our national preparedness is the shared responsibility of all levels of government, the private and nonprofit sectors, and individual citizens. Establishes the National Preparedness System, and is made up of five Frameworks (prevention, protection, mitigation, response, and recovery).

1.3.2 Departmental Policies and Authorities

Within DOI, policies that govern the Department's Emergency Management Program are found in Departmental Manual (DM) Part 900, Chapters 1-5. Additionally, OEM issues "Emergency Management Policy Bulletins" to provide implementing guidance to bureaus and offices for federal and Departmental policies. Policies that govern response to environmental emergencies can be found at DM 112, Chapter 4 for Office of Environmental Policy and Compliance (OEPC) (10/19/10). Policies that govern response to wildland fire can be found at DM 620, Chapter 1 for

Wildland Fire Management (04/10/98). In addition, individual bureaus have authorities for emergency response as related to their own missions; those authorities will not specifically be listed in this document.

1.3.3 Related Federal Plans and Programs

DOI's *Baseline OPLAN* relies on and integrates the implementation of the following specific federal plans, systems, and programs.

National Strategy for Homeland Security

The *National Strategy for Homeland Security* (2002 and 2007) guides, organizes, and unifies our Nation's homeland security efforts. Homeland security is a responsibility shared across our entire Nation, and the *Strategy* provides a common framework for the following four goals:

- Prevent and disrupt terrorist attacks
- Protect the American people, our critical infrastructure, and key resources
- Respond to and recover from incidents that do occur
- Continue to strengthen the foundation to ensure our long-term success.

National Preparedness Goal

The *National Preparedness Goal*, released in September 2011, defines what it means for the whole community to be prepared for all types of disasters and emergencies. The goal itself is "A secure and resilient nation with the capabilities required across the whole community to prevent, protect against, mitigate, respond to, and recover from the threats and hazards that pose the greatest risk." These risks include events such as natural disasters, disease pandemics, chemical spills and other manmade hazards, terrorist attacks, and cyber attacks.

National Prevention Framework

PPD-8 directs "systematic preparation for the threats that pose the greatest risk to the security of the Nation, including acts of terrorism, cyber-attacks, pandemics, and catastrophic natural disasters." The *National Prevention Framework* works to achieve the National Preparedness Goal of a secure and resilient Nation that is optimally prepared to prevent an imminent terrorist attack within the United States.

The *National Prevention Framework* describes the actions that the whole community must take upon discovery of intelligence or information regarding an imminent threat to the homeland in order to thwart an initial or follow-on terrorist attack. The *National Prevention Framework* applies only to those capabilities, plans, and operations necessary to ensure DOI is optimally prepared to prevent an imminent act of terrorism on U.S. soil, and does not capture the full spectrum of the Nation's efforts to counterterrorism.

Specific information concerning how departments and agencies will deliver core capabilities in support of the Prevention mission area will be contained in the *Prevention Federal Interagency Operational Plan* (FIOP).

National Protection Framework (In Draft)

The *National Protection Framework* provides guidance and unifying principles required to safeguard the Nation against acts of terrorism and man-made or natural disasters. It describes the core capabilities, roles and responsibilities, and coordinating structures that facilitate protection of individuals, communities, and our Nation as a whole.

PPD-8 defines protection as “those capabilities to safeguard the homeland against acts of terrorism and man-made or natural disasters.” Protection mission areas include, but are not limited to, the following: defense against weapons of mass destruction (WMD) threats, defense of agriculture and food, critical infrastructure protection, protection of key leadership and events, border security, maritime security, transportation security, immigration security, cyber security, and health security.

Specific information concerning how departments and agencies will deliver core capabilities in support of the Protection mission area will be contained in the *Protection FIOP*.

National Mitigation Framework

The *National Mitigation Framework* outlines the principles for all who serve a role in mitigation - individuals, the private sector, communities, non-governmental organizations, faith-based organizations, and all levels of government. Mitigation capabilities strengthen personal security and promote personal and community resiliency and sustainability.

The goal of mitigation is to provide our Nation with the capability to identify threats and hazards, assess associated risks, and assess the efficacy of current capabilities to address those risks. Mitigation reduces the impact of disasters by supporting protection and prevention activities, easing responses, and speeding recovery to create better prepared and more resilient communities. Implementing mitigation actions will build and sustain more resilient systems and communities, creating a stronger Nation. In addition, reducing losses through mitigation can make it easier to respond and decrease the time to recover.

Specific information concerning how departments and agencies will deliver core capabilities in support of the Mitigation mission area will be contained in the *Mitigation FIOP*.

National Response Framework (NRF)

The *National Response Framework* presents the guiding principles that enable all response partners to prepare for and provide a unified national response to disasters and emergencies - from the smallest incident to the largest catastrophe. The *Framework* establishes a comprehensive, national, all-hazards approach to domestic incident response.

The *Framework* defines the key principles, roles, and structures that organize the way we respond as a Nation. It describes how the federal government, states, tribes, territories, local communities, and private-sector and non-governmental partners apply these principles for a coordinated, effective national response. It also identifies special circumstances where the federal government exercises a larger role, including incidents where federal interests are involved and catastrophic incidents where a state would require significant support. The *Framework* enables first responders, decision makers, and supporting entities to provide a unified national response.

Specific information concerning how departments and agencies will deliver core capabilities in support of the Response mission area will be contained in the *Response FIOP*.

National Disaster Recovery Framework (NDRF)

The NDRF outlines how community recovery is supported on a national level. The NDRF builds on scalable, flexible, and adaptable coordinating structures to align key roles and responsibilities, linking federal, state, tribal, territorial, and local governments, the private sector and voluntary, faith-based and community organizations that play vital roles in recovery. The NDRF captures resources, capabilities and best practices for recovering from disaster, recognizing that significant challenges can confront all recovery efforts, from a relatively localized event to a large-scale disaster that demands substantial resources. The NDRF is the companion document to the NRF.

Specific information concerning how departments and agencies will deliver core capabilities in support of the Recovery mission area will be contained in the *Recovery FIOP*.

Federal Interagency Operational Plans

FIOPs will cover the federal government's activities to deliver the core capabilities outlined in the five frameworks. These plans are intended to demonstrate how federal efforts can work together to support state and local plans. The federal plans will also describe:

- Critical tasks and responsibilities, such as resource, staff and sourcing requirements
- Specific provisions for rapidly integrating resources and personnel

These plans will serve as the federal government's concept of operations for each of the five mission areas.

Interagency Concept Plans (CONPLANS)

Coordination of planning at the interagency level has taken place in the form of the development of some scenario-specific concept plans (CONPLANS). At the departmental level, operational plans (OPLANS) may be developed in association with CONPLANS; however, scenario-specific appendices to the *Baseline OPLAN* will be developed in lieu of OPLANS depending on the scenario.

- ***Federal Interagency Hurricane Concept of Operations Plan***

In 2009, FEMA promulgated the *Federal Interagency Hurricane CONPLAN* that outlines the federal capabilities in support of state, tribal, territorial, and local authorities when a hurricane threatens or affects U.S. interests. Addressing preparedness, prevention, protection, response, hazard mitigation, short-term recovery, and the transition into long-term recovery, the *Hurricane CONPLAN* guides federal departments and agencies in the coordination and identification of key intergovernmental roles and responsibilities.

FEMA's *Hurricane CONPLAN* provides operational level guidance that supports the review of existing or the development of FIOPs, as necessary. It is applicable to federal departments and agencies that provide hurricane-related support under the Stafford Act as well as Non-Stafford Act support. Note: Federal assistance does not always require coordination by DHS and may be provided without a Presidential declaration of a major disaster or emergency.

- ***Federal Interagency Improvised Nuclear Device Concept of Operations Plan (Interim Draft)***

The purpose of the *Federal Interagency Improvised Nuclear Device (IND) CONPLAN* is to describe the concept of operations for integrating and synchronizing existing federal capabilities to accomplish mission essential tasks for preventing, protecting against, responding to, and recovering from an IND incident in the United States. The IND CONPLAN implements key homeland and national security policies. It provides a unified approach to meet the challenges in securing the homeland, and guides the development of applicable federal department and agency OPLANs for an IND incident.

National Incident Management System (NIMS)

HSPD-5: *Management of Domestic Incidents* called for the establishment of a single, comprehensive national incident management system. As a result, DHS released the NIMS in March 2004. NIMS provides a systematic, proactive approach guiding departments and agencies at all levels of government, the private sector, and nongovernmental organizations to work seamlessly to prepare for, prevent, respond to, recover from, and mitigate the effects of incidents, regardless of cause, size, location, or complexity, in order to reduce the loss of life, property, and harm to the environment.

National Contingency Plan (NCP)

The *National Oil and Hazardous Substances Pollution Contingency Plan* (40 CFR 300), more commonly called the *National Contingency Plan* or NCP, is the federal government's regulatory blueprint for the organizational structure (i.e., the National Response System [NRS]) and procedures for preparing for and responding to discharges of oil and releases of hazardous substances, pollutants, and contaminants. The NCP is applicable to response actions taken pursuant to the authorities under CERCLA and Section 311 of the CWA, as amended by OPA. The NRS consists of Federal, state, and local agency members that operate through International, National, Regional and local teams.

National Infrastructure Protection Plan (NIPP)

The NIPP provides a coordinated approach to critical infrastructure and key resources (CI/KR) protection including the identification of roles and responsibilities for federal, state, local, tribal, territorial, and private sector security partners. The NIPP sets national priorities, goals, and requirements for effective distribution of funding and resources to reduce vulnerability, deter threats, and minimize consequences which will help ensure our government, economy, and public services continue in the event of a terrorist attack or other disaster.

Federal Radiological Emergency Response Plan (FRERP)

The *Federal Radiological Emergency Response Plan* (FRERP), released on May 1, 1996, establishes an organized and integrated capability for timely, coordinated response by federal agencies to peacetime radiological emergencies that have actual, potential, or perceived radiological consequences within the United States, its Territories, possessions, or territorial waters and that could require a response by the federal government.

The FRERP:

- Provides the federal government's concept of operations based on specific authorities for responding to radiological emergencies
- Outlines federal policies and planning considerations on which the concept of operations of this Plan and federal agency specific response plans are based and
- Specifies authorities and responsibilities of each federal agency that may have a significant role in such emergencies.

National Terrorism Advisory System

The National Terrorism Advisory System (NTAS) communicates information about terrorist threats by providing timely, detailed information to the public, government agencies, first responders, airports and other transportation hubs, and the private sector. It recognizes that Americans all share responsibility for the nation's security, and should always be aware of the heightened risk of terrorist attack in the United States and what they should do.

The Secretary of Homeland Security, in coordination with other federal entities, issues the NTAS Alerts. The NTAS Alerts will only be issued when credible information is available. These alerts include a clear statement that there is an imminent threat or elevated threat. In addition, each alert provides information about the threat including, if available, the geographic region, mode of transportation, or critical infrastructure potentially affected by the threat; protective actions being taken by authorities; and steps that individuals and communities can take to protect themselves and their families to help prevent, mitigate, or respond to the threat. The NTAS Alerts will be based on the nature of the threat. In some cases, alerts will be sent directly to law enforcement or affected areas of the private sector, while in others, alerts will be issued more broadly to the American people through both official and media channels.

National Strategy for Combating Biological Threats

On November 23, 2009, the Homeland Security Council issued the *National Strategy for Combating Biological Threats*. This *Strategy* guides our Nation's efforts to prevent such incidents by reducing the risk that misuse of the life sciences or derivative materials, techniques, or expertise will result in the use or intent to use biological agents to cause harm. Reducing the risks presented by the deliberate or accidental release of a biological agent requires the use of all instruments of national power, close coordination among all sectors of government, and effective partnerships among public and private institutions both nationally and internationally.

National Strategy for Pandemic Influenza

On November 1, 2005, the Homeland Security Council issued the *National Strategy for Pandemic Influenza*. The *Strategy* requires each federal department and agency develop and exercise preparedness and response plans that take into account the potential impact of a pandemic on the federal workforce. The *Strategy* guides federal government preparedness and response to an influenza pandemic with the intent of:

- Stopping, slowing or otherwise limiting the spread of a pandemic to the United States
- Limiting the domestic spread of a pandemic, and mitigating disease, suffering and death

- Sustaining infrastructure and mitigating effects to the economy and the functioning of society.

National Strategy for Pandemic Influenza: Implementation Plan

The *Implementation Plan for the National Strategy*, released by the Homeland Security Council on May 3, 2006, translates the *Strategy* into more than 300 actions for federal departments and agencies, provides a common frame of reference for understanding the pandemic threat, and summarizes key planning considerations for all partners. The *Implementation Plan* also provides initial guidance for state, local, tribal, and territorial entities, businesses, schools and universities, communities, and non-governmental organizations, on the development of their institutional plans, and for individuals and families on ways that they can prepare for a pandemic. Integrated planning across all levels of government and the private sector is essential to ensure response plans are comprehensive and compatible.

National Strategy for Biosurveillance

Issued in July 2012, the *National Strategy for Biosurveillance* sets forth the Federal Government's approach to strengthen our national biosurveillance enterprise and describes a core set of functions critical to this *Strategy's* success. The *Strategy* strives to achieve a well-integrated national biosurveillance enterprise that saves lives by providing essential information for better decision-making at all levels. The approach builds on existing biosurveillance concepts and capabilities in seeking to enable more rapid detection, knowledge and characterization of human, animal or plant disease activity to enhance incident situational awareness. This enhanced national biosurveillance capability will be applied broadly to identify and understand potential human, animal, or plant health impacts resulting from chemical, biological, radiological and nuclear (CBRN) incidents, as well as influenza and other public health trends, all of which may also be leveraged in the service of global health efforts.

Implementation Plan for the National Strategy for Biosurveillance

The *Implementation Plan for the National Strategy for Biosurveillance*, issued in February 2013, identifies and prioritizes actions to achieve the *Strategy* goal through pursuit of four core functions and enablers:

- Scan and discern the environment
- Identify and integrate essential information
- Alert and inform decision makers
- Forecast effects and advise actions.

In addition, this plan serves to highlight successful existing activities while encouraging innovative and coordinated approaches to address gaps and make further progress.

The ideal end-state from this *Implementation Plan* is that biosurveillance information is valued for decision-making by government, healthcare, business, individuals and many other stakeholders. The path to achieving this end-state is deliberate execution of the actions, monitoring of progress, and periodic refinement of actions and measures.

National Health Security Strategy

On January 7, 2010, the Department of Health and Human Services (HHS) released *The National Health Security Strategy*, the nation's first comprehensive strategy focused on protecting people's health during a large-scale emergency. The strategy sets priorities for government and non-government activities over the next four years.

The strategy provides a framework for actions that will build community resilience, strengthen and sustain health emergency response systems, and fill current gaps. The *National Health Security Strategy* also highlights specific actions that the nation – including individuals, communities, non-government organizations, and government agencies – should take to prevent, protect against, respond to, and recover from health threats.

National Health Security Strategy Implementation Plan

The *National Health Security Strategy Implementation Plan*, released in May 2012, identifies measurable outcomes that should be met to achieve the strategic objectives in the *National Health Security Strategy*, as well as the priority implementation activities to be undertaken to help attain that end. In addition, the *Implementation Plan* provides specific actions, roles, and responsibilities, and draws on the collaborative efforts of all sectors of society.

1.3.4 Related DOI Plans

DOI has a number of responsibilities (Section 3.3) for executing and supporting the federal plans and programs described in Section 1.3.3. This *Baseline OPLAN* relies on and integrates the implementation of other DOI-internal emergency response and recovery plans that may be employed in response to or in anticipation of an emergency.

Implementation of NIMS

The *Baseline OPLAN* implements the NIMS concepts into Interior's preparedness and response framework. The *DOI Incident Positions Qualification Guide (IPQG)* and *Emergency Management Policy Bulletin 2011-1: Department of the Interior All-Hazards Incident Staffing* describe the NIMS training and qualification standards for DOI personnel participating in all-hazards emergency response activities and formalizes those requirements.

Scenario-Specific Appendices

As described in Section 1.1, the *Baseline OPLAN* provides overarching operational information that will be utilized regardless of the emergency situation. In order to account for changes in operations and tactics based on different scenarios, supplemental appendices may be created. These scenario-specific appendices may be implemented concurrently with this *Baseline OPLAN*, depending on the situation.

Bureau All-Hazards OPLANs

The *Baseline OPLAN* provides a framework for bureaus to execute emergency management plans and programs on bureau lands, in bureau facilities, in support of bureau resources and to execute interagency responsibilities. Bureaus and offices develop OPLANs and tactical plans as required to execute their missions during emergencies. Bureau plans address operational concerns and required capabilities at the bureau level and define requirements for emergency

planning and response at the regional and local level. The *Baseline OPLAN* does not supersede bureau all-hazards OPLANs; however, it provides a framework to integrate those plans.

DOI Environmental Safeguards (ES) Plan

The *DOI ES Plan* provides policy, guidance and direction to DOI bureaus and offices in carrying out the DOI prevention, preparedness, response, and recovery responsibilities to protect natural and cultural resources and historic properties, and DOI lands, resources, and environmental interests. The *DOI ES Plan* is maintained by OEPC and outlines DOI authorities and responsibilities for:

- Preparedness for, response to, and recovery from major disasters or emergencies when DOI support is requested by FEMA for protection of natural and cultural resources and historic properties (NCH) pursuant to Emergency Support Function #11 of the NRF or the Natural and Cultural Resources Recovery Support Function of the NDRF.
- Preparedness for and response to oil discharges and hazardous substance releases under the NCP.
- Preparedness for, response to, and recovery from other all hazards emergencies that adversely affect or threaten natural and cultural resources and historic properties, and DOI lands, resources, and other environmental interests.

Implementation of the NTAS

In response to threat conditions specified in the NTAS (see Section 1.3.3); DOI implements “protective measures” as a means of reducing its vulnerability and increasing its response capabilities. The Office of Law Enforcement and Security (OLES) maintains standard operating procedures for the *DOI Homeland Security Advisory System Protective Measures, Preparedness Measures, and Communication Implementation Plans 2010*, which include specific actions to be taken by DOI Bureaus. The *Baseline OPLAN* follows standard operating procedures (SOPs) with regards to this system.

DOI Pandemic Influenza Plan

The *DOI Pandemic Influenza Plan* provides guidance and direction for all DOI Bureaus and Offices. This pandemic influenza plan details Departmental operations during a pandemic and integrates DOI’s Bureaus, Interior Business Center (IBC), Office of the Solicitor (SOL), and Office of Inspector General (OIG) pandemic influenza plans, which are maintained separately from this Departmental pandemic influenza plan.

The purpose of the *DOI Pandemic Influenza Plan* is to address how the Department will:

- Protect the health and safety of DOI’s employees
- Maintain the essential functions and services of the Department during events resulting in significant and sustained absenteeism
- Support the federal, state, and local response to a pandemic
- Communicate effectively with DOI’s stakeholders during a pandemic.

While the plan focuses specifically on a pandemic caused by influenza, it is also applicable to pandemics caused by other diseases that have a similar effect on operations. Additionally, the plan integrates planning and preparedness efforts being taken by DOI's bureaus as well as offices within the Office of the Secretary (OS).

The *DOI Pandemic Influenza Plan* has been developed based on the *National Strategy for Pandemic Influenza* and the *National Strategy for Pandemic Influenza: Implementation Plan*, both issued by the White House.

DOI Continuity of Operations (COOP) Plan

In compliance with NSPD 51/HSPD 20: *National Continuity Policy*, the *DOI COOP Plan* provides operational direction to ensure the continuing performance of the Department's Mission Essential Functions (MEFs) under all conditions. At the bureau level, COOP plans are developed to ensure the continuity of bureau MEFs and Essential Support Activities.

The *Baseline OPLAN* relies on the procedures and resources identified in the COOP plans to ensure the ability of the Department to execute its MEFs should a continuity emergency occur. The execution of all-hazard response programs within the Department and support to the interagency is a MEF.

Enterprise Services Network (ESN) Contingency Plan

The *Enterprise Services Network (ESN) Contingency Plan* documents the processes followed by the Office of the Chief Information Officer (OCIO) when there is a major interruption in service at Departmental facilities or interruptions in the constantly-manned Network Operating Center. The *Baseline OPLAN* relies on the procedures and resources identified in the *ESN Contingency Plan* to support the Department.

Occupant Emergency Plans

41 CFR 102-74 requires that all federal departments and agencies comply with the occupational safety and health standards established in the Occupational Safety and Health Act of 1970 and develop and implement Occupant Emergency Plans (OEPs) for federal facilities. At each federal facility, the designated official for the occupant emergency program is the highest ranking official or other person agreed upon by all tenant agencies.

The *Occupant Emergency Plan: Main and South Interior Buildings* details the plans and procedures in place for responding to OEP events in the DOI Headquarters facility which is comprised of two buildings, the Main Interior Building (MIB) and the South Interior Building (SIB). The plan details the actions which need to be accomplished in the event of an emergency that threatens the safety and health of the employees, contractors, and visitors of MIB and SIB. This plan is activated as an immediate response to an emergency situation that threatens the MIB/SIB. If the situation results in the closure of the MIB, the *DOI COOP Plan* may be activated.

Office of the Secretary Employee Accountability Plan

The *Office of the Secretary Employee Accountability Plan* provides policy guidance regarding the reporting of employee accountability data during emergency incidents that may affect DOI employees. It includes organizational elements within OS, except for SOL and OIG which, due

to the size of their organizations, are required to maintain separate plans for this purpose. For those organizational units included, the scope encompasses employee groups both within MIB and SIB and all other locations at which their employees are assigned.

1.3.5 Relationship to State, Local, Tribal, Territorial, and Insular Emergency Response Plans

In emergency situations, DOI bureaus and offices synchronize emergency response activities with state, local, tribal, territorial, and insular emergency organizations. Integrated all-hazards planning emphasizes the need for all bureaus and offices with emergency plans to review and update those plans to account for state, local, tribal, territorial, and insular emergency plans as necessary.

1.4 Threat

This plan has not been created based on a specific threat but contains information that is relevant regardless of the emergency situation that arises. While certain hazards remain more likely at specific times of the year (e.g., fire season, hurricane season, etc.), this plan encompasses DOI's concept of operations for response and recovery for all events and incidents.

1.5 Critical Considerations

Limitations and challenges must be recognized and addressed. Specifically:

- Relevant communities of interest will prioritize federal interagency efforts and resources based on an assessment of threat, vulnerabilities, and consequences.
- State, local, and tribal governments; the territories and the freely associated states varying degrees of capability to prevent, protect against, respond to, and recover from an event.
- An incident or multiple simultaneously occurring incidents will require coordination and adjudication for high-demand, low-availability resources. Resources will be prioritized first for life saving and then for life sustaining for the homeland security spectrum of operations of prevention, protection, mitigation, response, and recovery efforts.
- To the fullest extent possible, this plan contains or refers to the complete emergency management SOPs for the IOC.

1.6 Critical Assumptions

The following assumptions frame strategic and operational planning and address the federal spectrum of emergency operations:

- Disaster situations may occur at any time, with or without warning
- DOI bureaus and offices will maintain the ability to meet statutory responsibilities, particularly MEFs
- The policies, procedures, and standards described in the *Baseline OPLAN* are intended to be implemented uniformly throughout the Department
- NIMS and the Incident Command System (ICS) are consistently used by bureaus and offices within the Department

- DOI will maintain a cadre of qualified responders for emergency incidents, based upon a capabilities and needs analysis and on the *DOI IPQG* and the *Wildland Fire Qualifications System Guide (PMS 310-1)*
- DOI will ensure all-hazards plans are current and executable
- Multiple states, tribal nations, territories, and localities could be affected by one or more major incidents
- Emergencies may overwhelm a state, tribe, territory, or local community including its emergency response and recovery capabilities and require the sustained deployment of Interior assets under interagency plans
- A significant man-made or natural incident may affect critical infrastructure across sectors.

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2. Mission

The U.S. Department of the Interior uses sound science to manage and sustain America's lands, water, wildlife, and energy resources, honors our nation's responsibilities to tribal nations, and advocates for America's island communities. As keepers of our nation's legacy, we manage the resources in our care to benefit Americans now and in the future. To complete this mission, Interior employs over 70,000 employees and manages 280,000 volunteers located at approximately 2,400 operating locations across the United States, Puerto Rico, U.S. territories, and freely associated states. Despite its wide-ranging resources and responsibilities, DOI, along with its bureaus and offices, must sustain operational readiness at all times to prevent, protect against, prepare for, respond to, and recover from emergencies that may occur.

In accordance with DM 900 Chapter 1, the DOI Emergency Management Program spans the continuum of prevention, planning, preparedness, mitigation, response, and recovery. The program encompasses all types of hazards and emergencies that affect the Department's lands, facilities, infrastructure, and resources; tribal lands, the territories and the freely associated states; the ability of the Department to execute essential functions; and for which assistance is provided to other units of government under federal laws, Executive Orders, interagency emergency response plans, and other agreements.

At DOI, all-hazards planning focuses on prevention, protection, mitigation, response, and recovery activities, which include:

- Activities on DOI lands, for DOI facilities, and in support of DOI resources
- Assistance to state and local officials with immediate emergency response
- Support of the National Preparedness System and interagency response plans with application of Interior resources on a pre-planned basis.

In addition to the response and recovery activities required to be accomplished by the Department and its bureaus during an emergency situation, the Department is also responsible for executing its MEFs. Despite any affect an emergency has on DOI facilities, these MEFs, as listed in the *DOI Continuity of Operations (COOP) Plan*, must be executed. To ensure operational readiness, DOI has identified five Primary Mission Essential Functions (PMEFs) which are those DOI MEFs that must be performed in order to support the performance of the National Essential Functions, as determined by the White House, before, during, and in the aftermath of an emergency. DOI's PMEFs are listed in Table 2-1.

Table 2-1. DOI's Primary Mission Essential Functions

No.	Function
1.	Coordinate federal emergency response and provide emergency response capability on Department of the Interior administered public lands and work with tribes to coordinate same on tribal and individually owned Indian lands
2.	Provide essential law enforcement and critical infrastructure protection services on Department of the Interior administered public lands and on tribal and individually owned Indian lands
3.	Provide emergency response and recovery support to the Nation including: 1) firefighting, 2) search and rescue, 3) detection and analysis of zoonotic threats in wildlife, 4) detection of threats in water supplies, 5) essential geospatial data and analysis, and 6) geological hazard warnings
4.	Ensure continued critical intergovernmental relations with and support to Insular Areas (U.S. territories and Freely Associated States) and tribes
5.	Provide water and electric power for critical use, and expedite energy/mineral production

3. Execution

3.1 Senior Leader's Intent

At all times, DOI will maintain the ability to prevent, protect, mitigate, respond to, and recover from emergency incidents and/or terrorist attacks. Bureaus and offices will ensure preparedness to execute their existing emergency plans and, to the extent necessary, will develop additional scenario-specific OPLANs and tactical plans. All bureaus and offices will review and, where needed, increase readiness for all-hazards emergencies and reduce risks, and support the interagency community under the National Preparedness System. When incidents occur, bureaus and offices will maintain readiness to respond to the following emergencies:

- Incidents on DOI lands, affecting DOI facilities, and in support of DOI resources
- Assistance requested by state and local officials within the scope of immediate emergency response
- Support of the National Preparedness System and interagency response plans with application of Interior resources on a pre-planned basis.

3.2 Concept of Operations

The *Baseline OPLAN* requires the use of NIMS to ensure a comprehensive approach to incident management for all hazards and for all jurisdictional levels. NIMS includes ICS for on-scene incident management and Multi-agency Coordination System (MACS) that combines and coordinates resources from multiple entities for unified incident management. The use of NIMS and ICS are mandatory during emergency response activities of the Department.

Response activities are managed at the lowest possible organizational level. Preparedness for and execution of responsibilities under the *Baseline OPLAN* and other emergency plans referenced in the *Baseline OPLAN* are the responsibility of the cognizant bureau or office.

To provide resources for these activities, *Emergency Management Policy Bulletin 2011-1: Department of the Interior All-Hazards Incident Staffing* describes the procedural framework for how the Department manages staffing for all-hazard incidents. The policies, procedures, and standards described in the *DOI IPQG* are intended to be implemented uniformly throughout the Department.

Specific DOI offices have responsibility for coordination of activities across bureaus when such activities fall within their specific areas of responsibility. Such offices include OLES for emergencies involving public safety and infrastructure protection; OEPC for the protection of natural and cultural resources and historic properties, and other environmental impacts to lands and resources under DOI jurisdiction or management; and the Office of Wildland Fire (OWF) for activities involving wildland fire response within the Department and under interagency plans.

OEM has responsibility for policy development, direction, coordination, evaluation, inspection, and support of Departmental programs concerning disaster preparedness, planning, response and recovery, continuity of operations, coordination of interagency emergency response activities, and operation of the Interior Operations Center (IOC). Within OEM, the IOC provides the nexus for collection and dissemination of intelligence information and operational reporting during emergencies, and provides situational awareness and decision support for Departmental

leadership. IOC Activation Levels cover the responsibilities of all three divisions within OEM and are described in Annex A.

3.2.1 Departmental Emergency Management Community

In addition to bureaus and offices, a variety of other groups and teams comprise the emergency management functions of DOI.

Secretary's Emergency Leadership Team

The Secretary and/or Deputy Secretary may convene Departmental leadership to provide executive level coordination during severe and catastrophic events. Membership of this team will vary according to the type of incident but typically includes the Solicitor, key members of the Immediate Office of the Secretary staff, Assistant Secretaries, and Bureau Directors who are directly involved in the incident.

Emergency Management Council (EMC)

As stated in DM 900 Section 1.7, bureau/office Emergency Coordinators serve as principal advisors to the head of their organizational element in matters related to planning, coordination, resource requirements, execution, and evaluation of emergency activities. Emergency Coordinators also serve on the DOI EMC, an advisory body to coordinate Department-wide emergency management policy and activities. The EMC is activated in accordance with the operational levels in Annex A.

As needed, the EMC may be convened at the executive level. Membership in executive level EMC activities includes the senior executive to whom each bureau/office emergency coordinator is responsible.

Interior Regional Emergency Coordination Councils (I-RECCs)

The I-RECCs provide DOI bureaus and offices a mechanism to communicate and maintain liaison and coordination between I-RECC members and with each FEMA region, including Regional Interagency Steering Committees (RISCs) and Regional Resource Coordination Centers (RRCCs). I-RECCs give DOI the ability to coordinate information related to emergency activities across bureaus and offices at the regional level. Members of the I-RECC are designated from each bureau/office that has capabilities or program equities within the region. Membership on the I-RECCs is coordinated through Emergency Coordinators and members have broad knowledge of their bureau's or office's capabilities within the region. Additional information about I-RECCs can be found in Annex H.

Incident Management Team (IMT)

An IMT is a comprehensive resource (team) to either augment ongoing operations through provision of infrastructure support, or when requested, transition to an incident management function to include all components/functions of a Command and General Staff members and support personnel. An IMT operates under ICS with pre-designated roles and responsibilities for its members. An IMT has statutory authority, formal response requirements and responsibilities, and/or delegated authority to the incident commander from the agency administrator or director with responsibility for the land area involved. Many factors determine the complexity of an incident, including the area involved, threat to life and property, political sensitivity,

organizational complexity, jurisdictional boundaries, values at risk, strategy and tactics, and agency policy. Incident management response is designated by Typing. Type 5 incidents are the least complex and Type 1 the most complex. NPS maintains three regional All-Hazard IMTs. The National Wildfire Coordinating Group (NWCG) maintains 16 interagency Type 1 IMTs and approximately 40 Type 2 IMTs that are predominantly used for wildland fire.

Incident Support Team (IST)

During crisis situations, DOI activates its IST to augment and expand the capability of the OEM to collect Departmental information and provide decision support for senior leadership, as discussed in Annex F.

All bureaus and offices are expected to support the IST with representatives to ensure that the IOC is supplemented and can effectively coordinate during emergency events. Having a broad range of experience and expertise from the bureaus and offices on the IST helps to validate information received by OEM and can provide a direct line of communication from OEM to the locally affected bureau or office. The IST is activated in accordance with the operational levels in Annex A; more information on IST activation can be found in the IST SOPs.

Senior Interagency Liaisons

OEM will maintain a cadre of experienced personnel capable of providing senior level liaison to provide information exchange and cooperation with federal departments and agencies during incidents. OEM will coordinate with bureaus and offices to develop skills and maintain rosters of qualified individuals capable of representing the Department during implementation of various interagency response plans. Specific liaison requirements are referenced in the scenario-specific appendices to the *Baseline OPLAN*.

DOI Incident Coordination Team (DOI-ICT)

The DOI Incident Coordination Team (DOI-ICT) provides the Department with a flexible and scalable structure to ensure synchronization of Departmental needs at a strategic level. A primary focus of this team is to coordinate and advise on policy issues associated with incidents or events requiring an interagency response, affecting multiple bureaus, or with a significant impact on one bureau.

The DOI-ICT is designed to assist Departmental leadership in making and executing strategic decisions, providing insight on current and future resource (i.e., personnel and equipment) requirements, and ensuring the equities of bureaus and offices are integrated and represented where appropriate. Through ongoing training and preparedness and activities, the DOI-ICT will also provide advanced training opportunities within designated fields of expertise across the Department and support the development of incident management capacity at the local level. Operational decisions will remain the responsibility of the cognizant bureau or office. (The DOI-ICT is a new concept that will be further developed through coordination with bureaus, offices and interagency partners).

DOI Principal Planners

DOI Principal Planners are identified for each Emergency Support Function (ESF) and Recovery Support Function (RSF) where Interior has either an interagency leadership or support role.

Bureaus/offices assigned responsibility as DOI Principal Planners manage planning, preparedness, and response activities related to the specific ESF or RSF, as assigned. DOI Principal Planners are also assigned to lead DOI planning efforts for additional annexes to the NRF. DOI Principal Planners represent the Department at ESF or RSF planning and activation activities, respectively.

Those bureaus and offices assigned in Appendix 1 as a Federal Primary Agency, a Federal Coordinating Agency, or DOI Principal Planner are required to designate an individual to manage planning, preparedness, and response activities related to the specific ESF or RSF assignment.

- DOI Principal Planners establish and maintain contact with the primary agency responsible for leading the ESF or RSF and coordinate planning efforts by participating in planning meetings and integrating planning documents into existing departmental, bureau, and office emergency management documentation.
- During incidents and/or preplanned events, DOI Principal Planners maintain situational awareness regarding ESF and RSF activities by participating in meetings, activations, and operational teleconferences as the DOI point of contact for all issues related to the ESF or RSF of primary responsibility.
- DOI Principal Planners act as a conduit of information between the IOC, other ESF/RSF support bureaus and offices, and the primary agency for the ESF or RSF.
- DOI Principal Planners participate in EMC meetings/teleconferences if the ESF or RSF is, or may be, activated in response to a disaster.
- DOI Principal Planners develop bureau/office-specific ESF/RSF standard operating procedures that may be part of larger interagency plans, in conjunction with a few other agencies, or may be wholly internal to a bureau/office.

Additional roles for the Department may be assigned as other elements of the National Preparedness System are completed and the remaining Frameworks and FIOPs are completed. Appendix 1 details the operational framework for DOI response under the *National Response Framework*. Appendix 2 details the operational framework for DOI's activities under the *National Disaster Recovery Framework*.

DOI Environmental Safeguards Group (ESG)

The ESG consists of emergency preparedness, response, and recovery staff with expertise in the protection of NCH from all bureaus and some offices, as well as staff with expertise in offshore drilling oil spill preparedness and abatement activities. Its mission is to provide effective and appropriate response to emergencies and disasters that affect natural and cultural resources and historic properties, DOI lands and resources, and other environmental interests. The ESG works to safeguard the environment during every type of emergency by improving intradepartmental communication and coordination at headquarters and in the field. The ESG is responsible for coordinating implementation of the *DOI ES Plan*.

3.2.2 Departmental Emergency Management Tools

There are a number of tools available for Interior's emergency management community. These tools include software and hardware that can be used for planning and preparedness activities, as well as for sharing information and reporting during response and recovery efforts.

Emergency Reporting System (ERS)

To improve the efficiency of emergency reporting systems and provide visibility for information across bureaus and offices, OEM has implemented WebEOC as the Department's primary Emergency Reporting System (ERS). WebEOC is a web-enabled collaborative information communications system that provides real-time information sharing to facilitate decision making during a crisis or day-to-day operations. WebEOC is used by the IOC, as well as some bureaus, to capture and share information on an ongoing basis.

DOI Situation Report (SITREP): ICS-209-DOI

During an incident or event, bureaus and offices are required to provide daily updates to the IOC utilizing the DOI Situation Report (ICS-209-DOI). The automated version of the ICS-209-DOI, found in WebEOC, is the preferred format for submission into the IOC; however, should WebEOC not be available, the ICS-209-DOI may be submitted by alternate means, such as e-mail or fax. In addition, if bureaus and offices already have information contained in another ICS 209 SITREP format, it may be submitted to the IOC in that format in lieu of the ICS-209-DOI. Guidance on the ICS-209-DOI form can be found in *Emergency Management Policy Bulletin 2010-2: Reporting of Serious Emergency Incidents*. The information gathered via this form is used to enhance the emergency management publications as described in Section 3.2.3.

SafeTalk

As the Department's vital records portal, SafeTalk is hosted by OCIO and managed by OEM. For continuity purposes, bureaus and offices use SafeTalk to maintain vital records required for an emergency.

Automated Notification System

The IOC maintains the capability to automatically notify pre-identified personnel based on the event that presents itself. Currently, the system used by DOI is Send Word Now (SWN). SWN contains contact data for certain emergency personnel such as COOP Team Members. This system can be used to create new rosters as necessary and issue alerts and warnings as appropriate.

3.2.3 Departmental Emergency Management Publications

Emergency management products and publications provide Departmental leadership with the information necessary to make decisions regarding the planning and preparedness efforts as well as during emergency incidents. The publications differ in their intended audience and their format; however, the information presented can be similar in nature.

Emergency Management Daily Situation Report (EM Daily)

The EM Daily Situation Report provides Interior-specific information regarding emergencies occurring on DOI lands or those utilizing DOI resources, as well as synopsis of the national emergency management outlook. The EM Daily is compiled by the IOC and issued Monday through Friday via email to Interior's emergency management community and interagency partners. The EM Daily is also uploaded to the DHS Homeland Security Information Network (HSIN) and to SafeTalk.

When major incidents occur on weekends, the IOC develops an event-specific EM Daily to detail the situation and provide information on Interior assets affected and/or DOI response to the incident. The event-specific EM Daily is developed using information provided by bureaus and offices, interagency reports/briefings, and open sources.

Daily Operations Brief

The Daily Operations Brief is a PowerPoint slideshow compiled by the IOC and displayed within the Operations Center on monitors. The Daily Operations Brief presents the key information from the EM Daily in summary format and provides a visual display for decision-makers inside the IOC. The Daily Operations Brief runs continuously within the IOC on a daily basis and is also uploaded on SafeTalk.

SPOT Report

The DOI SPOT Report (SPOTREP) is used to provide immediate information regarding a new and evolving situation that cannot wait until the next issuance of the EM Daily. SPOTREPs provide a brief snapshot of the situation and are issued as often as necessary as the incident progresses. SPOTREPs can be submitted by bureaus and offices or are generated by the IOC. SPOTREPs are disseminated via email to the EM Daily distribution list.

Situational Executive Summary

For major operations, in addition to a detailed DOI SITREP, a Situational Executive Summary is prepared by the IOC and released by the Director, OEM. The Executive Summary is distributed to Departmental Senior Leadership to assist in the decision making process and to provide them with situational awareness.

Emergency Management (EM) Activation Memo

When events occur, the IOC will promulgate an EM Activation Memo to the EM community and senior leadership indicating a change in the IOC Activation Level (Annex A). The Activation Memo will specify the situation which caused the change and detail requirements for bureau/office coordination and reporting.

DOI Incident Action Plan (IAP)

Based on the ICS, an Incident Action Plan (IAP) is the daily planning document that lists the overall objectives and strategies of the Incident Commander or Unified Commander. In accordance with NIMS, an IAP is generated by all IMTs in the field. During periods of time when the IOC is operating at an enhanced level (Activation Level 3 and above), the IOC leadership is responsible for development and production of the IAP to guide IOC and

Department-level activities, as needed. When the IOC is activated to Level 2 or 1, the IST is responsible for development and promulgation of the IAP.

The IOC's IAP is intended to adequately address the overall incident objectives, operational assignments and planned activities for each participating entity within the IOC. The IAP also includes pertinent information regarding organizational charts, communications information, safety and health issues, maps and the most current information regarding the status of the incident.

The development of the IAP is accomplished through interactive discussions between the office/bureau representatives and the IOC staff. The IAP normally contains the operational planning and activities that will take place in the next operational period, generally 24-hours.

3.3 Responsibilities

Following are the responsibilities associated with all-hazard operations. Additional responsibilities for scenario-specific events may be found in the appendices to this plan.

3.3.1 Secretary/Deputy Secretary

The Secretary/Deputy Secretary of the Interior:

- Approves the *Baseline OPLAN*. (Delegated to the Assistant Secretary – Policy, Management and Budget)
- Coordinates Departmental prevention, protection, mitigation, response, and recovery activities with the White House (including representation in Principals and Deputy Committee meetings of the Homeland Security Council), other Cabinet-level officials, Governors, the territories, the freely associated states, and tribal authorities
- Adjudicates resources when there are multiple needs and limited availability.

3.3.2 Solicitor

The Solicitor provides legal advice and support for the emergency management program.

3.3.3 Assistant Secretaries

Assistant Secretaries provide leadership and oversight to ensure bureaus under their jurisdiction effectively manage and execute emergency programs and coordinate such programs in accordance with DM 900.

3.3.4 Assistant Secretary – Policy, Management and Budget (PMB)

The Assistant Secretary – PMB:

- Advises the Secretary regarding emergency operational activities and, under delegated authority of the Secretary, approves the *Baseline OPLAN*
- Provides overall leadership for the Department to execute the *Baseline OPLAN*
- Ensures emergency prevention, protection, mitigation, response, and recovery on DOI lands and ensures interagency coordination during national incidents.

3.3.5 Deputy Assistant Secretary (DAS), Budget, Finance, Performance, and Acquisition (BFPA)

- Advises the Assistant Secretary – PMB and the Secretary regarding business rules and policies for DOI response and recovery that are in compliance with budget, finance, and acquisition authorities, policies, and reporting requirements
- Coordinates with the OEM to publish the DOI Supplement to the *Interagency Incident Business Management Handbook*
- Manages the approval and use of the Memorandum of Agreement for Intra-Agency Support during emergency incidents.

3.3.6 Deputy Assistant Secretary (DAS), Public Safety, Resource Protection and Emergency Services (PRE)

- Advises the Assistant Secretary – PMB and the Secretary regarding emergency management activities
- Provides overall strategic oversight for the execution of emergency management, law enforcement and security, aviation, and wildland fire activities and operations
- Coordinates DOI emergency activities with the Homeland Security Council, DHS, and other interagency partners through participation in the Domestic Resilience Group (DRG), other interagency policy committees and other forums.

3.3.7 Director, Office of Emergency Management (OEM)

The Director, OEM:

- Provides coordination of DOI emergency management activities with the Homeland Security Council and the National Security Council (NSC) through the NSC and HSC staff, DHS, and other interagency partners through participation in the DRG and other interagency committees
- Serves as principal point of contact with FEMA, and other departments and agencies as pertaining to overall emergency management, continuity of operations, and national security emergency programs
- Provides overall policy development, direction, coordination, evaluation, inspection, and support of Departmental programs concerning disaster preparedness, planning, response and recovery, continuity of operations, coordination of interagency emergency response activities, and operation of the Interior Operations Center (IOC) to ensure compliance, readiness, and effectiveness
- Prepares and maintains the *Baseline OPLAN* and coordinates mitigation response, and recovery planning at the Departmental level (Assistant Director, Preparedness and Response)
- Develops emergency management policy consistent with federal emergency management laws, regulation, guidance, and direction
- Provides situational awareness to Departmental leadership during emergencies

- Issues EM Activation Memo to alert DOI's emergency management community of changes to the IOC Activation Level
- Determines whether activation of the IST is required
- Assesses requests for and/or recommends the activation of the DOI-ICT based on the situation
- Issues appropriate policy bulletins to provide updated policy and direction on the Departmental Emergency Management program.

3.3.8 Director, Office of Law Enforcement and Security (OLES)

The Director, OLES:

- Provides strategic direction for prevention and protection activities involving law enforcement, security, and intelligence activities
- Coordinates activities related to the *National Protection Framework* and *National Prevention Framework*
- Provides coordination for emergency activities involving security programs and protection of critical infrastructure
- Coordinates law enforcement, security, and intelligence planning and response activities with DHS, the Department of Justice, National Counterterrorism Center (NCTC), and other federal D/As with responsibilities for these functions, and ensures liaisons are provided as needed to ensure coordination
- Ensures appropriate coordination and support between law enforcement, security, and intelligence components within the Department to execute responsibilities.

3.3.9 Director, Office of Wildland Fire (OWF)

The Director, OWF:

- Provides strategic direction for wildland fire activities for the department to ensure efforts are coordinated between the wildland fire management bureaus and other federal and non-federal groups
- Integrates wildland fire assets in all-hazard emergency activities and coordinates with the National Interagency Fire Center (NIFC).

3.3.10 DAS, Policy and International Affairs

The DAS, Policy and International Affairs:

- Advises the Assistant Secretary – PMB and the Secretary regarding response to environmental emergencies
- Provides direct oversight for the execution of activities under the *Environmental Safeguards Plan*.

3.3.11 Director, Office of Environmental Policy and Compliance (OEPC)

The Director, OEPC:

- Provides strategic direction in the coordination of the development of environmental policy and ensures a unified approach and response to environmental issues that affect multiple bureaus
- Oversees the Department's NEPA compliance and coordinates Departmental activities on environmental quality matters with other agencies
- Provides leadership, coordinates and promotes consistency in carrying out the Department's roles and responsibilities for CERCLA, OPA, and remediation under the NCP
- Provides executive direction to the Chair for the DOI ESG which is responsible for coordinating implementation of the *DOI ES Plan*
- Represents the Department on the National Response Team (NRT) and provides executive direction to OEPC Regional Environmental Officers (REOs) to represent the Department on the Regional and Joint International Response Teams (RRTs and JRTs) under the NCP
- Manages the Department's responsibilities for ESF #10-Oil Spills and Hazardous Materials Release under the NRF
- Coordinates the Department's and the Federal government's responsibilities for the protection of NCH component of ESF #11 under the NRF
- Coordinates the Department's and the Federal government's responsibilities for the Natural and Cultural Resources (NCR) RSF under the NDRF.

3.3.12 Heads of Bureaus and Offices

All other bureaus and offices are responsible for executing specific program and support activities required during emergencies. Bureaus and offices are responsible for effective emergency planning, preparedness, and execution of emergency programs and functions within their bureaus/offices, and the coordination of such activities as in accordance with DM 900. Additional responsibilities are outlined in the applicable plans, including the *DOI COOP Plan*. The head of each bureau shall provide necessary resources for emergency management, and shall designate an Emergency Coordinator and alternate. At the bureau/office level, Emergency Coordinators serve as principal advisors to the head of their organizational element for emergency management. Additional responsibilities specific to bureaus/offices in the *Baseline OPLAN* include the following:

- Develop operational plans to execute missions during emergencies, and to resource and coordinate internal DOI and interagency needs and agreements
- Provide emergency management visibility items for deploying personnel as described in Annex C
- Ensure that employees deploying on disasters are appropriately trained in NIMS and the ICS
- Ensure timely and accurate reporting to the IOC for emergency incidents that occur, and support activation of the IOC as required.

In addition to emergency responsibilities which are innate to their bureaus, the heads of the following bureaus and offices perform special responsibilities on behalf of the Department:

- The United States Geological Survey (USGS) represents the Department at interagency activities related to the management of zoonotic diseases in emergencies, including but not limited to the Federal Biosurveillance work group and National Biosurveillance Integration System.
- USGS and NPS co-chair the Strategic Sciences Group (SSG) to provide DOI with science-based assessments and interdisciplinary scenarios of environmental crises affecting DOI resources. The SSG will rapidly assemble trained scientists to conduct required during environmental crises and provide same to the Secretary, Departmental leadership, and all others as directed.
- The Bureau of Indian Affairs (BIA) represents the Department at all interagency activities related to the provision of emergency management and emergency response assistance to tribes and tribal governments. BIA leads and manages the interagency Tribal Assistance Coordination Group (TAC-G) to coordinate support to affected tribes, as noted in the NRF and the *Tribal Coordination Support Annex*, for all Presidentially-declared and non-declared disasters that affect tribes and tribal governments.
- The Bureau of Safety and Environmental Enforcement (BSEE) represents the Department and participates in interagency meetings and activities related to offshore oil spill preparedness, response, and regulation for the Outer Continental Shelf (OCS). BSEE also participates in meetings of the NRT, some RRTs, and select committees and subcommittees regarding OCS facilities and activities that it regulates.
- The US Fish and Wildlife Service (FWS), through the National Conservation Training Center, coordinates the Emergency Management Training Subcommittee which collaborates with the EMC to establish new training programs as needed, provides just-in-time training for scenario specific incidents, and ensures the Department's training community is aware of issues related to training emergency response.
- The Office of Aviation Services (OAS) coordinates with the Emergency Management Program regarding the provision and operation of aircraft in emergency incidents.
- The Office of Insular Affairs (OIA) coordinates federal policy America Samoa, Guam, U.S. Virgin Islands and the Commonwealth of the Mariana Islands and administers and oversees U.S. federal assistance in the territories and the freely associated states, and coordinates with the Emergency Management program regarding emergency planning, preparedness, response, and recovery in the territories and the freely associated states.¹

¹ As noted in the Stafford Act, title VII > 42 U.S.C. §§ 5204b, 5206 Technical Assistance for Insular Areas (42 U.S.C. 5204b)42: (a) Upon the declaration by the President of a disaster in an insular area, the President, acting through the Administrator of the Federal Emergency Management Agency, shall assess, in cooperation with the Secretary Of the Interior and chief executive of such insular area, the capability of the insular government to respond to the disaster, including the capability to assess damage; coordinate activities with Federal agencies, particularly the Federal Emergency Management Agency; develop recovery plans, including recommendations for enhancing the survivability of essential infrastructure; negotiate and manage reconstruction contracts; and prevent the misuse of funds. If the President finds that the insular government lacks any of these or other capabilities essential to the

- The Office of Human Resources is responsible for providing overarching human resources policy for use during emergency situations. The Office of Human Resources coordinates with the Emergency Management Program: in developing personnel policy related to pay and compensation for emergency workers; providing appropriate support services for employees and their families affected by disasters or other emergencies; planning for workforce continuity during emergencies; and manages a program to account for employees who may be affected by emergencies.
- The Office of Occupational Safety and Health is responsible for providing occupational safety oversight and technical expertise for employees operating during emergency situations, and coordinates with the Emergency Management program in development of recommendations of policy and procedures as related to emergency response activities.
- The Special Trustee for American Indians provides advice related to discharge of the Secretary's trust responsibilities during emergencies.
- The Chief Information Officer supports the Emergency Management program through the implementation of telecommunications and network services, providing communications and information technology capabilities to support response operations during emergencies.

3.4 State, Tribal, Territorial and Local Coordination

To operate effectively during incidents, state, tribal, territorial, and local coordination is necessary to ensure integrated planning and response for emergencies. Coordination activities will be increased commensurate with threat and impacts.

3.5 Key DOI Decisions

In the event an incident occurs, certain decisions may have to be made by DOI leadership. These include:

- Deployment of assets in anticipation of, or in response to, emergency requirements on DOI lands or to meet statutory responsibilities of the Department
- Deployment of assets in anticipation of or in response to emergency requirements under interagency plans or other agreements, or to provide mutual aid or immediate emergency response and adjudication of requests for assistance based upon availability of resources
- Activation of the *DOI COOP Plan* and/or bureau/office COOP plans
- Activation of the DOI-ICT and delegations of authority

recovery effort, then the President shall provide technical assistance to the insular area which the President deems necessary for the recovery effort.(b) One year following the declaration by the President of a disaster in an insular area, the Secretary, in consultation with the Administrator of the Federal Emergency Management Agency, shall submit to the Senate Committee on Energy and Natural Resources and the House Committee on Natural Resources a report on the status of the recovery effort, including an audit of Federal funds expended in the recovery effort and recommendations on how to improve public health and safety, survivability of infrastructure, recovery efforts, and effective use of funds in the event of future disasters.

- Determination of how to fund response activities
- Decisions to request supplemental budget authority needed to execute emergency responsibilities.

3.6 Actions Required and Prohibited of the Federal Government

The federal government, including DOI, must:

- Coordinate with state, local, and tribal governments; the territories; and the freely associated states
- Ensure continued operation of DOI's critical infrastructure and key resources.

The federal government, including DOI, cannot:

- Usurp state, tribal, territorial, and local sovereignty (e.g., change in state and local alert levels or protective activities)
- Violate lawful restrictions on acting senior leaders.

3.7 Critical Information Requirements

Departmental senior leadership who have responsibility for implementing this plan will require information regarding:

- Credible terrorist threats
- Major disasters or other serious incidents affecting the United States
- Operational response activities of bureaus and offices or major activities that would affect DOI readiness to execute emergency plans
- Changes in the National Terrorism and Continuity of Operations alert systems.

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4. Administration & Resource Management

All administrative, resource, and funding activities will follow existing DOI procedures and are not altered by this plan. There are, however, some unique elements to all-hazards preparedness, response, and recovery with regards to administration, resources, and funding.

4.1 Administration

OEM's, Preparedness and Response Division, administers the DOI All-Hazards Incident Management Program. Business processes for all-hazard events are outlined in the *All-Hazards Incident Business Management Handbook* which is published jointly with DOI's Office of Financial Management (PFM) and coordinated with the cognizant DOI offices to ensure consistency.

4.2 Resources

The EMC approves standards for all DOI responders on interagency all-hazards incidents. The NWCG approves wildfire and prescribed fire standards. Both DOI and NWCG standards are in compliance with and support the ability of DOI personnel to meet the requirements of NIMS, as required by HSPD 5.

The *DOI IPQG* establishes standards for DOI responders on all-hazards incidents. The *National Interagency Incident Management System Wildland Fire Qualification System Guide Publication Management System (PMS 310-1)* establishes qualifications for wildfire and prescribed fire positions. The respective process to request additional positions, or changes to position is outlined in each of these documents.

The qualification requirements for both of these systems are maintained within the Incident Qualification and Certification System (IQCS). Bureaus and offices maintain responder qualification data within IQCS. The Resource Ordering Status System (ROSS) links to IQCS and is used to assign DOI resources to an incident when mobilized based on requirements.

Resource management under the NIMS includes mutual aid agreements and assistance agreements; the use of special federal, state, tribal, and local teams; and resource mobilization protocols. Critical human resources and supplies are deployed according to NIMS within the all-hazards community. Individual bureaus and the wildland fire program engage in critical decision making to determine the level of response needed to sustain their internal mission requirements and the availability of resources to support interagency responsibilities.

When multiple bureaus are affected by an incident, and if deemed necessary, the Secretary may appoint a DOI Senior Representative to coordinate activities in the field. Through a delegated authority, the Secretary may also give the DOI Senior Representative overall responsibility to direct the Departmental response to the incident. (The term "DOI Senior Representative" is used to describe the generic NIMS term "Agency Administrator/Executive [AA]" when applied at the national level. The AA designation is particularly important when a response is being managed under Unified Command [UC] with other jurisdictions, or when utilizing resources from outside the local jurisdiction or area.)

The DOI Senior Representative will, in most situations, co-locate with the DOI-ICT and serve as the Agency Administrator/Executive. The DOI-ICT is an application of NIMS and an expansion

of the incident command function primarily designed to manage complex or large incidents or events or an area that has multiple incident management organizations assigned.

The DOI-ICT is organized to provide strategic direction and consistent management of multiple jurisdictionally based field operations on incidents under its control. These field operations are handled individually by deploying appropriate ICS organizations to manage incidents, and are adjusted to meet the challenges of rapidly evolving or increasingly complex incidents.

Bureau directors make decisions to commit resources; however, the Secretary is the ultimate adjudicator for allocation of resources when there are limitations within DOI. At the interagency level, the Homeland Security Council, DRG addresses conflicting requests for resources.

4.3 Funding

The Office of Budget (POB) coordinates with affected bureaus, the Office of Management and Budget, and the U.S. Treasury as necessary, to address budget shortfalls requiring emergency transfers or supplemental appropriations requests to Congress.

PFM has issued guidance to bureaus and offices on the process required to capture costs associated with incidents as well as the authorities associated with them. This guidance includes policy on how to capture costs associated with a FEMA Mission Assignment under a Federal Disaster Declaration (i.e., Stafford Act) as well as those related to incidents that do not rise to the threshold for a disaster declaration. PFM in coordination with POB and OEPC also issues guidance on capturing costs for reimbursement under a Pollution Removal Funding Authorization (PRFA). These business processes are outlined in the *All-Hazards Incident Business Management Handbook*.

5. Oversight, Coordinating Instructions, and Communications

5.1 Oversight

The Assistant Secretary for Policy, Management, and Budget provides overall leadership for emergency management, including activities related to law enforcement and security, wildland fire, and response to environmental emergencies. Direct oversight of emergency management programs is provided by the Deputy Assistant Secretary for Public Safety, Resource Protection, and Emergency Services. Direct oversight for the execution of activities under the DOI ES Plan is provided by the Deputy Assistant Secretary, Policy and International Affairs. The Director, OEM is responsible for assuring emergency response activities of the bureaus and offices occur in an integrated and coordinated manner. Coordinating Instructions

- All bureaus will develop appropriate operational plans for fulfilling their responsibilities in emergency incidents, to include internal DOI and interagency resource coordination needs and agreements
- All bureaus and offices will review their readiness to fulfill emergency response requirements of their bureau/office and requirements under other plans referenced in this *Baseline OPLAN* and will build and maintain capacity to execute those requirements
- All bureaus and offices will activate incident management capabilities commensurate with emerging threats.

5.2 Communications and Information Technology

Communications will follow established plans and procedures. Annex D details the communications lists and rosters that have been established and are kept current to ensure the information is communicated to the appropriate personnel.

Critical communication nodes are administered by OCIO. OCIO is responsible for ensuring essential communications capabilities exist under all emergency circumstances for DOI's responders and decision-makers.

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Annex A: Interior Operations Center (IOC) Activation Levels

To adapt to changes in the emergency management environment, different levels of activation have been established. The Department's emergency management activities are staffed to meet anticipated operational requirements. The Director, OEM is responsible for establishing and increasing or decreasing the activation level based on the current situation. Changes in the IOC activation level are communicated to DOI's emergency management community via an EM Activation Memo (see Section 3.2.3). The EM Activation Memo emphasizes bureau and office responsibilities beyond those detailed within the IOC activation levels matrix.

Under all circumstances, in the event of a DOI COOP activation the IOC will perform its functions while in transition to the designated alternative site(s).

Table A-1 provides an overview of the operational levels. The following sections provide additional detail on the roles and responsibilities for bureaus, offices, and other emergency management teams and groups, based on the operational level established.

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Table A-1: IOC Activation Level Matrix

Level 4 (Normal Operations)	Trigger		
	<p>No significant emergencies in progress or pending; or, an existing emergency has reached demobilization.</p> <p>Emergency occurs that affects one office and/or bureau within a single geographic area</p>	Office of Emergency Management (OEM)	<ul style="list-style-type: none"> • Normal operational activity and staffing
		Interior Operations Center (IOC)	<ul style="list-style-type: none"> • Normal staffing • Develops and distributes EM Daily Situation Report (Mon-Fri) • Develops and distributes SPOT Reports, as needed • Develops and displays Daily Operations Briefing (Mon-Fri) • Conducts notifications In Accordance With (IAW) IOC SOPs • Posts incident related info on WebEOC and HSIN • Participates in monthly interagency communication exercises
		Emergency Management Council (EMC)	<ul style="list-style-type: none"> • Validates or updates key bureau/office telephone and email contacts with the IOC to ensure rosters are current • Verifies access to WebEOC and SafeTalk • Participates in the normal monthly meeting • Engages in normal reporting requirements
		Interior Regional Emergency Coordination Councils (I-RECCs)	<ul style="list-style-type: none"> • Participate in the normal quarterly meeting • Validate or update member contact info with the IOC and I-RECC Lead to ensure rosters are current
		Incident Support Team (IST)	<ul style="list-style-type: none"> • Participates in the normal bi-monthly meeting • Maintains readiness to deploy • Reviews EM Daily to understand ongoing events and emergencies
		DOI Incident Coordination Team (DOI-ICT)	<ul style="list-style-type: none"> • Normal operational activity and staffing
		DOI Principal Planners	<ul style="list-style-type: none"> • Ongoing participation in interagency and Departmental training and exercises to ensure readiness • Engages in normal planning activities

Level 3 (Significant Event)	Trigger			
	Emergency occurs that affects DOI HQ or two or more bureaus or offices, involves Interior resources in the response, or has the potential to become a national emergency	OEM	<ul style="list-style-type: none"> • All staff on call 24/7 • Develops and distributes Emergency Management Activation Notice • Coordinates with OLES and other offices as needed to ensure interagency coordination is in place 	
		IOC	<ul style="list-style-type: none"> • Maintains normal staffing with a minimum of two-persons on night and weekend shifts • Staffing may be augmented by subject matter experts • Develops and distributes EM Daily Situation Report (Mon-Fri, weekends, as needed) • Develops and distributes SPOT Reports, as needed • Develops and distributes Situational Executive Summary, as needed • Develops and displays Daily Operations Briefing (Mon-Fri, weekends, as needed) • Conducts notifications IAW IOC SOPs (e.g., NRCC/RRCC and ESF activations, etc.) • Posts incident related info on WebEOC and HSIN 	
		EMC	<ul style="list-style-type: none"> • Affected bureaus/offices submit the ICS-209-DOI form to report preparedness activities or significant emergency incidents • Affected bureaus/offices submit SPOT Reports to report emerging, evolving issues that cannot wait until the next issuance of the EM Daily • Maintains availability and coverage to participate in meeting/teleconference, as needed • EM Coordinator(s) from the affected bureau(s)/office(s) provides coverage to answer questions • Unaffected bureau/office EM Coordinators maintain normal coverage and be prepared to respond to informational inquiries as necessary. 	
		I-RECCs	<ul style="list-style-type: none"> • Affected I-RECC region(s) provide a daily update to the IOC using the ICS-209-DOI form, if appropriate • Affected I-RECC region(s) submit SPOT Reports to report emerging, evolving issues that cannot wait until the next issuance of the EM Daily, as necessary • Ensure connectivity with FEMA in the region (i.e., RRCC) 	
		IST	<ul style="list-style-type: none"> • Coordinates with IOC for potential operational orders and travel planning • Reviews EM Daily to understand developing or impending emergency 	
		DOI-ICT	<ul style="list-style-type: none"> • Maintains an availability roster and coordinates with IOC for potential operational orders and travel planning • Reviews EM Daily to understand developing or impending emergency 	

Level 3 (Significant Event)		DOI Principal Planners	<ul style="list-style-type: none"> • Coordinating agencies confer with the DOI bureau/office that supports the ESF/RSF to maintain situational awareness • Confers with point of contact at ESF or RSF Coordinating Agency to gather information regarding impending ESF or RSF activations and possible DOI resource needs • Reports to IOC any ESF or RSF activity and mission assignments. • Utilizes ICS-209-DOI form to submit relevant information regarding developing event to the IOC • Utilizes SPOT Reports to report emerging, evolving issues that cannot wait until the next issuance of the EM Daily
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Level 2 (Severe Event)	Trigger		
	<p>An emergency occurs that affects multiple Interior bureaus and offices, involves multiple Interior resources or has become a national event. This may cause a significant loss of life and property damage.</p> <p>Level 2 may also include special events of a complex nature affecting DOI lands or involving significant levels of DOI resources.</p>	OEM	<ul style="list-style-type: none"> • All staff on call 24/7 and optional training and travel cancelled • Develops and distributes Emergency Management Activation Notice • Convenes EMC at the Executive level, as needed • Coordinates with NRCC and NOC to determine whether DOI representation is required • Ensures required representation/liaisons for functions involved (e.g., LE, Security, Intel), as required
		IOC	<ul style="list-style-type: none"> • Develops IAP • Maintains normal staffing with a minimum of two-persons on night and weekend shifts • Staffing augmented by additional IOC staff or subject matter experts, as needed • Conducts notifications in accordance with IOC SOPs • Develops and distributes EM Daily Situation Report (Mon-Sun) • Develops and distributes SPOT Reports, as needed • Develops and distributes Situational Executive Summary, as needed • Develops and displays Daily Operations Briefing (Mon-Sun) • Posts incident related info on WebEOC and HSIN • Activates the <i>Employee Accountability Plan</i> and the Employee Emergency Locator System (EELS) • Participates in interagency meetings, telecoms, VTCs as necessary • DOI Operational Rhythm is modified to coincide with the DHS Battle Rhythm (see Annex B) • Commences tracking tasks (executive level, interagency, and otherwise)
		EMC	<ul style="list-style-type: none"> • Affected bureaus/offices submit the ICS-209-DOI form to report preparedness activities or significant emergency incidents • Attends daily meeting/teleconference • EM Coordinator(s) from the affected bureau(s)/office(s) may provide for coverage to answer questions and/or identify liaisons to the IOC • Affected bureaus/offices submit SPOT Reports to report emerging, evolving issues that cannot wait until the next issuance of the EM Daily • Unaffected bureau/office EM Coordinators maintain normal coverage and be prepared to respond to informational inquiries as necessary
		I-RECCs	<ul style="list-style-type: none"> • Affected I-RECC region(s) provide a daily update to the IOC using the ICS-209-DOI form, if appropriate • Affected I-RECC region(s) submit SPOT Reports to report emerging, evolving issues that cannot wait until the next issuance of the EM Daily, as necessary • I-RECC Chairs in affected region(s) coordinate with I-RECC members and FEMA’s regional office to ensure representation for DOI at RRCC if necessary
		IST	<ul style="list-style-type: none"> • Activated based on resource requirements and footprint of developing emergency or event • Activated IST members are integrated within OEM as directed

Level 2 (Severe Event)		DOI-ICT	<ul style="list-style-type: none"> • May be activated based on resource requirements and footprint of developing emergency or event • Integrated into the Unified Command implementing the bureau's or Department's strategic direction for coordination of the emergency or event
		DOI Principal Planners	<ul style="list-style-type: none"> • Coordinating agencies confer with the DOI bureau/office that supports the ESF/RSF to maintain situational awareness • Confers with point of contact at ESF or RSF Coordinating Agency to gather information regarding impending ESF or RSF activations and possible DOI resource needs • Reports to IOC any ESF or RSF activity and mission assignments • Utilizes ICS-209-DOI form to submit relevant information regarding developing emergency to the IOC • Utilizes SPOT Reports to report emerging, evolving issues that cannot wait until the next issuance of the EM Daily

Level 1 (Catastrophic Event)	Trigger		
	<p>A large-scale disaster incident has occurred or is in progress that affects multiple Interior bureaus / offices within multiple regions, involves multiple Interior resources, or is a national-level emergency. This event is causing a significant loss of life and property damage.</p>	OEM	<ul style="list-style-type: none"> • All leave cancelled • All staff members on call 24/7 • Develops and distributes Emergency Management Activation Notice • Convenes EMC at the Executive level • Ensures sustainability of IOC workforce • Assigns liaison to NRCC for interagency coordination • Coordinates with NOC to determine whether DOI representation is required • Ensures required representation/liaisons for functions involved (e.g., LE, Security, Intel), as required
		IOC	<ul style="list-style-type: none"> • All leave cancelled • Develops IAP • Staffing will be augmented by additional IOC staff or subject matter experts • Conducts notifications IAW IOC SOP • Develops and distributes EM Daily Situation Report (Mon-Sun) • Develops and distributes SPOT Reports, as needed • Develops and distributes Situational Executive Summary (Mon-Sun) • Develops and displays Daily Operations Briefing (Mon-Sun) • Posts incident related info on WebEOC and HSIN • Activates the <i>Employee Accountability Plan</i> and the Employee Emergency Locator System (EELS) • Participates in interagency meetings, telecoms, VTCs as necessary • DOI Operational Rhythm is modified to coincide with the DHS Battle Rhythm • Commences tracking tasks (executive level, interagency and otherwise)
		EMC	<ul style="list-style-type: none"> • All bureaus/offices submit the ICS-209-DOI form to report preparedness activities or significant emergency incidents – to include negative reports (i.e. “nothing to report”). • Attends daily meeting/teleconference • EM Coordinator(s) from the affected bureau(s)/office(s) may provide for coverage to answer questions and/or identify liaisons to the IOC • Unaffected bureau/office EM Coordinators maintain normal coverage and be prepared to respond to informational inquiries as necessary
		I-RECCs	<ul style="list-style-type: none"> • Affected I-RECC region(s) provide a daily update to the IOC using the ICS-209-DOI form, if appropriate • Affected I-RECC region(s) submit SPOT Reports to report emerging, evolving issues that cannot wait until the next issuance of the EM Daily, as necessary • I-RECC Chairs in affected region(s) coordinate with I-RECC members and FEMA’s regional office to ensure representation for DOI at RRCC if necessary
IST		<ul style="list-style-type: none"> • Activated IST members are integrated within OEM as directed 	

Level 1 (Catastrophic Event)	DOI-ICT	<ul style="list-style-type: none"> • Integrated into the Unified Command implementing the bureau's or Department's strategic direction for coordination of the emergency or event
	DOI Principal Planners	<ul style="list-style-type: none"> • Coordinating agencies confer with the DOI bureau/office that supports the ESF/RSF to maintain situational awareness • Confers with point of contact at ESF or RSF Coordinating Agency to gather information regarding impending ESF or RSF activations and possible DOI resource needs • Reports to IOC any ESF or RSF activity and mission assignments • Utilizes ICS-209-DOI form to submit relevant information regarding developing event to the IOC

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A.1 Level 4 (Routine Operations)

At Level 4 IOC Activation, OEM is maintaining normal operational status. The IOC is operating under the assumption that no significant emergencies are in progress or pending or that an existing event/emergency has reached demobilization. If an emergency occurs that affects one office and/or bureau within a single geographic area, the IOC will most likely maintain a Level 4 status.

Specific activities at Level 4 occur as follows:

- Office of Emergency Management (OEM)
 - OEM does not require special staffing nor is it conducting incident related meetings.
- Interior Operations Center (IOC)
 - The IOC does not require supplemental staffing to maintain operations. The IOC produces the standard reports Monday through Friday to include: SPOT Reports, the Daily Operations Brief and the EM Daily Situation Report. IOC staff also posts any incident related information on WebEOC and on the DHS HSIN. The IOC conducts notification tests, exercises and alerts in accordance with normal SOPs.
- Emergency Management Council (EMC)
 - The EMC conducts its routine business to include: updating or validating key office/bureau telephone and email contacts with the IOC to ensure communication rosters are current (e.g., SafeTalk rosters and the emergency reporting system notification lists). They verify that members have access to systems such as WebEOC and SafeTalk. The EMC conducts its monthly meeting.
- Interior Regional Emergency Coordination Councils (I-RECCs)
 - The I-RECCs validate and update member contact information with the IOC and I-RECC Leads to ensure contact rosters are current. The I-RECC holds its quarterly meetings as scheduled.
- Incident Support Team (IST)
 - The IST attends its normal bi-monthly meeting and members ensure they are ready to deploy (e.g., checks SafeTalk calendar for accuracy, and update personal contact information). The IST reviews the EM Daily Situation Report to maintain awareness of any current or impending event or emergency.
- Department of the Interior Incident Coordination Team (DOI-ICT)
 - The DOI-ICT conducts and participates in interagency training and exercises to ensure readiness. Members ensure they are ready to deploy (e.g., checks SafeTalk calendar for accuracy, and update personal contact information). The DOI-ICT reviews the EM Daily Situation Report to maintain awareness of any current or impending event or emergency.
- DOI Principal Planners

- The DOI Principal Planners participate in Departmental and interagency training and exercises to ensure readiness. The Planners' routine activities include ensuring that ESF and RSF contacts are current and reviewing changes in ESF/RSF and NRF/NDRF policies and guidance.

A.2 Level 3 (Enhanced Operations)

The IOC moves to Activation Level 3 as a result of an emergency occurring that has caused or has the potential to cause moderate to heavy damage to DOI infrastructure or have associated injuries/deaths to personnel. DOI may deploy assessment, investigative, or emergency response teams to assess and/or mitigate damage at Level 3. Additionally, if the incident has the potential to become a national emergency or has received media attention, the IOC moves to Activation Level 3.

Specific activities at Level 3 occur as follows:

- OEM
 - OEM staff ensures their availability for duty at any given time. The Director of OEM or designee develops and distributes the EM Activation Memo which provides an operational picture of the emergency for affected offices and bureaus and provides specific responsibilities. OEM divisions coordinate with OLES and additional offices as needed to enhance interagency response efforts.
- IOC
 - The IOC develops and distributes the IAP. The IOC's IAP addresses the overall incident objectives, operational assignments, and planned activities for each participating office or bureau for each operational period. The IOC maintains normal staffing with a minimum of two persons on night and weekend shifts, but staffing may be augmented as required. The IOC produces the Daily Operations Brief and the EM Daily Situation Report Monday through Friday and on the weekends if needed. SPOT Reports and Situational Executive Summaries are produced as needed. The IOC continues to conduct notifications according to SOPs (e.g., bureau/office activity, National Response Coordination Center (NRCC)/ RRCC and ESF/RSF activations, etc.). The IOC posts all incident related information to WebEOC and HSIN.
- EMC
 - EMC members remain on stand-by to participate in meetings/teleconferences as needed. As mission related information is collected, the affected bureau(s)/office(s) submit the DOI Situation Report (ICS-209-DOI) form, to report emergency activities. EM Coordinator(s) from the affected bureau(s)/office(s) provide for on-call coverage to answer questions while unaffected bureau/office EM Coordinators maintain normal coverage and are preparing to respond if required.
- I-RECCs
 - Affected I-RECC region(s) provide a daily update to the IOC using the DOI Situation Report (ICS-209-DOI), if appropriate. I-RECCs ensure connectivity

with FEMA in the region (i.e., the RRCC). The I-RECC lead communicates consistently with FEMA regional staff and OEM to ensure situational awareness.

- IST
 - IST members review the IAP and EM Daily Situation Report to maintain situational awareness. Available IST members coordinate with the IOC for potential operational orders and travel planning.
- DOI-ICT
 - DOI-ICT members maintain an availability roster and coordinate with IOC for potential operational orders and travel planning. Members review EM Daily to understand developing or impending emergencies.
- DOI Principal Planners
 - DOI Principal Planners confer with the point of contact at the ESF Lead Agency and the RSF Coordinating Agency to gather information regarding impending ESF and RSF activations and possible DOI resource needs. Coordinating agencies confer with ESF and RSF primary and support agencies, Bureau and PMB offices to maintain situational awareness and to identify and coordinate appropriate resource support to the ESF or RSF when requested through MA. Once an operational period, DOI Principal Planners report to the IOC any ESF or RSF activity, mission assignments and relevant information by utilizing the DOI Situation Report (ICS-209-DOI).

A.3 Level 2 (Severe Operations)

The IOC moves to Activation Level 2 as a result of an emergency occurring that caused or has the potential to cause heavy to severe damage to areas where DOI infrastructure and personnel are located. Level 2 may also include special events of a complex nature affecting DOI lands or involving significant levels of DOI resources. The incident may require the deployment of a Type 3 or Type 2 IMTs to assess, stabilize, or recover from the event. At Level 2, this emergency may cause a substantial loss of life and destruction of property and may be regional in size. The scope of the emergency may activate preparation, planning and response requirements to meet long-term recovery objectives.

Specific activities at Level 2 occur as follows:

- OEM
 - All OEM staff is on-call 24/7 and optional training and travel is cancelled. OEM develops and distributes the EM Activation Memo, and convenes the EMC at the executive level to ensure a flow of critical information such as resource deployments and IMT activity. OEM coordinates with the NRCC and the National Operations Center (NOC) to determine whether DOI representation is required. OEM ensures that required representation/liaisons for mission essential functions involved (e.g., law enforcement, security and intelligence) are provided and met.

- IOC
 - The IOC develops and distributes the IAP to provide the overall incident objectives, operational assignments and planned activities for the IOC for each operational period. The IOC maintains normal staffing with a minimum of two persons on night and weekend shifts but staffing may be augmented as required. The IOC produces the Daily Operations Brief and the EM Daily Situation Report Monday through Sunday. SPOT Reports and the Situational Executive Summary are produced when required (e.g., change in situation, update from bureau/office, employee accountability issue, employee serious injury or death associated with the event or response). The IOC shares information by conducting notifications according to SOPs (e.g., bureau/office activity, NRCC/RRCC and ESF/RSF activations, etc.) and posts all incident-related information to WebEOC and HSIN. The IOC activates the *OS Employee Accountability Plan* and the Employee Emergency Locator System (EELS) to allow for all DOI employee accountability. The Employee Accountability Unit is activated to the IOC to handle accountability issues. The IOC participates in scheduled interagency meetings and teleconferences/video teleconferences (VTCs) as necessary, while modifying the DOI Operational Rhythm to coincide with the DHS Battle Rhythm and commences tracking tasks (executive level, interagency and otherwise).
- EMC
 - The affected bureau(s)/office(s) Emergency Coordinators submit the DOI Situation Report (ICS-209-DOI) form to report preparedness activities or significant emergency related activities including negative reports (i.e. “nothing to report”). Affected bureaus/offices submit SPOT Reports to report emerging/evolving issues that cannot wait until the next issuance of the EM Daily. EM Coordinator(s) from the affected bureau(s)/office(s) provide for on-call coverage to answer questions while unaffected bureau/office EM Coordinators maintain normal coverage and prepare to respond if required.
- I-RECCs
 - The affected I-RECC region(s) provide a daily update to the IOC using the DOI Situation Report (ICS-209-DOI), if appropriate. Affected I-RECCs submit SPOT Reports to report emerging/evolving issues that cannot wait until the next issuance of the EM Daily. I-RECCs ensure connectivity with FEMA in the region (i.e., RRCC). The I-RECC chair communicates regularly with FEMA regional staff and OEM to ensure situational awareness.
- IST
 - IST members continue to review the IAP and EM Daily Situation Report to maintain situational awareness. Available IST members coordinate with the IOC for potential operational orders and travel planning. If required by emergency related activities, elements of the IST are activated to support OEM.

- DOI-ICT
 - DOI-ICT may be activated based on resource requirements and footprint of developing emergency or event. The DOI-ICT is integrated into the UC implementing the bureau's or Department's strategic direction for coordination of the emergency or event.
- DOI Principal Planners
 - The DOI Principal Planners confer with the point of contact at the ESF or RSF Coordinating Agency to gather information regarding impending ESF and RSF activations and possible DOI resource needs. Coordinating agencies confer with ESF and RSF primary and support agencies, Bureau and PMB offices to maintain situational awareness and to identify and coordinate appropriate resource support to the ESF or RSF when requested through MA. Once an operational period, they will report to the IOC any ESF or RSF activity, mission assignments and relevant information by utilizing the DOI Situation Report (ICS-209-DOI) form. DOI Principal Planners engaged in activities may also submit SPOT Reports to report emerging/evolving issues that cannot wait until the next issuance of the EM Daily.

A.4 Level 1 (Catastrophic Operations)

The IOC Activation Level is raised to Level 1 when a large-scale disaster has occurred or is in progress that affects multiple bureaus/offices within multiple regions, involves multiple DOI resources, or is a national emergency. A considerable number of Departmental resources are responding, including substantial support to multiple ESFs or RSFs under the NRF or NDRF. At Level 1, long-term deployment of IMTs may occur. The emergency may have caused or is causing a significant loss of life and/or property damage across multiple regions or states.

Specific activities at Level 1 occur as follows:

- OEM
 - The Director or designee cancels all OEM leave and all OEM staff members are on-call 24/7. OEM develops and distributes the EM Activation Memo, and convenes the EMC at the executive level to ensure a flow of critical information such as resource deployments and IMT activity. OEM ensures sustainability of IOC workforce through changing shifts, augmentation of staff, establishing an alternate work location and/or providing Personal Protective Equipment (PPE) for the duration. OEM assigns a liaison to the NRCC for interagency coordination and coordinates with the NOC to determine whether DOI representation is required. OEM ensures that required representation/liaisons for mission essential functions involved (e.g., law enforcement, security, intelligence) are provided and met.
- IOC
 - The IOC develops and distributes an IAP for each operational period. The IOC maintains normal staffing with a minimum of two persons on night and weekend shifts, but staffing may be augmented as required. The IOC produces the Daily

Operations Brief, the EM Daily Situation Report and the Situational Executive Summary Monday through Sunday. SPOT Reports are produced when required (e.g., change in situation, update from bureau/office, employee accountability issue, employee serious injury or death associated with the event or response). The IOC shares information by conducting notifications according to SOPs (e.g., bureau/office activity, NRCC/RRCC and ESF/RSF activations, etc.) and posts all incident-related information to WebEOC and HSIN. The IOC activates the OS Employee Accountability Plan and the EELS to allow for all DOI employee accountability. The Employee Accountability Unit is activated to the IOC to handle accountability issues. The IOC participates in scheduled interagency meetings and teleconferences/ VTC as necessary, while modifying the DOI Operational Rhythm to coincide with the DHS Battle Rhythm and commences tracking tasks (executive level, interagency and otherwise).

- EMC
 - The affected bureau(s)/office(s) Emergency Coordinators submit the DOI Situation Report (ICS-209-DOI) form to report preparedness activities or significant emergency related activities including negative reports (i.e. “nothing to report”). Affected bureaus/offices submit SPOT Reports to report emerging/evolving issues that cannot wait until the next issuance of the EM Daily. The EMC attends daily meetings/teleconferences and EM Coordinator(s) from the affected bureau(s)/office(s) provide for on-call coverage to answer questions and/or identify liaisons to the IOC while unaffected bureau/office EM Coordinators maintain normal coverage are prepared to respond.
- I-RECCs
 - The affected I-RECC region(s) provide a daily update to the IOC using the DOI Situation Report (ICS-209-DOI) form, if appropriate. In addition, affected I-RECCs submit SPOT Reports to report emerging/evolving issues that cannot wait until the next issuance of the EM Daily. I-RECC Chairs in affected region coordinate with I-RECC members and FEMA’s regional office to ensure representation for DOI at RRCC, if necessary.
- IST
 - IST members are activated based on resource requirements and footprint of developing emergency. The activated IST members are integrated within OEM as directed to fulfill mission requirements.
- DOI-ICT
 - DOI-ICT is integrated into the UC implementing the bureau’s or Department’s strategic direction for coordination of the emergency or event.
- DOI Principal Planners
 - The DOI Principal Planners confer with the point of contact at the ESF or RSF Coordinating Agency to gather information regarding impending ESF or RSF activations and possible DOI resource needs. Coordinating agencies confer with ESF and RSF primary and support agencies, Bureau and PMB offices to maintain

situational awareness and to identify and coordinate appropriate resource support to the ESF or RSF when requested through MA. The DOI Principal Planners report to IOC any ESF or RSF activity and mission assignments, and utilize the DOI Situation Report (ICS-209-DOI) form to submit relevant information regarding the developing event to the IOC. In addition, DOI Principal Planners engaged in activities may also submit SPOT Reports to report emerging/evolving issues that cannot wait until the next issuance of the EM Daily.

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Annex B: Battle Rhythm

The following sample IOC Battle Rhythm provides for two 12-hour shifts:

- 0600** Reports due in from Emergency Coordinators and IOC shift change and briefing

- 0615** Review and analyze overnight information. Prepare EM Daily report and send Requests for Information (RFIs), alerts, and notifications as necessary.

- 0800** EM Daily report posted on SafeTalk and HSIN

- 0830** Distribute the day's IAP for the IOC and OEM

- 1000** DOI Secretary's Emergency Leadership Team meeting

- 1100** Conference calls, as necessary, with individual bureaus concerning specific ESF matters

- 1230** FEMA NRCC VTC

- 1400** Situation briefing conference call with Emergency Management Council

- 1500** TAC-G (BIA-led) and National Incident Communications Conference Line (NICCL) (FEMA-led) teleconferences

- 1800** Shift change

- 1830 – 0600** Night shift monitors news media and all incoming information, analyzes information, and prepares reports and presentation materials

Note: Individual bureaus may be participating in ESF-specific conference calls or teleconferences throughout the course of the day, reporting pertinent information to the IOC for inclusion in reports.

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Annex C: Emergency Management Visibility Items

In the event DOI personnel are deployed to participate in emergency management activities, it is important that they can be easily identified based on their role/function and/or bureau. Standard-issue federal government identification cards and DOI and/or bureau clothing items must be used by deployed personnel.

Homeland Security Presidential Directive-12 (HSPD-12)

Those employees that will deploy away from their home office to support emergency management activities should ensure that a red stripe with “Federal Emergency Response Official” appears on the bottom of their HSPD-12 card. Bureau employees should contact the bureau Emergency Coordinator to gain approval for the “Federal Emergency Response Official” designation. OS employees should contact OEM for such designation.

Clothing Items

Official, highly-visible DOI or bureau apparel ensures easy public recognition of DOI personnel and efforts. OEM has designated a standard logo for any bureaus that do not already possess a visual logo that is recognized by the public. The logo includes the Interior emblem and a standard lettering template that can be customized for different emergency team names. Other emergency management shirts can be purchased for bureaus and offices by providing information to OEM.

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Annex D: Communicating Emergency Information

OEM has the responsibility to facilitate effective information flow during all emergencies. OEM must achieve and maintain communication ability with offices and bureaus, mission partners, stakeholders and senior leadership both within and outside of the Department. Table D-1 identifies the current communication groups, their members and functions, and where their updated membership rosters are found on SafeTalk.

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Table D-1. Communications Matrix

EMAIL Group Name (each to be preceded by DOI_CMS_)	Group Members & Function	Group Admin	SafeTalk Roster
EC01A_DCAreaAdvisoryInternal	National Capital Region (NCR) bureau and office security and/or emergency management POCs to be notified of all emergency information.	IOC	
EC01B_DCAreaAdvisoryExternal	DOI external partners to be notified of all emergency information.	IOC	
EC02A_EMCoordinators	Bureau and office assigned as Emergency Coordinators. Used by OEM to communicate with primary on-call personnel and subject matter experts for updates and situational awareness.	PRD	EC02 – Emergency Management Coordinators and Alternates
EC02B_EMCoordinatorsAlternates	The EM Alternate Coordinator's list provides a point of access for bureau and office Alternate EM Coordinator's Personal Identifiable Information (PII). Depending on availability of the EM Coordinators, the Alternate EM Coordinators list will be used by the IOC to amend the EM Coordinators list during specific events.	PRD	EC02 – Emergency Management Coordinators and Alternates
EC02C_EMCExecutives	EMC Executives		
EC03A_InteriorCrisisActionTeam	Interior Crisis Action Team; Departmental and bureau personnel who provide interagency coordination during national security events.	COOP	EC03 – Interior Crisis Action Team
EC03B_Operations	Team Operations	COOP	
EC03C_Support	Team Support	COOP	
EC04_EnvironmentalPolicy	Environmental Policy & Compliance	COOP	
EC05_SeniorCOGCONTelecon	This PII contact list is to notify senior members of changes to COGCON	COOP	EC05 – Senior COGCON Teleconference
EC06A_COOPTeam	Continuity of Operations Team	COOP	EC06 – Continuity of Operations Team & Alternates
EC06B_COOPTeamAlternates	Continuity of Operations Team Alternates	COOP	EC06 – Continuity of Operations Team & Alternates
EC06C_Deployment_Option_2	COOP Team Deployment option 2	COOP	

EMAIL Group Name (each to be preceded by DOI_CMS_)	Group Members & Function	Group Admin	SafeTalk Roster
EC06D_Deployment_Option_3	COOP Team Deployment option 3	COOP	
EC06E_SiteETeam	Site E Team	COOP	
EC06F_SiteE_EPT	Site E Executive Policy Team	COOP	
EC07_SecurityDetail	Security Detail		EC07 – Security Detail
EC08_SLSuccessorTracking	Senior Leadership Tracking, produced by the IOC to provide locations of senior leadership in the event that emergency notification is required.	IOC	EC08 – Senior Leadership Successor Tracking List
EC09_COOPActivationSites	COOP activation sites	COOP	
EC10_InteragencyLiaisons	Personnel that are identified as Interagency Liaisons in Washington DC and Denver, CO	COOP	EC10 – Interagency Liaisons
EC11A_IOSSeniorOfficials	DOI Leadership - IOS Senior Officials. Current list of Senior Personnel from IOS	IOC	
EC11B_AssistantSecretaries	DOI Leadership – Assistant Secretaries. Current list of Personnel from Assistant Secretary level	IOC	
EC11C_BureauHeads	DOI Leadership – Bureau Heads. Current list of Personnel from Bureau/office leadership	IOC	
EC11D_BureauDeputies	DOI Leadership – Bureau Deputies. Current list of Personnel from Bureau/office Deputies	IOC	
EC11E_DeputyAsstSecretaries	DOI Leadership – Deputy Assistant Secretaries. Current list of Personnel from DAS	IOC	
EC11F_PMBOfficeHeads	DOI Leadership – PMB Office Heads. Current list of Personnel from PMB	IOC	
EC12_NRFPlanners	POCs for <i>National Response Framework</i> (NRF) Emergency Support Function (ESF) interagency coordination.	PRD	EC12 – National Response Plan ESFs
EC13A_IRECC-1	Members of DOI Regional Emergency Coordination Council (I-RECC) for Region 1: CT, MA, ME, NH, RI, VT.	PRD	EC13 – Interior Regional Emergency Coordination Councils
EC13B_IRECC-2	Members of I-RECC 2: NJ, NY, PR and VI	PRD	EC13 – Interior Regional Emergency Coordination Councils
EC13C_IRECC-3	Members of I-RECC 3: DC, DE, MD, PA, VA, WV	PRD	EC13 – Interior Regional Emergency Coordination Councils

EMAIL Group Name (each to be preceded by DOI_CMS_)	Group Members & Function	Group Admin	SafeTalk Roster
EC13D_IRECC-4	Members of IRECC 4: AL, FL, GA, KY, MS, NC, SC, TN	PRD	EC13 – Interior Regional Emergency Coordination Councils
EC13E_IRECC-5	Members of I-RECC 5: IL, IN, MI, MN, OH, WI	PRD	EC13 – Interior Regional Emergency Coordination Councils
EC13F_IRECC-6	Members of I-RECC 6: AR, LA, NM, OK, TX	PRD	EC13 – Interior Regional Emergency Coordination Councils
EC13G_IRECC-7	Members of I-RECC 7: IA, KS, MO, NE	PRD	EC13 – Interior Regional Emergency Coordination Councils
EC13H_IRECC-8	Members of I-RECC 8: CO, MT, ND, SD, UT, WY	PRD	EC13 – Interior Regional Emergency Coordination Councils
EC13I_IRECC-9	Members of I-RECC 9: AZ, CA, HI, NV	PRD	EC13 – Interior Regional Emergency Coordination Councils
EC13J_IRECC-10	Members of I-RECC 10: ID, OR, WA	PRD	EC13 – Interior Regional Emergency Coordination Councils
EC13K_IRECC-AK	Members of I-RECC AK: Alaska	PRD	EC13 – Interior Regional Emergency Coordination Councils
EC13L_IRECCIns	IRECC Insular Affairs: Guam, CNMI, RMI, FSM, American Samoa	PRD	EC13 – Interior Regional Emergency Coordination Councils
EC14A_OPMFacilityEvacuationInt	OPM Facility Evacuation Internal	COOP	
EC15_DOIBATRProtocol	Biological Points of Contact to be contact for a biological event or suspected event.	PRD	
EC16_MIBLEOContactList	MIB LEO contact list		
EC20_OLES	OLES Personnel roster and administrative staff. For notification of daily events within bureaus/offices and the interagency that has an impact on local or national operational plans and procedures. Group is maintained to provide most current situational information	LE	EC20 – OLES – Office of Law Enforcement & Security
EC20_OLES_Admin	OLES Personnel roster and administrative staff. For notification of daily events within bureaus/offices and the interagency that has an impact on local or national operational plans and procedures. Group is maintained to provide most current situational information	LE	EC20 – OLES – Office of Law Enforcement & Security
EC20S_Employee_Fatality_Notice	Employee fatalities		EC20 – OLES – Office of Law Enforcement & Security

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EMAIL Group Name (each to be preceded by DOI_CMS_)	Group Members & Function	Group Admin	SafeTalk Roster
EC21_OEM	OEM personnel roster and administrative staff. List of personnel within OEM that can be notified of events for situational awareness	IOC	EC21 – OEM- Office of Emergency Management
EC21_OEM_Admin	Administrative issues	IOC	EC21 – OEM- Office of Emergency Management
EC21_WatchOfficeList	Watch officers	IOC	EC21 – OEM- Office of Emergency Management
EC21_OEM_Continuity	OEM Continuity Programs Division	IOC	EC21 – OEM- Office of Emergency Management
EC22_DAS_PRE	DAS Public Safety, Resource Protection, and Emergency Services		EC22 – DAS-Public Safety resource Protection & Emergency Services
EC23_OWFC	Office of Wildland Fire Coordination		EC23 – OWFC-Office of Wildland Fire Coordination
EC25_IncidentSupportTeam	Incident Support Team		
EC26_MajorLandmarksIconsPOCs	Major national landmarks & icons POCs		
EC27_BureauLEChiefs	Bureau Law Enforcement Chiefs		
EC28_EICC	Emergency Incident Coordination Center - NPS		
EC29_NBCEmergencyContacts	NBC emergency contact list		
EC30A_EmployeeAccountabilityUn	DOI Employee Accountability Unit		
EC30B_EmergencyPointsofContact	DOI emergency POCs		
EC30C_MIBSIB Disabled	MIB/SIB Disabled		
EC30D_OEP_CommandTeam	Occupant Emergency Plan Command Team		
EC30E_OEP_EvacuationSupportTm	Occupant Emergency Plan Evacuation Support Team		
EC30F_OEP_Special_Events	OEP special events		

EMAIL Group Name (each to be preceded by DOI_CMS_)	Group Members & Function	Group Admin	SafeTalk Roster
EC31_OCS_Flash_Report	OCS flash report		
EC40A_ESF11NCHESG	Environmental Safeguards Group		
EC40B_ESF11NCHEExecAgents	Executive Agents		
EC50_IGInvestigatorsList	OIG Investigators list		
EC99C	Activated Team C		
EC99E	Activated Team E		

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Annex E: Senior Interagency Liaisons

The DOI cadre of Senior Interagency Liaisons enhances and facilitates cooperation between the DOI, OEM, the FEMA NRCC, and other interagency partners through participation in national level emergency coordination, response, and information sharing during incidents that involve significant DOI assets.

The DOI Senior Interagency Liaison to the NRCC, or other interagency operations centers, is called upon to report in times of significant federal response and/or recovery activities or potential activations of federal resources that may significantly impact DOI. The DOI Senior Interagency Liaison may also be activated by the DOI OEM Director to facilitate interagency coordination between FEMA and other federal agencies during periods of crisis and consequence management at the federal level.

The DOI Senior Interagency Liaison works in close liaison with appropriate interagency groups, the IOC and the OEM Director, as well as with appropriate DOI bureaus and offices. Cadre members engage in multiple activities, including:

- Supporting the recognition of DOI roles, responsibilities, and interests regarding planning, preparation, response, and recovery to national level disasters and emergencies, assuring interoperability and information exchange between FEMA, DOI, and other disaster partners
- Developing and maintaining contacts, and promoting cooperation between members of FEMA, other federal departments and agencies, OEM, IOC, and DOI Principal Planners, while also promoting coordination and collaboration with the regional and local liaisons to DOI bureaus and offices that have emergency management responsibilities
- Promoting the exchange and dissemination of relevant and up-to-date information between FEMA, other federal departments and agencies, and DOI programs on technical issues of mutual interest
- Providing policy and technical contributions to NRF ESFs and NDRF RSFs, as appropriate
- Assisting with the completion of national data calls, taskers, and other requests for information and support between FEMA and the DOI
- Participating in multidisciplinary discussions and collaborations on behalf of DOI and in line with DOI expressed interests to assist FEMA, DHS, and other federal partners in the identification and preparation of funding and related technical assistance resources to programs and projects, including follow-up missions.

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Annex F: Incident Support Team (IST)

Augmentation and Capabilities

As defined by the *Department of the Interior Emergency Management Policy Guidance Bulletin 2007-2* (EMPGB 2007-2), the purpose of the IST is to support OEM and its operations during significant incidents and COOP events where the immediate resources and staff of OEM are insufficient to fulfill the Department's responsibilities for both the incident and normal operations. In these instances, the IST provides temporary augmentation to OEM and team members will be placed in positions to respond to the needs of the incident.

IST members are generally assigned tasks that will directly support effective decision making at the senior Departmental level. Primarily, IST members are assigned to the collection, analysis, and dissemination of information that is pertinent and contemporary to the incident. Along with collection and analysis, IST members may be required to track issues and coordinate responses across bureaus, OS offices, and in some cases, with other agencies. Members may also be assigned tasks that are necessary to meet operational requirements of the Department.

Listed below are specific examples of the type of work which IST members may be expected to perform:

- Receiving, documenting, and analyzing incoming bureau, office, and interagency reports related to the incident
- Maintaining overall situational awareness of the incident for the Department
- Providing situation reports and briefings on a regular basis
- Tracking task assignments, including coordinating with the affected agencies from initial query to completion of task
- Preparing decision support information for senior leadership
- Documenting critical information and key decisions during conference calls, meetings, and other activities
- Coordinating actions with assigned Departmental liaisons for various elements of OS
- Coordinating administrative and logistics support for the IST.

Additional IST operational information can be found in *The Department of the Interior Office of Emergency Management Incident Support Team Handbook*.

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Annex G: Geospatial Support

In providing a common operating picture for emergency response activities of the Department, OEM will utilize geospatial technologies. Geospatial systems operated for this purpose will be designed to support both headquarters requirements and geospatial needs for field operations.

Geospatial programs and data required for emergency management purposes will be coordinated with the DOI Departmental Geospatial Officer. Bureaus and offices will participate in the establishment of requirements for emergency management geographic information systems through the Geospatial Information System Sub-Committee of the EMC. OEM and OCIO will coordinate to provide the necessary information technology platforms and communications to support the Interior Geospatial Emergency Management System (IGEMS). Through its assigned staff at the IOC, USGS will support the DOI emergency management community in interfacing geospatial requirements with interagency coordinating structures.

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Annex H: Interior Regional Emergency Coordination Councils (I-RECCs)

The I-RECCs provide DOI bureaus and offices a mechanism to communicate and maintain liaison and coordination between I-RECC members and with each FEMA region, including RISCs and RRCCs. I-RECCs give DOI the ability to coordinate emergency activities across bureaus and offices at the regional level. Members of the I-RECC are designated from each bureau/office that has capabilities or program equities within the region. Membership on the I-RECCs is coordinated through each bureau's Emergency Coordinator and members have broad knowledge of their bureau's capabilities within the region.

The I-RECCs emergency management activities are coordinated with other federal agencies as well as with state, tribal, territorial, and local governments. The I-RECCs are coordinating mechanisms and do not supplant the authority of bureaus or offices to manage resources within the region. The chairperson of each I-RECC coordinates with I-RECC members to ensure Departmental participation in regional emergency planning and response activities and dissemination of information regarding these activities to all I-RECC members. At a minimum, I-RECCs meet quarterly.

I-RECCs are located in the ten FEMA regions and in Alaska. The I-RECCs serve as a coordinating mechanism for emergency planning and response and recovery activities among the Interior bureaus which have lands or offices in the region, and provide points of contact for liaison with FEMA and other federal, state, tribal, and local agencies.

The I-RECC may be activated by the Director, OEM or the I-RECC Chair during emergencies. When activated, I-RECC members share information on bureau/office emergency response activities and capabilities, and facilitate response and recovery activities. During incidents, the I-RECC may be required to coordinate various response activities, including but not limited to the following:

- *Bureau/Office Incident Response.* I-RECCs can facilitate mutual aid among bureaus for emergency incidents which occur within the region.
- *Immediate Emergency Response.* Under 900-DM-1.10, bureau/office field personnel may provide support to local governmental authorities when imminently serious conditions exist. The I-RECC may coordinate with field personnel from bureaus/offices within the region to facilitate requests for immediate emergency response.
- *Regional Response Coordination Center (RRCC).* When the RRCC is activated by FEMA, representatives may be requested from DOI for various ESF or RSF activities (see Appendix 1 and Appendix 2). The I-RECC Chair can participate in RRCC coordination when DOI equities are involved.
- *National Response Framework (NRF).* At the regional level, the NRF ESF coordination activities may be carried out by the I-RECC member assigned from the responsible bureau or office that serves as DOI Principal Planner. In this capacity, the I-RECC members serve as DOI Regional Principal Planners for the ESF assigned to their bureau/office, taking direction for such activities from the DOI Principal Planner. (The I-RECC Chair notifies the IOC should an ESF be activated and the assigned bureau/office

for that ESF is not represented on the I-RECC. In such situations, the IOC coordinates with the DOI Principal Planner(s) to provide representation.)

- *National Disaster Recovery Framework (NDRF)*. At the regional level, the NDRF RSF coordination activities are carried out by the I-RECC member assigned from the responsible bureau or office that serves as “DOI Principal Planner.” In this capacity, the I-RECC members serve as DOI Regional Principal Planners for the RSF assigned to their bureau/office, taking direction for such activities from the DOI Principal Planner. (The I-RECC Chair notifies the IOC should an RSF be activated and the assigned bureau/office for that RSF is not represented on the I-RECC. In such situations, the IOC coordinates with the DOI Principal Planner(s) to provide representation.)
- *DOI ES Plan*. I-RECCs may provide coordination to support the implementation of the *DOI ES Plan*.

Annex I: DOI Incident Coordination Team (DOI-ICT)

Annex and standard operating procedures for the DOI-ICT are in development.

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Annex J: Sample Delegation of Authority

The delegation of authority is an important procedural responsibility that agency administrators have in managing the incident. Such transfer of authority is accomplished through the execution of a written delegation of authority from the agency administrator or director with authority for the area involved, to the re-delegate authority to an incident commander, multi-agency coordinator, etc. who will receive the authority for implementing the agency's direction for management or coordination of the incident.

Delegation of authority is authorized within 200 DM 2.1 B which states – “Generally, in determining the extent to which authority should be re-delegated, consideration should be given to the existence and adequacy of policy and program guides; the need for centralized operations in the interests of efficiency, security, or financial control; the presence of trained personnel or specialized facilities where the authority is to be exercised; or the necessity of coordinating programs on a bureau wide, Departmental, or interagency basis.”

For the purpose of incident response or coordination, the delegation of authority should identify objectives and important issues of concern by the requesting bureau/office, placing performance expectations on the recipient, and should identify and explain:

- Jurisdictional and protection responsibility for the affected and potentially affected land/water.
- The line officer's representative who is authorized to speak for the delegating line officer.
- Incident objectives and their priority.
- Specific parameters or areas that require line officer approval.
- Other responsibilities and areas that may be assumed by the team.
- Resource advisor who will represent the line officer's specific direction to the team.
- Basic documents that guide incident management on the agency/unit.
- Cost constraints and guidelines.
- Property accountability; loss/use rate expectations.
- Incident business advisor and required coordination with the team.
- Guidelines for media relations and incident information management.
- Procedures dealing with threats to other jurisdictions and private property.
- Any local logistical considerations, including procurement and supply procedures.
- Any other constraints or issues, such as current activities by Bureau or other agencies, legal requirements, training opportunities, etc.

In any specified direction, clear, measureable descriptions should be used to the extent possible. The following is an example of language typically used in a delegation of authority to the Incident Commander of an Incident Management Team:

Memorandum

To: _____, Incident Commander

From: Director, National Park Service

Subject: Delegation of Authority, Hurricane Response

Effective 0600 September 26, 20XX you are hereby delegated the authority to oversee the response to the consequences of Hurricane XXXX and any other major tropical storm events for units of the National Park System in the Gulf Coast and associated inland areas of the United States. This delegation carries with it the full responsibility for management of the resources, costs, directly associated with this incident. You are directly accountable to me or my representative listed below.

Your area of operations includes all affected units of the national park system and any associated staging, mobilization or operational facilities. It will also include other operations and areas outside the national park system as assigned and authorized. Your team will manage the response as a Complex with responsibility for the coordination and direction over other incident management teams and resources within the operational area, including assigned resources from other agencies.

Specific management considerations and directives include:

1. Protect human life and operate safely as the first priority.
2. Implement employee assistance programs to include accounting for all employees and their immediate families, determining their needs, and assisting them with short and long term recovery.
3. Prepare and initiate plans for relocation of affected administrative offices.
4. Provide interagency coordination within your operational area with local, state and federal agencies and the various levels of incident management.
5. Ensure that the Washington office and the affected Regions and Parks are kept informed about the consequences and response efforts to the hurricane.
6. Please keep costs to a level commensurate with the needs of the Incident without compromising safety.
7. Provide support to other Department of Interior agencies and their employees.
8. Provide emergency support to affected park neighbors, partners and adjacent communities.
9. You may enter into agreements with other agencies or entities that will expedite the short term and long term recovery of the affected parks and employees or other Department of Interior units as assigned. I will expect you to exercise your professional judgment in

developing agreements that need my approval and/or coordination and consultation with other levels of management and expertise.

At any time I am unavailable, Deputy Director _____ will have full authority to represent me.

Authorized by: _____
Director, National Park Service

Received by: _____
Incident Commander
DOI-ICT Incident Coordinator

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Annex K: Acronyms

ATF.....	Bureau of Alcohol, Tobacco, Firearms, and Explosives
BIA.....	Bureau of Indian Affairs
BLM.....	Bureau of Land Management
BOEM.....	Bureau of Ocean Energy Management
BOR	Bureau of Reclamation
BSEE.....	Bureau of Safety and Environmental Enforcement
CDC	Centers for Disease Control and Prevention
CERCLA.....	Comprehensive Environmental Response, Compensation, and Liability Act of 1980
CI/KR.....	Critical Infrastructure/Key Resources
COGCON.....	Continuity of Government Condition
CONPLAN.....	Concept Plan
COOP	Continuity of Operations
CPCB	Community Planning and Capacity Building
CWA.....	Clean Water Act
DAS.....	Deputy Assistant Secretary
DHS.....	Department of Homeland Security
DM	Departmental Manual
DOI	Department of the Interior
DOI-ICT.....	Department of the Interior Incident Coordination Team
DRG	Domestic Resilience Group
EMC.....	Emergency Management Council
EPA.....	Environmental Protection Agency
ESF.....	Emergency Support Function

ESFLGEmergency Support Function Liaison Group
ESGEnvironmental Safeguards Group
ESNEnterprise Services Network
FDRCFederal Disaster Recovery Coordinator
FEMAFederal Emergency Management Agency
FIOPFederal Interagency Operations Plan
FOSCFederal On-Scene Coordinator
FWSU.S. Fish and Wildlife Service
GSAGeneral Services Administration
HAZMATHazardous Materials
HUDDepartment of Housing and Urban Development
HSPDHomeland Security Presidential Directive
HHSDepartment of Health and Human Services
HSSHealth and Social Services
IBCInterior Business Center
ICSIncident Command System
IMTIncident Management Team
INDImprovised Nuclear Device
IOCInterior Operations Center
IPQG*Incident Positions and Qualifications Guide*
ISTIncident Support Team
JICJoint Information Center
JFOJoint Field Office
MACMulti-agency Coordination System
MIBMain Interior Building

MOAMemorandum of Agreement

MOBMobilization

NCHNatural and Cultural Resources and Historic Properties

NCP.....National Contingency Plan

NCTC.....National Counterterrorism Center

NCRNational Capital Region

NCRNatural and Cultural Resources

NDRF.....*National Disaster Recovery Framework*

NEPANational Environmental Protection Act

NHPA.....National Historical Preservation Act

NICCL.....National Incident Communications Conference Line

NIFCNational Interagency Fire Center

NIMS.....National Incident Management System

NIPP*National Infrastructure Protection Plan*

NOCNational Operations Center

NPFC.....National Pollution Funds Center

NPSNational Park Service

NRCC.....National Response Coordination Center

NRF.....*National Response Framework*

NRS.....National Response System

NRT.....National Response TeamNSPD National Security Presidential Directive

NTASNational Threat Advisory System

OAS.....Office of Aircraft Services

OCIO.....Office of the Chief Information Officer

OCS.....Outer Continental Shelf

OEM.....Office Emergency Management
OEP.....Occupant Emergency Plan
OEPCOffice of Environmental Policy and Compliance
OHROffice of Human Resources
OIAOffice of Insular Areas
OLES.....Office of Law Enforcement and Security
ONRROffice of Natural Resources Revenue
OPA.....Oil Pollution Act
OPLANOperational Plan
OSH.....Office of Occupational Safety and Health
OSLTFOil Spill Liability Trust Fund
OSMRE.....Office of Surface Mining Reclamation, and Enforcement
OWF.....Office of Wildland Fire
PKEMRAPost-Katrina Emergency Management Reform Act
PLEPrincipal’s Level Exercise
PMBPolicy, Management & Budget
PPDPresidential Policy Directive
PRFA.....Pollution Removal Funding Authorization
REO.....Regional Environmental Officer
RRCC.....Regional Response Coordination Center
RRT.....Regional Response Team
RSFRecovery Support Function
RSFLGRecovery Support Function Liaison Group
SAR.....Search and Rescue
SIBSouth Interior Building

SOL.....Office of the Solicitor
SONS.....Spill of National Significance
SOPStandard Operating Procedure
TAC-GTribal Assistance Coordination Group
UC.....Unified Command
USCG.....U.S. Coast Guard
USDA.....Department of Agriculture
USFSU.S. Forest Service
USGSU.S. Geological Survey
USPPU.S. Park Police

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Appendix I DOI Responsibilities under the National Response Framework and Response Federal Interagency Operations Plan

President Obama signed PPD-8 in March 2011, requiring the development of a National Planning System to integrate planning across all levels of government, the private and nonprofit sectors, faith-based organizations, and local, state, tribes, territories, and the freely associated states – the whole community. The National Planning System includes the following elements: a set of National Planning Frameworks that describe the key roles and responsibilities to deliver required core capabilities; FIOPs that provide further detail regarding roles and responsibilities, specify the critical tasks, and identify resourcing and sourcing requirements for delivering core capabilities; federal department and agency operational plans to implement the FIOPs; and comprehensive planning guidance to support planning by local, state, tribal, territorial, and insular area governments, nongovernmental organizations, and the private sector.

The *Response* FIOP builds upon the NRF, which sets the strategy and doctrine for how the whole community builds, sustains, and delivers the Response core capabilities identified in the National Preparedness Goal. The *Response* FIOP describes the concept of operations for integrating and synchronizing existing national-level federal capabilities to support local, state, tribal, territorial, the freely associated states, and federal plans, and is supported by federal department-level operational plans where appropriate. The concept of operations and supporting tasks contained in the *Response* FIOP are scalable, flexible, and adaptable, allowing the FIOP to be used regardless of cause, size, location, or complexity.

The *Response* FIOP is directed toward federal department and agency operations, and recognizes that success is dependent upon federal interagency collaboration and integration. DOI will develop and maintain Department, agency, and office-level operational plans to deliver capabilities and fulfill responsibilities defined within the NRF and the *Response* FIOP. Bureaus may use existing plans, protocols, standard operating procedures, or standard operating guides for the development of these plans.

1. **DOI Roles**

The NRF has established 14 ESFs as the critical coordinating systems through which federal departments and agencies coordinate capabilities and resources. For each ESF, the NRF has identified a coordinating department or agency, a primary agency, and support agencies. DOI has been identified as:

- Primary Agency for ESF #9 – Land Search and Rescue (SAR)
- Primary Agency for ESF #11 – Natural and Cultural Resources and Historic Properties (NCH)
- Support Agency for all 12 other ESFs.

DOI and its bureaus and offices will develop and maintain appropriate operational plans to deliver capabilities and fulfill responsibilities under the NRF and *Response FIOP*. Plans will include how the Department will coordinate and take action under DOI's statutory authorities and/or the Stafford Act.

1.1 Federal Primary Agency

NPS has been designated the Federal Primary Agency for ESF #9 - Land SAR, and DOI's OEPC has been designated the Federal Primary Agency for ESF #11 – NCH. As such, NPS and OEPC coordinate preparedness and response activities with interagency partners for all Land SAR and NCH efforts. NPS and OEPC will support and sustain the overall federal coordinating structures established at the NRCC, the RRCCs, and appropriate Joint Field Office (JFO). NPS and OEPC also serve as the DOI Principal Planner for Land SAR and NCH (see Section 1.2 below). In addition to the responsibilities associated with a DOI Principal Planner, as a Federal Primary Agency, NPS and OEPC will also:

- Participate in exercises and refine plans and procedures, and capture lessons learned
- Participate in contingency and operational planning in conjunction with federal, local, state, tribal, the territories, the freely associated states, the private sector, and non-governmental partners
- Participate in the development of comprehensive public information programs lead by ESF #15 and the Joint Information Center that ensure that the federal government speaks with one voice through each phase of an incident and is accessible to the whole community.

1.2 DOI Principal Planners

DOI Principal Planners are identified for each ESF where Interior has either an interagency leadership or support role. Bureaus/offices assigned responsibility as DOI Principal Planners manage planning, preparedness, and response activities related to the specific ESF as assigned. DOI Principal Planners are also assigned to lead DOI planning efforts for additional annexes to the NRF. DOI Principal Planners represent the Department at ESF planning and activation activities, respectively.

1.3 ESF Support

Some bureaus and offices have specific resources and capabilities that are relied upon and utilized consistently in ESF planning and response activities. The bureaus and offices identified in Table 1-1 as supporting an ESF must actively train and prepare personnel for participating in ESF activations. ESF Support bureaus or offices must coordinate closely with the DOI Principal Planner to ensure they have fully trained personnel to support the ESF.

1.4 Occasional ESF Assistance

Some bureaus and offices can provide occasional assistance to ESF planning and response activities. This assistance is considered irregular and, as such, does not require significant resources to plan and prepare for activations.

2. Responsibilities

Heads of federal departments and agencies with statutory authority for Response FIOF operations may activate and deploy federal resources or teams to the affected area(s) in anticipation of, or in response to, an incident, and in coordination with local, state, tribal, territorial, insular area governments, and private entities.

2.1 Assistant Secretary, Policy, Management, and Budget (PMB)

The Assistant Secretary, PMB, is responsible for overall leadership and coordination of the Department's support to the NRF and represents the Department on the White House-led DRG. Additionally, the Assistant Secretary, PMB, adjudicates unresolved resource issues at the appropriate Departmental or interagency forum.

2.2 Deputy Assistant Secretary, Public Safety, Resource Protection, and Emergency Services

The Deputy Assistant Secretary, Public Safety, Resource Protection and Emergency Services, provides direct oversight of NRF activities and ensures Departmental representation on the DRG.

2.3 Office of Emergency Management

The Director, OEM, provides direction for DOI support under the NRF.

- OEM maintains situational awareness of ongoing Department-wide operations and produces daily reports outlining Departmental response activities and interagency engagement actions and ensures Departmental connectivity, coordination, and representation as required at the NRCC, at RRCCs, and at the NOC, as necessary.
- OEM ensures that Departmental Leadership is continuously updated regarding ongoing response and recovery activities.
- OEM through the EMC coordinates Department-wide policy and resource issues to facilitate efficient and effective response activities.

2.4 Heads of Bureaus and Offices

Heads of bureaus and offices are responsible for ensuring readiness of their organizations to execute assigned roles for the NRF planning, preparedness and response activities. This includes recruiting, equipping, training, and credentialing emergency personnel, and ensuring the safety and health of deployed personnel through health and safety plan, ensuring proper training, and providing appropriate personal protective equipment.

- For bureaus/offices assigned roles as Federal Primary Agency or DOI Principal Planner, designate an individual to manage planning, preparedness, response, and recovery activities related to the specific ESF or annex assignment, and provide direction and oversight of these activities, as appropriate. Subject to limitations as may be imposed as defined in Section 3 of this appendix (Funding), provide necessary resources to meet assigned responsibilities.
- For bureaus/offices assigned roles for ESF support, designate the Bureau/Office Emergency Coordinator or alternate point of contact to participate in preparedness and

planning activities as requested by the DOI Principal Planner and to manage preparedness, training, and resources which the bureau contributes to support ESF activities.

- For bureaus/offices which occasionally provide ESF assistance, through the Bureau/Office Emergency Coordinator, identify resources which may be made available to support ESF activities.

2.5 DOI Principal Planners for the NRF

Those bureaus and offices assigned in Table 1-1 as a Federal Primary Agency or DOI Principal Planner are required to designate an individual to manage planning, preparedness, and response activities related to the specific ESF assignment.

- DOI Principal Planners establish and maintain contact with the primary agency responsible for leading the ESF and coordinate planning efforts by participating in planning meetings and integrating planning documents into existing departmental, bureau, and office emergency management documentation.
- DOI Principal Planners identify and prioritize expected response support capabilities and actions, either in anticipation of an event when possible, or in response to an event within 24 to 72 hours, as necessary.
- DOI Principal Planners coordinate the collection, analysis, and dissemination of all relevant information using established systems and channels.
- During incidents and/or preplanned events, DOI Principal Planners maintain situational awareness regarding ESF activities by participating in meetings, activations, and operational teleconferences as the DOI point of contact for all issues related to the ESF of primary responsibility.
- DOI Principal Planners act as a conduit of information between the IOC, other ESF Support bureaus and offices, and the primary agency for the ESF.
- DOI Principal Planners participate in EMC meetings/teleconferences if the ESF is, or may be, activated in response to a disaster.
- DOI Principal Planners participate in ESG meetings/teleconferences if ESF #10 and/or #11-NCH is, or may be, activated in response to a disaster.
- DOI Principal Planners develop bureau/office-specific ESF standard operating procedures that may be part of larger interagency plans, in conjunction with a few other agencies, or may be wholly internal to a bureau/office.
- DOI Principal Planners who lead ESFs where DOI is identified as a Federal Primary Agency represent the Department in national level management and coordination groups, such as the FEMA Emergency Support Functions Leadership Group (ESFLG). Additionally, these DOI Principal Planners coordinate and collaborate with OEM to provide a united effort representing the Department in national emergency management forums.

3. Funding

Response activities under the NRF are funded by Mission Assignments from FEMA under the authority of the Stafford Act. In some circumstances, FEMA or other departments/agencies, including DOI, may utilize the mechanisms of the NRF using alternate funding sources. Response activities under the auspices of the NRF should not be undertaken without having a Mission Assignment or another funding mechanism in place.

Under the NRF, Federal Primary Agencies are expected to provide funding for preparedness activities which they have agreed to lead and coordinate under the framework (i.e., Land SAR and NCH). These roles have been accepted because there is a close fit between the organic mission and extant capabilities of the assigned agency and the functions required under the NRF. Bureaus/offices serving as NRF Federal Primary Agencies (i.e., NPS and OEPC) should address gaps both as part of their bureau/office budgeting process and with applicable NRF coordinating entities such as the ESFLG.

DOI's response actions may take place using DOI-specific non-Stafford Act authorities using funding sources other than the Disaster Relief Fund (e.g., mutual assistance agreements) and do not require a Stafford Act declaration. Specific directions can be found in the *DOI Supplement to the Interagency Incident Business Management Handbook*.

During non-Stafford Act incidents, a federal department or agency requesting federal-to-federal support may request deployment of a FEMA comptroller, or they may use their own. The FEMA Administrator, Associate Administrator for Response and Recovery, the Regional Administrator, or the Regional Director may not approve reimbursement of costs incurred while performing work pursuant to disaster assistance authorities independent of the Stafford Act.

4. Coordination

Bureaus/offices with responsibilities for NRF activities shall keep OEM informed as to the status of planning and operational activities related to the framework. All Mission Assignments shall be reported promptly in accordance with 900-DM-4 to the IOC. Bureau/Offices shall also report to OEM any anticipated or actual situations in which resource constraints impede the bureau/office from executing its assigned responsibilities under the framework. OEM will coordinate such issues with the EMC and, as required, raise unresolved issues to the Assistant Secretary, Policy, Management, and Budget for adjudication at the appropriate Departmental or interagency forum.

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Table I-1. DOI Support to the NRF

Emergency Support Functions (ESFs)		OEM	OEPC	OLES	OWF	BIA	BLM	BOEM	BSEE	BOR	ONRR	FWS	IBC	OAS	NPS	OCIO	OCO	OSMRE	USGS
ESF #1	Transportation													●					▲
ESF #2	Communications				■		■					▲			▲	●			
ESF #3	Public Works and Engineering					■	■	▲	▲	●		■	▲		■			■	■
ESF #4	Firefighting				●	■	■					■		■	■	▲			■
ESF #5	Emergency Management	●			■	▲	▲	▲	▲	▲	▲	▲	▲	▲	▲			▲	■
ESF #6	Mass Care, Emergency Assistance, Housing, and Human Services				▲	●													
ESF #7	Logistics Management and Resource Support				●	▲	▲					▲			▲				■
ESF #8	Public Health and Medical Services	●			▲										■				■
ESF #9	Search and Rescue					■						■			★				■
ESF #10	Oil and Hazardous Materials Response		●			■	■	▲	■	▲		■			■				■
ESF #11	Agricultural and Natural Resources Natural/Cultural Resources and Historic Properties	■	★			■	■	■	▲	▲		■			■			■	■
ESF #11a	Agricultural and Natural Resources Animal/Plant Disease and Pest Response	■	▲		▲		■					■			■				●
ESF #12	Energy						▲	■	●	▲									
ESF #13	Public Safety and Security			●		■	■					■			■				
ESF #15	External Affairs					■			▲			▲			■		●		■
ESF #15a	Tribal Affairs	■	■	▲	▲	●	▲			▲		▲			■	■			

 Federal Primary Agency
  DOI Principal Planner
  Supports ESF with fully trained personnel
  Provides occasional assistance

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5. Operations

The following sections provide specific information related to DOI's role for each ESF.

5.1 ESF #1 Transportation

General

ESF #1, under the Department of Transportation (DOT), coordinates the support of management of transportation systems and infrastructure, the regulation of transportation, management of the Nation's airspace, and ensuring the safety and security of the national transportation system. Functions include but are not limited to:

- Transportation modes management and control
- Transportation safety
- Stabilization and reestablishment of transportation infrastructure
- Movement restrictions
- Damage and impact assessment.

ESF #1 is not responsible for movement of goods, equipment, animals, or people.

DOI Roles and Responsibilities

DOI identifies and, if available, provides departmental transportation assets (e.g., fixed-wing aircraft and all-terrain vehicles) and support resources (e.g., mechanics, pilots), if these are the most effective, to support the ESF #1 mission. Resources will be assigned commensurate with each unit's level of training and the adequacy and availability of equipment. OAS, as the DOI Principal Planner for ESF #1, will coordinate asset requests with OWF. OAS also provides aircraft inspectors and approves fleet and vendor aircraft to ensure contract compliance.

USGS supports OWF for ESF #1 functions, principally by providing geospatial products, and environmental monitoring and scientific subject matter expertise, for both situational awareness and in support of response operations.

5.2 ESF #2 Telecommunications and Information Technology

General

ESF #2, under DHS/National Communications System, coordinates the reestablishment of the critical communications infrastructure, facilitates the stabilization of systems and applications from cyber-attacks, and coordinates communications support for response efforts. Functions include but are not limited to:

- Coordination with telecommunications and information technology industries
- Reestablishment and repair of telecommunications infrastructure

- Protection, reestablishment, and sustainment of national cyber and information technology resources
- Oversight of communications within the federal response structures.

DOI Roles and Responsibilities

The Department is responsible for providing personnel and systems as needed, to emergency response teams and coordination centers to assist ESF operations and reporting. OCIO, as the DOI Principal Planner for ESF #2, provides appropriate communications resources, including radio communications systems to support firefighters, law enforcement officers, and incident response operations.

OWF and FWS can provide communications systems and technical personnel to support other Interior communications assets.

5.3 ESF #3 Public Works and Engineering

General

ESF #3, under the U.S. Army Corps of Engineers, coordinates the capabilities and resources to facilitate the delivery of services, technical assistance, engineering expertise, construction management, and other support to prepare for, respond to, and/or recover from a disaster or an incident. Functions include but are not limited to:

- Infrastructure protection and emergency repair
- Critical infrastructure reestablishment
- Engineering services and construction management
- Emergency contracting support for lifesaving and life-sustaining services.

DOI Roles and Responsibilities

The Bureau of Reclamation (BOR) as the DOI Principal Planner for ESF #3 provides engineering support to assist in evaluating damage to water control systems such as dams, levees, and water delivery facilities and structures. BOR also provides personnel to assist in damage assessment, structural inspections, debris clearance monitoring, and restoration of facilities in general. BOR provides technical assistance in contract management, contracting, procurement, construction inspection, and environmental and archeological assessments.

USGS provides construction inspection in the way of plans review, assess breaches with LiDAR surveys, evaluate soil conditions around earthen dams and evaluate damage and environmental effects using remotely sensed data.

BIA provides tribal nation liaisons, as described in the Tribal Relations Support Annex of the NRF, if required.

NPS will provide public health and engineering personnel to assist in the repair and testing of public water and sewage systems.

OWF provides appropriate engineering and contracting/procurement personnel and equipment to assist in emergency removal of debris, demolition, repair of roads and bridges, and temporary repair of essential public facilities, water supply, and sanitation. Resources are assigned commensurate with each unit's level of training and the adequacy and availability of equipment. ESF #4 is the contact for this support.

The Office of Surface Mining Reclamation and Enforcement (OSMRE) can provide engineers, scientists, and subject matter experts.

FWS can provide communications systems and technical personnel to support other Interior communications assets, engineering support for damage evaluation of water control systems, and volunteer support for debris removal.

USGS provides geospatial products, and environmental monitoring and scientific subject matter expertise for situational awareness and in support of response operations.

5.4 ESF #4 Firefighting

General

ESF #4, under the U.S. Department of Agriculture (USDA)/U.S. Forest Service (USFS) and DHS/FEMA/U.S. Fire Administration, coordinates the support for the detection and suppression of fires. Functions include but are not limited to, support to wildland, rural, and urban firefighting operations.

DOI Roles and Responsibilities

DOI assumes full responsibility for fighting wildfires burning on lands within its jurisdiction. DOI assists the USDA/USFS in managing and coordinating firefighting operations and provides firefighting assistance to other federal land management organizations as requested under the terms of existing agreements and the NRF.

DOI Bureaus provide representation on the ESF#4 Desk at FEMA's NRCC to give visibility to DOI issues and concerns. In support of OWF as the DOI Principal Planner for ESF #4, USGS provides GEOMAC and related geospatial support, provide scientific assessment on fuel conditions, evaluate damage and environmental impacts, and conduct threat analysis.

OAS inspects and approves the aircraft used for aerial firefighting and provides aviation training for all bureau aviation personnel.

FWS assumes responsibility for fighting wildfires on lands within its jurisdictions. FWS can provide communications systems and technical personnel to support other Interior communications assets.

5.5 ESF #5 Emergency Management

General

ESF #5, under DHS/FEMA, supports and facilitates multiagency planning and coordination for operations involving incidents requiring federal coordination. Functions include but are not limited to:

- Incident action planning

- Information collection, analysis, and dissemination.

DOI Roles and Responsibilities

OEM, as the DOI Principal Planner for ESF #5, provides personnel, as needed, to the JFO, RRCC, or NRCC, to assist ESF operations and reporting. DOI may be required to identify staff liaisons or points of contact to provide technical and subject-matter expertise, data, advice, and staff support for operations that fall within the domain of the Department.

USGS provides geospatial products, and environmental monitoring and scientific subject matter expertise for situational awareness and in support of response operations.

5.6 ESF # 6 Mass Care, Emergency Assistance, Housing and Human Services

General

ESF #6, under DHS/FEMA, coordinates the delivery of mass care and emergency assistance, including:

- Mass care
- Emergency assistance
- Disaster housing
- Human services.

DOI Roles and Responsibilities

BIA serves as the DOI Principal Planner for ESF #6. If available, DOI, through OWF/ESF #4, provides appropriate resources (e.g., cots, blankets, sleeping bags, personnel) for shelters. Resources are assigned commensurate with each emergency response unit's level of training and the adequacy and availability of equipment.

5.7 ESF #7 Logistics Management and Resource Support

General

ESF #7, under the General Services Administration (GSA) and DHS/FEMA, coordinates comprehensive incident resource planning, management, and sustainment capability to meet the needs of disaster survivors and responders. Functions include but are not limited to:

- Comprehensive, national incident logistics planning, management, and sustainment capability
- Resource support (e.g., facility space, office equipment and supplies, contracting services).

DOI Roles and Responsibilities

DOI, through OWF as the DOI Principal Planner for ESF #7, may provide staff to support a mobilization (MOB) Center establishment, if available, when mission assigned. DOI also

provides support to GSA to fulfill its primary goals through assistance with property and facility management, as well as telecommunications and transportation support.

The USGS will provide seismic and hydrological data for proposed construction sites.

5.8 ESF #8 Public Health and Medical Services

General

ESF #8, under HHS, coordinates the mechanisms for assistance in response to an actual or potential public health and medical disaster or incident. Functions include but are not limited to:

- Public health
- Medical surge support including patient movement
- Behavioral health services
- Mass fatality management.

DOI Roles and Responsibilities

OEM is the DOI Principal Planner for ESF #8 planning and coordination. As appropriate, OEM supports ESF #8 efforts in conjunction with additional Department's coordinated federal assistance to supplement state, tribal, and local resources in response to a public health and medical disaster and/or during a developing potential health and medical emergency.

USGS provides geospatial and scientific support (monitoring), air & water-quality assessments, services of a Centers for Disease Control and Prevention (CDC)-certified Bio-safety Level 3 laboratory for diagnostic disease and biohazard analysis to assist in the prevention, control, and eradication of highly contagious/zoonotic diseases involving wildlife and provide laboratory and on-site subject matter expertise and technical support.

NPS will provide Emergency Medical Services providers and U.S. Public Health Service Officers in support of emergency medical response and for the support of public health activities.

5.9 ESF # 9 Search and Rescue (SAR)

General

ESF #9, under DHS/FEMA, coordinates the rapid deployment of search and rescue resources to provide specialized lifesaving assistance. Functions include but are not limited to:

- Structural Collapse (Urban) Search and Rescue
- Maritime/Coastal/Waterborne Search and Rescue
- Land Search and Rescue.

The Federal SAR Response System is composed of the primary agencies that provide specialized SAR operations during incidents or potential incidents requiring a coordinated federal response. This includes: Structural Collapse (Urban) Search and Rescue (US&R), waterborne SAR, and Land SAR. SAR services include the performance of distress monitoring, communications, location of distressed personnel, coordination, and execution of rescue operations including

extrication or evacuation along with the provisioning of medical assistance and civilian services through the use of public and private resources to assist persons and property in potential or actual distress.

DOI Roles and Responsibilities

The NPS, as the DOI Principal Planner for ESF #9, coordinates land SAR response and is the principal provider of land SAR resources that are specially trained to operate in various roles, including ground search, small boat operations, swiftwater rescue, helo-aquatic rescue, and other technical rescue disciplines. NPS may coordinate required support from FWS, USGS, BIA, and other DOI components. DOI facilitates resolution of any conflicting demands for land SAR response resources and ensures coordination between federal, state, tribal, territorial, insular, and local emergency response activities, as appropriate.

DOI Bureaus provide representation on the ESF#9 Desk at FEMA's NRCC to give visibility to DOI issues and concerns. In support of both land and urban SAR missions, USGS provides geospatial products, environmental monitoring data, and subject matter expertise relative to earthquake, volcano, landslide, and flood events, as necessary.

Specific aspects and considerations of DOI's ESF #9 Primary Agency responsibilities include:

- Activating ESF #9 when an incident results in a request for a unified SAR response in an affected area, or when such is anticipated.
- Federal SAR responders assist and support local, state, tribal, territorial, and insular area SAR capabilities in incidents requiring a coordinated federal response. No provision of this appendix is to be construed as an obstruction to prompt and effective action by any agency to assist persons in distress.
- The ESF #9 response must be scalable to meet the specific needs of each incident, based upon the nature and magnitude of the event, the suddenness of onset, and the capability of local SAR resources. Response resources are drawn from ESF #9 Primary and Support Agencies.
- ESF #9 SAR operations are conducted following the NRF and *National SAR Plan, U.S. National SAR Supplement, Catastrophic Incident SAR Addendum*, and other addenda that define SAR responsibilities and provide guidance to the federal departments and agencies with civil SAR mandates.
 - *National SAR Plan: The National SAR Plan* is the policy guidance of the signatory federal departments and agencies for coordinating SAR services to meet domestic needs and international commitments.
 - *U.S. National SAR Supplement: This document provides implementation guidance on the International Aeronautical and Maritime SAR Manual and the National SAR Plan.*

- *Catastrophic Incident SAR Addendum to the U.S. National SAR Supplement*: This document provides a description of the unified SAR response to catastrophic incidents, guides federal authorities involved in the response, and informs local, state, tribal, territorial, and insular area authorities on what to expect of/from federal SAR responders.
- ESF #9 may operate under the Economy Act when there is no Stafford Act declaration.
- When assigned as the Overall Primary Agency for a particular incident, that organization conducts the following actions:
 - Coordinate planning and operations between Primary and Support Agencies.
 - Coordinate resolution of conflicting operational demands for SAR response resources.
 - Provide representation to appropriate incident facilities (e.g., NRCC, RRCC, JFO, emergency operations centers).
- All ESF #9 Primary Agencies provide support to the designated Overall Primary Agency as required.

FWS can provide supplementary transport, such as light fixed-wing aircraft, boats and other watercraft, all-terrain vehicles, and snow machines. FWS can also provide communications systems and technical personnel to support other Interior communications assets.

5.10 ESF #10 Hazardous Materials Response

General

ESF #10, under the Environmental Protection Agency (EPA), coordinates support in response to an actual or potential discharge and/or release of oil or hazardous materials. Functions include but are not limited to:

- Environmental assessment of the nature and extent of oil and hazardous materials contamination
- Environmental decontamination and cleanup.

ESF #10 includes departments and agencies with responsibilities and assets to support state, local, territorial, insular, and tribal responses to spills. Response and recovery actions can include efforts to detect, identify, contain, clean up, or dispose of released oil and hazardous materials. ESF #10 may also be used to respond to actual or threatened releases of materials not typically responded to under the NCP but that pose a threat to the public health or welfare or to the environment. Therefore, ESF #10 response activities may include activities such as household hazardous waste collection, permitting and monitoring of debris disposal, water quality monitoring and protection, air quality sampling and monitoring, and protection of natural resources.

DOI Roles and Responsibilities

OEPC, as the DOI Principal Planner for ESF #10, receives initial notification of oil discharges and hazardous substance releases or ESF #10 activations. OEPC provides appropriate bureaus/offices with notification of discharges and releases or ESF #10 activations. OEPC ensures requests for DOI expertise or assistance reach the appropriate bureau(s)/office(s). OEPC also represents DOI in incident specific activations of the NRT, RRTs, and/or Joint Response Teams (JRTs). Finally, OEPC provides input to press releases and media briefings.

The role of OEPC is to advise and assist the Federal On Scene Coordinator (FOOSC) on: preventing or mitigating the impacts of a threatened or actual discharge/release of oil or hazardous substances; detecting and assessing the extent of contamination (including sampling and analysis and environmental monitoring); stabilizing the discharge/release and preventing the spread of contamination; assisting in protection of environmentally sensitive areas, NCH, and DOI lands and resources; environmental compliance consultations to protect threatened and endangered species, critical habitat, and NCH; providing technical assistance to ensure DOI Indian trust responsibilities are upheld; analyzing options for environmental cleanup and waste disposition; and providing technical assistance to support environmental cleanup.

BSEE provides expertise in and information on all aspects of offshore oil and gas exploration, development, and production, including drilling and well completion, operations of fixed and floating facilities, and pipeline locations and operations. The agency also makes available information from oil spill response research. For oil spills involving OCS facilities, BSEE assists in source identification, oversees spill abatement, and approves resumption of production operations. BSEE receives notification of all spills of volumes greater than one barrel as soon as it is identified by the owner or operator, OR any owner or operator in the area per regulatory requirement. This is in addition to the requirement for the owner or operator to notify the National Response Center of any discharge, regardless of size. Also, BSEE requires and receives a follow up report from the responsible party within 15 days of a spill greater than one barrel.

During a response, BSEE's Oil Spill Response Division may be requested by the FOOSC to provide technical specialist expertise as part of the response organization.

The Bureau of Ocean Energy Management (BOEM) can provide model and simulation information on oil spill projected paths.

NPS and FWS identify resources at risk, recommend areas for protective countermeasures and oversee implementation of response countermeasures for uncontaminated wildlife. NPS and FWS will recommend vessel/flight restrictions to minimize disturbance to wildlife, provide input into dispersant use decisions, and provide input into in situ burning decisions. NPS and FWS provide information on permit requirements and issue permits for response activities involving DOI-managed resources and provides site-access control on DOI lands. NPS and FWS also provide information on non-DOI land or water status, lessees, landowners, and/or land managers and participate in cleanup assessment teams and provide input into shoreline cleanup task forces. NPS and FWS can recommend and initiate closures; provide equipment, materials, or other logistical support for response activities; provide input to press releases and media briefings; and participate in the decision that cleanup is complete.

USGS provides scientific subject matter expertise and assistance in mapping, biological resources, geology, and hydrology; minerals; and identification of natural hazards. USGS also

advises on the biological effects resulting from a release of hazardous materials, and provides remotely sensed (hyper-spectral, multi-spectral) data collection and analysis.

5.11 ESF #11 Agriculture and Natural Resources

General

ESF #11, under USDA, coordinates a variety of functions designed to protect the Nation's food supply, respond to plant and animal pest and disease outbreaks, and protect natural and cultural resources. ESF#11 includes five primary functions:

- Providing nutrition assistance
- Responding to animal and agricultural health issues
- Providing technical expertise in support of animal and agricultural emergency management
- Ensuring the safety and defense of the Nation's supply of meat, poultry, and processed egg products
- Protecting NCH.

DOI Bureaus provide representation on the ESF#11 Desk at FEMA's NRCC to give visibility to DOI issues and concerns.

ESF #11 Function: Animal Disease, Plant Disease, and Pest Response

ESF #11 provides for an integrated federal, state, local, territorial, insular, and tribal response to an outbreak of a highly contagious or economically devastating animal/zoonotic disease, an outbreak of a highly infective exotic plant disease, or an economically devastating plant pest infestation. Activities associated with this function include coordinating services in the identification, surveillance, and containment of such diseases or pest infestations.

DOI Roles and Responsibilities

The USGS serves as the DOI Principal Planner in coordinating the response to an outbreak of a highly contagious disease involving wildlife. USGS will provide technical scientific assistance in the identification of new and resurging zoonotic diseases. USGS will provide services of a CDC-certified Biosafety Level 3 laboratory for diagnostic disease and biohazard analysis to assist in the prevention, control, and eradication of highly contagious/zoonotic diseases involving wildlife, and provide limited carcass disposal facilities as appropriate. USDA is the Primary Agency for coordinating animal disease, plant disease, and pest response; the USGS and the USGS National Wildlife Health Center serve as the federal lead on zoonotic and wildlife diseases.

ESF #11 Function: Protection of NCH

The mission of the NCH function within ESF #11 is to manage and coordinate appropriate response and recovery actions to protect, conserve, rehabilitate, and inform long-term recovery

of NCH. This includes providing post-event assessment of damages and providing technical assistance and resources for assessing effects of response activities on NCH.

DOI Roles and Responsibilities

DOI is the Primary Agency and federal lead for coordinating protection of NCH. OEPC is the DOI Principal Planner in coordinating the response of ESF #11 NCH. OEPC coordinates the capabilities and resources of the federal government to deliver services, technical assistance, expertise, and other support to state, local, and tribal authorities and other federal agencies in addressing protection, preservation, conservation, rehabilitation, recovery, and restoration of NCH. The *DOI ES Plan* and the subsequent Bureau Environmental Safeguard Plans outline the roles and responsibilities for DOI Offices and Bureaus for implementation of ESF #11 NCH.

USGS provides geospatial products, and environmental monitoring and scientific subject matter expertise, and may deploy staff to JFOs.

BSEE and BOEM support OEPC through providing biologists, geologists, anthropologists, archaeologist, and environmental specialists.

Specific aspects and considerations of DOI's ESF #11 Primary Agency responsibilities include:

- Coordinate with ESF #10 on the removal of debris affecting NCH.
- Assist with environmental compliance:
 - Section 106 of the National Historic Preservation Act.
 - Threatened and Endangered Species consultation.
 - Migratory Species Act, Magnuson-Stevens Act, Coastal Management Zone, etc.
- Perform assessments and surveys to assist with planning and operational decisions (e.g., inform temporary housing and sheltering plans).
- Monitor environmental conditions and conduct sampling.
- Provide technical advice on mitigation effects of identified contaminants and recommend clean up actions to minimize damage to sensitive resources from response activities.
- Comment on debris removal plans to minimize the effect on sensitive environmental resources.
- Perform assessments and surveys to assist with planning and operational decisions.
- Monitor response operations to protect sensitive resources.
- Provide technical advice on mitigating effects of operations and recommend response actions to minimize damage to natural and cultural resources.
- Provide DHS/FEMA and other agencies with technical guidance and best management practices.

- Coordinate with ESF #3 on the removal of debris affecting NCH.

OSMRE can provide engineers, scientists, and subject matter experts.

FWS can provide communications systems and technical personnel to support other Interior communications assets.

BOEM can provide personnel, including scientists, to participate in environmental reviews.

5.12 ESF #12 Energy

General

ESF #12, led by the Department of Energy, facilitates the reestablishment of damaged energy systems and components and provides technical expertise during an incident involving radiological/nuclear materials. Functions include but are not limited to:

- Energy infrastructure assessment, repair, and reestablishment
- Energy industry utilities coordination
- Energy forecast.

DOI Roles and Responsibilities

BSEE is the DOI Principal Planner for ESF #12. For OCS facilities, BSEE provides energy production and well reserve information. BSEE assesses energy production damage and projected repair schedules for offshore facilities. BSEE assists operators in minimizing the disruption of energy production by expediting review and approval of repair procedures for damaged facilities and/or in the prompt review and approval of proposals to resume production through the temporary rerouting of oil and gas production until permanent system(s) repair can be affected. BSEE provides engineering and technical support as necessary, assists DHS/U.S. Coast Guard (USCG) in the development of critical asset list of OCS oil and gas facilities and monitors and updates critical asset list of OCS oil and gas facilities.

The Bureau of Land Management (BLM) provides information on energy production and supply on federal lands. BLM makes assessments for damage to energy-related infrastructure and provides engineering and technical support as necessary. BLM also develops and maintains information on critical energy-related infrastructure on federal and tribal lands.

BOR provides technical assistance for the assessment of hydroelectric facilities and flood control actions as they affect energy production. BOR personnel can assist in the repair of damaged hydropower generation facilities. BOR can evaluate and modify operations, if feasible, at BOR facilities to increase electrical generation to supplement losses in areas affected by an incident.

BOEM directs resources to conserve the environment and can provide personnel to support coordinated responses to incidents affecting offshore energy resources.

5.13 ESF #13 Public Safety and Security

General

ESF #13, under the Department of Justice/Bureau of Alcohol, Tobacco, and Firearms (ATF), coordinates the integration of public safety and security capabilities and resources to support the full range of incident management activities. Functions include but are not limited to:

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

ESF #13 capabilities support incident management requirements including force and critical infrastructure protection, security planning and technical assistance, technology support, and public safety in both pre-incident and post-incident situations. ESF #13 generally is activated in situations requiring extensive assistance to provide public safety and security and where state and local government resources are overwhelmed or are inadequate, or in pre-incident or post-incident situations that require protective solutions or capabilities unique to the federal government.

DOI Roles and Responsibilities

DOI's OLES is the DOI Principal Planner for ESF #13. DOI may provide trained law enforcement personnel and security resources, and, as appropriate, federal law enforcement, investigative, and security authorities for areas under DOI jurisdiction or to other locations if appropriate authority is provided by the requesting jurisdiction.

DOI capabilities include:

- Special event teams/civil disturbance units to handle large-scale demonstrations, special events, and crowd control
- Protestor device extrication teams
- Hazardous materials technicians and first responders
- Horse-mounted units, backcountry tracking teams, snowmobile, and all-terrain vehicle assets
- Aviation assets including fixed-wing and rotary-wing capability
- Marine assets including certified boat operators and divers
- Mobile communications cache and command post.

FWS can provide communications systems and technical and support personnel to support other Interior communications assets.

5.14 ESF #14 Long-Term Community Recovery

Superseded by the National Disaster Recovery Framework (Appendix II)

5.15 ESF #15 External Affairs

General

ESF #15, under DHS, coordinates the release of accurate, coordinated, timely, and accessible public information to affected audiences, including the government, media, NGOs, and the private sector. ESF #15 works closely with state and local officials to ensure outreach to the whole community. Functions include, but are not limited to:

- Public affairs and the Joint Information Center (JIC)
- Intergovernmental (local, state, tribal, insular, and territorial) affairs
- Congressional affairs
- Private sector outreach
- Community relations

DOI Roles and Responsibilities

The Office of Communications (OCO), as the DOI Principal Planner for ESF #15 messaging and public information, provides coordination and communication to facilitate the requirements of the Secretary of DOI in coordination with DHS Assistant Secretary of Public Affairs. OCO represents the DOI on coordination meetings and conference calls. OCO coordinates the DOI specific messaging with federal, state, tribal, and local governments as a participant and member of the federal JIC.

BIA serves as the DOI Principal Planner for tribal emergency response operations. As stated in the NRF, the *ESF #15 Annex*, and the *Tribal Coordination Support Annex*, BIA is the federal coordinator of the TAC-G. The TAC-G brings together governments at the federal, state, and local levels foster effective government-to-government working relationships with tribes to achieve the common goal of responding to disasters affecting tribal lands. The TAC-G is comprised of multiple federal organizations who are dedicated to cooperation and collaboration to strengthen emergency management as it relates to the over 560 federally-recognized tribal nations.

OEPC participates in the TAC-G and coordinates with FEMA and the Department to provide personnel and technical expertise for the protection of NCH during emergency responses conducted in support of tribes and tribal agencies.

USGS supports external communications with trained personnel.

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Appendix II DOI Responsibilities under the National Disaster Recovery Framework and Recovery Federal Interagency Operations Plan

President Obama signed PPD-8 in March 2011, requiring the development of a National Planning System to integrate planning across all levels of government, the private and nonprofit sectors, faith-based organizations, and local, state, tribes, territories, the freely associated states—the whole community. The National Planning System includes the following elements: a set of National Planning Frameworks that describe the key roles and responsibilities to deliver required core capabilities; FIOPs that provide further detail regarding roles and responsibilities, specify the critical tasks, and identify resourcing and sourcing requirements for delivering core capabilities; federal department and agency operational plans to implement the FIOPs; and comprehensive planning guidance to support planning by local, state, tribal, territorial, and insular area governments, nongovernmental organizations, and the private sector.

The *Recovery* FIOP provides the overarching interagency coordination structure for the recovery phases of Stafford Act incidents; elements of both the NDRF and the *Recovery* FIOP may also be used for non-Stafford Act incidents. The *Recovery* FIOP builds upon the NDRF, which sets the strategy and doctrine for how the whole community builds, sustains, and delivers the Recovery core capabilities identified in the National Preparedness Goal. The *Recovery* FIOP describes the concept of operations for integrating and synchronizing existing national-level Federal capabilities to support local, state, tribal, territorial, insular area, and federal plans, and is supported by federal department-level operational plans where appropriate.

The *Recovery* FIOP is directed toward federal department and agency operations and describes how the Federal Disaster Recovery Coordinator (FDRC) and RSF agencies and related entities will work to support local, state, tribal, territorial, and the freely associated states recovery efforts, in coordination with non-governmental and private sector organizations. DOI will develop and maintain department, agency, and office-level operational plans to deliver capabilities and fulfill responsibilities defined within the NDRF and the *Recovery* FIOP. Bureaus may use existing plans, protocols, standard operating procedures, or standard operating guides for the development of these plans.

1. DOI Roles

The NDRF has established six RSFs as the critical coordinating systems through which federal departments and agencies coordinate capabilities and resources. Each RSF is composed of a Coordinating Agency, Primary Agencies, and Supporting Organizations. As designated in the NDRF, DOI has been identified as:

- Coordinating Agency for Natural and Cultural Resources (NCR)

- Primary Agency for Health and Social Services (HSS)
- Supporting Agency for:
 - Community Planning and Capacity Building (CPCB)
 - Economic
 - Housing
 - Infrastructure Systems.

DOI and its bureaus and offices will develop and maintain appropriate operational plans to deliver capabilities and fulfill responsibilities under the NDRF and Recovery FIOP. Plans will include how the Department will coordinate and take action under DOI's statutory authorities and/or the Stafford Act.

1.1 Federal Coordinating Agency

The RSF Coordinating Agency, with the assistance of FEMA, provides leadership, coordination, and oversight for that particular RSF. Throughout the preparedness, response, and recovery phases, the Coordinating Agency supports ongoing communication and coordination between the Primary Agencies and Supporting Organizations, and between the federal agencies and corresponding local, state, tribal, territorial, and insular area authorities, and nonprofit and private sector organizations.

DOI has been designated the Federal Coordinating Agency for the NCR RSF. As the Principal Planner within DOI for NCR, OEPC will designate an official to serve as the RSF National Coordinator to lead the RSF and support ongoing communication and coordination between the Primary Agencies and support organizations that assist in the recovery of NCR. The RSF National Coordinator represents DOI on the FEMA Recovery Support Function Leadership Group (RSFLG) and provides effective liaison with the Recovery Planner in the NRCC upon its activation. Operationally, the RSF National Coordinator assists the FDRC to support coordination and communication between the federal agencies and corresponding local, state, tribal, territorial, and insular area authorities, and faith-based, community-based, and private sector organizations throughout the multiple phases of a disaster.

1.2 DOI Principal Planners for the NDRF

DOI Principal Planners are identified for each RSF where Interior has either an interagency leadership or a support role. Bureaus/offices assigned responsibility as DOI Principal Planners for the NDRF manage planning, preparedness, and response activities related to the specific RSF, as assigned. DOI Principal Planners lead DOI planning efforts for amended or additional annexes to the NDRF. DOI Principal Planners represent DOI at relevant RSF planning and activation activities.

1.3 RSF Support

Some bureaus and offices have specific resources and capabilities that are relied upon and utilized consistently in RSF planning and response activities. The bureaus and offices identified

in Table 2-2 as supporting an RSF must actively train and prepare personnel for participating in RSF activations. RSF support bureaus or offices must coordinate closely with the DOI Principal Planner to ensure they have fully trained personnel to support the RSF.

1.4 Occasional RSF Assistance

Some bureaus and offices can provide occasional assistance to RSF planning and recovery activities. This assistance is considered irregular and, as such, does not require significant resources to plan and prepare for activations.

2. Responsibilities

2.1 Assistant Secretary, Policy, Management, and Budget (PMB)

The Assistant Secretary, PMB, is responsible for overall leadership and coordination of the Department's support to the NDRF and represents the Department on the White House-led DRG. Additionally, the Assistant Secretary, PMB adjudicates unresolved resource issues at the appropriate Departmental or interagency forum.

2.2 Deputy Assistant Secretary, Public Safety, Resource Protection, and Emergency Services

The Deputy Assistant Secretary, Public Safety, Resource Protection and Emergency Services, provides direct oversight of overarching NDRF activities and ensures Departmental representation on the DRG.

2.3 Office of Emergency Management

The Director, OEM, provides direction for DOI support under the NDRF. As such, OEM maintains situational awareness of ongoing Department-wide operations and produces daily reports outlining Departmental recovery activities and interagency engagement actions and ensures Departmental connectivity, coordination, and representation as required at the NRCC, RRCCs, and the NOC, as necessary.

OEM ensures that Departmental Leadership is continuously updated regarding ongoing response and recovery activities, and through the EMC coordinates Department-wide policy and resource issues to facilitate efficient and effective response and recovery activities.

2.4 Heads of Bureaus and Offices

Heads of bureaus and offices are responsible for ensuring readiness of their organizations to execute assigned roles for the NDRF planning, preparedness, and response activities. This includes recruiting, equipping, training, and credentialing emergency personnel; ensuring the safety and health of deployed personnel through health and safety plan; ensuring proper training; and providing appropriate personal protective equipment.

- For bureaus/offices assigned roles as Federal Coordinating Agency or DOI Principal Planner, designate an individual to manage planning, preparedness, response, and

recovery activities related to the specific RSF and provide direction and oversight of these activities, as appropriate. Subject to limitations as may be imposed as defined in Section 3 of this appendix (Funding), provide necessary resources to meet assigned responsibilities.

- For bureaus/offices assigned roles for RSF support, designate the bureau/office Emergency Coordinator or alternate point of contact to participate in preparedness and planning activities as requested by the DOI Principal Planner and to manage preparedness, training, and resources which the bureau contributes to support RSF activities.
- For bureaus/offices which occasionally provide RSF assistance, through the Bureau/Office Emergency Coordinator, identify resources which may be made available to support RSF activities.

2.5 DOI Principal Planners for the NDRF

Those bureaus and offices assigned in Table 2-2 as a Federal Coordinating Agency or DOI Principal Planner are required to designate an individual to manage planning, preparedness, and response activities related to the specific RSF assignment.

- DOI Principal Planners establish and maintain contact with the primary agency responsible for leading the RSF and coordinate planning efforts by participating in planning meetings and integrating planning documents into existing departmental, bureau and office emergency management documentation.
- During incidents and/or preplanned events, DOI Principal Planners maintain situational awareness regarding RSF activities by participating in meetings, activations, and operational teleconferences as the DOI point of contact for all issues related to the RSF of primary responsibility.
- DOI Principal Planners act as a conduit of information between the IOC, other RSF Support bureaus and offices, and the primary agency for the RSF.
- DOI Principal Planners participate in EMC meetings/teleconferences if the RSF is, or may be, activated in response to a disaster.
- DOI Principal Planners participate in ESG meetings/teleconferences if the NCR RSF is, or may be, activated in response to a disaster.
- DOI Principal Planners develop bureau/office-specific RSF standard operating procedures that may be part of larger interagency plans, in conjunction with a few other agencies, or may be wholly internal to a bureau/office.
- DOI Principal Planners who lead RSFs where DOI is identified as a Federal Coordinating Agency represent the Department in national level management and coordination groups such as the FEMA-coordinated RSFLG. Additionally, these DOI Principal Planners coordinate and collaborate with OEM to provide a united effort representing the Department in national emergency management forums.

3. Funding

Recovery activities conducted under the NDRF may be partially funded by Mission Assignments from FEMA under the authority of the Stafford Act. In some circumstances, FEMA or other departments/agencies may utilize the mechanisms of the NDRF using alternate funding sources.

Under the NDRF, Federal Coordinating Agencies are expected to address responsibilities to the extent provided for under existing authorities and funding levels. Information on supporting non-Stafford Act recovery operations is detailed in the *Enhanced Recovery Resources and Capability for Non-Stafford Act Events* section of the *Recovery FIOP* and the Financial Management Support Annex to the NRF.

4. Coordination

Bureaus/offices with responsibilities for NDRF activities shall keep OEM informed as to the status of planning and operational activities related to these frameworks. All Mission Assignments shall be reported promptly in accordance with 900-DM-4 to the IOC. Bureau/Offices shall also report to OEM any anticipated or actual situations in which resource constraints impede the bureau/office from executing its assigned responsibilities under these frameworks. OEM will coordinate such issues with the EMC and, as required, raise unresolved issues to the Assistant Secretary, Policy, Management, and Budget for adjudication at the appropriate Departmental or interagency forum.

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Table II-1. DOI Support to the NDRF

Recovery Support Functions (RSFs)	OEM	OEPC	OWF	BIA	BLM	BOEM	BSEE	BOR	FWS	IBC	NPS	OCIO	OSMRE	USGS	OIA
Community Planning and Capacity Building (Supporting)	▲			●											■
Economic (Supporting)	▲		▲	●	▲	■	■	▲				■			■
Health and Social Services (Primary)	▲			●											■
Housing (Supporting)	▲			●											■
Infrastructure Systems (Supporting)	▲			■			■	●		▲		■		■	■
Natural and Cultural Resources (Coordinating)	▲	★	■	■	■	■	■	▲	■		■		■	■	

★ Federal Coordinating Agency ● DOI Principal Planner ■ Supports RSF with fully trained personnel ▲ Provides occasional assistance

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5. Recovery Support Function (RSF) Operations

The following sections provide specific information related to the function of each RSF.

5.1 Community Planning and Capacity Building (CPCB)

Coordinating Agency

FEMA

Primary Agencies

FEMA and HHS

Supporting Organizations

Corporation for National and Community Service, DHS, Department of Commerce, DOI, Department of Justice, DOT, EPA, GSA, Housing and Urban Development (HUD), Small Business Administration, Department of Treasury and USDA

Mission

Supporting and building recovery capacities and community planning resources of local, state, territorial, insular, and tribal governments needed to effectively plan for, manage and implement disaster recovery activities in large, unique, or catastrophic incidents.

Function

The core recovery capability for community planning is the ability to effectively plan and implement disaster recovery activities, engaging the whole community to achieve their objectives and increase resilience. The CPCB RSF unifies and coordinates expertise and assistance programs from across the federal government to aid in restoring and improving the ability of tribal, state, territorial, insular, and local governments to organize, plan, manage, and implement recovery. The RSF assists states in developing a pre- and post-disaster system of support for their communities. This RSF also has an emphasis on integration of hazard mitigation throughout the continuum of pre- and post-disaster recovery planning and implementation. The RSF also serves as a forum for helping to integrate the nongovernmental and private sector resources into public sector recovery planning processes.

DOI Roles and Responsibilities

The Department of the Interior:

- DOI in general is responsible for supplying scientific data to protect and inform communities
- USGS provides technical assistance on hazard and risk assessment and geospatial support

- Provides critical information and guidance about protecting natural resources and cultural assets
- Provides technical expertise for natural, cultural, and historic properties issues; fulfills responsibilities under the National Historic Preservation Act
- BIA provides funding to Indian tribes for social services, infrastructure support, education, and other community development projects/programs.

BIA, as NDRF Principal Planner for the Community Planning and Capacity Building RSF, leads DOI collaboration with FEMA and HUD by assisting in the coordination of CPCB requirements for tribes during recovery efforts. OIA also has CPCB responsibilities relating to territorial and insular island communities.

OIA can provide situational awareness; interpreters for language and culture; historical and technical advice; infrastructure damage assessment; assessment of financial systems in-place or recommended to ensure accountability and reimbursement; coordination with military assistance, the non-profit sector, and non-governmental agencies; and assistance for unmet needs.

5.2 Economic

Coordinating Agency

Department of Commerce

Primary Agencies

FEMA, Department of Commerce, Department of Labor, Small Business Administration, Department of Treasury and USDA

Supporting Organizations

Corporation for National and Community Service, DOI, EPA, and HHS

Mission

The mission of the Economic RSF is to integrate the expertise of the federal government to help local, state, territorial, insular, and tribal governments and the private sector sustain and/or rebuild businesses and employment, and develop economic opportunities that result in sustainable and economically resilient communities after large-scale and catastrophic incidents.

Function

The core recovery capability for economic recovery is the ability to return economic and business activities (including agricultural) to a state of health and develop new economic opportunities that result in a sustainable and economically viable community. Economic recovery is a critical and integral part of recovery. Disasters not only damage property, but also entire markets for goods and services. The speed and effectiveness of returning a community to self-sufficiency and vitality depend upon quickly adapting to changed market conditions,

reopening businesses and/or establishing new businesses. Businesses employ workers, provide for community needs and services and generate revenue once again, allowing the community, both its members and government, to provide for itself.

Considerable federal funds are contributed to local, state, territorial, insular and tribal economic recovery as well as to other areas of recovery that necessarily strengthen the economy. The attraction of outside investment and the role of the private sector cannot be understated as foundational in a community's economic recovery. Thus, the role of the Economic RSF is to facilitate and enable that role by leveraging federal resources, information, and leadership. Informed management must accompany this capital investment to ensure its most effective use and compliance with all applicable federal laws and regulations. This involves the coordination of federal recovery programs and their integration with private sector efforts including those of nongovernmental and private volunteer organizations, nonprofits, investment capital firms, and the banking industry.

The Economic RSF facilitates the progression from direct federal financial assistance to community self-sustainment. Importantly, the RSF works closely with local community leadership who direct long-term economic recovery efforts. This requires the sustained engagement of possibly months or years by RSF leadership with the leadership of disaster-affected jurisdictions. A complex undertaking, this RSF engages many entities utilizing government assistance as seed money. These actions encourage reinvestment and facilitate private-sector lending and borrowing necessary for the functioning of vital markets and economies. Effective economic recovery following a disaster is positively influenced by pre-disaster community planning including mitigation actions that increase community resilience. When coupled with informed decisions by local officials, it provides the confidence building necessary for economic recovery.

DOI Roles and Responsibilities

The Department of the Interior provides:

- Technical and financial assistance regarding program eligibility, application processes, and project requirements.
- Economic damage assessment information on the natural and cultural assets throughout the country, through its networks and available stakeholders.
- Support with subject matter experts and staffing support, as appropriate.

BIA, as the DOI Principal Planner for the Economic RSF, leads DOI collaboration with FEMA and HUD by assisting with coordination to resolve the recovery related economic needs for tribes during recovery efforts.

OIA also has economic recovery coordination responsibilities relating to territorial and insular island communities. OIA can provide situational awareness; interpreters for language and culture; historical and technical advice; infrastructure damage assessment; assessment of financial systems in-place or recommended to ensure accountability and reimbursement; coordination with military assistance, the non-profit sector, and non-governmental agencies; and assistance for unmet needs.

BOEM can provide trained economists to support others who are carrying out their functions.

5.3 Health and Social Services (HSS)

Coordinating Agency

HHS

Primary Agencies

Corporation for National and Community Service, FEMA, DOI, Department of Justice, Department of Labor, Department of Education, and Veterans Affairs

Supporting Organizations

DOT, Small Business Administration, Department of Treasury, USDA, Veterans Affairs, American Red Cross, National Organizations Active in Disasters

Mission

The HSS RSF mission is for the federal government to assist locally-led recovery efforts in the restoration of the public health, health care and social services networks to promote the resilience, health, and well-being of affected individuals and communities.

Function

The core recovery capability for health and social services is the ability to restore and improve health and social services networks to promote the resilience, health, independence, and well-being of the whole community. The HSS RSF outlines the federal framework to support locally-led recovery efforts to address public health, health care facilities and coalitions, and essential social service's needs. For the purposes of this RSF, the use of the term health will refer to and include public health, behavioral health, and medical services. This RSF establishes (1) a federal focal point for coordinating federal recovery efforts specifically for health and social service's needs; and, (2) a federal operational framework outlining how federal agencies plan to support local health and social services recovery efforts. This framework is flexible and can adjust during a disaster to complement local efforts, as needed.

DOI Roles and Responsibilities

BIA, as the DOI Principal Planner for the HSS RSF:

- Implements welfare programs for tribes under Title 25 Code of Federal Regulations Part 20, including the administration of the "Emergency Assistance" fund, which is limited in scope and provides essential needs assistance directly to individuals who suffer from fire, flood, or other destruction of their home or personal possessions that are not covered by a primary resource.
- Provides technical assistance, guidance and direction on BIA welfare assistance program policies, implementation, and interpretation through social service workers within BIA.

OIA also has health and social services recovery coordination responsibilities relating to territorial and insular island communities. OIA can also provide: situational awareness; interpreters for language and culture; historical and technical advice; infrastructure damage assessment; assessment of financial systems in-place or recommended to ensure accountability and reimbursement; coordination with military assistance, the non-profit sector, and non-governmental agencies; and assistance for unmet needs.

5.4 Housing

Coordinating Agency

HUD

Primary Agencies

FEMA, Department of Justice, HUD, and USDA

Supporting Organizations

Corporation for National and Community Service, Department of Commerce, Department of Energy, EPA, HHS, Small Business Administration, U.S. Access Board, Veterans Affairs, American Red Cross, National Organizations Active in Disasters

Mission

Address pre- and post-disaster housing issues and coordinate and facilitate the delivery of federal resources and activities to assist local, state, territorial, insular and tribal governments in the rehabilitation and reconstruction of destroyed and damaged housing, whenever feasible, and development of other new accessible, permanent housing options.

Function

The core recovery capability for housing is the ability to implement housing solutions that effectively support the needs of the whole community and contribute to its sustainability and resilience. Like infrastructure and safety services, housing is a critical and often challenging component of disaster recovery. It is critical because local economies cannot recover from devastating disasters without adequate housing, especially affordable housing. It is challenging because many years' worth of housing repair, rehabilitation, reconstruction, and new construction often need to occur at an accelerated pace as a result of a disaster. These conditions create design, construction, labor, materials, logistics, inspection, and financing issues.

The Housing RSF, through its member departments and agencies, works toward addressing disaster housing issues pre-disaster, focusing on solutions that are implementable, sustainable, and resilient. As states and communities look to the federal government for assistance in housing both disaster survivors and others who choose to live in recovering communities, the Housing RSF coordinates and effectively integrates available housing-related resources, addresses conflicting policy and program issues, and identifies gaps in service and assistance delivery.

Consistent with the National Disaster Housing Strategy (NDHS), FEMA maintains lead responsibility for sheltering and interim housing, with interim housing support from HUD, as well as other primary agencies and support organizations. Sheltering falls under ESF #6 in the NRF, with FEMA as the coordinating agency. Interim housing, as its name implies, is a transition to permanent housing and is dependent on the period of transition as responsibility moves from ESF #6 to the Housing RSF. Addressing permanent housing, the third focus area of the NDHS, is under the Housing RSF.

DOI Roles and Responsibilities

BIA, as the DOI Principal Planner for the Housing RSF, leads DOI collaboration with FEMA and HUD by identifying solutions and assisting in the coordination of the economic housing needs of tribes during recovery efforts. OIA also has housing recovery coordination responsibilities relating to territorial and insular island communities.

OIA can provide situational awareness; interpreters for language and culture; historical and technical advice; infrastructure damage assessment; assessment of financial systems in-place or recommended to ensure accountability and reimbursement; coordination with military assistance, the non-profit sector, and non-governmental agencies; and assistance for unmet needs.

5.5 Infrastructure Systems

Coordinating Agency

United States Corps of Engineers

Primary Agencies

FEMA, United States Corps of Engineers, Department of Energy, and DOT

Supporting Organizations

DHS, Department of Commerce, DOI, Department of Education, EPA, Federal Communications Commission, GSA, HHS, Department of Treasury, and USDA

Mission

Facilitate the integration of the capabilities of the federal government to support local, state, territorial, insular, and tribal governments and other infrastructure owners and operators in their efforts to achieve recovery goals relating to the public engineering of the Nation's infrastructure systems.

Function

The core recovery capability for infrastructure systems is the ability to efficiently restore the infrastructure systems and services to support a viable, sustainable community and improves resilience to and protection from future hazards. The Infrastructure Systems RSF promotes a holistic approach to disaster recovery coordination, support, planning, and implementation for

infrastructure systems that serve the community. This includes single and multijurisdictional areas and regions.

The Infrastructure Systems RSF Coordinating Agency conducts operations in accordance with its authorities and resources to provide vital public engineering services to strengthen our Nation's security and reduce risks from disasters. When appropriate, the Coordinating Agency, working together with FEMA, facilitates and promotes the efforts of the RSF primary and supporting agencies to ensure those agencies with the requisite authorities, expertise, and resources are positioned to provide assistance to and collaborate with public and private sector infrastructure partners to the extent authorized by law. The Infrastructure Systems RSF Coordinating Agency does not directly undertake, however, any operational recovery or engineering activities outside the scope of its authorities and resources.

The Infrastructure Systems RSF serves as a collaborative forum for federal government engagement with local, state, territorial, insular, tribal, and private sector representatives to focus on public engineering services that can reduce risks from disasters and expedite recovery. The collaborative efforts of this RSF involve government and private sector partners with expertise in public engineering services, as appropriate, across the infrastructure sectors identified through the *NIPP Partnership Framework*. Therefore, the scope of this RSF includes, but is not limited to, the following infrastructure sectors and subsectors: energy, water, dams, communications, transportation systems, agriculture (food production and delivery), government facilities, utilities, sanitation, engineering, flood control, and other systems that directly support the physical infrastructure of communities; as well as physical facilities that support essential services, such as public safety, emergency services, and public recreation.

DOI Roles and Responsibilities

The Department of the Interior provides:

- Technical assistance and contract management expertise for natural, cultural, and historic properties
- Engineering support to assist in construction of dams, levees, water delivery facilities, and structures
- Through the USGS, subject matter expertise and technical assistance on hazards, risk assessment, and geospatial support for natural hazards.

BOR, as the DOI Principal Planner for the Infrastructure Systems RSF, will provide engineering support to assist in evaluating damage to water control systems such as dams, levees, and water delivery facilities and structures. BOR also provides personnel to assist in damage assessment, structural inspections, debris clearance monitoring, and restoration of facilities in general. BOR provides technical assistance in contract management, contracting, procurement, construction inspection, and environmental and archeological assessments.

5.6 Natural and Cultural Resources (NCR)

Coordinating Agency

DOI

Primary Agencies

FEMA, DOI, and EPA

Supporting Organizations

Advisory Council on Historic Preservation, Corporation for National and Community Service Council on Environmental Quality, Department of Commerce, Institute of Museum and Library Services, Library of Congress, National Endowment for the Arts,. National Endowment for the Humanities, U.S. Army Corps of Engineers, and Heritage Preservation

Mission

Integrate federal assets and capabilities to help state, territorial, insular, and tribal governments and communities address long-term environmental and cultural resource recovery needs after large-scale and catastrophic incidents.

Function

The core recovery capability for natural and cultural resources is the ability to protect natural and cultural resources and historic properties through appropriate response and recovery actions to preserve, conserve, rehabilitate, and restore them consistent with post-disaster community priorities and in compliance with appropriate environmental and cultural resources laws. The NCR RSF coordinates departments and agencies working together to provide information and assistance to communities seeking to preserve, protect, conserve, rehabilitate, recover, and restore natural and cultural resources during recovery.

Relevant agencies and partners are those with expertise and programs including, but not limited to specific natural and cultural resource issue identification, assessment, and management (e.g., fish and wildlife, historic and traditional cultural properties, hydrology); natural and cultural resource planning; environmental planning and historic preservation compliance under federal laws and Executive Orders (specific to programs that provide funding for disaster recovery); and community sustainability.

DOI Roles and Responsibilities

As the coordinating agency of the NCR RSF, DOI:

- Represents NCR RSF at the national level.
- Maintains communication within the NCR RSF and across other RSFs for natural and cultural resource recovery issues and develops an action plan to avoid duplication of efforts.

- Coordinates activation and deployment of recovery personnel.
- Coordinates and leverages applicable federal resources for recovery of NCR.
- Monitors supported and implemented recovery programs.
- Evaluates the effectiveness of federal NCR RSF efforts.

As a primary agency of the NCR RSF, DOI:

- Provides technical assistance and subject matter expertise in assessing effects on NCR following a disaster and during recovery activities.
- Coordinates with appropriate state, tribal, territorial, insular area, and federal entities to ensure actions taken during recovery operations consider NCR.
- Shares best practices and assists in development of programmatic approaches to address NCR issues.
- Provides technical expertise on NEPA and NHPA compliance.
- Stabilizes drastically-disturbed landscapes, restores damaged/highly-eroded watersheds, and provides project management.
- Provides tribal consultation and coordination through the TAC-G and provides technical assistance to tribes to develop policies and procedure to address emergency management issues.

OEPC, as the DOI Principal Planner and National Coordinator for the NCR RSF, organizes and coordinates the capabilities and resources of the federal government to facilitate delivery of services, technical assistance, expertise, and other support to state, local, territorial, insular and tribal authorities and other federal agencies in addressing protection, preservation, conservation, rehabilitation, recovery, and restoration of natural and cultural resources during all phases of an incident requiring a federal response.

Following an all-hazards event or disaster, OEPC, in coordination with FEMA and other partner agencies and organizations, mobilizes expertise from DOI bureaus and other NCR RSF partners to assess the effects upon natural and cultural resources, produces a Mission Scoping Assessment for FEMA, and subsequently drafts the NCR chapter for FEMA's Recovery Support Strategy to advise states' efforts for the long-term recovery. OEPC coordinates and participates with FEMA headquarters and Regions on NDRF preparedness, planning, and exercises, and coordinates the deployment of staff from DOI bureaus and other NCR RSF partners to support states involved in natural and cultural resources recovery efforts following a disaster.

BSEE and BOEM support OEPC through providing biologists, geologists, anthropologists, archaeologist, and environmental specialists.

OSMRE can provide engineers, scientists, and subject matter experts.

The USGS will provide geospatial products, and environmental monitoring and scientific subject matter expertise, and may deploy staff to JFOs.

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Appendix III Oil and Hazardous Material Spill Response (*National Contingency Plan*)

1. Purpose

DOI plays a unique role in oil and hazardous spill response on Interior lands, offshore, and in support of interagency plans. This Appendix outlines the scope of DOI's mission and responsibilities during an oil spill and identifies the Department's response capabilities and structure for oil spill response.

2. Background and Authorities

The Deepwater Horizon Oil Spill response effort highlighted the need for a common planning framework for all Interior bureaus and offices with responsibilities for oil spill response. This Appendix provides the overall construct for coordination and is implemented concurrently with the Department's *Environmental Safeguards Plan*.

This Appendix is consistent with all appropriate federal laws, policies, and other related requirements. As such, it relies on and integrates the implementation of the following specific authorities.

National Oil and Hazardous Substances Pollution Contingency Plan (NCP)

The NCP is the federal government's blueprint for responding to both oil spills and hazardous substance releases. The purpose of the NCP is to provide the organizational structure and procedures for preparing for and responding to discharges of oil and releases of hazardous substances, pollutants, and contaminants. The NCP is applicable to response actions taken pursuant to the authorities under CERCLA and Section 311 of the CWA, as amended by OPA.

Under the NCP, the EPA and the USCG maintain the authority for classifying a discharge a Spill of National Significance (SONS) (the EPA Administrator for inland zone spills and the USCG Commandant for coastal zone spills). According to 40 CFR 300.5 [Title 40. Protection Of Environment; Chapter I. Environmental Protection Agency; Subchapter J. Superfund, Emergency Planning, And Community Right-To-Know Programs, Part 300 NCP, Subpart A Introduction], the term "SONS" means "a spill that due to its severity, size, location, actual or potential effects upon the public health and welfare or the environment, or the necessary response effort, is so complex that it requires extraordinary coordination of federal, state, local, and responsible party resources to contain and clean up the discharge."

The Oil Pollution Act (OPA)

OPA was signed into law in August 1990 to establish provisions to expand the federal government's ability to respond to oil spills and provide the money and resources necessary to do so. The OPA also created the national Oil Spill Liability Trust Fund (OSLTF) which is available to provide up to one billion dollars per spill incident including up to \$500 million for the

initiation of natural resource damage assessments and claims in connection with any single incident.

Under the Oil Pollution Act of 1990, the Responsible Party (RP), i.e., the owner or operator of a facility from which oil is discharged, is liable for the costs associated with the containment or cleanup of the spill and any damages resulting from the spill. However, when the responsible party is unknown or refuses to pay, funds from the Oil Spill Liability Trust Fund can be used to cover removal costs or damages resulting from discharges of oil. This fund is administered by the USCG's National Pollution Funds Center (NPFC).

FOSCs obtain immediate access to the OSLTF for federal funding of authorized oil spill removal actions through a web application managed by the NPFC. Other federal, state, local, and tribal government agencies assisting the FOSC with authorized removal actions are provided reimbursable funding authority via an FOSC-approved PRFA. NPFC works with the FOSCs and the agencies to set PRFAs in place.

The Comprehensive Environmental Response, Compensation, and Liability Act of 1980 (CERCLA) and the Clean Water Act (CWA)

CERCLA as amended, 42 U.S.C. 9601 et seq., and the CWA, 33 U.S.C. 1251-1376, provides that natural resource trustees may assess damages to natural resources resulting from a discharge of oil or a release of a hazardous substance covered under CERCLA or the CWA and may seek to recover those damages. This part supplements the procedures established under the NCP, 40 CFR part 300, for the identification, investigation, study, and response to a discharge of oil or release of a hazardous substance, and it provides a procedure by which a natural resource trustee can determine compensation for injuries to natural resources that have not been nor are expected to be addressed by response actions conducted pursuant to the NCP. The assessment procedures set forth in this part are not mandatory. However, they must be used by federal or state natural resource trustees in order to obtain the rebuttable presumption contained in Section 107(f)(2)(C) of CERCLA. This part applies to assessments initiated after the effective date of this final rule.

The NCP provides for the FOSC or lead agency to notify the natural resource trustee when natural resources have been or are likely to be injured by a discharge of oil or a release of a hazardous substance being investigated under the NCP. In the case of a discharge or release not yet reported or being investigated under the NCP, the natural resource trustee shall report that discharge or release to the appropriate authority as designated in the NCP.

National Response Framework: Emergency Support Function #10

ESF #10 – Oil and Hazardous Materials Response provides federal support in response to an actual or potential discharge and/or uncontrolled release of oil or hazardous materials when activated. Response to oil and hazardous materials incidents is generally carried out in accordance with the NCP, 40 CFR Part 300.

The scope of ESF #10 includes the appropriate actions to prepare for, respond to, and recover from a threat to public health, welfare, or the environment caused by actual or potential oil and hazardous materials incidents. Appropriate general actions can include, but are not limited to actions to prevent, minimize, or mitigate a release; efforts to detect and assess the extent of contamination (including sampling and analysis and environmental monitoring); actions to stabilize the release and prevent the spread of contamination; analysis of options for

environmental cleanup and waste disposition; implementation of environmental cleanup; and storage, treatment, and disposal of oil and hazardous materials.

Under ESF #10, DOI:

- Provides scientific/technical advice, information, and assistance to help prevent or minimize injury to natural and cultural resources and historic properties such as public lands; units of the National Park System; national wildlife refuges and fish hatcheries; Alaska Native allotments and townsites; wildlife and associated habitats, including threatened and endangered species and migratory birds; and national monuments.
- Provides scientific expertise and assistance in mapping, biological resources, geology, and hydrology; earthquakes and other natural hazards; minerals; and identification of hazards.
- Provides expertise in and information on offshore drilling and production practices and facilities and offshore minerals.
- Maintains computer models for oil spill trajectory analysis and calculation of pipeline oil discharge volumes.
- Provides information from response research.
- For spills involving OCS facilities, assists in source identification, oversees spill abatement, and approves resumption of operations.

3. Relationship to other Plans and Agreements

DOI has a number of responsibilities for executing its authorities and supporting the federal plans described in Section 2. This Appendix relies on and integrates the implementation of other internal DOI emergency response and recovery plans that may be employed in response to or in anticipation of an emergency.

3.1 DOI Environmental Safeguards Plan

The *DOI ES Plan* outlines how the Department will organize its resources and expertise for mission activities coordinated by OEPC, to respond to disasters, emergencies, and incidents under:

- The *National Response Framework (NRF)*: ESF #10 and ESF #11 – NCH
- The *National Disaster Recovery Framework (NDRF)*: NCRRSF)
- The *NCP*.

The *DOI ES Plan* outlines DOI authorities and responsibilities for preparedness for, response to, and recovery from major disasters or emergencies when support is requested for protection of NCH pursuant to activation of the NRF and the NDRF and preparedness for and response to oil discharges and hazardous substance releases under the NCP.

3.2 Memorandum of Agreement between the Bureau of Safety and Environmental Enforcement and the U.S. Coast Guard

The purpose of the Memorandum of Agreement (MOA) is to clarify the roles and responsibilities of the BSEE and the USCG for oil discharge research, planning, preparedness, response, and abatement activities for any artificial island, installation, pipeline, or other device permanently or

temporarily attached to the seabed seaward of the coastline (hereafter, "facilities" or "offshore facilities"), and certain vessels that may be used for the purpose of responding to discharges or substantial threats of discharges.

4. Roles and Responsibilities

This section outlines the roles and responsibilities for entities within DOI above and beyond those indicated in Section 3.3 of the *Baseline OPLAN* that are specific for oil spills.

4.1 Secretary/Deputy Secretary

The Secretary/Deputy Secretary of the Interior:

- Identifies overarching DOI priorities during a SONS event
- Identifies DOI Senior Representative(s) to coordinate Departmental response as required during a SONS or when otherwise necessary
- Provides a delegation of authority to DOI Senior Representative(s).

4.2 DOI Senior Representative

The DOI Senior Representative may be given overall responsibility through delegated authority from the Secretary to direct the Departmental response to the incident. The Secretary, in consultation with the DOI Senior Representative will make the decision to establish the DOI-ICT based on the complexity of the incident, incident management span-of-control considerations and input from the Departmental leadership.

4.3 Heads of Bureaus and Offices

The head of each bureau and office will ensure bureau and office plans:

- Provide leadership in the coordination of efforts within the bureau or office when DOI lands and/or resources are threatened or affected by ensuring that qualified personnel will be prepared and available to conduct or participate in response activities, as appropriate.
- Provide leadership in the coordination of efforts within the bureau or office when the incident affects, or is caused by, vessels and/or facilities under DOI management and control.

4.4 Director, Office of Emergency Management

In addition to the responsibilities in Section 4.3 the Director, OEM:

- Activates the DOI-ICT at the request of the Secretary or a bureau director in coordination with the DOI Senior Representative
- Provides situational awareness to Departmental leadership during an oil spill.

4.5 Director, Office of Environmental Policy and Compliance

In addition to the responsibilities in Section 4.3 the Director, OEPC:

- Directs the Department's responsibilities under the *DOI ES Plan*
- Represents the Department on the NRT
- Provides support between bureaus and offices and the NPFC

4.6 Director, Bureau of Safety and Environmental Enforcement (BSEE)

In addition to the responsibilities in Section 4.3 the Director, BSEE:

- Develops, oversees, and enforces safety and environmental standards for offshore energy and mineral operations.
- Provides federal oversight of oil discharge planning and preparedness activities for regulated facilities located in both state and federal off shore waters under OPA.
- Monitors and directs all efforts related to securing the source of the discharge and reestablishing source control in the event of an oil discharge or substantial threat of an oil discharge from an off shore facility seaward of the coastline.
- Participates in the NRT.

4.7 Director, Bureau of Ocean Energy Management (BOEM)

In addition to the responsibilities in Section 4.3, the Director, BOEM:

- Provides the programmatic framework through the Five-Year Program and individual lease sales for federal management of the exploration and development of offshore resources
- Conducts environmental reviews, including NEPA analyses and compliance documents for each major stage of offshore energy development planning including Oil Spill Financial Responsibilities Oversight under the Oil Pollution Act of 1990, as amended.
- Provides information on permit requirements for conducting geological and geophysical survey activities.

4.8 Director, US Geological Survey (USGS)

In addition to the responsibilities in Section 4.3, the USGS will provide geospatial data support to responders during an oil spill.

5. Concept of Operations

Response activities are managed at the lowest possible organizational level. Preparedness for and execution of responsibilities for oil spills and SONS are the responsibility of the cognizant bureau or office. Bureau and office responses to incidents and emergencies will be conducted, to the extent practicable, in a coordinated manner that includes sharing resources, personnel, and information among bureaus and offices. All response activities carried out pursuant to bureau and office plans will comply with all relevant federal and DOI safety and environmental laws, rules, and policies; will be coordinated with federal, tribal, territorial, insular, state, and local public and private partners; and will be consistent with the *DOI ES Plan*.

DOI's responsibilities in accordance with the NRF, NCP and subsidiary plans are to:

- Respond to oil discharges and hazardous substance releases from vessels and/or facilities under DOI management and control.
- Provide appropriate response-related assistance in support of the FOSC, most commonly the USCG or the EPA, following oil discharges and hazardous substance releases or threats of discharges or releases.

- Organize resources and expertise to respond to disasters, emergencies, and incidents in support of ESF #10 activations.

5.1 Response on DOI Lands

The Department of the Interior will respond to oil spills on DOI lands using the framework of the *DOI ES Plan*.

The head of each bureau and office will develop and maintain preparedness to be able to meet DOI's obligations under the law. The head of each bureau and office will be prepared to respond effectively, in a coordinated manner to incidents or emergencies that either affects or threatens to affect DOI lands, natural and cultural resources and historic properties, facilities, employees, visitors, or interests that require coordination of DOI assets or expertise to safeguard the environment.

The head of each bureau and office will pass information and communicate with the IOC. The IOC will gather the information related to any oil spill from the affected bureau or office and OEPC and its REOs and report that information to the Secretary of the Interior.

5.2 Response to an Off-Shore Incident, Non-Spill (BSEE Only)

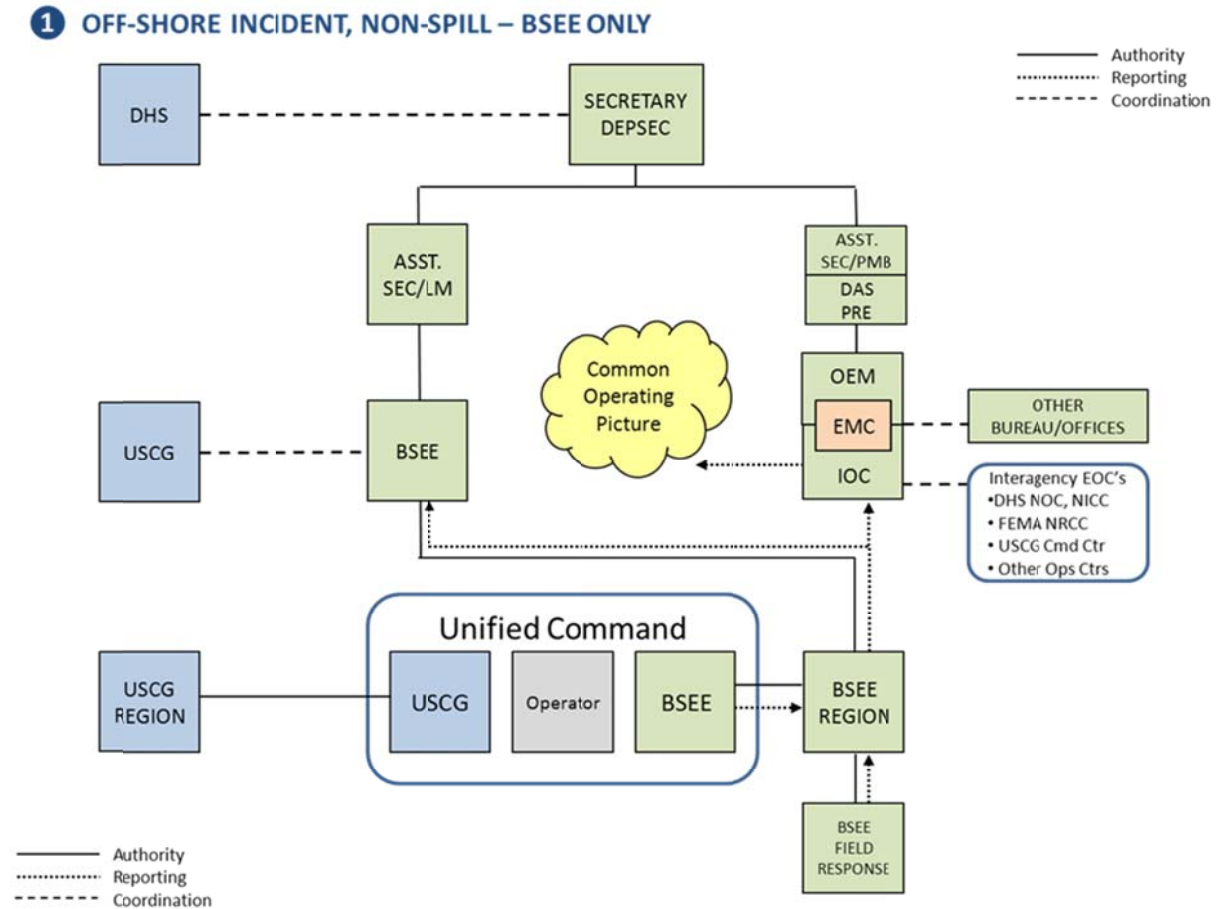


Figure 1. Off-Shore Incident, Non-Spill (BSEE Only)

Figure 1 provides a notional representation of the authorities, reporting chains, and lines of coordination during an off-shore incident involving entities regulated by BSEE. This figure is not exhaustive; only key elements are depicted for purposes of clarity. In this scenario, the Secretary of the Interior maintains a direct relationship to the Secretary of DHS. The Director of BSEE is responsible for coordination with leadership of USGS, and BSEE regional personnel serve as a part of the Unified Command under USCG. OEM compiles the common operating picture for the department; through the EMC, maintains liaisons across all DOI bureaus and offices; and through the IOC maintains situational awareness with interagency counterparts.

5.3 Response to a Local/Regional Oil Spill

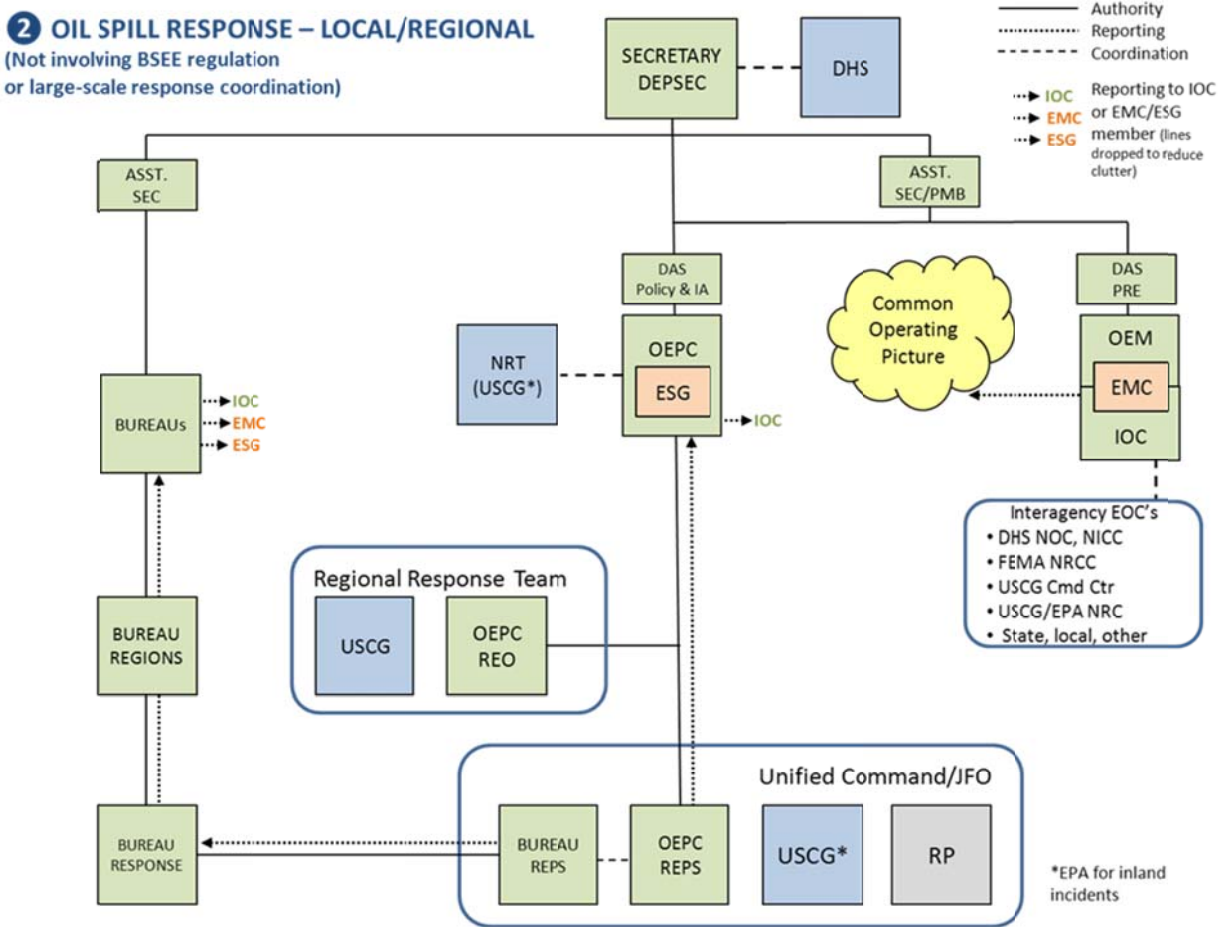


Figure 2. Oil Spill Response – Local/Regional

Figure 2 provides a notional representation of the authorities, reporting chains, and lines of coordination during a local or regional oil spill off-shore which does NOT involve entities regulated by BSEE. This figure is not exhaustive; only key elements are depicted for purposes of clarity. In this scenario, the Secretary of the Interior maintains a direct relationship to the Secretary of Homeland Security. The Director of OEP/ESG is responsible for coordination with the NRT, if activated, which falls under the leadership of the USCG or EPA, depending on the location of the incident. Environmental policy and response issues are coordinated by OEP/ESG through the Environmental Safeguards Group. The OEP/ESG REO serves as part of the RRT, and the REO or other individual representing OEP/ESG serves on the UC which coordinates field activities. USCG or EPA leads the UC and the Responsible Party is an integral part of the UC. Bureaus may also be asked to provide representation, typically land management bureaus affected by the incident, or FWS to provide expertise in wildlife rehabilitation. OEM compiles a common operating picture for the department; through the EMC, maintains liaisons across all DOI bureaus and offices and supports coordination of response activities; and, through the IOC maintains situational awareness with interagency counterparts. Bureaus and offices are

responsible for providing situation reporting to the IOC; in practice, this is often delegated to the regional office(s) involved in the response.

5.4 Off-Shore Incident Coordination

DOI and the head of each bureau and office will be prepared to respond effectively, in a coordinated manner to oil discharges and hazardous substance releases under CWA as amended by OPA, and CERCLA so as to prevent or minimize injuries to the lands and resources entrusted to DOI, or to support state, tribal, local, or other federal agency efforts when ESF #10 is activated for oil or hazardous materials incidents. This will include the appropriate response-related assistance in support of the FOSC, most commonly the USCG.

3 a. OFF-SHORE INCIDENT COORDINATION

Large-Scale, including Environmental Response and BSEE Regulation
HEADQUARTERS-LEVEL

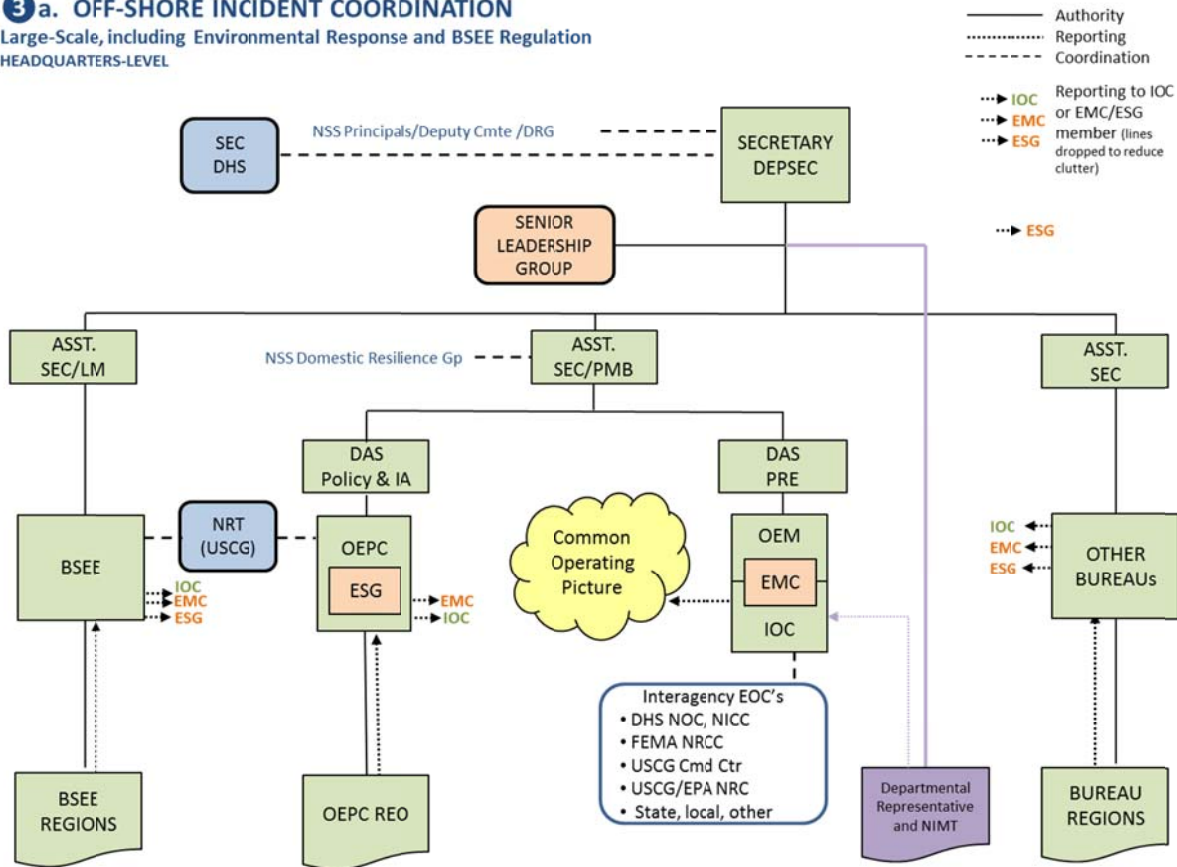


Figure 3a. Off-Shore Incident Coordination

Figure 3a provides a notional representation of the authorities, reporting chains, and lines of coordination during large-scale oil spill – possibly a SONS – which involves BSEE, OEPC, and other bureau(s). This figure is not exhaustive; only key elements are depicted for purposes of clarity. In this scenario, the Secretary of the Interior maintains a direct relationship to the Secretary of Homeland Security; the Secretary and Deputy Secretary may be engaged in White House coordination, including Principals and Deputy Committee Meetings of the NSS. The Secretary will convene the Senior Leadership Group, consisting of key leadership of the Department to guide policy-making. BSEE and OEPC participate in meetings of the NRT, which is chaired by the USCG. Coordination of environmental policy takes place in the Environmental

Safeguard Group, chaired by OEPC. Coordination of Incident Response is conducted by OEPC and its REOs. In the case of a SONS, coordination of Incident Response activities takes place in the EMC, chaired by OEM. All bureaus and offices provide situational awareness for the IOC, which provides a Common Operating Picture for the Department and coordinates with interagency counterparts. At the discretion of the Secretary, a Departmental (Agency) Representative and DOI-ICT may be deployed to coordinate field activities and represent the Secretary in the field.

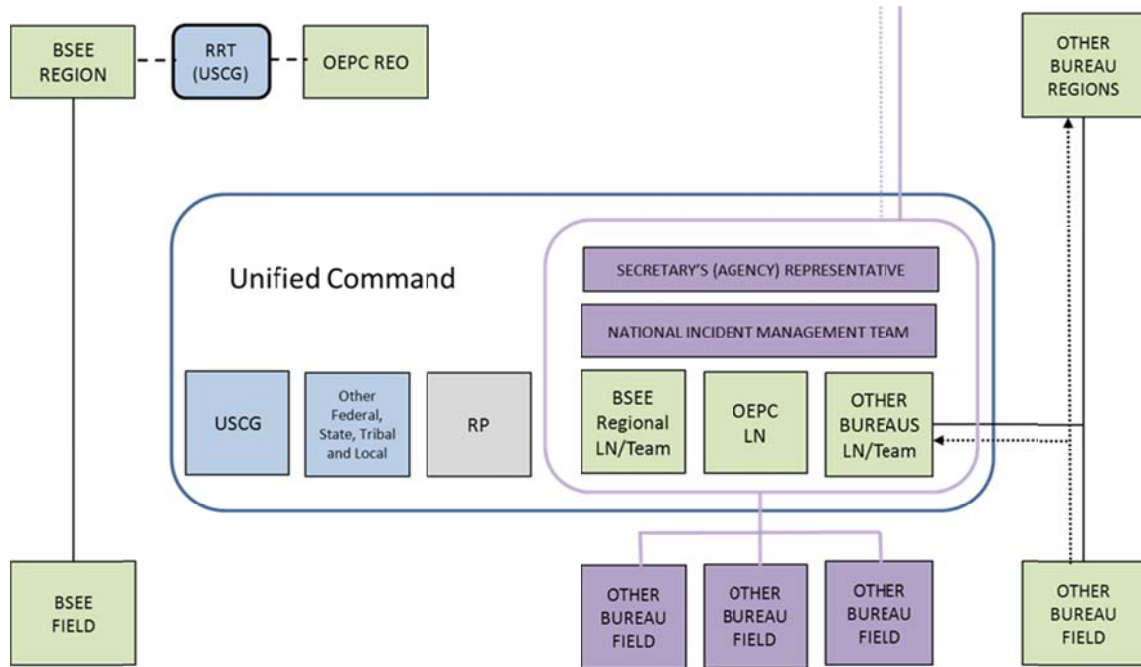


Figure 3b. Off-Shore Incident Coordination

At the regional level, both BSEE and OEPC participate in the RRT. BSEE, OEPC and other bureaus may provide organizational liaisons to the UC, as well as personnel to fill incident command positions within the UC. If activated, the Secretary’s Representative represents the Department in the UC. If this position is not activated, individual bureau and office representatives fulfill that role. The Secretary may also activate the DOI-ICT to support the Secretary’s Representative and exercise delegation of authority to coordinate operational aspects of the DOI response. Bureaus and offices may deploy operational teams to the field during the response. These teams coordinate their activities with the DOI-ICT, typically reporting through their regional liaison at the UC. The DOI-ICT may also mobilize and deploy teams which represent the department as a whole to reinforce the unified response. The DOI-ICT may not be co-located with the UC and may be located in an Area Command depending on the circumstances.

5.4.1 Well Control

If the oil spill requires well control operations to control the source of the spill, BSEE has authority over all well operations under 30 CFR 250. The UC organization will decide where

source control will fit into the Incident Command System, but most likely the cognizant BSEE Regional Directors will serve as the federal oversight within the Source Control Branch under the Operations Section.

The Director of BSEE may be considered for inclusion as a UC representative because BSEE has jurisdictional authority or functional responsibility under 30 CFR 250 for the incident until an uncontrolled discharge has been stopped and well operations, such as well abandonment, are completed.

BSEE may fill the role of the Operations Section Chief if well control operations dominate the tactical operations directly applicable to the primary mission. If other tactical operations are required, an Operations Section Chief with experience in these operations may lead the Section but request BSEE fill the role of the Deputy Operations Section Chief.

BSEE staff, if located within the Source Control Branch of the Operations Section, will oversee the development of ICS 204 assignment lists created by the contracted well control company and/or the Responsible Party representatives and enforce 30 CFR 250 where applicable. These forms will identify resources required and tasks planned for the next operational time period as directed by the Operations Section Chief. The cognizant BSEE Regional Directors will coordinate these operations as necessary with other response operations and request resources through the Operations Section Chief.

5.4.2 Offshore Oil Spill Response Tactics and Equipment Subject Matter Experts

The Oil Spill Response Division reviews and approves all Offshore Oil Spill Response Plans required for submission by owners and operators. The Planning Analysts within the Off-Shore Response Division Regional Units are valuable to the Operations Sections, Planning Sections, and UC Staff when an oil spill occurs offshore. This role may provide input directly to a member of the UC (either the FOOSC or the Responsible Party), Liaison Officer, or as a Technical Specialist in the Planning Section.

5.4.3 Offshore Volume and Flow Rate Technical Specialists

DOI has numerous experts that may be asked to provide technical specialist support within the Planning Section to represent the federal calculations for volume and flow rate during an offshore uncontrolled discharge. USGS and BOEM staff may work together or be requested individually to provide this federal support.

5.4.4 Natural Resource Trustee

OEPC has authority to ensure the environmental sensitivities for lands under DOI regulatory authority are represented in the Environmental Unit within the Planning Section. This role will be similar to the role of ESF #11 during emergency responses under the *National Response Framework*.

5.4.5 Flow Rate Technical Group (FRTG)

To help provide key information for oil spill response efforts, the National Incident Command, Interagency Solutions Group created, during the Deepwater Horizon Oil Spill, the FRTG and assigned it two primary functions:

- To quickly generate a preliminary estimate of the flow rate from the damaged well.
- Use multiple, peer-reviewed methodologies to later generate a final estimate of flow rate and volume of oil spilled.

The USGS led the effort during Deepwater Horizon and will take this role again in future large scale oil spill events, when directed.

To deal with the complexity of estimating the spill flow under challenging, deep sea conditions, the FRTG may establish multiple independent teams that each used different methods:

1. A **Mass Balance Team** can use data from satellites and Airborne Visible Infrared Imaging Spectrometer to estimate surface oil, then accounted for oil collected or dispersed through various means (burning, skimming, etc.).
2. A **Plume Analysis Team** can conduct particle image velocimetry analysis of underwater video images from the well.
3. A **Reservoir Modeling Team** can use information about the characteristics of the oil field and surrounding environment to generate key physical parameters and model potential flow rates as a function of reservoir bottom hole pressure.
4. A **Nodal Analysis Team** can develop flow range estimates based on reservoir properties (some provided by the Reservoir Modeling Team) and characteristics of the well.

6. Funding

OPA signed into law in August 1990 authorized the use of the OSLTF. Congress created the Fund in 1986, but did not pass legislation to authorize the use of the money or the collection of revenue necessary for its maintenance. It was only after the Exxon Valdez grounding and the passage of OPA that authorization was granted. In addition to authorizing use of the OSLTF, OPA consolidated the liability and compensation requirement of certain prior federal oil pollution laws and their supporting funds, including the:

- Federal Water Pollution Control Act
- Deepwater Port Act
- Trans-Alaska Pipeline System Authorization Act
- Outer Continental Shelf Lands Act.

With the consolidation of these funds and the collection of a tax on the petroleum industry, the Fund increased to \$1 billion. Fund uses were delineated by OPA to include:

- Removal costs incurred by the USCG and EPA
- State access for removal activities
- Payments to federal, state, and Indian tribe trustees to conduct natural resource damage assessments and restorations

- Payment of claims for uncompensated removal costs and damages
- Research and development
- Other specific appropriations.

The OSLTF has two major components.

- The Emergency Fund is available for FOSCs to respond to discharges and for federal trustees to initiate natural resource damage assessments. The Emergency Fund is a recurring \$50 million available to the President annually.
- The remaining Principal Fund balance is used to pay claims and to fund appropriations by Congress to Federal agencies to administer the provisions of OPA and support research and development.

Additional information on the OSLTF and its components can be found at:
http://www.uscg.mil/npfc/About_NPFC/osltf.asp.

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Appendix IV Biological Hazard Response

To Be Developed.

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Appendix V Cyber Response

To Be Developed.

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