

**HEADQUARTERS, USAED PACIFIC OCEAN
FORT SHAFTER, HAWAII 96858-5440
■ ■ 2004**

**ANNEX E TO ANCHORAGE EARTHQUAKE CDRP
PERSONNEL**

1. SITUATION

- a. A catastrophic earthquake in the Anchorage area would create a major workload for USACE. In addition to the anticipated missions for FEMA, there would be a major workload increase for Alaska District due to the need to repair and/or replace damaged facilities for its regular customers. In addition, a large portion of the Alaska District's staff would be impacted by the earthquake. Some employees and/or their families may be casualties, and many employees would need time off from work to handle urgent personal and family needs.
- b. In this type of situation, the President normally signs a memorandum asking "the heads of executive departments and agencies who have Federal civilian employees in designated disaster areas resulting from . . . to use their discretion to excuse from duty, without charge to leave or loss of pay, any such employee who is prevented from reporting to work or faced with a personal emergency because of this disaster and who can be spared from his or her usual responsibilities." In addition, the memorandum normally directs "the Office of Personnel Management (OPM) to establish an emergency leave transfer program, which would permit employees in an executive agency to donate their unused annual leave for transfer to employees of the same or other agencies who were adversely affected by . . . and who need additional time off for recovery."
- c. Federal personnel regulations also authorize employees to use 5 days a year of sick leave (or 13 days, if the employee has the specified minimum of accrued sick leave) to assist with medical care for family members.
- d. POD does not have enough personnel available to respond to this event. The division headquarters and its four districts together have only about 5 percent of the total civilian employees of USACE, and Alaska is its largest district. In addition, the local national employees from Japan District are not available for the disaster response, due to the special conditions of their employment.
- e. Augmentees will need to be prepared for Alaskan conditions, including cold weather and icy driving conditions.
- f. The Pacific Region Civilian Personnel Operations Center (CPOC) is located at Fort Richardson, Alaska, within the area impacted by the earthquake. This center provides services to POD, POH, and POJ, as well as POA.
- g. Due to non-availability of Alaska District members, POD's division-wide PRTs will not be functional. The Alaska District SSA PRT will not be available, although individual team members will perform ATC-20 inspections on shelters and operating facilities until personnel

can arrive from CONUS and Hawaii. The POH Emergency Power PRT will not be available, because many of its members will be needed for other functions related to the earthquake response.

h. Initial personnel requirements would include:

(1) ERRO and DFO staff, including ERT-A

(2) PRTs: Structural Safety Assessment, Emergency Power, Debris, Emergency Housing

(3) PRT augmentees: SSA inspectors; Debris QA

(4) Individual replacements for POA personnel

(5) Continuity of Operations personnel to Northern Area Office

i. Additional personnel augmentation will be requested after a situation assessment has been conducted.

j. Supervisors need to monitor response personnel, and watch for signs of excessive stress. In certain cases, supervisors may need to take action, such as requiring time off and/or obtaining additional personnel, to relieve stress on specific employees. However, this needs to be coordinated with the employee's basic work schedule, as travel regulations currently require personnel to work at least four hours on the basic work days in order to receive per diem.

**APPENDIX 1 TO ANNEX E TO ANCHORAGE EARTHQUAKE CDRP
RESPONSE ORGANIZATIONS**

1. Draft organizations are maintained on ENGLink. They will be finalized and recruitment started immediately after the earthquake.
2. The organizations are accessed by:
 - a. Connect to ENGLink home page
 - b. On the top menu bar, select "current operations", then "response org".

The appropriate response organizations for the event are:

- c. "Anchorage Earthquake – POD" covers the primary management elements, including Division Forward Commander, ESF #3 staffing, etc. POD is responsible for adjusting and filling this organization, and for making revisions to the draft organization.
- d. "Anchorage Earthquake – POA – Civil" covers the civil works-related response efforts, including Federal Response Plan support. If POA is a victim district, POH is initially responsible for adjusting and filling this organization. POA is responsible for maintaining the draft organization, with input from POH.
- e. "Anchorage Earthquake – POA – Military" covers the support to military installations. If POA is a victim district, POF is initially responsible for adjusting and filling this organization. POA is responsible for maintaining the draft organization, with input from POF.

**HEADQUARTERS, USAED PACIFIC OCEAN
FORT SHAFTER, HAWAII 96858-5440
■ ■ 2004**

**APPENDIX 2 TO ANNEX E TO ANCHORAGE EARTHQUAKE CDRP
WORKING CONDITIONS**

Work week: Initially 7x12 work week, two shifts: 0700-1930; 1900-0730 (12 hours work, ½ hour unpaid lunch). No later than 2 weeks after the earthquake, this must be reduced to no more than 6 ½ days a week (preferably 6), 12 hour shifts. For longer than 30 days, the goal should be a 60 hour work week (5x12 or 6x10).

"Day" shift: Basic work week: Monday through Friday, 0700-1530, ½ hour lunch. Night differential of 1 ½ hours (1800-1930) applies to scheduled overtime.

"Night" shift: THIS IS TENTATIVE, DUE TO THE LACK OF GUIDANCE FROM OPM AS TO HOW TO HANDLE WORK DAYS THAT EXTEND PAST MIDNIGHT! Basic work week: Monday through Saturday (Sunday through Friday??). 1900-0330, ½ hour lunch. Night differential of 10 ½ hours (1900-0600) applies to scheduled regular time and overtime. Because residents are accustomed to the extreme seasonal variation in daylight hours in Alaska, "night" shift activities will be more robust than in CONUS responses. "Night shift" staffing must be greater than in other disaster responses.

Working conditions: Initial responders should anticipate problems with both housing and working facilities, due to extensive building damage and utilities outages. Housing may be space-available from the military. Even when hotels become available, elevators may not be operational. Heating and electrical power outages may occur. Winter operations will involve cold temperatures and limited daylight, with some instances of heavy snow or freezing rain.

Housing and work areas in the disaster area will be arranged by the ERRO Logistics Staff, in coordination with FEMA logistics. If commercial housing and meals are available, individual employees will be expected to use normal TDY procedures (Government travel card). Current plans call for the Joint Mobility Center, on Elmendorf A.F.B., to serve as the initial housing for Federal response personnel.

Banking systems in Anchorage are expected to be seriously impacted by the event. In addition, costs are higher than in most areas of the Lower 48. Early responders should bring sufficient cash and travelers checks to cover expenses (perhaps \$1,000). All responders should have increased cash advance authorized for their Government travel cards.

**HEADQUARTERS, USAED PACIFIC OCEAN
FORT SHAFTER, HAWAII 96858-5440
■ ■ 2004**

**APPENDIX 3 TO ANNEX E TO ANCHORAGE EARTHQUAKE CDRP
MEDICAL STANDARDS**

Alaska essentially has the same health concerns as other northern areas of the United States. Hepatitis may become a concern under conditions of poor sanitation; Alaska is rated as high incidence for Hepatitis A, but not for B.

Although mosquitoes are common in Alaska, they have not been involved in the spread of disease. However, this may change; several species of mosquito in Alaska have been identified as carriers of West Nile Fever in other parts of their range.

A major concern in Alaska is the potential for cold weather injuries. While most TDY personnel would be aware of the potential for frostbite in the winter, many will be unaware of the potential for hypothermia during much of the year. There will be special concerns for persons deployed to Northern Area Office in support of POA Continuity of Operations, as winter temperatures there may be minus 40 degrees or colder.

Health protection is, to a large extent, safety-related rather than preventative medicine. Incoming personnel will need to be briefed about the prevention and treatment of cold weather injuries, and about sanitation concerns.

Jet lag is a concern with persons arriving from other time zones. However, some studies have found that jet lag has less impact on persons traveling west (CONUS to Alaska) than on persons traveling east.

HEPATITIS INCIDENTS FOR ALASKA:

	<u>1972*-1980</u>	<u>1981-1990</u>	<u>1991-2000**</u>	<u>TOTAL</u>
Hepatitis A	3,371	1,945	1,389	6,705
Hepatitis B	262	665	175	1,102

NOTES: * Records start in 1972

**Hepatitis A occurs in cycles; Alaska currently is in the low end of the cycle.

STATE OF ALASKA RECOMMENDED IMMUNIZATIONS:

(Note that some recommendations, including Pneumococcal vaccine, exceed Federal guidelines)

Influenza vaccine

Annually to adults over age 65

Annually to persons in selected high risk groups (residents of chronic care facilities, persons with diabetes, heart disease, immunosuppression, chronic lung diseases, hemoglobinopathies, and renal disease)

Measles

College students should have evidence of two doses of MMR at time of entry or evidence of immunity to measles

Tetanus Diphtheria (Td)

All adults should receive booster periodically; the standard recommendation is every 10 years

Pneumococcal vaccine

All individuals aged **55** and older

At earlier ages for persons with heart disease, chronic lung disease, diabetes, alcoholism, liver disease, immunosuppression, HIV infection

State of Alaska Immunization Program recommends a booster every 6 years

Hepatitis A1 should be offered to:

Travelers to areas of high endemicity

Military personnel

Certain ethnic and geographic populations, including Native people of Alaska and the Americas

Men having sex with men

Residents of communities experiencing an outbreak

Users of illicit injectible drugs

Hepatitis B2 should be offered to:

Those with occupational risk (health care and public safety workers)

Clients and staff of institutions for the developmentally disabled

Hemodialysis patients

Men having sex with men

Users of illicit injectible drugs

Persons with hemophilia

Household contacts of Hepatitis B carriers

Adoptees from countries with a high Hepatitis B prevalence

Populations with a high endemicity, including Alaska Natives and Pacific Islanders

Inmates of long-term correctional facilities

Persons with multiple sexual partners

(Source: Section of Epidemiology, Alaska Division of Public Health, 1996)

**HEADQUARTERS, USAED PACIFIC OCEAN
FORT SHAFTER, HAWAII 96858-5440
■ ■ 2004**

**APPENDIX 4 TO ANNEX E TO ANCHORAGE EARTHQUAKE CDRP
PAY POLICY ISSUES**

1. TDY:

a. Initial responders will probably receive lodging on military bases; meals could also be furnished by the bases. TDY employees and home district EOCs will be informed of the specific arrangements, to insure that the correct rates are used.

b. Persons assigned to Northern Area Office, to assist in Continuity of Operations, may use either on-base or commercial housing. This will be determined at the time of the event, and the information provided to deploying personnel and home district EOCs.

c. Anchorage and Fairbanks have seasonal variations in the per diem rate, with higher rates during the May to September tourist season.

d. Actual cost allowance may be required, depending on conditions at the time of the event. Factors such as remaining availability of hotels, reduction of normal visitors, and increased travel for response personnel, cannot be accurately predicted. Federal regulations allow a maximum rate of 300 percent of normal; however, rates above 150 percent of normal require authorization by a general officer or a member of the Senior Executive Service (in practical terms, approval at POD level). The ERRO is responsible for determining the appropriate percentage for this allowance, and furnishing that information to the Home Station EOC.

d. Current TDY policy requires that an individual work at least 4 hours on each day in the basic work week to obtain TDY payments for that day. (Sick leave is the one exception.) This requires that time off be limited to only part of the day, or else be scheduled for one of the remaining two days of the week.

2. FLSA: Federal personnel regulations require that USACE retroactively convert FLSA status if the person's temporary duties are in the opposite (exempt/non-exempt) category for 30 days or more. Because of the problems caused by this conversion, all personnel must be reassigned to appropriate duties, or returned to the home station, no later than 28 days after the original change of duties.

a. Exempt persons assigned to non-exempt duties become eligible for increased overtime pay. However, FEMA will not reimburse USACE for these costs, and FCCE funding can not be used. In effect, an unfunded obligation would be created for the home district.

b. Non-exempt persons assigned to exempt duties for 30 days would retroactively lose the extra overtime pay and other benefits.

3. Travel: During Phase II, Phase III, and possibly into Phase IV, speed of arrival will be a major concern for deploying personnel. During that time period, since this is an event that could not be scheduled administratively, exempt employees are eligible to be paid for travel to the disaster site during non-duty hours. Per Title 5, CFR, overtime pay for travel of exempt employees is authorized if the travel “results from an event which could not be scheduled or controlled administratively, including travel by an employee to such an event and the return of such employee from such event to his or her official-duty station.” Travel of replacements for the initial personnel is not covered by this exemption. Whenever possible, such travel will be scheduled during regular working hours.

4. Overtime is subject to two limitations:

a. Hourly limit: Exempt employees are subject to a limit of 1½ times the GS 10/Step 1 basic hourly rate, or 100 percent of their normal hourly salary, whichever is greater. This does NOT include the cost of living allowance paid for regular labor of OCONUS employees (including POD and its districts); it does include locality pay rates for CONUS employees. Current USACE policy does **not** allow conversion of exempt employees to non-exempt, except possibly for short-term situations during the immediate response period.

b. Pay Period limit: All employees are subject to a bi-weekly maximum earnings limitation, set at the pay rate for GS-15 Step 10 (including locality pay, but excluding COLA from the calculations). During emergencies, an exemption may be granted to the bi-weekly limitation; the limitation is calculated instead on an annual basis. POD will request this exemption immediately upon a determination that a large-scale USACE response will be required.

**HEADQUARTERS, USAED PACIFIC OCEAN
FORT SHAFTER, HAWAII 96858-5440
■ ■ 2004**

**TAB A TO APPENDIX 4 TO ANNEX E TO ANCHORAGE EARTHQUAKE CDRP
SAMPLE LETTERS**

To be published

EXEMPTION TO OVERTIME FOR PAY PERIOD

ESTABLISHING BASIC WORK WEEK

Authorization for increased per diem

**HEADQUARTERS, USAED PACIFIC OCEAN
FORT SHAFTER, HAWAII 96858-5440
■ ■ 2004**

APPENDIX 5 TO ANNEX E TO ANCHORAGE EARTHQUAKE CDRP
IMA PROCEDURES

IMAs can only be obtained through the use of volunteers, or by use of the annual 2-week active duty period if that has not been performed for the current year. POD may request IMA support for those positions where a military officer is more appropriate than a civilian employee.

Examples: liaison with military organizations; shift alternates to active duty personnel in the disaster area; and backfill for military personnel deployed from other POD activities. This could include filing in if there is a shortfall in available officers division-wide (e.g., when the POD Deputy Commander is acting during a break between assigned Commanders).

Housing—normally Elmendorf, possibly Fort Richardson. We can request support through the POA base support agreement, with possible assistance through DCO if there are problems.

**HEADQUARTERS, USAED PACIFIC OCEAN
FORT SHAFTER, HAWAII 96858-5440
■ ■ 2004**

**APPENDIX 6 TO ANNEX E TO ANCHORAGE EARTHQUAKE CDRP
FAMILY SUPPORT ACTIVITIES**

1. The ERRO must insure that current deployment information (e.g., hotel) is maintained in ENGLink for each deployed employee, so that emergency messages can be delivered. Until adequate communications are available, this entry will be provided by POH. The NARC will verify that employees have fully completed the home station portion of their PDS before deployment.
2. Each USACE activity which provides augmentees must establish a family support activity.
3. Procedures for notifying next of kin, in the event of death, injury, or serious illness of a deployed employee, are provided in Tab a.

**HEADQUARTERS, USAED PACIFIC OCEAN
FORT SHAFTER, HAWAII 96858-5440
■ ■ 2004**

**TAB A TO APPENDIX 6 TO ANNEX E TO ANCHORAGE EARTHQUAKE CDRP
CASUALTY NOTIFICATION**

1. References:

- a. AR 600-8-1, Army Casualty Operations/Assistance/Insurance.
- b. Army Pamphlet 690-47, DA Civilian Employee Deployment Guide.
- c. Army Pamphlet 690-39, Family Assistance Handbook for Emergency-Essential Personnel and Family Members.
- d. USACE Supplement 1 to AR 385-40, Accident Reporting and Records.

2. A casualty is "...any person who is lost to the organization by reason of having been declared dead, wounded, injured, diseased, interned, captured, retained, missing in action, beleaguered (an organized element which has been surrounded by hostile force for the purpose of compelling it to surrender), or detained." (Department of Army definition) For civil disaster operations, the term missing in action would cover such situations as an overdue aircraft.

3. The Casualty & Memorial Affairs Operations Center (CMAOC) is the proponent for casualty reporting, notification and assistance. The USACE Home Station Commander works closely with CMAOC and the designated Casualty Assistance Command (CAC) to ensure prompt notification to family members and to provide appropriate assistance, as detailed in AR 600-8-1.

4. All USACE personnel deploying to a disaster site must fill out emergency notification information in ENGLink. This is also recommended for all employees, under routine conditions, as ENGLink provides an off-site record in case of a catastrophic event at a USACE office.

5. Two other sources of emergency information are available; they are not primary sources for USACE domestic disaster responses.

a. The Record of Emergency Data, DD93, is the primary method for overseas deployment. It includes a strip map to the address of the next of kin. Notification is not normally made to NOK if the employee is "Not Seriously Injured," treated and returned to duty. [AR 600-8-1, 4-17}

b. The DA Emergency Contact (Next of Kin) Data Base, at <http://cpol.army.mil/library/contacts/index.html>, was established after 9-11 to provide next of kin data for domestic events. Civilian employees are encouraged to enter emergency contact information into the data base. However, use of this data base is not mandatory, and there are privacy/security concerns about the system.

6. The following summarizes the DA/USACE civilian casualty reporting and notification process for TDY personnel, including reminders about the separate injury/illness reporting

requirements under USACE Supplement 1 to AR 385-40. The goal is to expeditiously provide accurate information to family members, IAW DA guidance. The USACE Home Station Commander works closely with the DA Casualty Operations Division and the assigned CAC, and accompanies Casualty Notification Officers, if logistically feasible, when the family is notified of a civilian's death. However, responsibility for official notification of casualties rests with DA, not USACE. DA will not delay notification of NOK to coordinate with USACE. Names of casualties are not to be released before notification of NOK. DoD PAO is responsible for release of casualty information to the public.

a. Local USACE Commander notifies USACE Operations Center (UOC) by phone [202-761-1001; DSN 763-1001], by e-mail to CE-UOC@HQ02.usace.army.mil (copy to cepod-eoc@pod02.usace.army.mil, and via a TSIR (through ENGLink). The Division EOC and ALCOM/PACOM must also be informed of the incident, through use of either a conference call or immediate follow-up calls.

b. Disaster area supervisor completes accident investigation report & compensation claim forms.

c. UOC notifies CG, Director HR, and Chief, CESO.

d. UOC Contacts DA Casualty Operations Division (1-800-626-3317 - *24 hour number*) and provides the casualty report.

(1) UOC includes a statement that the USACE Operations Center (UOC) may be contacted for additional information. Phone: 202-761-1001; DSN 763-1001. E:mail: CE-UOC@HQ02.usace.army.mil.

(2) UOC includes a statement that USACE will notify family in event of injury/illness.

(3) UOC includes a statement that USACE would like to accompany the appointed Casualty Notification Officer when the Next of Kin are notified of a death or missing persons situation, if logistically feasible.

e. DA Casualty Operations Division assigns case to CAC servicing the geographic area where next of kin reside. (NOTE: Multiple CACs may be involved if NOK reside in different geographic areas. The CAC for Alaska is at Fort Richardson (907-384-3811 / 3348 / 2605). The CMAOC directory of Casualty Area Commands and their areas of responsibility is located at: <https://www.perscomonline.army.mil/tagd/cmaoc/CACLOCATOR/CACLOCATORINDEX.htm> .)

f. UOC notifies home station Division EOC

g. Division EOC notifies home station District EOC

h. District EOC notifies home station commander

i. Home Station Commander contacts DA Casualty Operations Division for name/number of POC at assigned CAC

j. Home Station Commander contacts CAC to coordinate USACE role in notification

k. Assigned CAC facilitates prompt notification of primary next of kin (PNOK), so they do not learn about the casualty through news media or other unofficial means.

(1) In the event of a death, in person notification of PNOK by a uniformed Casualty Notification Officer is the Army standard. A USACE representative will accompany the Casualty Notification Officer, if logistically feasible. However, DA will not delay notification to coordinate with USACE.

(2) In the event of an injury, USACE may be able to make the notification, but must coordinate this with the CAC to ensure proper procedures are followed and that a report of the notification is sent to DA Casualty Division.

l. Home station commander/designee coordinates with assigned CAC on appropriate casualty assistance that may include

(1) Condolence letters

(2) Mortuary assistance

(3) Filing injury compensation or death benefits claims

7. Casualty Assistance to NOK of civilian employees. The Family Support Coordinator (Coordinator):

a. Assists the Primary Next of Kin (PNOK) immediately following a casualty.

b. Works to eliminate delay in settling claims and paying survivor benefits to the NOK. Army Pamphlet 690-30, Family Assistance Handbook for Emergency- Essential Personnel and Family Members summarizes benefits available.

c. Assists the PNOK in other personnel-related affairs.

d. Assists family members who travel to a remote medical facility to visit with ill or injured employees.

The Coordinator is a liaison, someone the family can contact about all issues. The Coordinator obtains required information for the family, or refers them to the appropriate office for assistance. For example, the Army Benefits Center (ABC) processes death benefits claims. However, it is expected that the local Civilian Personnel Advisory Center (CPAC) will make initial contact with ABC and provide whatever assistance the family needs to make their claim. The Coordinator ensures that the family is in contact with the local CPAC.

**HEADQUARTERS, USAED PACIFIC OCEAN
FORT SHAFTER, HAWAII 96858-5440
■ ■ 2004**

**APPENDIX 7 TO ANNEX E TO ANCHORAGE EARTHQUAKE CDRP
MEDICAL TREATMENT**

1. Medical treatment for on-the-job injuries: Initial treatment is normally at Elmendorf Hospital, although local civilian doctors may be used if Elmendorf is busy or if the person is off base when the injury occurs.

2. Medical treatment for situations not related to official duties: Personnel would use the existing medical system in Anchorage. In normal times, this includes two major civilian hospitals (Providence and Alaska Regional); two Federal hospitals serving military (Elmendorf) and Native American (Alaska Native Medical Center) residents, and several clinics offering emergency care. There are also small hospitals in Palmer, Seward, Soldotna, and Homer. Following an earthquake, some of these facilities will not be operational, but there will be additional temporary facilities established to treat injured residents of the disaster area.

3. Procedures for severe injuries to TDY personnel: depends on capability of local medical system.

a. When medical system is functioning normally, local hospitals can provide most care until employees are capable of traveling. However, critical care facilities at the two civilian hospitals would be overwhelmed during the initial stages of the event.

b. During emergency conditions, the state and/or Federal evacuation system, established for civilian victims, would be used for injured employees.

c. Elmendorf AFB Hospital is a theater hospital, with the mission of receiving casualties, stabilizing them, and forwarding them to CONUS military facilities.

d. Air transport of seriously injured patients is a common situation in Alaska. Residents of outlying areas are brought in to Anchorage for major treatment, and persons requiring specialized treatment are transported to Seattle.

e. Transport of deceased personnel to the Lower 48 is also a standard procedure in Alaska.

4. Medical Benefits under the Federal Employees Compensation Act (FECA)/Worker's Compensation:

a. Payment may be made for any medical services needed for treatment or to counteract or minimize the effects of any condition, disease, or injury determined to be causally related to employment with the Federal Government. There is no limit on the extent of medical treatment payable nor is there a time limit for which they are payable if the need for medical treatment can

be substantiated and connected to the employment-related injury or disease. Payment will be made for first aid, medical treatment, hospitalization, physician's fees, drugs, appliances, or other supplies directed for use by a qualified physician. Bills must be submitted within 1 year of the date of service, one year beyond the calendar year in which the expense was incurred, or 1 year beyond the calendar year in which the claim was accepted, whichever is later, or they will not be paid. The employee may elect to be treated by a government physician (if available) or by a duly qualified physician of his or her choice who is not excluded. Although payment for preventative treatment is generally not provided, payment may be made for certain specified conditions even though such treatment is designed, in part, to prevent further injury. The specific conditions when payment may be made include: complications of preventative measures which are provided or sponsored by the agency, such as an adverse reaction to a prophylactic immunization; actual or probable exposure to a known contaminant due to an injury, thereby requiring disease specific measures against infection such as tetanus antitoxin injections for puncture wounds; conversion of tuberculin reaction from negative to positive following exposure to tuberculosis in the performance of duty; and where injury to one eye has resulted in loss of vision, periodic examination of the uninjured eye to detect possible sympathetic involvement of the uninjured eye at an early stage. There shall be no charge for occupational health or Office of Workers' Compensation Programs (OWCP) care for DoD employees treated at Federal government medical facilities.

b. Employees with job-related disabilities -- any disability (temporary or permanent, partial or total) incurred as a result of a job-related disease or condition, as well as an on-the-job traumatic injury -- may be entitled to continuation of pay; disability compensation; schedule awards (payment for loss of certain internal and external organs, members, or functions of the body); and/or vocational rehabilitation.

5. Federal employee death benefits for persons killed while in support of disaster operations will be as specified in OPM regulations.

a. If an employee dies away from home, the cost of transporting the body to the place of burial will be paid in full. Up to \$800 is paid for a deceased employee's funeral expenses. Also, an additional sum of \$200 is paid to the personal representative of the decedent for reimbursement of the expense of terminating the deceased employee's Federal employment status.

b. Payments for accidental death will not be made if death is caused:

(1) wholly or partly, directly or indirectly, by disease or bodily or mental infirmity, or by medical or surgical treatment or diagnosis thereof, or

(2) wholly or partly, directly or indirectly, by ptomaine or by bacterial infection, except only septic infection of and through a visible wound sustained solely through violent, external and accidental means, or

(3) wholly or partly, directly or indirectly, by hernia, no matter how or when sustained, or

(4) directly or indirectly by war (declared or undeclared), any act of war, or any aggression by armed forces, against the United States, in which nuclear weapons actually are being used, or

(5) directly or indirectly by war (declared or undeclared), any act of war, armed aggression, or insurrection, in which the employee is, at the time the bodily injuries are sustained, in actual combat, or

(f) by or a result of intentional self-destruction or intentionally self-inflicted injury, while sane or insane, or

(g) by or a result of the self administration of illegal or illegally obtained drugs.

**TAB A TO APPENDIX 7 TO ANNEX E TO ANCHORAGE EARTHQUAKE CDRP
BENEFITS UNDER FECA/WORKER'S COMPENSATION**

Worker's Compensation (Federal Employees' Compensation Act) provides monetary compensation, medical care and assistance (attendant allowances), vocational rehabilitation, and reemployment rights to federal employees who sustain disabling injuries as a result of their federal employment. FECA also provides for a fixed payment for the deceased employee's funeral expenses and for compensation benefits to qualified survivors of the decedent in cases of employment-related death.

FECA Benefits. Employees may be eligible for six basic types of benefits under FECA: Medical benefits (including transportation expenses incurred); Continuation of pay; Disability compensation; Schedule awards; Vocational rehabilitation; and, Death benefits that include allowable funeral benefits and survivor compensation. The program applies to any disability (temporary or permanent, partial or total) incurred as a result of a job-related disease or condition, as well as an on-the-job traumatic injury.

Medical Benefits. Payment may be made for any medical services needed for treatment or to counteract or minimize the effects of any condition, disease, or injury determined to be causally related to employment with the Federal Government. There is no limit on the extent of medical treatment payable nor is there a time limit for which they are payable if the need for medical treatment can be substantiated and connected to the employment-related injury or disease. Payment will be made for first aid, medical treatment, hospitalization, physician's fees, drugs, appliances, or other supplies directed for use by a qualified physician. Bills must be submitted within 1 year of the date of service, one year beyond the calendar year in which the expense was incurred, or 1 year beyond the calendar year in which the claim was accepted, whichever is later, or they will not be paid. The employee may elect to be treated by a government physician (if available) or by a duly qualified physician of his or her choice who is not excluded. Although payment for preventative treatment is generally not provided, payment may be made for certain specified conditions even though such treatment is designed, in part, to prevent further injury. The specific conditions when payment may be made include: complications of preventative measures which are provided or sponsored by the agency, such as an adverse reaction to a prophylactic immunization; actual or probable exposure to a known contaminant due to an injury, thereby requiring disease specific measures against infection such as tetanus antitoxin injections for puncture wounds; conversion of tuberculin reaction from negative to positive following exposure to tuberculosis in the performance of duty; and where injury to one eye has resulted in loss of vision, periodic examination of the uninjured eye to detect possible sympathetic involvement of the uninjured eye at an early stage.

There shall be no charge for occupational health or Office of Workers' Compensation Programs (OWCP) care for DoD employees treated at Federal government medical facilities. However,

DoD Components shall continue to bill, at the interagency rate, for OWCP care provided to non-DoD employees by a DoD medical treatment facility. The interagency rate charge shall be processed through the OWCP Revolving Fund.

Continuation of Pay (COP). An employee who sustains a disabling, job-related traumatic injury is entitled, under certain circumstances, to COP for a period not to exceed 45 calendar days pending OWCP's determination of the employee's claim for compensation under FECA. To qualify for COP, the traumatically injured employee or someone authorized to act on his or her behalf must file written notice of injury on a Form CA-1, "Federal Employees' Notice of Traumatic Injury and Claim for Continuation of Pay/Compensation," within 30 calendar days after the date of injury. COP is not compensation for FECA purposes and is subject to all applicable taxes and payroll deductions. The injured employee or someone authorized to act on his or her behalf must provide written medical evidence to support the disability within 10 calendar days of submitting the CA-1. COP is not applicable for occupational illnesses and diseases claims. The employee must make a separate claim for monetary compensation on a Form CA-7, "Claim for Compensation on Account of Traumatic Injury or Occupational Disease," with Form CA-20, "Attending Physician's Report," if the disability exceeds 45 calendar days or results in any permanent disability.

Disability Compensation. Employees may be eligible for one or more of several types of wage loss compensation. Disability benefits are classified based on the nature and extent of disability incurred and are categorized as temporary total, temporary partial, permanent total, or permanent partial.

Compensation Rates. Generally, in cases of total disability, an employee is entitled to compensation equivalent to two-thirds of the weekly salary if there are no dependents, or three-fourths of the salary if there are one or more dependents (see glossary for definition of dependents). Compensation is tax free. In establishing a person's wage rate, the law recognizes certain additional amounts that may be included in salary, such as premium pay, night and Sunday differential, holiday pay, hazard pay, dirty work pay, quarters allowances and post differential for overseas employees. Overtime pay is not included except for administratively uncontrollable work covered under 5 U.S.C. 5545(c)(2) (reference (e)). Under 5 U.S.C. 5112 (reference (e)) the maximum compensation rate may not exceed more than 75 percent of the monthly pay of the maximum rate of basic pay for GS-15 (excluding locality pay).

Duration of Compensation. Compensation payments for total disability may continue as long as the disability continues and suitable modified work is not available; in some instances, for the lifetime of the employee. As with medical care, there is no total dollar maximum or time limitation.

Loss of Wage-Earning Capability (LWEC). When an injured person suffers a wage loss because of disability that is less than total, compensation may be paid for this partial loss of wages or wage-earning capacity. Provisions of 5 U.S.C. 8115 (reference (a)) govern the determination of wage-earning capacity. When a claimant has completed 60 days of employment in a suitably modified, formally classified position, the agency should complete a loss of wage-earning capacity (LWEC) worksheet and request that a formal LWEC rating be issued. If the

position carries a pay rate less than that of the date of injury, compensation will be payable for a loss of wage earning capacity. Such a formal rating can be changed only under very limited circumstances.

Schedule Awards. 5 U.S.C. 8107 (reference (a)) also provides for payment of compensation for permanent loss or loss of use (either partial or total) of certain internal and external organs; members or functions of the body such as arms, legs, hands, feet, fingers, toes, eyes; or loss of hearing or loss of vision. Each extremity or function has been rated for a specific number of weeks of compensation that can be paid in addition to full salary. If a serious disfigurement of the head, face, or neck results from a job-related injury, an award may also be made for such disfigurement, not to exceed \$3,500. Multiple schedule awards may be paid concurrently for different body parts or paid concurrently with the Office of Personnel Management (OPM) retirement benefits. Employees can receive schedule award payments concurrently while receiving severance pay for involuntary separation from their employment. Schedule awards can be paid even if the employee returns to work. However, employees cannot receive wage loss compensation and schedule award benefits concurrently for the same injury.

Vocational Rehabilitation. If the injured employee suffers a vocational handicap due to the injury and cannot resume usual employment, OWCP-directed vocational rehabilitation may be arranged to assist in training for work that the employee can do. The cost for rehabilitation is paid from the Employees' Compensation Fund and charged back to the DoD Component. Rehabilitation service is supervised by OWCP, but is usually provided in cooperation with state and private rehabilitation agencies. In addition to the cost of rehabilitation, an employee may qualify for a monthly allowance of up to \$200 necessary for his or her personal maintenance. Employees are also entitled to collect total disability payments during their rehabilitation period. When the rehabilitation program is completed, the claimant is expected to actively seek employment. Vocational rehabilitation is not confined to formal retraining. It includes the employment efforts of vocational rehabilitation counselors and compensation specialists. An offer of a position (employment or reemployment) for which an injured employee is medically qualified is usually the more expedient and less costly method of rehabilitation.

Survivor Compensation Benefits. If the employee's death was due to the job-related injury, dependents are entitled to the following benefits:

Widow or Widower and No Eligible Child. The widow or widower is eligible for 50 percent of the deceased employee's regular pay.

Widow or Widower with Eligible Children. The widow or widower is eligible for 45 percent of the deceased employee's regular pay, plus an additional 15 percent for each child -- to a maximum not to exceed 75 percent of the deceased employee's regular pay.

Eligible Children and No Widow or Widower. An orphaned child is eligible for 40 percent of the deceased employee's regular pay, plus 15 percent for each additional orphan - not to exceed 75 percent of the deceased employee's regular pay. Benefits are divided among the children, share and share alike.

Surviving Legal Dependents. If a deceased employee leaves no widow, widower, or child, benefits are paid to the surviving legal dependents of this employee as specified in FECA (5 U.S.C. 8133, 8134 (reference (a))).

Remarriage or Death. Widows and widowers receive benefits until death, or remarriage, if they are under age 55. If a widow or widower under age 55 remarries, a lump-sum payment equal to 24 times the monthly compensation he or she is receiving at the time of remarriage is made. If the widow or widower is age 55 or older, compensation continues as long as he or she lives, regardless of remarriage.

Orphaned Children. Orphaned children receive benefits until they die, marry, or reach the age of 18. If a surviving child pursues higher education on a full-time basis (generally 12 semester hours) payments will continue until he or she has completed four years of study beyond the high school level or until he or she is 23 years of age. Payment will not extend beyond the semester or enrollment period in which the surviving child reaches 23 or completes his or her fourth year of higher education, whichever occurs first.

Funeral Expenses. Up to \$800 is paid for a deceased employee's funeral expenses. If the employee dies away from home, the cost of transporting the body to the place of burial will be paid in full. Also, an additional sum of \$200 is paid to the personal representative of the decedent for reimbursement of the expense of terminating the deceased employee's Federal employment status.

**TAB B TO APPENDIX 7 TO ANNEX E TO ANCHORAGE EARTHQUAKE CDRP
FEDERAL EMPLOYEE DEATH BENEFITS**

Federal Employees Group Life Insurance (FEGLI)

- Benefits are payable if death occurs while employee is insured and if beneficiary presents proper notice and proof (death certificate, claim form, etc.).
- Amount of life insurance in force is paid no matter how death is caused. (Benefits will not be paid to any person who wrongfully caused the death even though the person would otherwise be entitled.)
- Accidental death benefit is payable unless cause of death falls under one of the exceptions.*
- Unless the employee designates a specific beneficiary, FEGLI benefit is paid according to the order of precedence mandated by law (e.g., to employee's widow(er); if none, to employee's child or children in equal shares; if none, to employee's parents, etc.).

Retirement - Civil Service Retirement System (CSRS)

- A monthly survivor annuity is payable to an eligible spouse if an employee had completed at least 18 months of creditable civilian service and died while subject to CSRS deductions. The surviving spouse must have been married to the employee for at least 9 months at time of death, or have a child born of the marriage. If the death was accidental, the length of marriage requirement is deemed satisfied.
- The guaranteed minimum amount (typically, less than 21 years 11 months service) of survivor annuity is 55% of the lesser of 40% of employee's high-3 average salary at date of death; or the amount of annuity that would have been paid had employee worked until 60 years old at the same high-3.
- When the widow's or widower's annuity based on the employee's actual service (typically, at least 21 years 11 months service) would be more than the amount under the guaranteed minimum provision, the spouse receives 55% of the annuity that would have been earned by the employee at date of death.
- Children receive monthly annuity until the children marry or become age 18, whichever occurs first. Unmarried dependent children 18 to 22 if attending an accredited educational institution full time are also eligible. Unmarried disabled children are also covered if the disability occurred before age 18.

Retirement - Federal Employees' Retirement System (FERS)

- The basic employee death benefit is payable if the employee had completed at least 18 months of creditable civilian service and died while subject to FERS deductions. The surviving spouse must have been married to the employee for at least 9 months at time of death or have a child born of the marriage. If the death was accidental, the length of marriage requirement is deemed satisfied.
- If the deceased employee had at least 18 months of creditable civilian service, the basic employee death benefit amount is a lump sum payment (currently \$23,386.98) plus a lump sum

equal to the higher of half of the final salary at the time of death or half of the high-3 average salary.

- If the deceased employee had 10 or more years of creditable service the basic employee death benefit amount is payable plus a survivor annuity equal to 50% of the employee's basic FERS annuity at time of death.
- Social Security benefits are payable if the deceased employee had earned sufficient credit (normally one and a half to ten years) covered by Social Security.
- Children receive a monthly survivor annuity reduced by the amount of any Social Security survivor benefit payable (also applicable to CSRS-Offset) until the children marry or become age 18, whichever ever occurs first. Unmarried dependent children 18 to 22 if attending an accredited educational institution full time are also eligible. Unmarried disabled children are also covered if the disability occurred before age 18.

Leave, Final Pay & Thrift Savings Plan

- Employee's beneficiary receives lump sum payment for unused annual leave accrued.
- Sick leave balance is applied in the calculation of a survivor annuity if employee was under CSRS.
- Unpaid compensation is paid to employee's beneficiary.
- Designated beneficiary receives amount in TSP account (with options, for example, surviving spouses may transfer balance to IRA).

Federal Employees' Compensation Act (FECA)

- FECA benefits are not available if the survivor elects to receive annuity under CSRS/FERS.
- If death occurs from injury sustained in performance of duty, survivors are entitled to tax-exempt compensation payments.
- Surviving spouse is compensated at rate of 50% of the deceased employee's salary. If children are eligible in addition to the spouse, compensation is 45% plus additional 15% for each child, to maximum of 75% of employee's regular pay.
- Government pays up to \$800 funeral and burial expenses. If employee dies away from area of residence, cost of transporting body to place of burial is also paid. In addition, a \$200 allowance is paid in consideration of terminating the deceased's status as Federal employee.
- FECA prohibits payment of compensation and certain other Federal benefits at the same time. For example, military payments in the "Black Hawk" incident had to be deducted from FECA payments to avoid dual benefits.

Death Gratuity Payment

- Personal representative of employee is entitled to \$10,000 payment minus the amount payable under the Federal Employees' Compensation Act (normally equates to \$1,000).
- Payment applies to cases in which a civilian employee dies from an injury sustained in the line of duty on or after August 2, 1990.
- The personal representative is determined by state law.

Federal Employees Health Benefits Program (FEHBP)

- Survivor may continue enrollment in the FEHBP if the deceased employee was enrolled for self and family at the time of death and at least one family member is entitled to a monthly annuity as the survivor of the deceased employee.
- If the surviving spouse of a deceased FERS employee is not eligible for monthly survivor annuity benefits (because the employee had less than 10 years of creditable service), he or she may, nonetheless, elect to continue coverage provided the surviving spouse is eligible for the basic employee death benefit.

Tax Benefits

- Proceeds of FEGLI policies that are paid as a death benefit to a designated beneficiary are not taxable as income to the beneficiary.
- Survivor benefit payments under CSRS and FERS are taxable as income.
- FECA benefits are non-taxable.

Counseling

- The DoD Field Advisory Services Office Benefits and Entitlements will provide a counselor to assist the family with information and completion of claims.
- The counseling session provides opportunity to describe types of benefits payable; provide and assist in completing required benefit forms; answer questions regarding entitlements; discuss claim processing time, including questions about child/children's annuity; advise survivor of need to contact the Social Security Administration to determine present or future entitlement to Social Security benefit; explain the effects of deposits and redeposits for civilian and/or military service and assist in preparing related election forms.
- A step-by-step reference guide (Personnel Processing Guide for Death in Service) is available to all DoD operating personnel offices; developed and published by the Civilian Personnel Management Service, Field Advisory Services Division, Benefits and Entitlements Branch (available on web).
- Reference guide provides detailed guidance on retirement, life insurance, health insurance, thrift savings, unpaid compensation, death resulting from work injuries, social security, veterans affairs, tax information, sample letters, and order of precedence rules.
- The Office of Personnel Management and the Social Security Administration provide easy to read death benefit pamphlets covering their respective systems.
- Catastrophic events such as the Oklahoma bombing produce extraordinary support efforts from all levels of the organization (e.g., established contact with local counseling activities to provide initial and follow-up counseling sessions to employees and family members; raised contributions from fellow employees to provide emergency relief to families; arranged for free legal advise).
- Professional grief counseling is not provided to survivors.

*Payments for accidental death will not be made if death is caused:

- (a) wholly or partly, directly or indirectly, by disease or bodily or mental infirmity, or by medical or surgical treatment or diagnosis thereof, or
- (b) wholly or partly, directly or indirectly, by ptomaine or by bacterial infection, except only septic infection of and through a visible wound sustained solely through violent, external and accidental means, or
- (c) wholly or partly, directly or indirectly, by hernia, no matter how or when sustained, or

(d) directly or indirectly by war (declared or undeclared), any act of war, or any aggression by armed forces, against the United States, in which nuclear weapons actually are being used, or
(e) directly or indirectly by war (declared or undeclared), any act of war, armed aggression, or insurrection, in which the employee is, at the time the bodily injuries are sustained, in actual combat, or

(f) by or a result of intentional self-destruction or intentionally self-inflicted injury, while sane or insane, or

(g) by or a result of the self administration of illegal or illegally obtained drugs.

**HEADQUARTERS, USAED PACIFIC OCEAN
FORT SHAFTER, HAWAII 96858-5440
■ ■ 2004**

ANNEX F TO ANCHORAGE EARTHQUAKE CDRP
PUBLIC AFFAIRS

1. **MISSION** The Public Affairs mission is to serve as communication strategist, making the internal and external public aware of Corps of Engineers activities and services available through all communication outlets. This includes:

- a. Disseminating accurate, consistent, timely, and easy-to-understand information;
- b. Instilling confidence that government will conduct response and recovery operations quickly, effectively, and efficiently;
- c. Providing critical information about how to apply for assistance and the location and status of life-sustaining shelters and resources;
- d. Providing authoritative information to deal with unsubstantiated rumors ; and
- e. Providing advice to personnel who might be contacted by media representatives, to prevent the release of incorrect or misleading information and to enable such personnel to direct requests for information to the proper sources.

2. **RESPONSIBILITIES** include:

- a. Coordinate with the Joint Information Center at the Disaster Field Office and with other public affairs personnel working in the emergency.
- b. Act as a proponent for public involvement and partnering with residents, contractors, other federal agencies and interest groups.
- c. Serve as the primary spokesperson informing the public about activities as they relate to the overall recovery effort.
- d. Maintain a comprehensive command information program, which includes an "in-house" information vehicle to keep Corps employees informed about issues which affect them.
- e. Provide slides and material to be used for briefings by other Corps offices.
- f. Obtain photographic support and provide guidance on the photojournalism, historical documentation photography and video activities needed to ensure comprehensive coverage of the event.

g. Contact the HQUSACE Historical Office to assess whether historical information-gathering activities are being addressed. Retain as much documentary material (SITREPs, news articles, video, internal communications, and the like) for historical purposes.

3. **GENERAL PROCEDURES:**

a. Public affairs operations need to follow the “speak with one voice” principle.

b. The early stages of a catastrophic disaster are a time of great confusion. Immediate action is required to correctly determine the actual situation, and to get correct information to both the victims and the outside world.

c. Residents of the disaster area, and their friends and relatives elsewhere, need to know the progress of disaster relief efforts.

4. **SPECIAL CONSIDERATIONS** include:

a. POD and its districts have very limited Public Affairs staffing.

b. POA personnel may not be available due to disaster impacts.

c. The primary site of PAO activity will be Anchorage, with Seattle (Bothell), WA also being a primary site during the early stages of the response. Honolulu (POD/POH) will not be a major site for PAO activity.

d. Federal and State PAO activities will initially be coordinated at the Department of Military and Veterans Affairs Public Affairs facility, at the DMVA headquarters at Camp Denali.

e. PAO activities during the early stages of the response will be on a 24-hour basis. An event of this magnitude will involve worldwide interest. In addition, eastern U.S. media activities and HQUSACE PAO will be operating in a time zone 4 hours ahead of the disaster site.

f. Certain aspects of PAO are simplified because the impacted area involves only one state, with a single Congressional district.

g. Anchorage has a very high proportion of residents who have moved to the area, rather than growing up there. It also has a large military population and receives a large number of business and recreational travelers. As a result, there will be a large number of friends and relatives outside the disaster area who will want to know about conditions following the earthquake.

5. **PAO ACTIVITIES** include:

a. Phase I, Preparedness: provide one copy of the Alaska Media Guide each to POD-PA and NWS-PA.

b. Phase IIa, Activation:

(1) POA: Available employees will report to district headquarters; be prepared for possible redeployment to Camp Denali.

(2) POD/POH: Coordinate operations to allow deployment of one or more persons to Anchorage.

(3) NWS: Provide initial representation at Region X level. This requires extensive coordination with POD-PA.

(4) UOC: Activate HQUSACE PAO; alert PA augmentees for potential deployment to Anchorage.

c. Phase IIb, Initial Deployment:

(1) POA supports PAO activities at the Initial Operating Facility at Camp Denali.

(2) UOC, POD, and possibly NWD coordinate immediate deployment of one PAO representative to Anchorage.

d. Phase III, Deployment

(1) Deploy a full PAO contingent to Anchorage. This is designated as:

(a) PA Chief, GS-13

(b) PA Specialist, GS 12/11

(c) PA Specialist, night shift, GS 12/11

(d) Photojournalist, GS 11 (or contract)

(2) NWS: provide its copy of the Alaska Media Guide to deploying personnel.

(3) Assign a representative to the JIC.

(4) Establish a briefing/information center at the Division Forward Element (ERRO once activated)

(5) Coordinate the photographing, including videotaping, of disaster areas and USACE response activities.

(6) Gather information and input from other CMT, CAT, and ERRO operations.

(7) Develop and issue information bulletins.

(8) Coordinate requests for inspections of field operations sites with the FEMA JIC duty officer.

(9) Videotape TV news coverage of USACE press conferences and interviews.

(10) Provide personnel to escort VIPs and members of the news media to USACE field operations sites.

(11) Maintain documentation of response and recovery activities for historical purposes.

(12) Assist in developing a Point of Contact (POC) list for USACE field personnel, so that they can direct public and media inquiries to the appropriate source of information.

e. Phase IV

(1) Continue activities from Phase III.

(2) Coordinate with HQUSACE on requirements for historical documentation.

(3) At 30 days for general PAO employees, or 45 days for the chief, arrange for a transition to replacement personnel.

f. Phase V

(1) Transition activities to POA-PA, possibly with TDY augmentation.

(2) POA-PA would obtain data, including photos and video, for historical records.

5. PAO DUTIES

a. Establish a relationship with the Commander and his staff. Provide an overview of Public Affairs' role in strategic planning, understanding the pulse of different publics -- both external and internal, and the range of capabilities in public information, command information and community relations.

b. Establish a daily meeting with the Commander or senior leadership to brief on current Public Affairs activities. Determine specific focus/direction for upcoming activities.

c. Attend senior-level strategic planning meetings held by other emergency management agencies. Attend Joint Information Center briefings.

d. Immediately contact all media in the area, telling them who you are, where you're located, and inviting them to drop by. Develop a media list for the emergency.

e. Develop operational Public Affairs plans, if appropriate, and Q&As for major activities/sensitive issues/recurring themes.

f. Immediately set up an internal command information vehicle(s) (newsletter, bulletins, fact sheets, briefings). Use these to focus team members on critical issues and messages which concern the public.

g. Begin a transition notebook for the next Public Affairs team. This should include who's who (points of contact), pending actions, media interests, command interests, problems you've experienced and how they have been resolved.

6. PHOTOGRAPHIC SUPPORT

a. Emergency Response requires photographic support of a human aspect as well as of a technical/documentary nature. The photography requirements for Public Affairs - still or video - must meet the needs and standards of the commercial media for use in telling the Corps story. Photographs typically taken for damage survey are not the same as those needed to tell a compelling story, grab a reader's attention or highlight the human suffering, sacrifice and devastation that require humanitarian relief efforts provided by the Corps of Engineers.

b. Currently there are no dedicated photographers in POA, POH, or POD. Support will be provided through the UOC, and/or by use of contract photographers.

c. On-scene contracted photographic support will be limited in the early stages of the emergency. Many of the available photographers will be working for print and broadcast media.

**HEADQUARTERS, USAED PACIFIC OCEAN
FORT SHAFTER, HAWAII 96858-5440
■ ■ 2004**

**APPENDIX 1 TO ANNEX F TO ANCHORAGE EARTHQUAKE CDRP
SUPPORT TO FEMA**

1. The Federal Emergency Management Agency (FEMA) is responsible for implementing Federal public affairs activities after a major disaster or emergency.
2. In the event of a catastrophic earthquake, a Joint Information Center (JIC) will be established as a central point for coordination of emergency public information, public affairs activities, and media access to information about the latest developments. The JIC is a physical location where Public Affairs Officers (PAOs) from involved agencies come together to ensure the coordination and release of accurate and consistent information that is disseminated quickly to the media and the public.
3. In Anchorage, the JIC would initially be established as a combined operation with the State of Alaska's information center at the National Guard Headquarters (located adjacent to the Alaska Division of Emergency Services office). Until that JIC is fully operational, there would probably be an interim JIC at the FEMA Region X Regional Operations Center at Bothell, WA. An additional JIC may be established at FEMA Headquarters. When multiple JICs are operating, release of information will be coordinated among those activities to the maximum extent possible.
4. The headquarters JIC will operate as long as necessary as a satellite of the on-scene JIC, and will provide information services to media in the Washington, DC, area. These services include production of the Recovery Times newsletter and daily updates for the media, FEMA Radio Network, national media monitoring and analysis, JIC reports, Internet services, and nationwide broadcast fax.
5. Once a full Disaster Field Office (DFO) has been established, the JIC will probably be collocated with that organization, either in the same structure or an adjacent structure. (However, ready access for media representatives is also a major factor in determining the exact location.) The close proximity is designed to facilitate the JIC's access to sources of information about the disaster operation and enable leadership access to the JIC.
6. Before its release, Federal, State, and local disaster information will be coordinated to the maximum extent possible to ensure consistency and accuracy.
7. All Federal agencies may use their own mechanisms for releasing information. No editorial or policy control is exercised by the coordinating PAO over other agencies' release of information about their own policies, procedures, or programs.
8. State and local governments, as well as voluntary and private responding organizations, are encouraged to participate in and share the resources of the JIC. If collocating at the JIC is not

feasible, all organizations are encouraged to conduct their information activities in cooperation with the JIC.

9. The period immediately following a major disaster is critical in setting up the large and complex mechanism that will be needed to respond to the emergency public information and news requirements generated by the disaster. This will require a significant mobilization of personnel and equipment during the early stages of the response.

10. The chief spokesperson for FEMA in a headquarters JIC is the FEMA Director of Media Affairs, or a designee, who fields inquiries from national news media. The chief spokesperson in an on-scene JIC is the lead PAO, who may be operating from a Regional Operations Center (ROC) until a JIC is set up in the disaster area. The lead PAO will consult with the FEMA Director of Media Affairs to ensure a smooth transition to field operations.

a. Media Relations serves as the primary point of contact for the media for information regarding all disaster response, recovery, and mitigation programs provided by FEMA, the State, and other Federal, State, local, and voluntary agencies. This includes providing the media with accurate and timely information on disaster operations, working with members of the media to encourage accurate and constructive news coverage, monitoring media coverage to ensure that critical messages are being reported, and identifying potential issues or problems that could have an impact on public confidence in the response and recovery effort.

b. Creative Services gathers information about response, recovery, and mitigation operations and develops and produces information for dissemination by the JIC to the print and broadcast media.

c. Multilingual Operations ensures that non-English-speaking populations receive accurate and timely information about disaster response, recovery, and mitigation programs through appropriate media and in their languages to the extent possible.

d. Special Projects plans and executes projects such as print and broadcast media public service campaigns, video documentation, surveys, special productions, and logistical support of public meetings and presentations.

11. The on-scene lead PAO serves as the primary point of contact in the field, handling public information responsibilities in support of the Federal Coordinating Officer (FCO). The lead PAO will be either a deputy or a special assistant on the FCO's staff, and will have supervisory responsibility for the JIC. The lead PAO will represent the FCO (or FCO's deputy) with the media, public, and other agencies; serve as an advisor to the FCO, and implement public affairs policies and procedures as established by the Director of Media Affairs.

12. For an event of this magnitude, a JIC Coordinator will be appointed to handle the hour-to-hour operations of the JIC. The primary functions of the on-scene JIC are to:

a. Provide response and recovery information to individuals, families, and business and industry directly or indirectly affected by the disaster;

b. Monitor news coverage to ensure that accurate information is being disseminated;

- c. Take action to correct misunderstandings, misinformation, and incorrect information concerning the disaster response, recovery, and mitigation operations that appear in the news media;
 - d. Ensure that non-English-speaking populations receive accurate and timely information about disaster response, recovery, and mitigation operations through appropriate news media and, to the extent possible, in their languages;
 - e. Use a broad range of resources to disseminate information to disaster victims and the general public, including the Recovery Times newsletter, FEMA Radio Network, FEMA Recovery Radio, Recovery Channel, broadcast fax, and the Internet, as well as traditional print and broadcast news media;
 - f. Maintain contact with and gather information from Federal, State, local, and voluntary organizations taking part in disaster response operations;
 - g. Handle appropriate special projects such as news conferences and press operations for disaster area tours by FEMA officials and others;
 - h. Provide public affairs support and advice to the FCO and FCO staff; and
 - i. Coordinate with the Logistics Section to provide basic facilities, such as communications, office space, and supplies, to assist the news media in disseminating information to the public. (These facilities are provided as long as the FCO determines their provision to be in the public interest.)
13. Each person representing a JIC member organization will function in two capacities:
- a. Represent the agency in carrying out its public affairs mission; and
 - b. Provide public affairs services in support of the various JIC missions.

APPENDIX 2 TO ANNEX F TO ANCHORAGE EARTHQUAKE CDRP
USACE PUBLIC AFFAIRS POLICIES

1. Effective media relations are an important part of District's public information program. Accurate, consistent information provided in short, easily-understood messages helps the public understand the importance of our missions, programs and projects. The Public Affairs Office must be the focal point of all media contacts with the District. PAO involvement helps ensure we are all "speaking with one voice" and providing accurate and consistent information to the media and, ultimately, the public.

2. Department of Defense (and Army and Corps of Engineers) policy in dealing with the media is maximum disclosure, with minimum delay subject to SAPP or -- Security, Accuracy, Policy, Propriety. However, as a general rule, employees who are contacted by reporters should not initially attempt to answer questions. Instead, they should refer the member of the press to the Public Affairs Office. The PAO staff is experienced in dealing with reporters and meeting their requirements. In most situations the PAO will contact the reporters, then research and answer his/her questions.

3. There will be instances -- particularly in emergencies, in the field or at public meetings -- when employees must "meet the press" without PAO assistance. In such instances, it is permissible for an employee to speak to the press, using the guidelines noted above and the following of "Do" and "Don't" lists:

Do

- Assume everything you say to a reporter will end up in print or on radio or television
- Tell the truth
- Stay in your lane (only discuss what is in your area of knowledge and authority)
- Be brief, positive and as non-technical as possible
- Offer additional assistance from PAO prior to publication of or airing the story

Don't

- Don't lie
- Don't speculate on things that are above your level of knowledge or authority
- Don't ask to see a "draft" of the story; most reporters consider this an insult (offering assistance in explaining complex scientific or engineering details is OK)
- Don't give the reporter your phone number unless you are willing to be a personal news source from then on; instead give the reporter the PAO's phone number (808-438-9862 in Hawaii, 907-753-2520 in Alaska).

After an employee does talk to the media, he/she should advise PAO of the contact, questions asked, etc. as soon as possible. This will enable PAO to take a leadership role in any follow-up contacts with the reporter that need to be made.

4. Following these basic guidelines will help ensure the media and the public get a clear, consistent, effective message about the District's missions, programs and projects.

**HEADQUARTERS, USAED PACIFIC OCEAN
FORT SHAFTER, HAWAII 96858-5440
■ ■ 2004**

**APPENDIX 3 TO ANNEX F TO ANCHORAGE EARTHQUAKE CDRP
PAO EQUIPMENT LISTS**

1. **Fly-Away Kit.** Items each Public Affairs professional should bring when responding to the emergency.

- Name tag
- USACE visibility items (white shirt, etc.)
- PAO Emergency Response Reference Book
- Cellular phone, with handout cards listing phone numbers.
 - a. The cell phone must be suitable for use where normal AC power is not available; this requires a 12 volt DC charger and/or an auxiliary battery pack using flashlight batteries.
 - b. VERIFY in advance that the cell phone service provider offers service in Alaska. (Some cell phones currently used by other USACE organizations will not work in Anchorage.)
 - c. Verify the service charges for use in Alaska; sometimes a change from regional to nationwide plan will greatly reduce roming charges. Also, many plans become very expensive if the basic monthly time allocation is exceeded;
- Hard hat
- Safety shoes
- AM/FM Radio with batteries
- Laptop computer equipped with internal modem and fax, USACE-standard software, download capability for digital photographs, and both 12 v DC and 120 v AC power capability.
- 2 boxes blank disks, software, backup disks, battery packs
- Portable printer with paper
- Fax machine with paper
- Postage-paid envelopes (various sizes)
- Current media list (Alaska Media Guide, available from NWS and POD)
- Camera, flash, film/storage media, batteries
- Several note pads
- Pens, highlighters, pencils, etc.
- Flashlight with batteries
- Tape recorder with batteries and tape
- Telephone list from affected district/division
- Cold weather clothing
- Government-sponsored travel credit card
- Appropriate personal supplies

2. **Office Equipment and Supplies.**

- Cellular phones (two at a minimum; see comments above on power supplies and service areas)
- Fax machine dedicated to Public Affairs
- Dictionary
- Projector for computer and video
- Slide projector with carousels
- Slide sheets

- TV
- VCR with blank tapes
- Immediate access to cable or satellite dish
- 1 or 2 automatic cameras; ample supply of slide and print film
- Government VISA (IMPACT) Card
- Forms or form software program (time sheets, vouchers)
- General office supplies

3. Recommended References

- A copy of this plan (if necessary, downloaded from ENGLink)
- AP Style Guide
- World Almanac
- Congressional Directory (NOTE: the disaster only affects one Congressional district)
- Public Affairs Planning for Natural Disasters guidance
- ER 500-1-1
- ER 360-1-1
- Federal Response Plan
- PAO phone and address list
- PAO home phone list to include appropriate division and district
- Emergency Operations Centers phone and address list
- List of PA Emergency response volunteers (should include office and hotel phone numbers and home office designation)
- Significant Public Affairs Issues/Activities form
- Engineer FAR Supplement, Part 19, Small Business and Small Disadvantages Business Concerns, subpart 19.2
- Policies
- Glossary of terms
- Equation formulas, if they exist, to convert, for example, collected debris to land area mass
- Maps of state, recovery office area, and disaster area(s)
- Copy of driving laws that are specific to Alaska (note: available before the disaster at: <http://www.state.ak.us/local/akpages/ADMIN/dmv/dlmanual/dlman.pdf>)
- NOTE: Corps and FEMA boundary maps are not needed; the entire disaster area is in FEMA Region X, and Alaska District has both military and civil works responsibility for the area.

ANNEX G TO ANCHORAGE EARTHQUAKE CDRP
CIVIL AFFAIRS (COMMUNITY RELATIONS)

1. **GENERAL.** USACE field personnel will have extensive contact with disaster victims. In some cases, such as Structural Safety Assessment, such contact is an integral part of the mission. In other cases, disaster victims will simply seek out the first person that they can identify as being a Federal or state employee. In either case, employees need to provide appropriate information to ensure that the victims are aware of available assistance programs and understand how to access those programs.

a. Department of Defense refers to this activity as Civil Affairs, and includes it in its operational planning.

b. FEMA refers to this activity as Community Relations (CR). They include a CR office on the staff of the Federal Coordinating Officer (FCO), and have a CR Support Annex in the Federal Response Plan.

c. Employees must remember that the victims of the disaster have been through a very traumatic experience. Many will be showing the effects of extreme stress. Since much of the needed assistance will be outside of USACE authorities, employees need to quickly direct the victims to the proper sources for such assistance.

2. **GENERAL PROCEDURES.**

a. After a major disaster, FEMA deploys field officers into affected communities to gather and disseminate information about the disaster response and recovery process. The CR function is responsible for assessing and documenting the social, political, and cultural aspects of a disaster area which might affect the disaster response and recovery effort. The goal is to insure that all citizens in the affected area are aware of available Federal disaster assistance programs and how to access them. This includes the development of programs to reach special-needs disaster victims (e.g., the elderly, physically or mentally disabled, and those who do not use English as their primary language).

b. The American Red Cross is the lead agency for meeting the immediate needs of disaster victims (shelter, food, etc.).

c. FEMA recovery programs for individuals use a combination of on-scene representatives and toll-free telephone numbers. Immediately after the declaration, disaster workers arrive and set up a central field office to coordinate the recovery effort. A toll-free telephone number is published for use by affected residents and business owners in registering for assistance. A toll-free Helpline is also provided to allow victims to obtain status reports on their applications. Disaster Recovery Centers also are opened where disaster victims can meet with program representatives and obtain information about available aid and the recovery process.

d. Special procedures may be utilized when necessary. For example, in-person registration has been used when language, communications problems, or other factors interfered with use of the toll-free registration.

e. The State of Alaska has its own assistance programs, which may extend the Federal assistance or cover additional persons. The State and FEMA are both represented at the Disaster Recovery Center, so victims are able to identify the available assistance at one time.

f. Alaska District, Regulatory Branch is often a participant in the Disaster Recovery Center, to insure that recovery efforts are not delayed and that efforts do not violate wetland protection restrictions. Details are included in Annex L, Appendix 3.

3. USACE OPERATIONS.

a. The ESF Cell in the DFO and the USACE PAO staff will obtain, or create, a summary listing of points of contact for the various types of assistance that individual disaster victims may require. For example, this would include food, emergency shelter, counseling, housing reoccupancy inspections, etc.

b. Each deployed USACE employee will be briefed on the disaster situation, including the status of the victims, prior to beginning field work.

c. Each USACE employee working in the field will be provided with the list of points of contact for assistance.

d. Employees will be reminded of the need for care in dealing with disaster victims. They need to be careful that they do not promise-or appear to promise-assistance that is not covered by a USACE authority or mission.

e. Employees need to use care in relating to the victims. For example, employees who boast of “red tagging” a building should not be chosen for response operations.

**HEADQUARTERS, USAED PACIFIC OCEAN
FORT SHAFTER, HAWAII 96858-5440
■ 2004**

ANNEX J TO ANCHORAGE EARTHQUAKE CDRP
COMMAND RELATIONSHIPS

1. Commander, POD will supervise the USACE response operation. Within the disaster area, the Commander, POD will be represented by the Commander, Division Forward.
2. Commander, ERRO will manage the response operations in Alaska. For the planning event, this is anticipated to be the Division Commander or Deputy Division Commander. (For lesser events, the Commander, Alaska District could serve as the ERRO Commander.)
3. Commander, POA will support ERRO. After the reconstitution of POA (or for a moderately severe event), the Commander, POA will serve as the ERRO Commander.
4. Commander, NWD will provide initial support to response operations, and will support the Northern Aloha Reception Center (NARC) for functions where it is not practical to assign full-time personnel.

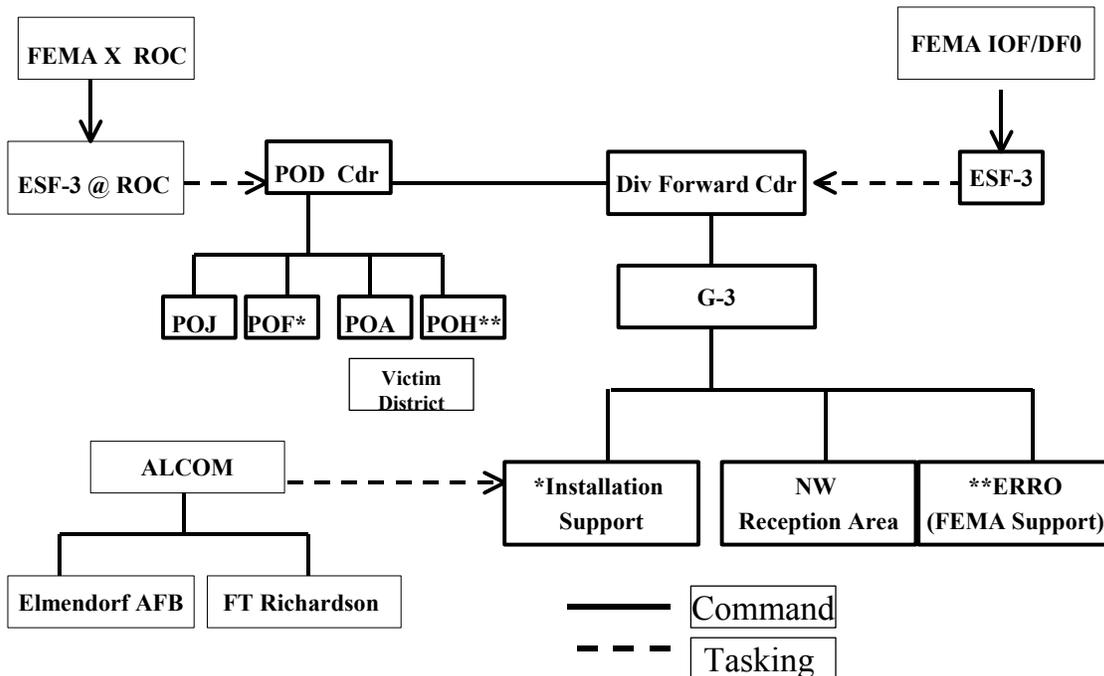


Figure 1 General organization

ERRO Organization

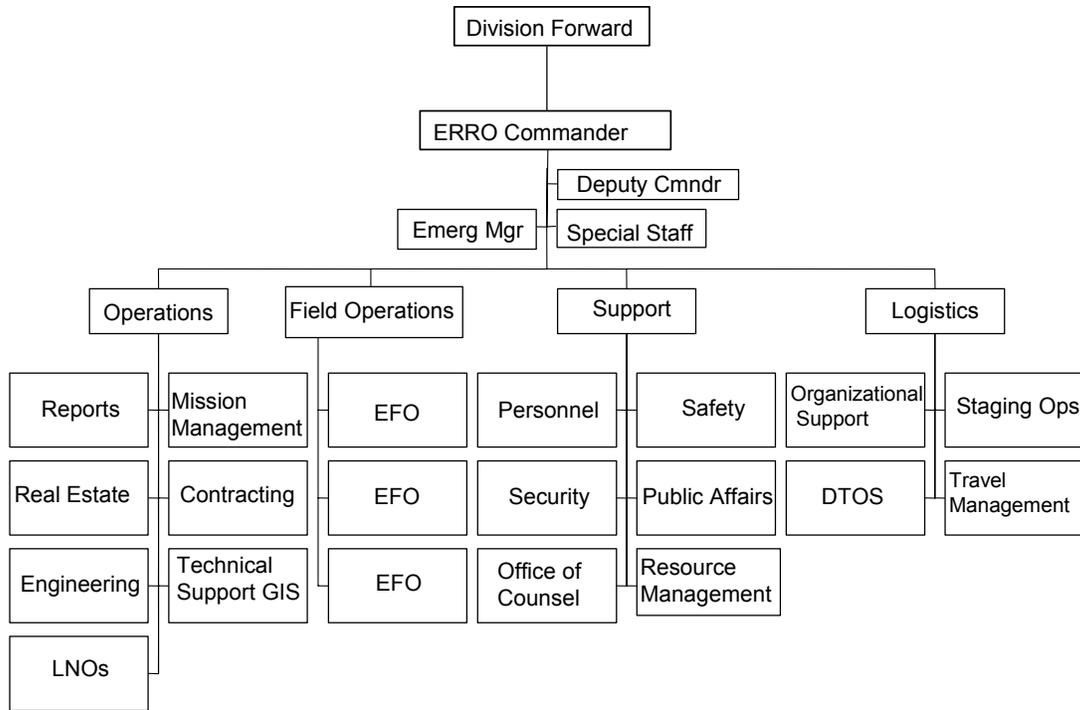


Figure 2 ERRO Organization

**TAB A TO APPENDIX 2 TO ANNEX A TO ANCHORAGE EARTHQUAKE CDRP
SECC FEDERAL/STATE JOINT STAFFING STRUCTURE**

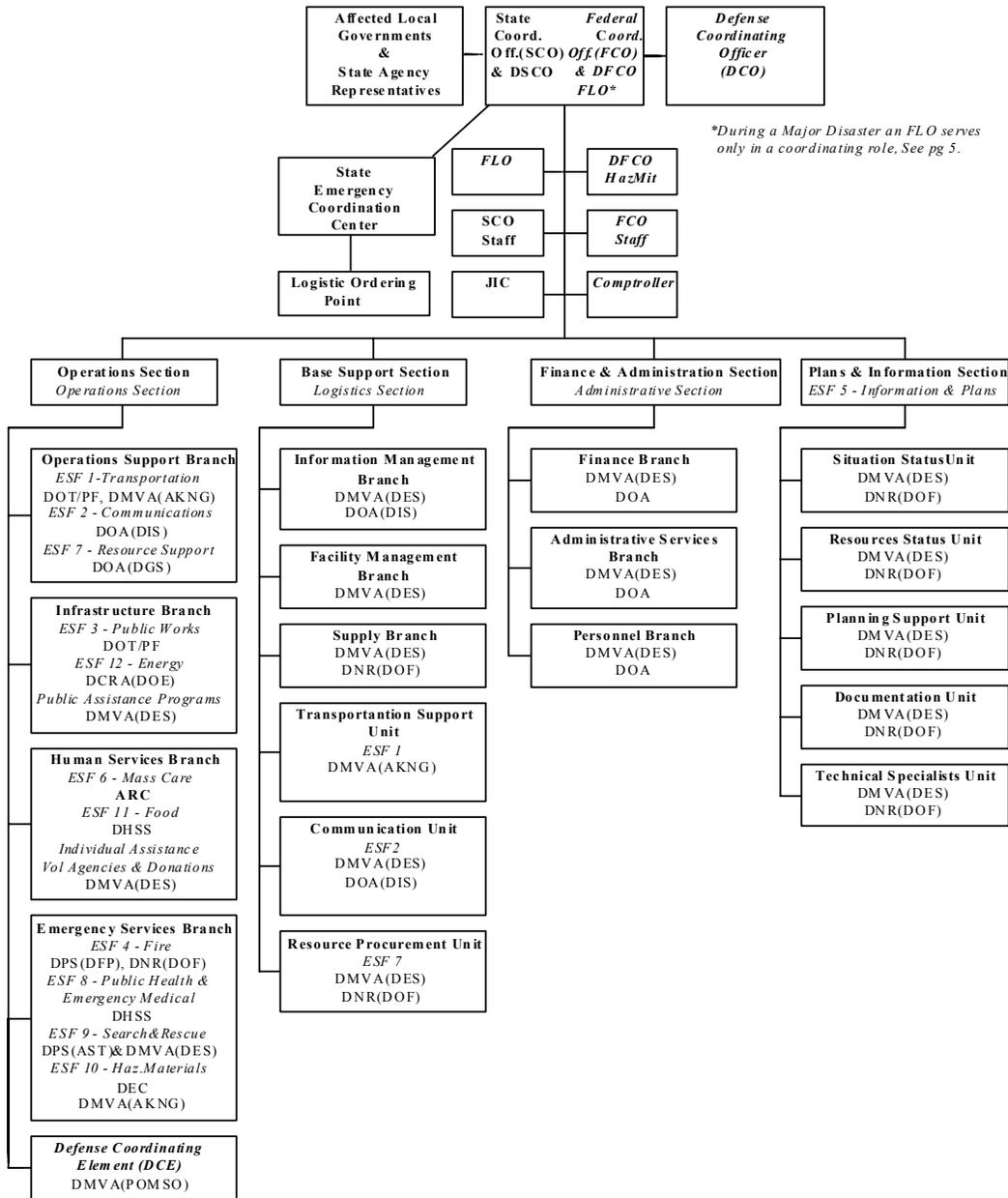


Figure 3 IDFO/SECC Organization

ALASKA RISC/ESF CONTACTS

Federal Co-Chair

U.S. Dept of Homeland Security
Federal Emergency Management Agency, Region X
Federal Regional Center
130 228th Street, SW
Bothell, WA 98021-

Phone: Tel: (425) 487-4600 Fax: (425) 487-4622

State Co-Chair

Alaska Department of Military & Veterans Affairs
Division of Homeland Security and Emergency Management
PO Box 5750, Fort Richardson, AK 99505-5750
(Camp Denali Armory, Fort Richardson, Alaska)

Phone: Tel: (907) 428-7000 (800)-478-2337 Fax: (907) 428-7009

Alaska ESF 01

U.S. Dept of Transportation
Federal Aviation Administration-Alaskan Region
222 W 7th Ave #14, Anchorage, AK 99513-7587
24-Hr Phone: (907) 271-5936

Primary rep: *FAA RETREP* Phone: (907) 271-5936 Fax: (907) 276-7261
Alternate: Phone: (907) 271-5177 Fax: (907) 271-3261

Alaska ESF 02

Primary

U.S. General Services Administration
Northwest/Arctic Region
400 15th St SW, Auburn, WA 98001-6599
Phone: (253) 931-7501 Fax: (253) 931-7507

Alternate

U.S. General Services Administration
Federal Technology Service-Alaska
222 W 7th Ave, Box 5, Anchorage, AK 99513-7587
Phone: (907) 271-3626 Fax: (907) 271-3630

Alaska ESF 03

Primary

U.S. Dept of Defense

U.S. Army Corps of Engineers-Pacific Ocean Division (CEPOD)

Attn: CEPOD-EM, Ft. Shafter, HI 96858-5440

Phone: (808) 438-1673 Fax: (808) 845-8575

Email: cepod-eoc@pod01.usace.army.mil

Alternate

U.S. Dept of Defense

U.S. Army Corps of Engineers-Alaska District

PO Box 6898, Attn: CEPOA-EM, Anchorage, AK 99506-6898

Phone: (907) 753-2513 Fax: (907) 753-2748

Email: cepoa-eoc@poa02.usace.army.mil

Alaska ESF 04

Primary

U.S. Dept of the Interior

Bureau of Land Management-Alaska Fire Service

PO Box 35005, Fort Wainwright, AK 99703

Phone: (907) 356-5500 Fax: (907) 356-5290

Alternate

U.S. Dept of the Interior

Bureau of Land Management-Anchorage Field Office

6881 Abbott Loop Rd, Anchorage, AK 99507-2599

Phone: (907) 267-1246 Fax: (907) 267-1267

Alaska ESF 5

FEMA Region X

Federal Regional Center, 130 228th St SW, Bothell, WA 98021-9796

Phone: (206) 487-4600 Fax: 425) 487-4622

Alaska ESF 06

Primary

American Red Cross, Anchorage

235 East 8th Ave, Suite 200, Anchorage, AK 99501-3615

Phone: (907) 646-5410 Fax: (907) 646-5450

Alternate

American Red Cross, Southeastern Alaska Chapter

PO Box 32784, Juneau, AK 99801

Phone: (907) 789-2808 Fax: (907) 789-5037

Alternate

FEMA Region X

Federal Regional Center, 130 228th St SW, Bothell, WA 98021-9796

Phone: (206) 487-4600 Fax: (425) 487-4622

Alaska ESF 07

Primary

U.S. General Services Administration

Federal Supply Service-Customer Service Center-Anchorage

Federal Supply Service, 222 W 7th Ave, Box 5 Room 151 Anchorage, AK 99513-7547

Phone: (907) 271-4298 Fax: (907) 271-4297

Alternate

U.S. General Services Administration

Northwest/Arctic Region

400 15th St SW, Auburn, WA 98001-6599

Phone: (206) 931-7000 Alt. Phone: (206) 931-7007 Fax: (206) 931-7195

Alaska ESF 08

Primary

U.S. Dept of Health & Human Services

Indian Health Service-Alaska Native Hospital

4141 Ambassador Drive, Anchorage, AK 99508

Phone: (907) 729-3662 Fax: (907) 729-3659

U.S. Dept of Health & Human Services

Indian Health Service-Alaska Area Env Health & Engineering

3925 Tudor Center Dr, Anchorage, AK 99508-5997

Phone: (907) 729-3600 Fax: (907) 271-7134

Alternate

U.S. Dept of Health & Human Services Region 10

Blanchard Plaza, 2201 6th Ave, Seattle, WA 98121

Phone: (206) 615-2010 Fax: (206) 615-2087

Alternate

U.S. Dept of Veterans Affairs

Portland Regional Office

1601 E. Fourth Plain, Vancouver, WA 98661

Phone: (503) 326-2515 Alt. Phone: (800) 827-1000 Fax: (503) 326-7122

Alaska ESF 9

FEMA Region X

Federal Regional Center, 130 228th St SW, Bothell, WA 98021-9796

Phone: (206) 487-4600 Fax: (425) 487-4622

Alaska ESF 10

**U.S. Environmental Protection Agency
Region 10-Alaska Operations Office**

Federal Bldg, Rm 537, 222 W 7th Ave #19, Anchorage, AK 99513-7588
Phone: (907) 271-5083 Fax: (907) 271-3424

Alaska ESF 11

**U.S. Dept of Agriculture
Farm Service Agency-Alaska**

800 W Evergreen St, Ste 216, Palmer, AK 99645
Phone: (907) 761-7750 Alt. Phone: (907) 745-7983 Fax: (907) 761-7789

Alaska ESF 12

U.S. Dept of Energy Headquarters

Forrestal Bldg, 1000 Independence SW, Washington, DC 20585
Phone: (202) 586-9892 Fax: (202) 586-3904

NOTE: The Alaska RISC has not yet included contacts for ESFs 13 through 15 under the (Initial) National Response Plan

ANNEX L TO ANCHORAGE EARTHQUAKE CDRP
ENVIRONMENTAL CONSIDERATIONS

1. **GENERAL.**

a. There are two major environmental concerns during the execution of this plan:

(1) Mitigating the environmental impacts of the disaster itself, to protect lives, alleviate human suffering, and reduce property damage.

(2) Accomplishing response and recovery activities in a manner that avoids unnecessary delays in the accomplishment of required activities and also avoids unnecessary adverse environmental impacts.

b. During the initial response period, resources will not be available to respond to all environmental problems. The first priority for responders will be those situations that are likely to cause deaths or serious injuries to local residents. (Examples: spills involving extremely hazardous chemicals.) Other situations will be prioritized based on the long-term environmental effects.

2. **ENVIRONMENTAL SITUATION.**

a. Urban portions of Southcentral Alaska have relatively high environmental quality. Moose and mallard ducks have been observed within 100 yards of the Alaska District headquarters; bald eagles, Canada geese, foxes, and black bear have been observed within a mile; and king salmon fishing is available within two miles. The region has extensive wetlands, including over 7,000 acres in the Anchorage bowl. A few pairs of loons nest within the Anchorage Bowl, and beluga whales are often seen in Turnagain Arm.

b. While there are some hazardous materials in the region, the threat is less than in most urban areas in the Lower 48. The area of greatest concern is the Kenai Peninsula Borough, which contains oilfields and petrochemical plants.

c. A few industrial sites have environmental contamination problems, and many older facilities have problems such as asbestos, lead-based paints, and PCBs.

3. USACE CONCERNS.

a. Much of the undeveloped land in Anchorage is wetlands. In addition, many transportation and utility systems cross wetlands. Due to the subsurface conditions, wetlands are where roads and railroads are most likely to be damaged.

b. Generally, the regulatory agencies have a good record of supporting disaster response activities, with the goal of minimizing the impact of the work while still allowing timely accomplishment. There have been a few problems, and at least once the Corps received some criticism for a delay caused by a State agency.

Appendices

- 1 ESF #3/USACE
- 2 ESF #10
- 3 General Support to Response and Recovery Efforts

**HEADQUARTERS, USAED PACIFIC OCEAN
FORT SHAFTER, HAWAII 96858-5440
■ ■ 2004**

**APPENDIX 1 TO ANNEX L TO ANCHORAGE EARTHQUAKE CDRP
ESF #3/USACE OPERATIONS**

1. Most environmental concerns are addressed under the appropriate missions in Annex C.

2. Archeological and historical preservation concerns: There are known archeological sites in the region; the Beluga Point Site contains relics from Eskimo occupation of the area around 3,000 BC. Annex M of the Unified Plan contains a list of potential contractors who can provide guidance for activities involving archeological and historical sites. Additional assistance can be obtained from the Alaska Office of History and Archaeology, 3601 C Street, Suite 1278, Anchorage, AK 99503-5921; Phone: (907) 269-8721.

3. Other contacts are:

<u>AGENCY</u>	<u>PHONE</u>	<u>FAX</u> (Area Code is 907)
----------------------	---------------------	--------------------------------------

Alaska Department of Environmental Conservation (ADEC)

Anchorage	269-7500	FAX 269-7652
Juneau	465-5000	FAX 465-5097

Alaska Department of Fish and Game (ADFG)

Habitat Division

Anchorage	267-2284	FAX 267-2464
-----------	----------	--------------

Alaska Division of Governmental Coordination (ADGC)

Anchorage	269-7470	FAX 561-6134
-----------	----------	--------------

Alaska Department Of Natural Resources (ADNR)

SHPO	269-8715	FAX 269-8908
------	----------	--------------

Environmental Protection Agency (EPA)

Anchorage	271-5083	FAX 271-3424
-----------	----------	--------------

National Marine Fisheries Service (NMFS)

Anchorage	271-5006	FAX 271-3030
-----------	----------	--------------

U.S. Fish And Wildlife Service (USFWS)

Anchorage	271-2888	FAX 271-2786
-----------	----------	--------------

**TAB A TO APPENDIX 1 TO ANNEX L TO ANCHORAGE EARTHQUAKE CDRP
NATIONAL REGISTER OF HISTORIC PROPERTIES**

<u>AREA</u>	<u>RESOURCE NAME</u>	<u>ADDRESS</u>	<u>CITY</u>	<u>MULTIPLE</u>
Anchorage	A. E. C. Cottage No. 23	618 Christensen Dr.	Anchorage	
Anchorage	Alaska Engineering Commission Cottage No. 25	645 W. Third Ave.	Anchorage	
Anchorage	"Alex, Mike, Cabin"	Off Glenn Hwy	Eklutna	
Anchorage	Anchorage Cemetery	535 E. 9th Ave.	Anchorage	
Anchorage	Anchorage City Hall	524 W. 4th Ave.	Anchorage	
Anchorage	Anchorage Depot	411 W. First Ave.	Anchorage	
Anchorage	Anchorage Hotel Annex	330 E St.	Anchorage	
Anchorage	"Anderson, Oscar, House"	4th Ave. extended	Anchorage	
Anchorage	Beluga Point Site	Address Restricted	Anchorage	
Anchorage	Campus Center	University Drive	Anchorage	
Anchorage	Crow Creek Consoli- dated Gold Mining Company	NE of Girdwood	Girdwood	
Anchorage	"David, Leopold, House"	605 W. Second Ave.	Anchorage	
Anchorage	Eklutna Power Plant	NE of Anchorage	Anchorage	
Anchorage	Federal Building- U.S. Courthouse	601 W. 4th Ave.	Anchorage	
Anchorage	Fourth Avenue Theatre (AHR Site No. ANC-284)	630 W. 4th Ave.	Anchorage	
Anchorage	"Gill, Oscar, House"	1344 W. 10th Ave.	Anchorage	
Anchorage	Indian Valley Mine	Address Restricted	Indian	
Anchorage	KENI Radio Building	1777 Forest Park Dr.	Anchorage	
Anchorage	Kimball's Store	500 and 504 W. Fifth Ave.	Anchorage	
Anchorage	Loussac-Sogn Building	425 D St.	Anchorage	
Anchorage	Mt. Alyeska Round- House	Approx 2 mi W of Alyeska	Anchorage	
Anchorage	Old St. Nicholas Russian Orthodox Church	Eklutna Village Rd.	Eklutna	Russian Orthodox Church Buildings and Sites TR (AD)
Anchorage	Pioneer School House	3rd Ave. and Eagle St.	Anchorage	
Anchorage	Potter Section House	Off Seward Hwy	Anchorage	
Anchorage	Site Summit	"Off Arctic Valley Rd.", 12.5 mi. E of Anchorage	Anchorage	

<u>AREA</u>	<u>RESOURCE NAME</u>	<u>ADDRESS</u>	<u>CITY</u>	<u>MULTIPLE</u>
Anchorage	Spring Creek Idodge	18939 Old Glenn Highway	Anchorage	
Anchorage	Wendler Building	400 D. St.	Anchorage	
Kenai Peninsula	Alaska Central Railroad: Tunnel No. 1	N of Seward	Seward	
Kenai Peninsula	Alaska Nellie's Homestead	"Mile 23, Seward Hwy."	Lawing	
Kenai Peninsula	Ballaine House	437 3rd Ave.	Seward	
Kenai Peninsula	"Berg, Andrew, Cabin"	30 mi. SE of Soldotna	Soldotna	
Kenai Peninsula	Brown & Hawkins Store	"205, 207, 209 Fourth Ave."	Seward	
Kenai Peninsula	Chugachik Island Site	Address Restricted	Homer	
Kenai Peninsula	Church of the Assumption of the Virgin Mary	Mission and Overland Sts.	Kenai	Russian Orthodox Church Buildings and Sites TR (AD)
Kenai Peninsula	Coal Village Site	N of Port Graham	Port Graham	
Kenai Peninsula	Cooper Landing Historic District	Sterling Hwy	Cooper Landing	
Kenai Peninsula	Cooper Landing Post Office	Sterling Hwy.	Cooper Landing	
Kenai Peninsula	Diversion Tunnel	At Lowell Creek	Seward	
Kenai Peninsula	Government Cable Office	218 6th Ave.	Seward	
Kenai Peninsula	Hirshy Mine	SE of Hope on Palmer Creek Rd.	Hope	
Kenai Peninsula	"Holm, Victor, Cabin"	SW of Kenai on Coho Rd. at Kasilof River	Kenai	
Kenai Peninsula	Holy Transfiguration of Our Lord Chapel	Sterling Hwy.	Ninilchik	Russian Orthodox Church Buildings and Sites TR (AD)
Kenai Peninsula	Hope Historic District	"Mile 17, Hope Rd."	Hope	
Kenai Peninsula	"Johnson, Harry A., Trapline Cabin"	20 mi. S of Hope	Hope	
Kenai Peninsula	Lauritsen Cabin	N of Moose Pass off Seward Highway	Moose Pass	

<u>AREA</u>	<u>RESOURCE NAME</u>	<u>ADDRESS</u>	<u>CITY</u>	<u>MULTIPLE</u>
Kenai Penin- sula	"Lee, Jesse, Home for Children"	Swetmann Ave.	Seward	
Kenai Penin- Sula	Moose River Site	Address Restricted	Sterling	
Kenai Penin- sula	Selenie Lagoon Archeological Site	Address Restricted	Port Graham	
Kenai Penin- sula	Seward Depot	501 Railway Ave.	Seward	
Kenai Penin- sula	St. Nicholas Chapel	In Seldovia	Seldovia	Russian Orthodox Church Buildings and Sites TR
Kenai Penin- sula	St. Peter's Episcopal Church	2nd Ave. and Adams St.	Seward	
Kenai Penin- sula	Sts. Sergius and Herman of Valaam Church	In English Bay	English Bay	Russian Orthodox Church Buildings and Sites TR
Kenai Penin- sula	Sunrise City Historic District	Address Restricted	Hope	
Kenai Penin- sula	Swetman House	325 5th Ave.	Seward	
Kenai Penin- sula	Thorn--Stingley House	1660 E. End Rd.	Homer	
Kenai Penin- sula	Van Gilder Hotel	307 Adams St.	Seward	
Kenai Penin- sula	Yukon Island Main Site	Address Restricted (Kachemak Bay)	Yukon Island	
Matanuska- Susitna	Bailey Colony Farm	3150 N. Glenn Hwy.	Palmer	Settlement and Economic Development of Alaska's Matanuska- Susitna Valley MPS
Matanuska- Susitna	Berry House	5805 N. Farm Loop Rd.	Palmer	Settlement and Economic Development of Alaska's Matanuska- Susitna Valley MPS
Matanuska- Susitna	"Cunningham-Hall Pt-6,Nc-692W"	"S of Palmer at Mile 40, Glen Hwy."	Palmer	
Matanuska- Susitna	Curry Lookout	Atop Curry Ridge, Mile 137.2, Parks Hwy.	Trapper Creek	
Matanuska-	Fairview Inn	Main St	Talkeetna	
Matanuska- Susitna	Herried House	4400 N. Palmer- Fishhook Hwy.	Palmer	Settlement and Economic Development of Alaska's Matanuska- Susitna Valley MPS
Matanuska- Susitna	Hyland Hotel	333 W. Evergreen	Palmer	Settlement and Economic Development of Alaska's Matanuska- Susitna Valley MPS
Matanuska- Susitna	Independence Mines	W of Palmer	Palmer	

<u>AREA</u>	<u>RESOURCE NAME</u>	<u>ADDRESS</u>	<u>CITY</u>	<u>MULTIPLE</u>
Matanuska-Susitna	Kirsch's Place	Mi. 1.5 Sunshine Rd, or Mi. 215.3 Alaska Railroad	Talkeetna	
Matanuska-Susitna	Knik Site	"About 15 mi. SW of Wasilla, Knik Rd."	Wasilla	
Matanuska-Susitna	Matanuska Colony Community Center	"Roughly bounded by S. Colony, E. Firewood, S. Eklutua, E. Elmwood, S. Denali and a line N of properties on E. Dahlia"	Palmer	Settlement and Economic Development of Alaska's Matanuska-Susitna Valley MPS
Matanuska-Susitna	Palmer Depot	Glenn Hwy	Palmer	
Matanuska-Susitna	Patten Colony Farm	"Mi. 39.9 Glenn Hwy., across from State Fairground"	Palmer	Settlement and Economic Development of Alaska's Matanuska-Susitna Valley MPS
Matanuska-Susitna	Puhl House	13151 E. Scott Rd.	Palmer	Settlement and Economic Development of Alaska's Matanuska-Susitna Valley MPS
Matanuska-Susitna	"Rebarchek, Raymond, Colony Farm"	S of Palmer off Glenn Hwy.	Palmer	
Matanuska-Susitna	Talkeetna Airstrip	From 1 st St. S down D St. to the Susitna River	Talkeetna	
Matanuska-Susitna	Talkeetna Historic District	Roughly bounded by C, 1 st , D, & Front Sts.	Talkeetna	
Matanuska-Susitna	Teeland's Country Store	Mile 42 George Parks Hwy. and Knik Rd.	Wasilla	
Matanuska-Susitna	United Protestant Church	S. Denali and Elmwood Sts.	Palmer	
Matanuska-Susitna	Wasilla Community Hall	215 Main St.	Wasilla	
Matanuska-Susitna	Wasilla Depot	Parks Highway and Knik Rd.	Wasilla	
Matanuska-Susitna	Wasilla Elementary School	Off Parks Hwy	Wasilla	

**HEADQUARTERS, USAED PACIFIC OCEAN
FORT SHAFTER, HAWAII 96858-5440
■ ■ 2004**

**APPENDIX 2 TO ANNEX L TO ANCHORAGE EARTHQUAKE CDRP
SUPPORT TO ESF #10**

1. **General.** Oil and hazardous materials response activities for the impacted area are managed under the Unified Plan (The Alaska Federal and State Preparedness Plan for Response to Oil and Hazardous Substance Discharges and Releases) and its local subplan, the Cook Inlet Subarea Contingency Plan. This plan combines the activities of the U.S. Coast Guard, the Environmental Protection Agency, and the State of Alaska Department of Environmental Conservation.

2. **Levels of Operations.** Federal and State responses to oil and hazardous materials spills are handled under the Incident Command System, at one of three levels:

a. Oversight: the responsible party accomplishes the cleanup, with state and Federal agencies monitoring the operations.

b. Augmentation: selected Federal and State assets are used to assist in the cleanup, with reimbursement anticipated from the responsible party. This procedure would be used following a catastrophic earthquake, to mobilize Federal resources.

c. Assumption: the cleanup is conducted by State and/or Federal agencies, using government and/or contractor resources. This level is used for "mystery spills" as well as cases where the responsible party does not provide effective cleanup. It would probably be used for some spills following a catastrophic earthquake, in cases where the responsible party was seriously impacted and unable to respond.

3. **On-Scene Coordinators.**

a. The Federal Government has jurisdiction for oil spills which impact the "Waters of the US" which includes surface waters, wetlands, and frozen wetlands such as tundra. Jurisdiction for hazardous substances is broader in nature, covering the "environment" which includes soils, groundwaters, surface waters, and air. The State On-Scene Coordinator has primary responsibility for spills that are outside of the above areas.

b. Federal On-Scene Coordinators for the impacted area are:

(1) Coastal Zone ("all United States waters subject to the tide and all land surface or land substrata, and ground waters, 1000 yards inland."): Captain of the Port (COTP) Western Alaska (Commanding Officer, Marine Safety Office, Anchorage, Alaska)

(2) Inland Zone ("the environment inland of the coastal zone"): Environmental Protection Agency (EPA), Alaska Operations Office

(3) DoD Facilities: As an exception to the above, DoD provides a Federal On-Scene Coordinator who is responsible for taking all response actions to releases of hazardous substances, pollutants, or contaminants when the release is on, or the sole source of the release is from, any facility or vessel (including bareboat-chartered and operated vessels) under their jurisdiction, custody or control.

(4) Oil and gas exploration/production: while normal FOSC assignments apply, the Minerals Management Service (MMS) of the Department of Interior (DOI) has primary spill prevention and control responsibility for the oil production platforms in Cook Inlet.

4. Regional Response Team (RRT). The Alaska RRT would probably be activated to provide advice and coordinate assistance to the On-Scene Coordinators. This would include establishing priorities for the limited resources that would be available to handle spills that did not pose an immediate threat to human life or health. The Alaska District is a member of the Alaska RRT.

a. Alaska District RRT participation is normally provided by the Emergency Management element. However, an alternate representative could be provided, based on the primary support required by ESF #10.

b. Regulatory support has been most common. Example: immediate authorization of temporary berming to contain a spill.

c. Technical assistance may be required. Example: the Alaska District provide hydrologic advice to the FOSC and the RRT when a lahar (volcanic mudflow) entered the Drift River Crude Oil Terminal, following an eruption of Mt. Redoubt in 1990.

d. Contracting assistance. Example: the Alaska District provided soil remediation for the Coast Guard, in response to the Kuroshima grounding/oil spill at Dutch Harbor in 1997. (The remediation plant was already fully permitted for such activities, for use in cleanup of former military sites in the community.)

e. While USACE dredges were used to collect weathered oil from the ocean following the 1989 EXXON VALDEZ oil spill, they may not be needed for this event. The Cook Inlet crude oil is lighter than the North Slope crude oil carried by the EXXON VALDEZ. (The weathered North Slope crude oil was about the consistency of peanut butter; the easiest way to remove it from the water was to invert the dredge suction heads and use them as vacuum cleaners to pull in the oil.)

5. Refined petroleum. Major oil spills occurred during the 1964 earthquake. While modern storage tank standards are stricter than those used in 1964, some tank and pipeline spills will probably occur. During a disaster response, these spills will probably be of low priority unless they pose a health hazard (for example, about to enter a drinking water supply) and/or a fire hazard.

6. Hazardous substances. While hazardous substance releases are a concern in an earthquake, the threat is less than in many other parts of the United States. The biggest threat is a subduction zone earthquake that extends into the Kenai area, where there are refinery and chemical production facilities. The major concerns are described below.

a. Extremely Hazardous Substances (EHS): only 5 are present in amounts that exceed the threshold planning quantities:

(1) Ammonia: present in large quantities at the ammonia and urea fertilizer production facility in the Kenai area; small quantity present in Anchorage, as refrigerant.

(2) Hydrogen Sulfide: primarily found at the North Slope oil fields, but a small amount is present at the petroleum refinery at Kenai.

(3) Sulfuric Acid: widely distributed industrial chemical; of the 1.9 million pounds reported statewide, 35% is in the Municipality of Anchorage and 20% in the Kenai Peninsula Borough (plus about ½ percent in the Matanuska-Susitna Borough).

(4) Ureaformaldehyde: about 1.18 million pounds, reported at two facilities in Alaska: the Kenai fertilizer company and a transshipment facility in Anchorage.

(5) Chlorine: primarily used as a water and wastewater disinfectant; of the 160,000 pounds reported, 75% was in the Municipality of Anchorage and 7% in the Kenai Peninsula Borough. (Many public water and wastewater treatment plants failed to report this chemical, so the actual quantity statewide is probably greater.)

b. Hazardous substances. Those listed below are of moderate or high level of hazard and are found in significant quantities within Alaska. About 33% of the hazardous substances in the state are in the Kenai Peninsula Borough (usually related to oil refining and/or fertilizer production) and another 12% are in Anchorage. (However, 75% of Kenai's share, or 25% of the state total, is represented by sulfur at the refinery at Kenai).

(1) Compressed gases, particularly acetylene and ethylene, are found throughout the area. Ethylene is also a process material at a Kenai natural gas plant.

(2) Sulfur, at a refinery at Kenai (this represents over 25% of the total hazardous material in Alaska, and 75% of the hazardous material within the Kenai Peninsula Borough)

(3) Glycols—widely used in heating and cooling systems

(4) Alcohols—used as fuel additives and in the oil industry. Ethyl alcohol is added to gasoline in Anchorage during the winter months, because it reduces the pollution caused by automobile exhausts (MTBE, the other primary oxygenate for gasoline, is not used in Anchorage).

(5) Metal Compounds—sodium hypochlorite (can explode in a fire or react with petroleum products to start a fire), plus certain barium compounds (chloride and sulfate, which are class 6 poisons) are of special concern.

(6) Corrosives, particularly hydrochloric acid, sodium hydroxide, and potassium hydroxide

(7) Xylenes—at Kenai oil facilities

(8) Methyldiethanolamine-at Kenai Fertilizer Company and the Kenai Refinery

APPENDIX 3 TO ANNEX L TO ANCHORAGE EARTHQUAKE CDRP
GENERAL SUPPORT TO RESPONSE AND RECOVERY EFFORTS

1. Alaska District's Regulatory Branch supports disaster recovery efforts by providing on-scene representatives to assist the victims with authorizations for recovery efforts.
2. While many immediate response efforts must be undertaken immediately to protect lives and prevent further property damage, recovery efforts require at least a summary review to prevent avoidable environmental damage. (Example: an emergency fill during a flood should use an available upland source, not a salmon spawning bed, for the gravel source.)
3. Tab A contains the Alaska District's emergency Permit procedures.
4. Regulatory operations during a disaster are funded through the branch's regular budget, except that field office space should be provided by FEMA or the State as part of a consolidated assistance center.

TAB A TO APPENDIX 3 TO ANNEX L TO ANCHORAGE EARTHQUAKE CDRP
EMERGENCY PERMIT PROCEDURES

REGULATORY BRANCH
CEPOA-CO-R
EMERGENCY PERMIT PROCEDURES

1. DEFINITIONS

EMERGENCY: is defined as a situation which would result in an unacceptable hazard to life, a significant loss of property, or an immediate, unforeseen, and significant economic hardship if corrective action requiring a permit is not undertaken within a time period less than the normal time needed to process the application under standard procedures.

2. AUTHORITY: 33 CFR 325.2[e][4]

3. EMERGENCY PERMIT [EP] REQUEST

A. Receive request for EP. See EXHIBIT A.

B. Familiarize yourself with the information needs below, and then check to see that the required information is provided:

- ⊙ Location of activity site;
- ⊙ Name of waterway;
- ⊙ Description of situation;
- ⊙ Reason applicant subscribes to the situation as an “EMERGENCY”;
- ⊙ Construction methods to correct the situation:

- ⊙ Where would fill material be disposed of?
- ⊙ Would there be any dredging? How?
- ⊙ Would stream be diverted or channelized?
- ⊙ Would streambank be altered?
- ⊙ List the equipment which would be used in the stream, etc.
- ⊙ Would material be removed from the flood plain or streambed, and where to?
- ⊙ Would material be deposited in wetlands, flood plain, stream or other water body?
Where?
- ⊙ Would a detour road crossing a [stream, etc.] be required?
- ⊙ Would culverts be installed?

- ⊙ Quantities of material[s];
- ⊙ Type[s] of material[s];
- ⊙ Source of material[s];
- ⊙ Preliminary drawings:

- ⊙ Vicinity Map;
- ⊙ Sketch showing X-section view;

- ⊙ Time frame for proposed corrective activity; and
- ⊙ Photographs - Before and After the Emergency work.

4. IN-HOUSE DETERMINATION

Determine possibility of prominent or temporary alternatives:

- | | | | |
|---|----------------------|---|--------------------|
| ✓ | General Permit | ✓ | Nationwide Permit |
| ✓ | Alternative Design | ✓ | Alternative Method |
| ✓ | Alternative Location | | |

Consult with other Regulatory members in order to arrive at a determination; if the determination is not to recommend issuance of the EP, contact the applicant verbally and with a follow up letter. Document phone conversation. Provide sufficient time [15 days] for the applicant's rebuttal.

5. RESOURCE AGENCY CONTACT

Contact the Federal and State resource agencies that are appropriate to the applicant's region. Agency contact names and telephone numbers are in Section xxx.

- ◆ State the emergency situation providing all applicable data, to include applicant's name and/or company;
- ◆ Request the agency's opinion as to objection or no objection to issuance of an EP;
- ◆ Record all special conditions requested by the agency official; and
- ◆ Make a telephone conversation record for all contacts

Finalize recommendation, based on Federal and State agency comments, that the proposed activity qualifies or does not qualify for emergency procedures. Brief the District Engineer [DE] on the situation, and if the DE agrees with the recommendation, prepare a written notice to POD.

If it is determined that the activity does not qualify, contact the applicant verbally and with a follow up written letter stating the recommendation and reason[s]. Document the phone conversation. Allow 15 days for the applicant's rebuttal.

6. NOTIFICATION TO PACIFIC OCEAN DIVISION (POD)

- A. Contact the appropriate individual in POD by telephone: Provide all applicable data, to include Federal and State agency recommendations and conditions, and request approval or denial, plus any special conditions. The response from POD may be immediate or up to several hours later: a second telephone call to POD may be necessary. Document the phone conversation.
- B. FAX a follow up EP request to POD within 24 hours.
- C. If POD recommends denial, contact applicant verbally and with a follow up letter, stating that the EP is denied and providing reasons. Document the phone conversation. Allow 15 days for the applicant's rebuttal.
- D. POD should respond to FAX request with a written affirmation or denial, both FAX'ed and mailed.
- E. For emergencies which occur after normal working hours, during weekends, or on holidays, the District lead for an emergency action will attempt to contact one of the incumbents of the positions listed below. The order of the attempts to make contact will be as follows:

- [1] Chief, Regulatory [CEPOD-CO-R]
- [2] Director, Construction-Operations Division [CEPOD-CO]
- [3] Deputy Division engineer [CEPOD-DE-D]
- [4] Division Engineer [CEPOD-DE]

7. AUTHORIZATION

- A. Once POD gives approval, contact the applicant and verbally relate the authorization for the corrective action, quoting the 'FAX notice to POD'. Document the phone conversation.
- B. Request applicant provide the following, if not already provided:
 - ⊙ A completed permit application;
 - ⊙ All pertinent maps and drawings, to include changes to the EP; and
 - ⊙ A completed Coastal Zone management Program Questionnaire [if applicable].
- C. Draft and transmit to the applicant a Letter of Authorization, with attachments.

8. PUBLIC NOTICE

- A. Prepare a public notice [PN]. Follow normal PN procedures. Note that there will be no expiration date, not is the ACOE requesting comments to the PN.

B. Close out the file.

9. POD PHONE LIST

The order of the attempts to make contact will be as follows (names and home numbers are available in the SOP as maintained in Regulatory):

- a. Division O&M CEPOD-ET-C
Office: 808-438-3063
- b. Chief of Construction-Operations Division, CEPOD-ET-C
Office: 808-438-7020
- c. Chief of Engineering-Planning Division, CEPOD-ET-E
Office: 808-438-8505
- d. Director of Engineering and Technical Services, CEPOD-ET
Office: 808-438-8560
- e. Deputy Division Engineer and Chief of Staff, CEPOD-CS
Office: 808-438-1514
- f. Division Engineer, CEPOD-DE
Office: 808-438-1500
- g. Executive Assistant, CEPOD-DX
Office: 808-438-1514

10. ALASKA AGENCY PHONE LIST

(NOTE: many of these agencies would have representatives at the Disaster Assistance Center, Disaster Field Office, or State Emergency Coordination Center.)

<u>AGENCY</u>	<u>PHONE</u>	<u>AREA CODE (907)xxx-xxxx</u>
	<u>FAX</u>	

Alaska Department of Environmental Conservation (ADEC)

Anchorage	269-7500
	FAX 269-7652
Juneau	465-5000
	FAX 465-5097

Alaska Department of Fish and Game (ADFG)

Habitat Division

Anchorage 267-2284
FAX 267-2464

Alaska Division of Governmental Coordination (ADGC)

Anchorage 269-7470
FAX 561-6134

ALASKA DEPARTMENT OF NATURAL RESOURCES (ADNR)

SHPO 269-8715
FAX 269-8908

CORPS OF ENGINEERS (US ARMY)

Anchorage 753-2712
FAX 753-5567

Fairbanks 474-2166
FAX 474-2164

ENVIRONMENTAL PROTECTION AGENCY (EPA)

Anchorage 271-5083
FAX 271-3424

NATIONAL MARINE FISHERIES SERVICE (NMFS)

Anchorage 271-5006
FAX 271-3030

U.S. FISH AND WILDLIFE SERVICE (USFWS)

Anchorage 271-2888
FAX 271-2786

EXHIBITS

1. Telephone Log – Agency Contacts
2. Telephone Log – to CEPOD-CO-R – Verbal Permit Request/Approval
3. FAXed Confirmation of Telephone Request to CEPOD-CO-R
4. FAXed Confirmation of Telephone Approval from CEPOD-CO-R
5. Telephone Log – Authorization Notice to Applicant
6. Letter of Authorization w/Conditions, Confirming Emergency Authorization
7. Emergency Public Notice.

**HEADQUARTERS, USAED PACIFIC OCEAN
FORT SHAFTER, HAWAII 96858-5440
■ ■ 2004**

**EXHIBIT 1 TO TAB A TO APPENDIX 3 TO ANNEX L TO ANCHORAGE EARTHQUAKE CDRP
TELEPHONE LOG - AGENCY CONTACTS**

CONVERSATION LOG

VISIT CONFERENCE TELEPHONE IN OUT

Persons in contact with you: Various

Organization:

Telephone No:

Subject: Emergency Permit – Applicant / Location

Summary: Contacted the following and verbally explained the situation, and received verbal no objection and no special conditions other than before and after photos.

NMFS:

ADFG:

ADEC:

ADGC:

SHPO:

Action Required:

Persons Making the Call:

Date: 00/00/00

Project Manager

HEADQUARTERS, USAED PACIFIC OCEAN
FORT SHAFTER, HAWAII 96858-5440
■ ■ 2004

EXHIBIT 2 TO TAB A TO APPENDIX 3 TO ANNEX L TO ANCHORAGE EARTHQUAKE CDRP
FAXED CONFIRMATION OF TELEPHONE REQUEST TO CEPOD-CO-OR

CONVERSATION LOG

VISIT CONFERENCE TELEPHONE IN OUT

Persons in contact with you: AGENCY
Organization: CEPOD-CO-R
Telephone No: [000] 000-0000

Subject: Project / Applicant / Location

Summary: I gave xxxxxxx the facts contained in our *date* letter to the Commander USACE Pacific Ocean Division and requested approval to give the xxxxxxxxx verbal authorization of their requested work in accordance with emergency Permit evaluation procedures.

xxxxxxx call back in about 10 minutes and stated that we had the necessary approval.

Action Required:

Persons Making the Call:

Date: 00/00/00

Project Manager

**HEADQUARTERS, USAED PACIFIC OCEAN
FORT SHAFTER, HAWAII 96858-5440
■ ■ 2004**

**EXHIBIT 3 TO TAB A TO APPENDIX 3 TO ANNEX L TO ANCHORAGE EARTHQUAKE CDRP
FAXED CONFIRMATION OF TELEPHONE APPROVAL FROM CEPOD-CO-R**

CEPOA-CO-R

SUBJECT: Emergency Permit – Project / Applicant / Location
 Applicants Address

COMMANDER
U.S. Army Engineer Division, Pacific Ocean
Building 230
Fort Shafter, Hawaii 96858-5440

1. Per telephone conversation of *date*, requesting authorization under Section 10 and Section 404 to allow the *applicant* to perform emergency work in *location*. The proposed work consists of *work description*. The project would provide *effects of work*.
2. CEPOA-CO-R was notified of the request for and Emergency Permit on *date*, and that recent *event*. The *applicant* claims that if the requested work is not performed soon, the *describe emergency*.
3. Upon approval, work would commence and would require several days to complete.
4. Upon approval, the following condition would be applied:
 - a. That photos shall be provided, after completion of the project, depicting the permitted work.
5. The following agencies have been contacted and have no objections:
 - a. Alaska Department of Fish and Game
 - b. Alaska Department of Environmental Conservation
 - c. Alaska Division of Governmental Coordination
 - d. National Marine Fisheries Service
 - e. Alaska State Historical Preservation Officer
 - f. Alaska Department of Natural Resource
 - g. U.S. Fish and Wildlife Service
 - h. U.S. Environmental Protection Agency
6. As required by 33 CFR 325.2[e][4], a public notice of the Emergency Authorization and Special Condition[s] deemed necessary, would be published as soon as practicable.
7. Request formal authorization to issue an Emergency Permit to the *applicant* to perform the stated work activities.

BRANCH SIG BLOCK

DE SIG BLOCK

**HEADQUARTERS, USAED PACIFIC OCEAN
FORT SHAFTER, HAWAII 96858-5440
■ ■ 2004**

**EXHIBIT 4 TO TAB A TO APPENDIX 3 TO ANNEX L TO ANCHORAGE EARTHQUAKE CDRP
TELEPHONE LOG – AUTHORIZATION NOTICE TO APPLICANT**

CEPOA-CO-R [1145]

SUBJECT: Emergency Permit (PERMIT NUMBER) Location Applicant / Address

Commander, Alaska District

1. References:

a. Telephone conversation on *date* between *POA POC*, CEPOA-CO-R, and *POD POC*, CEPOD-CO-R, subject as above.

B. Your DIALCOM [FAX] message, dated xxxxx, subject as above.

2. This will confirm my verbal approval communicated to *POA POC* by *POD POC date* to perform emergency work in *location*, Alaska. The proposed work consists of constructing *describe*.

3. The Alaska Departments of Fish and Game, Environmental Conservation, and Natural Resources, the Alaska Division of Governmental Coordination; the Alaska State Historical Preservation Officer; the National Marine Fisheries Service; the U.S. Fish and Wildlife Service; and the Environmental Protection Agency were all contacted and offered no objections to the proposed work.

4. The authorization to the *applicant* should contain the special conditions discussed in reference 1.b., and other conditions you deem necessary. As required by 33 CFR 325.2[e][4], a public notice of the emergency authorization and special conditions deemed necessary and their rationale is to be published as soon as practicable.

Div Sig Block

HEADQUARTERS, USAED PACIFIC OCEAN
FORT SHAFTER, HAWAII 96858-5440
■ ■ 2004

EXHIBIT 5 TO TAB A TO APPENDIX 3 TO ANNEX L TO ANCHORAGE EARTHQUAKE CDRP
TELEPHONE LOG – AUTHORIZATION NOTICE TO APPLICANT

CONVERSATION LOG

VISIT CONFERENCE TELEPHONE IN OUT

Persons in contact with you: Applicant
Organization:
Telephone No: xxx-xxxx

Subject: Emergency Permit – PERMIT NUMBER / LOCATION

Summary: I conveyed verbal authorization to perform the work as described in the emergency permit request as dial-commed [FAX] to POD this PM *date*. I also gave him the one special condition.

Action Required:

Persons Making the Call:
Date: 00/00/00 Project Manager

**HEADQUARTERS, USAED PACIFIC OCEAN
FORT SHAFTER, HAWAII 96858-5440
■ ■ 2004**

**EXHIBIT 6 TO TAB A TO APPENDIX 3 TO ANNEX L TO ANCHORAGE EARTHQUAKE CDRP
LETTER OF AUTHORIZATION W/CONDITIONS, CONFIRMING EMERGENCY AUTHORIZATION**

Regulatory Branch
Xxxxxx Section

PERMITTEE: Applicant

EFFECTIVE DATE: date

EXPIRATION DATE:

REFERENCE NO. Permit Number
[waterway]

DEPARTMENT OF THE ARMY
LETTER OF AUTHORIZATION

This confirms verbal authorization given to the *Applicant and Address, on date*, pursuant to emergency procedures found in 33 CFR 325.2[e][4] to:
"work"

This authorization is subject to the following conditions:

- a. That the permittee shall provide photographs depicting the completed work.

This action is based upon the recommendation of the Chief of Engineers and under the provisions of Section 10 of the River and Harbor Act [33 U.S.C. 403] and of Section 404 of the Clean Water Act [33 U.S.C. 1344].

This authorization is subject to the general conditions / information from ENG Form 1721, dated November 1986, attached to the Letter of Authorization.

If you have further questions, please contact *Project Manager*, of my staff at [907] 753-2716.

BY AUTHORIZATION OF THE SECRETARY OF THE ARMY:

Date

Branch Chief

Attachments

**HEADQUARTERS, USAED PACIFIC OCEAN
FORT SHAFTER, HAWAII 96858-5440
■ ■ 2004**

**EXHIBIT 7 TO TAB A TO APPENDIX 3 TO ANNEX L TO ANCHORAGE EARTHQUAKE CDRP
EMERGENCY PUBLIC NOTICE**

DATE:
ID:

APPLICANT:

LOCATION:

The Alaska District, Corps of Engineers has issued a Department of the Army [DA] permit, file number xxx, under emergency procedures pursuant to 33 CFR 325.2[e][4], to xxx, for xxx, at/in/near xxx, Alaska.

Based on information supplied by the xxx, the proposed work would consist of xxx.

The U.S. Environmental Protection Agency, U.S. Fish and Wildlife Service, National Mariner Fisheries Service, Alaska Department of Fish and Game, Alaska Department of Environmental Conservation, State Historical Preservation Officer, and the Alaska Division of Governmental Coordination officials were contacted and made aware of the emergency situation. After discussions with these agencies. It was determined that it was in the public interest to issue an emergency permit / authorization for the proposed work. The permit / authorization was conditioned to require that photographs be taken before and after the emergency work was completed.

ADDITIONAL INFORMATION: The emergency permit is subject tot the general and special conditions from ENG Form 1721, dated November 1986.

The emergency authorization was granted for the proposal on xxx, pursuant to 33 CFR 325.2[e][4]. An “emergency” is a situation which would result in an unacceptable hazard to life, a significant loss of property, or an immediate, unforeseen and significant economic hardship if corrective action requiring a DA permit is not undertaken within a time period less than the normal time needed to process the application under standard procedures.

AUTHORITY: This permit was issued under the following authorities:

Perform work in or affecting navigable waters of the United States - Section 10 of the Rivers and Harbors Act of 1899 [33 U.S.C. 403].

Discharge dredged or fill material into waters of the United States - Section 404, Clean Water Act [33 U.S.C. 1344]. Therefore, our public notice review will consider the guidelines set forth under Section 404[b] of the Clean Water Act [40 CFR 230].

For additional information, please contact xxx, of my Regulatory Branch, telephone [907] 753-2716.

Plans are attached to this Public Notice.

District Engineer
U.S. Army, Corps of Engineers

Attachments

ANNEX M TO ANCHORAGE EARTHQUAKE CDRP
GEOSPATIAL INFORMATION AND SERVICES (GI&S)

- REFERENCES:
- a. DMA Catalog of Maps, Charts, and Related Products
 - (1) Part 1 - Aerospace Products, Vol. I
 - (2) Part 2 - Hydrographic Products, Vol. I
 - (3) Part 3 - Topographic Products, Vol. I
 - b. DMA Instruction 8600.3, DMA Distribution of Maps, Charts, and Related Publications
 - c. DMA Instruction 5026.3, Index of DMA Publications
 - d. DMA Instruction 8050.4, Submission and Validation of Mapping, Charting, and Geodesy (MC&G) Standard Products and Services
 - e. DMA Instruction 8052.1, Validation of Requirement New or Modified Non-Crisis MC&G Products and Services
 - f. DMA Instruction 8052.6, Crisis Support Procedures

Situation Alaska District has five sources of support: ALCOM, Federal civil mapping agencies (USGS, NOAA, and FAA), the State of Alaska Emergency Coordination Center, the Municipality of Anchorage EOC, and commercial sources.

1. SUPPORT FROM ALCOM

- a. **MC&G Requirements.** Upon initial notification of the disaster area, ALCOM J2 will procure sufficient stocks of required MC&G materials for use by the HQ, if not currently held. The following products may be required:
 - (1) Aerospace Products:
 - (a) Series Global Navigation and Planning Chart (GNC) 1:5,000,000 scale.
 - (b) Series Jet Navigation Chart (JNC) 1:2,000,000 scale.
 - (c) Series Operational Navigation Chart (ONC) 1:1,000,000 scale.
 - (d) Series Tactical Pilotage Chart (TPC) 1:500,000 scale.
 - (e) Series 1501A Joint Operations Graphic-Air (JOG-A) 1:250,000 scale.
 - (2) Topographic Products:
 - (a) 1:25,000 scale.
 - (b) 1:50,000 scale.
 - (3) Hydrographic Products:
 - (a) General Nautical Charts of various small scales.
 - (b) Coastal Charts of various scales.

(4) Other Products: Additional products required to support COMALCOM can be found by referring to the references. These products can include:

- (a) Amphibious Assault Charts and Combat Charts.
- (b) Flight Information Publications (FLIPs)

b. Available Products. The 611th AIF maintains a list of MC&G products available and in stock. Reference (a) contains procedures for obtaining nonstandard and substitute products in crisis situations.

c. Capabilities. There are no MC&G forces assigned or attached to COMALCOM. CJTF relies upon DMA for production and dissemination of MC&G products.

d. Supporting Capabilities

- (1) Defense Mapping Agency Combat Support Center (DMACSC), Washington, D.C.
- (2) Commanding Officer, 6th INF DIV (L), Fort Richardson, Alaska, DOL, Supply Division Storage Branch, Map Supply (APVR-DL-CSG)
- (3) USCINCPAC/J317, Camp Smith, HI
- (4) USARPAC/APIN-MC&G, Fort Shafter, HI
- (5) HQ PACAF/INU, Hickam AFB, HI
- (6) DMACSC/Pacific Office, Hickam AFB, HI

e. Assumptions

- (1) Large-scale topographic maps will be adequate.
- (2) Medium and small-scale products will vary from adequate to limited usefulness.
- (3) DMA will be able to provide nonstandard and a limited number of quick response products when required.

f. Execution

(1) Concept of ALCOM MC&G Operations. A stock of aeronautical charts required by supported CONPLANS is maintained by the 611th AIF. This stock is for use by HQ ALCOM staff during peacetime operations and for fulfilling urgent requirements of augmentation forces. MC&G materials required to support ground operations are maintained by Commander, USARAK at Fort Richardson, Alaska. These stocks are capable of supporting the immediate needs of forces stationed in Alaska, with limited support available to augmenting forces. Large-scale augmentation/reinforcement of ALCOM will require requisitioning of maps from DMA IAW supported CONPLANS.

(2) Tasks. ALCOM requires Component/Supporting Commanders to:

- (a) Ensure that units have the necessary MC&G products to support approved CONPLANS.
- (b) Ensure that MC&G activities are conducted IAW established DMA procedures.

g. Coordinating Instructions

(1) All map locations involving ground forces will be referenced by the Military Grid Reference System (MGRS).

- (2) When air elements are providing close air support to ground forces, map references will be made in the Geographic Coordinates System (Lat/Long) and MGRS coordinates.
- (3) Air Defense Operations will give map references in the Geographic Coordinates System.
- (4) MGRS grids will be used for joint amphibious operations.
- (5) The datum used to generate coordinates must be included in all correspondence. The datum of choice is WGS84.

h. Supply and Storage. Augmentation forces must deploy with a 15-day supply of maps and charts required to conduct operations. Additional MC&G materials required after that period will be requisitioned through the Defense Mapping Agency IAW Appendix 1.

i. Support.

(1) MC&G products will be ordered IAW established DMA procedures as amplified by supplemental service instructions.

(2) Requests for tactical target materials and special photographic products will be submitted to ALCOM/J2.

j. Reports. Deficiencies in MC&G products are to be reported to ALCOM/J2. A message is appropriate where urgency of the situation so demands.

k. Command and Control

(1). Priorities. Priorities for requisitioning MC&G products are to be determined IAW the urgency of need designator (UND) and force/activity designation (FAD) as described in Reference (a).

(2) Command Relationships. See Annex J.

(3) Command and Control. MC&G requirements will be handled through normal administrative channels.

2. FEDERAL CIVIL MAPPING AGENCIES.

a. The USGS has a map sales office at the University of Alaska Fairbanks. Alaska District representatives can obtain maps there and forward them to the District.

b. USGS maps are available through Earth Science Information Centers and through retail dealers. These sources can be located via the Internet at <http://topomaps.usgs.gov/drg/>. The most accessible ESICs are in Menlo Park, CA and Denver, CO; retail stores covering Alaskan Maps are available in numerous Alaskan and Lower 48 cities, including Seattle and Vancouver, WA. (USGS also has an Earth Science Information Center in Anchorage, but it would be impacted by the earthquake.)

c. USGS also has representatives at the IDFO.

- d. Software is available that can produce custom topographic maps from the USGS data using a statewide (and nationwide) seamless database of USGS mapping. Information about sources is available at <http://mcmcweb.er.usgs.gov/drg/>. (See "Commercial Software", below.)
- e. The Anchorage quadrangle covers the main part of the Municipality of Anchorage, plus the primary impacted areas of the Matanuska-Susitna Borough (including Palmer and Wasilla). The Tyonek quadrangle covers the western edge of the Municipality of Anchorage, including Point Woronzof and part of Anchorage International Airport, while Seward quadrangle covers the Turnagain Arm area, including Girdwood. The Kenai quadrangle covers the western Kenai Peninsula, including Kenai and Soldotna.
- f. The Federal Aviation Administration (FAA), National Aeronautical Charting Office (NACO), publishes and distributes United States government civil aeronautical charts and distributes National Oceanic and Atmospheric Administration/National Ocean Service (NOAA/NOS) U.S. nautical charts.
- g. Some charts of Alaskan waters are available from the USGS map sales office at the University of Alaska, Fairbanks.
- h. The Upper Cook Inlet area is shown on NOAA Charts 16660, 16661, 16662, 16663, and 16665; it is described in Coastal Pilot 9, Chapter 4. (Port facilities are described in the US Army Corps of Engineers Port Series Report 39.)
- i. Sources of printed nautical charts can be found at http://www.oceangrafix.com/agent_search.php j. Electronic nautical charts can be downloaded at <http://nauticalcharts.noaa.gov/mcd/enc/download.htm>. While the files are designed for use with electronic navigation systems, free viewers for use on Windows and Linux computers are available at <http://www.openecd.org/freeware/index.html>.
- k. Sources of printed aeronautical charts may be found at <http://www.naco.faa.gov/Agents.asp>
- l. Maps need to be obtained prior to deployment to Anchorage, as local sources of printed and electronic media may not be available following the earthquake.

3. SECC/IDFO

Some maps may be obtained from other Federal and State agencies at the ECC/IDFO, particularly when such maps are needed for coordination.

4. ANCHORAGE EOC. Anchorage uses WebEOC for managing its emergency activities. This software has extensive mapping capabilities. (The SECC is also adopting WebEOC.)

5. COMMERCIAL SOFTWARE

- a. The Alaska District uses the DeLorme Street Atlas (<http://www.delorme.com/software.htm>) to generate local street maps, and also uses the printed DeLorme Alaska Atlas & Gazetteer as a general reference.
- b. The Precision Mapping Streets software, furnished with the USACE fly away kits, is not usable for the Anchorage area. The software does NOT include Alaska (or Hawaii) in its data.
- c. DeLorme (<http://www.delorme.com/software.htm>) and the National Geographic Society (<http://maps.nationalgeographic.com/topo/>) publish topographic map software that is commonly available. The DeLorme software comes in packages of 1:100,000 for ½ of the United States, or the full United States; users can then download recent 10-meter satellite images, up-to-date aerial photos, and USGS 7.5-minute topo maps for an extra fee. The National Geographic Society software comes in a nationwide (1:100,000) package or in individual packages offering 1:24,000 maps for a single state (or a few multi-state areas on the Atlantic coast).
- d. Mapping software also allows the use of waterproof paper. National Geographic offers such paper for inkjet printers; HP sells a variety of waterproof and weather-resistant papers, for various printers.

6. GIS

State of Alaska MOA GIS uses the following.

COORDINATE SYSTEM DESCRIPTION

Projection STATEPLANE

Zone 6176

Datum NAD27

Units FEET

Spheroid CLARKE1866

APPENDIX 1 TO ANNEX M TO ANCHORAGE EARTHQUAKE CDRP
PROCEDURES FOR OBTAINING MC&G SUPPORT

1. GENERAL. This appendix summarizes procedures for obtaining MC&G products through ALCOM. Questions concerning mapping and charting should be directed to the ALCOM/J2.

2. Procedures for Standard MC&G Products

a. General. Standard products are cataloged in the DMA Catalog of Maps, Charts, and Related Products, Parts 1-4.

b. Standard products may be obtained from DMA as follows:

(1) Standard Requisitions: Prepare DD Form 1348 or SF 344 IAW procedures contained in Reference (a) and mail to:

Director, DMA Combat Support Center
ATTN: CCOR Stop 17
6001 MacArthur Blvd
Bethesda, MD 20816-5001

(2) Message: Prepare DD Form 173 (Joint Message Form) IAW the example provided in Reference (a). Address line for Milstrip should read:

TO DAAS DAYTON OH
INFO HQ ALCOM ELMENDORF AFB AK//J2//

3. Procedures for Nonstandard Products

a. General. Nonstandard products are those produced from available source materials to support specific operations where no standard exists. They may include photo-based and enhanced foreign or commercial products. Samples are contained in Reference (a) Section 2 (Ordering Procedures and Crisis Support).

b. Procedures. Products listed in Reference (a), Section 2, may be requested through ALCOM/J2.

