



DEPARTMENT OF THE NAVY
JOINT BASE PEARL HARBOR-HICKAM
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JBPHHINST 3440.17C
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JUL 27 2015

JOINT BASE PEARL HARBOR-HICKAM INSTRUCTION 3440.17C

From: Commander, Joint Base Pearl Harbor-Hickam

Subj: JOINT BASE PEARL HARBOR-HICKAM INSTALLATION
EMERGENCY MANAGEMENT PROGRAM

- Ref:
- (a) National Incident Management System, 30 May 2013
 - (b) National Response Framework (effective 30 MAY 2013)
 - (c) DoD Instruction 6055.17, Installation Emergency Management, 19 November 2010
 - (d) OPNAVINST 3440.17, Navy Installation Emergency Management Program, 22 July 2005
 - (e) AFI 10-2501, Air Force Emergency Management Program Planning and Operations (24 Jan 07)
 - (f) CNIC Instruction 3440.17 (Series), Navy Installation Emergency Management (EM) Program Manual, 23 January 2006
 - (g) COMNAVREGHI Instruction 3440.17 (Series), Navy Region Hawaii Emergency Management (EM) Plan, 05 January 2007
 - (h) OPNAVINST 3440.16C, Navy Civil Emergency Management Program, 10 March 1995
 - (i) OPNAVINST N3040.5D, Procedure and Reporting Requirements for Reactor and Radiological Accidents
 - (j) DoD Instruction 2000.18, Department of Defense Installation Chemical, Biological, Radiological, Nuclear and High-Yield Explosive Emergency Response Guidelines, 4 December 2002
 - (k) SECNAV Instruction 3400.4, Department of the Navy (DON) Installation Chemical, Biological, Radiological, Nuclear and High-Yield Explosive (CBRNE) Emergency Response Guidelines, 08 June 2004
 - (l) JBPHHINST 3300.1B, Joint Base Pearl Harbor-Hickam (JBPHH) Antiterrorism (AT) Plan, 15 January 2011

Encl: (1) JBPHH Emergency Management Plan

1. Purpose. To execute policy delineated in references (a) through (g) and to provide guidance, operational structure and assignment of responsibilities for developing and sustaining a comprehensive, all-hazards Emergency Management Plan (EMP) for JBPHH and tenant commands, and to implement the EMP within the

area of responsibility (AOR) assigned to JBPHH per references (c) through (g).

2. Cancellation. JBPHHINST 3440.17B.

3. Scope and Applicability

a. Scope. This instruction applies to all commands and activities within JBPHH's AOR and defines the responsibility and authority of Commander, Joint Base Pearl Harbor-Hickam (JBC) to establish, implement, and sustain a comprehensive Emergency Management Program (EMP) capable of effective all-hazards preparedness, mitigation, response, and recovery, that is compliant with Homeland Security Presidential Directives 5 and 8 and be compliant with references (a), (b), (c), (e), and (f) in order to save lives, protect property, and sustain mission readiness. It also includes all aspects of Defense Support of Civil Authorities (DSCA) assigned to JBPHH by reference (h) in accordance with reference (g).

b. Exemption. Per references (c) through (g), the scope of the Navy Installation EM Program excludes nuclear reactor accidents and incidents, nuclear weapons accidents and incidents, and combat operations and combat support operations. Reference (j) provides specific policy and guidance for these incidents. Chemical, Biological, Radiation Nuclear and Explosive (CBRNE) events during major combat operations are also excluded. References (j) and (k) provide specific policy and guidance for these incidents. During wartime, consequence management of all other natural and man-made emergencies in JBPHH AOR, including terrorist events, shall be handled IAW this EMP.

c. Applicability. This instruction applies to JBPHH and tenant commands and activities within JBPHH's AOR in peacetime, Military Operations Other Than War (MOOTW), and wartime conditions. This instruction is applicable to military service personnel, to include active and reserve components, civilians, families, tenants aboard JBPHH, transient military or U.S. government personnel, contractor personnel, visitors, guests and foreign national personnel, as assigned.

4. Background

a. The EM Program shall serve as the principle method within JBPHH for implementing the shore installation chemical, biological, radiological, nuclear and high-yield explosive (CBRNE) preparedness and defense guidelines and standards directed by references (c), (d), (e), (k), and (j).

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b. The below information provides a guide to the most significant aspects of a Regional EM Program. Detailed program guidance is provided within references (c) through (g).

5. Policy

a. The primary objectives of the EM Program are to:

(1) Sustain installation Mission Essential Functions (MEFs) and Critical Mission Facilities.

(2) Protect personnel onboard JBPHH.

(3) Restore essential installation mission(s) post event.

b. Per references (c) and (d), the Commander JBPHH has the authority and responsibility to protect personnel, equipment and facilities subject to his control. Nothing in this instruction or the EM Program shall detract from, or conflict with, the inherent and specified authorities and responsibilities of the Joint Base Commander (JBC).

c. References (c) and (d) promulgates EM Program guidance based on a list of standards. Reference (f) further delineates those standards and has been utilized as the basis for the JBPHH Emergency Management Plan

d. JBC shall identify and prioritize potential hazards by completing Hazard Risk Assessments and then develop mitigating actions, policy guidance and capabilities. These Hazard Risk Assessments are a risk-based strategy that considers threat, vulnerability, consequence management, response capability, operational requirements, and criticality. Upon the completion of all regional and installation hazard risk and capability assessments, copies shall be provided to the Commander, Navy Region Hawaii (CNRH) Office of Emergency Management.

e. CNRH and the Joint Base Commander shall establish and maintain required EM capabilities necessary to sense hazards, shape the situation, shield personnel and sustain critical operations per references (a) through (g).

f. EM capabilities may be organic, regional, or provided by federal, state, local, other service, and/or private agencies and departments through Memorandums of Understanding or Agreement (MOU/MOA), Mutual Aid Agreements (MAA), contracting, or Inter-Service Support Agreements (ISSAs), and other support

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agreements. All such agreements will be approved through proper authority and a copy maintained by the organization that participates in the agreement. Copies will be filed with the CNRH OEM and the JBPHH Business Office.

g. Within JBPHH, Navy civilian or military first responders and emergency responders shall comply with all applicable Navy Occupational Safety and Health (NAVOSH) standards and Navy Environmental and Natural Resources Program Requirements.

h. Unless required by other competent authority, tenant commands located on or grouped with JBPHH are not required to maintain Emergency Management Programs, however they shall prepare an Emergency Action Plan as outlined in Support Annex 17 of enclosure (1), and participate in the Emergency Management Working Group.

i. JBPHH Emergency Management Plan must be consistent with regional and installation antiterrorism (AT) plans as required by references (c), (d) and (e). AT plan(s) should be referenced accordingly within EMP(s), especially in the areas of vulnerability assessment and explosive event management.

j. Federal Fire Department (FFD) disaster plans will be consistent with EM Plans as required by references (a) through (g).

k. Reference (f) is a combination of EM related sources and shall be used as the overarching guidance for the EM Program. Extremely detailed in nature, references (c) through (g) will be used as the governing documents should conflicts occur with other sources.

6. Assumptions

a. Response to an emergency onboard a shore installation may require all existing first and emergency responder assets. It may also exceed the organic emergency management capabilities of JBPHH and tenant commands.

b. CNRH and JBPHH may require extensive federal, state, local, other service, and/or private support in order to effectively respond to and recover from an emergency. Close liaison with these agencies and departments is essential prior to an emergency in order to ensure that civil authorities understand our requirements and are responsive in protecting JBPHH resources.

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c. Defense Support of Civil Authorities (DSCA). Per references (g) and (h), CNRH and the JBC shall be prepared to aid civil authorities if requested and request assistance, if needed, from federal, state, local, or other services. Requests for JBPHH assistance will normally come via the Joint Task Force Homeland Defense (JTF-HD). They will also coordinate, as necessary, SECDEF approval for DoD assistance. DSCA shall be provided strictly in accordance with Functional Area Annex S. The CNRH Regional Emergency Manager (REM) serves as the principle advisor to designated Regional Planning Agent (RPA).

d. Emergency Management and emergency response are typically based on mutual assistance between the respective agencies and departments.

7. Responsibilities

a. The JBC shall:

(1) Designate a full-time Joint Base Emergency Management Officer (JBEMO) in writing per references (c), (f) and (g). Due to the nature of the EMO responsibilities and the need for long-term continuity, this position will normally be filled by a civilian.

(2) Designate an appropriate number of personnel to serve as full-time staff to support the EM Program, including the administration and operations of the Installation Emergency Operations Center (EOC).

(3) Provide direction and oversight of the Installation EM Program. Assure the EM standards of references (c) and (f) are addressed in the EM Program.

(4) Establish the Installation Emergency Management Working Group (IEMWG) per references (c), (e), and (f) to assist the installation EMO in developing, executing, exercising and assessing the installation EM Program. The IEMWG should encourage participation by appropriate federal, state, local, other service and/or private EM-related agencies and departments.

b. The JBEMO shall:

(1) Report operationally and administratively to the JBC.

(2) Serve as the EM Program Coordinator at the Joint Base level preparing for, mitigating potential effects from,

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responding to, and recovering from all natural and man-made hazards, including CBRNE events that may affect JBPHH.

c. All JBPHH JB Codes, directorates, departments, and activities:

(1) Will develop specific Emergency Action Plan as outlined in Support Annex 17 of Enclosure 1, which will at a minimum follow the format of references (f) and (g) and this plan's Hazard Specific Appendices.

d. Tenant Commands:

(1) All tenant commands under JBPHH will develop an Emergency Action Plan (EAP) per references (c), (f) and (g), in accordance with Support Annex 17 of this plan.

(2) Commands identified as having Critical Mission Facilities (CMFs), Mission Essential Functions (MEFs) will develop or maintain Continuity of Operations Plans (COOPs) per references (c), (e), (f) and (g).

8. Action. The Joint Base Office of Emergency Management (JBOEM) shall:

a. Develop an EMP based on references (a) through (l).

b. In accordance with reference (c), establish procedures to:

(1) Maintain listings of all EM-related support agreements.

(2) Integrate MAAs and other support agreements into the Installation Emergency Management (IEM) Plan.

(3) Ensure offices of primary responsibility review EM-related support agreements at a minimum annually, and when the ability to meet the requirements in the support agreements cannot be met. These reviews shall result in continuation, cancellation, or revision of the support agreement.

(4) Exercise support agreements annually, at a minimum.

c. Utilize the Regional Hazard Summary to develop Functional Area Annexes, Support Annexes, and Hazard Specific Appendices. Hazard Specific Appendices are stand alone plans located within the EMP.

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d. Hazard Specific Appendices are required at three levels:

- (1) Regional Hazard Specific Appendices
- (2) Joint Base Hazard Specific Appendices
- (3) Tenant Command Emergency Action Plans

NOTE: JBPHH will take Regional-level hazard appendices and add their specific actions and checklists rather than writing entire Hazard Specific Appendices. Tenant Commands shall complete a Tenant Command EAP.

9. Effective Date. This instruction is effective immediately.



S. KEEVE

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**JOINT BASE PEARL HARBOR-HICKAM
EMERGENCY MANAGEMENT PLAN**

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TRANSMITTAL LETTER

Homeland Security Presidential Directive (HSPD)-5, *Management of Domestic Incidents*, requires the development of the National Incident Management System (NIMS) to coordinate the preparedness and incident management efforts of federal, state, tribal, and local governments. Based on HSPD-5 and the common preparedness requirements set forth in the NIMS, the federal government created the National Response Framework (NRF) to integrate federal government prevention, mitigation, preparedness, response, and recovery plans into one all-discipline, all-hazard approach to domestic incident management.

The NRF supersedes the National Response Plan (NRP), U.S. Government Interagency Domestic Terrorism Concept of Operations Plan (CONPLAN), the Federal Radiological Emergency Response Plan (FRERP), and the Initial National Response Plan. The NRF serves as the core plan for federal support to state, tribal, and local governments and establishes the principal construct for management of Incidents of National Significance (INS). The NRF is linked to an array of incident or hazard-specific federal contingency plans, including the National Oil and Hazardous Substances Pollution Contingency Plan (NCP). Federal departments and agencies are required to modify existing incident management, contingency, and emergency plans under their purview to appropriately align these plans with the direction provided in the NIMS and the NRF. The Deputy Secretary of Defense Memorandum of 26 January 2004 mandated cooperation and use of the NIMS and the NRF by all services. The Deputy Secretary of Defense Memorandum to the services on 5 September 2002 established the requirement for all services to protect assigned personnel against chemical, biological, radiological, nuclear, and high-yield explosive terrorism incidents impacting military installations. The appropriate Department of Defense (DoD) and joint guidance quickly followed in the form of DoD Instructions 6055.17 and 2000.18 to clarify the guidelines, standards, and employment concepts necessary to execute the guidance provides by the Deputy Secretary. The JBPHH Emergency Management (JBEM) Program implements the concepts outlined above as well as other applicable DoD and joint guidance. The incident management structures and processes outlined herein call for maximum integration and coordination at all levels of the Navy and coordination between the Air Force, Navy, federal, state, local, and other services, and/or private agencies and departments to optimize resources and develop an optimum response and recovery effort. The JBEM Program shall implement the policy and procedures set forth by

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DoD Instruction 6055.17, DoD Installation Emergency Management (IEM) program, 13 January 2009 and listed reference through the development, maintenance, and execution of the JBEMP in this document.

A handwritten signature in black ink, appearing to be 'S. Keeve', written in a cursive style.

S. KEEVE

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SECTION I

BASIC PLAN

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SECTION I BASIC PLAN

References

Applicable References	
a.	Homeland Security Presidential Directive 5 (HSPD-5), Management of Domestic Incidents
b.	National Response Framework (NRF)
c.	National Incident Management System (NIMS)
d.	DODI 1342.22, Military Family Readiness (3 July 2012)
e.	DODI 3020.52, DoD Installation Chemical, Biological, Nuclear, and High-Yield Explosive (CBRNE) Preparedness Standards (18 May 2012)
f.	DoDI 3001.02 Personnel Accountability In Conjunction With Natural Or Manmade Disasters (3 May 2010)
g.	DoD 6055.17 (Series), DoD Installation Emergency Management (IEM) Program
h.	DoDI 6200.03, Public Health Emergency Management Within the Department of Defense (5 March 2010)
i.	Department of Defense Supplemental Guidance for Implementing and Operating a Joint Base 15 APR 2008
j.	U.S. Navy Regulations 1990, Secretary of the Navy (16 September 1990, as amended)
k.	ALNAV 074, Command Authorities Ashore (SECNAV message 211433Z NOV 11)
l.	SECNAVINST 3030.4C, Department of Navy Continuity of Operations Program (22 July 2009)
m.	OPNAVINST 3006.1, Personnel Accountability in Conjunction with Catastrophic Events (1 March 2011)
n.	OPNAV Instruction 3440.16D, Navy Defense Support of Civil Authorities
o.	OPNAV Instruction 3100.6 (Series), Special Incident Reporting (OPREP-3, Navy Blue and Unit SITREP) Procedures
p.	OPNAVINST 3006.1, Personnel Accountability in Conjunction with Catastrophic Events (1 March 2011)
q.	OPNAVINST 3030.5B, Navy Continuity Of Operations Program and Policy (20 Oct 2009)
r.	OPNAVINST 3040.5D, Procedure and Reporting Requirements for Reactor and Radiological Accidents (19 May 2003)
s.	OPNAVINST 3140.24 (Series), Adverse and Severe Weather Warnings and Conditions of Readiness
t.	OPNAVINST 3440.16D, Navy Civil Emergency Management Program (29 June 2009)
u.	OPNAVINST 3500.41, Pandemic Influenza Policy (18 September 2009)

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Applicable References	
v.	AFI 10-2501, Air Force Emergency Management Program Planning and Operations (24 Jan 07)
w.	AFI Manual 10-2507, Readiness and Emergency Management Flight Operations (14 May 09)
x.	USPACOM INSTRUCTION 0539.1, Tropical Cyclone Operations at U.S. Pacific Command 25 March 2014
y.	CNICINST 3000.1, Shore Response Training Plan (SRTP) (12 November 2008)
z.	CNICINST 3140.1, Navy Installation Destructive Weather Warnings and Conditions of Readiness (1 November 2010)
aa.	CNICINST 3440.17, Navy Installation Emergency Management Program Manual (23 January 2006) (with CH-1 of 8 July 2006, Addition of Evacuation Planning Procedures, CH-2 of 21 July 2011, CH-3 of 9 April 2012, amending evacuation guidance)
bb.	CNICINST 3440.2, Pandemic Influenza Preparation and Response Planning (23 October 06)
cc.	COMNAVREGHI Instruction 3440.17 (Series), Navy Region Hawaii Emergency Management (EM) Plan
dd.	BUMED Instruction 3440.10, Navy Medicine Force Health Protection(FHP) Emergency Management Program (EMP)

1. Purpose

a. To identify procedures for establishment, development, implementation and sustenance of the Navy Shore Installation Emergency Management (EM) Program within the area of responsibility (AOR) of Commander, Joint Base Pearl Harbor-Hickam (JBPHH). This document outlines the EM plan that is supportable with the staffing and funds provided to JBPHH and the organizations that support it. To identify policy, guidance, structure, mitigation strategies and responsibilities to establish an all-hazard approach to emergency management per the following:

- (1) National standards issued in references (a) through (c).
- (2) DOD guidance issued in references (d) through (i).
- (3) Navy guidance issued in references (j) through (u).
- (4) Air Force EM guidance in references (v) and (w).
- (5) As supported by local guidance issued in references (y) through (dd).

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b. For the purpose of this EM Plan, the term **Tenant Command** refers to **any** and **all** organization or unit that occupies space on JBPHH or that is an administratively assigned Geographically Separated Unit (GSU).

2. Scope

a. The scope of this Installation EMP applies to all commands and activities within the JBPHH AOR to comply with the references. It includes all aspects of five interrelated actions; preparedness for, prevention of, the mitigation of potential effects of, the response to, and the recovery from natural, manmade (technological), and terrorism hazards within the jurisdiction of JBPHH.

b. This Installation EM Plan

(1) Provides JBPHH operational and response organization structures and processes.

(2) Identifies JBPHH response resources and assets.

(3) Establishes training standards for assigned personnel.

(4) Provides policy for equipment procurement, issue, and maintenance.

(5) Identifies operational procedures.

3. Situation and Assumptions

a. Situation. This plan is intended to provide an overall guide to protecting JBPHH from all hazards, both natural and man-made. Although each situation will involve a different set of circumstances, several factors and issues are common to all emergencies. The Concept of Operations (CONOPS) contained within this plan addresses these factors. This CONOPS relies on existing DoD, Joint Staff, Air Force, Navy, NATO doctrine and lessons learned from exercises, actual disasters and attacks. This plan has been developed because JBPHH may be impacted by a wide range of natural and manmade disasters. Impacts of these events range from a local emergency to a widespread catastrophic event. Through mitigation and planning efforts for natural and man-made disasters the negative impact to JBPHH can be reduced. This Installation EM Plan, along with supporting procedures developed using the references as guidance, is designed to

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reflect the possibility of a wide range of hazards and circumstances. Mitigation activities, conducted prior to the occurrence of an emergency, result in a potential reduction in the above events. Supporting plans and procedures are updated and maintained by responsible parties at the higher headquarters, Regional, and Installation levels.

(1) JBPHH is geographically isolated from CONUS and Western Pacific bases, members should anticipate long delays in receiving significant logistical support following a major disaster.

(2) JBPHH has 177 shore based and 40 afloat Tenant Organizations from multiple services and government organizations with an installation population of over 96,000 active duty, family members, GS and contractor personnel. Additionally a very large retired population living on the island of Oahu relies on support services provided by JBPHH.

(3) The majority of tenant organizations on JBPHH have little to no reporting relationships with JBPHH adding to challenges of compliance strategies in the development and execution of the EM Program.

(4) During natural (large-scale) disasters, planning does not expect that JBPHH will receive any significant assistance from civil authorities for some time. Long-term messing, housing and healthcare will prove challenging until supply chains are re-established. Refer to the Hazard Specific Appendices for concepts of operation for each type of disaster. Destructive Weather plan describes a large-scale disaster scenario and can be used in similar end-state events without a specific instruction included herein.

b. Assumptions. The JBPHH EMP, along with supporting procedures is designed to reflect the possibility of any or all of the below conditions occurring.

(1) The tyranny of distance imposed by the geographic isolation of the Hawaiian Islands and the logistical and fiscal challenges presented in evacuating all JBPHH personnel from the Island of Oahu, makes evacuation plans as outlined EM Plans and actions addressed by CONUS installations is not regarded as practical solution. This will be mitigated through building resiliency of tenant organizations and the JBPHH family of organizations and personnel.

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(2) EM planning also assumes that any destructive weather situation affecting the island of Oahu will affect all parts equally and evacuation from one location on the island to another would produce no benefit. In the context of destructive weather (i.e., hurricane/ typhoon), all reference to "evacuation" in this instruction can be considered synonymous with "sheltering" and refers to movement of personnel from their worksites or homes to safe havens on JBPHH.

(3) Per references (g), (i) and (aa), an all-hazard assessment was completed prior to the preparation of the EMP and is updated annually in conjunction with the Installation Emergency management Working Group (IEMWG). The Installation Hazard Summary provides guidance to JBPHH and tenant commands for their conduct of detailed hazard and threat assessments per reference (b), Standard 4.

(4) Table BP-1 outlines the current Hazards/Threats that are applicable to CNRH. These same hazards apply to JBPHH.

Table BP-1: Hazards/Threats Applicable to JBPHH

Probability (updated MAR 2014)
High Probability
Earthquake (including structural failure and collapse)
Tsunami (distant generated)
Destructive Weather (hurricane, tornado, storm surge, high winds, flooding)
Significant Probability
Power/Fuel/Utility/Communications/IT Failure & Interruption
Communicable Disease
Tsunami (locally generated)
Transportation Accident (Land/Air/Water)
Structural, Ship, Industrial, Aircraft Fires
Moderate Probability
Environmental Contamination (Hazardous Material Release)
Terrorism (CBRNE, Electromagnetic, and Cyber)
Wild Land Fire/Drought
Landslide/Mudslide
Low Probability
Lightning Strike
Civil Disturbance
Financial System Interruption
Volcanic Ash Fall (from the Island of Hawaii)
Very Low Probability
Financial System Collapse
Naval Nuclear Propulsion Program Reactor or Radiological

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Accident/Incident

Dam Failure (no dams on JBPHH but access to some areas may be impacted)

c. The mitigation activities, as outlined in the JBPHH Mitigation Program in paragraph 15, conducted prior to the occurrence of an emergency, result in a potential reduction in the above events.

d. Special Assumptions and Considerations for Man-Made Hazards. While less likely to occur than natural hazards, there are special assumptions and considerations that are driven by man-made hazards, especially the hazards created by Hazardous Material (HAZMAT), Chemical, Biological, Radiological, Nuclear or high-yield Explosive (CBRNE) weapons:

(1) It is possible that hostile nations, domestic terrorists, or transnational organizations will use existing HAZMAT sites or CBRNE weapons against Navy shore installations.

(2) Response to a CBRNE attack at JBPHH will require all existing first responder assets (fire, HAZMAT, security, EOD, medical), and might exceed the crisis response and consequence management capabilities of the installation's organic resources.

(3) For large-scale all hazards events, including CBRNE attacks, JBPHH will require extensive DoD, federal, state, and local support.

(4) Close liaison with federal, state, local, and private emergency management officials is essential during the planning process to ensure that civil authorities are responsive in protecting JBPHH resources as well as JBPHH personnel and dependents living off base.

(5) An accident involving Toxic Industrial Materials (TIMs), or Toxic Industrial Chemicals (TICs), will require response from existing first responder assets.

(6) Individual Protective Equipment (IPE) and Personal Protective Equipment (PPE) required for response to CBRNE terrorism, accident, and incident events differ from that required for warfare response. This is due to differences in the nature of the threat, level of acceptable risk, and applicable safety standards.

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(7) This instruction uses and refers to applicable federal standards. Best management practices from industry should be adopted to fill gaps in those situations where definitive standards are not available, but are necessary to establish a capability and reduce risk.

4. Policy. The primary responsibility of all DoD Installations shall be to accomplish the command's assigned mission-essential functions (MEFs) and supporting tasks. This EM Plan (EMP) supports the priority of such COOP efforts in relation to the response to an emergency and provides validated and approved methods for protecting assigned personnel, equipment, and facilities within the scope of federal law and DoD, joint, and Navy policy.

a. The primary objective of Navy Emergency Management is to protect personnel and sustain Navy mission capabilities.

b. Commanders at all levels must be prepared to employ appropriate resources (personnel, forces, equipment, supplies, facilities) under their cognizance in support of both installation and civil emergencies.

c. Installation CBRNE defense is a sub-function of emergency management.

d. Emergency Management plans must be consistent with existing AT/FP plans and all applicable safety and environmental standards to ensure proper equipment is available and utilized for response.

e. Within the U. S., its territories and possessions, response teams must comply with Occupational Safety and Health (OSHA) standards, and recovery teams must comply with Environmental Protection Agency (EPA) environmental requirements.

f. In accordance with Homeland Security Presidential Directive-5 (HSPD-5), reference (a), JBPHH will use the National Incident Management System (NIMS) to integrate the capabilities and resources of various governmental jurisdictions, incident management and emergency response disciplines, non-governmental organizations (NGOs), and the private sector into a cohesive, coordinated, and seamless framework for incident management. This construct shall use the Incident Command System (ICS) and, in the case of events requiring complex responses from multi-agency or multi-jurisdictional resources, a Unified Command System (UCS).

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g. Use of the ICS or UCS neither relieves nor detracts from the responsibility and authority afforded to the Installation Commander. ICS and UCS are merely the commonly accepted and, in the case of HAZMAT and CBRNE incidents, the legally required method of controlling a large number of diverse response elements.

h. It is the policy of the federal government to support civil authorities in coping with civil emergencies or disasters that overwhelm the capability of state and local governments to adequately respond to and recover from such events to protect the safety, health, and property of the civilian population. This EMP outlines the applicable JBPHH support to assist civil authorities as directed by the Regional Commander or when an emergency poses an immediate and imminent threat to human life.

5. Plan Organization and Maintenance

a. Plan Organization. The JBPHH (EMP) is divided into five sections:

(1) Section 1: Basic Plan and enclosure (ENCL 1), the basic plan describes the overall structure and requirements to establish and implement the overarching concept of operations for responding to and recovering from an emergency impacting the installation and/or the civil community in which this installation resides. The basic plan includes incident notification, reporting, and management procedures common to the effective management of all emergencies, regardless of cause or extent.

(2) Section 2: Functional Area Annexes (FAAs) identify the lead agent responsible for the annex and describe the roles, responsibilities, and capabilities of each identified functional area to successfully execute the concept of operations put forth in the basic plan. The number and type of functional annexes included in the EMP vary depending on needs, capabilities, and organization. Since functional annexes are oriented toward operations, their primary audience consists of those who perform the tasks. They do not repeat general information contained in the Basic Plan. Per reference (c), enclosure (1), the JBPHH EMP or tenant command EAPs are not required to develop independent FAAs. The CNRH FAAs shall provide adequate guidance down to the lowest echelon of command for services provided at the regional level unless noted in the FAA. The JBPHH EMP FAAs will only

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cover specific actions that are required at the installation or tenant level that are not addressed in the CNRH EMP.

(3) Section 3: Support Annexes (SAs), SAs are provided to ensure consistent and accurate execution of those tasks that are considered technically rigorous, provide significant management challenges or are based on detailed legal processes or procedures. Tenant Organization Emergency Action Plans (EAP) are not required to develop independent SAs. JBPHH SAs shall provide adequate guidance down to the lowest echelon of command unless noted in the Support Annex. The JBPHH EMP SAs will cover specific actions that are required at the JBPHH or tenant level.

(4) Section 4: Hazard-Specific Appendices (HSAs), are provided to ensure that the unique aspects of each possible hazard identified in the JBPHH hazard assessments are documented and applied to the common incident notification, reporting, and management procedures and process provided by the basic plan. HSAs specify which resources and procedures contained in the FAAs and SAs are needed to respond to a hazard/threat during the response and recovery phases.

(5) Section 5: General Appendices (GA), and the Tenant Command List in GA-6. General appendices are provided to ensure consistent language throughout the plan. These appendices include the JBPHH Commander's Essential Elements of Information (EEI), Commander's Critical Information Requirements (CCIR), definitions, acronyms and ICS forms to be used during the response phase of an event, such as the Incident Action Plan (IAP). The IAP outlines how the incident is managed, duty rotations, timelines of operations, and a record of events to be included in the After-Action Report (AAR) Tenant Command List. Due to the dynamic nature of the Joint Base and new commands that will be established in the future, the listing of tenant commands will be maintained in Appendix G6 of this document and updated annually with the review of annexes and appendices or as new commands are established.

b. Plan Maintenance

(1) The JBPHH EMO will maintain the JBPHH EMP in a current status by utilizing the JBEMWG to review and recommend changes. The JBPHH EMP will be reviewed annually for currency and accuracy. Changes or updates to the instruction and base plan will be submitted to the Commander, JBPHH (JBC) for review and signature. JBC will approve and provide the initial

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signature of the JBPHH EMP. This will become Section I, Basic Plan.

(2) The JBPHH EMO (JB37) will approve all subsequent changes to the EMP SAs, FAs, HSAs and other appendices. If changes alter the Commander's intent in the original document or a re-write is performed, then the JB37 will resubmit the EMP to the Commander, JBPHH for signature approval.

(3) All required changes to FAA, SA, and HSAs will be reviewed by the JB EMWG for comment and coordination.

(4) Once the comment/coordination period is closed changes will be made and final draft will be submitted to EMWG for final review prior to signature of JBPHH JB37. All changes will be incorporated prior to the annual CNIC budgeting process to ensure the capture of all additionally approved requirements.

(5) The approval signature line on the Record of Changes for the master JBPHH EMP will reside with the JBPHH JB3.

(6) IAPs. IAPs are developed in response to an incident. These plans are not permanent plans and only have to be approved by the Incident Commander (IC)/Unit Commander (UC). The IAPs are usually drafted under the supervision of the Planning Section of the ICS organization (located at the incident or within the Emergency Operations Center (EOC)) approved by the IC and carried out by the Operations Section.

(7) EAPs. EAPs are developed in response to an upcoming major special event such as 4th of July Celebration, December 7th Commemoration or Air Shows. These plans are not permanent plans and will be developed by the JBPHH EMO and approved by the Deputy Joint Base Commander or Chief Staff Officer.

(8) Continuity of Operations Plan (COOP). Tenant Organizations with Mission Essential Functions (MEF) or having Critical Mission Facilities will develop and maintain a COOP Plan as described in SA 18.

(9) Safe Haven Plan. Safe Haven Plans are divided into two types: Emergency (Sheltering in Place) and Deliberate. Both types of plans are covered in detail in SAs 7 and 9.

(10) Planned and Emergency Evacuation. Evacuation plans are separated into two types, planned and emergency. These plans are covered in detail in SA 5.

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c. Personnel Accountability. JBPHH will utilize the Navy Family Accountability and Assessment System (NFAAS) and USAF will use the Air Force Personnel Accountability and Assessment System (AFPAAS) procedures as the comprehensive personnel accountability plan. This will account for all active duty and reserve military personnel including dependents, government service and their family members, full and part-time non-appropriated fund (NAF) employees, and government contractors regardless of status, (i.e., leave or Temporarily Additional Duty (TAD)). JBPHH Departments and tenant command CO/OICs will incorporate a means to muster personnel following a significant incident. Contact phone numbers and potential safe haven locations for each employee and their families will be addressed in a department/command recall and notification bill. JBPHH N1 is the lead for plan development and JBPHH N3 and N7 will ensure the plan is exercised at least annually. For more details on personnel accountability, see SA 6.

d. Noncombatant Evacuation Operation (NEO). At any given time, large numbers of U.S. citizens are living, working or traveling in foreign countries. The Department of State (DOS) is responsible for their protection and care. Situations such as political unrest, increasing international tensions or widespread natural or technological disasters may require the immediate evacuation of these citizens to the United States with little or no preparation time. JBPHH currently has a supporting role for interim processing, logistics and staging termed repatriation in the CNRH response. The JBPHH Repatriation Plan is located in SA 20.

e. Defense Support of Civil Authorities (DSCA). The response to an emergency in the local community is the responsibility of local and state governments. Per references (a), (b) and (g), the U.S. military, because of its unique capabilities and resources, may be requested through established channels to provide temporary, short duration emergency support to the local civil authorities during an emergency once local and state resources have been overwhelmed and the NRF has been activated. DSCA utilizing the JBPHH component in Hawaii is coordinated through USPACOM Defense Coordinating Officer (DCO), Joint Task Force Homeland Defense (JTF-HD), COMPACFLT (CPF), Region Planning Agent (RPA) and the Lead Planning Agent (LPA) (if applicable). Complete guidance can be found in FAA T. In addition, USPACOM will provide DSCA coordination through the DCO and also establishes the Joint Information Center (JIC). Under JBPHH, respective service principle and regional planning agents

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shall coordinate via the DCO to effectively respond to DSCA events.

f. Business Continuity. Per references (b) and (c), JBPHH and tenant commands/units will draft and maintain Business Continuity Plans (BCP). A JBPHH BCP template can be found in Support Annex 19.

g. HSA. HSAs are developed to prepare, mitigate, respond and recover from a specific form of hazard (i.e., hurricanes, tsunamis, CBRNE terrorist attack and other manmade or natural disasters). Per reference (c), JBPHH HSA will be based upon the CNRH EMP HSAs for continuity. JBPHH EMP HSAs will add JBPHH specific checklists and provide copies to CNRH N37 for review.

h. Hazard Vulnerability Assessments. JBPHH will update the installation hazard assessment annually, based on the Regional Hazard Summary, references (g) and (aa), Standard 4, and develop hazard-specific appendices based on the hazard assessments they develop.

i. Supporting Plans. Per reference (aa) the JBPHH EMP must be consistent with regional and JBPHH Anti-Terrorism (AT) plans as required by references (g) and (aa). AT plan(s) should be referenced accordingly within EMP(s), especially in the areas of vulnerability assessment and explosive event management. EMPs will be consistent with Federal Fire Department (FFD) disaster plans as required by references (a) and (b).

6. JBPHH Organization and Group Designation

a. JBPHH Organization. JBC is the key link to supporting customers onboard the installation and provides integration of the various regional program service outputs in a coherent process in support of joint operational missions. JBC operationally and administratively reports to the Regional Commander. JBC exercises command over the JBPHH Office of Emergency Management. JBPHH Command Organization is outlined in Figure BP-1 on the page 17.

b. JBPHH Emergency Management Organization. As described below, the JBEMO is responsible for developing and maintaining the JBPHH EM Program and the appropriate response capabilities as identified by their Installation Group designation. The Commander, JBPHH is assigned command responsibility over multiple facilities combined within the Joint Base title, which hold multiple unit identification codes (UICs). In the case of

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the installation which consists of multiple facilities, and tenant commands, guidance contained within this manual and the term "jurisdiction," when used, applies to all of the identified facilities assigned to the particular Commander, JBPHH vice solely the principal facility. A current listing of JBPHH tenant commands will be maintained in Appendix G6 of this document and updated annual with the review of the Functional Area, Support and Hazard Specific Appendices

c. JBPHH Emergency Management Officer (JBEMO). The JBEMO is a civilian position designed to ensure continuity of operations within the JBEM organization/program that is both OPCON and ADCON to the Commander, JBPHH and serves as the EM Program Coordinator at the Joint Base level as identified in references (a), (b), and (c). The JBEMO is responsible for leading the EM Office, including the Plans, Operations, Logistics and Training sections. The JBPHH EM Staffing Organization is depicted in Figure BP-2 on page 17. The JBEMO duties include:

(1) Develop an EM Program designed to prevent, prepare for, mitigate potential effects from, respond to, and recover from all natural and manmade hazards, including chemical, biological, radiological, nuclear, and high-yield explosive (CBRNE) events, which may affect JBPHH.

(2) Responsible for the management, administration, and operation of the JBEOC and Navy and Air Force Geographically Separated Units (GSUs) at West Loch Annex, Lualualei Annex, Wahiawa Annex and Kaena Point.

(3) Ensure development of an EM program that meets the intent of both Navy and AF requirements Per DoD 6055.17.

c. Emergency Management Program Specialists (EMPS). The three EMPS civilian position designed to ensure continuity of operations within the JBEM organization/program and to fulfill the duties and responsibilities of the JBEMO as required.

(1) Wahiawa Annex EMO: This former CNRH position was absorbed by JBPHH EM when Wahiawa Annex, formerly a separate command under NCTAMSPAC became part of JBPHH. This position continues to provide EM Planning and support for the multiple tenant commands located on Wahiawa Annex that are geographically isolated Annex with multiple CMF's performing EMF's.

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(2) Emergency Operations Center (EOC) Manager.

Responsible for systems and upkeep of the JBPHH EOC. Works as Situation Desk Lead during EOC Activations.

(3) Air Force EM Program Specialist assigned to the JBEMO to assist in AF specific aspects of a traditional EM flight to include maintenance of the EM Plan.

d. Readiness Flight Officer (RFO). The RFO is a junior Air Force Officer (O2-O3) in charge of assigned Air Force personnel. The RFO will assist the EMO in overall program management, specifically regarding Air Force requirements and training. Duties include:

(1) Ensure implementation and execution of the EM CBRNE program for Joint Base Pearl Harbor-Hickam.

(2) Oversee AF personnel management to the EM organization.

(3) Represent AF related equities at various EM related working groups.

e. Air Force Superintendent - Military. The Superintendent position is a senior NCO (E7 and above) military position designed to ensure continuity of operations within the JBEM organization/program and to fulfill the duties and responsibilities of the JBEMO as required. Will assist the EMO with program development and execution of the JB EM program and provide continuity of operations. Additional unique AF duties include:

(1) Ensure AF EM personnel maintain full CBRNE response capability (Sense, Shape, Shield, and Sustain) to include equipping, training, exercise and evaluation as part of the JB annual exercise program.

(2) Oversee CE Expeditionary Engineering section tasks and program objectives to ensure they meet the requirements of the Air Force 613th CE Mobility mission.

f. JBPHH Emergency Management Office

(1) Operations Section. Responsible for EOC operations for JBPHH. It reviews and coordinates on all installation plans and is responsible for the JBPHH EM plan.

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647th CEX EM personnel will conduct Staff Assistance Visit (SAV) Program on all tenant activities.

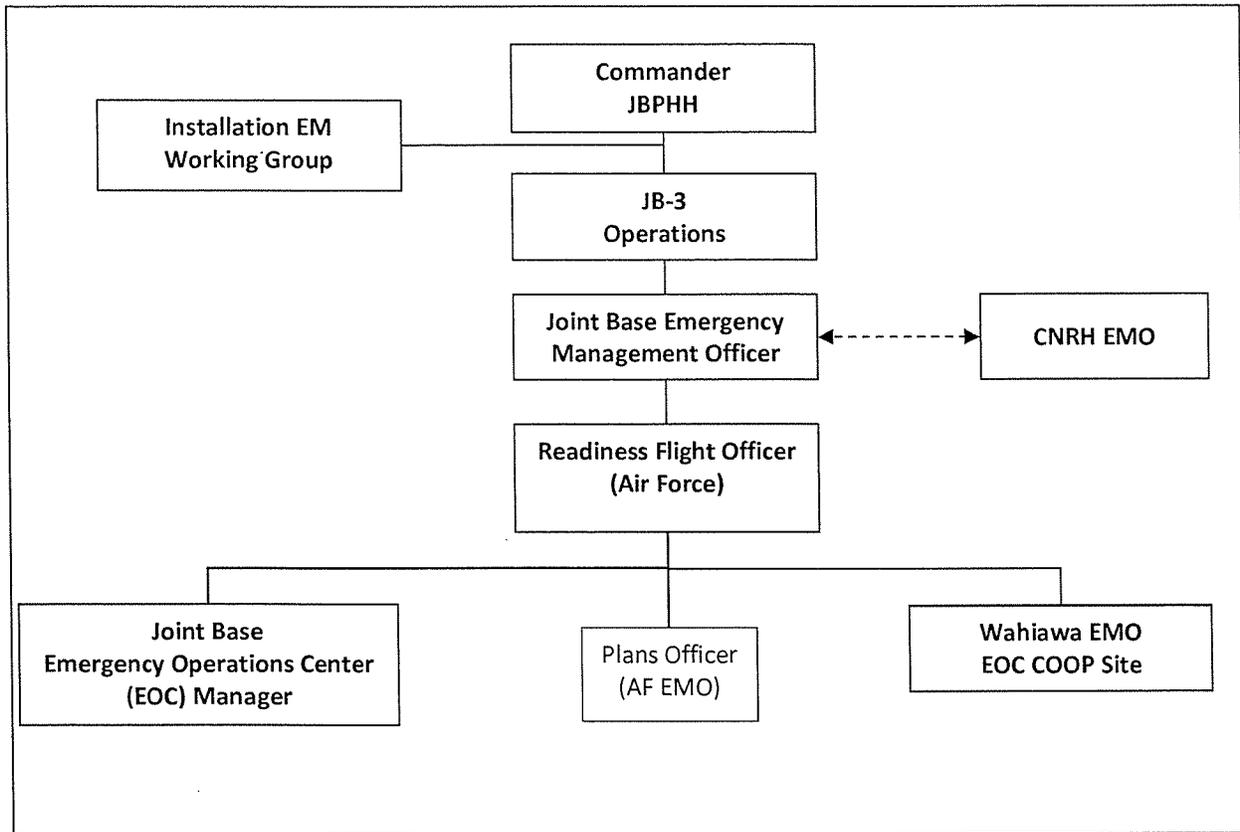
(2) Training Section. 647th CEX EM specific duties to include training AF personnel on CBRN defense Operations and maintaining AF EM specific training requirements.

(3) Logistics Section. Responsible for the budgeting, procurement, tracking, and inventory of all 647th CE mobility equipment to include EM CBRN response equipment.

(4) Expeditionary Engineering Section. The 647th CES mobility office responsible for overall mobility training, equipping, tracking and deployment of all 647th CES military personnel. This section is manned with EM personnel and works directly for the 647th CE/CC.

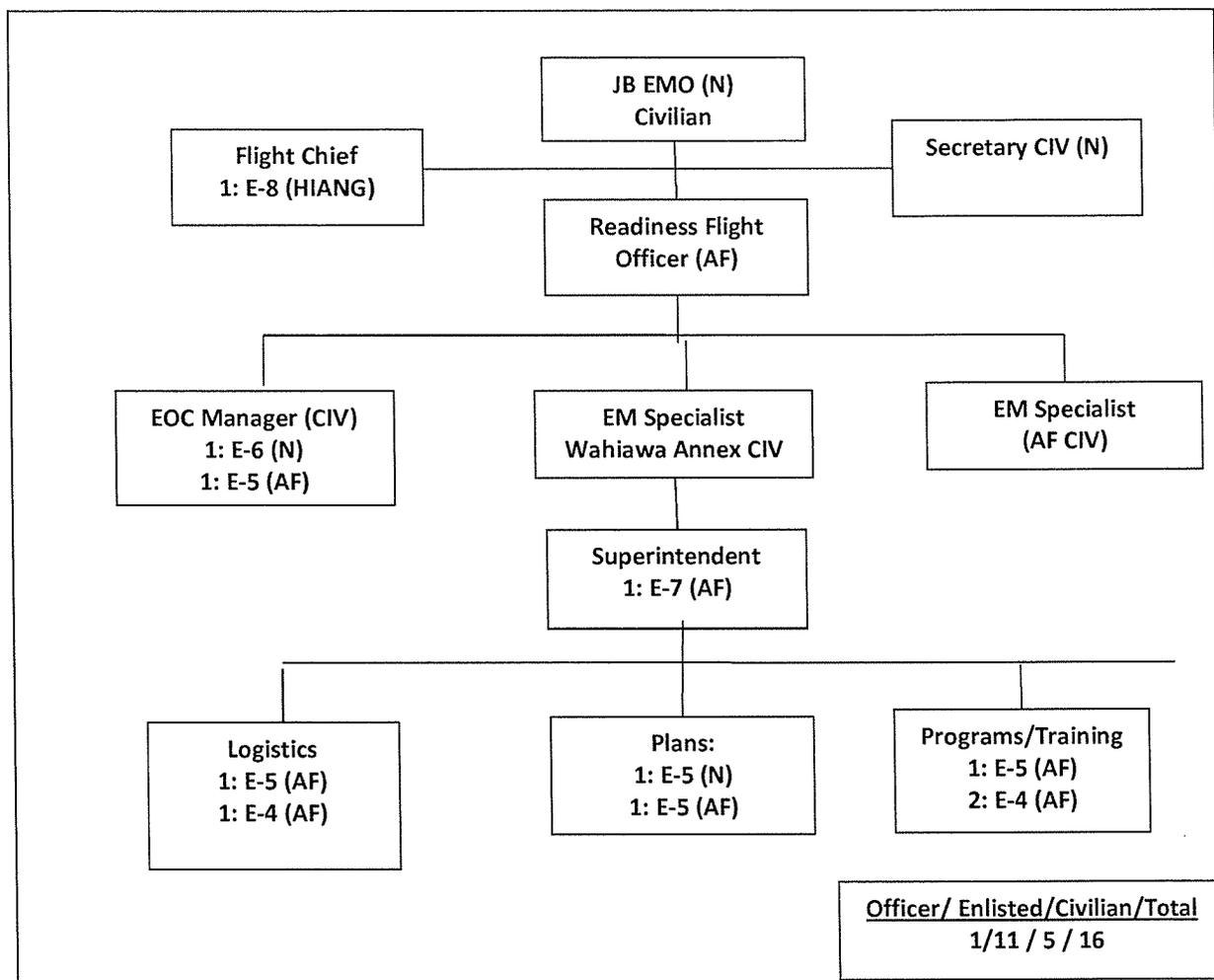
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Figure BP-1: JBP HH Emergency Management Organizational Chart



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Figure BP-2: JBPHH Emergency Management Staffing Organization



g. U.S. Installations. Installations located within the United States have DSCA responsibilities (see reference (aa) Standard 6, DSCA) above and beyond the Navy Installation EM Program requirements. JBPHH may be tasked to support DSCA operations through the provision of resources, supported tenant commands assigned to the Fleet Commander, or the establishment of a Base Support Installation (BSI, see reference (aa) Standard 6, BSI). JBPHH is located within the Pacific Command area of responsibility (AOR) and may have additional requirements identified in writing to the Commander, Navy Region Hawaii. DSCA requests and support actions will be routed from US Army Forces Pacific (USARPAC) are the executive agent for Homeland Defense, DSCA operations, as coordinated through the Defense Coordinating Officer via CNRH Regional Operations Center (ROC) to JBPHH EOC.

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h. Organizational Construct. In accordance with references (b), (c), (g), and (aa), the established organizational construct for JBPHH is represented above in Figure BP-1. The JBPHH EMO requests appropriate resources from CNRH EM for developing and maintaining this JBPHH organization through CNI's capabilities-based budgeting (CBB) process based on the CNRH EM Implementation Plan.

i. Installation Group Designation. In accordance with reference (aa), JBPHH has been designated a CNIC EM Group 1 Installation. This designation requires EM response capabilities that are based upon a risk-based strategy that considers threat, vulnerability, criticality, operational requirements, and potential consequences. This group designation has been considered in the categorization of personnel, response capabilities training matrix, and MOU/MAA/ISSA support requests. Table BP-2 identifies key response capabilities required to meet the EM capability requirements of each group per reference (a). Because Installations with critical missions have historically had a broader range of capabilities, these existing capabilities serve as the foundation for determining group designations.

Table BP-2: Installation Group Designations

Group	Priority	EM Capability
1	High (JBPHH)	Technician-level response capability. <ul style="list-style-type: none"> • Ability to effectively respond to and contain, identify, and mitigate the effects of a natural or manmade emergency, including a CBRNE event. • Ability to conduct offensive operations within a contaminated environment during a CBRNE event.
2	Medium	Operations-level response capability. <ul style="list-style-type: none"> • Ability to effectively respond to and contain the effects of a natural or manmade emergency, including a CBRNE event. • Ability to conduct defensive operations outside of the contaminated environment during a CBRNE event.
3	Low	Awareness-level response capability. <ul style="list-style-type: none"> • Ability to recognize a natural or manmade emergency and conduct protective measures, including evacuation, safe haven, shelter, and shelter-in-place.
<p>Note: With Group 3 as the lowest level of response capability, each successively higher group designation gains the aforementioned capabilities as described, in addition to those capabilities attained by lower group designations.</p>		

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7. Resource Management

a. Overview. The basic concepts and principles that guide the resource management processes used in references (b), (c), and (aa) allows for the resource management process to be conducted effectively. Resource management involves identifying, coordinating and overseeing the application of tools, processes, and systems that provide incident managers with timely and appropriate resources during an incident. By standardizing the procedures, methodologies, and functions involved in these processes, resources can move quickly and efficiently to support incident managers and emergency responders. Resources include personnel, teams, facilities, equipment, and supplies. Resource management coordination activities take place within operations centers and incident command posts (ICPs). If they are established, multi-agency coordination entities may also prioritize and coordinate resource allocation and distribution during incidents. Resource Management is addressed in detail in Functional Area Annex R: Supply and logistics.

8. Personnel Categorization

a. Background. Categorization of all assigned personnel is necessary to provide a risk-rationalized approach to investing in protection of personnel and prioritize resource allocation. Personnel categories will be used to identify the targeted assets for specific response requirements. The EM Program shall focus its efforts on:

(1) Protection of Category 1-4 personnel and the preparedness, mitigation, response, and recovery capabilities of Category 5 personnel.

(2) Support the ability of Category 1 personnel to continue mission essential functions for at least 12 hours at either their primary or alternate site per references (a) through (f).

(3) Protect Category 2 through 4 personnel primarily through evacuation, safe haven, shelter, and shelter-in place procedures per references (a) and (c).

(4) Emphasize the proper employment of organized, trained, equipped, exercised, evaluated, and sustained Category 5 personnel.

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b. Personnel Categories

(1) Category 1: Emergency-essential United States (U.S.) military personnel, Department of Defense (DoD) civilians, and DoD contractor (or subcontractor) personnel who perform mission essential functions (MEF) within a Combatant Command (COCOM) designated Critical Mission Facility (CMF) per references (d), (e), (f), (g), (l), (q), (v), (aa) and (cc).

(2) Category 2: Other U.S. personnel:

(a) U.S. military family members living on and off a military installation.

(b) Non-essential emergency U.S. military personnel, Navy civilian employees, and other persons covered.

(c) Navy contractor (and subcontractor) employees other than those performing essential Navy services.

(d) Employees of other U.S. Government (USG) agencies.

(e) Other USG contractor (and subcontractor) employees.

(3) Category 3: Other personnel supporting U.S. military operations, such as non-U.S. citizens who are employees of the Navy or a Navy contractor (or subcontractor) and who are not included in Categories 1 or 2.

(4) Category 4: Allied/Coalition Nation personnel, including host-nation personnel and third country nationals that the U.S. may assist pursuant to an international agreement approved by the Department of State (DoS) or as directed by the Secretary of Defense, such as allied/ coalition military forces, government officials, and emergency response personnel.

(5) Category 5: First responders and emergency responders who are U.S. military personnel, DoD civilians, and/or contractor personnel, such as:

(a) EM personnel; Fire & Emergency Services personnel; HAZMAT Teams; Security Forces (SF); Emergency Medical Services (EMS) personnel; Explosive Ordnance Disposal (EOD) Teams; Medical Treatment Facilities (MTF) providers; Public Health Emergency Officers (PHEO); Emergency Call-taking and

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Dispatch (Dispatch) staff; ROC and EOC staff; Emergency Response Teams (ERT); Mass Care Personnel, Mortuary Affairs Personnel, and Oil and Hazardous Substance (OHS) spill response teams.

(b) Category 5 personnel may include military personnel required to ensure vessel safety and to get the vessel underway, and the launch and recovery of aircraft in an emergency. Occupational Safety and Health (OSH), Industrial Hygiene (IH), public works, public affairs, supply/logistics individuals, contract security personnel, and any other personnel designated to perform response or recovery tasks in support of the EM Program.

c. Responsibilities. For facilities and activities within their AOR, JBPHH Commander and all tenant command COs shall ensure personnel are properly identified and categorized in accordance with Functional Area Annex D (FA D) from Section II of this plan.

9. Duties and Responsibilities

a. Joint Base Commander (JBC). The JBC has the following responsibilities under the EM Program per references (g) and Standards from reference (aa):

(1) Coordinate with assigned region in determining the appropriate installation group designation (Standard 3).

(2) Conduct categorization of personnel at the installation level and provide results to Regional Commander for validation (Standard 2).

(3) Designate in writing an installation EMO appropriate to the established installation group designation (Standard 1).

(4) Ensure EM Program Standards are properly addressed on JBPHH (Standard 1).

(5) Designate Category 1 personnel in writing (Standard 2).

(6) Charter an Installation Emergency Management Working Group (JBPHH EMWG) (Standard 6).

(7) Participate in the JBPHH EMWG (Standard 6).

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(8) Ensure all required threat, hazard, vulnerability, and consequence assessments are conducted prior to approval of the JBPHH EM Plan (Standard 4).

(9) Review and approve the JBPHH EM Plan (Standard 7).

(10) Support tenant operational commands in the identification of MEFs and associated Critical Mission Facilities (CMFs) on JBPHH.

(11) Ensure essential operations supporting these MEFs are identified by appropriate JBPHH programs and that procedures are identified within the JBPHH EM Plan for prioritized restoration of these essential operations.

(12) Designate appropriate JBPHH EM staff (Standard 1).

(13) Establish operable and, when possible, interoperable communications across assigned response community.

(14) Establish a JBPHH EOC (Standard 6). Designate an EOC Manager in writing to support the Installation EMO (Standards 1 and 6).

(15) Identify and designate in writing a COOP Officer (should not be the EMO) to coordinate COOP and Business Continuity Planning to coordinate plan development for JBPHH (Standards 1 and 6).

(16) Identify and designate in writing appropriate personnel to support EOC manning during times of emergency (Standards 1 and 6).

(17) Participate in EOC training and exercises (Standards 6, 7, and 12).

(18) Assist the Regional Commander in the consolidation of individual dispatch centers at the Regional or multi-Regional level, if at all possible (Standard 6).

(19) Coordinate with CNRH a Joint Information Center in coordination with local representatives (Standard 6).

(20) Ensure all EM efforts are coordinated with Region, State, Local, other service, and/or private agencies and departments (Standard 6).

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(21) Provide DSCA planning and response and support to DoD and civilian forces engaged in DSCA operations.

(22) Review and approve all support agreements, to include JBPHH Mutual Aid Agreements (MAAs), Memoranda of Understanding (MOUs), Memoranda of Agreement (MOAs), Inter-Service Support Agreements (ISSAs), and contracts (Standard 6).

(23) Require JBPHH leaders to plan, coordinate and exercise EM program planning and operations requirements with local communities, municipalities, state and federal organizations.

(24) Review JBPHH Exercise After Action Reports (AARs), apply lessons learned, and institute corrective action plans.

(25) Review results of annual JBPHH EM Capability Assessments (EMCAs) (Standard 4) as required by the Regional EM Program Implementation and Transition Plan.

(26) Ensure proper resources are programmed for during the budget process (Standard 14).

(27) Ensure participation in the JBPHH EM Program by tenant commands (Standard 7).

b. Operations (JB3). Reports to the JBC and provides supervision and oversight of the JBPHH EM Program. During an emergency, fills the Operations Officer role in the JBPHH Incident Management Team.

c. Joint Base Emergency Management Officer (JBEMO). The JBEMO supports the JBC in the accomplishment of the EM Program per reference (b) (Section 1):

- (1) Program management tasks.
- (2) Preparedness tasks.
- (3) Planning tasks.
- (4) Training tasks in conjunction with the N7.
- (5) Equipment tasks.
- (6) Exercise tasks in conjunction with the JB 7.

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d. Emergency Management Working Group. In accordance with references (g), (aa), and (cc), the JBC has established and maintains an Installation EM Working Group (EMWG) to assist the JBEMO in the development, execution, exercising, and assessment of the JBPHH EM Program. The principal goal of the EMWG is the coordination of plans and concepts of operations among multiple functional areas and among organic response organizations and their mutual aid partners. The EMWG encourages participation by appropriate federal, state, local, other service, and/or private (or host nation) EM-related agencies and departments. The EMWG may be held jointly with the AT Working Group as required. This section of the EM Plan will serve as the charter for the EMWG.

(1) The JBPHH EMWG is chaired by the Deputy Commander, JBPHH. The JBEMO serves as the principal action officer for the JBPHH EMWG. Table BP-2 outlines EMWG membership from JBPHH staff and outside organization representatives:

Table BP-3 EMWG Members

JBP HH Staff	
Deputy Joint Base Commander (Chair)	Operations Officer (JB3)
Security Officer (JB2)	EMO/Deputy EMO
Engineer (JB4 or designated representative)	EOC Manager
Safety Officer (or designated representative)	Public Affairs Officer (or designated representative)
Fleet and Family Services Representative	Port Operations Officer
Tenant Organizations	
Medical Representative - 15 th MDG, NHCH	Fire Chief (or designated representative)
Medical Representative, - NHCH	Environmental Coordinator (or designated representative)
Tenant Command/Organizations Emergency management Representatives (EMR)	Regional EM Program Representative
Air Operations Officer	Regional Explosive Ordnance Disposal (EOD) Detachment Officer-in-Charge (OIC)

(2) The EMWG has the following responsibilities:

(a) Provide a forum for the JBPHH Commander to execute directions and decisions on issues related to all-hazards emergency response.

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(b) Includes representatives of all relevant functions and offices affected by or be involved in EM at the installation level.

(c) Invites and includes liaison personnel from appropriate federal, state, local, other service, and/or private responder communities and tenant organizations, as necessary. Existing support agreements should be evaluated and modified, when and where appropriate.

(d) Integrates JBPHH EM initiatives into JBPHH resource planning.

(e) Collects and prioritizes EM resource requirements for the appropriate budget submissions.

(f) Ensures that the JBPHH EM Plans are developed, maintained and integrated with local/state/host-nation EM plans, as necessary.

(g) Ensures that JBPHH EM training programs are developed and executed to support Categories 1-5 personnel.

(h) Conducts and/or supports all required assessments.

e. Emergency Operations Center Incident Management Team (EOC-IMT)

(1) The JB EOC provides standardized command and control and communications (C3) capabilities to Commander JBPHH, facilitating the management of all-hazards events from pre-incident planning through response and recovery. The size and structure of the EOC-IMT will be primarily driven by the number of people required to carry out operations center functions during an emergency. The number of staff will be driven by the functions that the operations center is responsible for:

(2) The JB EOC operations and staffing is detailed in Section II FA A of this plan.

f. Federal Agencies. Department of Homeland Security reference (b) requires federal agencies to implement emergency management procedures at each federal facility, including training employees in emergency procedures and determining a designated official, usually the highest-ranking official of the primary occupant agency or a designee selected by mutual

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agreement of occupant agency officials. Designated officials shall identify in writing a primary and secondary designated officials as the command Emergency Management Representative(s) (EMRs) as outlined above. These EMRs are responsible for the development of tenant EAP in accordance with Support Annex 17 of this document, and the staffing and training of the occupant emergency organization.

g. Tenant Organizations. As outlined in paragraph 1.b of this document, the term **Tenant Command** refers to **any** and **all** Federal and Military organization, unit or other non-military governmental agencies that occupy space on JBPHH or that is an administratively assigned Geographically Separated Unit (GSU).

(1) Tenant Commands on JBPHH shall coordinate with the host JBPHHs EM Program, per references (b), (e), (g), (j), (l), (v), (aa), and (cc), the host-tenant agreements or ISSA/MOU/MOAs.

(2) Commanding Officers (COs), Officers in Charge (OIC) Leading Federal Officials of tenant organizations shall identify in writing a primary and secondary designated officials as the command EMRs. Leading Federal Officials, COs/OICs shall support and cooperate in the development, implementation, and maintenance of the tenant EAP in accordance with Support Annex 17 of this document, and the staffing and training of the occupant emergency organization.

(3) Coordination and support shall specifically include:

(a) Appoint in writing a Primary and Secondary Emergency Management Representative (EMR) for the organization who will be the responsible officer for EM planning, mitigation, response and recovery operations.

(b) Provide a copy of the EMR designation letter to JBPHH EM org box at Jbphh.oem@us.af.mil.

(c) The EMR will participate in quarterly JBPHH EMWG and will keep the leadership of their organization informed on Emergency Management planning, exercises, and other events.

(d) The designated EMR will be provided with a template to develop and maintain a Tenant Emergency Action Plan (EAP) IAW Support Annex 17 of JBPHH EMP. The tenant EAP focuses on:

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1. The measures and actions that are vital for protecting assigned personnel with the tenant command, which includes coordination/support of the COOP Plan in order to sustain/restore MEFs.

2. Critical tasks to be addressed at the tenant command level include integration with Regional/ Installation Mass Warning and Notification System (MWNS), completion/participation in public awareness training, evacuation/shelter-in-place planning, coordination with Regional evacuation/safe haven/shelter/shelter-in-place procedures, and integration with Regional and JBPHH EM Plans.

3. References (g) and (aa) requires certain work sites to have an emergency action plan that covers the designated actions employers and employees must take to ensure employee safety from all expected/likely hazards, including CBRNE terrorism events. Those designated actions should include procedures for sheltering-in-place (remaining in the building) as well as for evacuating buildings. A properly developed and executed tenant EAP meets this requirement.

(e) Annually provide updated copy of EAP to JBPHH EM before 15 May.

(f) Provide a roster of Category One and Category 5 personnel quarterly as defined in Functional Area Annex D of JBPHH 3440.17.

(g) Provide number of Category 2, 3, and 4 personnel to assist JBPHH in emergency planning.

(h) Participate in annual exercises.

f. Public Health Emergency Officer (PHEO)

(1) Under the provisions of reference (1), a PHEO is designated in writing, who is a senior health professions military officer or DoD civilian employee affiliated with or supporting the Regional command who has experience and/or training in public health emergency management.

(2) The PHEO is responsible for ascertaining the existence of cases suggesting a public health emergency. PHEO investigates all such cases for sources, recommends implementation of proper control measures, and defines the distribution of the health condition. Additional guidance on

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PHEO requirements is provided by Navy Medicine in references (h) and (dd).

10. Training, Exercise and Evaluation Program

a. Training is a critical pillar of a Regional and Installation EM Program along with organization, equipment and exercises. Training is necessary to optimize command and control, protect all categories of personnel from hazards and ensure emergency response personnel can safely and effectively perform assigned tasks during an event.

b. The following establishes JBPHH Installation EM Program minimum training standards per references (b), (e), (g), (i), (y), (aa) and (bb). These training standards shall focus on the requirements for Category 1 personnel to maintain critical operations, for Category 2-4 personnel to gain hazard awareness & understanding of warning and response procedures, and for Category 5 personnel to conduct safe and effective operations at their appropriate level of training.

(1) Assignments. In coordination with the Regional Emergency Manager and the EMWG, the JBPHH EMO is responsible for developing, implementing, tracking, and reporting on the training of personnel assigned to support emergency response and recovery operations per Standard 8 of reference (aa). All JBPHH training requirements are outlined in the Regional EM Plan and reference (aa), Standard 8.

(2) JBPHH EMO and JB7 shall tailor their training programs to meet their specific mission requirements and incorporate their Regional/Installation capabilities and resources.

(3) The JBPHH EMO, Regional N7 and JB7 are responsible for ensuring all categories of personnel are aware of their training requirements and that a system is in place to properly track and report training of personnel.

(4) The Regional Coop Team shall support the JBPHH EMO to train all Category 1 personnel. The relevant members Regional/Installation EMWG (Regional Fire Chief, Regional AT Officer, MTF/Clinic Commander/OIC, Regional Operations Center Manager, etc.) for the training of Category 5 personnel.

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(5) All personnel will receive required training through identified military, government civilian, local/state agencies, and contractors unless otherwise noted. Training will include realistic exercises see reference (aa), standard 10 demonstrating the level of proficiency required for training and evaluation purposes.

c. Category 1 personnel training. Category 1 personnel will attend the required courses as outlined in reference (aa) standard 6, to meet the proficiencies needed to accomplish mission essential functions and perform those required functions while wearing the designated PPE, if appropriate.

(1) Category 1 Personnel consist of U.S. military personnel, DoD civilians, and DoD contractor personnel who perform Mission Essential Functions (MEFs) supporting the National Military Strategy. Only the specific individuals who are performing tasks that "may not be interrupted"; due to their national significance and importance to ongoing combat operations or supporting command and control operations shall be designated as Category 1 (Critical Operations) personnel.

(a) Personnel providing essential services in support of MEFs, to include facilities management, public works, or other support services, are designated as Category 1 (Essential Operations) personnel. First/emergency responders, including public works personnel directly supporting a preplanned response and/or recovery effort, shall remain designated as Category 5 personnel.

d. COOP training. Personnel assigned to the COOP Team must complete the following two courses which may be found on the FEMA website: <http://training.fema.gov/EMIWeb/IS/crslist.asp>

(1) FEMA IS-546, COOP Awareness Course

(2) FEMA IS-547, Introduction to COOP

e. EM Training. EM functional areas consist of JBPHH EM Officer (JBPHH EMO), JBPHH EM Staff, JBPHH Emergency Operations Center Manager (EOC Manager), and all other personnel assigned to support the EM function.

(1) EM is responsible for the coordination of the overall preparedness and mitigation actions, response and recovery operations, EOC operations, and support to the Incident

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Commander (IC). EM personnel may be organized to support or as members of an Emergency Response Teams (ERT).

(a) Training Methods. The foundation of professional training for EM personnel is the Independent Study (IS) courses provided by the Department of Homeland Security through FEMA. These courses are self-paced and available online at <http://training.fema.gov/EMIWeb/IS/crslinst.asp> . Courses should be done in the order shown within Tables BP-9 and 11.

(b) A formal training course is available for EM personnel through the CNI Shore Force Training Center. This course provides a thorough course in all aspects of EM and is a billet requirement for Group 2 Installation EMOs.

(c) Public awareness training will normally be accomplished by video or web-based training and may be augmented with written materials (i.e., newspaper articles, posters, and refrigerator magnets).

(d) FEMA courses, both self-study and classroom, will be the preferred method for ICS training.

(e) Responder training will be accomplished in the most cost effective manner using a combination of web-based, classroom and field training.

(f) Tables BP-9, 10 and 12 outline the training requirements as identified by the JBPHH EMO for the JBPHH EM Program.

(g) Additional training resources can be found in Table 8-6 in reference (aa).

d. Exercise and Evaluation Program

(1) Exercise and evaluation activities will be carried out on a periodic basis to review and evaluate plans, programs, and response capabilities. The exercise and evaluation program is intended to enhance training, increase proficiency, and validate/test the capability of an installation to prepare for, mitigate, respond to, and initiate recovery from all natural and man-made hazards identified within the hazard assessment. It also provides information needed to validate the EM plan and identify or establish training requirements. Exercises are a venue to ensure that the components of the plan are executable and the resources needed are available, adequate, and trained to

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standards. It will also be utilized to assess lessons learned and validate plan revisions, as appropriate.

(a) Exercise scenarios should be realistic and address the full range of potential natural and manmade emergencies, including CBRNE terrorism. Exercises should be performance-based and require demonstration, practical application, and evaluation of proficiency for the discrete, essential tasks that enable the EM Program's mission and functions to be successfully accomplished.

(b) EM exercises may be combined with multiple existing exercise requirements provided that the resulting event exercises all applicable functional areas, in addition to the personnel assigned to the JBPHH EM Team and EOC. Exercises should include appropriate representatives from federal, state, local, other service, and/or private agencies and departments, whenever possible.

(c) When authorized post-event by the next higher echelon, actual management of a real-life emergency may meet some or all of the JBPHH EM exercise requirements.

(d) Exercise schedules and priorities, and overall evaluation process are defined in reference (c), CNRH EM Plan. The defined cycle of EM Program exercises does not limit or modify the existing exercise requirements of existing programs, such as AT, Fire and Emergency Services, and Navy Medicine. Exercises shall continue to be conducted during the regularly scheduled, often annually recurring, exercises currently mandated for their existing programs while ensuring that these exercises support the Regional and Installation EM Plans as required.

(2) Exercise Types. There are three types of exercises: Table Top Exercises (TTX), Command Post Exercises (CPX), and Field Training Exercises (FTX) as defined in references (a) and (b). Exercises should be organized to increase in complexity. Each type of exercise builds on previous exercises using more sophisticated simulation techniques and requiring more preparation time, personnel, and planning.

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**Table BP-9: Professional Training for
Group 2 Installation Emergency Management Officers**

Course #	Course Title Fundamentals (Required)	Hours
IS-1	Emergency Manager: An Orientation to the Position	10
IS-700	National Incident Management System	3
IS-800	National Response Plan	3
IS-2	Emergency Preparedness - U.S.A.	10
IS-230	Principles of Emergency Management	10
IS-292	Disaster Basics	10
IS-235	Emergency Planning	10
IS-275	The EOC's Role in Community Preparedness, Response, and Recovery Actions	10
IS-546	Continuity of Operations (COOP) Awareness Course	1
IS-547	Introduction to Continuity of Operations (COOP)	5
IS-548	Continuity of Operations (COOP) Program Manager Course	4
Additional Training (Recommended)		
IS-271	Anticipating Hazardous Weather & Community Risk	10
IS-120	Orientation to Community Disaster Exercises	10
IS-139	Exercise Design	15
Source	IS courses available via FEMA EMI - http://training.fema.gov/EMIWeb/IS/crslinst.asp	

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Table BP-10: Group 2 Installation Response Organization Training

Job Position	Training Requirements (See Table BP-11 for source of training)																		
	ICS - Basic	ICS - Intermediate	ICS - Advanced	ICS - EOC	HAZMAT Level 1 - Awareness	HAZMAT Level 2 - Operations	HAZMAT Level 3 - Technician	HAZMAT Level 4 - Specialist	HAZMAT Level 5 - Incident Commander	HAZMAT Level II - NFPA 472 Operations-Level Tasks	HAZMAT Packaging & Handling Course	DoD Telecommunicator I (Operator)/Level II (Supervisor)	Emergency Medical Technician - Basic	EMS/HM Level I - Awareness	EMS/HM Level II - Operations	Emergency Public Information Training	Task Specific Training	Public Awareness	EOC Training
Category 1 Personnel																			
(Critical Operations) with Collective Protection	X				X					X ¹							X	X	
(Critical Operations) with Individual Protection	X				X					X ¹							X	X	
(Critical Operations) without Protective Equipment	X				X												X	X	
(Essential Operations) with Individual Protection	X				X					X ¹							X	X	
(Essential Operations) without Protective Equipment	X				X												X	X	
Category 2, 3, 4 Personnel																			
Non-emergency Essential																			X

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Job Position	Training Requirements (See Table BP-11 for source of training)													Public Awareness	EOC Training				
	ICS - Basic	ICS - Intermediate	ICS - Advanced	ICS - EOC	HAZMAT Level 1 - DOD IFSAC Awareness	HAZMAT Level 2 - DOD IFSAC Operations	HAZMAT Level 3 - DOD IFSAC Technician	HAZMAT Level 4 - DOD IFSAC Specialist	HAZMAT Level 5 - DOD IFSAC Incident Commander	HAZMAT Level 2 - NPPA 472 Operations-Level Tasks	HAZMAT	Packaging & Handling Course	DOD Telecommunicator I (Operator)/Level II (Supervisor)	Emergency Medical Technician - Basic	EMS/HM Level I - Awareness	EMS/HM Level II - Operations	Emergency Public Information Training	Task Specific Training	
Category 5 (Scene)																			
Incident Commander	X	X	X	P	X	X	O	X	X		P			X			X	X	
Fire-Rescue Personnel	X	X	X		X	X	O							X				X	
Casualty Decon Corridor	X	X			X	X												X	
JB Security Force	X	O	O		X				X ¹									X	
Medical Triage Team (On Scene) *	X	O											X	X	X			X	
Emergency Medical Services (EMS) *	X	O											X	X	X			X	
Mortuary Affairs Team*	X	P			X				X ¹									X	
Debris Clearance Team*	X	P			X				X ¹									X	
Damage Assessment Team*	X	P			X				X ¹									X	
Mass Care Management Team*	X	P			X													X	
Emergency Management Staff*	X	X	X	X	X			P										X	X

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Job Position	Training Requirements (See Table BP-11 for source of training)														EOC Training				
	ICS - Basic	ICS - Intermediate	ICS - Advanced	ICS - EOC	HAZMAT Level 1 - Awareness	HAZMAT Level 2 - Operations	HAZMAT Level 3 - Technician	HAZMAT Level 4 - Specialist	HAZMAT Level 5 - Incident Commander	HAZMAT Level II - NFA 472 Operations-Level Tasks	HAZMAT Packaging & Handling Course	DoD Telecommunicator I (Operator)/ Level II (Supervisor)	Emergency Medical Technician - Basic	EMS/HM Level I - Awareness	EMS/HM Level II - Operations	Emergency Public Information Training	Task Specific Training	Public Awareness	
Emergency Response Teams**	X	X	X	O	X	X		P		O		O					X		
Evidence Collection & Recovery Teams***	X	X	X		X	X				X							X		
Category 5 (Dispatch)																			
Dispatch Staff*	X										X						X		R
Category 5 (JIC)																			
Joint Information Center Staff* (filled by JBP HH PAO)	X																X		X
Category 5 (Shelter)																			
Shelter Manager*	X	P	O														X	X	
<p>X = Required Training (if representative/function present onboard JBP HH)</p> <p>X¹ = Required Training for Operations-Level tasks assigned (does not require certification)</p> <p>R = Required when assigned to specific duties</p> <p>P = Preferred Training (if more than one person present in particular functional area AND possible within fiscal and manning constraints)</p> <p>O = Optional Assignment, (notable benefit to response organization - manning dependent)</p> <p>* = If assigned to Region or JBP HH</p> <p>** = Emergency Response Teams, usually employed overseas, may perform functions typically assigned to HAZMAT teams and must meet all requisite training & equipment requirements.</p>																			
Legend																			

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Table BP-11: Response Organization Training Sources

TRAINING REQUIREMENT	SOURCE	RECOMMENDED METHOD	PREFERRED SOURCE	ALTERNATE SOURCE
Incident Command System - Basic	FEMA	WEB/CBT	DHS/FEMA Emergency Management Institute: <ul style="list-style-type: none"> IS-100 Basic ICS; IS-100.LE Basic ICS for Law Enforcement IS-100.PW Basic ICS for Public Works NOTE: Leadership of Response components should also complete IS-200. http://training.fema.gov/IS/	Regional/ Installation Fire and Emergency Services (F&ES)
Incident Command System - Intermediate	FEMA	CLASS	EMI-G195 Incident Command System, Intermediate conducted by State Representative.	Regional/ Installation Fire and Emergency Services (F&ES)
Incident Command System - Advanced	FEMA	CLASS & FIELD	EMI-G196 Incident Command System, Advanced conducted by State Representative.	Regional/ Installation Fire and Emergency Services (F&ES)
Incident Command System - EOC	FEMA	CLASS	EMI-G191 Incident Command System / Emergency Operations Center Interface, Conducted by State Representative	Regional/ Installation Fire and Emergency Services (F&ES)
HAZMAT Level I - DoD IFSAC Awareness	IFSAC	CBT or CLASS	Regional/Installation Fire and Emergency Services (F&ES)	*** Local IFSAC approved course
HAZMAT Level II - DoD IFSAC Operations	IFSAC	CBT & CLASS	Regional/Installation Fire and Emergency Services (F&ES)	*** Local IFSAC approved course
HAZMAT Level III - DoD IFSAC Technician	IFSAC	CLASS / FIELD	Regional/Installation Fire and Emergency Services (F&ES)	*** Local IFSAC approved course

TRAINING REQUIREMENT	SOURCE	RECOMMENDED METHOD	PREFERRED SOURCE	ALTERNATE SOURCE
HAZMAT Level IV - DoD IFASAC Specialist	IFSAC	CLASS / FIELD	Regional/Installation Fire and Emergency Services (F&ES)	*** Local IFSAC approved course
HAZMAT Level V - DoD IFSAC IC	IFSAC	CLASS / FIELD	Regional/Installation Fire and Emergency Services (F&ES)	*** Local IFSAC approved course
EMS/HM Level I - Awareness	NFPA	CLASS & FIELD	** Local/State Fire Academy via local Agency, College of University	Regional/ Installation Fire and Emergency Services (F&ES)
EMS/HM Level II - Operations*	NFPA	CLASS & FIELD	** Local/State Fire Academy via local Agency, College of University	Regional/ Installation Fire and Emergency Services (F&ES)
HAZMAT Packaging & Handling Course	OSHA	CLASS	Catalog of Navy Training Courses (CANTRAC)	** Local agency, of Fire Academy via local College of University
Dispatcher Training	ASTM	WEB / CLASS	TBD	TBD
Emergency Medical Technician - Basic*	DOT	CLASS & FIELD	** DoD, State, or Local EMS Training Facility	** Local agency, of Fire Academy via local College of University
Public Awareness	FEMA	VIDEO / WEB / CBT	TBD	TBD
LEGEND WEB = Web-Based Training VIDEO = Satellite Broadcast Course	CBT = Computer Based Training (or CD-ROM Based Training) CLASS = Classroom Instruction		IG = Instructor Guide FIELD = Outside Hands-on Training	

* Request training services through NAVFAC F&ES, if instructor is not available in local area.
 ** Depends on the source of the curriculum that the instructor uses but MUST meet NFPA 471, 472, and 473 requirements. All courses are dependant on specific site utilities, resources, and requirements.
 *** Depends on the source of the curriculum that the Instructor uses but MUST meet NFPA 471, 472, 29CFR 1910.120, International Fire Service Accreditation Congress Certified Hazmat Technicians and Instructors.

Table BP-12: JBP HH EOC-IMT Training Requirements

Training Requirement	Designation Letter	EOC-IMT	IS-100.b	IS-200.b	IS-235.a	IS-250	IS-300	IS-400	IS-546.12	IS-547.a	IS-700.a	IS-702.a	IS-703.a	IS-704	IS-706	IS-775	IS-800.b	IS-801	IS-802	IS-803	IS-804	IS-805	IS-806	IS-807	IS-808	IS-809	IS-810	IS-812	IS-813	IS-814	IS-907	
JBP HH EOC-IMT			R	R	R	R	R	R	R	R	R	R	R	R	R	R	R	R	R	R	R	R	R	R	R	R	R	R	R	R	R	
Installation Group 2:																																
Cat: 1 Personnel																																
ESF-1 Transportation	R	R	R	R	R	R	R	R	R	R	R	R	R	R	R	R	R	R	R	R	R	R	R	R	R	R	R	R	R	R	R	
ESF-2 Communications	R	R	R	R	R	R	R	R	R	R	R	R	R	R	R	R	R	R	R	R	R	R	R	R	R	R	R	R	R	R	R	
ESF-3 Logistics/PWO	R	R	R	R	R	R	R	R	R	R	R	R	R	R	R	R	R	R	R	R	R	R	R	R	R	R	R	R	R	R	R	
ESF-4 Fire Fighting	R	R	R	R	R	R	R	R	R	R	R	R	R	R	R	R	R	R	R	R	R	R	R	R	R	R	R	R	R	R	R	
ESF-5 Emergency Management	R	R	R	R	R	R	R	R	R	R	R	R	R	R	R	R	R	R	R	R	R	R	R	R	R	R	R	R	R	R	R	
ESF-6 Mass Care	R	R	R	R	R	R	R	R	R	R	R	R	R	R	R	R	R	R	R	R	R	R	R	R	R	R	R	R	R	R	R	
ESF-7 Logistics Management/Resource Support Annex	R	R	R	R	R	R	R	R	R	R	R	R	R	R	R	R	R	R	R	R	R	R	R	R	R	R	R	R	R	R	R	
ESF-8 Public Health and Medical Services	R	R	R	R	R	R	R	R	R	R	R	R	R	R	R	R	R	R	R	R	R	R	R	R	R	R	R	R	R	R	R	
ESF-9 Search and Rescue	R	R	R	R	R	R	R	R	R	R	R	R	R	R	R	R	R	R	R	R	R	R	R	R	R	R	R	R	R	R	R	
ESF-10 Oil and Hazardous Response Annex	R	R	R	R	R	R	R	R	R	R	R	R	R	R	R	R	R	R	R	R	R	R	R	R	R	R	R	R	R	R	R	
ESF-12 Energy	R	R	R	R	R	R	R	R	R	R	R	R	R	R	R	R	R	R	R	R	R	R	R	R	R	R	R	R	R	R	R	
ESF-13 Public Safety and Security	R	R	R	R	R	R	R	R	R	R	R	R	R	R	R	R	R	R	R	R	R	R	R	R	R	R	R	R	R	R	R	
ESF-14 Long Term Community Recovery	R	R	R	R	R	R	R	R	R	R	R	R	R	R	R	R	R	R	R	R	R	R	R	R	R	R	R	R	R	R	R	
ESF-15 Public Affairs	R	R	R	R	R	R	R	R	R	R	R	R	R	R	R	R	R	R	R	R	R	R	R	R	R	R	R	R	R	R	R	
ESF-16 Port Operations	R	R	R	R	R	R	R	R	R	R	R	R	R	R	R	R	R	R	R	R	R	R	R	R	R	R	R	R	R	R	R	
ESF-17 Air Operations Admin Assist	R	R	R	R	R	R	R	R	R	R	R	R	R	R	R	R	R	R	R	R	R	R	R	R	R	R	R	R	R	R	R	
COOP Team Mbr	R	R	R	R	R	R	R	R	R	R	R	R	R	R	R	R	R	R	R	R	R	R	R	R	R	R	R	R	R	R	R	
R = Required Course																																

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Table BP-13: FEMA Independent Study (IS) Course Title

Course #	FEMA INDEPENDENT STUDY	Hours
IS-100.b	Introduction to Incident Command System	3
IS-200.b	ICS for Single resource and Initial Action Incidents	3
IS-235.a	Emergency Planning	10
IS-250	Emergency Support Function (ESF) #15- External Affairs: A New Approach to Emergency Communication and Information Distribution	1
IS-300 ¹	ICS-300: Intermediate ICS for Expanding Incidents (EMI Course Number: G300)	1 wk
IS-400 ¹	ICD-400: Advanced ICS Command and General Staff-Complex Incidents (EMI Course Number: G400)	1 wk
IS-546.12	Continuity of Operations (COOP) Awareness Course	1
IS-547.a	Introduction to Continuity of Operations (COOP)	2
IS-700.a	National Incident Management System (NIMS), An Introduction	3
IS-702.a	National Incident Management System (NIMS), Public Information Systems	3
IS-703.a	NIMS Resource Management	3
IS-704	NIMS Communications and Information Management	2
IS-706	NIMS Intrastate Mutual Aid, An Introduction	2
IS-775	EOC Management and Operations	4
IS-800.b	National Response Framework, An Introduction	3
IS-801	Emergency Support Function (ESF) #1- Transportation	30 min
IS-802	Emergency Support Function (ESF) #2- Communications	30 min
IS-803	Emergency Support Function (ESF) #3- Public works	30 min
IS-804	Emergency Support Function (ESF) #4- Fire Fighting	30 min
IS-805	Emergency Support Function (ESF) #5- Emergency Management	30 min
IS-806	Emergency Support Function (ESF) #6- Mass Care, Emergency Assistance, Housing and Human Services	30 min
IS-807	Emergency Support Function (ESF) #7- Logistics Management and Resource Support Annex	30 min
IS-808	Emergency Support Function (ESF) #8- Public Health and Medical Services	30 min
IS-809	Emergency Support Function (ESF) #9- Search and Rescue	30 min
IS-810	Emergency Support Function (ESF) #10- Oil and Hazardous Response Annex	30 min
IS-812	Emergency Support Function (ESF) #12- Energy	30 min
IS-813	Emergency Support Function (ESF) #13- Public Safety and Security Annex	30 min
IS-814	Emergency Support Function (ESF) #14- Long Term Community Recovery	30 min
IS-907	Active Shooter: What You Can Do	1
¹ NIMS courses hosted by State Emergency Training Offices		

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11. Hazard Assessment Program.

a. JBPHH Hazard Summary. Table BP-1 lists those hazards that have been identified by federal, state, local, other service, and/or private agencies or departments or identified through the Regional Hazard Summary process or JBPHH Hazards Assessment required per Standard 4 of reference (aa).

b. Natural and technological hazards that were determined not to be applicable to JBPHH are listed in Table BP-14.

Table BP-14: Hazards/Threats Not Applicable to JBPHH

Hazards/Threats Not Applicable to Navy Region Hawaii
Commercial Nuclear Reactor Releases
Strategic Systems Program Nuclear or Radiological Accidents/Incidents
Winter Storms (<i>Rain, Snow, Hail, Ice</i>) and associated Flooding
Avalanches

c. Based on the Table BP-1, the Section IV of the JBPHH EM Plan includes the hazard-specific appendices specifically tailored to address hazards outlined above.

d. The JBPHH Hazard Assessment required by Standard 4 of reference (b) is maintained in the EOC and ROC.

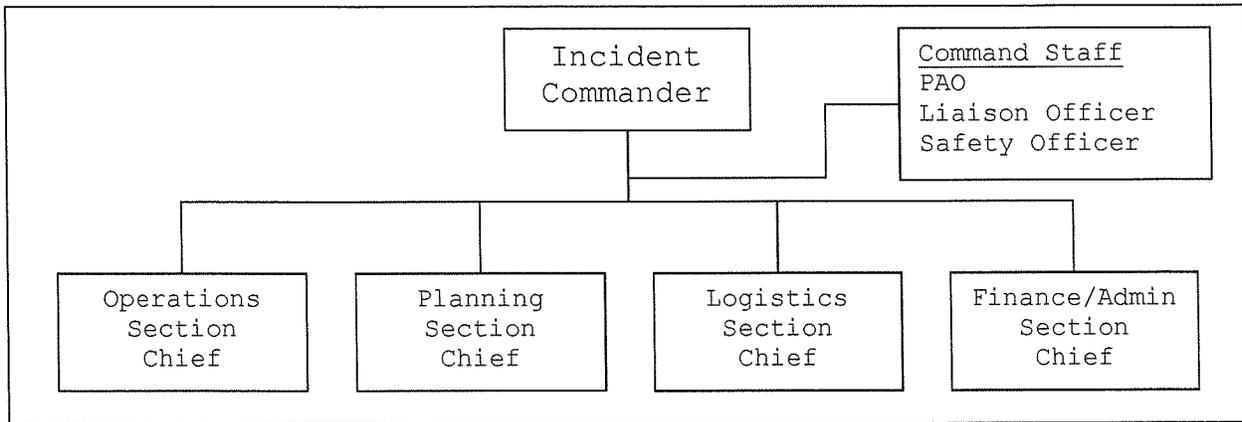
12. Command and Control. Nothing in this section is intended to override existing event-specific command and control procedures or requirements, especially in the areas of health service support and radiological/nuclear accident/incident response.

a. ICS. As detailed in reference (a), (b), (c), (g), (i), (n), (v), (w), and (aa) ICS is the combination of facilities, equipment, personnel, procedures, and communications operating within a common organizational structure, designed to aid in domestic incident management activities. It is used for a broad spectrum of emergencies, from small to complex incidents, both natural and manmade, including acts of catastrophic terrorism. ICS is used by all levels of federal, state, and local government as well as by many private-sector and nongovernmental organizations.

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(1) ICS is usually organized around five major functional areas: Command, Operations, Planning, Logistics, and Finance/Administration as seen in Figure BP-3. A sixth functional area, intelligence, may be established if deemed necessary by the Incident Commander (IC), depending on the requirements of the situation at hand. The IC retains responsibility for these functions unless delegated to another individual. ICS may be expanded to include a Unified Command (UC) for complex responses that require multi-agency and/or multi-jurisdictional resources. Within the ICS, the Safety Officer is part of the command function, and this task is usually performed by Fire and Emergency Services (F&ES) personnel, or Emergency Response Team (ERT) personnel.

Figure BP-3: Incident Command System Command Structure



(2) ICS is used throughout the United States and is the recognized standard for on-scene incident management. ICS is specifically designed to allow response agencies to adopt an integrated organizational structure equal to the complexity and demand of single or multiple incidents without being hindered by jurisdictional boundaries. The use of ICS is mandated by references (a) through (c), (g), (v), and (aa). Direct tactical and operational responsibility for conducting on-scene incident management activities rests with the on scene Incident Commander (IC).

b. Multi-Agency Coordination Systems (MACS). A multi-agency coordination system is a combination of facilities, equipment, personnel, procedures, and communications integrated into a common system with responsibility for coordinating and supporting domestic incident management activities. The primary functions of multi-agency coordination systems are supporting incident management policies and priorities

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(1) Facilitating logistics support and resource tracking, especially if shortages are predicted or occurring.

(2) Coordinating and providing incident-related information.

(3) Coordinating/implementing interagency and intergovernmental issues/decisions regarding incident management policies, priorities, and strategies.

c. The CNRH Regional Operations Center (ROC) and the JBPHH EOC performs additional MACS functions when multiple incidents have occurred and an increased number of response agencies are involved. These additional functions typically include the following:

(1) Ensuring that each agency involved in incident management activities is providing appropriate situational awareness and resource status information.

(2) Establishing priorities between incidents and/or area commands in concert with the IC(s) or UC involved and supporting operations center(s).

(3) Acquiring and allocating resources required by incident management personnel in concert with the tactical priorities established by the IC or UC.

(4) Anticipating and identifying future resource requirements.

(5) Coordinating and resolving policy issues arising from the incident(s).

(6) Providing strategic coordination as required.

(7) Following incidents, multi-agency coordination entities are also typically responsible for ensuring that improvements in plans, procedures, communications, staffing, and other capabilities necessary for improved incident management are acted on.

d. Concept of Employment. For purposes of this document, operations centers, such as the JBPHH EOC, represent the physical location at which the coordination of information and resources to support incident management activities normally takes place. The Incident Command Post (ICP) located at or in

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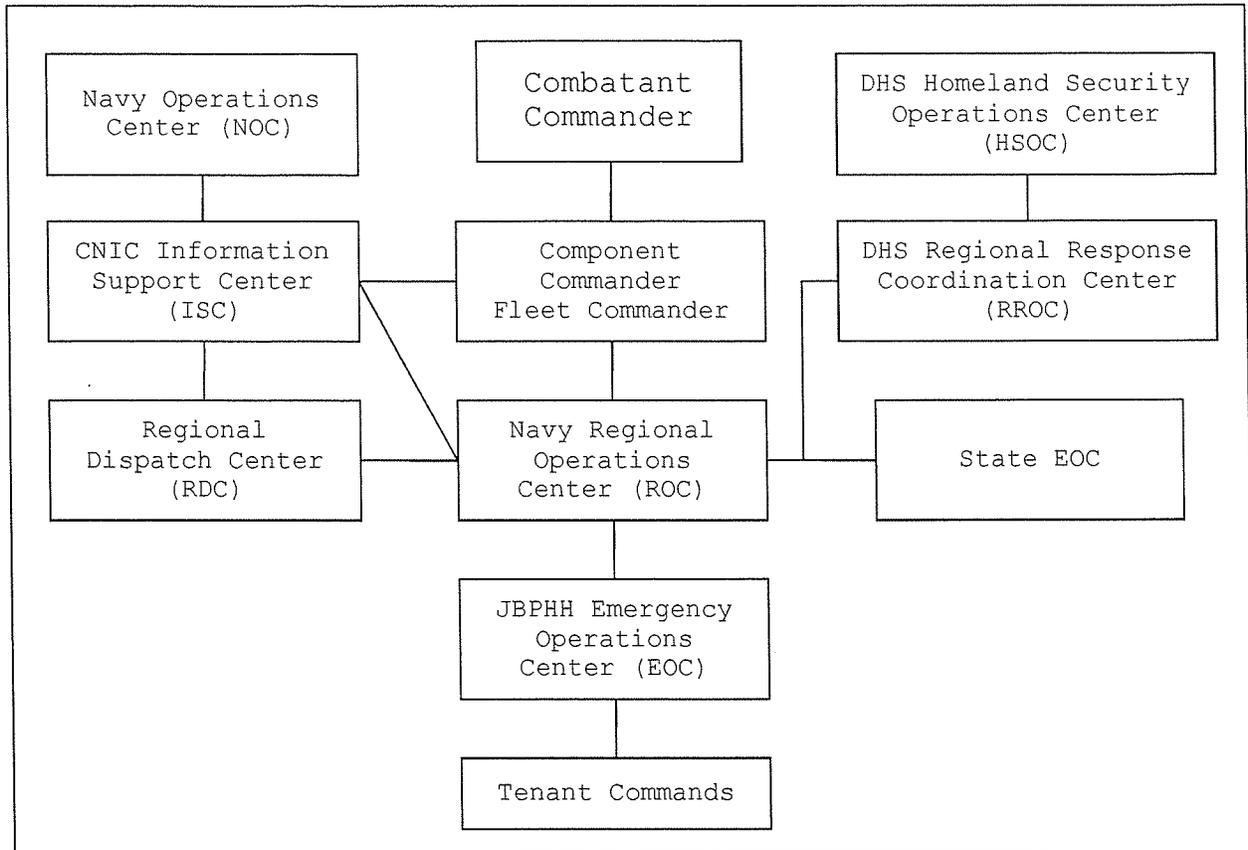
the immediate vicinity of an incident site, although primarily focused on the tactical on-scene response, may perform an operations center-like function in smaller-scale incidents or during the initial phase of the response to larger, more complex events. ICPs shall be linked to the JBPHH EOCs and/or the ROCs to ensure effective and efficient incident management. Figure BP-4 below depicts the Operations Center Organization.

(1) Standing operations centers, or those activated to support larger, more complex events, are typically established in a more central or permanently established facility at a higher level of organization within a jurisdiction. Operations centers within the Navy are organized by jurisdiction (COCOM, Fleet, Numbered Fleet, CNIC, Regions, Installations, Medical Treatment Facility (MTF), and tenant commands). Departmental Operations Centers normally focus on internal agency incident management and response and are linked to and, in most cases, are physically represented in, a higher-level operations center.

(2) When incidents cross disciplinary or jurisdictional boundaries or involve complex incident management scenarios, a multi-agency coordination entity such as a ROC or JBPHH EOC may be used to facilitate incident management and policy coordination. The situation at hand and the needs of the jurisdictions involved will dictate how these multi-agency coordination entities conduct their business, as well as how they are structured. Multi-agency coordination entities typically consist of principals (or their designees) from organizations and agencies with direct incident management responsibility or with significant incident management support or resource responsibilities. Within the Navy, these principals include the Regional Commander, JBC, MTF Commander, and major tenant Commanders. These entities are sometimes given titles such as crisis action team, policy committee, incident management group, or executive team.

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Figure BP-4: Operations Center Organization



e. JBPHH Emergency Operations Center (EOC). The JBPHH EOC is responsible for coordination and liaison with local and/or private response and recovery assets adjoining or near JBPHH. The mission of the JBPHH EOC is to support the IC during emergencies by setting strategic and operational-level objectives. Figure BP-5 below illustrates the JBPHH organizational structure during an emergency at activation level 4 (full activation) within JBPHH AOR. Full details on EOC Operations and staffing can be found in Functional Area Annex A of this document.

f. Mass Warning and Notification. JBPHH has/continues to develop capabilities to rapidly warn and notify personnel in the event of an emergency per reference (b). Per reference (b), Categories 2-4 personnel must receive warning within 15 minutes of an event and Categories 1 and 5 personnel must receive notification within 5 minutes of an event (all time constraints based on time from initial notification of event via 911 or similar emergency number). See Support Annex 21 for more information.

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(1) Fielding Considerations. Multiple systems are required to maximize the potential for reaching all required personnel. Further, cooperation with local authorities is of vital importance for JBPHH as there is a significant on-base and nearby off-base family housing as these civilian jurisdictions may have access to radio and television emergency communication systems. The mass warning and notification requirements for CNRH and JBPHH consists of three principal components.

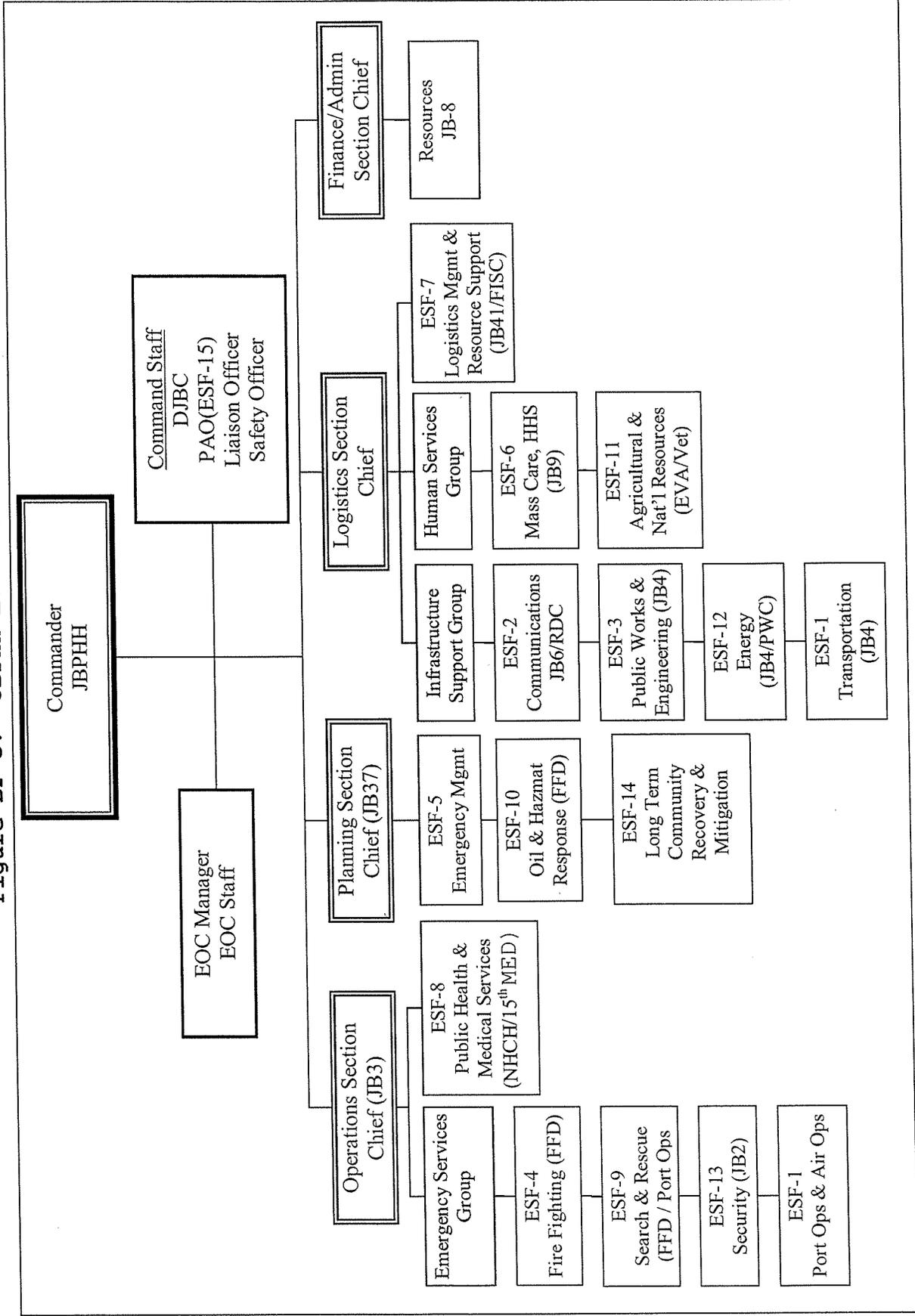
(a) Region and Installation-wide voice announcing system, including exterior and interior speakers (commonly termed "Wide Area Alert Network or WAAN").

(b) The Computer Desktop Notification System (CDNS). An administrative broadcast across the computer system network consisting of a notice from a central location that can override current computer applications, thus reaching all computer users nearly instantaneously. CDNS can also provide talk groups to allow recall of specific CAT 1 and CAT 5 personnel. The system is capable of providing voice and/or data messages to multiple receivers (telephone, cellular phones, pagers, e-mail, Web, etc.) with an interactive method to record receipt of notification/warning and a call-prioritization method compatible with the modeling capability.

(2) Recognition and proper response to mass warnings and notifications is a crucial component of public awareness training for all categories of personnel. This capability shall be routinely exercised as a part of all EM exercises.

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Figure BP-5: JBP HH EOC Structure



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13. Phases of Emergency Management

a. Preparedness. Emergencies often evolve quickly and become too complex for effective improvisation, it is anticipated that JBPHH can successfully discharge its EM responsibilities only by taking actions beforehand. Preparedness involves establishing authorities and responsibilities in an effort to build resiliency into the JBPHH community for the execution of emergency actions and garnering the resources to support them. (Standards 1-10 & 14 in reference (aa)).

b. Prevention. Prevention is aimed at activities, tasks, programs, and systems intended to avoid or intervene in order to stop an incident from occurring. Prevention can apply both to human-caused incidents (such as terrorism, vandalism, sabotage, or human error) as well as to naturally occurring incidents. Within this basic plan, Prevention is incorporated with Mitigation. (Standard 11 in reference (aa)).

c. Mitigation. Mitigation actions often involve lasting or permanent reduction of exposure to, probability of, or potential loss from hazard events. Actions tend to focus on where and how to build. Mitigation measures also include the use of modeling tools to evaluate potential mitigation strategies. Examples of mitigation include zoning and building code requirements for building in high-hazard areas, floodplain buyouts, and analysis of floodplain and other hazard-related data. (Standard 11 in reference (bb)).

d. Response. The onset of an emergency creates a need for time-sensitive actions to save lives and property, as well as for action to begin stabilizing the situation so that JBPHH and tenant commands can regroup and eventually recover from disaster. Such response actions include notifying EM personnel of the crisis, warning and evacuating or sheltering the population if possible, keeping the base population informed, rescuing individuals and providing emergency medical treatment. (Standard 12 of reference (bb)).

e. Recovery. Recovery is the effort to restore infrastructure and the social and economic life of a community to normal, but it should incorporate mitigation as a goal. For the short term, recovery may mean restoring or bringing necessary lifeline systems (i.e., power, communication, water, sewage, and transportation) up to an acceptable standard while

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providing for basic human needs and ensuring the social needs of the community is being met. (Standard 13 of reference (bb)).

14. Preparedness. Preparedness is a continuous process in a effort to build community resiliency which involves efforts at all levels of the military, and with government and private-sectors. The EM organization, manning, and functional area relationships are addressed in other sections of this plan, as well as other preparedness tasks of assessments, planning, training, equipment, and exercises.

a. Mitigation. Mitigation involves hardening facilities, knowledge of hazards and vulnerabilities and establishing authorities and responsibilities for emergency actions and activities necessary for response and recovery. Mitigation measures do not eliminate risk and vulnerability for all hazards. JBPHH must be ready to face emergency threats that may have not been completely mitigated to below acceptable thresholds.

b. Individual/Family Preparedness. Individual and family preparedness is the cornerstone of any successful EM program. Preparedness at the individual level contributes directly to the success of Regional and Installation mass care efforts during and after an emergency by establishing a buffer between the onset of the emergency, the attendant evacuation or sheltering events, and the reestablishment of essential services by providers. Individuals and families should be prepared to survive for a *minimum* of 72 hours before the restoration of essential services such as the distribution of water, food, and emergency supplies, such as non-emergency medicinal items.

(1) Resources. The preparedness principles delineated in reference (b) apply to all levels, individual and family preparedness is disseminated to all Navy personnel via Ready Navy Program at:
(https://www.cnic.navy.mil/cnic_hq_site/OpPrepare/index.htm). Other resources that provide detailed preparedness guidance, especially in the areas of planning and family/individual preparedness kits can be found through the federal government at (<http://www.ready.gov>) and the American Red Cross at (<http://www.redcross.org>).

(2) Assignments. All JBPHH personnel are highly encouraged to develop a personal or family emergency plan, complete a preparedness checklist, and develop/maintain a personal and/or family emergency kit, as outlined in Operation

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Prepare materials. The preparedness of the individual and the family is an essential part to the overall success of the JBPHH EM program, especially due to the reliance on evacuation, movement to local and remote safe havens, and sheltering-in-place as the primary protective strategies for Categories 2-4 personnel. The JBPHH EM staff will provide individual and family preparedness information to all Categories 1-5 personnel during the JBPHH EM portion of command indoctrination. In addition, individual and family preparedness information shall be provided directly to family members during JBPHH EM seminars and workshops within the community. Supporting tenant EMOs shall distribute an EM awareness folding card (see Support Annex 19) to all Category 1-5 personnel during public awareness training conducted in conjunction with Operation Prepare.

b. Civil-Military Coordination

(1) Community Preparedness-Community Emergency Response Team (CERT). The CERT program educates people about disaster preparedness for hazards that may impact their area and trains them in basic disaster response skills, such as fire safety, light search and rescue, team organization, and disaster medical operations. Using the training learned in the classroom and during exercises, CERT members can assist others in their neighborhood or workplace following an event when professional responders are not immediately available to help. CERT members also are encouraged to support emergency response agencies by taking a more active role in emergency preparedness projects in the community.

(2) Legal. CERTs are considered "Good Samaritans" and are covered under the Volunteer Protection Act. CERT volunteers have no authority beyond serving as Good Samaritans when helping others.

(3) Concept of Employment. Personnel attending CERT training have a better understanding of the potential threats to their home, workplace, and community and can take the right steps to lessen the effects of these hazards on themselves, their homes, or workplace. Currently, JBPHH does not currently have CERT capability.

(4) Local Emergency Planning Committees (LEPC). LEPCs were established under Title III of the Superfund Amendments and Reauthorization Act (SARA) and appointed by the State Emergency Response Commission. The LEPC is a valuable resource in the community for information on local response plans, response

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capabilities and hazard/threat assessments for the areas around the JBPHH. By participating in LEPCs, JBPHH EMOs will establish working relationships with their civilian counterparts in the community.

(5) Concept of Employment. All interaction with local and state agencies are coordinated via the Regional EMO and JTF-HD.

c. The Training Program will be conducted IAW the TRAINING section above to prepare personnel in their duties and assignments.

d. Equipment Program. The JBPHH EMO is responsible for identifying and facilitating procurement of required equipment listed in the EM Program Implementation Plan. In coordination with the Regional Emergency Manager and JB EMWG, the JBPHH EMO is also responsible for identifying the consolidated equipment requirements for all organic units or teams incorporated into this JBPHH EM Plan. The JBPHH EMO shall be supported by the Regional COOP Team for the equipping of Category 1 (Critical Operations) personnel and the relevant members of the Regional EMWG (Regional Fire Chief, Regional AT Officer, MTF/Clinic Commander/OIC, Regional Operations Center Manager, etc.) for the equipping of Category 5 personnel with first responder assignments. The Regional EM Plan provides a consolidated matrix of Regional / Installation equipment requirements to support the response and recovery concepts of operations above.

15. Prevention

a. Prevention is aimed at activities, tasks, programs, and systems intended to avoid or intervene in order to stop an incident from occurring. Prevention can apply both to human-caused incidents (such as terrorism, vandalism, sabotage, or human error) as well as to naturally occurring incidents. Prevention of human-caused incidents can include applying intelligence and other information to a range of activities that includes such countermeasures as deterrence operations, heightened inspections, improved surveillance and security operations, investigations to determine the nature and source of the threat, and law enforcement operations directed at deterrence, preemption, interdiction, or disruption. Within the Navy, the role of prevention is assigned to Force Protection and/or Antiterrorism programs as well as the Navy's Bureau of Medicine and Surgery (BUMED).

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b. Prevention Strategy. Per reference (g), JBPHH prevention strategy should include the following:

- (1) Deterrence operations,
- (2) Provision of protective systems or equipment for physical or cyber risks,
- (3) Surveillance and security operations,
- (4) Investigations to determine the full nature and source of the threat,
- (5) Threat assessment documentation,
- (6) Use of applicable building construction standards,
- (7) Relocation, retrofitting, or removal of structures at risk,
- (8) Removal or elimination of the hazard,
- (9) Reduction or limitation of the amount or size of the hazard,
- (10) Segregation of the hazard from that which is to be protected,
- (11) Modification of the basic characteristics of the hazard,
- (12) Control of the rate of release of the hazard,
- (13) Provision of protective systems or equipment for both cyber and physical risks,
- (14) Establishment of hazard warning and communication procedures,
- (15) Redundancy or diversity of essential personnel, critical systems, equipment, information, operations, or materials,
- (16) Protection of competitive/proprietary information,
- (17) Perimeter fence line and gates,

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(18) Access control system, increased camera surveillance, intruder detection systems (motion-sensing cameras, infrared detectors),

(19) Patrols (inside and outside) of facility and increased inspections of vehicles entering the facility
Background checks for personnel,

c. In addition to the measures above, other techniques to consider in a prevention strategy include:

- (1) Ongoing hazard identification,
- (2) Threat assessment,
- (3) Risk assessment,
- (4) Program assessment,
- (5) Operational experience,
- (6) Ongoing incident analysis,
- (7) Information collection and analysis,
- (8) Intelligence and information sharing,
- (9) Impact analysis,

(a) An impact analysis could include a cost-benefit analysis, the cost-benefit analysis should not be the overriding factor in establishing a prevention strategy.

(b) The mitigation strategy should establish interim and long-term actions to reduce the risks from hazards.

16. JBP HH Mitigation Program

a. Mitigation Efforts. Mitigation efforts are aimed at reducing the impact of identified hazards or threats on critical operations, assets, infrastructure, personnel, essential operations and services, and both government and personal property. Mitigation efforts are taken either before an emergency or incorporated in the recovery effort post-emergency to reduce further loss or injury from a similar event.

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(1) Mitigation actions involve lasting, often permanent, reduction of exposure to, probability of or potential loss from hazard events. They tend to focus on where and how to build. Mitigation measures also include the use of modeling and simulation tools to evaluate potential mitigation strategies. Mitigation examples include: zoning and building code requirements for rebuilding in high-hazard areas; floodplain buyouts; and analyses of floodplain and other hazard-related data to determine where it is safe to build in normal times, to open shelters in emergencies or to locate temporary housing in the aftermath of a disaster. Mitigation also can involve educating businesses and the public on simple measures they can take to reduce loss and injury, like fastening bookshelves, water heaters and file cabinets to walls to keep them from falling during earthquakes.

(2) Cost-effective mitigation measures are the key to reducing disaster losses in the long term. In hazard-prone areas, mitigation can break the cycle of having to rebuild with every recurrence of floods, hurricanes or earthquakes. Where there is a willingness to mitigate, opportunities can be found. Ongoing efforts might include: educating the private sector about what it can do to mitigate at home and at work; reaching out to planning, zoning, and development agencies to ensure that hazard conditions are considered in comprehensive plans, construction permits, building codes, design approvals, etc.; and creating inventories of existing structures and their vulnerabilities to aid mitigation planning. There is also a need for planning to take advantage of mitigation opportunities in the aftermath of an emergency or disaster, when hazard awareness is high, funds may become available (with associated requirements for mitigation), and disruption of the status quo makes it possible to rethink design and location of some facilities and infrastructure.

(3) Mitigation can also refer to steps to harden a Critical Mission Facility (CMF) to ensure its operations during a disaster. Installing generators, uninterruptible power supply (UPS), or collective protections are some examples.

(4) Protecting personnel is a mitigation process that is planned for in the EMP. Early evacuations to safe havens or shelters can be a mitigation action, which may be part of a hazard-specific appendix such as Destructive Weather or Tsunami.

(5) Procedures stated in the hazard-specific appendices to minimize damage and shorten recovery time are considered

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mitigation measures, for example: During an improvised explosive device (IED) attack, if windows are opened prior to evacuating the threatened building this increases ventilation and reduces the possible explosive blast pressure if a detonation within the building was to occur. This is a mitigation reducing glass fragmentation and building structural damage.

(6) Multiple functional areas execute mitigation tasks as a normal part of their operations. The task presented to JB EM is the coordination of these efforts under an integrated strategy to ensure effective coordination of effort and resources. Examples of mitigation efforts include the following:

(a) Responder, community, and individual preparedness and evacuation and sheltering procedures.

(b) MTF (or clinic) mitigation efforts such as vaccinations, immunizations, facility design and construction, syndromic surveillance, vector control, and preventive health procedures.

(c) F&ES efforts such as pre-incident fire planning, fire protection inspections, and burn bans.

(d) Security Forces efforts such a crime prevention, terrorism prevention, surveillance, and community policing.

(e) Public works efforts such as facility design and construction, dam and levee maintenance, flood control, roof repair and strengthening, structural anchoring, and transportation network maintenance and signage.

(f) Pre-activation of safe haven and shelter in place facilities.

b. Assignments

(1) Supported by the JB EMWG, the JBPHH EMO shall develop and promulgate a Mitigation Strategy to reduce facility damage or personnel injury/loss in the installation and its supporting tenants from identified hazards or threats. Since CNRH and JBC are collocated the regional mitigation plan will apply for JBPHH.

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(2) The JBEMO will meet with the Regional Officer in charge of construction on a semi-annual basis to ensure that new building construction and refurbishment or repairs of existing facilities support the construction standards contained in Standard 11 of reference (b) and supporting Unified Facilities Criteria (UFC). Construction, refurbishment, and repair efforts will also support the Region's mitigation strategy for reducing the risk of facility damage due to flooding, destructive weather, seismic events, and other identified hazards.

(3) The Continuity of Operations Plan (COOP) (Annex 18) and Business Continuity Plan (BCP) (Annex 19) are mitigation plans required by references (a), (b), (g), (l), (q), (v), and (aa). All JBPHH departments and tenants shall have either a COOP or BCP, depending on their mission. The intent of the plan is to ensure critical mission functions, essential mission functions and basic business services are protected in the event of the facility being rendered unusable after a disaster the services can be relocated to another facility without loss of records or critical equipment.

(4) Supporting plans and procedures are updated and maintained by responsible parties at the higher headquarters, regional, and JBPHH levels.

17. Response Concept of Operations. The JBPHH EM Plan, along with supporting procedures developed using the CNRH EM Plan as guidance, is designed to reflect the possibility of any or all of the below conditions occurring. Due to the geographic isolation of the Hawaiian Islands and the vast logistical challenges that would be presented in evacuating all Department of Navy personnel from the Island of Oahu, evacuation is not regarded as practical. EM planning also assumes that any destructive weather situation affecting the island will affect all parts equally and evacuation from one location on the island to another would produce no benefit. In the context of destructive weather (i.e. hurricane/typhoon), all reference to "evacuation" in this instruction can be considered synonymous with "sheltering" and refers to movement of personnel from their worksites or homes to emergency shelters or safe havens onboard JBPHH. Detailed concepts of operations are provided for each applicable hazard and threat in hazard-specific appendices, Standard Operating Procedures (SOPs), and Incident (Commander) Action Plans.

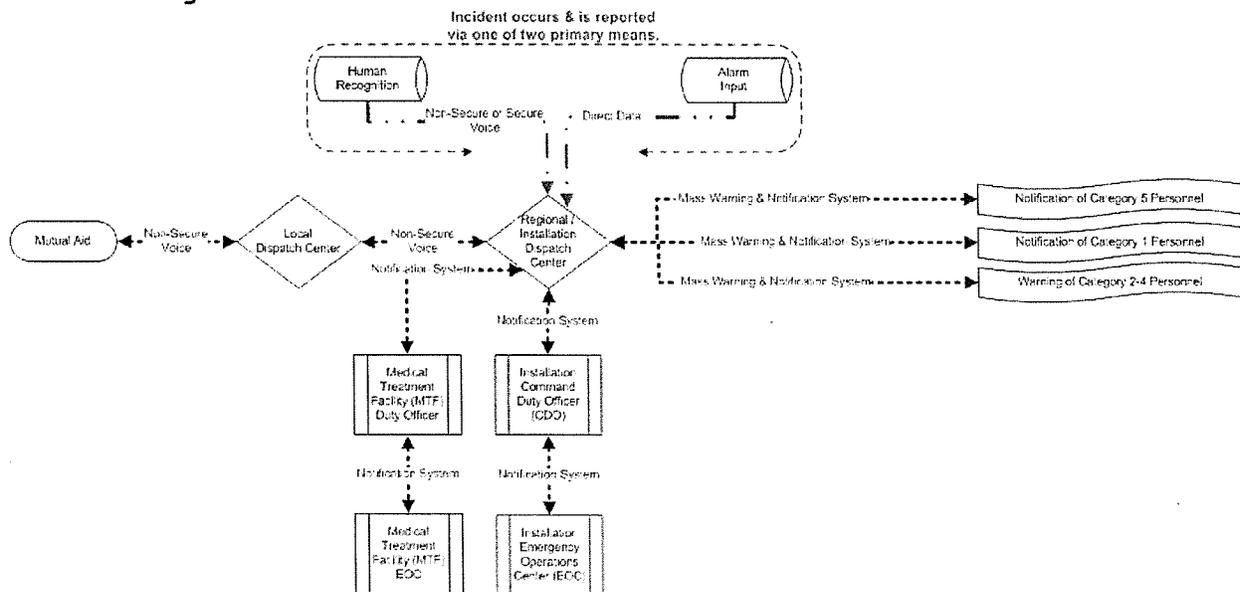
a. Define Operational Environment (Battlespace). JBPHH is geographically isolated from CONUS and Western Pacific bases.

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As such, members should anticipate long delays in receiving significant logistical support following a major disaster. The EM Plan develops an "All Hazard" approach for mitigation and response to events effecting JBPHH. During natural (large-scale) disasters, planning does not expect that the base will receive any significant assistance from civil authorities for some time. Long-term messing, housing and healthcare will prove challenging until supply chains are re-established. Refer to the Hazard Specific Appendices for concepts of operation for each type of disaster. The Destructive Weather plan describes a large-scale disaster scenario and can be used in similar end-state events without a specific instruction included herein.

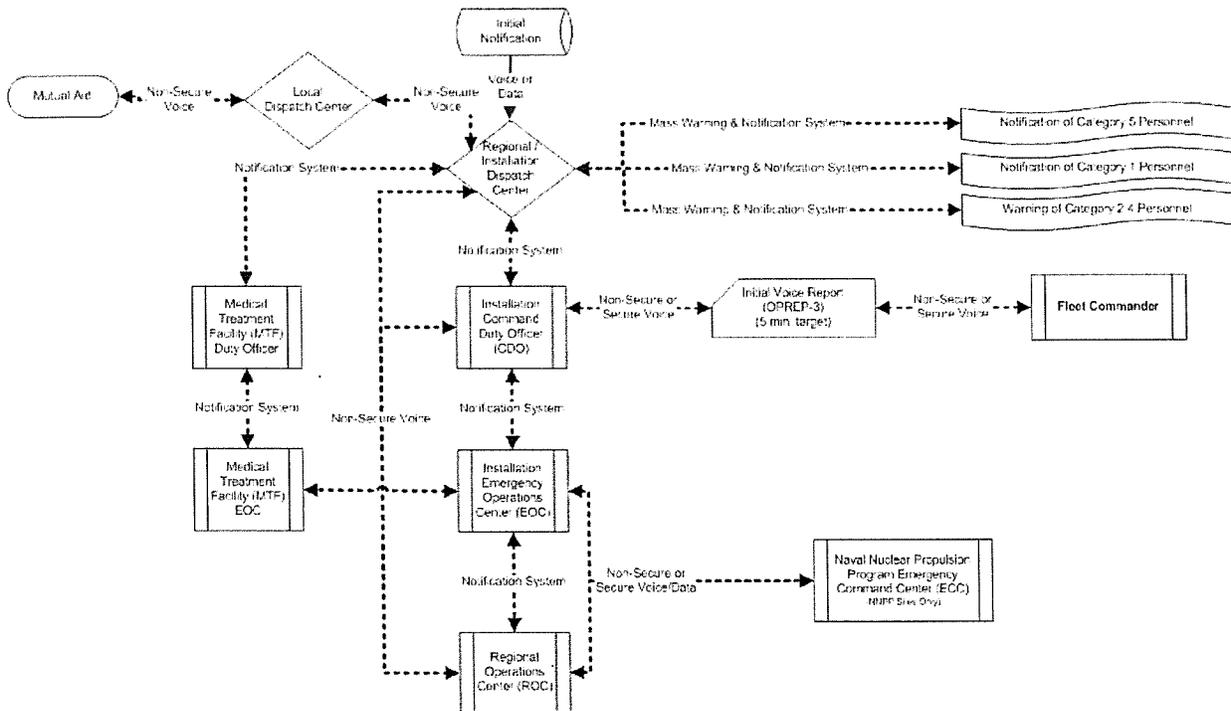
b. Incident Notification and Reporting. The incident notification process used by the Navy JBPHH EM Program is based on satisfying the requirements set forth by Federal, DoD, Joint, and Navy policy while enabling rapid access to the installation response partners in the civilian community. Incident notification will follow the procedures described per reference (g) and provided in EOC SOPs. Figure BP-6 provides the initial notification process and Figure BP-7 provides how the process is continued once the EOC is activated.

Figure BP-6: Initial Incident Notification Process



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Figure BP-7: Incident Notification Process with EOC Activated



c. *Incident Management.* JBPHH incident management will be conducted in accordance with the ICS at the scene and the NIMS multi-agency/Unified Command coordination system at the EOC per references (a), (b), (c) and (g). There are 14 elements of a successful consequence management effort at the Incident Command level. The 14 elements are:

- (1) Site Assessment
- (2) Scene Safety, including establishment of Hazard/Contamination Control Zones
- (3) Self Protection, including PPE selection and employment
- (4) Command and Control
- (5) Victim Rescue
- (6) Decontamination of Victims and Responders
- (7) Communication and Coordination
- (8) Casualty Management and Treatment Facilities

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- (9) Crime Scene Preservation and Management
- (10) Hazard Identification and Mitigation
- (11) Resource Coordination and Sustaining Incident Management
- (12) Media Control and Emergency Public Information
- (13) Weather and Environmental Concerns
- (14) Public Welfare and Information

d. Essential Elements of Information (EEI). EEIs are a compilation of generic information goals that have been established as a baseline for information gathering. The JBC has identified the EEIs as noted in Section V, Appendix G1. Location of EEIs in Appendix G1, allows for rapid administrative update without necessitating changes to this enclosure.

e. Commander's Critical Information Requirements (CCIR). CCIRs are a compilation of generic information goals that have been established as a baseline for information gathering. Specific CNIC, Regional, and JB CCIRs, shall be classified SECRET. Generic CCIRs are similar to the EEIs and the Installation-level tasks noted in Section V, Appendix G4 and G5. Location of unclassified CCIRs in Appendix G2, allows for rapid administrative update without necessitating changes to this enclosure. The Commander, JBPHH shall be immediately notified by the Command Duty Officer and/or EM Officer of the occurrence of any of the Commanders CCIRs.

f. JBPHH-Level Tasks. In addition to the 14 incident command-level elements, the following tasks must be successfully addressed at the Installation-level not all of the tasks are executed in order, as some tasks are executed concurrently with other tasks, therefore this order of execution is an approximation:

(1) Initial activation of Mass Warning and Notification System Notification of Event to JBPHH population within 10 minutes of event conformation by Security or FFD First Responders per reference (g).

(2) Impact of uncontrolled movement of contaminated casualties ("Self-Referrals")

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- (3) Activation of the JBPHH EOC
- (4) Initial Incident Reporting to Higher Headquarters
- (5) Evacuation/Shelter/Shelter-in-Place
- (6) Follow-on Incident Reporting to Higher Headquarters
- (7) Establishment of Staging Areas
- (8) Coordination with Local Responders
- (9) Employment of Category 5 Personnel (First Responders)
- (10) Casualty Tracking
- (11) Incident Plume Modeling/Agent Confirmatory Testing
- (12) Establishment of Rehab Capability
- (13) Establishment of Mass Care Capability
- (14) Shelter Management
- (15) Evacuation Route Management

g. Other Information Requirements (OIRs). The following events are required to be reported immediately to CNIC by the Regional Commander and therefore must be reported immediately by JBPHH to the Region:

- (1) Significant degradation or reduction in readiness affecting JBPHH's ability to conduct its primary mission or conduct adequate force protection.
- (2) Significant change in the ability to execute and sustain Homeland Defense of Civil Support operations, or damage/casualty to critical infrastructure.
- (3) Civil disturbances directed against U.S. forces in the vicinity of a JB installation.
- (4) Regional or JBPHH plans to execute Continuity of Operations (COOP).

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(5) Fire on JBPHH or fires that occur off-base in which JBPHH Fire Fighters are dispatched to support.

(6) Loss of communications (voice, data, networks, etc.) in the EOC.

(7) Higher authority direction requiring imminent planning or asset provision by regions or JBPHH.

(8) CNIC personnel or immediate family member killed or involved in the death of another.

(9) Intrusion or attack on computer networks.

(10) Class C mishap involving any ship, submarine, or aircraft on a Navy installation.

h. Evacuation and Sheltering. The JBPHH EM Plan outlines procedures to implement evacuation, safe haven, move to shelter, or shelter-in-place (hereafter "evacuation and sheltering") of Categories 2-4 personnel per reference (b). Per reference (b), evacuation, rather than procurement and employment of protective equipment, is the primary means of addressing hazards faced by Categories 2-4 personnel. Applicable procedures are contained within Support Annexes 5-11.

(1) Evacuation. An endangered population is directed to use specified evacuation routes and transportation methods to depart a threatened area/location. Evacuation planning must include provisions for all assigned personnel, including assisting people without transportation or with special needs for evacuation in SA's 5, 10 and 11.

(2) Safe Haven Operations. Pre-designated facilities that are not publicly identified for use as temporary protection. This location is usually not certified, insured, supplied, or regularly staffed. Safe haven operations are discussed in Support Annex 8. Support Annex 12 provides guidance concerning volunteer and donations management, which can become a key issue affecting safe haven management.

(3) Shelter Operation. A publicly identified, certified, supplied, staffed, and insured facility where the endangered population may seek temporary protection for a limited duration. There are no requirements to designate and maintain shelters on JBPHH.

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(4) Shelter-In-Place Operations. Temporary, protective position within a structure or vehicle during an emergency. This location is neither certified nor insured and is staffed only by those personnel present. In accordance with reference (b), when shelter-in-place procedures are used, the goal shall be to protect at least 90% of personnel within 15 minutes. Shelter-in-place operations are discussed in Support Annex 9.

i. Assignments. JBPHH EMOs shall implement the procedures contained within Support Annexes 6-11 in JBPHH EM Plans. The CNRH Regional Emergency Manager is responsible for coordination, tracking, and status reporting for all evacuations within the regional geographic AOR involving personnel from the Region or its supporting Installation. JBPHH Administrative Officer will ensure that evacuation reporting to Regional Emergency Manager is accomplished. See Support Annex 7, Personnel Accountability.

18. Recovery Concept of Operations

a. Priorities. Recovery programs are designed to assist victims and their families, restore institutions to suitable economic growth and confidence, rebuild destroyed property, and reconstitute governmental operations and services. Recovery actions often extend long after the incident itself and include mitigation designed to avoid long-term health problems and avoid damage from future incidents. To assist with maintenance of continuity of operations, the recovery tasks list should identify essential or critical functions and processes, their recovery priorities, and internal and external interdependencies, so that Recovery Time Objectives (RTOs) can be tailored to the situation and locale. The recovery task list includes a strategy for recovery for the impact area and may include infrastructure beyond the installation. The strategy should be included in the report presented to the Commander, JBPHH and the JBPHH EMO, including but not limited to, the following:

- (1) Critical and essential operations
- (2) Essential services
- (3) Continuity of Operations Planning
- (4) Business continuity
- (5) Priorities for restoration and mitigation

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Priority	Tasks	Timeline
	Animal Rescue/Care	Day 5 to 1 month
3	Damage Assessment	Days 1-2 (rapid) to 2 weeks
	Public Health	Ongoing to 6 months+
	Temporary Facilities	Ongoing to 6 months+
	Resources/Funding	Ongoing to 6 months+
4	Debris Management	1-6 months+
	Utility Reconstruction	1-6 months+
	Building Code Review and Permits	1-6 months+
	Transportation (Long-Term)	1-6 months+
5	Community Reconstruction	1-5 years
	Business Reconstruction	1-5 years
	Mental Health	Ongoing
	Recovery Plan Review	Annually

d. The priority list, presented to the JBC, as appropriate, for approval, shall provide for these short or long-term priorities for restoration of functions, services, resources, facilities, program, and infrastructure. Additionally, a community plan shall identify stakeholders that need to be notified; critical and time-sensitive applications; alternative work sites; and vital records, processes, and functions that shall be maintained, as well as the personnel, procedures, and resources necessary to do so, while the impacted area is being recovered.

e. Recovery Planning Guidance. Recovery plans and strategies must recognize that different magnitude incidents and events will require upwardly scalable actions, and for higher-magnitude events, the capacities and capabilities of lower echelons will be rapidly overwhelmed and swamped for both response actions and recovery actions.

f. Joint Base Pearl Harbor-Hickam Recovery Planning. Recovery planning, like any project, follows an order of progression. The following is a list of chronological steps in the recovery planning process:

(1) Operational Priorities. Per references (a), (b), (g) and (aa) the operational priorities of the JB EM Program are:

(a) Save lives & prevent great human suffering.

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(b) Sustain critical operation.

(c) Restore essential operations and services post-event.

(2) Special considerations are given to the following priorities when conducting emergency response operations:

(a) Meeting the immediate emergency needs of our personnel, to include rescue, medical care, food, shelter, clothing and essential items.

(b) Temporarily restoring facilities essential to the health, safety and welfare of our personnel, to include medical treatment facilities, utilities communications connectivity and transportation networks.

(c) Meeting the rehabilitation needs of our personnel, including provision of temporary housing, pay and benefits, psychological counseling and care and return to normalcy.

(d) Mitigating hazards that pose a threat to life, property and the environment.

(3) Management by Objectives (MBO). All levels of a growing ICS organization must have a clear understanding of the functional actions required to manage the incident. MBO is an approach used to communicate functional actions throughout the entire ICS organization. It can be accomplished through the incident action planning process, which includes the following steps:

(a) Step 1: Understand agency policy and direction.

(b) Step 2: Assess incident situation.

(c) Step 3: Establish incident objectives.

(d) Step 4: Select appropriate strategy or strategies to achieve objectives.

(e) Step 5: Perform tactical direction (applying tactics appropriate to the strategy, assigning the right resources, and monitoring their performance.

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(f) Step 6: Provide necessary follow-up (changing strategy or tactics, adding or removing resources, etc.).

g. Incident Action Plan (IAP). In ICS, considerable emphasis is placed on developing effective IAPs. An IAP is an oral or written plan containing general objectives reflecting the overall strategy for managing an incident. An IAP includes the identification of operational resources and assignments and may include attachments that provide additional direction.

(1) At the simplest level, all IAPs must have four elements:

(a) What do we want to do?

(b) Who is responsible for doing it?

(c) How do we communicate with each other?

(d) What is the procedure if someone is injured?

(2) The purpose of the IAP is to provide all incident supervisory personnel with direction for actions to be implemented during the operational period identified in the plan. IAPs include the measurable strategic operations to be achieved and are prepared around a timeframe called an operational period.

h. Roles and Responsibilities. The Commander, JBPHH will appoint a JBPHH Recovery Manager (JBRM). The role of the JBRM is to serve as the principal coordinator of all recovery efforts and to support the JBC in effecting an efficient and effective recovery program. The JBRM and ICO will establish a multi-disciplinary JBPHH Recovery Working Group (JBRWG) comprised of EM, Environmental, Public Works, Safety, Industrial Hygiene, affected tenant command representatives and other specialists to form the core of the JBRWG. The responsibilities of the JBRM and JBRWG are sequenced over time from short-term stabilization, to intermediate recovery actions, to long-term recovery.

(1) Short Term. The Recovery Manager shall prepare an Initial Recovery Report for submission to the JBRWG and the JBC, covering the priorities for recovery tasks and timelines within two weeks of termination of the response phase. The Initial Recovery Report shall describe the strategic considerations necessary to stabilize the impact area(s), identify priorities, propose actionable objectives, and propose responsible parties

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for implementing a Recovery Plan. Consistent with the JBPHH EM Plan, the Initial Recovery Plan shall include the following:

- (a) Critical Infrastructure Assessment
- (b) Threat Assessment
- (c) Hazard Assessment: Natural hazards (geological, meteorological, and biological) and human-caused events (accidental and intentional)
- (d) Risk Assessment
- (e) Consequence Assessment
- (f) EM Capability Assessment
- (g) Health and safety of persons in the affected area at the time of the incident (injury, illness and death)
- (h) Health and safety of responder personnel
- (i) Continuity of Operations of MEFs/CMFs
- (j) Continuity of Business
- (k) Property, facilities, and infrastructure
- (l) Restoration and delivery of services (water, food, power, sanitation)
- (m) Incident impact on the environment
- (n) Economic and financial condition
- (o) Regulatory and contractual obligations
- (p) Reputation of or confidence in the entity
- (q) Regional, national, and international impacts
- (r) Applicable environmental regulations
- (s) Re-occupancy, reentry, and cleanup levels (decontamination, removal, etc.)

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(2) Intermediate and Long-Term. Following an initial stabilization and development of the Initial Recovery Report, the Recovery Manager shall develop a Recovery Management Plan based on the Initial Recovery Plan for submission and adoption by the JBC and the IRWG. In addition to elements that were considered in the Initial Recovery Report, the Recovery Plan shall include the following:

(3) Procedures shall be established and implemented for recovery from the consequences of those hazards identified and shall address health and safety, incident stabilization, operational/business continuity, property conservation, and protection of the environment under the jurisdiction of the Commander, JBPHH.

(4) Strategies and operational procedures for mitigating the loss or disruption of MEFs and/or planning for timely restoration or recovery of MEFs.

(5) Identification of a process for including and obtaining input from stakeholder communities, including entities impacted by the event itself, entities impacted by recovery operations, and appropriate entities from federal agencies and state and local governments. Consideration should be given to involvement of LEPCs where this entity is active.

(6) Procedures including life safety, incident stabilization, operational/business continuity, and property conservation.

(7) Procedures should include, but are not be limited to, the following:

(a) Continued control of access to the area(s) affected by the emergency.

(b) Identification of personnel engaged in recovery activities and required health monitoring.

(c) Accounting for persons affected, displaced, or injured as the result of recovery operations.

(d) Mobilization and staging and demobilization of resources.

(e) Coordination with the American Red Cross and other authorities for provisioning temporary, short-term, or

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long term housing, feeding, and care of populations displaced or evacuated by a emergency.

(f) Recovery, identification, and safeguarding of human remains incorporating recommendations made by the National Foundation for Mortuary Care for mass casualty events.

(g) Provision for the mental health and physical well-being of individuals affected by the disaster and the recovery operations.

(h) Operational strategies and plans for returning or placing evacuees or sheltered personnel.

(i) Provision for managing critical incident stress for responders.

(j) Procedures to conduct a situation analysis that includes ongoing needs assessment, damage assessment, and the identification of resources needed to support recovery operations.

(3) Identifying contract efforts required for recovery.

(a) As a necessary component of recovery planning, business continuity plans should include strategies for bringing infrastructure and individuals back to pre-disaster conditions, including implementation of mitigation measures to facilitate Continuity of Government (NDW only) and COOP, both short and long-term.

(b) The Recovery Manager shall ensure coordination with the Department of Homeland Security (DHS)/Federal Emergency Management Agency (FEMA) Disaster Recovery Center, if any, and the Principal Federal Official designated for the impact area, if any. The business continuity plan should include a Business Impact Analysis that identifies the impacts of losing the entity, consistent with the FEMA Standard Checklist Criteria for Business Recovery.

19. DSCA.

a. The response to an emergency in the local community is the responsibility of local and state governments. In accordance with references, the U.S. military, because of its unique capabilities and resources, may be requested through established channels to provide temporary, short-duration

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emergency support to civil authorities during an emergency once local and state resources have been overwhelmed and the NRF has been activated. DSCA operations are executed by Fleet Commanders through the Regional Planning Agents (RPAs) assigned within references (a) through (d). DSCA operations are covered at length in Section II, functional Support Annex T.

20. Continuity of Operations Program (COOP). Per references (b), (e), (g), (l), (q), and (aa) the purpose of the COOP Program is to provide for the continual operation of the Region and JBPHH MEFs and associated CMFs throughout an emergency. The focus of the COOP Program is the ability of the Region or its' supporting Installation to maintain or restore MEFs at the MEF's primary or alternate site and the ability of the identified Category 1 personnel to perform these functions for up to 30 days before returning to normal operations. Support Annex 18 provides COOP Templates and further detailed guidance.

21. Business Continuity Plan (BCP). Just as a COOP Program is critical to the sustainment of MEFs at CMFs, an Installation Business Continuity Program is critical to ensuring the continuity of tasks not directly related to supporting the National Military Strategy. Support Annex 19 provides BCP Templates and further detailed guidance.

22. Supporting Plans.

a. Anti-Terrorism Plan. The JBPHH Anti-Terrorism (AT) Plan describes site-specific AT measures. The JBPHH AT Program includes tenets of counter-surveillance, counterintelligence, situational awareness, physical security, and law enforcement and identifies an appropriate organization as the focal point for the integration of local intelligence, counterintelligence, and criminal intelligence information into JBPHH AT operations. The JBPHH AT Plan includes the roles, responsibilities, and concept of operations for the employment of NSF in support of emergency response and recovery operations. The JBPHH EM and AT Plans shall be integrated and mutually supporting. Coordination will occur on a regular and recurring basis through mutual participation in the JBPHH EMWG and JBPHH ATWG by both the JBPHH EMO and the JBPHH AT Officer.

b. Medical Treatment Facilities (MTF) EM Plans. Per references (b), (c), and (g) MTFs, including Naval Health Clinic Hawaii and the 15th Medical Group are required to develop EM Plans. Like JBPHH EM Plans, these EM Plans are based on

applicable federal and DoD guidance and address the facility's preparedness, response, and recovery capabilities.

c. **Mass Casualty Plan.** Per references (b) (g) and (aa) the Mass Casualty Plan is developed and maintained by Federal Fire Department who has cognizance of Emergency Medical Services for JBPHH. Naval Health Clinic Hawaii and the 15th Medical Group will assist Federal Fire Department Emergency Medical Services in developing that plan. The plan will be part of Hazard Specific Appendix 3, Fire hazards and Mass Casualty Plan.

d. **High-Value Asset Sortie Plan.** The maritime sortie plan for Navy Region Hawaii is maintained and developed by JBPHH Port Operations Department and coordinated in the EOC/ROC through MIDPAC. Hickam AFB also maintains an evacuation plan for high value air assets maintained by the 15th Air Wing. Individual sortie plans are a part of a tenant command or unit IAP/EAPs and are covered in various Hazard Specific Appendices as appropriate.

e. **Aircraft Mishap Plan.** Aircraft Mishap Plans for JBPHH will be maintained by the 15th Wing Commander, and tenant squadrons. Copies of the tenant organizations mishap plans and check lists will be provided to the EOC to facilitate response activities. Individual mishap plans are a part of a tenant command or unit IAP/EAPs and are covered in various Hazard Specific Appendices as appropriate.

f. **Tenant Command Emergency Action Plan (EAP).** Tenant commands within the JBPHH installation shall coordinate with the host JBPHH EM Program as outlined in host-tenant agreements or applicable ISSA/MOU/MOAs. Per reference (b), (c), (g), (aa) and (bb), coordination shall include active participation in EM preparedness, mitigation, response, and recovery efforts, as required by JBPHH EM Program.

23. **Noncombatant Evacuation Operations/Repatriation Operations.** Joint Base Pearl Harbor-Hickam is a designated Noncombatant Evacuation Operations/Repatriation Operations Site. Any operation assignment will comply with Support Annex 20.

24. **Foreign Consequence Management.** This area does not apply to JBPHH.

25. **Navy Nuclear Propulsion Program (NNPP).** JBPHH will comply with JBPHH Hazard Specific Annex 18 and existing MOU's during any incidents governed under the NNPP.