

STATE OF NEW MEXICO



ALL-HAZARD EMERGENCY OPERATIONS PLAN

November 2013

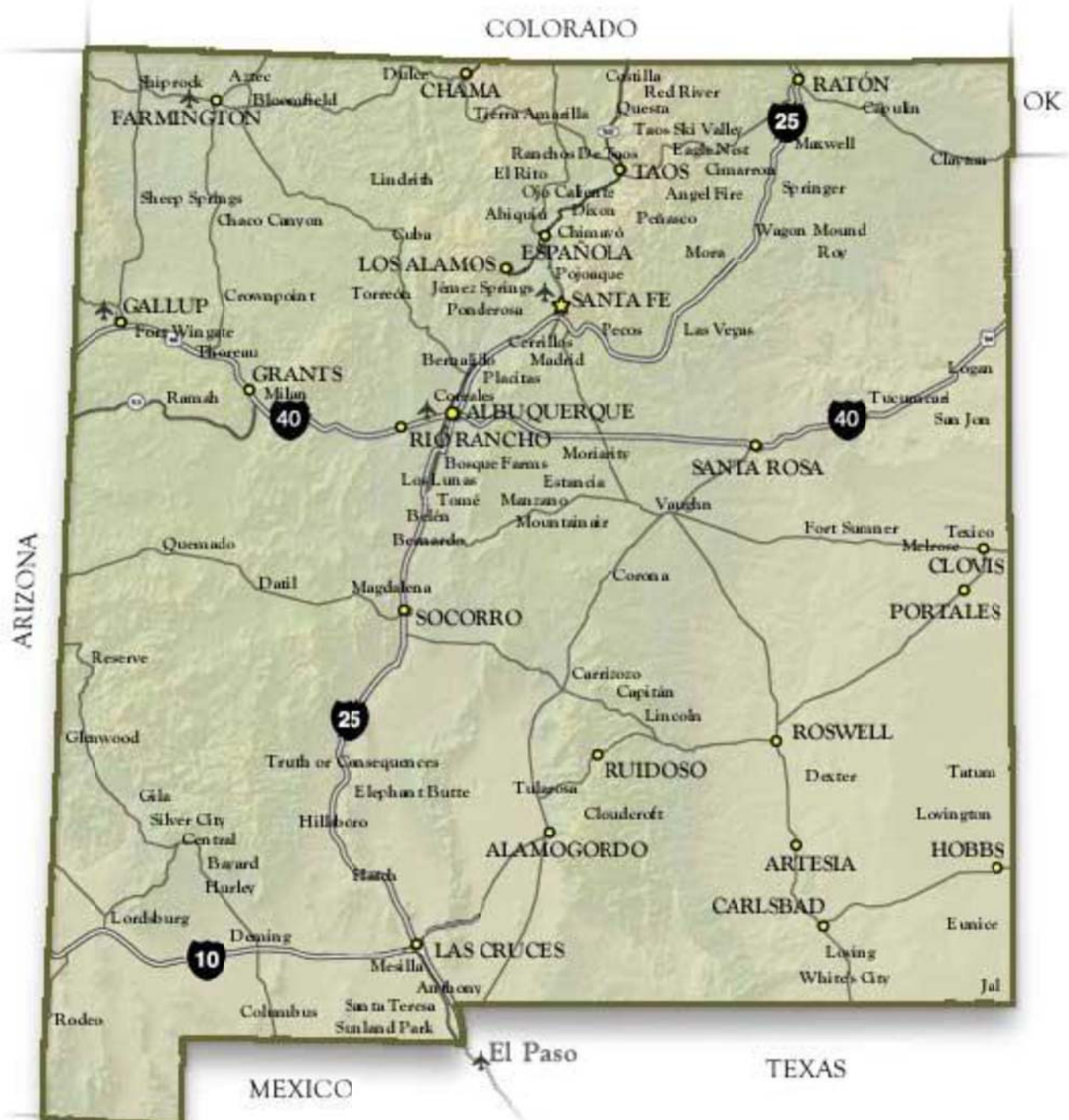


State Emergency Operation Center
505.476.9635

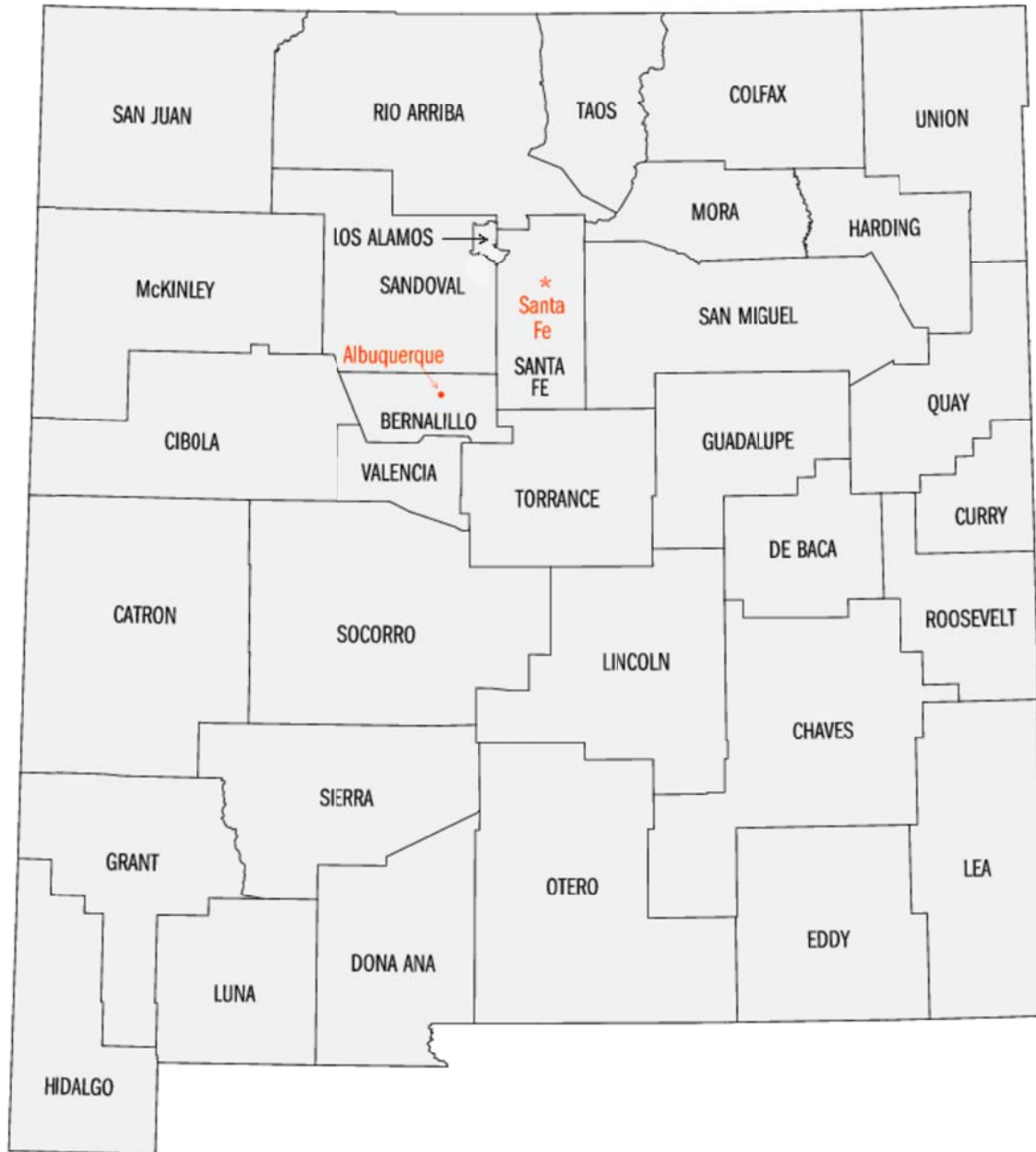
New Mexico Department of Homeland
Security and Emergency Management
P.O. Box 27111
Santa, Fe, NM 87502
505.476.9600

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MAP OF NEW MEXICO



MAP OF NEW MEXICO'S COUNTIES



LETTER OF PROMULGATION
NEW MEXICO EMERGENCY OPERATIONS PLAN

Proper coordination and expeditious delivery of support and assistance during emergency and disaster events are critical functions of state government. All departments and agencies must be able to respond promptly and effectively to support protection of life and property and aid in recovering from disasters. The New Mexico All-Hazard Emergency Operations Plan applies to state departments, agencies, special districts, commissions, boards, all divisions of tribal, pueblo, nations, and local government, and volunteer private organizations with emergency responsibilities.

The plan assigns functional emergency management responsibilities to state departments, agencies, boards, and commissions. The plan directs state departments and agencies to provide guidance, relief and assistance to local communities and the people of New Mexico. The Emergency Operations Plan designates preparation, response, and recovery activities by each agency according to the emergency support function format. The plan is written in the express interest, welfare, and safety of the people of New Mexico to ensure that assistance is provided in the most effective and efficient manner.

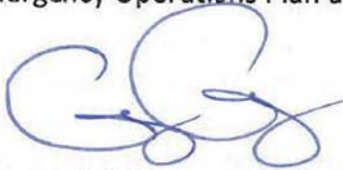
This plan assigns various planning and preparedness tasks to different state government agencies and departments. Tasks include responsibility for preparing and maintaining emergency support function documents as assigned, participating in training and exercising programs, and ensuring the plans are updated accordingly. It also tasks agencies to identify plan revisions, designate Emergency Operations Center representatives, and to support the Emergency Operations Plan and State Emergency Operations Center in the event of emergencies or disasters. Staff from the Department of Homeland Security and Emergency Management will conduct an annual review of this Plan with input from responsible agencies. Notification of either suggested revisions or no update required shall be submitted to the Department of Homeland Security and Emergency Management's planning unit by October 1st of each year. Minor revisions will be noted in the Record of Changes document while a full update of the Plan will be completed every 3 years.

The Cabinet Secretary of the Department of Homeland Security and Emergency Management is authorized to represent the state in all matters relating to emergency management and to coordinate state support and assistance during emergency or disaster events.

This plan is written in accordance with the New Mexico Emergency Powers Code pursuant to §12-10-1 through §12-12-30 NMSA 1978, which encompasses the "All Hazard Emergency Management Act," §12-10-1 through §12-10-10 NMSA 1978; the "Riot Control Act," §12-10-16 NMSA 1978; the "Public Health Emergency Response Act," §12-10A-1 through §12-10A-19 NMSA 1978; the "Disaster Succession Act," §12-11-1 through §12-11-10 NMSA 1978; the "Disaster Relief Act," §12-11-23 through §12-11-25 NMSA 1978; the "Energy Emergency Powers Act," §12-12-1 through §12-12-9 NMSA 1978; and, the "Hazardous Materials Emergency

Response Act," §12-12-17 through §12-12-30 NMSA 1978, in addition to §20-2-1 through §20-2-4 NMSA 1978.

Therefore, I hereby adopt this plan. All previous versions of the State of New Mexico All-Hazard Emergency Operations Plan are hereby rescinded.



Gregory A. Myers
Cabinet Secretary
New Mexico Department of Homeland Security and
Emergency Management

DISTRIBUTION

NEW MEXICO STATE GOVERNMENT

STATE DEPARTMENT	TITLE
Office of the Governor	Governor
Office of the Lieutenant Governor	Lt. Governor
Secretary of State	Secretary
Senate Pro Tem	New Mexico State Senate
Speaker of the House	New Mexico House of Representatives
Attorney General	Attorney General's Office
Auditor	Office of the State Auditor
Commissioner	State Land Office
Treasurer	Office of the State Treasurer
Secretary	Aging and Long Term Services
Secretary	Department of Agriculture
Secretary	Children, Youth and Families Department
Secretary	Department of Corrections
Secretary	Cultural Affairs, Department of
Secretary	Economic Development Department
Secretary	Higher Education, Department of
Secretary	Public Education, Department of
Secretary	Energy, Minerals and Natural Resources, Department of
Secretary	Engineer, Office of the State
Secretary	Environment, Department of
Secretary	Finance and Administration, Department of
Secretary	Game and Fish, Department of
Secretary	General Services, Department of
Director	Geology and Mineral Resources, Bureau of
Secretary	Health, Department of
Secretary	Human Services, Department
Secretary	Indian Affairs, Department of
Secretary	Information Technology, Department of
Director	Livestock Board, NM
Chief	Medical Investigator, Office of the
Adjunct General	Military Affairs, Department of
Director	Personnel Office, State
Chair	Public Regulation Commission
Secretary	Public Safety, Department of
Director	Records Center and Archives, State
Superintendent	Regulation and Licensing Department
Secretary	Taxation and Revenue, Department of
Secretary	Tourism, Department of
Secretary	Transportation, Department of

NEW MEXICO COUNTIES AND SELECT CITIES

COUNTY/CITY		COUNTY/CITY	
Emergency Manager	Alamogordo, City of	Emergency Manager	McKinley County
Emergency Manager	Albuquerque, City of	Emergency Manager	Mora County
Emergency Manager	Bernalillo County	Emergency Manager	Otero County
Emergency Manager	Catron County	Emergency Manager	Quay County
Emergency Manager	Chaves County	Emergency Manager	Rio Arriba County
Emergency Manager	Cibola County	Emergency Manager	Rio Rancho, City of
Emergency Manager	Colfax County	Emergency Manager	Roosevelt County
Emergency Manager	Curry County	Emergency Manager	Ruidoso, Village of
Emergency Manager	De Baca County	Emergency Manager	San Juan County
Emergency Manager	Dona Ana County	Emergency Manager	San Miguel County
Emergency Manager	Eddy County	Emergency Manager	Sandoval County
Emergency Manager	Grant County	Emergency Manager	Santa Fe, City of
Emergency Manager	Guadalupe County	Emergency Manager	Santa Fe County
Emergency Manager	Harding County	Emergency Manager	Sierra County
Emergency Manager	Hidalgo County	Emergency Manager	Socorro County
Emergency Manager	Lea County	Emergency Manager	Taos County
Emergency Manager	Lincoln County	Emergency Manager	Torrance County
Emergency Manager	Los Alamos County	Emergency Manager	Union County
Emergency Manager	Luna County	Emergency Manager	Valencia County

NEW MEXICO NATIVE AMERICAN COMMUNITIES

Governor	Acoma Pueblo	Governor	Ohkay Owingeh Pueblo
Governor	Cochiti Pueblo	Governor	Picuris Pueblo
Governor	Isleta Pueblo	Governor	Pojoaque Pueblo
Governor	Jemez Pueblo	Governor	Sandia Pueblo
President	Jicarilla Apache Nation	Governor	San Felipe Pueblo
Governor	Kewa Pueblo	Governor	San Ildefonso Pueblo
Governor	Laguna Pueblo	Governor	Santa Ana Pueblo
President	Mescalero Apache Nation	Governor	Santa Clara Pueblo
Governor	Nambe Pueblo	President	Navajo Nation
Governor	Taos Pueblo	Governor	Tesuque Pueblo
Governor	Zia Pueblo	Governor	Zuni Pueblo

REGION VI STATE GOVERNMENT

Director	Arizona Division of Emergency Management
Director	Colorado Division of Homeland Security and Emergency Management
Director	Louisiana Governor's Office of Homeland Security and Emergency preparedness
Director	Oklahoma Department of Emergency Management
Director	Texas Division of Emergency Management
Director	Utah Division of Emergency Management

FEDERAL GOVERNMENT

Director	Los Alamos National Laboratory
Director	Sandia National Laboratories
Regional Administrator	Federal Emergency Management Agency, Region VI
Protective Security Advisor	U.S. Department of Homeland Security
Emergency Management Office	Kirtland AFB
Readiness and Emergency Management	Cannon AFB
Emergency Management Office	Holloman AFB
Wing Commander	Civil Air Patrol Emergency Preparedness
Emergency Preparedness Liaison Officer	U.S. Air Force
Emergency Preparedness Liaison Officer	U.S. Army Emergency Preparedness
Emergency Preparedness	Liaison Officer U.S. Navy
Meteorologist	National Weather Service
Readiness and Contingency	Office U.S. Army Corps of Engineers
Emergency Services Directorate	White Sands Missile Range

OTHER ORGANIZATIONS

Director of Emergency Services	American Red Cross
Disaster Relief Coordinator	Baptist Convention of New Mexico
President	Roadrunner Food Bank
Disaster Relief Coordinator	Salvation Army

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**NEW MEXICO ALL HAZARD
EMERGENCY OPERATIONS PLAN 2013**

RECORD OF CHANGES

The Secretary of the Department of Homeland Security and Emergency Management authorizes all changes to the New Mexico All-Hazard Emergency Operations Plan 2013. Change notifications will be sent to those on the distribution list. The Acknowledgement of Receipt form (below) should be returned to DHSEM.

To annotate changes:

1. Add new pages and destroy obsolete pages.
2. Make minor pen and ink changes as identified by letter.
3. Record changes on this page.
4. File copies of change notifications behind the last page of this plan.

CHANGE NUMBER	DATE OF CHANGE	AUTHORIZATION SIGNATURE	DATE OF SIGNATURE
1	July 30, 2014		7/30/14
Description of Change: Page 48, Basic Plan, Attachments: Delete Hantavirus, Pandemic Influenza, Plague, and West Nile Virus.			
CHANGE NUMBER	DATE OF CHANGE	AUTHORIZATION SIGNATURE	DATE OF SIGNATURE
2	July 30, 2014		7/30/14
Description of Change: Page 56, Attachment 1, Public Health Hazards: Add The New Mexico Department of Health All-Hazards Emergency Operations Plan covers Public Health Hazards.			
CHANGE NUMBER	DATE OF CHANGE	AUTHORIZATION SIGNATURE	DATE OF SIGNATURE
3	July 30, 2014		7/30/14
Description of Change: Page 56, Attachment 1, Public Health Hazards: Delete Hantavirus through bottom of page coma, and, and rarely death.			
CHANGE NUMBER	DATE OF CHANGE	AUTHORIZATION SIGNATURE	DATE OF SIGNATURE
4	July 30, 2014		7/30/14
Description of Change: Page 60, Attachment 1: Delete from Hantavirus through West Nile Virus through since 2003.			

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**DEPARTMENT OF HOMELAND SECURITY AND EMERGENCY MANAGEMENT
ACKNOWLEDGEMENT OF RECEIPT**

By signing below I, _____, certify that I have read and understand the New Mexico All Hazard Emergency Operations Plan, or the changes to the plan listed below. I have been advised to familiarize myself with the EOP, and, in the event of any questions, to contact the Response and Recovery Bureau's Planning Unit for clarification. I understand and acknowledge that DHSEM may change or update the EOP and it is my responsibility to remain familiar with and guided by the provisions of the EOP at all times.

CHANGE NUMBER	DESCRIPTION OF CHANGE	DATE OF CHANGE

Signature

Date

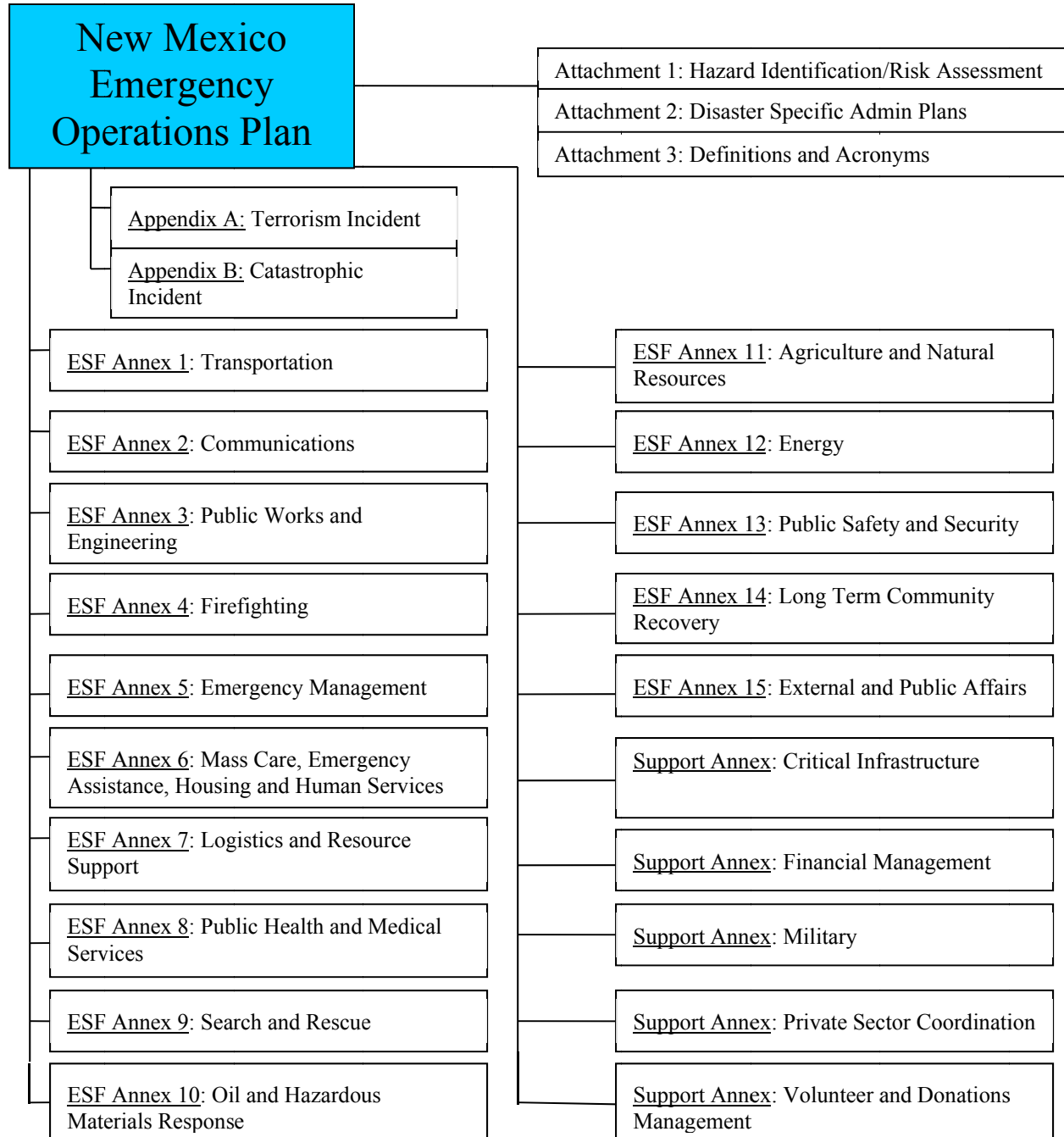
Department/Agency/Organization

Please return this signed form to:

Planning Unit Manager
Response and Recovery Bureau
Department of Homeland Security
and Emergency Management
P.O. Box 27111
Santa Fe, NM 87502
or
505-471-5922 fax

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NEW MEXICO ALL-HAZARD EMERGENCY OPERATIONS PLAN 2013



This organizational chart outlines the format of the New Mexico EOP, including all Annexes, Appendices, and Attachments.

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INTRODUCTION

Purpose and Scope

The purpose of the State of New Mexico All-Hazard Emergency Operations Plan (EOP) is to establish the New Mexico Emergency Operations System which organizes the state's response to emergencies and disasters while providing for the safety and welfare of its citizens. It sets forth lines of authority, responsibilities and organizational relationships, and shows how all actions will be coordinated among the State of New Mexico and federal and local governments.¹

This EOP is designed as an "all hazards" plan and applies to all hazards identified in the Hazard Identification and Risk Assessments found in the New Mexico Natural Hazard Mitigation Plan, the New Mexico Human Caused Hazard Mitigation Plan, and the New Mexico Threat and Hazard Identification and Risk Assessment (THIRA). This EOP is implemented when state resources are required to: assist local governments during an emergency or disaster, respond to an emergency or unusual situation, or prepare for, respond to, or assist in planned events.

The EOP covers the full range of complex and changing requirements prior to, during, and following an emergency or disaster. The EOP does not specifically address long-term recovery or post-disaster mitigation. Those issues are addressed in the New Mexico Disaster Recovery Plan, New Mexico Natural Hazard Mitigation Plan, and the New Mexico Human Caused Hazard Mitigation Plan.

The EOP is always in effect and elements can be implemented at any time thus providing for a scaled response to an incident or event. The plan is put into action when the Secretary or Deputy Secretary of the Department of Homeland Security and Emergency Management assigns an Emergency Operations Center (EOC) activation to a specified EOC Director. Specific procedures, which reflect operational priorities including life, safety, health, property protection, environmental protection, restoration of essential utilities, restoration of essential functions and coordination among all levels of government, and NMEOC activation levels are outlined later in this plan.

The EOP is promulgated by the Governor with agreement from involved agencies of state government. The All Hazard Emergency Management Act, [12-10-1 through 12-10-10 NMSA 1978] requires that a State Emergency Operation Plan be developed. The New Mexico Department of Homeland Security and Emergency Management (DHSEM) has the overall responsibility for maintaining this plan.

¹ The EOP defines "local government" as a county, municipality, city, town, township, local public authority, school district, special district, intrastate district, council of governments, regional or interstate government entity, or agency or instrumentality of a local government; an Indian tribe or authorized tribal organization; a rural community, unincorporated town or village, or other public entity (as defined in Section 2 (10) of the Homeland Security Act of 2002, Pub. L. 107-296, 116 Stat. 2135, et seq. (2002)).

Various state agencies, departments, special districts, commissions, boards, and volunteer and private groups with emergency responsibilities will integrate their efforts into the development, maintenance, implementation, and testing of this EOP and its policies and procedures.

This plan will be evaluated during exercises and actual events. Review and maintenance of the EOP, and its annexes, will be carried out as follows:

- DHSEM staff will conduct an annual review of this EOP, annexes, and appendices with input from responsible agencies.
- Changes to this EOP will be made as required. Minor revisions will be noted in the Record of Changes document at the beginning of this plan. An update will be conducted every three years. Changes in policy or agency responsibilities will be expeditiously forwarded through the Department/Agency Secretary to the Department of Homeland Security and Emergency Management, Response and Recovery Bureau, Planning Unit. Major changes as well as the three year update will require the EOP to be promulgated again by the Governor.
- All changes, revisions, and updates must be forwarded to the New Mexico Department of Homeland Security and Emergency Management, Response and Recovery Bureau, Planning Unit by October 1st of each year. Departments/Agencies will notify DHSEM in writing by October 1st of each year if it has no revisions to submit.

A review of this EOP, including state agency coordination, a Letter of Promulgation, and a Letter of Agreement, will be conducted not later than one year following the election of a new governor or change of administration, as needed.

New Mexico Emergency Operations System

The New Mexico Emergency Operations System, as outlined in the EOP, sets the stage for how local, state, volunteer, private, and federal organizations, agencies, and companies will work together during an emergency or disaster in the State of New Mexico. The New Mexico Emergency Operations System provides the structure for organizing, coordinating, and mobilizing resources utilizing the concepts and principles of the Incident Command System (ICS) including Unified Command and Multi-Agency Coordination Systems (MACS). Incorporated within the Emergency Operations Plan are the Emergency Support Functions (ESF). The Emergency Support Functions fit within the NMEOC's ICS structure. The emergency operations plans, procedures, and agreements of local jurisdictions and involved agencies are developed under applicable laws and authorities consistent with the Emergency Operations System.

Authorities

The "All Hazard Emergency Management Act", [12-10-1 et. seq. NMSA 1978] establishes the state's emergency management program; authorizes creation of local emergency management programs; confers emergency management powers upon the Governor and the State's governing bodies; provides for the Emergency Operations Plan, mass care of disaster survivors, and coordination of emergency management functions between the state and other

governments, agencies, and sectors; and, initiates programs to assist in restoration efforts of public facilities and infrastructure.

The Governor exercises general direction and control over any and all state forces and resources that are engaged in emergency operations or related civil emergency preparedness functions within the state. The New Mexico Department of Homeland Security and Emergency Management (DHSEM), under the direction of the Cabinet Secretary, has the authority and responsibility for carrying out the provisions of the Act. At the discretion of the Governor, the Secretary also serves as the Governor's Authorized Representative (GAR). As necessary, the Secretary convenes the Policy Group to deliberate on policy and legal issues which arise in a complex, multi-agency, inter-governmental response.

CONTINUITY OF GOVERNMENT (COG)/OPERATIONS (COOP)

All actions to ensure Continuity of Government and Continuity of Operations are undertaken in accordance with the New Mexico Emergency Operations System. The Department of Homeland Security and Emergency Management maintains the Continuity of Government Plan for the Executive Branch.

Continuity of Government (COG)

Continuity of Government (COG) consists of a variety of elements, including line of succession, delegation of authority, alternate facilities, preservation of essential records, communications, and public information, designed to ensure the preservation of our representative form of government.

A disaster line of succession is a primary activity of COG and mandated in Article V, Section 7 of the New Mexico Constitution and the "Disaster Succession Act", [12-11 et. seq. NMSA 1978]. The first four in line of succession to the Governor are the Lieutenant Governor, Secretary of State, President pro tempore of the Senate, and the Speaker of the House. The Disaster Succession Act further defines the succession to the Governorship beyond the Speaker as the Attorney General, State Auditor, Commissioner of Public Lands, and the State Treasurer. Furthermore, the Act stipulates that the Governor shall designate three disaster successors to each state executive office, the New Mexico Supreme Court, and the District Court Judges as well as specify their order of succession. The Disaster Succession Act also states that officers of political subdivisions who have the authority to fill vacancies in local offices shall designate three successors to the powers and duties of each such office and specify their order of succession. The successors will have the authority, delegated by the State Constitution or Statute, during an emergency or disaster to carry out the same duties as the succeeded official during that official's absence.

Alternate facilities are also an essential part of Continuity of Government. Designated facilities can accommodate the essential staff and functions necessary to keep government operating at least minimally during an emergency or disaster. These facilities also have access to or provide

back-up for essential records and information technology systems needed to ensure state government continues operating.

During a Continuity of Government situation normal communications may be compromised or unavailable. Alternate communications to be utilized include radio, satellite telephone, and messengers. One of the primary users of both normal and alternate communications is the Public Information Officers (PIOs). The final element of COG to be discussed is the provision of public information. Coordinating with each other through the Joint Information System (JIS) the executive branch PIOs will communicate a synchronized message to the public concerning the emergency or disaster and the continuation of State Government.

Continuity of Operations (COOP)

All state agencies and departments should have in place a viable Continuity of Operations (COOP) capability that ensures the performance of their essential functions during any emergency or situation that may disrupt normal operations. Continuity of Operations is closely tied in with Continuity of Government in order to minimize the disruption of services during an emergency or disaster. Key elements, many similar to those of COG and described above, of a viable COOP capability include:

- Essential Functions – a subset of government and other organizational functions that are determined to be critical activities used to identify supporting tasks and resources that must be included in the agency’s and organization’s continuity planning process;
- Orders of Succession – identified Orders of Succession are an essential part of a continuity program to ensure that personnel know who assumes the authority and responsibility if that leadership is incapacitated or becomes otherwise unavailable during a continuity situation;
- Delegations of Authority – provide personnel with the authority to make key decisions during a continuity situation where the primary decision maker is not available;
- Continuity Facilities – alternate facilities from which an agency and organization can perform its essential functions in a threat-free environment;
- Continuity Communications – the ability of an organization to execute its essential functions at its continuity facilities depends on the identification, availability and redundancy of critical communications and information technology (IT) systems to support connectivity among key government leadership personnel, internal elements, other agencies, critical customers, and the public during crisis and/or disaster conditions;
- Essential Records Management – the identification, protection, and ready availability of electronic and hard copy documents, references, records, information systems, data management software and equipment needed to support essential functions during a continuity situation;
- Human Resources – provides guidance to emergency employees and other special categories of employees who are activated by an agency and organization to perform assigned response duties during a continuity event;

- Tests, Training, and Exercises – provisions made for the identification, training, and preparedness of personnel capable of relocating to alternate facilities to support the continuation of the performance of essential functions;
- Devolution of Control and Direction – capability to transfer statutory authority and responsibility for essential functions from an agency’s and organization’s primary operating staff and facilities to other agency and organization employees and facilities, and to sustain that operational capability for an extended period; and,
- Reconstitution – the process by which surviving and/or replacement agency and organizational personnel resume normal agency operations from the original or replacement primary operating facility.

A continuity plan is implemented to ensure the continuation or rapid resumption of essential functions during a continuity event. The continuity implementation process includes the following four phases:

Phase I – Readiness and Preparedness
Phase II – Activation and Relocation
Phase III – Continuity Operation
Phase IV – Reconstitution

The four phases are described below.

Readiness and Preparedness

Readiness is the ability of an organization to respond to a continuity activation. Although readiness is a function of planning and training, it is ultimately the responsibility of an organization's leadership to ensure that an organization can perform its essential functions before, during, and after all-hazards emergencies or disasters. This phase includes all organization continuity readiness and preparedness activities including the development, review, and revision of plans, training and exercise, and risk management.

Activation and Relocation

This phase includes the activation of plans, procedures, and schedules for the continuation of essential functions, as well as for the personnel, essential records and databases, and equipment involved with these functions, with minimal disruption.

The activation and implementation of a continuity plan, and its associated procedures, may require the use of alternate or devolution sites, depending upon the emergency and its effect on normal operations. Examples of scenarios that may require activation of continuity plans and procedures include the following:

- An organization receives, or the region in which the organization is located, receives notification of a credible threat, which leads the organization to enhance its readiness posture and prepare to take actions as necessary;
- An organization experiences an emergency or a disruption that requires the relocation of Emergency Relocation Group members to an alternate site;
- An organization's Emergency Relocation Group and/or primary operating facility and alternate site are unavailable or inaccessible, necessitating a shift of operations to a devolution site; and,
- Many, if not all, organizations must evacuate the immediate or larger geographically affected area.

The Activation phase includes the following activities:

- Occurrence of an event or the threat of an event;
- Reviewing, analyzing, and deciding to activate continuity and/or devolution plans;
- Alerting and notifying the Emergency Relocation Group and/or Devolution Emergency Response Group;
- Relocating, if necessary, to alternate sites;
- Devolving, if necessary, to devolution sites;
- Accounting for Emergency Relocation Group and/or Devolution Emergency Response Group members; and,
- Identifying available leadership.

Continuity Operations

This phase includes the following activities to continue essential functions:

- Accounting for all organization personnel;
- Performing essential functions;
- Establishing communications with supporting and supported organizations, customers, and stakeholders; and,
- Preparing for the reconstitution of the organization.

Reconstitution

This phase begins with organizational leadership communicating instructions for resumption of normal operations to all staff, including supervising an orderly return to the normal operating facility, moving to another temporary facility, or to a new permanent facility. The process of reconstitution will generally start immediately after an event concludes.

Some of the activities involved with reconstitution include:

- Assessing the status of affected facilities;

- Determining how much time is needed to repair the affected facility and/or to acquire a new facility;
- Supervising facility repairs;
- Notifying decision-makers of the status of repairs, including estimates of when the repairs will be completed; and,
- Implementing a priority-based phased approach to reconstitution.

If other state agencies experience a COOP situation the NMEOC may assist with devolution, restoration of essential functions and government services, and reconstitution.

DIRECTION, CONTROL, AND COORDINATION

Direction, Control, and Coordination is the core function of the New Mexico Emergency Operations System. During the life cycle of an emergency, the composition and focus of the Direction, Control, and Coordination function is likely to change significantly. The Direction, Control, and Coordination function is the first to be established and the last to be deactivated. The functional and support annexes, associated appendices and attachments, and agency and hazard specific plans are activated in support of the Direction, Control, and Coordination function as needed. A phased approach is used throughout the response to ensure that appropriate resources and staffing are in place to accomplish the operational objectives.

Situational Awareness

Situational awareness is maintained by DHSEM twenty-four (24) hours daily. Reporting is done by local jurisdictions and state and federal agencies to the Watch Officer on the emergency phone line, the central email box, or by other communications means. The Watch Officer then notifies the appropriate agencies of the ongoing situation.

Typically information is received electronically through the New Mexico Emergency Operations Center's (NMEOC) email account, nm.eoc@state.nm.us, or by phone via the NMEOC's primary line (505) 476-9635. The NMEOC also is increasingly utilizing E-Team, incident management software, to track incidents and events as well as document staff's activities during activations. The fax number for the NMEOC is (505) 471-5922, but it is not regularly monitored during non-business hours unless the NMEOC is activated around the clock. The Watch Officers conduct situation analysis and, depending on the results of this interactive process, recommend to the DHSEM Secretary whether or not to activate the NMEOC. In the absence of the Secretary, the Watch Officer makes the recommendation to the DHSEM Deputy Secretary.

E-Team

E-Team is the State's nexus with locals, stakeholders, and federal partners during all phases of emergency management. The system is a web-based incident management suite used to perform many tasks previously confined to facsimiles, email, and face-to-face networking. E-Team is used to exchange and share situational awareness, ICS forms, and order and track resources. The benefits of utilizing this virtual platform include the redundancy it provides to

typical mediums of information flow as well as the adaptability of how the program is utilized. The use of E-Team by local jurisdictions, as well as State agencies, is open and encouraged.

EOC Activation

The NMEOC is the primary location for coordination of situational information and statewide assets during an emergency, disaster, threat, or planned event. The DHSEM Secretary activates the NMEOC and assigns an activation to a specified EOC Director (EOCD). The activation consists of the recommended activation level, the reason for activation, pertinent instructions, and policy considerations. There are three (3) levels of activation of the NMEOC ranging from 3 (lowest) to 1 (highest, most complex). There is also a fourth level which, however, is not a NMEOC activation, but rather normal operations. Also included in the NMEOC activation levels are alerts from the US Government’s National Terrorism Advisory System (NTAS). Activation levels have been relatively standardized across the Federal Emergency Management Agency (FEMA), Region 6 states to encourage consistency and clear communications. The levels are described below:

<p>LEVEL 4 (NORMAL OPERATIONS)</p>	<p>Normal operations, also known as Level 4, is a non-activated status for the NMEOC involving statewide monitoring of conditions by the Watch and Duty Program. The Watch Program covers business hours in the NMEOC when not activated while the Duty Program covers nights, weekends, and holidays. NMEOC operational readiness is maintained by the DHSEM Response and Recovery Bureau. Activities include planning, training and exercising, situational awareness, low level operations, and coordinates facility and equipment maintenance.</p>
<p>LEVEL 3</p>	<p>NMEOC is partially staffed with some positions filled within the ICS structure and several ESFs represented. The Level 3 activation is usually short term involving one shift per day, but not extended hours of operation. The duty officer monitors the incident overnight. Activities may include situation analysis, alert/notification, limited resource coordination, financial tracking, public information, and other emergency functions. Events that may trigger a Level 3 activation are: weather advisories, an impending winter storm, potential flooding, minor flooding occurring, one or several small wildfire(s) threatening few or no structures, a hail storm, a limited number of evacuations, providing mutual aid during significant local, national, and international events, and a NTAS Elevated Threat Alert from the US Government warning of a credible threat involving New Mexico, but without specific information concerning timing or location</p>
<p>LEVEL 2</p>	<p>NMEOC is nearly fully staffed with the ICS positions and multiple ESF representatives. Staffing may involve 2 shifts covering extended hours (such as from 0700 to 2200) and a duty officer overnight. Activities may include situation analysis, incident planning, alert/notification, communications, resource coordination, public information, coordination of intrastate mutual aid, and financial tracking. Events that may trigger a Level 2 activation are: a widespread winter blizzard, a damaging tornado, moderate flooding, a hazardous materials leak prompting large scale evacuations, and a large wildfire as well as any event from Level 3</p>

LEVEL 1

NMEOC is fully staffed with both ICS positions and ESF representatives for long term or 24/7 operations. Activities may include situation analysis, incident planning, alert/notification, communications, resource coordination, public information, coordination of intrastate mutual aid, emergency purchasing, financial tracking, requesting resources through the Emergency Management Assistance Compact (EMAC) or Interstate Emergency Response Support Plan (IERSP), and requesting federal assistance and/or issuance of a federal emergency or disaster declaration. A FEMA Incident Management Assistance Team (IMAT) may also be on site and interfacing with the NMEOC. Events that may trigger a Level 1 activation are: a tornado (s) causing numerous injuries or fatalities, disease causing numerous injuries or fatalities (and the request of the Strategic National Stockpile), a mass evacuation and sheltering operation, a major earthquake, a major wildland-urban interface fire, extensive flooding, and a NTAS Imminent Threat Alert from the US Government warning of a credible, specific, and impending threat involving New Mexico as well as any event from Level 2.

The NMEOC’s activation level can increase and decrease during an incident depending upon the amount of state involvement. Both the Secretary and Deputy Secretary can change the NMEOC’s level during an activation. The NMEOC will notify FEMA if the center is activated, changes activation levels, or requests a federal Liaison Officer (LNO).

EOC Deactivation

The NMEOC will be deactivated, or the activation level will be lowered, when events or state support of an incident have lessened. Deactivation of the NMEOC may result as the transition to the recovery phase occurs or after recovery has commenced. The NMEOC may transfer some of its duties to state personnel working in a Joint Field Office during the recovery phase following a presidential disaster declaration. Daily operations would then transfer back to the Watch/Duty Program. The recommendation to deactivate is made by the EOC Director to the DHSEM Secretary. All resource demobilization responsibilities will be completed or transferred to the Watch/Duty Program prior to deactivation.

EOC Location

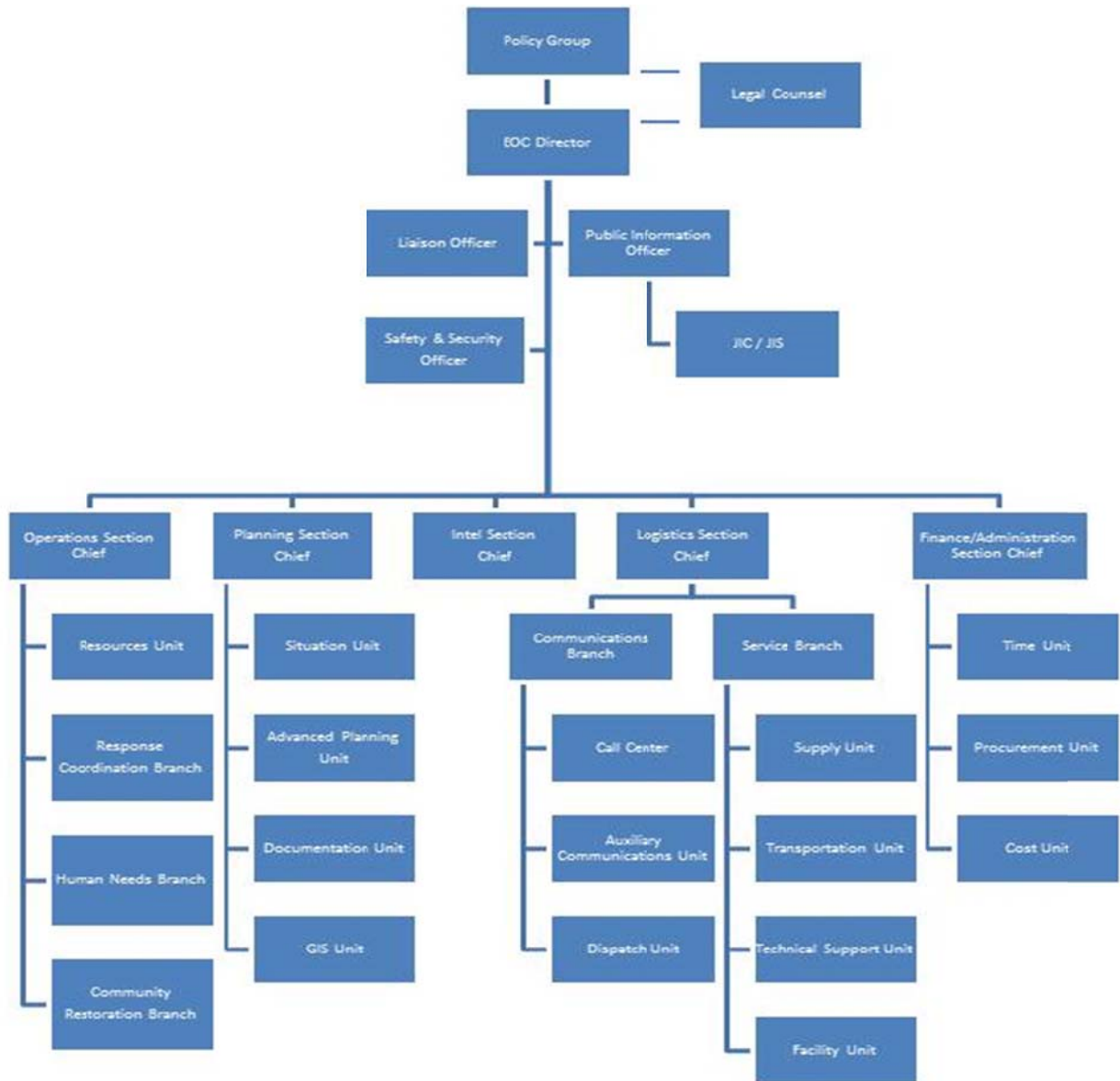
The primary state Emergency Operations Center is located in the Emergency Management Center at 13 Bataan Blvd., Santa Fe, New Mexico on the campus of the New Mexico National Guard. The NMEOC is designed and equipped to support the Direction, Control, and Coordination function under most contingencies.

In the event the primary state EOC becomes inoperable there is one fixed alternate EOC as well as one contingency EOC. The fixed alternate EOC is the DHSEM Mobilization Center at 5880 Office Blvd NE, Albuquerque, NM. The contingency EOC consists of a mobile DHSEM command vehicle with an equipment cache to establish an EOC capability at any suitable location, which is further described in the DHSEM COOP plan.

EOC Staffing and Organizational Structure

The NMEOC utilizes a series of standard operating guidelines (SOGs) for the effective and efficient operation of the center. This includes operational management elements of a Command staff, Operations Section, Planning Section, Logistics Section, and Finance/Administration Section utilizing the Incident Command System (ICS) structure. Within the ICS structure are the Emergency Support Functions (ESF). An Emergency Support Function groups and describes the kinds of resources and types of assistance available to augment local response efforts. An ESF annex describes the expected mission for each emergency phase and identifies tasks assigned to members of the ESF, including nongovernmental and private sector partners. There are 15 ESF annexes and 5 Support annexes attached to this EOP. Most ESFs fit into the Operations Section.

Figure 1: NMEOC Organization Chart



Governor

Responsible for the safety and welfare of New Mexico's citizens and visitors, the Governor has the primary direction, control, and coordination of all state resources. The Governor works with elected and appointed officials to ensure effective response and recovery operations under the provisions of the All Hazard Emergency Management Act. The Governor is also responsible for the continuity of government of the State of New Mexico. Additional responsibilities include declaring a state of emergency or disaster through an Executive Order (EO), requesting assistance from the federal government, and appointing the Governor's Authorized Representative (GAR).

DHSEM Secretary and Deputy Secretary

The DHSEM Secretary, and Deputy Secretary in the Secretary's absence, implements the New Mexico EOP by activating the NMEOC. The Secretary also changes the NMEOC's level during an activation based upon the situation and response needs, leads the Policy Group, and deactivates the NMEOC when response and short term recovery operations have wrapped up. The Secretary serves as the conduit from the NMEOC to the Governor's Office, interacts with the senior management of FEMA Region 6, and establishes the NMEOC's response and recovery priorities.

The Governor designates the State Coordinating Officer (SCO), usually either the DHSEM Secretary or Deputy Secretary, during a Presidentially declared major disaster or emergency. As such, the SCO is the primary contact between the Federal Coordinating Officer (FCO), State of New Mexico officials, and local officials. The SCO is responsible for coordination of disaster assistance activities with the Federal Emergency Management Agency (FEMA) on behalf of state and local agencies.

Governor's Authorized Representative (GAR)

The Secretary of Homeland Security and Emergency Management is also designated as the Governor's Authorized Representative (GAR). The DHSEM Deputy Secretary functions as the alternate GAR if the Secretary is unavailable. The GAR provides executive oversight and direction of the disaster or emergency on behalf of the Governor. As the GAR, the Secretary authorizes the use of the National Guard and Civil Support Team during emergencies and has signature authority for documents such as the Fire Management Assistance Grant (FMAG) request. However, only the Governor can sign the request for a federal disaster or emergency declaration. The GAR functions as a conduit to the Governor's Office, executes all necessary documents on behalf of the State, and ensures compliance with all applicable laws, regulations, and policies.

Policy Group

The DHSEM Secretary convenes the Policy Group to deliberate on policy and legal issues that arise in a complex, multi-agency response to an emergency or disaster. The Policy Group reconciles differing policies, procedures, and authorities among agencies and, if necessary, establishes priorities for multiple incidents. The Policy Group does not employ command

authority by communicating directly with the field level response. It advises the EOC Director to ensure coordinated incident planning and operations occur through the NMEOC.

Members of the Policy Group generally include the Governor's Chief of Staff, Cabinet Secretaries and legal counsel from involved state agencies, and senior officials of other involved agencies and jurisdictions, as warranted. The DHSEM Secretary, with the Deputy Secretary acting as back-up, coordinates the functions of the Policy Group. This is accomplished by periodic face-to-face meetings in the Policy room of the NMEOC, other established locations, or through remote communications.

EOC Director (EOCD)

The EOC Director (EOCD), assigned by the DHSEM Secretary, is responsible for the Direction, Control, and Coordination of the NMEOC. The EOCD determines the general control objectives, staffs the NMEOC, and oversees NMEOC operations in support of the incident response. In order to maintain an effective span of control the EOCD normally delegates functional responsibilities to command and general staff. Additionally the EOCD authorizes further subdivision by the use of deputies, task forces, units, groups, and branches.

The EOCD reports to the DHSEM Secretary, Deputy Secretary, or GAR on situation information, mission objectives, and resource status. The EOCD provides situational information and updates to the Secretary, or Policy Group, at regular intervals during each shift. Furthermore, the EOCD recommends to the Secretary the need to request a State Executive Order or federal assistance as well as when to deactivate the NMEOC. The EOCD also notifies the Secretary of concerns or issues for the Policy Group to resolve. In addition to coordinating with the Secretary, the EOCD also works with FEMA Region 6 on operational issues during the activation.

Command Staff

The NMEOC Command Staff report directly to the EOC Director and perform the command functions of Public Information, Liaison, and Safety and Security.

- NMEOC Public Information Officer (PIO) – The NMEOC PIO coordinates warning and emergency public information activities according to ESF Annex #15: External and Public Affairs. When appropriate the PIO will activate the Joint Information Center (JIC) to ensure a Joint Information System is maintained. Additional PIOs from state agencies, the affected jurisdiction(s), volunteer organizations, and private sector partners will be part of the JIC, dependent upon the situation, to facilitate a coordinated message and tasks.
- NMEOC Liaison Officer (LNO) – The NMEOC Liaison Officer is the primary point of contact for authorized visitors to the NMEOC. The Liaison Officer assists in establishing and coordinating interagency contacts and provides just-in-time training to ESF representatives about E-Team, NMEOC operations, and Facility logistics. Additionally the Liaison Officer monitors incident operations to identify current or potential inter-organizational issues.

- NMEOC Safety and Security Officer – The NMEOC Safety and Security Officer ensures the physical safety and security of those working in the NMEOC, as well as the facility itself. The Safety and Security Officer develops and recommends measures for assuring personnel safety and assessing and/or anticipating hazardous and unsafe situations. Working through the NMEOC chain of command the Safety and Security Officer corrects unsafe conditions and implements security procedures.

General Staff

The Operations Section Chief (OSC), Planning Section Chief (PSC), Logistics Section Chief (LSC), and Finance/Administration Section Chief (F/ASC) comprise the General Staff of the NMEOC.

Operations Section

The Operations Section implements the Incident Action Plan (IAP) by coordinating resources and directing the tactical tasks necessary to meet incident objectives. The Operations Section is responsible for notifying Emergency Support Functions (ESF) Representatives to report to the NMEOC. In addition to requesting, coordinating, and tracking state resources, the Operations Section integrates the use of mutual aid and external assistance. Coordinating with the Planning Section, the Operations Section identifies projected resources or needs based on advanced planning and implements the demobilization plan.

The Operations Section is led by an Operations Section Chief (OSC) who reports directly to the EOC. The OSC may appoint a deputy and subdivide the section by use of task forces, groups, units, and branches.

Task Forces, Groups, and Branches

At the discretion of the Operations Section Chief, the Operations Section may be subdivided to maintain adequate span of control and focus on response and short-term recovery issues. When the EOC activation is complex and numerous Emergency Support Functions (ESF) are operational the ESFs may be divided into branches. There are 3 typical branches used:

- Response Coordination Branch – The Response Coordination Branch concentrates on immediate life safety and tactical needs for the incident.
- Human Needs Branch – The Human Needs Branch focuses on mass care and sheltering issues for both humans and animals.
- Community Restoration Branch – The Community Restoration Branch coordinates the restoration efforts within the affected jurisdiction(s) and transitions to long term recovery issues.

Emergency Support Function (ESF)

An Emergency Support Function groups and describes the kinds of resources and types of assistance available to augment local response efforts. An ESF annex describes the expected mission for each emergency phase and identifies tasks assigned to members of the ESF, including nongovernmental and private sector partners. The NMEOP has 15 ESF annexes and 5 Support Annexes. ESF Representatives are designated to report to the NMEOC, when

requested, having the authority to task the resources of the agencies within the function in response to an incident. Most of the ESF Representatives work within the Operations Section. When appropriate, ESF Representatives will be combined into task forces, groups, and branches to ensure effective coordination and span of control. ESF responsibilities are summarized at the end of the Basic Plan and detailed throughout individual annexes. The New Mexico ESFs are based on the federal ESFs in the National Response Framework. Figure 4, Crosswalk – National Response Framework Emergency Support Functions to New Mexico Emergency Operations Plan matches the federal ESF to their New Mexico counterpart ESFs and NMEOC section.

Resources Unit

The Resources Unit is responsible for maintaining a status-keeping, tracking, and accountability system for all NMEOC assigned resources and reports to the Operations Section Chief. The Resources Unit works with all sections and ESFs within the NMEOC to track resources. In coordination with the Advanced Planning Unit, the Resources Unit identifies projected resource needs or shortages. The Resources Unit also coordinates mutual aid out-of-state resource requests with the Emergency Management Assistance Compact (EMAC) A-Team and Interstate Emergency Response Support Plan (IERSP) Team.

Planning Section

The Planning Section is responsible for the collection, evaluation, dissemination, and display of incident information. It conducts planning meetings, prepares the NMEOC Incident Action Plan (IAP), coordinates check-in and check-out of staff, collects incident related documentation and conducts demobilization planning. Technical specialists, dependent on the situation, will generally work within the Planning Section.

The Planning Section is led by a Planning Section Chief (PSC) who reports directly to the EOCD. The PSC may appoint a deputy and subdivide the section by use of task forces and units. Units include Situation, Advanced Planning, Documentation, and Geographic Information System (GIS).

Situation Unit

The Situation Unit is responsible for gathering, vetting, and disseminating situation information, primarily through developing the Situation Report.

Advanced Planning Unit

The Advanced Planning Unit develops advanced planning scenarios, alternative strategies, projected resource needs, and the demobilization plan. The APU also identifies and analyzes emerging or evolving trends and provides incident forecasts.

Documentation Unit

The Documentation Unit is responsible for the maintenance of accurate, up-to-date incident files including utilizing E-Team, the NMEOC's incident management software.

GIS Unit

The GIS Unit develops maps and provides digital displays of the incident.

Logistics Section

The Logistics Section is responsible for providing services and support for the NMEOC. It is responsible for the facilities, equipment, services and supplies necessary for the effective operation of the NMEOC and DHSEM supported response components. The Logistics Section is responsible for providing and maintaining effective communications systems and directly supervises the NMEOC Call Center. The Logistics Section will work with the Finance Section for purchasing for the NMEOC needs; however, overall resource management is a function of ESF #7 and the Resources Unit.

The Logistics Section is led by a Logistics Section Chief (LSC) who reports directly to the EOCD. The LSC may appoint a deputy and subdivide by the use of branches and units.

Communications Branch

The Communications Branch is responsible for providing communications support for the incident, including all essential services and support functions needed for NMEOC personnel to conduct effective operations.

Call Center

The Call Center is responsible for handling incoming information on the main NMEOC telephone and fax lines according to protocol. Expansion and contraction of the Call Center and the number and type of available lines is determined by the volume of calls. The Call Center also monitors the main NMEOC email and information within E-Team.

Auxiliary Communications Unit

The Auxiliary Communications Unit is responsible for developing procedures for radio communication as well as providing voice and digital communications, using the EOC's radio systems, between the NMEOC and the incident.

Dispatch Unit

The Dispatch Unit is responsible for providing emergency communication services with the field through the use of a Computer Aided Dispatch (CAD) system, a complex multi-channel communications system.

Service Branch

The Service Branch is responsible for the management of all services and support needs, such as supplies, equipment, food, security, facilities and transportation, for NMEOC Personnel to conduct effective operations.

Supply Unit

The Supply Unit is responsible for ordering supplies and equipment; providing food and water for NMEOC personnel; receiving, processing, and storing all supplies; maintaining an

inventory of supplies; and, servicing non-expendable supplies and equipment to support NMEOC personnel in conducting effective operations. The Supply Unit identifies supplies needing replenishment and works with the Finance/Administration Section on funding sources and the procurement paperwork.

Transportation Unit

The Transportation Unit is responsible for providing transportation services in support of NMEOC activities including vehicle inspection, vehicle maintenance, and compliance with Federal and State regulations. The unit is also responsible for operating vehicles such as the department's Command Trailer.

Technical Support Unit

The Technical Support Unit is responsible for providing assistance regarding the use of computer technology on various platforms in hardware, software, printing, installation, applications, E-mail and multiple operating systems. This position also provides support for telephones and related systems.

Facility Unit

The Facility Unit is responsible for providing facility management and related support needed by NMEOC Personnel to conduct an effective operation.

Finance/Administration Section

The Finance/Administration (F/A) Section is responsible for managing all financial aspects of an emergency or disaster. It prepares emergency contracts and emergency purchases as well as coordinates with ESF #14: Recovery on the Executive Orders (EO). The Finance/Administration Section ensures funds are provided expeditiously and that all applicable statutes, rules, and purchasing best practices are adhered to at all times during NMEOC activities. It documents and tracks all response related expenses, including those of support agencies. The Finance/Administration Section also tracks hours worked on the activation for both DHSEM staff and ESF Representatives. It organizes and supervises documentation activities in support of claims and reimbursement requests resulting from the emergency. The Finance/Administration Section conducts cost analysis and prediction and provides results when requested.

The Finance/Administration Section is led by a Finance/Administration Section Chief (F/ASC) who reports directly to the EOCD. The F/ASC may appoint a deputy and subdivide by use of units. Units include Cost, Time, and Procurement.

Cost Unit

The Cost Unit is responsible for all financial reporting and cost analysis for money spent during an activation, including equipment and personnel.

Time Unit

The Time Unit is responsible for ensuring the accurate recording of daily personnel time as well as managing all documentation and record keeping functions related to compensation for injury (worker's compensation, line-of-duty injury) related to the activation.

Procurement Unit

The Procurement Unit is responsible for purchasing or procuring supplies and resources needed during an activation and managing all financial matters pertaining to vendor contracts, leases, and fiscal agreements.

Intel Section

The New Mexico All Source Intelligence Center (NMASIC), the State's fusion center, is collocated with the NMEOC. NMASIC's mission is all hazards, but with an emphasis on the human-caused element. The fusion center does not activate and de-activate in the same manner as the NMEOC. Instead the fusion center is operational around the clock though not necessarily staffed 24/7. NMASIC's responsibilities and duties include: forecasting and identifying emerging or evolving threats or trends; collecting, evaluating, analyzing, and disseminated information; and, providing situational awareness and warnings. Many of NMASIC's intelligence products are restricted due to security issues; however, the NMEOC may receive information deemed For Official Use Only (FOUO) or Law Enforcement Sensitive (LES).

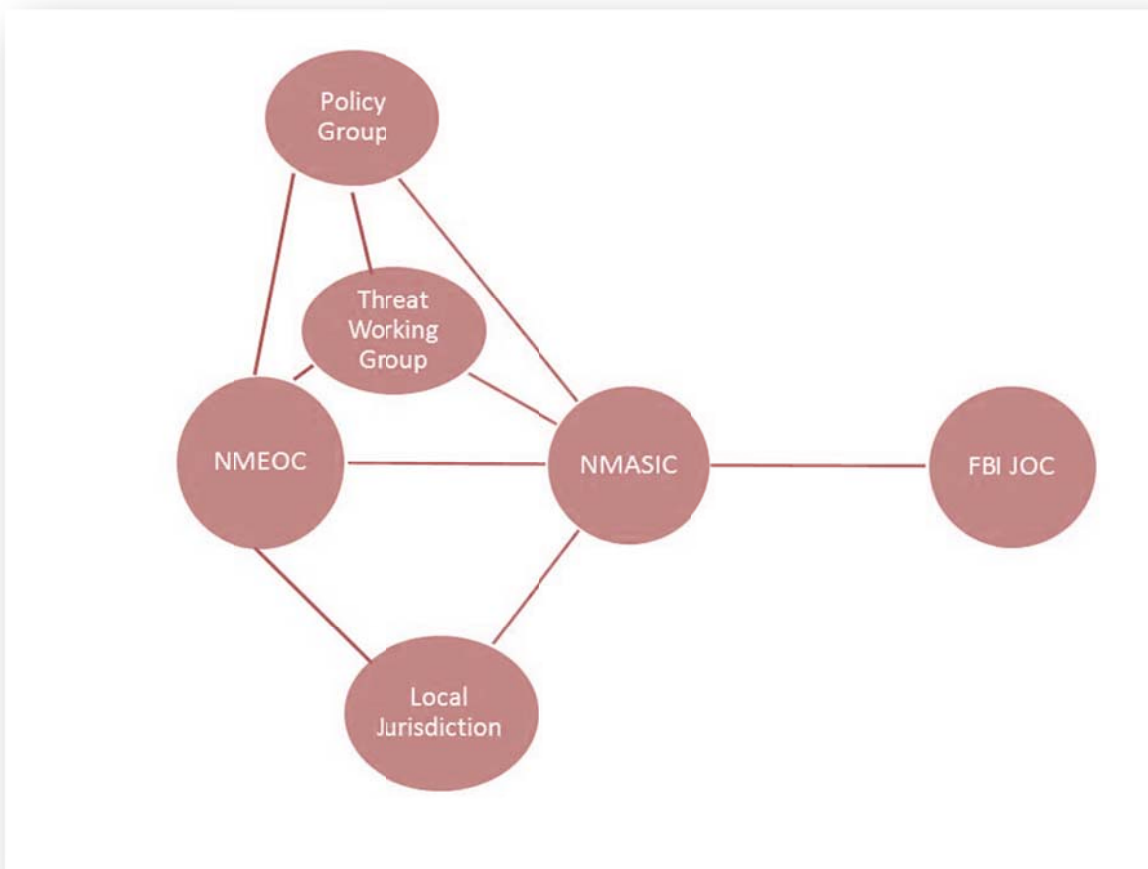
NMASIC will be involved in a variety of ways as the Intel Section during a NMEOC activation. No matter what type of event is occurring the Intel Section, if needed, will be converting raw data into comprehensible, actionable intelligence. The Intel Section will also participate in regular briefings in the NMEOC to update staff on unclassified information. During a natural hazard event, the Intel Section may provide information on Critical Infrastructure; support ESFs #13 (Public Safety and Security) and #2 (Communications); and, interact with the Planning Section, the EOC Director, and the Policy Group. The Intel Section, if needed, will be looking for any secondary threats or checking into a suspicious cause for a natural hazard event, such as a wildfire.

During a human-caused hazard event, especially involving terrorism, NMASIC and the Intel Section will play a vital role as liaison between the NMEOC and the Federal Bureau of Investigation (FBI). NMASIC's focus will be on crisis management, i.e. preventing or ending a terrorist event, as they work directly with the FBI as well as state and local law enforcement. NMASIC will also interact with the Threat Working Group, a policy group activated during large or complex terrorist events. Participants in the Threat Working Group will include DHSEM's Secretary and/or Deputy Secretary, the EOC Director, and NMASIC's Director as well as representatives from the Department of Public Safety, the Department of Corrections, the National Guard, the FBI, and the affected jurisdiction(s). As a policy group, the Threat Working Group will review intelligence analyses and recommendations and determine policy regarding the incident.

Staffing within NMASIC will be quickly stretched thin during a terrorist event. A State Police representative, not already assigned to ESF #13, may be detailed to the fusion center during the incident. Analysts from the Department of Public Safety may also work with NMASIC during a terrorist incident. But the bulk of assistance to NMASIC may come through the Emergency Management Assistance Compact in the way of intel analysts from other states' fusion centers. These analysts have similar skill sets and training and will be able to quickly supplement and assist NMASIC.

See the Terrorism Incident Appendix for more information on terrorism incidents and the Threat Working Group.

Figure 2: New Mexico Terrorism Incident Response Framework



Alert and Notification

The extent of alert and notification of NMEOC personnel, ESF Representatives, and other stakeholders depends on the nature of the event and the level of NMEOC activation. Once the EOC Director has received the activation order, he or she establishes General Control Objectives which include initiating alert and notification activities. These activities have two concurrent

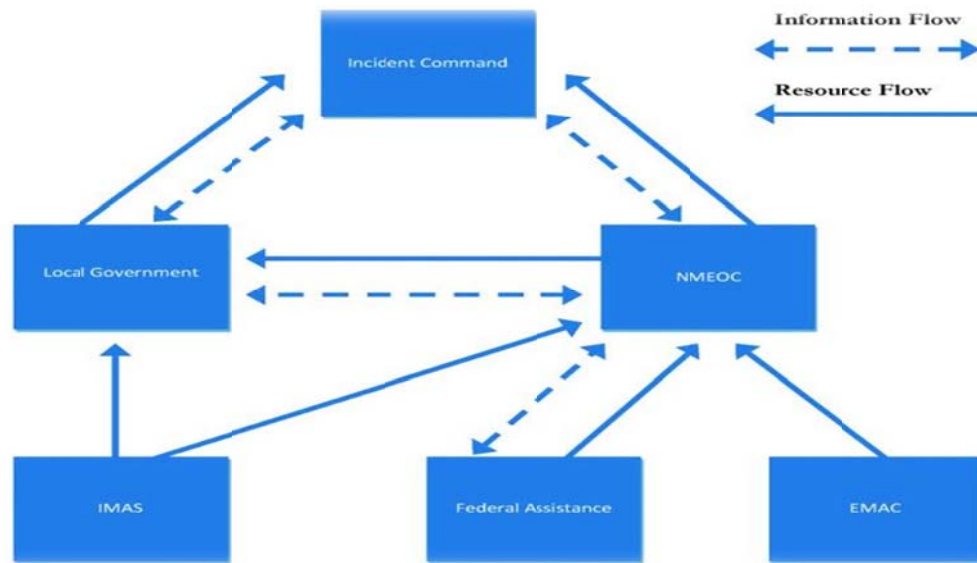
purposes: to activate personnel to the NMEOC to perform their functions and to notify entities about the event to ensure coordination.

A variety of systems, such as phone, email, intercom announcement, and E-Team, are in place to accomplish alert and notification. Responsibilities are shared by the DHSEM Secretary, the EOC Director, the PIO, and the Operations, Planning, Logistics, and Finance/Administration Sections depending on the purpose and target of the notification. For example, the DHSEM Secretary would notify the EOC Director to activate the State EOC and the EOC Director would notify the Section Chiefs to report to the NMEOC. In turn the Section Chiefs would notify their section personnel and ESF Representatives of the activation and NMEOC staffing requirements. The contact and accountability of notification targets is completed to 100% and continues as a General Control Objective throughout the activation.

External Coordination

Efficient and effective response to emergencies and disasters depends on effective communication and coordination between responsible entities. The NMEOC is the focal point for the state response. External coordination is extensive and thus conducted in adherence to the following basic guidelines.

Figure 3: Simple State Response Framework



Information Handling

Personnel at the NMEOC process incoming information into five primary categories: requests for resources, situation information, offers of assistance, inquiries, and non-emergency. While there may be other categories or sub-categories, these five, as described below, are primary:

- **Requests for Resources or Information about Resources:** Forwarded to or coordinated with the NMEOC Operations Section to fulfill the request in the most appropriate way and in accordance with the General Control Objectives.
- **Situation information:** Forwarded to the NMEOC Planning Section's Situation Unit for processing.
- **Offers of Assistance:** Forwarded to the NMEOC Operations Section's Resources Unit for tracking.
- **Inquiry:** Media and citizen inquiries are generally forwarded to the NMEOC PIO for approved, valid and consistent response. Inquiries from senior state officials, state legislators, and members of Congress can also be forwarded to the NMEOC PIO, but may require more detailed responses from the DHSEM Secretary or EOC Director. Inquiries from the Governor's Office will be forwarded to the DHSEM Secretary, Deputy Secretary, or PIO. Inquiries from federal agencies will be forwarded to the Secretary, EOC Director, or NMEOC Sections.
- **Non-Emergency:** Routed to the intended recipient, such as a phone call being returned.

Coordination with Field Response

The extent of NMEOC coordination with the field response depends on the nature of the event, the roles of local and state jurisdictions, and the entities involved at the field level. When direct coordination from the NMEOC to the field, i.e. Incident Command Post (ICP), is appropriate it will be conducted along functional lines wherever possible, e.g., EOC Director to Incident Commander, PIO to PIO, NMEOC ESF Representative to on-scene agency personnel, NMEOC Planning Section to ICP Planning Section, etc.

In most cases, the Incident Commander (IC) requests assistance through the local EOC. If the local EOC cannot fulfill the request, the NMEOC is contacted for assistance. Requested assets are identified and sent to the Incident Commander. Those resources are under the IC's direction and control until no longer needed during the incident period. The NMEOC will track the deployment of resources from request and dispatch to demobilization and return to home base for accountability and safety purposes.

Deployment of NMEOC liaisons to the field will be situationally dependent. Task assignments will detail instructions for deployment and demobilization, communications protocols, support requirements, and interface and reporting expectations. Tasks may include providing situation information to the NMEOC, coordinating the logistics for official visits or mutual aid resources, and clarifying resource requests or anticipated needs.

Coordination with Local EOCs

NMEOC coordination with local EOCs, in a similar vein as the coordination with field response, should be established and maintained for the duration of the event. The coordination will be conducted along functional lines, i.e. NMEOC Planning Section to local EOC Planning Section, wherever possible. The exchange of situation information and coordination of local requests for resources will be the most frequent types of interaction. These interactions should be conducted according to the information handling protocols described above.

Deployment of NMEOC liaisons to local EOCs will be situation dependent and conducted as with those to the field. Task assignments will detail instructions for deployment and demobilization, communications protocols, support requirements, and interface and reporting expectations. Tasks may include providing situation information to the NMEOC, coordinating the logistics for official visits or mutual aid resources, and clarifying resource requests or anticipated needs.

Intrastate Mutual Aid

Under the Intrastate Mutual Aid System (IMAS) any resource (personnel, assets, and equipment) of a member jurisdiction may be made available to another member jurisdiction. Pursuant to the Intrastate Mutual Aid Act, the state of New Mexico and every political subdivision of the state is automatically part of the Intrastate Mutual Aid System (IMAS). Participation in the system does not preclude member jurisdictions from entering into mutual aid agreements with other political subdivisions or Indian nations, tribes or pueblos, to the extent provided by law. Participation does not supersede nor affect any other mutual aid agreement to which a political subdivision is a party or may become a party. These same political subdivisions can opt out of IMAS by adoption of a resolution or ordinance. Member jurisdictions can choose not to fill an IMAS request in order to keep assets available for their own use. Tribes, as sovereign nations, are not automatically included in the system, but can opt to join IMAS by adopting a resolution or ordinance. Resource coordination can be done directly between member jurisdictions, through the State EOC, or using a combined approach. The IMAS Implementation Guide provides guidance concerning licenses, certifications, liability, worker's compensation, reimbursement, and dispute resolution. See the IMAS Implementation Guide for more details.

Coordination with District Offices and Department Operations Centers

Many state agencies have offices, facilities, and personnel located in communities throughout New Mexico. Depending on the nature of the event and the extent of damage and disruption, these state presences may be adversely affected, part of the local response, or both. In either case, coordination of situation information, assistance provided, and assistance needed is essential to prevent gaps and duplication of efforts. Agencies may funnel this coordination through the NMEOC ESF Representative or activate a district office or department operations center in accordance with the Emergency Operations System. Department Operations Centers (DOCs) are activated to improve the flow of critical information; maintain unity of command and span of control; facilitate decision making; and, provide resource management. DOCs are a part of the state response framework and do not duplicate the roles of the NMEOC. Whether

or not a DOC is activated, ESF Representatives will coordinate departmental needs through the NMEOC.

NMEOC ESF Representatives will establish contact with state offices, facilities, and personnel to determine the extent of their involvement in and needs due to the emergency or disaster. This information will be processed according to the information handling protocols described above. The NMEOC may also assist agencies in implementation of Continuity of Operations (COOP) plans when damage or disruption has occurred to state facilities and offices.

Joint Information System

The Joint Information System (JIS) will be established to coordinate the message provided to the public as well as the activities of the Public Information Officers (PIOs) involved. PIOs from the affected jurisdiction, DHSEM, and the state agencies involved in the response will work together to ensure conflicting information isn't distributed to the public. Depending on the incident, there may also be PIOs from the private sector, voluntary organizations, or federal agencies involved in the Joint Information System. In the case of a terrorism incident, the Federal Bureau of Investigation (FBI) will be the lead agency for information about the investigation and may exercise direction and control of the Joint Information System. The PIOs may work together in the Joint Information Center (JIC) or virtually by phone and email. The JIC can be established at the NMEOC or moved closer to the incident. The PIOs' activities within the JIC include confirming with the Policy Group and EOC Director the guidance on the release of information, establishing an information release schedule to the media, writing news releases and fact sheets, conducting rumor control, coordinating news conferences, setting up a media and public inquiry function, and briefing the NMEOC of significant media events and information.

Coordination with other States

Many events require coordination between New Mexico and surrounding states, for example closing I-40 due to severe weather prompts the need to communicate and coordinate with Arizona and Texas on the closing and re-opening of the interstate. The content and extent of the coordination will depend upon the location, nature, and scope of the situation. Events affecting one state often have a cascading impact on neighboring states which necessitates notification and coordinated response.

Coordination can occur at many levels including directly cross-border, between corresponding agencies or emergency support functions, and State EOC to State EOC. When a situation requires that resources be sent or received by the State of New Mexico, these transactions will occur under the protocols of the Emergency Management Assistance Compact (EMAC), other existing mutual aid agreements, or resource mobilization plans, such as the Southwest Area Interagency Mobilization Guide for firefighting resources.

Emergency Management Assistance Compact (EMAC)

Established in 1996, the Emergency Management Assistance Compact (EMAC) is the nation's primary emergency management mutual aid system. All 50 states, the District of Columbia,

Puerto Rico, Guam, and the U.S. Virgin Islands have enacted legislation to become EMAC members. EMAC offers assistance, through the state emergency management agency, during governor-declared states of emergency which allows non-affected states to send personnel, equipment, and commodities to help disaster relief efforts in the impacted states. When requested, the EMAC Advance Team (A-Team) will function within the Operations Section of the NMEOC. Legal protections, such as Tort Liability Protection, Workers Compensation, Reimbursement, licensure, certification, and permits, are also addressed in the compact's language.

Interstate Emergency Response Support Plan (IERSP)

The Interstate Emergency Response Support Plan (IERSP) is a mutual aid agreement between the FEMA Region 6 states of Arkansas, Louisiana, Oklahoma, New Mexico, and Texas. It builds upon EMAC by expediting the request and support process during the initial response to a catastrophic disaster occurring within the FEMA Region 6 states. The IERSP does not supersede EMAC; rather it relies on EMAC for protections such as liability, licensure, and reimbursement. The IERSP assumes that resources from states outside FEMA Region 6, as well as federal resources, will eventually be available to assist during a catastrophic disaster, but in the initial response phase resources may more quickly arrive from states within FEMA Region 6. The IERSP also builds on EMAC principles by developing knowledge within the FEMA Region 6 states of each other's contact personnel and available resources, typed according to the National Incident Management System when possible. The IERSP Task Force, when requested, will function as a group within the Operations Section.

Defense Support of Civil Authorities

The New Mexico National Guard, being under the direct control of the Governor, is the first option for the use of military forces during an emergency or disaster within the state. When the National Guard has exhausted their capabilities or do not have a requested asset, the Governor can request U.S. military assistance. Federal military forces (Title 10) are requested and utilized under the Defense Support of Civil Authorities (DSCA). The DSCA is the process by which U.S. military personnel and resources are used in civilian missions, including response to emergencies and disasters as well as support of special events and law enforcement activities. National Guard forces can also be federalized (Title 32 status) in which case they come under the command and control of the Department of Defense (DoD). U.S. military forces can be utilized in an emergency for up to 10 days in order to preserve life and property before a Stafford Act declaration under the direction of the President and in response to a request from the Governor.

Specific considerations weighed by the DoD before deploying U.S. military forces include: cost, risk to DoD forces, availability of the forces, legality, time frame in which needed, potential for use of lethal force, and the appropriateness of the request as well as the resource. An additional logistical consideration is that military communications equipment may not be compatible with civilian communications equipment and an interoperability solution would need to be arranged.

When federal forces are authorized, there are allowable missions and specific unallowable missions. Allowable missions include rescue or recovery, evacuation, medical treatment, damage assessment, debris clearance, disposition of human remains, distributing food, water, and commodities, restoration of essential public services, and interdiction of or response to chemical, biological, nuclear, radiological and explosive hazards. When approved, U.S. military forces can assist law enforcement with tasks such as incident assessment, search and detection, interdiction and disruption, forensics, planning, and transportation and logistics support. However, missions that federal military forces cannot fill, except under extreme conditions (Posse Comitatus Act), are performing specific law enforcement duties, such as making arrests. In most circumstances, military forces remain under civilian control in support of the incident objectives. However, DoD will direct the response activities for releases of hazardous materials from its vessels, facilities, vehicles, munitions, and weapons.

Three key military positions that interact with the State of New Mexico are the Defense Coordinating Officer (DCO), the Emergency Preparedness Liaison Officer (EPLO), and the Dual Status Commander (DSC). The Defense Coordinating Officer is stationed at the FEMA Region 6 office and acts as an intermediary between DoD, FEMA, and the State of New Mexico regarding military assets. The DCO validates requests for military resources and coordinates the support for the missions. The Emergency Preparedness Liaison Officer acts as a liaison between the New Mexico EOC, the National Guard, and the DCO in the FEMA Region 6 office. The EPLO is DoD's representative within New Mexico.

A local government (through a Memorandum of Agreement with a nearby military base) or the state may request assistance from the closest available federal military resources, such as a military base, when threat to life and property exceeds available civil response capabilities. This is accomplished by a request to the appropriate military service Emergency Preparedness Liaison Officer (EPLO). The military installation Commander, or the Commander's designated representative, may be contacted directly when time considerations dictate. Under the Immediate Response Authority, individual base Commanders can authorize response to a request from civil authorities, when time is not available to request approval through the chain of command to DoD, in order to protect lives and property. Specific procedures and liabilities between the military installation and the local jurisdiction should be outlined in Memorandum of Agreement (MOA) and Emergency Operations Plans.

The position of Dual Status Commander (DSC) was created to provide one military officer the statutory authority to command both Federal and State forces simultaneously during a disaster in order to preserve unity of command, prevent duplication of effort, and allow the Governor to retain control over the response efforts. The process begins with the Governor, in coordination with The Adjutant General (TAG) of the New Mexico National Guard, requesting a dual status commander for a response effort. The National Guard also coordinates the request with US Northern Command and the National Guard Bureau. The Secretary of Defense then authorizes, with the Governor's concurrence, either an active duty Army or Air Force officer to be detailed to the New Mexico Army or Air National Guard or a New Mexico Army or Air National Guard Officer to be called to active duty. This person is essentially on both federal active duty (Title

10 status) and state duty (Title 32 status). As such, the Dual Status Commander must follow orders from and exercise command on behalf of both the Federal (Department of Defense) and State (New Mexico National Guard) chains of command. This concept does not give the President command of State forces, nor does it give the Governor command of Federal forces. It requires the Dual Status Commander to monitor the legal ramifications of mission orders to prevent either set of military forces from conducting illegal operations, such as Federal military forces performing law enforcement activities. Benefits of this concept include clear lines of communication, one common operating picture, interoperability, and timely decision-making. Organizationally the Dual Status Commander has 2 deputies and staff from both Title 10 (Federal) forces and Title 32 (State) forces. The DSC commands Title 10 forces, Title 32 forces, and State Active Duty forces according to mission assignments from FEMA and the NMEOC.

FEDERAL ASSISTANCE AND COORDINATION WITH FEDERAL RESPONSE

Federal assistance in support of state and local efforts is conducted under the authority of the Secretary of Homeland Security in accordance with the National Response Framework (NRF) and the National Incident Management System (NIMS). In most cases federal support is delivered through provisions of the Robert T. Stafford Disaster Relief and Emergency Assistance Act (Stafford Act). The concepts of scalability, flexibility, adaptability, engaged partnership, tiered response, unity of effort through unified command, and readiness to act guide the effort of the NRF to meet the priorities of saving lives, protecting property and the environment, stabilizing the incident and providing for basic human needs.

Federal Response Operational Structures

NMEOC coordination with the federal response depends upon the nature, size, and complexity of the event and the roles of local, state and federal governments. The initial point of response coordination is between the NMEOC and the DHS/FEMA Region VI Regional Response Coordination Center (RRCC). The RRCC is a standing facility that coordinates regional response efforts, communicates with FEMA Headquarters, establishes federal priorities, and implements federal program support for the state and affected local jurisdictions until a Joint Field Office (JFO) is established in the field and/or other key DHS incident management officials can assume their NRF coordination responsibilities. The RRCC also establishes communications between the NMEOC and the National Operations Center (NOC), coordinates deployment of the Incident Management Assistance Team (IMAT) to field locations, assesses damage information, develops situation reports, and issues initial mission assignments. The Incident Management Assistance Team deploys to the NMEOC, or affected jurisdiction, to aid in disaster operations management, support the set up of the JFO (in the case of a Disaster Declaration), and assist with the transition to recovery.

The National Operations Center (NOC), as the principle operations center for the U.S. Department of Homeland Security, establishes Federal priorities, monitors incidents, provides situational awareness for the Federal Government, and manages the delivery of Federal resources to the affected State(s). Through collecting and analyzing all-source information the NOC also functions as the national fusion center for all threats and hazards.

The National Operations Center (NOC) is comprised of the following components:

- ***NOC Watch***
- ***Intelligence Watch and Warning***
- ***FEMA National Watch Center***
- ***National Response Coordination Center (NRCC)***
- ***National Infrastructure Coordination Center (NICC).***

Supporting the NOC and incident operations are the National Response Coordination Center (as mentioned above), the National Military Command Center, and the Strategic Information and Operations Center.

The National Response Coordination Center (NRCC) is FEMA Headquarters' operations center and provides incident support operations for the NOC. The NRCC coordinates, utilizing the National Response Framework, the overall Federal support for major disasters and emergencies.

The National Military Command Center (NMCC) monitors and coordinates worldwide military operations for the Department of Defense. The NMCC supports the NOC by assisting in disaster operations through the Defense Support of Civil Authorities (DSCA). DSCA is the method by which U.S. military personnel and resources can be utilized during emergencies and disasters, special events, law enforcement activities, and other incidents.

The Strategic Information and Operations Center (SIOC) is the emergency operations center for the Federal Bureau of Investigation (FBI) and, as such, maintains situational awareness of threats and incidents, conducts notifications for FBI staff, and disseminates strategic information. The SIOC also supports crisis management, conducts special event monitoring, and establishes connectivity to field command posts and Joint Operations Centers.

The Joint Operations Center (JOC), operated out of the FBI field office, coordinates with the SIOC and NMEOC. The JOC operates only during a crisis situation or for special events that require additional coordination between participating entities. The JOC also manages resources, conducts incident investigations, and coordinates with other agencies on event security. During certain events in which the FBI has jurisdiction, such as a terrorist attack, the JOC might take control of the Joint Information Center.

The Joint Terrorism Task Force (JTTF) is a multiagency, multijurisdictional group led by the FBI to conduct terrorism-related investigations and research reports of possible terrorism activity.

In accordance with the Attorney General's Guidelines for Domestic FBI Operations, investigations by the JTTF focus on known threats or identified individuals. The JTTF also responds to WMD and other terrorism threats using the capabilities of all counter-terrorism agencies.

A Joint Field Office (JFO) is a temporary federal facility established in or near an affected jurisdiction to provide a central point of response and recovery coordination for federal, state, local, and tribal officials. The JFO's organizational structure is scalable, adapting to the magnitude and complexity of the situation and incorporating the principle of span of control. When incidents impact multiple, widespread localities, multiple JFOs may be established. Typically, a JFO is established in New Mexico after, rather than during, an incident and primarily deals with recovery, not response, issues. The JFO can also be virtual in that a reduced number of staff operate in New Mexico, typically the DHSEM building, while being supported by staff back at the FEMA Region 6 office.

When established in coordination with state and local jurisdictions, a Disaster Recovery Center (DRC) is a satellite component of the JFO and provides a central facility where individuals affected by a disaster can obtain information on disaster recovery assistance programs from various federal, state, local, tribal, private-sector, and voluntary organizations. The DRC is usually a fixed facility, but FEMA can bring Mobile DRCs into the state to conduct public outreach. There can be multiple DRCs in the federally declared disaster area. No disaster response coordination takes place at a DRC.

Key Positions

The Federal Coordinating Officer (FCO) is the senior FEMA official appointed to manage and coordinate federal resource support activities, for both response and recovery, related to Stafford Act disasters and emergencies. The FCO enters into Unified Command with state and local officials. The FCO provides overall coordination for the federal components of the JFO and works in partnership with the State Coordinating Officer (SCO) to determine and meet state and local assistance requirements. The FCO works directly with the SCO who, as the lead State official for the disaster, has similar duties with state personnel and resources.

The Federal Disaster Recovery Coordinator (FDRC), during Stafford Act disasters, acts as the deputy to the FCO and is the counterpart to the State Disaster Recovery Coordinator (SDRC). The FDRC coordinates Federal recovery efforts on the behalf of the FCO, resolves recovery issues, and supports the recovery goals and strategies of the state, tribes, pueblos, nations, and local jurisdictions. The SDRC, on the behalf of the SCO, coordinates the recovery efforts for the state.

Key Functions

The National Response Framework (NRF) consists of fifteen (15) Emergency Support Function (ESF) Annexes, eight (8) support annexes, and seven (7) incident annexes which describe the mission, policies, and responsibilities of primary and support agencies of the federal government. Emergency Support Functions are the primary means through which the federal

government provides assistance. ESFs are the mechanism used to group capabilities and resources into the functions that are most likely needed during actual or potential incidents where coordinated federal response is required. Because the NRF is always in effect, the ESFs may be selectively activated by the Secretary of U.S. DHS for both Stafford Act and non-Stafford Act incidents. See Figure 4 for a summary of federal ESFs cross-walked to the NM EOP. Based on the requirements of the incident, federal departments and agencies that serve as ESF Coordinators execute their roles and responsibilities defined in the NRF ESF Annexes. Typically, ESF Annexes fall organizationally within the Operations Section of the Joint Field Office (JFO), and other sections as required.

See below for the list of ESF and Support Annexes in the NRF.

EMERGENCY SUPPORT FUNCTION ANNEXES	
ESF #1	Transportation
ESF #2	Communications
ESF # 3	Public Works and Engineering
ESF #4	Firefighting
ESF #5	Information And Planning
ESF #6	Mass Care, Emergency Assistance, Temporary Housing and Human Services
ESF #7	Logistics
ESF #8	Public Health and Medical Services
ESF #9	Search and Rescue
ESF #10	Oil and Hazardous Materials
ESF #11	Agriculture and Natural Resources
ESF #12	Energy
ESF #13	Public Safety and Security
ESF #14	Long-Term Community Recovery (see the National Disaster Recovery Framework)
ESF #15	External Affairs

NRF SUPPORT ANNEXES	NRF INCIDENT ANNEXES
Critical Infrastructure and Key Resources	Biological Incident
Financial Management	Catastrophic Incident
International Coordination	Cyber Incident
Private Sector Coordination	Mass Evacuation Incident
Public Affairs	Nuclear/Radiological Incident
Tribal Relations	Terrorism Incident Law Enforcement and Investigation
Volunteer and Donations Management	Food and Agriculture Incident
Worker Safety and Health	

Figure 4: Crosswalk – National Response Framework Emergency Support Functions to New Mexico Emergency Operations Plan

NATIONAL RESPONSE FRAMEWORK ESF	NRF ESF COORDINATOR	NEW MEXICO ESF EOC SECTION	NEW MEXICO ESF COORDINATOR
ESF #1 Transportation	US Department of Transportation	ESF #1 Transportation Operations Section	NM Department of Transportation
ESF #2 Communications	U.S. DHS/National Communications System/National Coordinating Center	ESF #2 Communications Operations Section	NM Department of Information Technology
ESF #3 Public Works and Engineering	U.S. Department of Defense/U.S. Army Corps of Engineers	ESF #3 Public Works and Engineering Operations Section	NM DOT
ESF #4 Firefighting	U.S. Department of Agriculture/U.S. Forest Service and DHS/FEMA/U.S. Fire Administration	ESF #4 Firefighting Operations Section	NM Energy Minerals and Natural Resources / State Forestry and Public Regulatory Commission / State Fire Marshal Division
ESF #5 Information and Planning	U.S. DHS/ FEMA	ESF #5 Emergency Management Operations Section	NM Department of Homeland Security and Emergency Management
ESF #6 Mass Care, Emergency Assistance, Temporary Housing, and Human Services	U.S. DHS/FEMA	ESF #6 Mass Care, Emergency Assistance, Housing and Human Services Operations Section	NM Human Services Department
ESF #7 Logistics	U.S. General Services Administration and DHS/FEMA	ESF #7 Logistics and Resource Support Operations Section	NM DHSEM
ESF #8 Public Health and Medical Services	U.S. Department of Health and Human Services	ESF #8 Public Health and Medical Services Operations Section	NM Department of Health
ESF #9 Search and Rescue	U.S. DHS/FEMA	ESF #9 Search and Rescue Operations Section	NM DHSEM
ESF #10 Oil and Hazardous Materials Response	U.S. Environmental Protection Agency	ESF #10 Oil and Hazardous Materials Response Operations Section	NM Department of Public Safety/ State Police Division
ESF #11 Agriculture and Natural Resources	U.S. Department of Agriculture	ESF #11 Agriculture and Natural Resources Operations Section	NM Department of Agriculture
ESF #12 Energy	U.S. Department of Energy	ESF #12 Energy Operations Section	NM Public Regulation Commission
ESF #13 Public Safety and Security	U.S. Department of Justice/Bureau of Alcohol, Tobacco,	ESF #13 Public Safety and Security Operations Section	NM DPS/SP

NATIONAL RESPONSE FRAMEWORK ESF	NRF ESF COORDINATOR	NEW MEXICO ESF EOC SECTION	NEW MEXICO ESF COORDINATOR
	Firearms, and Explosives		
ESF #14 Long-Term Community Recovery (National Disaster Recovery Framework)	U.S. DHS/FEMA	ESF #14 Long-Term Community Recovery Operations Section	NM DHSEM
ESF #15 External Affairs	U.S. DHS	ESF #15 External and Public Affairs PIO Function	NM DHSEM
Critical Infrastructure Support Annex	U.S. DHS	Critical Infrastructure Support Annex Operations Section	NM DHSEM
Financial Management Support Annex	U.S. DHS/FEMA	Financial Management Support Annex Finance Section	NM DHSEM
International Coordination Support Annex	U.S. Department of State		
Private Sector Coordination Support Annex	U.S. DHS	Private Sector Coordination Support Annex Operations Section	NM DHSEM
Public Affairs Support Annex	U.S. DHS	ESF #15 External and Public Affairs PIO Function	NM DHSEM
Tribal Relations Support Annex	U.S. DHS	ESF #5 Emergency Management Operations Section	NM DHSEM
Volunteer and Donations Management Support Annex	U.S. DHS/FEMA	Volunteer and Donations Management Support Annex Operations Section	NM Children, Youth and Families Department
Worker Safety and Health Support Annex	U.S. Department of Labor/ Occupational Safety and Health Administration		
		Military Support Annex Operations Section	NM Department of Military Affairs/ National Guard

Catastrophic Incidents

A catastrophic event, according to the National Response Framework, is any natural or manmade incident, including terrorism, that results in extraordinary levels of mass casualties, evacuations of whole regions, damage, or disruption severely affecting the population, infrastructure, environment, economy, national morale, and/or government functions. A catastrophic incident in New Mexico will likely be no to little notice. A catastrophic incident

could result in sustained national impacts over a prolonged period of time; almost immediately exceeds resources normally available to state, local, tribal, and private-sector authorities in the impacted area; and, significantly interrupts governmental operations and emergency services to such an extent that national security could be threatened.

During a catastrophic incident response, priority is given to life-saving operations. A catastrophic event triggers implementation of the State's Catastrophic Incident Appendix (Appendix B) and the National Response Framework's Catastrophic Incident Annex (NRF-CIA) to address complex resource and incident management needs. A detailed and credible common operating picture may not be achievable for 24 to 48 hours (or longer) after the incident. The NMEOC's primary mission will be to save lives, protect property, critical infrastructure, and the environment, and ensure the continuity of government. One aspect of a catastrophic incident is the likely need for mass evacuations and sheltering. While the decision to call for a mass evacuation is that of the local jurisdiction's, the NMEOC will provide support, specifically from ESFs #1, #6, #8, #13, #15, and Military Support. The NMEOC will be proactive and immediately mobilize and deploy resources to the affected jurisdiction without a specific request for assistance. New Mexico will also be reaching out to our mutual aid partners and the Federal Government for additional assistance. The goal will be to make critical infrastructure and facilities, as well as local government, at least partially operational in order to provide some services to the affected jurisdiction. Permanent repairs and full restoration of services will come later as the community recovers.

A key assumption in catastrophic incident response is that the federal government will work to ensure the rapid and efficient delivery of resources and assets, including special teams, equipment, and supplies that provide critical lifesaving support and incident containment capabilities. These assets may be so specialized or costly that they are either not available or are in insufficient quantities within the state. For instances when there is little or no time to assess the requirements of the state and local authorities, all federal departments and agencies and the American Red Cross initiate actions to mobilize and deploy resources as planned for in the NRF. These proactive efforts are intended to ensure that Federal resources reach the scene in time to assist in reducing disruption of normal functions of state and local governments and are done in coordination and collaboration with state and local governments, private sector entities, and non-governmental organizations when possible.

For more information on catastrophic incidents, see Appendix B.

[Transition to Recovery](#)

Emergencies or disasters of the magnitude covered by this plan normally have significant costs, damages, and long-term negative impacts associated with them that must be addressed through a program of recovery. Once immediate response and lifesaving activities are concluded the emphasis shifts from response to recovery and mitigation; however, planning for recovery begins almost immediately following activation of the NMEOC. Within the Operations Section is the Community Restoration Branch. The Community Restoration Branch is activated at the onset of an event and coordinates with the Finance/Administration Section, Policy

Group, Legal Counsel, EOC Director, and other ESFs on damage and response costs as well as with the impacted communities on: notifying potential recovery program applicants, conducting damage assessments, identifying potential environmental or historic issues, and advising potential applicants about recovery program policies and documentation needs. Additional responsibilities of the Community Restoration Branch include:

- Implement ESF #14: Long Term Community Recovery;
- Compile initial damage assessment and emergency cost estimates based on situation reporting;
- Determine the need for a preliminary damage assessment (PDA);
- Coordinate with local officials concerning debris management;
- Coordinate with NMEOC Operations on task assignments related to a PDA;
- Coordinate with the GAR and EOC Director on the need for a state declaration of disaster, federal recovery assistance, and the federal declaration request;
- Provide the initial interface with federal ESF#14 agencies for economic stabilization, recovery, and mitigation; and,
- Prepare to transition to the Joint Field Office and Disaster Recovery Centers (DRC) as necessary.

Objectives that determine the tasks within the Community Restoration Branch include:

- Economic assessment, protection, and restoration;
- Assist with debris management;
- Community recovery planning and operations;
- Mitigation analysis and program implementation;
- Coordination with the private sector; and,
- Coordination with State, Tribal and Federal agencies providing assistance.

ESF #14 provides the coordinating mechanisms for State government to:

- Assess the social and economic consequences in the impacted area and coordinate State efforts to address long-term community recovery issues, including debris management, resulting from a disaster or incident of state significance;
- Advise on the long-term recovery implications of response activities and coordinate the transition from response to recovery in field operations;
- Work with county, municipal and tribal governments, non-governmental organizations (NGOs), and the private sector organizations to conduct comprehensive market disruption and loss analysis and develop a comprehensive market-based long-term recovery plan for the affected community;
- Identify appropriate State programs and agencies to support implementation of the long-term community recovery plan, ensure coordination and identify gaps in resource availability;

- Avoid duplication of assistance, coordinate to the extent possible program application processes and planning requirements to streamline assistance, and identify and coordinate resolution of policy and program issues; and,
- Determine/identify responsibilities for recovery activities, maintain continuity in program delivery among State departments and agencies, and with county, municipal and tribal governments and other involved parties, ensure follow-through of recovery and hazard mitigation efforts.

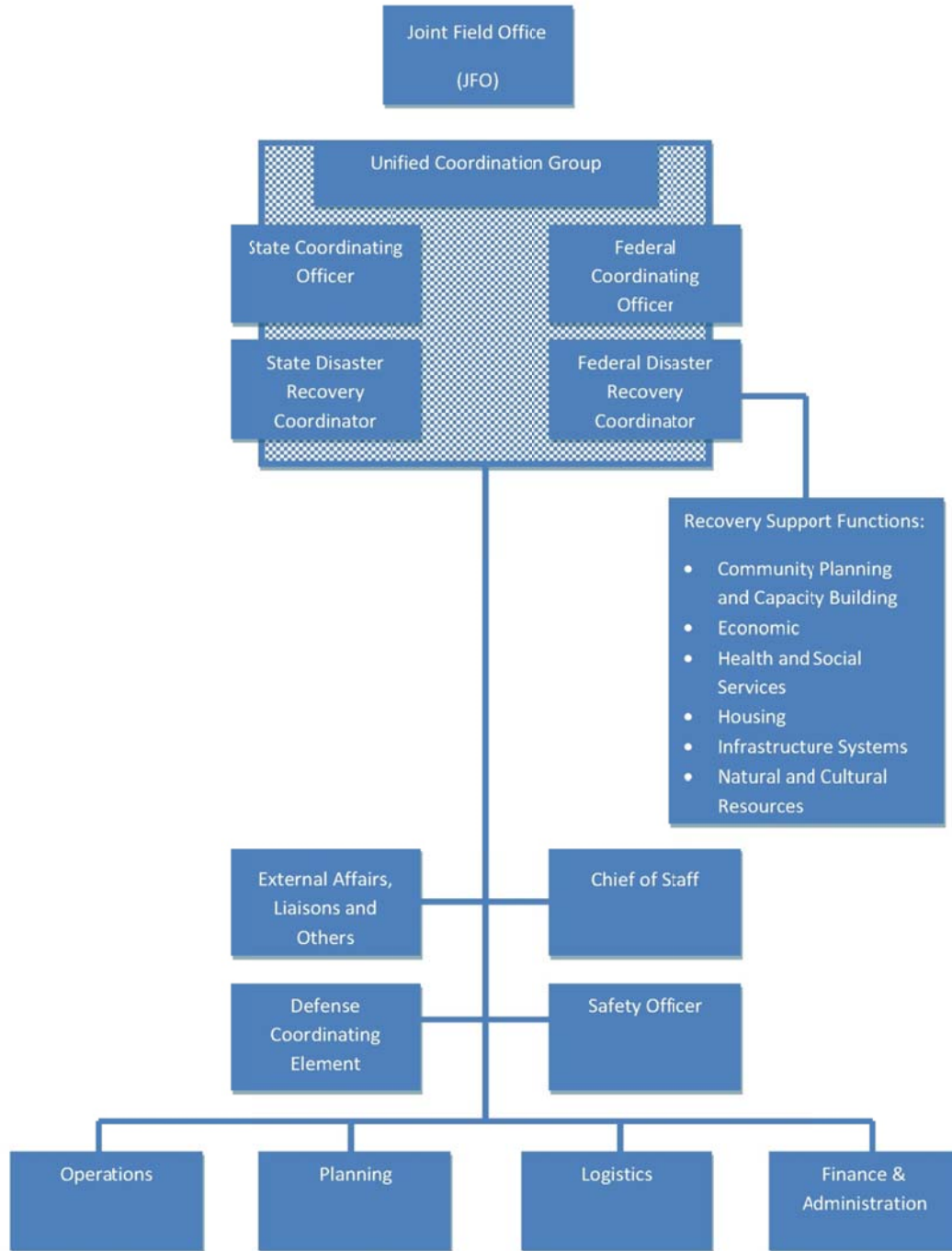
If the Governor has declared a state disaster through an Executive Order (EO), then the Disaster Assistance Program (DAP) can fund eligible projects to repair public facilities and infrastructure as well as reimburse state agencies and local jurisdictions for eligible emergency response efforts.

If a Presidential Disaster Declaration has been received the National Disaster Recovery Framework may be activated. There are six Recovery Support Functions (RSF), similar to the ESFs, within the Framework. Those six RSFs are:

- Community Planning and Capacity Building;
- Economic;
- Health and Social Services;
- Housing;
- Infrastructure Systems; and,
- Natural and Cultural Resources.

The Community Restoration Branch will integrate with the RSFs in the Joint Field Office in order to implement the recovery objectives. Included within ESF #14 is the Mitigation Group, composed of the State Hazard Mitigation Officer, State Floodplain Coordinator, and additional subject matter experts as needed. The Mitigation Group will assess the need for mitigation efforts, assess existing mitigation features and coordinate mitigation planning and implementation efforts. The NMEOC will support ESF #14 and the Joint Field Office until it is demobilized once response tasks have ended and recovery is fully under way. Any remaining NMEOC tasks will be turned over to either the JFO or DHSEM's Watch Program.

Figure 5: Joint Field Office (JFO) Organization during Natural Disasters



Courtesy of the National Disaster Recovery Framework

ORGANIZATION AND RESPONSIBILITIES

The Department of Homeland Security and Emergency Management (DHSEM) has primary responsibility for maintaining the Emergency Operations Plan, enacting the Emergency

Operations System, coordinating the state response, and staffing the NM Emergency Operations Center.

State agencies and other stakeholders, such as voluntary organizations, are assigned responsibilities within the New Mexico Emergency Operations System through the 15 Emergency Support Functions, 5 support annexes, and associated appendices.

Each Emergency Support Function and Support Annex will designate to the Secretary of Homeland Security and Emergency Management a primary and up to five alternate representatives to the NMEOC. These personnel will have the authority to respond to emergency or disaster requests, develop specific ESF plans and checklists, and assemble a key personnel notification system.

All stakeholders of the NMEOC are responsible for measures to ensure effective response when the Emergency Operations System is activated, including:

- Establish effective lines of communication and coordination with the NMEOC;
- When requested, send a representative to the NMEOC with the authority to commit the ESF's resources;
- Provide situation information from the ESF to the NMEOC;
- Track all ESF resources from mobilization and arrival at the scene through demobilization;
- Identify and report to the NMEOC any damage and disruption to the ESF's resources, facilities, and services; and,
- Coordinate warning and emergency public information activities with the NMEOC PIO (or Joint Information Center) in accordance with ESF #15.

Organizational responsibilities are graphically displayed in the Emergency Support Functions New Mexico Responsibility Chart below. This chart lists the state agencies, and other organizations, with responsibilities in each ESF and Support Annex. The chart also details if the agency plays a coordinating, primary, or support role in each annex.

The section below the Emergency Support Functions New Mexico Responsibility Chart describes the general responsibilities assigned to Emergency Support Function (ESF) and Support Annexes under the Emergency Operations Plan (EOP). The Support Annexes differ from the ESFs because their functions are applicable to most or all of the ESFs. The responsibilities listed provide the framework for tasked agencies and organizations to develop plans and standard operating guidance in support of the "All Hazard Emergency Management Act" and this plan. Organizational responsibilities in key functional areas are detailed throughout the annexes.

For more information on long term recovery, see ESF #14 annex.

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Figure 6: Emergency Support Functions New Mexico Responsibility Chart

EMERGENCY SUPPORT FUNCTIONS NEW MEXICO RESPONSIBILITY CHART	1 - Transportation	2 - Communications	3 - Public Works & Engineering	4 - Firefighting	5 - Emergency Management	6 - Mass Care, Housing, & Human Services	7 - Logistics & Resource Support	8 - Public Health & Medical Services	9 - Search & Rescue	10 - Oil & Hazardous Materials Response	11 - Agriculture & Natural Resources	12 - Energy	13 - Public Safety & Security	14 - Long Term Community Recovery	15 - External & Public Affairs	Critical Infrastructure	Financial Management	Military Support	Private Sector Coordination	Volunteer & Donations Management
Adventist Community Services																				P
Aging & Long Term Services, Dept. of					S			S						S						
Agriculture, Dept. of			S					S			C			S		P			S	
- Livestock Board													S	S						
American Red Cross					P			S		S				S						
Attorney General, Office of the													S							
Baptist Disaster Relief					S									S						
Board of Pharmacy								S												
Children, Youth & Families Dept.					S			S						S						
Civil Air Patrol		S						S	S	S								S		
Commission for Community Volunteerism																				P
Corrections Dept.					S								S							
Cultural Affairs, Dept. of											S			S						

EMERGENCY SUPPORT FUNCTIONS NEW MEXICO RESPONSIBILITY CHART	Key:																			
	<p><u>C = Coordinating Agency</u> The ESF coordinating agency provides coordination for the primary and support agencies before, during, and after an incident.</p> <p><u>P = Primary Agency</u> Primary agencies support the ESF coordinator and coordinate closely with the other primary and support agencies.</p> <p><u>S = Support Agency</u> Support agencies are those entities with specific capabilities or resources that support the coordinating or primary agency in executing the mission of the ESF.</p>																			
	1 - Transportation	2 - Communications	3 - Public Works & Engineering	4 - Firefighting	5 - Emergency Management	6 - Mass Care, Housing, & Human Services	7 - Logistics & Resource Support	8 - Public Health & Medical Services	9 - Search & Rescue	10 - Oil & Hazardous Materials Response	11 - Agriculture & Natural Resources	12 - Energy	13 - Public Safety & Security	14 - Long Term Community Recovery	15 - External & Public Affairs	Critical Infrastructure	Financial Management	Military Support	Private Sector Coordination	Volunteer & Donations Management
Economic Development Dept.														S					S	
Education Dept., Higher					S	S														
Education Dept., Public					S															
Energy, Minerals & Natural Resources Dept.			S	C			S			P	P	P	S		S					
Engineer, Office of the State			S								S			S						
Environment Dept.	S		S				S			P	S	S		S						
Finance & Administration, Dept. of							S							S			P		S	
Game & Fish, Dept. of											S		S							
Geology & Mineral Resources, Bureau of											S	S								
General Services Dept.	S		S				C	S								S	P		S	
Governor, Office of the															P					
Health, Dept. of		S			S	S	S	C		P	S			S	P				S	P
Homeland Security & Emergency Mgmt. Dept. of		P	S	S	C	P	P	S	C	S			S	C	C	C	C		C	C
Human Services Dept.						C		S			S			S	S					
Indian Affairs Dept.					S	S					S			S	S					

EMERGENCY SUPPORT FUNCTIONS NEW MEXICO RESPONSIBILITY CHART Key: <u>C = Coordinating Agency</u> The ESF coordinating agency provides coordination for the primary and support agencies before, during, and after an incident. <u>P = Primary Agency</u> Primary agencies support the ESF coordinator and coordinate closely with the other primary and support agencies. <u>S = Support Agency</u> Support agencies are those entities with specific capabilities or resources that support the coordinating or primary agency in executing the mission of the ESF.	1 - Transportation	2 - Communications	3 - Public Works & Engineering	4 - Firefighting	5 - Emergency Management	6 - Mass Care, Housing, & Human Services	7 - Logistics & Resource Support	8 - Public Health & Medical Services	9 - Search & Rescue	10 - Oil & Hazardous Materials Response	11 - Agriculture & Natural Resources	12 - Energy	13 - Public Safety & Security	14 - Long Term Community Recovery	15 - External & Public Affairs	Critical Infrastructure	Financial Management	Military Support	Private Sector Coordination	Volunteer & Donations Management
Information Technology, Dept. of		C					S									P			S	
Military Affairs, Dept. of (Army & Air National Guard)	S	S	S	S		S	S	S	S	S			S		S				C	S
- State Guard																		S		
Personnel Office, State																				
Public Records, Commission for														S						
Public Regulation Commission												C		S		P				
- Fire Marshal Bureau, State				C			S		S											
- Pipeline Safety Bureau			S						S			S								
- Transportation Division												S								
Public Safety, Dept. of	S	S					S	S					C		S					
- Motor Transportation Division	S								S	S			S							
- State Police Division	S					S			P	C			C							
Radio Amateur Civil Emergency Service (RACES)		S							S	S										

EMERGENCY SUPPORT FUNCTIONS NEW MEXICO RESPONSIBILITY CHART Key: <u>C = Coordinating Agency</u> The ESF coordinating agency provides coordination for the primary and support agencies before, during, and after an incident. <u>P = Primary Agency</u> Primary agencies support the ESF coordinator and coordinate closely with the other primary and support agencies. <u>S = Support Agency</u> Support agencies are those entities with specific capabilities or resources that support the coordinating or primary agency in executing the mission of the ESF.	1 - Transportation	2 - Communications	3 - Public Works & Engineering	4 - Firefighting	5 - Emergency Management	6 - Mass Care, Housing, & Human Services	7 - Logistics & Resource Support	8 - Public Health & Medical Services	9 - Search & Rescue	10 - Oil & Hazardous Materials Response	11 - Agriculture & Natural Resources	12 - Energy	13 - Public Safety & Security	14 - Long Term Community Recovery	15 - External & Public Affairs	Critical Infrastructure	Financial Management	Military Support	Private Sector Coordination	Volunteer & Donations Management
Regulation & Licensing Dept.			S									S		S						
Roadrunner Food Bank																				S
Salvation Army, The						S				S				S						
Tourism Dept.														S	S					
Transportation, Dept. of	C		C			S	S	S		S				S	S	P			S	
University of New Mexico							S													
VOAD								S												S
Workforce Solutions, Dept. of						S								S						

EMERGENCY SUPPORT FUNCTIONS

ESF #1 – Transportation

The purpose of this annex is to establish procedures for using state transportation resources for an emergency affecting transportation systems and infrastructure. Activities within the scope of this ESF include:

- Monitor and report status of and damage to the transportation system and infrastructure as a result of an incident;
- Identify temporary alternative transportation solutions that can be implemented by other agencies when systems or infrastructure are damaged, unavailable, or overwhelmed;
- Coordinate the restoration and recovery of the transportation systems and infrastructure; and,
- Coordinate the support, prevention, preparedness, response, recovery, and mitigation activities among transportation stakeholders within the authorities and resource limitations of ESF #1 agencies.

ESF #2 – Communications

The purpose of this annex is to provide guidance, implementation and coordination of a system for organizing, establishing, and maintaining communications and information system capabilities necessary to meet the operational requirements of state and local jurisdictions in preparing for, responding to, and recovering from emergencies and disasters. Activities within the scope of this ESF include:

- Establish primary, secondary and tertiary communications in affected areas including Incident/Unified/Area Command, EOC, key incident facilities, and incident support locations;
- Maintain two-way communication with emergency operating services of federal, state and local governments;
- Establish communications protocols in support of incident objectives;
- Ensure continuing operations of communications mechanisms and establish alternates; and,
- Gather communications damage assessment information from affected communities, agencies, and organizations including private sector partners.

ESF #3 – Public Works and Engineering

The purpose of this annex is to establish procedures for using state resources for response to and recovery from an emergency, including debris removal and disposal, engineering and construction, and utilities restoration. Functions that may be undertaken in response to this annex are:

- Pre-positioning of equipment;

- Damage assessments of public works systems;
- Repair of public works systems;
- Debris removal and disposal from public property;
- Engineering and construction;
- Technical assistance including inspection of public owned and operated buildings; and,
- Coordination of emergency support for public health and safety, such as providing for debris removal, potable water, and power.

ESF #4 – Firefighting

The purpose of this ESF is to provide procedures for the mobilization and coordination of firefighting personnel, equipment and supplies in support of government agencies in the event of a wildland fire, other firefighting-related emergency, significant natural disaster, or other incidents. ESF #4 tasks include:

- Use the New Mexico Statutes, Resource Mobilization Plan (RMP), EMAC and existing agreements to obtain additional fire resources;
- Mobilize and stage resources at designated locations to respond if assistance is requested;
- Structure fire resource ordering and tracking will be accomplished through activation of the State Emergency Operations Center’s Resource Ordering Tracking System; and,
- Wildland and Wildland Urban Interface resources will be ordered by the on-scene incident commander and tracked through the National Resource Ordering and Status System.

ESF #5 – Emergency Management (including Tribal)

This annex is responsible for supporting overall activities of the State of New Mexico for incident management. ESF #5 provides the core management and administrative functions in support of the NMEOC and associated field operations. Activities within the scope of this ESF include:

- Provide an official link to facilitate requests for assistance and the flow of situational awareness information between local jurisdictions, state agencies and the FEMA during the activation of the NMEOC; and,
- When appropriate, ESF #5, in coordination with ESF #7, ESF #15 and ESF #14, will establish Disaster Recovery Centers, Forward State Operations Centers, Logistical Staging Areas, Joint Information Centers, Joint Field Offices and any other incident management facilities as necessary to ensure an effective and efficient state response to all natural and manmade disasters.

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

This annex supports the effort to address the mass care, emergency assistance, housing, and human services needs of individuals and families impacted by emergencies and disasters. New Mexico ESF #6 will:

- Coordinate assistance to disaster survivors in need;
- Work to reduce duplication of effort and benefits to the smallest extent possible; and,
- Work to ensure service animals remain with the persons to whom they are assigned throughout every stage of disaster assistance.

ESF #7 – Logistics and Resource Support

The purpose of this ESF is to provide logistical and resource support to state and local agencies involved in emergency response and recovery. This includes emergency relief supplies, facilities, office equipment, office supplies, telecommunications, contracting services, transportation services and personnel required for immediate response activities. Activities within the scope of this ESF include:

- ESF #7 is responsible for planning, coordinating, and managing resource support beyond what is available from state agencies;
- Supplies and equipment will be provided from current state stocks or surplus and, if necessary, from commercial sources;
- Designated support agencies will furnish resources as required to support these ESF requirements. Support by these agencies will be terminated at the earliest practical time; and,
- Procurement will be made in accordance with current state and federal laws and regulations, which include emergency procedures under New Mexico statute.

ESF #8 – Public Health and Medical Services

This annex outlines the scope of guidance and services provided in the areas of public health and sanitation, emergency medical, hospital, crisis counseling and mental health services to disaster victims and relief workers in support of local medical personnel and facilities when they become impacted or overburdened during an incident, event or health emergency. Activities within the scope of this ESF include:

- Activate and mobilize personnel, facility and material resources in accordance with the anticipated threat or emergency;
- Ensure that the state's hospitals and facilities are prepared to respond to the situation and that arrangements have been made to support the hospital and medical staffing of shelter operations;
- Determine whether the disaster has created any public health problems or threats; and,
- Coordinate with DOH and state agencies to direct appropriate resources to the affected areas to mitigate concerns and suppress health and infection related threats.

ESF #9 – Search and Rescue

This ESF was developed to support search and rescue (SAR) response efforts for all hazards, including searching affected areas for victims and locating, accessing, medically stabilizing, and extricating victims from the damaged area. Activities within the scope of this ESF include:

- Wilderness SAR operations are initiated, coordinated, and directed by the New Mexico State Police;
- Urban SAR operations are initiated during times of emergencies or disasters in urban areas or confined spaces;
- Water SAR operations are initiated, coordinated and directed by the NMSP Search and Recovery Dive Team; and,
- Air SAR for missing or downed, non-commercial or military aircraft is also the responsibility of the New Mexico State Police with the support of the Civil Air Patrol.

ESF #10 – Oil and Hazardous Materials Response

The purpose of this ESF is to provide state coordinated support to local governments in response to an actual or threatened incident involving oil or hazardous materials resulting from a transportation incident, fixed facility incident, natural disaster or intentional/terrorist act that poses a threat to people, human health or welfare, property or the environment. The State Emergency Response Officers will carry out their responsibilities under the State EOP to coordinate, integrate and manage the state effort to contain, identify, cleanup, dispose of, or minimize releases of oil or hazardous substances, or prevent, mitigate or minimize the threat of potential releases. Activities within the scope of this ESF include:

- This ESF establishes lead coordination roles for division and specification of responsibilities among state agencies that may be needed in response actions;
- ESF #10 assumes that state police representatives will be in the position of Incident Commander; and,
- ESF #10 provides a bridge between the local Incident Commander, State On-Scene Coordinator (SOSC) and RRT.

ESF #11 – Agriculture and Natural Resources

This ESF leads the response to emergencies or events involving commercial food supplies, nutrition assistance, animal disease outbreaks, plant pathogen or pest outbreaks, the need to protect natural and cultural resources and historic properties resources, and animal safety provisions. Activities within the scope of this ESF include:

- Ensure the protection of the commercial food supply (defense, safety, and security);
- Provide nutrition assistance (determine need, obtain supplies, arrange delivery, activate New Mexico Food Stamp program);
- Respond to an outbreak of a highly contagious or economically devastating animal disease or zoonotic disease;
- Respond to an outbreak of an economically devastating plant pathogen or plant pest; and,

- Provide for the safety and well-being of household pets, service animals, farm animals, and zoo animals during an emergency response or evacuation situation.

ESF #12 – Energy

This annex is intended to facilitate the restoration of damaged energy systems and components when activated for incidents requiring a coordinated response. Energy resources and utilities are essential services for both the private and public sectors. During energy emergencies the Governor may enact emergency energy measures. Activities within the scope of this ESF include:

- Identify critical facilities and operators;
- Identify and assess service disruptions or disconnections;
- Prioritize repairs and emergency access;
- Coordinate restoration of utility service; and,
- Coordinate with the private sector and local jurisdictions.

ESF #13 – Public Safety and Security

This annex coordinates state resources to support local law enforcement agencies and describes the coordination between state, local and federal enforcement authorities during a disaster or other declared emergency. This ESF manages the following incidents:

- Evacuations;
- Bombings, Bomb Threats, Arson, Terrorist Activities, and Civil Disturbance;
- Terrorism, Civil Disturbance, Illegal Narcotics Trafficking and Armed Violence; and,
- Preparing, Responding and Managing Events or Crises.

ESF #14 – Long Term Community Recovery

This Emergency Support Function provides a framework for State government support to county, municipal, tribal governments, nongovernmental organizations and the private sector, and is designed to enable community recovery from the long-term consequences of incidents of State significance. ESF #14 addresses the following long-term disaster recovery issues:

- Economic assessment, protection and restoration;
- Community recovery planning and operations;
- Mitigation analysis and program implementation;
- Coordination with private sector; and,
- Coordination with State, Tribal and Federal agencies providing assistance.

ESF #15 – External and Public Affairs

This annex ensures that sufficient state-level resources are deployed during potential or actual incidents to coordinate the gathering and dissemination of accurate and timely information to affected populations, governments, legislators and the media. Local government affected by an emergency or disaster has the primary responsibility to provide warning and emergency public

information to their citizens. However, there may be a need for the state to provide assistance when local government is unable to fulfill this role. Attention is given to ensure emergency-related information reaches special needs groups and populations, such as hearing-impaired, sight-impaired, physically disabled, or those in institutions, in a manner that can be understood. The provisions of this annex apply to incidents where significant interagency coordination is required. Activities within the scope of this ESF include:

- Establish the state Joint Information Center construct;
- Identify the types of warning systems available;
- Determine how warning fits into the context of emergency public information;
- Support agencies whose public affairs assets may be employed during an incident; and,
- Provide assistance when local government is unable to fulfill this role.

Support Annexes

Critical Infrastructure

Critical Infrastructure includes those assets, systems, networks, and functions—physical or virtual—so vital to New Mexico that their incapacitation or destruction would have a debilitating impact on security, economic security, public health or safety, or any combination of those matters. This support annex describes policies, roles and responsibilities, and the concept of operations for assessing, prioritizing, protecting, and restoring Critical Infrastructure (CI) of the State of New Mexico during actual or potential incidents. This annex outlines processes to ensure coordination and integration of CI-related activities among a wide array of public and private incident managers and CI security partners within immediate incident areas. Specifically, this support annex does the following:

- Describes roles and responsibilities for CI preparedness, protection, response, recovery, restoration, and continuity of operations;
- Establishes a concept of operations for incident-related CI preparedness, protection, response, recovery, and restoration that includes returning CI services and site performance capabilities; and,
- Outlines incident-related actions (including pre-response and post-response) to expedite information sharing and analysis of actual or potential impacts to CI and facilitates requests for assistance and information from public- and private-sector partners.

Financial Management

The Financial Management Support Annex provides basic financial management guidance for all participants in the New Mexico Emergency Operations Plan activities. This includes guidance for all Departments and Agencies providing assistance for incidents requiring coordinated State response. The procedures described in this annex ensure that funds and other resources are provided expeditiously and that operations are conducted in accordance with established state law, policies, regulations, and standards. The financial management function is a component of ESF #5. Activities within the scope of this annex include:

- The primary and support agencies to this Annex will act as a team to address emergency finance issues to ensure the flow of funds during and after disasters; and,
- The Finance/Administration Section Chief will work with representatives of State Agencies as needed to coordinate fiscal activities related to the emergency.

Military Support

The objective of this Annex is to provide military support, including homeland defense/security, throughout New Mexico in times of disaster. The NM National Guard (NMNG) provides military support to civil authorities in accordance with the NM Emergency Operations Plan and existing NMNG Operations Plans. When directed by the Governor, or his/her authorized representative, the Adjutant General will deploy NMNG personnel and equipment to assist civil authorities in times of disaster. The Military Support Annex manages the following:

- Prepare detailed implementation procedures for all primary functions;
- Prepare requirements for supporting departments, agencies and offices and initiate coordination with those entities;
- Develop detailed implementation procedures for all support functions; and,
- The NMNG will coordinate all valid missions tasking in support of on-going operations.

Private-Sector Coordination

This annex describes the policies, responsibilities, and concept of operations for State incident management activities involving the private sector during incidents requiring a coordinated State response. In this context, the annex further describes the activities necessary to ensure effective coordination and integration with the private sector, both for-profit and not-for-profit, including the State's critical infrastructure, key resources, other business and industry components, and not-for-profit organizations (sometimes called nongovernmental organizations (NGOs)), including those serving special needs populations, engaged in response and recovery. The Critical Infrastructure (CI) Support Annex focuses on the CI efforts of the private sector while this annex focuses on the remaining portion of the private sector. This support annex provides the means of ensuring the following:

- Effective and efficient use of private-sector and state resources;
- Timely exchange of information; and,
- Public and market confidence in times of crisis or catastrophe.

Volunteer and Donations Management

This annex supports the effort to address unaffiliated volunteers and unsolicited donations in New Mexico. Unaffiliated volunteers, also known as spontaneous volunteers, are individuals who offer to assist survivors by volunteering their time and/or services. Unaffiliated volunteers are considered unaffiliated as they are not affiliated with a disaster relief organization. Unsolicited donations are donated items that were either not requested, or were not requested

properly. The annex prepares for the inevitable spontaneous volunteers and unsolicited donations by:

- Developing and maintaining a Volunteer and Donations Coordination Team comprising of representatives from primary and support agencies;
- Conducting regular reviews of related plans and procedures to ensure readiness;
- Providing training for, and exercising the volunteer and donations call center, multi-agency donations warehouse, and the volunteer reception center; and,
- Preparing and maintaining pre-scripted press releases for use during and after disasters that educate individuals on how to best help survivors.

Attachments

The Attachments provide more information relevant to the response and recovery aspects of this plan. Attachment 1: Hazard Identification/Risk Assessment details the hazards that could either most likely occur or cause severe damage in New Mexico. Those hazards are: Active Shooter, Biological, Border Crimes, Chemical, Criminal Transportation, Cyber-Terrorism, Dam Failure, Domestic Terrorism, Drought, Earthquake, Expansive Soil, Explosives, Extreme Heat, Floods, Hazardous Materials, High Winds, Homegrown Violent Extremists, Land Subsidence, Landslide, Nuclear, Radiological, Thunderstorms, Tornadoes, Volcanoes, Wildfires, and Winter Storms. Attachment 2: Disaster Specific Administrative Plans describe the New Mexico Administrative Plans for the Federal recovery and mitigation programs of: Public Assistance, Individual Assistance, Hazard Mitigation Grant Program, and Fire Management Assistance Grant. Attachment 3: Definitions and Acronyms provides information on terminology and acronyms used within the EOP.

Appendices

The Appendices focus specifically on two situations, terrorism and a catastrophic incident, requiring additional response needs beyond what is in the Basic Plan, the ESF Annexes, and the Support Annexes. The Terrorism Incident Appendix and Catastrophic Incident Appendix are included because they address how a response to these threats is different from the implementation of the EOP alone. The Terrorism Incident Appendix focuses on defining the state's responsibilities in preventing, preparing for, protecting against, and responding to terrorism incidents within New Mexico and outlines the interfacing of state resources with corresponding federal agencies to support local governments. The Catastrophic Incident Appendix details how the NMEOC will proactively respond to the affected jurisdiction prior to any specific requests for assistance in order to immediately work on life-saving and incident stabilization activities.

ATTACHMENTS

Attachment 1: Hazard Identification/Risk Assessment
Attachment 2: Disaster Specific Administrative Plans
Attachment 3: Definitions and Acronyms

APPENDICES

Appendix A: Terrorism Incident
Appendix B: Catastrophic Incident

ANNEXES TO THE BASIC PLAN

ESF #1: Transportation
ESF #2: Communications
ESF #3: Public Works and Engineering
ESF #4: Firefighting
ESF #5: Emergency Management
ESF #6: Mass Care, Emergency Assistance, Housing, and Human Services
ESF #7: Logistics and Resource Support
ESF #8: Public Health and Medical Services
ESF #9: Search and Rescue
ESF #10: Oil and Hazardous Materials Response
ESF #11: Agriculture and Natural Resources
ESF #12: Energy
ESF #13: Public Safety and Security
ESF #14: Long Term Community Recovery
ESF #15: External and Public Affairs
Support Annex: Critical Infrastructure
Support Annex: Financial Management
Support Annex: Military Support
Support Annex: Private-Sector Coordination
Support Annex: Volunteer and Donations Management

REFERENCES

New Mexico Statutes

- New Mexico Constitution, Article V., Sections 4, 5, and 7.
- All Hazard Emergency Management Act, [12-10-1 through 12-10-10 NMSA 1978]
- Disaster Location Act, [12-11-19 to 12-11-22 NMSA 1978]
- Disaster Relief Act, [12-11-23 through 12-11-25 NMSA 1978]
- Disaster Succession Act, [12-11-1 through 12-11-10 NMSA 1978]
- Emergency Communications Interoperability Act, [12-10D-1 through 12-10D-6, NMSA 1978]

- Emergency Gas Pilot Relighting Act, [12-12B-1 through 12-12B-4]
- Emergency Licensing Act, [12-10-11 through 12-10-13 NMSA 1978]
- Emergency Management Assistance Compact, [12-10-14 and 12-10-15 NMSA 1978]
- Emergency Petroleum Products Supply Act, [12-12-10 to 12-12-16 NMSA 1978]
- Energy Emergency Powers Act, [12-12-1 through 12-12-9 NMSA 1978]
- Hazardous Materials Emergency Response Act, [12-12-17 through 12-12-30 NMSA 1978]
- Homeland Security and Emergency Management Department Act, [9-28-1 through 9-28-6 NMSA 1978]
- Intrastate Mutual Aid Act. [12-10B-1 through 12-10B-10 NMSA 1978]
- Legislative Disaster Succession Act, [12-11-11 to 12-11-18 NMSA 1978]
- Martial Law, [20-2-1 through 20-2-4 NMSA 1978]
- Public Health Emergency Response Act, [12-10A-1 through 12-10A-19 NMSA 1978]
- Riot Control Act, [12-10-16 NMSA 1978]
- Uniform Emergency Volunteer Health Practitioners Act, [12-12A-1 through 12-12A-13 NMSA 1978]
- Volunteer Emergency Responder Job Protection Act, [12-10C-1 through 12-10C-4 NMSA 1978]

Federal Law and Directives

- Americans with Disabilities Act (ADA) Amendments Act of 2008, P.L. 110 – 325
- Crime Awareness and Campus Security Act of 1990
- Disaster Mitigation Act of 2000 - Public Law 106-390.
- Emergency Federal Law Enforcement Assistance Act (EFLEA). 42 USC 10501 (2006).
- Emergency Management Assistance Compact PL 104-321
- Homeland Security Act of 2002, Public Law 107-296, as amended.
- Homeland Security Presidential Directive – 5: Management of Domestic Incidents, February 28, 2003
- National Emergencies Act. 50 USC 1601-1651 (2005).
- Pets Evacuation and Transportation Standards (PETS) Act of 2006, Public Law 109-308.
- Post-Katrina Emergency Management Reform Act (PKEMRA). PL 109-295
- Presidential Policy Directive 8 / PPD-8: National Preparedness, March 30, 2011
- Public Health Service Act, 42 U.S.C. 201 et seq.
- Robert T. Stafford Disaster Relief and Emergency Assistance Act (PL 93-288), as amended PL 100-707
- Sandy Recovery Improvement Act of 2013 (P.L. 113-2)

ATTACHMENT 1: HAZARD IDENTIFICATION/RISK ASSESSMENT

Hazard analysis is the basis for both emergency operations planning and mitigation planning. For emergency operations planning purposes the process identifies which hazards merit special attention, what actions must be planned for, and what resources are likely to be needed. The New Mexico Emergency Operations Plan is prepared using an all-hazard approach suitable for use in any situation. The methodology used for development of the New Mexico Natural Hazard Mitigation Plan includes hazard identification, hazard profiles, vulnerability assessment, and loss estimation. Detailed findings of the Natural Hazard Mitigation Plan are not duplicated here. The terrorism hazard is described more in the Terrorism Incident Appendix. Information for the EOP's Hazard Identification / Risk Assessment Attachment comes from the 2013 New Mexico Natural Hazard Mitigation Plan, the 2009 New Mexico Human-Caused Hazard Mitigation Plan, the New Mexico Department of Health, the New Mexico Threat and Hazard Identification and Risk Assessment (THIRA), and the New Mexico All Source Intelligence Center (NMAISIC).

STATE PROFILE

New Mexico is located in the southwest region of the United States bordered by Arizona, Utah, Colorado, Oklahoma, and Texas. To the south it shares just over 180 statute miles of border with Mexico. The state's total land area is approximately 121,298 square miles thus making it the fifth largest state in the nation. According to the 2010 census New Mexico has 2,059,179 residents, with 17 persons per square mile. Though large in size, New Mexico only ranks 36th in population with the majority of the state's citizens residing in three metropolitan areas: Albuquerque, Las Cruces, and Santa Fe. The large landmass and isolated population, outside the three metropolitan areas, creates a challenge in providing resources capable of equal protection and statewide response. New Mexico is known for its varied topography, including desert terrain, broken mesas, wooded forest, and mountain peaks as well as world-renowned events, cultural and historic sites, and national laboratories. The Rio Grande, which flows from the San Juan Mountains in Colorado to the Gulf of Mexico, runs through the middle of the State from north to south. The Rocky Mountains, rising to more than 13,000 feet in the Sangre de Cristo Mountain range, are a predominant feature in the central portion of the state. Southern New Mexico is characterized by broad, semi-arid plains, covered with cactus, yucca, creosote bush, sagebrush, and desert grasses. The southwest portion of the State opens to the Gila Wilderness. Being a desert state, New Mexico has extremely limited water reserves.

HAZARD IDENTIFICATION

New Mexico has many hazards that can affect the state. The following fourteen natural hazards, seven human-caused hazards, and four public health hazards have been identified as potentially having the most impact on the state.

Natural Hazards

Dam Failure – Any malfunction or abnormality outside the design assumptions and parameters that adversely affects a dam’s primary function is considered a dam failure. A catastrophic dam failure is characterized by a sudden, rapid, and uncontrolled release of impounded water. The sudden release of water may result in downstream flooding affecting life, property, or both. Flooding, earthquakes, blockages, landslides, lack of maintenance, improper operation, poor construction, vandalism, or acts of terrorism can cause dam failures.

Drought – Drought is a condition of climatic dryness that reduces soil moisture, water, or snow levels below the minimum necessary for sustaining plant, animal, and economic systems. Drought conditions are usually not uniform over the entire state. Drought differs from other natural hazards in three ways. First, the onset and end of a drought are difficult to determine due to the slow accumulation and lingering of effects of an event after its apparent end. Second, the lack of an exact and universally accepted definition adds to the confusion of its existence and severity. Third, in contrast with other natural hazards, the impact of drought is less obvious and may be spread over a larger geographic area.

Earthquakes – Earthquakes principally arise from ground motions due to seismic waves (elastic waves traveling through the Earth). Earthquakes are most commonly caused by a rapid slip along a zone of weakness (a fault). This process releases internal stress and converts a small portion (a few percent) of the associated strain energy into seismic waves that can propagate for great distances. Earthquakes occur most frequently near the boundaries between tectonic plates, which segment Earth's crust and shallow mantle. However, damaging earthquakes can also occur within plate interiors in regions where strain accumulates, or where the frictional properties of faults are perturbed due to volcanic, tectonic, or anthropogenic processes (e.g., fluid withdrawal or injection).

Expansive Soils – Expansive Soils, also called adobe or clay, is fine-grained clay that is generally found in areas that historically were a floodplain or lake area. Expansive soils swell when wet and shrink when dry. Expansive soil is subject to swelling and shrinkage, varying in proportion to the amount of moisture present in the soil. As water is absorbed into the soil (by rainfall or watering), expansion takes place. If dried out, the soil contracts, often leaving small fissures or cracks.

Extreme Heat – Extreme heat is defined as temperatures that hover 10 degrees or more above the average high temperature for the region and last for several weeks. The heat index measures the severity of hot weather by estimating the apparent temperature, i.e. how hot it feels. During extended periods of very high temperatures or high temperatures with high humidity, individuals can suffer a variety of ailments including heatstroke, heat exhaustion, heat syncope, and heat cramps.

Floods - Riverine flooding is characterized by a gradual and predictable rise in a river or stream due to persistent precipitation. After the stream or river overflows its banks, the land nearby remains under water for an extended period of time. Flash floods are usually the result of

excessive precipitation or rapid snowmelt and can occur suddenly. Although the State of New Mexico experiences riverine flooding, flash flooding is a more common and a more damaging type of flooding. Flash floods move quickly and end abruptly. Flash floods can also be high velocity flows as well as carry heavy sediment/debris loads.

High Winds – Wind is defined as the motion of air relative to the earth’s surface, and the hazard of high wind is commonly associated with severe thunderstorm winds (exceeding 58 mph) as well as tornadoes in New Mexico. High winds can also occur in the absence of other definable hazard conditions, events often referred to as simply “windstorms.” High wind events might occur over large, widespread areas or in a very limited, localized area. They can occur suddenly without warning, at any time of the day or night. Wind storms can occur singularly, in lines or, in clusters. They can move through an area very quickly or linger for several hours.

Land Subsidence – Land subsidence is the loss of surface elevation and has several causes, but most commonly occurs when large amounts of groundwater have been withdrawn from certain types of rocks, such as fine-grained sediments. The rock compacts because the water is partly responsible for holding the ground up. When the water is withdrawn, the rock compacts. Subsidence may occur abruptly or over many years. It can occur uniformly over large areas or as localized sinkholes.

Landslides – Landslides are the downward and outward movement of loose material on slopes. Landslides include a wide range of ground movement such as rock falls, rock slides, slump or deep failure of slopes, and shallow debris flows. Landslides in New Mexico range from large, slow-moving, deep-seated masses, which can destroy structures by gradual movement to shallow, fast-moving debris flows that threaten life and property. Although gravity acting on and over steepened slopes is the primary reason for a landslide, landslides are often prompted by the occurrence of other disasters.

Thunderstorms – Thunderstorms are produced when warm moist air is overrun by dry cool air. As the warm air rises, thunderheads form and cause strong winds, lightning, hail, and heavy rains. Lightning is defined as a sudden and violent discharge of electricity, usually from within a thunderstorm, due to a difference in electrical charges. Lightning is a flow of electrical current from cloud to cloud or cloud to ground. Hail is frozen water droplets formed inside a thunderstorm cloud.

Tornadoes – A tornado is an intense rotating column of air, extending from a thunderstorm cloud system. Average winds in a tornado, although never accurately measured, are thought to range between 100 and 200 mph, but some may have winds exceeding 300 mph. Because tornadoes are generally associated with severe storm systems, they are often accompanied by hail, torrential rain, and intense lightning. The following are NWS definitions of a tornado and associated terms:

- Tornado – A violently rotating column of air that is touching the ground;
- Funnel cloud – A rapidly rotating column of air that does not touch the ground; and,

- Downburst – A strong downdraft, initiated by a thunderstorm, which induces an outburst of straight-line winds on or near the ground.

Volcanoes – A volcano is a vent through which molten rock escapes to the earth's surface. Volcanoes are built by surface accumulation of their eruptive products (e.g., lava, pyroclastic flows and surges, and ashfall). Prior to an eruption, magma (molten rock) migrates into a magma chamber, or reservoir, beneath a volcano. As magma moves toward the surface it (1) releases gases such as water, sulfur dioxide, and carbon dioxide, (2) produces small earthquakes, and (3) causes subtle swelling of the flanks of the volcano. When pressure from gases within a magma chamber becomes too great to be contained, an eruption occurs. Volcanic hazards include gases; lava flows, pyroclastic flows and surges; ashfall; volcanic mudflows (lahars) and landslides; and, earthquakes.

Wildfires – A wildfire means a fire burning uncontrolled on lands covered wholly or in part by timber, brush, grass, grain or other flammable vegetation. Topography, fuel, and weather are the three main factors that influence the behavior of a wildfire. Topography can direct the course of a fire. Fuel type, continuity of fuel, and the moisture content of the fuel all affect wildfire behavior. Continuity of fuel applies both horizontally across the landscape and vertically, from the ground surface up to tree crowns via the understory. Weather can also have a profound influence on wildfires. Wind can direct the course of a fire and increase the rate of spread. High temperatures and low humidity can intensify fire, while low temperatures and high humidity can greatly limit the potential of a fire.

Winter Storms – Winter storms have significant snowfall, ice, and/or freezing rain, with the quantity of precipitation variable by elevation. According to the National Weather Service (NWS), heavy snowfall is four inches or more in a 12-hour period or six or more inches in a 24-hour period in non-mountainous area and 12 inches or more in a 12-hour period or 18 inches or more in a 24-hour period in mountainous areas. Winter storms vary in size and strength and include heavy snowfalls, blizzards, freezing rain, sleet, ice storms, blowing and drifting snow conditions, and extreme cold.

Human-Caused Hazards

Biological – Biological Attack is the use of any pathogen (bacterium, virus or other disease-causing organism) as a weapon. A Biological weapon may be intended to kill, incapacitate, or seriously impede an individual as well as entire cities or geographic areas. As a tactical weapon, the main military problem with a Biological Weapons attack is that it would take days to be effective, and therefore, unlike a nuclear or chemical attack, would not immediately stop an opposing force.

Chemical – A chemical attack or incident involves toxic properties of chemical substances that may kill, injure or incapacitate people and harm the environment. Chemical agents may be in liquid, gas or solid form. Liquid agents are generally designed to evaporate quickly; such liquids are said to be volatile or have a high vapor pressure. Many chemical agents are made volatile so they can be dispersed over a large region quickly. Chemical agents are divided into lethal and

incapacitating categories. A substance is classified as incapacitating if less than 1/100 of the lethal dose causes incapacitation, e.g., through nausea or visual problems.

Cyber-Terrorism – Cyber-terrorism is the leveraging of a target's computers and information, particularly via the Internet, to cause physical, real-world harm or severe disruption of infrastructure. The National Conference of State Legislatures (NCSL) defines Cyber-terrorism as follows: “The use of information technology by terrorist groups and individuals to further their agenda. This can include use of information technology to organize and execute attacks against networks, computer systems and telecommunications infrastructures, or for exchanging information or making threats electronically. Examples are hacking into computer systems, introducing viruses to vulnerable networks, web site defacing, denial-of-service attacks, or terroristic threats made via electronic communication.”

Explosive - An explosive material is either chemically or otherwise energetically unstable or produces a sudden expansion of the material. This is usually accompanied by the production of heat and large changes in pressure (and typically a flash and/or loud noise) upon initiation; this is called the explosion. Explosives are classified as low or high according to their rates of decomposition: low explosives burn rapidly (or deflagrate), while high explosives undergo detonations. Detonation is a term used to describe an explosive phenomenon whereby the decomposition is propagated by the explosive shockwave traversing the explosive material. The shockwave front is capable of passing through the high explosive material at great speeds, typically thousands of meters per second.

Hazardous Materials – A hazardous material is any substance or material in a quantity or form that may pose a risk to health, the environment, or property. Hazardous materials can be flammable, combustible, explosive, toxic, noxious, corrosive, an oxidizer, or an irritant. Under normal conditions, these substances are controlled and pose no threat. But when a release occurs, these materials can cause death, serious injury, and long-lasting health effects as well as damage buildings, homes, and property. A hazardous materials incident may range from a chemical spill on a highway to groundwater contamination. Releases of these hazardous products can occur during their daily shipment, use, or production. The exact location of a hazardous materials incident is not always possible to predict.

Nuclear – Nuclear terrorism denotes the use, or threat, of nuclear weapons or radiological weapons in acts of terrorism, including attacks against facilities where radioactive materials are present. In legal terms, nuclear terrorism is an offense committed if a person unlawfully and intentionally “uses in any way radioactive material with the intent to cause death or serious bodily injury”, according to International conventions.

Radiological – A radiological weapon (or radiological dispersion device, RDD) is any weapon designed to spread radioactive material with the intent to kill, and cause disruption within a city or nation. A RDD is known as a dirty bomb because it is not a true nuclear weapon and does not yield the same destructive power. It uses conventional explosives to spread radioactive material, most commonly the spent fuels from nuclear power plants or radioactive medical waste. The

radiological source and quality greatly impacts the effectiveness of a radiological weapon. While the amount of radiation dispersed from the event will likely be minimal, the fact of any radiation release may be enough to cause panic and disruption.

Public Health Hazards

The New Mexico Department of Health All-Hazards Emergency Operations Plan covers Public Health Hazards.

Probability / Frequency

Figure 7: Natural Hazard Probability/Frequency is from the 2013 update of the State Natural Hazards Mitigation Plan. Probability is the likelihood of a hazard occurring while frequency is defined as how often a hazard occurs. For this table, the mitigation planning team was not looking at severity or risk, only at how often a natural hazard could occur. Human-Caused and Public Health hazards were not included in the ranking. Planning team members ranked each hazard as Low (occurring less than once every 10 or more years), Medium (occurring less than once every 5 to 10 years), or High (occurring once every year or up to once every 5 years). A high probability has a low priority order in the below table while a low probability has a high number in the priority order.

Disaster History

Disaster history information, when available, describes previous occurrences including damage costs and casualty figures. Summarized information on previous occurrences of the individual hazards comes from the 2013 State Natural Hazard Mitigation Plan, the National Climatic Data Center (NCDC), the 2009 Human-Caused Hazard Mitigation Plan, the DHSEM Recovery Unit, and the Department of Health. The disaster history information influences the planning process for the EOP by illustrating which hazards affect the state most, both in terms of damage amount and frequency of occurrence.

Dam Failure – There have been 41 Dam Incident Notifications in New Mexico since 1890, with 18 total failures according to the Office of the State Engineer. Of those, 13 dams are ranked as high hazard, one is low hazard, and one no longer exists.

Drought – According to the New Mexico Drought Plan, the state has experienced droughts since prehistoric times. Periods of drought since 1950 have been documented during 1950-1957, 1963-1964, 1976-1978, 1989, 1996, 1998-1999, 1999-2003, and 2003-2006. Between 1995 and May 2007, there were three state declared disasters for effects related to drought, primarily for loss of domestic drinking water: May 1996, May 2000, and June 2002. The total cost for drought related events for this time period is \$279,459. However, indirect costs are

Figure 7: Natural Hazard Probability / Frequency

PROBABILITY / FREQUENCY	
Hazards	Priority Order
Thunderstorms	1
Wildfires	2
High Winds	3
Winter Storms	4
Drought	5
Floods	6
Extreme Heat	7
Tornadoes	8
Expansive Soil	9
Land Subsidence	10
Landslide	11
Dam Failure	12
Earthquake	13
Volcanoes	14

estimated to be between \$50-100 Million. DHSEM reports one State Declared Disaster for drought between 2003 and 2013, with a total cost of \$500,000.

Earthquake – Between 1869-2012, there have been 31 earthquakes of magnitude 4.5 or higher in New Mexico. A 5,000 km² (1,931 mi²) area, less than 2% of New Mexico, surrounding the City of Socorro has produced nearly 50% of the 30 natural earthquakes of magnitude 4.5 or greater in the state since 1869. Earthquakes were felt as early as July 2, 1906 and continued almost on a daily basis well into 1907. Three shocks in the swarm had magnitudes of 5.5 to 5.9, strong enough to significantly damage some adobe and masonry structures. The most unusual characteristic noted of the swarm was the exceptionally large number of felt earthquakes over a six-month period.

Expansive Soil – It is likely there have been previous occurrences; however, no damages were reported.

Extreme Heat – The State of New Mexico experiences extreme heat events annually although only 2 events are noted in NCDC, both involving deaths.

Floods – Between 1978 and December 2012 there were 1,057 claims for the National Flood Insurance Program within New Mexico for a total cost of \$11,145,831. As of December 8, 2011, 39 repetitive loss properties in the state had 87 losses totaling \$1.15 million in damages. NCDC reports a total of 310 flood/flash flood events with 7 deaths, \$45.562 Million in property damage, and \$4.132 Million in crop damage from January 2006 to December 1, 2012. DHSEM reports 40 State Declared Disasters for flooding between 2003 and 2013. This number is based on how many Executive Orders were signed by the Governor for flooding or flood threat. According to DHSEM records, the total cost for State declared flood events from 2003 through 2012 was \$31,866,315. Six of the 40 State flood disasters were also federally declared disasters. The total Public Assistance dollar losses from federal, State and local government entities and all tribal entities was \$113,382,188. These totals do not reflect all costs for federal disasters 4047 and 4079, which are still being tallied.

High Winds – The current online NCDC database only contains data from January 1, 2006 to December 1, 2012, but reports a total 836 high wind events with only two injuries and \$14,090,300 in property damage and \$3,500,000 in crop damage. No dust storms were reported in NCDC, but previous history has been captured by local emergency managers. Based on climate, topography, and the annual spring and monsoon season weather patterns all areas of the state can experience high winds every year.

Land Subsidence – NCDC does not provide any data on previous occurrences; however, 2 sinkholes occurred in 2008 in Eddy County.

Landslide – DHSEM reports one State Declared Disaster for landslide between 2003 and 2013 with a total cost of \$291,137.

Thunderstorms – Thunderstorm events associated with high wind / hail events are common throughout New Mexico and reported hundreds of times each year. From January 2006 to present, NCDRC reports 331 Thunderstorm events causing 1 death, 4 injuries, \$5.65 Million in property damage, and \$5.032 Million in crop damages. For the same time period, NCDRC reports 9 Lightning events causing 1 death, 7 injuries, and \$93K in property damage. And between 1959 and 2011, the National Weather Service noted the state had 90 lightning related fatalities. According to NCDRC, from January 2006 to present there were a total of 917 hail events with \$20.462 in property damage and \$363.51 in crop damage. The Socorro hail storm in October 2004 caused nearly 40 million dollars in damage from baseball sized hail.

Tornadoes – New Mexico averages about 10 tornadoes per year. NCDRC reports a total 61 Tornado events, 2 deaths, 45 injured, \$23.290 million in property damage and \$255,000 thousand in crop damage between January 1, 2006 and December 1, 2012. There was one State Declared Disaster (Governor's Executive Order) for tornado between 2003 and 2013. According to DHSEM records, the total cost for the State declared tornado was \$848,660. The event, as part of severe storms, did receive a federal disaster declaration in 2007.

Volcanoes – To date there are no estimates of future occurrence of volcanic eruptions in New Mexico. Volcanism in New Mexico is not "extinct," but dormant. There have been more than 700 volcanic eruptions in New Mexico in the last 5 million years, with the last occurring approximately 3,000 years ago. Based on past occurrence of volcanism in the state, it can be roughly estimated that there is a 1% chance that some type of volcanic eruption could occur somewhere in New Mexico in the next 100 years, and a 10% chance that an eruption will occur in the next 1,000 years.

Wildfires – DHSEM reports seven State Declared Disasters for wildfire between 2003 and 2013. This number is based on how many Executive Orders were signed by the Governor for wildfire. According to DHSEM records, the total cost for State declared wildfire events from 2003 through 2012 was \$2,681,694. The total does not reflect all costs for Executive Orders from 2011 and 2012 which are still being tallied. There were 29 Fire Management Assistance Grants at the federal level between 2003 and 2012. The total Public Assistance dollar losses from federal, DHSEM, and local government entities and all tribal entities was \$28,356,974 with 816,891 acres burned. From 1992 to 2012 per State Forestry, 15,785 fires have burned 4,291,527 acres State-wide. From 2002 to 2012 also per State Forestry, \$110,262,330 has been spent on suppression State-wide with an average annual cost of \$10,024,850.

Winter Storms – The State of New Mexico experiences severe winter storm events annually. Referencing the NCDRC, New Mexico experienced a total of 69 winter storm events between January 1, 2006 and December 1, 2012. According to DHSEM records, the total cost for State declared winter storm events from 2003 through 2012 was \$6,052,869. One of the 10 State severe winter storm disasters was also a federally declared disaster. The total Public Assistance dollar losses for that event from federal, State and local government entities and all tribal entities was \$2,393,376.

No historical data in New Mexico available for chemical, biological, radiological, nuclear, explosives, and cyber-terrorism hazards.

Hazardous Materials (HazMat) – Between 2000 and 2009 there were 509 HazMat events, averaging 56 per year and resulting in annual damages of \$450,000. From 1999 to 2009 there were 46 train accidents in the state. Of those 219 cars hauling hazmat were involved, but only 52 of these rail cars were damaged or derailed. And from 2000 to 2009 there were a total of 24 air related hazardous materials incidents. The state averages about two events per year with annual damages of approximately \$160. Between 1998 and 2007 the state averaged six pipeline events per year, with two injuries and one fatality. Annual damages are approximately \$770,000.

Magnitude / Severity

Figure 8: Natural Hazard Magnitude Severity is from the 2013 update of the State Natural Hazards Mitigation Plan. Magnitude, or severity, is defined as the measure of the strength of a hazard event. For this table, the mitigation planning team was not looking at frequency or risk, only at how destructive a natural hazard could be. Human-Caused and Public Health hazards were not included in the ranking. Planning team members ranked each hazard as Low (causing negligible property damage or little to no loss of life), Medium (causing moderate property damage or a loss of quality of life), or High (causing extensive property damage or significant loss of quality of life). A high magnitude has a low priority order in the below table while a low magnitude has a high number in the priority order.

Figure 8: Natural Hazard Magnitude / Severity

MAGNITUDE / SEVERITY	
Hazards	Priority Order
Dam Failure	1
Wildfires	2
Floods	3
Earthquakes	4
Volcanoes	5
Tornadoes	6
Drought	7
Winter Storms	8
Thunderstorms	9
High Winds	10
Extreme Heat	11
Land Subsidence	12
Landslide	13
Expansive Soil	14

Risk Assessment

Figure 9: Natural Hazard Risks is from the 2013 update of the New Mexico Natural Hazards Mitigation Plan. Risk is defined as the estimated impact, such as injury or damage, a hazard would have on people, services, facilities, and structures in a community. Planning team members ranked each hazard as Low (loss of critical facilities and services for up to one week), Medium (loss of critical facilities and services from one week to one month), or High (loss of critical facilities

and services for more than one month). Human-Caused and Public Health hazards were not included in the ranking. A high risk has a low priority order in the below table while a low risk has a high number in the priority order.

Dam Failure – The rate of failure of a dam is difficult to predict, although sudden failure is certainly a possibility. Potential impacts can range from causing injuries or fatalities; damaging, evacuating, or shutting down residences, businesses, and critical infrastructure; and, generating economic and environmental losses.

Drought – Drought conditions can create serious problems for many New Mexico communities, farms, ranches, and open spaces. A prolonged drought also increases the probability of other hazards. Agriculture is deeply affected by the loss of both crops and livestock. Water reservoirs, for both urban and rural communities, run low. Additionally forests become more susceptible to wildfires and native vegetation dies leaving exposed soils susceptible to erosion, flash flooding, and dust storms.

Earthquake – New Mexico has numerous faults with the potential for a large magnitude earthquake although the probability for such a disaster occurring is low. The greatest threat is along the Rio Grande Rift, specifically the Socorro to Albuquerque segment, as well as the Jemez Lineament that runs North-east to South-west near Los Alamos. And if a major basin and range earthquake were to occur in New Mexico, according to the New Mexico Institute of Mining and Technology, the state would suffer high levels of damage with general losses ranging from 10s to 100s of millions of dollars depending on the location of the event.

Present building codes require construction of certain occupancies (schools, hospitals, public buildings) to earthquake resistance standards, although seismic mitigating construction is not required for residential buildings. According to the University of New Mexico one of the likely consequences would be partial collapse of unreinforced masonry and old adobe buildings.

Expansive Soils – Expansive Soils can result in serious structural damage to roads, buildings, irrigation channels, utilities, and pipelines. Due to the low frequency and lack of data for this hazard, expansive soils did not have a risk assessment in the 2013 State Natural Hazard Mitigation Plan.

Extreme Heat – New Mexico experiences some form of extreme heat annually, based on seasonal meteorological patterns and local topographical conditions. Local topography, such as elevation and land contours, also plays a significant part in how extreme heat affects a particular area. The effects of extreme temperatures generally affect at risk sectors of the population: the elderly, the young, the sick/infirm, those living below the poverty level, and outdoor laborers. Increased utility costs due to the extreme temperatures are also a consequence.

Floods – Impacts from Floods/Flash Flooding to New Mexico can range from causing injuries or fatalities; damaging, evacuating, or closing residences, businesses, utilities, and critical infrastructure; disrupting communities; and, generating economic and environmental losses. Freshly burned landscapes are at risk of extensive damage for several years from post-wildfire

Figure 9: Natural Hazard Risk

RISK	
Hazards	Priority Order
Earthquake	1
Volcanoes	2
Dam Failure	3
Floods	4
Tornadoes	5
Wildfires	6
Winter Storms	7
Thunderstorms	8
Landslides	9
Land Subsidence	10
Drought	11
High Winds	12
Extreme Heat	13
Expansive Soil	14

flooding due to soil damage and loss of vegetation. Wildfire burn scar areas have a tremendous increase in flash flooding and debris flow following short duration, high intensity rainfall such as from the summer monsoon rains. Additionally, debris flows could create temporary dams or sediment plugs along drainage courses that could fill and breach, sending flood waves downstream creating life safety issues. These post-fire changes have led to loss of life, damage to property, and significant impacts on infrastructure in downstream communities.

High Winds – No areas of New Mexico are immune from damaging high winds. High velocity winds can result in downed power lines, roof damage, dust storms, trees being blown down, road closures, and difficulty in controlling high profile vehicles on the highways. Major dust events can also transport mineral aerosols (dust) for long distances, obscuring vision for motorists and causing breathing problems for people with respiratory difficulties.

Land Subsidence – Land Subsidence can result in serious structural damage to roads, buildings, irrigation channels, utilities, and pipelines as well as be costly to repair.

Landslides – Landslides can result in serious structural damage to roads, buildings, irrigation channels, utilities and pipelines. Another concern is landslides following a wildfire. The burned landscape is now at risk of damage from post wildfire erosion, such as that caused by debris flows and flash floods. In addition, even small debris flows may affect structures at or downstream from basin outlets and increase the threat of flooding downstream by damaging or blocking flood mitigation structures.

Thunderstorms – The effects of thunderstorms vary according to the type of hazard associated with the storm. Thunderstorms can cause substantial rainfall leading to localized flash flooding. Additionally, thunderstorms cause lightning strikes that may start wildfires and lead to injury and death. Hailstorms are another potential result of thunderstorms. Hailstorms can damage agricultural crops and cause property damage, especially to roofs, windows, vehicles, and utilities' components.

Tornadoes – New Mexico experiences mostly weak, short-lived tornadoes. Strong tornadoes, while rare, are possible and occur about once every 10 years. Potential impacts can range from causing injuries or fatalities; damaging, evacuating, or shutting down residences, businesses, and critical infrastructure; and, generating economic and environmental losses.

Volcanoes – Due to this extremely low probability of occurrence (.01% chance in ten years), this hazard did not have a risk assessment in the 2013 State Natural Hazard Mitigation Plan.

Wildfires – State Forestry identified at least 630 communities in New Mexico at risk from wildland fire. These communities include counties, incorporated jurisdictions, unincorporated communities or subdivisions, and tribes and pueblos. Of the 630 communities, 296 are listed as high risk, 224 are listed as moderate risk and 110 are listed as low risk from wildland fire. Impacts from wildfires to New Mexico can range from causing injuries or fatalities; damaging, destroying, evacuating, or closing residences, businesses, utilities, and critical infrastructure;

disrupting communities; and, generating economic and environmental losses. Wildfire burn scar areas suffer from soil damage and erosion, loss of vegetation and wildlife, flooding and debris flows.

Winter Storms – No part of the state is immune from severe winter storms and its components, whether extreme cold, heavy snow, ice storm, sleet or freezing rain, low wind chill or blizzard. The mountainous areas of the state are more likely to receive snow and cold temperatures than the plains and desert, and residents of high altitude areas are usually more likely to be prepared for these conditions. Severe winter weather can have a serious impact on major population centers and transportation routes, most of which are not located in the high mountains. Also the plains and desert areas are more susceptible to high winds that contribute to the drifting of snow. These elements of winter storms can lead to injuries or fatalities, the loss of livestock and crops, the closure of transportation routes and businesses, power failures, infrastructure damage, and economic loss.

Figure 10: Vulnerability of Human-Caused Hazards was summarized from the 2009 Human-Caused Hazard Mitigation Plan. Vulnerability is defined as the characteristics of community assets that make them susceptible to damage from a given hazard. There are five hazards, Active Shooter, Criminal Transportation, Domestic Terrorism, Homegrown Violent Extremists, and Border Crimes, included in the table that were not in the 2009 Plan. These five hazards are current threats that NMASIC is focusing on and are explained in more detail below.

Active Shooter – An Active Shooter is defined as one or more subjects who participate in a random or systematic shooting spree thus demonstrating their intent to continually harm others. Their overriding objective appears to be that of mass murder rather than other criminal conduct, such as robbery, hostage-taking, etc. Impacts from Active Shooters to New Mexicans can range from injuries or fatalities; damaging, evacuating, or closing residences, businesses, utilities, and critical infrastructure; disrupting communities; generating economic and environmental losses; and, strains on the health and criminal justice systems.

Criminal Transportation Concerns – Transportation concerns include the movement of illegal currency, narcotics, human trafficking, products, hazardous materials, and any other illegal items or activity which utilize roadways, railways, aviation, etc. to transit the state of New Mexico. Both the vehicle

Figure 10: Vulnerability of Human-Caused Hazards

VULNERABILITY OF HUMAN-CAUSED HAZARDS	
Hazard	Vulnerability
Chemical	Low
Biological	Low
Radiological	Low
Nuclear	Low
Explosives	Low
Cyber-Terrorism	Moderate
Hazardous Materials	High
Active Shooter	Moderate
Criminal Transportation	Moderate
Domestic Terrorism	Low
Homegrown Violent Extremists	Low
Border Crimes	Moderate

used and the illegal product being transported present risks for New Mexico. Impacts from Criminal Transportation Concerns can range from causing injuries or fatalities; damaging, evacuating, or closing residences, businesses, utilities, and critical infrastructure; disrupting communities; and, generating economic and environmental losses.

Domestic Terrorism Concerns – Domestic terrorism concerns in New Mexico include Eco terrorists, animal rights terrorists, anarchists, white supremacists, sovereign citizens, and outlaw motorcycle gangs. Acts of Domestic Terrorism can be as catastrophic as the 1995 Oklahoma City Bombing or as simple and mischievous as vandalism. Targets vary widely and include government structures and personnel, private homes, animal testing facilities, bio research facilities, traditional soft targets such as malls or schools, corporate buildings, and construction equipment/sites. The results of such attacks can include the loss of life and property, and increased costs of operations.

Homegrown Violent Extremist (HVE) Concerns – A Homegrown Violent Extremist is a person of any citizenship that is influenced by foreign terrorist organizations, but acts alone when conducting terroristic deeds to advance an ideology. To be considered an HVE, the subject has to have resided mostly in the U.S. Impacts from Homegrown Violent Extremists (HVE) can range from causing injuries or fatalities; damaging, evacuating, or closing residences, businesses, utilities, and critical infrastructure; disrupting communities; and, generating economic and environmental losses. The magnitude and type of event used in violent attacks will determine the level of devastation.

Border Crimes – Criminal activity is that which transits the U.S./Mexico border and includes narcotics trafficking, human trafficking, weapons trafficking, and trafficking of other contraband. Kidnapping, extortion, assassinations, and “spill over violence” also pose a risk to New Mexico. Border Crimes increase the risk of violence and organized crime in the U.S. Crimes such as homicide, extortion, kidnapping, drug trafficking, gang violence, and human trafficking can all be linked to cross border criminal enterprise.

Threat and Hazard Identification and Risk Assessment (THIRA)

The Threat and Hazard Identification and Risk Assessment (THIRA) provides a comprehensive approach for identifying and assessing risks and their associated impacts. The THIRA is developed through 5 steps. Step 1 identifies the threats or hazards of concern within New Mexico based on disaster history and probability as well as available resources. Step 2 develops the scenario giving context to the selected hazards and assesses the state’s vulnerability. Step 3 identifies impacts, using the core capabilities, to the state for each scenario. Step 4 establishes capability targets, based on the estimated impacts of each scenario, for the five integrated mission areas of Prevention, Protection, Mitigation, Response, and Recovery. And finally, step 5 establishes the results as the foundation for mitigation and preparedness activities as well as emergency planning.

- Earthquake in Los Alamos County
- Terrorist Attack in Bernalillo County
- Wildfire in Lincoln County
- Mass Migration, due to the release of a WMD, across the Border into Dona Ana County

The New Mexico 2012 THIRA is For Official Use Only (FOUO). This is a summary of that document. The hazards and scenarios used in New Mexico's 2012 THIRA are:

Earthquake in Los Alamos County

Scenario – A magnitude 7.0 earthquake has occurred impacting Los Alamos County and the adjoining jurisdictions of Rio Arriba, Sandoval Counties, and San Ildefonso and Santa Clara Pueblos. Substantial damage is sustained with the collapse of multiple buildings as well as damage to roads, bridges, and water, power, and communications systems. Travel into and out of the area has been shut down and Search and Rescue (SAR) operations are underway.

Terrorist Attack in Bernalillo County

Scenario – An unknown terrorist group conducts a vehicle-borne improvised explosive device campaign with near simultaneous attacks against the Albuquerque Balloon Fiesta and a parking garage in downtown Albuquerque. The affected areas suffer significant loss of life and injuries as well as damages to buildings and critical infrastructure.

Wildfire in Lincoln County

Scenario – A wildfire starts near the Village of Ruidoso and quickly begins consuming property within the Village limits. The catastrophic wildfire blocks access to major highways in all directions, restricts access to the local airport for medical evacuation, and traps both livestock and residents within remote canyons preventing evaluation. The wildfire forces the evacuation of Ruidoso, Ruidoso Downs, the Mescalero Indian Reservation, and the Inn of the Mountain Gods Resort. There is significant loss of federal forestland, agriculture, homes, businesses, critical infrastructure, and critical watersheds.

Mass Migration, due to the release of a WMD, across the Border into Dona Ana County

Scenario – An unknown terrorist group dispenses an airborne WMD in the location of the US/Mexican Port of Entry in Santa Theresa, New Mexico. There are a significant number of dead and injured which overwhelms medical personnel and facilities. Some of the patients are Mexican Nationals and require not only medical/decontamination care, but also immigration control and coordination.

Capability Targets for the Four Scenarios

Prevention and Protection

Conduct coordinated all hazards risk assessments for 100% of prioritized critical infrastructure. Screen, search, detect, and interdict 100% of specific conveyances, cargo, and persons associated with an imminent terrorist threat against New Mexico. Demonstrate the ability to detect 100% of malicious cyber activity directed against all critical infrastructure, key resources, and networks. Secure and protect 100% of the supply nodes, transit methods and materials. Ensure 100% of cyber intruder identity verification is achieved in order to deter further impact and mitigate cascading effects to critical infrastructure. Ensure relevant and actionable information and intelligence received by the New Mexico All-Source Intelligence Center is shared with state, local, tribal, federal, and private sector partners in accordance with established protocols. Ensure the capability of special response teams to conduct counter-terrorism operations within the state. After an event occurs provide a solid system to protect people, structures, materials, products and systems of key operational activities, and other critical infrastructure. Provide emergency information to the public, using all available media, on the event and instructions on sheltering-in-place. Prioritize evidence collection and analysis to assist in preventing follow-up terrorist acts.

Mitigation

Provide technical assistance and outreach to local jurisdictions and tribal governments to support a transition to mitigation plans that include both natural and human-caused hazards. Ensure the mitigation plans include information on risk data, maps, and critical infrastructure. Provide technical assistance on vulnerability and risk assessments, flood maps and ordinances, mitigation strategies, and developing a local THIRA.

Response

Execute the EOP and the appropriate annexes when an incident occurs as well as mobilize and deliver needed resources to the impacted areas. Provide emergency information to the public, using all available media, on the event and instructions on evacuation or sheltering. Establish access to the affected areas as well as a secured perimeter. Establish interoperable voice communications between responders. Activate and deploy New Mexico's Urban Search and Rescue team as a state asset until a federal mission is established. Triage and care for the injured and recover the fatalities for transportation to the morgue. Shelter and feed evacuees, including those with access and functional needs. Restore critical facilities, infrastructure, water treatment facilities, damaged repeaters, and critical nodes that provide situational awareness as well as clear debris from transportation routes. Conduct damage and safety assessments, including mitigation measures, for critical infrastructure.

Recovery

After an incident occurs, develop and execute a Recovery Strategy addressing short-term temporary housing and long-term permanent housing for displaced people; restoration of hospitals, community health facilities, and other social services institutions; repair of community infrastructure and historic sites; post-disaster economic viability of the community; debris removal; and, reconstituting vital records.

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ATTACHMENT 2: DISASTER SPECIFIC ADMINISTRATIVE PLANS

Attached to this EOP by reference are the Administrative Plans for the following federal programs:

- Public Assistance
- Individual Assistance
- Hazard Mitigation Grant Program
- Fire Management Assistance Grant

These plans identify the roles and responsibilities of the State in administering the different federal grant programs following, or in the case of the Fire Management Assistance Grant trying to prevent, a major disaster declaration. The administrative plans are reviewed and updated annually by the Department of Homeland Security and Emergency Management. Below are descriptions of the grant programs.

Public Assistance

The Public Assistance (PA) Grant Program provides assistance to States, local and tribal governments, and certain Non-Profit organizations to alleviate suffering and hardship resulting from major disasters or emergencies declared by the President. Through the PA Program, FEMA provides supplemental Federal disaster grant assistance for the repair, replacement, or restoration of disaster-damaged, publicly owned facilities and infrastructure as well as the facilities of certain Private Non-Profit (PNP) organizations. Eligible reimbursement costs may also include debris removal and emergency protective measures. Mitigation on eligible facilities and infrastructure damaged due to the disaster may also be reimbursed. A cost match is required for the PA Program. Per statute, the minimum cost share is 75% Federal and 25% State and/or Subgrantee.

Individual Assistance

The Individual Assistance (IA) Program consists of grants, loans, or direct assistance to individuals, families, and businesses in a declared area whose property has been damaged or destroyed and whose losses are not covered by insurance. It is meant to help with critical expenses that cannot be funded in other ways. This assistance is not intended to restore damaged property to its condition before the disaster. Additional assistance may include temporary housing, crisis counseling, Disaster Unemployment Assistance, and Disaster Legal Services.

Hazard Mitigation Grant Program

The Hazard Mitigation Grant Program (HMGP) provides grants to States as well as local and tribal governments to implement long-term hazard mitigation measures after a major disaster declaration. The purpose of the HMGP is to reduce the loss of life and property due to natural disasters and enable mitigation measures to be implemented during the immediate recovery

from a disaster. HMGP funds are based on a percentage, in New Mexico's case it is 15%, of the total disaster grants awarded by FEMA. A cost match is required for the HMGP. Usually the cost share is 75% Federal and 25% State and/or Subgrantee. Also, a positive benefit cost analysis for each project is required. Examples of eligible mitigation projects include elevating flood prone homes, retrofitting structures for earthquakes, and forest thinning to reduce the wildfire risk to a community.

Fire Management Assistance Grant

The Fire Management Assistance Grant (FMAG) is available to States, local and tribal governments, for the mitigation, management, and control of fires on publicly or privately owned forests or grasslands. FEMA determines if an uncontrolled fire is eligible based on: information provided by the state and the US Forest Service; the fire threatens destruction that would constitute a major disaster as defined by the Stafford Act; the fire is likely to escalate due to dangerous conditions; and, state and local emergency response resources are utilized throughout the incident period. Eligible costs may include expenses for field camps; equipment use, repair and replacement; tools, materials and supplies; labor and travel; repositioning of resources; and, mobilization and demobilization activities. The FMAG differs from a disaster or emergency declaration because it does not cover all expenses from a qualifying fire or provide assistance to the private sector. A cost match is required for the FMAG Program. Usually the cost share is 75% Federal and 25% State and/or Subgrantee.

ATTACHMENT 3: DEFINITIONS AND ACRONYMS

DEFINITIONS

For the purposes of this plan, the following terms and/or definitions apply:

APPLICANT – A state agency, local government, special districts, community ditch associations or eligible private nonprofit organizations or facilities submitting an application to the state of New Mexico for disaster assistance.

AVAILABLE RESOURCES – Resources assigned to an incident, checked in, and available for a mission assignment, normally located in a Staging Area.

BASE CAMP – The designated location under State or local control within the disaster area that is equipped and staffed to provide sleeping facilities, food, water, and sanitary services to response personnel.

CASUALTY – Any person who is declared dead or is missing, ill, or injured.

CATASTROPHIC INCIDENT – Any natural or manmade incident, including terrorism, that results in extraordinary levels of mass casualties, evacuations of whole regions, damage, or disruption severely affecting the population, infrastructure, environment, economy, national morale, and/or government functions.

CHAIN OF COMMAND – A series of command, control, executive, or management positions in hierarchical order of authority.

COMMAND STAFF – In an incident management organization, the Command Staff consists of the Incident Command and the special staff positions of Public Information Officer, Safety Officer, Liaison Officer, and other positions as required, who report directly to the Incident Commander or EOC Director. They may have an assistant or assistants, as needed.

COMMON OPERATING PICTURE (COP) – A broad view of the overall situation as reflected by situation reports, aerial photography, and other information or intelligence used to create an Incident Action Plan with objectives, tasks, or goals for response actions.

COMMUNITY DITCH ASSOCIATIONS – Those associations organized under Chapter 73, Sections 2 and 3, NMSA 1978 as amended.

COMMUNITY RECOVERY – The process of assessing the effects of an event, defining resources, and developing and implementing a course of action to restore and revitalize the socioeconomic and physical structure of a community.

CONSEQUENCE MANAGEMENT – Predominantly an emergency management function and includes measures to protect public health and safety, restore essential government services, and provide emergency relief to governments, businesses, and individuals affected by the event.

COORDINATING AGENCY – An agency charged with the responsibility to direct a specific functional response.

COSTS – Means those charges incurred to restore eligible damage to pre-event condition including the following: force account labor with fringe benefits; force account equipment at established rates; force account materials from stock on hand; materials purchased to accomplish emergency or disaster work; rental equipment; labor hired to do emergency or disaster recovery work; contract work to accomplish emergency response or disaster recovery; engineering and architectural work, if authorized; and, upgrades authorized on a case-by-case basis as mitigation, if reasonable, to prevent future loss.

CREDIBLE THREAT – A potential terrorist threat that, based on a threat assessment, is credible and may involve WMD.

CRISIS MANAGEMENT – Predominantly a law enforcement function and includes measures to identify, acquire, and plan the use of resources needed to anticipate, prevent, and/or resolve a threat or act of terrorism.

CRITICAL INFRASTRUCTURE – Systems and assets, whether physical or virtual, so vital that the incapacity or destruction of such systems and assets would have a debilitating impact on security, economic security, public health or safety, or any combination thereof.

CULTURAL RESOURCES – Cultural resources include historic and prehistoric structures, archeological sites, cultural landscapes, and museum collections.

CYBER – Pertaining to computers and their support systems, such as servers, routers, and switches, that support critical infrastructure.

DAMAGE CATEGORIES – Means those categories eligible for assistance including debris removal, emergency protective measures, roads, bridges, water control facilities, public buildings and contents, public utilities, parks, recreational areas.

DEFENSE SUPPORT OF CIVIL AUTHORITIES (DSCA) – Refers to DoD support, including Federal military forces, DoD civilians and DoD contractor personnel, and DoD agencies and components, for domestic emergencies and for designated law enforcement and other activities.

DEMOBILIZATION – The process and procedures used for deactivating, assembling, and transporting resources from the scene of the incident back to home base.

DEPARTMENT OF HOMELAND SECURITY (DHS) – DHS serves as the overall coordinating agency for disaster response and recovery activities. DHS processes the Governor’s request for disaster assistance and appoints an FCO for each presidentially declared disaster.

DEPUTY – A fully qualified individual who, in the absence of a superior, could be delegated the authority to manage a functional operation or perform a specific task. In some cases, a deputy could act as relief for a superior and therefore, must be fully qualified in the position.

DESIGNATED AREA – The geographic area designed under a Presidential major disaster declaration that is eligible to receive disaster assistance in accordance with the provisions of the Stafford Act.

DIRECT FEDERAL ASSISTANCE – Is provided to the affected State and local jurisdictions when they lack the resources to provide specific types of disaster assistance either because of the specialized nature of the assistance, or because of resource shortfalls.

DISASTER – Any catastrophe (including any tornado, storm, high water, wind-driven water, earthquake, volcanic eruption, landslide, mudslide, snowstorm or drought), or, regardless of cause, any fire, flood, or explosion, which in the determination of the Governor causes damage of sufficient severity and magnitude to warrant disaster assistance under this guidance to supplement the efforts and available resources of local governments and disaster relief organizations in alleviating the damage, loss, hardship, or suffering caused thereby.

DISASTER (MAJOR) – An event or imminent threat that causes or threatens widespread or severe damage, injury, or loss of life or property resulting from a natural, technological, and/or national security incident, or other disasters that may or does exceed the capabilities and resources of the State, local government, or disaster relief organizations.

DISASTER ASSISTANCE PROGRAM (DAP) – The Department of Homeland Security and Emergency Management's program that manages state-funded disaster assistance in New Mexico.

DISASTER RECOVERY CENTER – A DRC is a centralized location where individuals affected by a disaster can go to obtain information on disaster recovery assistance programs from various Federal, State, and local agencies as well as voluntary organizations.

ELIGIBLE DAMAGE/WORK – Being directly attributable to the emergency event, occurred within the incident period, not the result of negligence or lack of maintenance, legal property or responsibility of the applicant, within the area defined by the State-declared emergency, not covered by insurance and not recoverable from any other source of funding.

EMERGENCY – Any occasion or instance for which, in the determination of the Governor, State assistance is needed to supplement local efforts and capabilities to save lives and to protect

property and public health and safety, or to lessen or avert the threat of a disaster or catastrophe.

EMERGENCY OPERATIONS CENTER (EOC) – A centralized location where response to emergency or disaster situations is coordinated. Staff, procedures, and communications are provided so that key officials and ESF/department/agency representatives can gather information and make key decisions in response to and in support of an emergency or disaster.

EMERGENCY OPERATIONS CENTER DIRECTOR (EOCD) – The person designated to direct the operation of the activated Emergency Operations Center.

EMERGENCY OPERATIONS PLAN (EOP) – The document which outlines and explains functions, resources and coordination procedures for responding to and supporting emergency and disaster operations.

EMERGENCY PUBLIC INFORMATION – Information that is disseminated primarily in anticipation of or during an emergency. In addition to providing situational information, it also provides directive actions required to be taken by the general public.

EMERGENCY RESPONSE OFFICER (ERO) – A State Police Officer, designated by the Chief of the State Police, trained in hazardous materials emergency management and the National Incident Management System (NIMS), who responds to hazardous material incidents. A Headquarters ERO is designated to serve as the central coordinator to direct the response functions of responsible State agencies for hazardous materials incidents.

EMERGENCY SUPPORT FUNCTION (ESF) – Grouping of government and certain private-sector capabilities into an organizational structure to provide the support, resources, program implementation, and services that are most likely to be needed to save lives, protect property and the environment, restore essential services and critical infrastructure, and help victims and communities return to normal, when feasible, during and after emergencies and disasters.

EMERGENCY WORK – Work which must be done immediately to save lives and protect improved property and public health and safety, or to avert or lessen the threat of a disaster. It includes clearance and removal of debris and wreckage from critical public areas and temporary restoration of essential public facilities and services.

EMERGING INFECTIOUS DISEASES – New or recurring infectious diseases of people, domestic animals, and/or wildlife, including identification, etiology, pathogenesis, zoonotic potential, and ecological impact.

ENVIRONMENT – Natural and cultural resources and historic properties as those terms are defined in this glossary and in relevant laws.

EQUIPMENT TIME – Actual time (hours) that force account equipment is in use for extra fire patrols or other authorized work; may be charged by the hour, by the mile, or other agreed standard; rate includes fuel, maintenance, and incidental costs.

ESF REPRESENTATIVE – A person assigned to represent an Emergency Support Function (ESF) in an EOC and has been delegated authority to make decisions regarding the emergency management activities for the agencies within the ESF.

EVACUATION – Organized, phased, and supervised withdrawal, dispersal, or removal of civilians from dangerous or potentially dangerous areas requiring reception and care in safe areas.

EXTRAORDINARY COSTS – Cost beyond what is included in the applicant's operating budget during the period of the emergency.

EXTRAORDINARY DUTY TIME – Hours worked beyond normal work time for force account employees called up specifically for emergency duty, including overtime and associated benefits.

FACILITY – Any publicly owned building, works, system, or equipment, built or manufactured, or an improved and maintained natural feature.

FEDERAL COORDINATING OFFICER (FCO) – The senior Federal official appointed by the President to coordinate the overall Federal response and recovery activities during a Presidentially Declared Disaster.

FEDERAL EMERGENCY MANAGEMENT AGENCY (FEMA) – The Federal agency which coordinates Federal response to emergencies and disasters.

FIRST RESPONDER – Local and non-governmental police, fire, and emergency personnel who in the early stages of an incident are responsible for the protection and preservation of life, property, evidence, and the environment, as well as emergency management, public health, clinical care, public works, and other skilled support personnel (such as equipment operators) who provide immediate support services during prevention, response, and recovery operations.

FORCE ACCOUNT – An applicant's own labor forces and equipment.

GOVERNOR'S AUTHORIZED REPRESENTATIVE (GAR) – The person designated by the Governor to direct the State's response and recovery efforts during emergencies and disasters. This person is authorized by the Governor to execute all necessary documents for disaster assistance following a declaration of an emergency or major disaster, including certification of applicants for public assistance.

HAZARD MITIGATION – Any cost-effective measure which will reduce the potential for damage from a disaster event.

HAZARDOUS MATERIAL – Hazardous material is a substance or material that has been determined to be capable of posing an unreasonable risk to health, safety, and property, including when transported in commerce, and which has been so designated (see 49 CFR 171.8).

HAZARDOUS SUBSTANCE – Any substance designated pursuant to section 311(b)(2)(A) of the Clean Water Act; any element, compound, mixture, solution, or substance designated pursuant to section 102 of the Comprehensive Environmental Response, Compensation, and Liability Act (CERCLA); any hazardous waste having the characteristics identified under or listed pursuant to section 3001 of the Solid Waste Disposal Act; any toxic pollutant listed under section 307(a) of the Clean Water Act; any hazardous air pollutant listed under section 112 of the Clean Air Act (42 U.S.C. § 7521 et seq.); and any imminently hazardous chemical substance or mixture with respect to which the EPA Administrator has taken action pursuant to section 7 of the Toxic Substances Control Act (15 U.S.C. § 2601 et seq.).

HISTORIC PROPERTY – Any prehistoric or historic district, site, building, structure, or object included in or eligible for inclusion in the Register of Historic Places, including artifacts, records, and remains which are related to such district, site, building, structure, or object.

INCIDENT – An occurrence or event, natural or human caused, that requires an emergency response to protect life or property.

INCIDENT ACTION PLAN (IAP) – An oral or written plan containing general objectives reflecting the overall strategy for managing an incident that includes the identification of operational resources and assignments.

INCIDENT COMMAND POST (ICP) – The field location at which the primary tactical-level, on-scene incident command functions are performed.

INCIDENT COMMAND SYSTEM (ICS) – A standardized onscene management construct specifically designed to provide for the adoption of an integrated organizational structure that reflects the complexity and demands of single or multiple incidents, without being hindered by jurisdictional boundaries.

INCIDENT COMMANDER (IC) – The individual responsible for all incident activities, including the development of strategies and tactics and the ordering and release of resources. The IC has overall authority and responsibility for conducting incident operations and is responsible for the management of all incident operations at the incident site.

INCIDENT MANAGEMENT TEAM (IMT) – The Incident Commander and appropriate Command and General Staff personnel assigned to an incident.

INCIDENT MANAGEMENT ASSISTANCE TEAM (IMAT) – The Incident Management Assistance Team deploys to the State EOC, or affected jurisdiction, to aid in disaster operations management, support the set up of the JFO (in the case of a Disaster Declaration), and assist with the transition to recovery.

INCIDENT MITIGATION – Actions taken during an incident designed to minimize impacts or contain the damages to property or the environment.

INDIVIDUAL ASSISTANCE PROGRAM – Activities traditionally associated with providing Federal supplemental disaster relief assistance under a Presidential major disaster declaration to individuals, households, and businesses. Individual Assistance includes providing temporary housing assistance, grants and loans to eligible individuals and businesses, disaster unemployment assistance, and crisis counseling.

INFORMATION OFFICER – See Public Information Officer.

INFRASTRUCTURE – The manmade physical systems, assets, projects, and structures, publicly and/or privately owned, that are used by or provide benefit to the public. Examples of infrastructure include utilities, bridges, levees, drinking water systems, electrical systems, communications systems, dams, sewage systems, and roads.

IN-KIND DONATIONS – Donations other than cash (usually materials or professional services) for disaster survivors.

JOINT FIELD OFFICE (JFO) – A temporary facility established locally to provide a central point for Federal, State, local, and tribal executives with responsibility for incident oversight, direction, and/or assistance to effectively coordinate protection, prevention, preparedness, response, and recovery actions.

JOINT INFORMATION CENTER (JIC) – A facility established to coordinate all inter-agency incident-related public information activities. It is the central point of contact for all news media at the scene of the incident.

JOINT INFORMATION SYSTEM (JIS) – Integrates inter-agency incident information and public affairs activities into a cohesive organization designed to provide consistent, coordinated, and timely information during a crisis or incident operations.

JOINT OPERATIONS CENTER (JOC) – The JOC is the focal point for all Federal investigative law enforcement activities during a terrorist or potential terrorist incident or any other significant criminal incident, and is managed by the FBI.

JURISDICTION – A range or sphere of authority. Jurisdictional authority at an incident can be political, geographical, or functional. Public agencies have jurisdiction at an incident related to their legal responsibilities and authority.

LIAISON OFFICER – A member of the Command Staff responsible for coordinating with representatives from cooperating and assisting agencies.

LOCAL GOVERNMENT – (A) Any county, city, village, town, district, or other political subdivision of the State, and (B) includes any rural community or unincorporated town or village or any other public entity for which an application for assistance is made.

LOGISTICS SECTION – The section responsible for providing facilities, services, and material support for the incident.

MAJOR DISASTER – As defined by the Stafford Act, any natural catastrophe (including any hurricane, tornado, storm, high water, wind-driven water, tidal wave, tsunami, earthquake, volcanic eruption, landslide, mudslide, snowstorm, or drought) or, regardless of cause, any fire, flood, or explosion, in any part of the United States, which in the determination of the President causes damage of sufficient severity and magnitude to warrant major disaster assistance under this act to supplement the efforts and available resources of States, local governments, and disaster relief organizations in alleviating the damage, loss, hardship, or suffering caused thereby.

MITIGATION – Actions that can be taken to eliminate or reduce the degree of long-term risk.

MOBILIZATION – The process and procedures used for activating, assembling, and transporting resources that have been requested to respond to or support an incident.

MULTI-AGENCY COORDINATION SYSTEM – Provides the architecture to support coordination for incident prioritization, critical resource allocation, communications systems integration, and information coordination. The components of multiagency coordination systems include facilities, equipment, EOCs, specific multiagency coordination entities, personnel, procedures, and communications.

MULTI-JURISDICTIONAL INCIDENT – An incident requiring action from multiple agencies that each have jurisdiction to manage certain aspects of an incident. In ICS, these incidents will be managed under Unified Command.

MUTUAL AID AGREEMENT – Written agreement between agencies, organizations, and/or jurisdictions that they will assist one another on request by furnishing personnel, equipment, and/or expertise in a specified manner.

NATIONAL DISASTER MEDICAL SYSTEM (NDMS) – A coordinated partnership between DHS, HHS, DoD, and the Department of Veterans Affairs established for the purpose of responding to the needs of victims of a public health emergency. NDMS provides medical response assets and the movement of patients to health care facilities where definitive medical care is received when required.

NATIONAL INCIDENT MANAGEMENT SYSTEM (NIMS) – A system mandated by HSPD-5 that provides a consistent, nationwide approach for Federal, State, local, and tribal governments; the private sector; and, NGOs to work effectively and efficiently together to prepare for, respond to, and recover from domestic incidents, regardless of cause, size, or complexity.

NATIONAL INFRASTRUCTURE COORDINATION CENTER (NICC) – Managed by the DHS Information Analysis and Infrastructure Protection Directorate, the NICC monitors the Nation’s critical infrastructure and key resources on an ongoing basis. In the event of an incident, the NICC provides a coordinating vehicle to share information with critical infrastructure and key resources entities.

NATIONAL INTERAGENCY COORDINATION CENTER (NICC) – The organization responsible for coordinating allocation of resources to one or more coordination centers or major fires within the Nation. Located in Boise, ID.

NATIONAL INTERAGENCY FIRE CENTER (NIFC) – A facility located in Boise, ID, that is jointly operated by several Federal agencies and is dedicated to coordination, logistical support, and improved weather services in support of fire management operations throughout the United States.

NATIONAL RESPONSE FRAMEWORK (NRF) – The National Response Framework (NRF) is a guide to how the Nation responds to all types of disasters and emergencies. It is built on scalable, flexible, and adaptable concepts to align key response roles and responsibilities across the Nation. The objectives of the NRF define the capabilities necessary to save lives, protect property and the environment, meet basic human needs, stabilize the incident, restore basic services and community functionality, and establish a safe and secure environment moving towards the transition to recovery. The NRF is always in effect, and elements can be implemented at any time.

NATIONAL SPECIAL SECURITY EVENT (NSSE) – A designated event that, by virtue of its political, economic, social, or religious significance, may be the target of terrorism or other criminal activity.

NATURAL RESOURCES – Natural resources include land, fish, wildlife, domesticated animals, plants, biota, and water.

NON-GOVERNMENTAL ORGANIZATION (NGO) – A nonprofit entity that is based on interests of its members, individuals, or institutions and not created by a government, but may work cooperatively with government. Such organizations serve a public purpose, not a private benefit. Examples of NGOs include faith-based charity organizations and the American Red Cross.

OPERATIONAL PERIOD – The period of time scheduled for execution of a given set of operation actions as specified in the Incident Action Plan.

OPERATIONS SECTION – The section responsible for all tactical incident operations. In ICS it normally includes subordinate branches, divisions, and/or groups.

PLANNING SECTION – Responsible for the collection, evaluation, and dissemination of operational information related to the incident, and for the preparation and documentation of the IAP. This section also maintains information on the current and forecasted situation and the status of resources assigned to the incident per traditional ICS.

POLITICAL SUBDIVISION – Any county; incorporated city, town or village; drainage, conservancy, irrigation, water and sanitation or other district; mutual domestic association; public water cooperative association; or community ditch association.

PRELIMINARY DAMAGE ASSESSMENT (PDA) – Assessment undertaken jointly by the DHSEM and the applicant.

PRIMARY AGENCY – An ESF primary agency has significant authorities, roles, resources, or capabilities for a particular function within an ESF.

PRIVATE SECTOR – Organizations and entities that are not part of any governmental structure. Includes for-profit and not-for-profit organizations, formal and informal structures, commerce and industry, private organizations, and private voluntary organizations.

PUBLIC ASSISTANCE PROGRAM – The program administered by FEMA that provides supplemental Federal disaster grant assistance for debris removal and disposal, emergency protective measures, and the repair, replacement, or restoration of disaster-damaged, publicly owned facilities and the facilities of certain private nonprofit organizations.

PUBLIC HEALTH – Protection, safety, improvement, and interconnections of health and disease prevention among people, domestic animals and wildlife.

PUBLIC INFORMATION OFFICER (PIO) – A member of the Command Staff responsible for interfacing with the public and media or with other agencies with incident related information requirements.

PUBLIC WORKS – Work, construction, physical facilities, and services provided by governments for the benefit and use of the public.

RECOVERY – Activities taken over the short term to return vital life support systems to minimum standards, and long-term to return life to normal or improved levels. Such measures include damage assessment, supplemental Federal assistance to individuals and public entities,

assessment of plans, procedures, development of economic impact studies and methods to mitigate damages.

RECOVERY PLAN – A plan developed by a State, tribal, or local jurisdiction with assistance from responding Federal agencies to restore the affected area.

RESOURCES – Personnel and major items of equipment, supplies, and facilities available or potentially available for assignment to incident operations and for which status is maintained. Resources are described by kind and type and may be used in operational support or supervisory capacities at an incident or at an EOC.

RESPONSE – Activities that address the short-term, direct effects of an incident. Response includes immediate actions to save lives, protect property, and meet basic human needs. Response also includes the execution of emergency operations plans and incident mitigation activities designed to limit the loss of life, personal injury, property damage, and other unfavorable outcomes.

RISK COMMUNICATION – The National Research Council (NRC) defines risk communication as "an interactive process of exchange of information and opinion among individuals, groups, and institutions." The definition includes "discussion about risk types and levels and about methods for managing risks." Specifically, this process is defined by levels of involvement in decisions, actions, or policies aimed at managing or controlling health or environmental risks.

SITUATION ASSESSMENT – The collection, evaluation, and interpretation of information gathered from a variety of sources (including weather information and forecasts, computerized models, GIS data mapping, remote sensing sources, ground surveys, etc.) that, when communicated to emergency managers and decision makers, can provide a basis for incident management decision making.

SPAN OF CONTROL – The ratio of individuals supervised to the number of supervisors. (Under the NIMS, an appropriate span of control is between 3:1 and 7:1.)

STAGING AREA – Location established where resources can be placed while awaiting a tactical assignment. The Operations Section manages Staging Areas.

STATE COORDINATING OFFICER (SCO) – The person assigned by the Governor to coordinate State response and recovery operations during State declared disasters. This is the FCO's counterpart during Presidential Disaster Declarations.

SUBJECT-MATTER EXPERT (SME) – An individual who is a technical expert in a specific area or in performing a specialized job, task, or skill.

SUPPORT AGENCY – Any agency working with the coordinating and primary agencies in fulfilling emergency management functions.

TELECOMMUNICATIONS – The transmission, emission, or reception of voice and/or data through any medium by wire, radio, other electrical, electromagnetic, or optical means. Telecommunications includes all aspects of transmitting information.

TERRORISM – Under the Homeland Security Act of 2002, terrorism is defined as activity that involves an act dangerous to human life or potentially destructive of critical infrastructure or key resources and is a violation of the criminal laws of the United States or of any State or other subdivision of the United States in which it occurs and is intended to intimidate or coerce the civilian population or influence a government or affect the conduct of a government by mass destruction, assassination, or kidnapping.

THREAT – An indication of possible violence, harm, or danger.

TRIBE – Any Indian tribe, band, nation, or other organized group or community that is recognized as eligible for the special programs and services provided by the United States to Indians because of their status as Indians.

UNAFFILIATED VOLUNTEER – An individual who is not formally associated with a recognized voluntary disaster relief organization; also known as a “spontaneous” or “emergent” volunteer.

UNIFIED COMMAND – An application of ICS used when there is more than one agency with incident jurisdiction or when incidents cross political jurisdictions. Agencies work together through the designated members of the Unified Command to establish their designated Incident Commanders at a single ICP and to establish a common set of objectives and strategies and a single Incident Action Plan.

UNSOLICITED GOODS – Donated items offered by and/or sent to the incident area by the public, the private sector, or other source, that have not been requested by government or nonprofit disaster relief coordinators.

URBAN SEARCH AND RESCUE – Operational activities that include locating, extricating, and providing on-site medical treatment to victims trapped in collapsed structures.

VOLUNTEER – Any individual accepted to perform services by an agency that has authority to accept volunteer services when the individual performs services without promise, expectation, or receipt of compensation for services performed.

ACRONYMS

For the purposes of this plan, the following acronyms apply:

A		CBRNE	Chemical, Biological, Radiological, Nuclear, or (High-Yield) Explosive
AAR	After Action Report	CCF	Congregated Care Facility
ADA	Americans with Disabilities Act	CCP	Casualty Collection Point
AFB	Air Force Base	CDC	U.S. Centers for Disease Control and Prevention
AG	Attorney General	CEM	Certified Emergency Manager
AHA	Animal Humane Association	CEO	Chief Elected Official
ALTSD	NM Aging and Long Term Services Department	CEO	Chief Executive Officer (Official)
ANWC	Alternate National Warning Center	CERCLA	Comprehensive Environmental Response, Compensation, and Liability Act
AO	Area of Operation	CERT	Community Emergency Response Team
APHIS	U.S. Animal and Plant Health Inspection Service	CFM	Certified Floodplain Manager
ARC	American Red Cross	CFO	Chief Financial Officer
ARES	Amateur Radio Emergency Service	CFR	Code of Federal Regulations
ARF	Action Request Form	CI	Critical Infrastructure
ARRL	American Radio Relay League	CIA	Catastrophic Incident Appendix
ASTHO	Association of State and Territorial Health Officials	CIP	Critical Infrastructure Protection
AUC	Area Unified Command	CISM	Critical Incident Stress Management
AWIPS	Advanced Weather Interactive Processing System	CMC	Crisis Management Coordinator
B		CMS	Consumable Medical Supplies
BAER	Burn Area Emergency Rehabilitation	COG	Continuity of Government
BAR	Budget Adjustment Request	COML	Communications Unit Leader
BEOC	Business Emergency Operations Center	CONUS	Continental United States
BHEM	NM Bureau of Health Emergency Management	COOP	Continuity of Operations
BIA	U.S. Bureau of Indian Affairs	COP	Common Operating Picture
BLM	U.S. Bureau of Land Management	COW	Cellular on Wheels
BOR	U.S. Bureau of Reclamation	CR	Community Relations
C		CRS	Community Rating System
CAFB	Canon Air Force Base	CSEPP	Chemical Stockpile Emergency Preparedness Program
CAP	Civil Air Patrol	CSG	Council of State Governments
CB	Citizens Band	CST	Civil Support Team
CBO	Community Based Organization	CT	Counter-Terrorism
CBRN	Chemical, Biological, Radiological, or Nuclear	CYFD	NM Children, Youth and Families Department

D

DAE Disaster Assistance Employee
 DAP Disaster Assistance Program
 DART Disaster Animal Response Team
 DCA NM Department of Cultural Affairs
 DCO Defense Coordinating Officer
 DES Disaster and Emergency Services
 DEST Domestic Emergency Support Team
 DFA NM Department of Finance and Administration
 DFIRM Digital Flood Insurance Rate Map
 DGF NM Department of Game and Fish
 DHS U.S. Department of Homeland Security
 DHSEM NM Department of Homeland Security and Emergency Management
 DMA NM Department of Military Affairs
 DMAT Disaster Medical Assistance Team
 DME Durable Medical Equipment
 DMORT Disaster Mortuary Operational Response Team
 DOC Department Operations Center
 DoD U.S. Department of Defense
 DOE U.S. Department of Energy
 DOH NM Department of Health
 DOI U.S. Department of the Interior
 DoIT NM Department of Information Technology
 DOJ U.S. Department of Justice
 DOL U.S. Department of Labor
 DOS U.S. Department of State
 DOT NM Department of Transportation
 DOT U.S. Department of Transportation
 DPS NM Department of Public Safety
 DRC Disaster Recovery Center
 DSCA Defense Support to Civil Authorities
 DSNAP Disaster Supplemental Nutrition Assistance Program
 DUA Disaster Unemployment Assistance
 DUNS Data Universal Numbering System
 DWI Disaster Welfare Information

E

EAS Emergency Alert System
 ED U.S. Department of Education
 EDD NM Economic Development Department
 EEI Essential Elements of Information
 EEO Equal Employment Opportunity
 EM Emergency Manager
 EMA Emergency Management Agency
 EMAC Emergency Management Assistance Compact
 EMAP Emergency Management Accreditation Program
 EMC Emergency Management Center
 EMNRD NM Energy, Minerals and Natural Resources Department
 EMS Emergency Medical Services
 EMT Emergency Medical Technician
 EMWIN Emergency Managers' Weather Information Network
 EO Executive Order
 EOC Emergency Operations Center
 EOCD Emergency Operations Center Director
 EOCD Emergency Operations Center Representative
 EOD Explosive Ordinance Disposal
 EOP Emergency Operations Plan
 EOS Emergency Operations System
 EPA U.S. Environmental Protection Agency
 EPCRA Emergency Planning and Community Right-to-Know Act
 EPLO Emergency Preparedness Liaison Officer
 ERO Emergency Response Officer
 ERT Environmental Response Team
 ERT Evidence Response Team (FBI)
 ERV Emergency Response Vehicle
 ESF Emergency Support Function
 EU Explosives Unit
 EWP Emergency Watershed Protection

F

F/A Finance / Administration
 F/ASC Finance / Administration Section Chief
 FAA Federal Aviation Administration
 FAC Family Assistance Center
 FAD Foreign Animal Disease
 FBI Federal Bureau of Investigation
 FCO Federal Coordinating Officer
 FD Fire Department
 FDA U.S. Food and Drug Administration
 FEMA Federal Emergency Management Agency
 FERC Federal Energy Regulatory Commission
 FFY Federal Fiscal Year
 FHWA Federal Highway Administration
 FIRM Flood Insurance Rate Map
 FLEO Federal Law Enforcement Official
 FM Frequency Modulation
 FMAG Fire Management Assistance Grant
 FMO State Fire Marshall’s Office
 FNSS Functional Needs Support Services
 FOG Field Operations Guide
 FOIA Freedom of Information Act
 FOUO For Official Use Only
 FSA U.S. Farm Service Agency
 FTE Full Time Employee
 FY Fiscal Year

G

GAO U.S. Government Accounting Office
 GAR Governor’s Authorized Representative
 GCO General Control Objectives
 GETS Government Emergency Telecommunications Service
 GIS Geographic Information System
 GMT Greenwich Mean Time
 GPS Global Positioning System
 GSA U.S. General Services Administration
 GSD NM General Services Department

H

HAFB Holloman Air Force Base
 HAN Health Alert Network
 HAZMAT Hazardous Material
 HAZWOPER Hazardous Waste Operations and Emergency Response
 HHS US Department of Health and Human Services
 HMER Hazardous Materials Emergency Response Plan
 HMGP Hazard Mitigation Grant Program
 HMTUSA Hazardous Materials Transportation Uniform Safety Act
 HQ Headquarters
 HSD NM Human Services Department
 HSPD Homeland Security Presidential Directive
 HUD US Department of Housing and Urban Development

I

IA Individual Assistance
 IAA Inter-Agency Agreement
 IAD NM Indian Affairs Department
 IAP Incident Action Plan
 IC Incident Commander
 ICP Incident Command Post
 ICS Incident Command System
 IED Improvised Explosive Device
 IERSP Interstate Emergency Response Support Plan
 IFA Individual and Family Assistance
 IHS U.S. Indian Health Service
 IMAS Intrastate Mutual Aid System
 IMAT Incident Management Assistance Team
 IMT Incident Management Team
 INS U.S. Immigration and Naturalization Service
 IPAWS Integrated Public Alert and Warning System
 IPR Internal Purchase Requisition
 ISAC Information Sharing and Analysis Center
 ISDN Integrated Services Digital Network

IST	Incident Support Team	MSHA	U.S. Mine Safety and Health Administration
IT	Information Technology		
ITS	Intelligent Transportation Systems	MTD	NM Motor Transportation Division
J		N	
JFO	Joint Field Office	NAWAS	National Warning System
JIC	Joint Information Center	NCIC	National Crime Information Center
JIS	Joint Information System	NCP	National Oil and Hazardous Substances Pollution Contingency Plan
JOC	Joint Operations Center		
JPA	Joint Powers Agreement		
JTTF	Joint Terrorism Task Force	NDA	National Defense Area
		NDAA	National Defense Authorization Act
		NDMS	National Disaster Medical System
K		NDRF	National Disaster Recovery Framework
KAFB	Kirtland Air Force Base		
		NEMA	National Emergency Management Association
L		NEMIS	National Emergency Management Information System
LAN	Local Area Network	NEPA	National Environmental Policy Act
LANL	Los Alamos National Laboratory	NEST	Nuclear Emergency Search Team
LE	Law Enforcement	NFIP	National Flood Insurance Program
LEPC	Local Emergency Planning Council	NFPA	National Fire Protection Association
LETPP	Law Enforcement Terrorism Prevention Program	NG	NM National Guard
LNG	Liquid Natural Gas	NGB	National Guard Bureau
LNO	Liaison Officer	NGO	Non-Governmental Organization
LP	Liquid Propane	NHPA	National Historic Preservation Act
LSC	Logistics Section Chief	NICC	National Infrastructure Coordination Center
LZ	Landing Zone		
		NICC	National Interagency Coordinating Center
M		NIFC	National Interagency Fire Center
MA	Mission Assignment	NIMBY	Not In My Back Yard
MAC	Multi-Agency Coordination	NIMS	National Incident Management System
MARS	Military Affiliated Radio System	NIPP	National Infrastructure Protection Plan
ME	Medical Examiner		
MERS	Mobile Emergency Response Support	NIRT	Nuclear Incident Response Team
MHz	Megahertz	NLETS	National Law Enforcement Telecommunications System
MMRS	Metropolitan Medical Response System		
MOA	Memorandum of Agreement	NM	New Mexico
MOU	Memorandum of Understanding	NMANG	New Mexico Air (Force) National Guard
MRC	Medical Reserve Corps		
MRE	Meals Ready to Eat		
MRV	Multi-Radio Vehicle		
MSDS	Material Safety Data Sheet		

NMARNG	New Mexico Army National Guard	NWCG	National Wildland Coordinating Group
NMCD	New Mexico Corrections Department	NWR	NOAA Weather Radio
NMDA	New Mexico Department of Agriculture	NWS	National Weather Service
NMED	New Mexico Environment Department	O	
NMEOC	New Mexico Emergency Operations Center	OCONUS	Outside the Continental United States
NMFMA	New Mexico Floodplain Managers Association	OMI	NM Office of the Medical Investigator
NMLB	New Mexico Livestock Board	OP	Operational Period
NMLETS	New Mexico Law Enforcement Telecommunications System	OSC	Operations Section Chief
NMSA	New Mexico Statutes Annotated	OSE	NM Office of the State Engineer
NMSP	New Mexico State Police	OSHA	U.S. Occupational Safety and Health Administration
NMSU	New Mexico State University	P	
NMTF1	New Mexico Task Force 1	PA	Public Affairs
NMVMA	New Mexico Veterinary Medical Association	PA	Public Assistance
NMVOAD	New Mexico Volunteer Organizations Active in Disasters	PAO	Public Affairs Officer
NOAA	National Oceanic and Atmospheric Administration	PAS	Personal Assistance Services
NOC	National Operations Center	PD	Police Department
NPTS	National Plan for Telecommunications Support in Non-Wartime Emergencies	PDA	Preliminary Damage Assessment
NRC	Nuclear Regulatory Commission	PED	NM Public Education Department
NRC	National Research Council	PHERA	Public Health Emergency Response Act
NRC	National Response Center (EPA-HAZMAT)	PIO	Public Information Officer
NRCC	National Response Coordination Center	PL	Public Law
NRCS	Natural Resources Conservation Service	PNP	Private Nonprofit
NRF	National Response Framework	POA	Point of Arrival
NSSE	National Special Security Event	POC	Point of Contact
NTAS	National Terrorism Advisory System	POD	Point of Departure
NTSB	National Transportation Safety Board	POD	Point of Dispensing
NVOAD	National Voluntary Organizations Active in Disaster	POD	Point of Distribution (NM)
NWC	National Warning Center	POE	Point of Entry
		PPD	Presidential Policy Directive
		PPE	Personal Protective Equipment
		PRC	NM Public Regulation Commission
		PSA	Public Service Announcement
		PSAP	Public Safety Answering Point
		PSC	Planning Section Chief
		PTE	Potential Threat Element
		PW	Project Worksheet
		Q	

R		SICWG	Statewide Interoperable Communications Working Group
RA	Regional Administrator	SIOC	Strategic Information and Operations Center
RACES	Radio Amateur Civil Emergency Services	SITREP	Situation Report
RADEF	Radiological Defense	SLD	NM Scientific Laboratory Division
RAID	Rapid Assessment and Initial Detection	SME	Subject Matter Expert
RAMP	Remedial Action Management Program	SMI	Stockpile Managed Inventory
RAP	Radiological Assistance Program	SNL	Sandia National Laboratories
RAWS	Remote Automated Weather Station	SNS	Strategic National Stockpile
RDD	Radiological Dispersal Device	SO	Sheriff's Office
REL	Recommended Exposure Limit	SOG	Standard Operating Guidelines
REP	Radiological Emergency Preparedness	SOP	Standard Operating Procedures
RFA	Request for Federal Assistance	SP	NM State Police
RFI	Request for Information	SPO	NM State Personnel Office
RLD	NM Regulation and Licensing Department	SR	Single Resource
RNA	Rapid Needs Assessment	SSCIP	NM Strategic Statewide Interoperability Plan
ROS	Rate of Spread	ST	Strike Team
ROSS	Resource Ordering and Status System	SWAT	Special Weapons and Tactics
RRCC	Regional Response Coordination Center	SWMAC	Southwest Multi-Agency Coordination
RSS	Receipt/Stage/Store Function (Strategic National Stockpile program)	T	
S		TA	Technical Assistance
SAA	State Administrative Agency	TAG	The Adjutant General
SAC	FBI Special Agent-in-Charge	TBA	To Be Activated/Announced
SWCC	Southwest Area Coordination Center	TBD	To Be Determined
SAR	Search and Rescue	TCL	Target Capabilities List
SARA	Superfund Amendments and Reauthorization Act of 1986 (Title III)	TDD	Telecommunications Device for the Deaf
SBA	U.S. Small Business Administration	TDY	Temporary Duty
SCBA	Self-Contained Breathing Apparatus	TERC	Tribal Emergency Response Commission
SCO	State Coordinating Officer	TF	Task Force
SEOC	State Emergency Operations Center	THIRA	Threat and Hazard Identification and Risk Assessment
SERC	State Emergency Response Commission	TICP	Tactical Interoperable Communications Plan
SFLEO	Senior Federal Law Enforcement Official	TRANSCOM	Transportation Tracking and Communications
SHMO	State Hazard Mitigation Officer	TRD	NM Taxation and Revenue Department
		TRIS	Toxic Release Inventory System

TRUPACT-II	Transuranic Package Transporter, Model 2	UV	Ultraviolet
TS	Top Secret	V	
TSA	U.S. Transportation Security Administration	VA	U.S. Veterans Administration
TSA	The Salvation Army in New Mexico	VAL	Voluntary Agency Liaison
TSP	Telecommunications Service Priority	VDS	Veterinary Diagnostic Services
TTIC	Terrorism Threat Integration Center	VHF	Very High Frequency
TTY	Text Telephone	VISTA	Volunteers in Service to America
TY	Total Yield	VMAT	Veterinary Medical Assistance Team
		VMI	Vendor Managed Inventory
		VOAD	Voluntary Organizations Active in Disaster
U		VOLAG	Volunteer Agency
UASI	Urban Areas Security Initiative		
UBC	Uniform Building Code	W	
UC	Unified Command	WAN	Wide Area Network
UHF	Ultra High Frequency	WAS	Wide Area Search
UNM	University of New Mexico	WCM	Warning Coordination Meteorologist
UNMH	University of New Mexico Hospital	WHO	World Health Organization
UOC	USACE Operations Center	WIPP	Waste Isolation Pilot Plant (also Project, Program)
USACE	U.S. Army Corps of Engineers	WMD	Weapon of Mass Destruction
USAR	Urban Search and Rescue (see also US&R)	WSAR	Wilderness Search and Rescue
U.S.C.	U.S. Code	WSMR	White Sands Missile Range
USCG	U.S. Coast Guard	WWW	World Wide Web
USDA	U.S. Department of Agriculture		
USFA	U.S. Fire Administration	X	
USFS	U.S. Forest Service	Y	
USFWS	U.S. Fish and Wildlife Service		
USGS	U.S. Geological Survey	Z	
USPHS	U.S. Public Health Service	ZULU	Greenwich Mean Time
USPS	U.S. Postal Service		
US&R	Urban Search & Rescue		
USTRANSCOM	U.S. Transportation Command		

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APPENDIX A: TERRORISM INCIDENT

PURPOSE

The purpose of the Terrorism Incident Appendix is to describe a comprehensive approach for preventing, preparing for, protecting against, or responding to potential or actual acts of terrorism, from both domestic and international actors. The Department of Homeland Security / Federal Emergency Management Agency defines terrorism as “Any activity that involves an act that is dangerous to human life or potentially destructive of critical infrastructure or key resources and is a violation of the criminal laws of the United States or of any state or other subdivision of the United States; and, appears to be intended to intimidate or coerce a civilian population, or to influence the policy of a government by intimidation or coercion, or to affect the conduct of a government by mass destruction, assassination, or kidnapping.” The Terrorism Incident Appendix focuses on defining the state’s responsibilities in preventing, preparing for, protecting against, and responding to terrorism incidents within New Mexico and outlines the interfacing of state resources with corresponding federal agencies to support local governments. This Appendix will follow the National Prevention Framework (May 2013) whole of community approach.

SITUATION

State government, and all communities within New Mexico, are vulnerable to attacks involving domestic and international terrorist organizations, “Weapons of Mass Destruction” (WMD), and cyber terrorism. Response to an actual or suspected event has two phases: 1) Actions intended to prevent or end the terrorist action (known as “crisis management”), and; 2) Actions to deal with the impacts of the event (known as “consequence management”). According to recent events overseas and in Mexico, first responders may be at a greater risk of becoming casualties. Terrorism Tactics, Techniques, and Procedures (TTPs) have included the use of secondary devices to target emergency services personnel responding to or involved in life-saving and property preservation. In addition, everyday foreign actors are attempting, and in some cases succeeding, with infiltration of websites and networks. September 11th and, more recently, the Boston Marathon bombings and Sandy Hook School shooting have caused stronger emotional reaction from the public and federal government to acts of domestic and international terrorism, than incidents or disasters which occurred further in the past. New Mexico should be prepared to address these new emotional reactions and to respond quickly to assist the local communities by whatever means possible.

A terrorist attack involving a WMD could threaten lives, property, and environmental resources through physical destruction due to explosions and resulting fires or by contamination with chemical, biological, and/or radiological materials. Developing relationships with state and federal resources able to respond to these types of attacks is essential.

A cyber terrorist attack could destroy or significantly disrupt vital computer networks, communication systems, and/or Internet services. This could interfere with the provision of critical community services thereby causing substantial human and economic impacts.

In order to better secure New Mexico's vulnerabilities, it is important for the State to identify people, facilities, locations, and systems at risk from a terrorist event including, but not limited to:

- Densely developed, urbanized areas;
- Government owned and operated facilities;
- Military installations;
- Banks and financial centers;
- Schools and health care facilities;
- Transportation networks and facilities;
- Businesses and industries;
- Major entertainment centers, tourist attractions, recreational facilities, and large-scale events;
- Utilities, computer networks, communications systems, and Internet services; and,
- Valuable natural resources, such as drinking water sources and agricultural areas.

A terrorist event may quickly deplete the resources and capabilities of local emergency service organizations or necessitate an emergency response beyond the capabilities of local officials. Depending on the type, size, or location, a terrorist incident could also exceed the capabilities of the state and necessitate support and assistance from federal and/or international agencies and organizations.

Threats of or potential acts of terrorism must be considered credible until proven otherwise by a federal, state, or local law enforcement official. These local or regional acts if found credible, may result in a change in the National Threat Level. Significant coordination and exchange of information between all levels of government must occur. An effective Intelligence and Information Sharing capability involves the implementation of the intelligence cycle. It requires an information integration process by local, state, tribal, and federal intelligence entities as well as the private sector, the public, and international partners, as appropriate, to develop situational awareness on the actor(s), method(s), means, weapon(s), or target(s) related to an imminent terrorist threat within the United States. This situational awareness and intelligence sharing are key to preventing, preparing for and responding to an incident.

Incidents over the past decade have demonstrated that the ability to share information is a prerequisite for preventing terrorist threats to our homeland. No single agency, department, or level of government can independently complete a threat picture of all terrorism and national security threats. With this in mind, the Intelligence and Information Sharing capability involves engagement across local, state, tribal, Federal, private sector, voluntary organizations, and international partners. This process facilitates the collection, analysis, and sharing of suspicious

activity reports to support the identification and prevention of terrorist threats; enhance situational awareness of threats, alerts, and warnings; and, develop and disseminate risk assessments and analyses of national intelligence.

Vulnerability and threat assessments are determined by factors such as population, accessibility, criticality, economic impact, and symbolic value. Factors unique to the terrorism hazard require special planning considerations in support of the New Mexico All-Hazard Emergency Operations Plan (EOP). These factors include:

- Emphasis on prevention and preparedness under the auspices of the New Mexico Emergency Operations System;
- Significant differences in federal authorities and responsibilities; and,
- Need to address the local, state, and federal roles and interface.

The New Mexico Emergency Operations Center (NMEOC) must be able to accomplish the following critical tasks immediately following a terrorist attack in order to provide needed support to local jurisdictions and meet federal requirements:

Planning and Direction

- Establish the intelligence and information requirements of the consumer;
- Engage with public and private sector partners in order to determine what intelligence and information assets may be available for reprioritization;
- Rapidly reprioritize law enforcement and intelligence assets as necessary and appropriate; and,
- Obtain additional information through avenues such as law enforcement deployment, questioning of witnesses and suspects, increased surveillance activity, and community policing and outreach.

Collection

- Gather the required raw data to produce the desired finished intelligence and information products; and,
- Collect information via law enforcement operations, suspicious activity reporting, surveillance, community engagement, and other activities and sources as necessary.

Extrapolation and Processing

- Convert raw data into comprehensible information.

Analysis and Production

- Integrate, evaluate, analyze, and prepare the processed information for inclusion in the finished product.

Dissemination

- Deliver the finished intelligence and information products to the consumer and others as applicable; and,
- Develop appropriately classified/unclassified products to disseminate threat information to local, state, tribal, Federal, international, private, nonprofit, faith-based, and public partners.

Feedback and Evaluation

- Acquire continual feedback during the intelligence cycle that aids in refining each individual stage and the cycle as a whole.

Assessment

- Continually assess threat information to inform ongoing prevention operations and response activities.

ASSUMPTIONS

This section describes and sets forth the assumptions utilized to prepare this Appendix and are as follows:

Potential threats and potential threat elements (PTE) are known or will quickly be known because of good coordination with state, local, and federal partners, through the fusion center process.

A terrorist incident may be made readily apparent to a responding organization by the characteristics of the impact or a declaration on the part of the perpetrators. Conversely, a terrorist incident may be very difficult to initially detect and identify because of uncertainty as to the cause or extent of the situation.

The resources or expertise of local agencies will quickly be depleted by a response to a major terrorist incident and its consequences. Extensive use of state and federal resources as well as the Intrastate Mutual Aid System must be anticipated.

Specialized resources, as well as those normally utilized in disaster situations, will be needed to support response to a terrorist incident. Such resources may not be located in the area or in the State of New Mexico.

The New Mexico Department of Health (DOH) will have laboratories available for analytical services needed to manage a response to a terrorist event in the state. For additional analytical services DOH will rely on federal agencies.

Resources from governmental agencies (local, state, and federal) and voluntary organizations will be made available upon request.

All state and local response agencies and organizations will establish and participate in a unified command structure at or near the scene. The emergency operations center (EOC) of responding jurisdictions will be activated and staffed if indicated by the size or scope of the incident. The Department of Homeland Security and Emergency Management (DHSEM) will send liaisons to the local EOC for situational awareness and coordination of resources.

Federal agencies with statutory authority for response to a terrorist incident, or for the geographic location in which it occurs or has impacted, will participate in and cooperate with the unified command structure established by the State and the affected local jurisdiction.

Responding county and municipal jurisdictions, in addition to state agencies, will have supportive plans and procedures as well as appropriately trained and equipped personnel that may be needed for the general response operations related to management of the terrorist incident. This appendix assumes the resources and procedures for related operations, such as hazardous material response, mass casualty incident management, law enforcement, search and rescue, etc., will be in place to be utilized when needed during a terrorist incident.

For terrorist events involving weapons of mass destruction there may be a large number of casualties. Injured or ill survivors will require specialized medical treatment, potentially including decontamination. Medical facilities near the scene capable of offering such treatment will have limited capacity to accept survivors. It will be necessary to transport survivors to distant medical facilities and may require establishing temporary medical operations in the field. Fatally injured victims may be numerous and their bodies contaminated or infectious. Special mortuary arrangements are likely to be necessary.

Terrorist incidents may involve damage or disruption to computer networks, telecommunication systems, or Internet systems. In addition, disturbance to vital community networks for utilities, transportation, and/or communications could endanger the health and safety of the population at risk. Interruptions of emergency response operations could also result in very substantial economic losses.

Extensive media interest in a terrorist event will necessitate Joint Information System operations and resources beyond those needed for other types of emergency operations.

The State's response to a terrorist attack, as described in this Appendix, is based upon the following specific assumptions:

- An immediate State response to this event will be established and maintained through the activation of the New Mexico Emergency Operations Center. This response will transition to a Joint Field Office (JFO) upon its establishment;
- The New Mexico Department of Homeland Security and Emergency Management will serve as the coordinating agency for consequence management; and,
- The New Mexico Department of Public Safety will serve as the coordinating agency for crisis management.

Management of response operations for a terrorist incident will be guided by the following:

- Preserving life or minimizing risk to health;
- Preventing a threatened act from being carried out or an existing terrorist act from being expanded or aggravated;
- Locating, accessing, rendering safe, controlling, containing, recovering, and disposing of a weapon of mass destruction;
- Rescuing, decontaminating, transporting, and treating survivors;
- Releasing emergency public information that ensures adequate and accurate communications with the public;
- Restoring essential services and mitigating suffering;
- Collecting and preserving evidence;
- Apprehending and successfully prosecuting perpetrators;
- Conducting site restoration; and,
- Protecting economic and critical infrastructure.

CONCEPT OF OPERATIONS

The resolution of an act of terrorism demands an extraordinary level of coordination of law enforcement, criminal investigation, emergency management, and technical expertise across all levels of government. Emergency operations may be required in phases prior to response and will have significant federal involvement. The core responsibilities, authorities, and operational concepts that make up the New Mexico Emergency Operations System provide the foundation for response to terrorism.

Situational Awareness

Situational awareness is the responsibility of all involved entities at the local, state, and federal levels. While predominantly done through the NMEOC, New Mexico All Source Intelligence Center (NMASIC), and existing law enforcement systems, other first responders, as well as voluntary organizations and the private sector, also maintain situational awareness.

Several intelligence centers exist in New Mexico at the state and local level, for the purpose of collaboration of information. These centers support interagency and intergovernmental task forces such as the New Mexico Joint Terrorism Task Force (JTTF), the National Operations Center (NOC), and the NM All Source Intelligence Center.

The Department of Homeland Security and Emergency Management, through the NMASIC, is responsible for ensuring situational awareness is maintained for New Mexico and that protocols and system integration are improved. The National Operations Center and the Federal Bureau of Investigation's (FBI) Strategic Information and Operations Center (SIOC) coordinate information regarding potential or actual terrorist incidents at the federal level.

The New Mexico All Source Intelligence Center (NMASIC) provides to the Governor of New Mexico, the State's Homeland Security Advisor and Secretary of Homeland Security and Emergency Management, the Department of Public Safety Cabinet Secretary, and other key staff, strategic intelligence in order to support the development of plans, policies, and procedures which protect the State from the full spectrum of border, criminal, and terrorist threats. When required NMASIC will provide benefit to imminent threat reporting from national agencies to aid the Governor and the State's Homeland Security Advisor in reacting appropriately to a potential threat directed against the State's citizenry or infrastructure. NMASIC will also support state, local, and tribal public safety agencies, as well as the State's critical infrastructure and key resources entities, by providing timely and actionable intelligence to detect, deter, respond to, and mitigate potential terrorist attacks.

The Strategic Information and Operations Center (SIOC) is the FBI's global watch and communications center. It operates around the clock to maintain enterprise-wide situational awareness and provide FBI leadership with strategic information by serving as a clearinghouse to collect, process, and disseminate information in a timely manner. SIOC leverages existing resources and provides a platform for more informed decision-making. It supports senior leadership and program managers with an expanded information base and the ability to synthesize intelligence and other information. Additionally, the team supports field commanders representing the Bureau worldwide in major investigations, tactical operations, and other matters. The FBI, in conjunction with interagency and intergovernmental experts, performs formal threat credibility assessments. These formal threat assessments consider three perspectives:

- Technical feasibility;
- Operational practicability; and,
- Behavioral resolve.

The FBI manages a Terrorist Threat Warning System to ensure that vital information regarding terrorism reaches those in the U.S. counterterrorism and law enforcement community responsible for countering terrorist threats. This information is transmitted via secure teletype. Messages transmitted under this system are:

- Alert – if the terrorist threat is credible and specific;
- Advisory – if the threat is credible, but general in both timing and target; and,
- Assessment – impart facts and/or threat analysis concerning terrorism.

The National Operations Center (NOC) is the U.S. Department of Homeland Security's (DHS) single point of contact for all Requests for Information (RFI) concerning counterterrorism from partner agencies. Their mission is to fuse law enforcement, intelligence, emergency response, private sector, and open-source reporting. The NOC allows the Department of Homeland Security the ability to provide twenty-four hour, 365 days a year support to DHS

counterterrorism mission partners across the federal government. Counterterrorism RFIs are time sensitive and require an immediate response from DHS.

Alert and Notification

Regardless of who receives the initial report of a credible threat or suspected act of terrorism the New Mexico Emergency Operations Center, through the New Mexico All Source Intelligence Center, will be contacted. NMASIC will ensure that other critical entities, including the Governor's Homeland Security Advisor, the New Mexico State Police, the Federal Bureau of Investigation, and the U.S. Department of Homeland Security receive notification. NMEOC will establish the Threat Working Group that will determine the notification of additional entities. These notifications will occur based on the location and nature of the incident, response priorities, and in accordance with approval of the Homeland Security Advisor. Depending on the source and content of the information, there may be constraints on information exchange related to sensitive or classified information. This process cannot be a prohibition or allowed to slow the process of communicating time sensitive instructions and response coordination.

In the event that the incident proves to be a credible terrorist threat, the federal government has established a system of Threat Classification called the National Terrorism Advisory System (NTAS). The Department of Homeland Security developed the National Terrorism Advisory System as a means to disseminate information regarding credible terrorist threats to federal, state, and local authorities as well as the American people.

The National Terrorism Advisory System (NTAS) is designed to communicate information about terrorist threats by providing timely, detailed information to the public, government agencies, first responders, airports and other transportation hubs, and the private sector. Depending on the nature of the threat, information is sent to law enforcement, distributed to affected areas of the private sector, or issued more broadly to the public through both official and social media channels. Alerts may be broad, local, or sector-specific. These threat alerts will be issued for a specific time period and automatically expire. Alerts may be extended if new information becomes available or as a specific threat evolves. A decision may be made to provide information to the American public and other stakeholders for less specific, less imminent threats through other means such as press releases, DHS/FBI Joint Information Bulletins, and other options as appropriate to the specific situation.

Should an NTAS alert be issued, fusion centers may be leveraged to disseminate time-sensitive alerts and associated preventive and protective measure information to partners as well as generate value-added analysis, information, and intelligence within a local context. For example, information and warnings must be effectively communicated to individuals with disabilities by using appropriate auxiliary aids and services, such as through the use of accessible Websites and technologies, qualified interpreters, and the captioning of audio and video materials for people who are deaf, hard of hearing, blind, have low vision, or have speech disabilities. Similarly, information and warnings should be communicated to limited English proficient individuals through interpretation and translated documents.

Under NTAS, DHS will coordinate with other Federal entities, including the FBI, in order to issue detailed alerts to the public when the Federal Government receives information about a credible terrorist threat. NTAS alerts provide a concise summary of the potential threat, including geographic region, mode of transportation, or critical infrastructure potentially affected, to ensure public safety. The alerts also provide the recommended steps that individuals, communities, businesses, and governments can take to help prevent, mitigate, or respond to a threat. NTAS alerts are displayed in places such as transit hubs, airports, and government buildings in appropriate languages where there are significant limited English proficient populations.

NTAS alerts define the nature of the threat in one of two ways:

- Elevated Threat: warns of a credible terrorist threat against the United States; and,
- Imminent Threat: warns of a credible, specific, and impending terrorist threat against the United States.

Another system used to alert the public is the Integrated Public Alert and Warning System (IPAWS). This system, run by the Federal Emergency Management Agency (FEMA), is a public alert and warning system. It expands on the traditional emergency alert system to include more modern technologies in order to reach as many people as possible using as many pathways as possible. IPAWS ensures the President can alert and warn the public under all conditions. It also provides local, state, tribal, territorial, and Federal warning authorities with the capabilities to alert and warn their respective communities of all hazards impacting public safety and well-being via multiple communications pathways.

The NMEOC and NMASIC must be able to accomplish the following Critical Tasks:

- Increase public awareness of indicators of terrorism and terrorism-related crime, for example, through the “If You See Something, Say Something” public awareness program;
- Refine and consider options to release pre-event information publicly and take action accordingly;
- Protect information so as not to compromise ongoing prevention operations (e.g., intelligence activities and investigation);
- Share prompt and actionable messages, including NTAS alerts, with the public and other stakeholders, as appropriate, to aid in the prevention of imminent or follow-on terrorist attacks; and,
- Use all appropriate communication means, such as IPAWS and social media.

Prevention

Prevention involves actions to avoid an incident or intervene to stop an incident from occurring. In response to a specific threat, the NMEOC may be activated and serve as the central coordinating point for interagency efforts whereby agencies work together to utilize their

resources and authorities to prevent an incident. This includes applying intelligence and other information to a range of activities such as deterrence and security operations; public health and agricultural surveillance and testing; and, law enforcement operations.

Intergovernmental intelligence and law enforcement activities aimed at deterring, preempting, interdicting, or disrupting illegal activity and apprehending potential perpetrators are focused on actions to:

- Collect, analyze, and apply intelligence and other information;
- Conduct investigations to determine the full nature and source of the threat;
- Implement countermeasures such as inspections, surveillance, security, counterintelligence, and infrastructure protection; and,
- Conduct tactical operations to interdict, preempt, or disrupt illegal activity.

ESF Coordinating Agencies' Responsibilities during the Prevention Phase

All designated State ESF coordinating agencies have the following responsibilities for implementation of this Appendix:

- Ensure development of any specialized procedures necessary to implement the applicable responsibilities of this Appendix;
- Evaluate the applicability and consistency of existing procedures under the NM EOP to the types of unique operations required of the ESF during the response to a terrorist incident;
- Identify the type and number of resources likely to be needed by the ESF to support response to a terrorist incident;
- Coordinate training support, as needed, by state and local personnel for the procedures developed for implementation of this Appendix and the related responsibilities of the ESFs;
- Support the State's continuous process to assess New Mexico's vulnerabilities to a terrorist event and continuously define the state and local capabilities to respond to such an incident;
- Support the establishment of statewide criteria for actions to protect the public from biological, nuclear, chemical, and explosive agents released during a terrorist attack; and,
- Support DHSEM in the maintenance and updating of this Appendix and all corresponding procedures.

ESF Support Agencies' Responsibilities during the Prevention Phase

The responsibilities for the ESF support agencies are as follows:

ESF 2 - Communications

- Coordinates with the New Mexico Department of Information Technology (DoIT), DHSEM, Department of Public Safety, FBI, and the DHS Protective Security Advisor (PSA)

to develop the vulnerability assessment of computer networks, data and telecommunications systems, and radio and internet services to a terrorist or cyber attack and implement corrective actions as indicated;

- Serves as the lead ESF for a cyber terrorist event during consequence management; and,
- Coordinates with the NMASIC Critical Infrastructure (CI) analyst and DoIT during emergency operations in response to a known or suspected cyber terrorist attack.

ESF 3 - Public Works and Engineering

- Supports the assessment of the state's water and sewerage services to terrorist and cyber terrorist attacks;
- Develops emergency procedures for supporting efforts to close, decontaminate, and/or restore water and sewer systems to service following a terrorist incident; and,
- Conducts debris management.

ESF 4 - Firefighting and ESF 9 - Search and Rescue

- Support the assessment of specialized personnel, equipment, and material needs of local firefighting organizations;
- Support the development of firefighting resources, material, training, exercising, and other related requirements for the selection, deployment, and operation during or after a terrorist attack;
- Define the required awareness, technician, and operational level training and exercise standards for state and local fire service personnel;
- Provide search and rescue units capable of operating in an environment contaminated with CBRNE weapons of mass destruction; and,
- Identify equipment, resources, and training necessary to conduct Chemical, Biological, and Radiological technical decontamination of first responders and emergency decontamination of survivors at the scene of a Weapons of Mass Destruction incident.

ESF 5 – Emergency Management

- Serves as the lead ESF for Consequence Management;
- Evaluates current procedures for gathering and managing incident data, as well as operations planning, for their effectiveness to support NMEOC actions during a terrorist incident; and,
- Develops and implements policies and procedures for exchange of intelligence among appropriate state and local organizations regarding actual or potential terrorist events.

ESF 6 - Mass Care, Emergency Assistance, Housing, and Human Services

- Develops or adapts existing plans and procedures to provide assistance and services, including mental health assistance, to survivors; and,
- Develops and provides guidance for specialized shelter operations, such as medical monitoring, decontamination, and first aid for survivors.

ESF 7 - Logistics and Resource Support

- Evaluates procedures to obtain and deploy specialized resources from sources within and outside of New Mexico using the Intrastate Mutual Aid System, the Emergency Management Assistance Compact, and the Interstate Emergency Response Support Plan; and,
- Coordinates mutual aid deployment and demobilization.

ESF 8 - Public Health and Medical Services

- Supports the operation of a statewide morbidity and mortality-monitoring system for early detection of terrorist attacks using a biological weapon;
- Develops procedures to communicate and coordinate with health care facilities and practitioners concerning the monitoring of morbidity and mortality in the state;
- Defines the required awareness, technician, and operational level training and exercise standards for emergency medical services and hospital emergency department personnel;
- Develops and implements procedures to access and distribute pharmaceuticals, including the Strategic National Stockpile, as well as other specialized medical supplies needed for treatment of survivors;
- Develops patient decontamination procedures for use by emergency medical services and hospital emergency departments. Identifies equipment, resources, training, and exercising needed to conduct these procedures;
- Develops laboratory capabilities and prepares procedures necessary for the effective utilization of such laboratory services;
- Prepares and tests procedures for transport or relocation of contaminated survivors to medical care facilities within and outside the state;
- Develops procedures for disposition of contaminated remains;
- Develops mass fatality procedures, taking into consideration possible contamination of remains; and,
- Develops capabilities for a radiological incident.

ESF 10 - Oil and Hazardous Materials Response

- Evaluates existing hazardous materials response procedures, protocols, and equipment for their suitability during a weapon of mass destruction event;
- Defines the required recommended levels of personal protective equipment for local responders;
- Defines the required awareness, technician, and operational level training and exercise standards for hazardous materials response; and,
- Formulates and establishes statewide criteria and protocols for disposal of natural and man-made contaminated debris.

ESF 11 - Agriculture and Natural Resources

- Supports the vulnerability assessment of the state's food, animal, and agricultural industries to terrorist attacks and contamination from a weapon of mass destruction;

- Develops response criteria, policies, and procedures for confiscation, condemnation, and disposal of contaminated food and agricultural products; and,
- Coordinates animal evacuation, sheltering, and care.

ESF 12 - Energy

- Supports the vulnerability assessment of the state's electric generation facilities, transmission lines, and substations;
- Supports the vulnerability assessment of the state's natural gas transmission lines and associated facilities;
- Supports the vulnerability assessment of the state's storage facilities and transportation methods for fuels;
- Provides assistance to the effected energy supplier as needed; and,
- Acts as the liaison between the utility companies, the transportation fuel suppliers, and state and federal law enforcement agencies and emergency management agencies.

ESF 13 - Public Safety and Security

- Serves as the lead ESF for Crisis Management;
- Supports the NMASIC in the assessment of local and state law enforcement response capabilities and defines additional capability needs;
- Conducts investigations of known, suspected, or threatened terrorist or cyber terrorist events;
- Coordinates local, state, and federal law enforcement operations, investigations, intelligence sharing, and analysis of known, suspected, or threatened terrorist or cyber terrorist events;
- Defines the required equipment and awareness, technical, and operational level training and exercise standards for law enforcement response; and,
- Supports the vulnerability assessment of critical infrastructure, facilities, and services.

ESF 15 - External and Public Affairs

- Supports the vulnerability assessment of the state's warning and emergency public information network to a terrorist or cyber terrorist attack;
- Prepares procedures for deployment of state Public Information Officers and support staff to a Joint Information Center at or near the scene of a terrorist incident;
- Prepares and maintains pre-incident public information materials and background briefings for the media on the operations and capabilities of response assets; and,
- Develops procedures to rapidly prepare and release to the public authoritative information on the safety and health effects of weapons of mass destruction as well as recommended protective actions.

Military Support Annex

- Supports the vulnerability assessment of National Guard facilities and resources;
- Identifies resources, planning, training, and equipment needs to avoid or minimize the vulnerability of military facilities and operations;

- Defines the required awareness, technical, and operational level training and exercise standards for National Guard response; and,
- Maintains the Civil Support Team (CST) program and operational readiness, defines criteria for team deployment, and supports joint training between the CST and local agencies.

Operational Preparedness

Preparedness involves actions to enhance readiness and minimize the impact of a potential incident once a threat, or potential threat, is deemed to exist. The majority of initial operational preparedness and incident mitigation actions are taken by first responders and local government with support and guidance from the state and federal levels. Resource prepositioning is likely. Other actions include:

- **Public Health and Safety:** Initial safety efforts focus on actions to detect, prevent, or reduce the impact to public health and safety. Such actions can include environmental analysis, plume modeling, evacuations, emergency sheltering, air monitoring, emergency broadcasts, etc. These efforts may also include site and public health surveillance and testing, immunizations, prophylaxis, and isolation or quarantine for biological and agricultural threats;
- **Responder Health and Safety:** The safety and health of responders is also a priority. Preparedness actions essential to limit their risk includes full integration of deployed health and safety assets and expertise. It also includes risk assessment based upon timely and accurate data and situational awareness that considers responder safety;
- **Property and the Environment:** Responders may also take incident mitigation actions to protect public and private property as well as the environment; and,
- **Identification of Terrorist Targets:** The state is host to numerous special events that pose an attractive target to individuals or groups who intend to cause harm to the attendees. Planning and preparation is vital to the successful conduct of an event. DHSEM participates in the planning efforts for these large scale special events with other local, state, and federal agencies.

Response

The response to an actual act of terrorism will be organized and unified under the DHSEM to coordinate local, state, and federal efforts. The State Emergency Response will consist of the following:

- **Activation of the New Mexico Emergency Operations Center:** The NMEOC will activate for any terrorist threat or incident involving a weapon of mass destruction. Upon receipt of a Stafford Act declaration, the DHSEM Secretary, or Deputy Secretary, will assume the role of State Coordinating Officer for the event. As part of the NMEOC

activation a coordinating body will be stood up to provide situational awareness to the policy group, the NMEOC Director, and the Planning Section. This group is known as the “Threat Working Group.”

- Threat Working Group: The role of the Threat Working Group is to advise the Homeland Security Advisor, the Policy Group, the NMEOC Director, and the Planning Section of the current threat (man-made, natural) and what the future threat picture is projected to be within the next 24/48 hours. The intelligence analysts from NMASIC will provide worst case scenarios and most likely courses of action for the threat. The Threat Working Group coordinates with the Planning Section of the NMEOC to develop plans and contingencies. The Threat Working Group will also work with the NMEOC’s Operations Section to request resources necessary to mitigate the future threat. Membership in the Threat Working group is situationally dependent, but can include:
 - Homeland Security Advisor
 - Fusion Center Director
 - NM Emergency Operation Center Director
 - New Mexico Department of Public Safety (DPS)
 - New Mexico National Guard (NG)
 - New Mexico Department of Health (DOH)
 - U.S. Department of Homeland Security (DHS) – Consultant
 - U.S. DHS Intelligence and Analysis (I and A)
 - U.S. DHS Protective Security Advisor (PSA)
 - Federal Bureau of Investigation (FBI) – Consultant
 - Private Sector ESF representatives (Energy Sector)
- Deployment of State Liaison Personnel: Several local Emergency Operations Centers may be established for management of the incident. The DHSEM, through the NMEOC, may deploy liaison personnel to any or all of the following:
 - The local unified command;
 - A local emergency operations center;
 - The Federal Joint Operations Center; and,
 - The Joint Information Center.
- Mobilization of Other State Resources: Other State resources requested by the Unified Command through the local Emergency Operations Centers will be mobilized through the NMEOC and the appropriate Emergency Support Function (ESFs) in accordance with the State Emergency Operations Plan.
- Deactivation of the State Response: Deactivation of the State’s response and demobilization of deployed state personnel will be at the direction of the NMEOC after coordination with the local jurisdictions and federal agencies. Deactivation of specific assets, operations, or facilities may be in phases as conditions warrant.

In addition to the typical emergency response priorities and functions of consequence management in non-terrorism situations, significant consideration will be given to the following during terrorism incidents or events:

- Detection and recognition of the terrorist act including those involving Weapons of Mass Destruction (WMD);
- Preventing the terrorist act from being expanded or aggravated as well as handling cascading events and secondary effects;
- Locating, accessing, rendering safe, controlling, containing, recovering, and disposing of WMD;
- Emphasis on risk communication and recommended personal protective actions in Warning and Emergency Public Information; and,
- Preservation and collection of evidence, conducting the criminal investigation, and apprehending and prosecuting the perpetrators.

Response and emergency operations personnel at all levels should expect constraints on the exchange of sensitive intelligence information. The exchange of orders, directives, and operational and resource information throughout the response structure will follow the chain of command and established communications channels and will not be constrained by concerns of sensitivity. Personnel must be prepared to implement task assignments without full knowledge of why certain tactics or priorities are being pursued. Discipline in release authority for Warning and Emergency Public Information must be maintained for the same reason; however, public safety must never be compromised by these considerations.

COORDINATION WITH THE FEDERAL GOVERNMENT

Federal government efforts are coordinated by the Department of Homeland Security (DHS) and the Department of Justice (DOJ) / Federal Bureau of Investigation (FBI). Based on the unique nature of terrorism incidents the response structure is changed by the addition of federal agencies with jurisdiction and authorities. The NMEOC coordinates state efforts to support local jurisdictions and integrates the federal response. In addition to DHS and DOJ/FBI, the following agencies provide the core of the federal response:

- Department of Defense (DoD);
- Department of Energy (DOE);
- Environmental Protection Agency (EPA);
- Department of Health and Human Services (HHS); and,
- Other federal departments and agencies have authorities, resources, capabilities, or expertise required, dependent on the type of attack.

The federal response to an act of terrorism is identified in the National Response Framework. Once the incident is identified as an act of terrorism the DOJ-FBI, the lead agency responsible

for criminal investigations of terrorist acts or terrorist threats and intelligence collection activities within the United States, coordinates the crisis management aspect. The DOJ-FBI operates out of an FBI command post or Joint Operations Center (JOC), coordinating the necessary assets to respond and resolve the threat or incident. These activities primarily coordinate the law enforcement / investigative actions with state and local law enforcement agencies.

The DOJ-FBI Special Agent in Charge (SAC) of the Albuquerque Field Division establishes a command post to manage the threat. The command post structure generally consists of three functional groups: Command, Operations, and Operations Support, and is designed to accommodate the participation of other agencies. The New Mexico EOC coordinates the deployment of state officials to the FBI Command Post/JOC and facilitates the interface.

As necessary, the FBI command post is expanded into a JOC, often incorporating a fourth functional entity, the Consequence Management Group. The JOC is a modular and scalable command and control facility that can be tailored for managing law enforcement investigations and multiagency preparation and response to a credible threat or actual terrorist incident.

JOC Command Group

The JOC Command Group provides recommendations and advice to the SAC regarding strategic decisions to resolve the situation and the utilizations of law enforcement investigative and intelligence resources. The Command Group includes the SAC, Deputy SAC, and a Crisis Management Coordinator (CMC).

The SAC is responsible for developing the overall strategy for managing federal investigative law enforcement activities and coordinating the implementation of that strategy with other agency decision-makers, DOJ-FBI Headquarters, and federal incident management personnel. The Crisis Management Coordinator ensures the strategy of the SAC is communicated and that information flows efficiently within the JOC as well as between the JOC and other command and control centers.

The JOC Command Group includes senior officials from local, state, and federal agencies with decision-making authority, as appropriate. Strategies, tactics, and priorities are determined jointly in accordance with the concept of Unified Command; however, ultimate decision authority rests with the SAC.

Three specialized teams provide guidance and expertise to the Command Group:

- Strategic Legal Team – Composed of legal counsel from involved agencies, the team provides legal guidance to the Command Group concerning the strategies under consideration for resolution of the crisis;

- Joint Information Center (JIC) Team – Composed of the public information (media) officers from involved agencies, the JIC Team manages information released to the public through a coordinated, unified approach; and,
- Domestic Emergency Support Team (DEST) – The Domestic Emergency Support Team is a specialized interagency team composed of subject-matter experts from the DOJ-FBI, DHS-FEMA, DOD, HHS, and EPA. The DEST provides guidance to the FBI SAC concerning WMD threats and actual incidents.

JOC Operations Group

The Operations Group handles all investigative, intelligence, and operational functions related to the threat or incident and normally consists of the following units:

- Information Control/Intake Unit – Under the Information Control Coordinator, the Unit is the central point for receiving, processing, and routing all information that comes into the JOC;
- Intelligence Unit – The Intelligence Unit manages the collection, analysis, archiving, and dissemination of relevant and valid investigative and strategic intelligence. The Unit also disseminates intelligence products and situation reports;
- Investigations Unit – Under the Investigations Unit Coordinator, the Unit provides oversight and direction to all investigative activity and implements the strategy of the SAC. The Unit is composed of personnel from agencies with specific jurisdiction or authority for criminal investigation; and,
- Field Operations Unit(s) – Staffed by subject matter experts in tactical, negotiations, WMD, evidence, and surveillance these Units provide the SAC with current information and specialized assistance based on specific event needs. These Units are managed at the strategic level by the JOC and the tactical level by commanders at the scene.

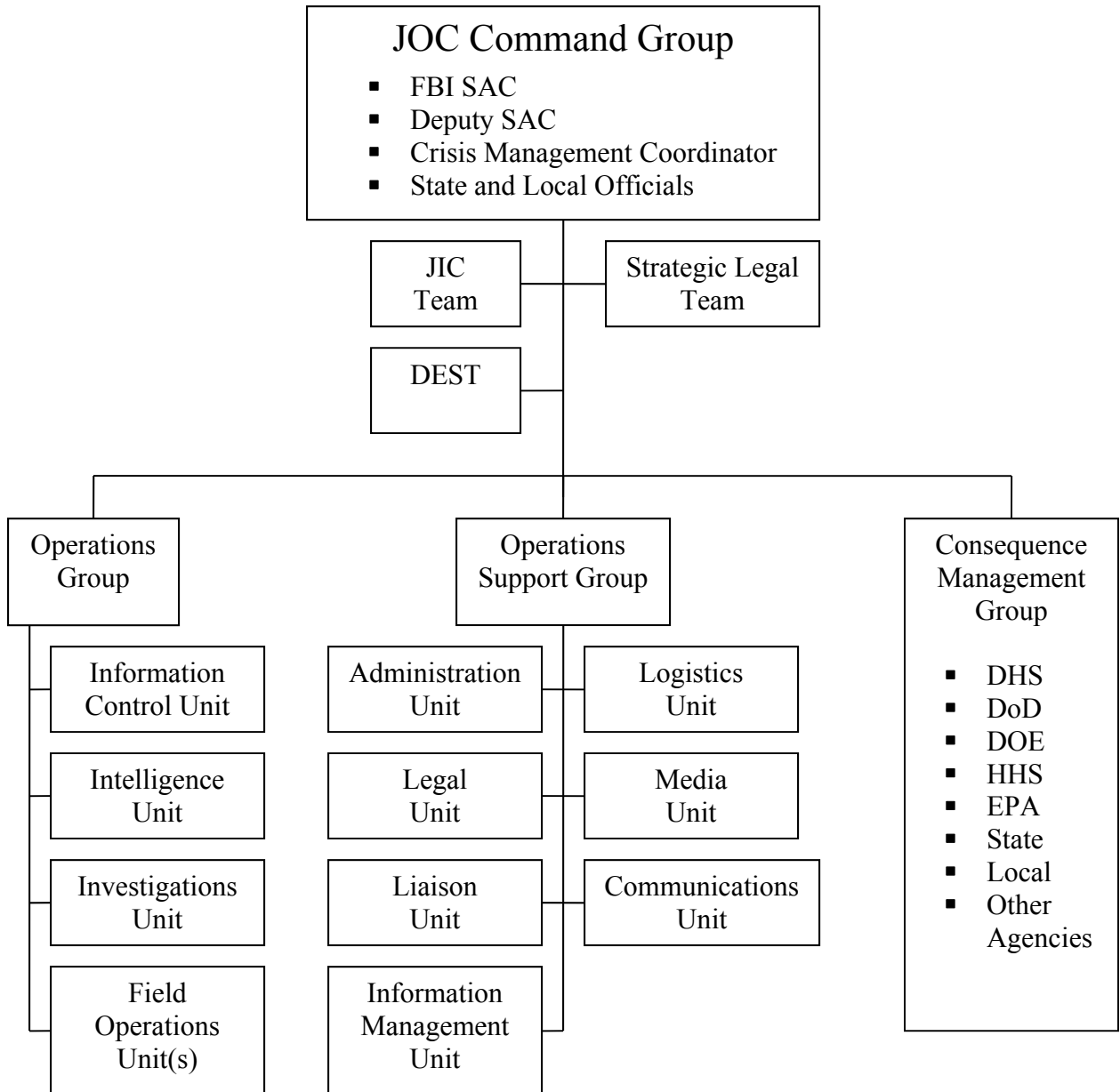
JOC Operations Support Group

The Operations Support Group supports the investigative, intelligence, and operational functions of the JOC. The following functional units can be established based on the needs of the JOC: Administration, Logistics, Legal, Media, Liaison, Communications, and Information Management.

JOC Consequence Management Group

Coordinated by a DHS representative, the Consequence Management Group monitors the law enforcement criminal investigation to advise on decisions that may have implications for the general public or critical infrastructure and to provide continuity with incident management. Consequence management functions are not managed from the JOC.

Figure 11: JOINT OPERATIONS CENTER STRUCTURE



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APPENDIX B: CATASTROPHIC INCIDENT

PURPOSE, SITUATION, AND ASSUMPTIONS

The purpose of the Catastrophic Incident Appendix is to describe a comprehensive approach for responding to catastrophic disasters. A catastrophic incident in New Mexico will likely be no to little notice. A catastrophic event, according to the National Response Framework, is any natural or manmade incident, including terrorism, that results in extraordinary levels of mass casualties, evacuations of whole regions, damage, or disruption severely affecting the population, infrastructure, environment, economy, national morale, and/or government functions. During a catastrophic incident response, priority is given to life-saving operations. A detailed and credible common operating picture may not be achievable for 24 to 48 hours (or longer) after the incident. As a result, response activities must begin without the benefit of a detailed or complete situation and critical needs assessment. Below are additional assumptions about a catastrophic incident.

- The nature and scope of a catastrophic incident will immediately overwhelm local and tribal response capabilities and require immediate State support.
- Large-scale evacuations, organized or self-directed, may occur and likely before the local government is ready to accommodate sheltering of the population. The health-related implications of an incident will aggravate attempts to implement a coordinated evacuation management strategy.
- Existing health care systems in the impacted area are expected to be quickly overwhelmed, requiring evacuation of existing patients from these facilities to accommodate increased patient workload if the facility remains operational. Additionally, those persons with special needs, including residents of nursing homes and extended care facilities, will require special attention during evacuation.
- Large numbers of people may be left temporarily or permanently homeless and may require prolonged temporary housing. Some displaced people will require specialized attention, healthcare assistance, and assistance with activities of daily living based on their special needs.
- A large number of household pets, service animals, and livestock will require appropriate care, sheltering, medical attention, and transportation.
- A catastrophic incident may have significant international dimensions. These include potential impacts on the health and welfare of border community populations, cross-border trade, transit, law enforcement coordination, and other areas.

Another key assumption is that the federal government will work to ensure the rapid and efficient delivery of resources and assets, including special teams, equipment, and supplies that provide critical lifesaving support and incident response capabilities. These assets may be so specialized or costly that they are either not available or are in insufficient quantities in the state. For instances when there is little or no time to assess the requirements of the State and

local authorities, all federal departments and agencies, as well as the American Red Cross, initiate actions to mobilize and deploy all resources as planned for in the National Response Framework. For no-notice or short notice catastrophic incidents, unless it can be credibly established that a mobilizing federal resource is not needed at the catastrophic incident venue, that resource deploys.

CONCEPT OF OPERATIONS

Response to a catastrophic incident will be conducted under the same framework as response to all other incidents in New Mexico. Federal government response remains in a support role to state and local response. Upon the occurrence of a catastrophic incident the state will not wait until receiving requests for assistance to implement the EOP and activate the NMEOC. Because communications with the affected jurisdiction(s) will likely be difficult during a catastrophic incident, the state will deploy personnel and resources to the affected area(s) before they are requested through normal procedures and take unilateral actions to protect lives. This deployment of personnel and resources can then assist in any infrastructure operations in coordination with the affected jurisdiction(s). The initial priority will be life safety actions, such as opening emergency access routes into the damage areas.

Keeping the focus on clear delineation of authorities; continuity of government; continuity of operations; direction, control, and coordination; common operating picture; warning and emergency public information; communications; and, resource management by all involved entities is essential for successful integration of federal and national support. All U.S. Military forces conducting operations within New Mexico, outside of a National Defense Area, will be under the Adjutant General of New Mexico and civilian operational control.

NMEOC OPERATIONS

During a catastrophic incident the New Mexico Emergency Operations Center's (NMEOC) primary mission will be to save lives, protect property, critical infrastructure, and the environment, and ensure the continuity of government. The NMEOC will be proactive and immediately mobilize and deploy resources to the affected jurisdiction without a specific request for assistance. New Mexico will also be reaching out to our mutual aid partners and the Federal Government for additional assistance. Eventually resources will be re-prioritized or demobilized as a common operating picture is developed. The goal will be to make critical infrastructure and facilities, as well as local government, at least partially operational in order to provide some services to the affected jurisdiction. Permanent repairs and full restoration of services will come later as the community recovers. Critical tasks the NMEOC will accomplish in a catastrophic incident include:

- Immediately activate the NMEOC to a Level 1 status with full staffing;
- Deploy multiple liaisons from the NMEOC to the affected jurisdiction(s) to provide situational awareness and coordinate resources;

- The New Mexico All Source Intelligence Center (NMASIC) will investigate the cause of the event to rule out or confirm any threats;
- Establish communications with the affected jurisdiction;
- Conduct a survey, likely by air, of the damage extent to develop a common operating picture;
- Coordinate mutual aid and expedite resource deployment;
- Rapidly identify critical infrastructure to make at least partially operational;
- Immediately write and submit to the Governor’s Office a draft EO and draft request for a Stafford Act Emergency Declaration;
- Rapidly set up the Joint Information System in order to provide warning and emergency public information to the affected jurisdiction as well as the rest of the state;
- Determine the need for and request an All Hazard Incident Management Team;
- Implement Continuity of Operations (COOP) and Continuity of Government (COG) plans for the affected jurisdiction and any affected state agencies;
- Request medical personnel, equipment, and supplies (such as a Disaster Medical Assistance Team and the Strategic National Stockpile) to assist with numerous casualties, possibly even fatalities, and an overwhelmed or inoperative medical system;
- Conduct advanced planning by developing assessments of probable consequences of the incident and projected resource requirements; and,
- Develop short and long term recovery strategies.

ANTICIPATED NEEDS

Resource needs will likely be high in a catastrophic incident, but could be met from a variety of sources. Mutual aid, in the form of the Emergency Management Assistance Compact (EMAC) and the Interstate Emergency Response Support Plan (IERSP), and the Federal Government will be sources New Mexico turns to for support. Potential resource support needed includes:

- Incident Management;
- Resource Logistics and Mobilization;
- Debris Management and Engineering;
- Urban Search & Rescue;
- Communications Equipment;
- Medical Surge;
- Casualty and Fatality Management and Transportation;
- Sheltering and Mass Care – Humans and Animals;
- Public Information Officers;
- Law Enforcement;
- Defense Support to Civilian Authorities (DSCA);
- Volunteer and Donations Management;
- Environmental Specialists;
- Recovery and Mitigation Specialists; and,
- Private Sector Mutual Aid.

FEDERAL RESPONSE

Pre-identified federal response resources are mobilized and deployed, and if required, begin emergency operations to commence life-safety activities. Notification and full coordination with the State will occur, but the coordination process should not delay or impede the rapid mobilization and deployment of critical federal resources. Standard procedures regarding requests for federal assistance may be expedited or, under extreme circumstances, temporarily suspended in the immediate aftermath of a catastrophic event, pursuant to existing law. In the case of a catastrophic incident, it is expected that the federal government, or other national entities, will provide expedited assistance in one or more of the following areas:

- **Mass Evacuations (ESF #5 – Emergency Management):** While primarily a State, tribal, and local responsibility, Federal support may be required for large-scale evacuations. There may also be a need for evacuation of large numbers of people, including patients in local hospitals, nursing homes, and extended care facilities, as well as those with special needs, household pets, and service animals, out of the impacted area to safe areas in other States. Significant transportation and shelter coordination and resources may be required. There is likely to be significant shortage of response and casualty and/or evacuee reception capabilities throughout the impacted area. FEMA will support the State in evacuating pets and animals in a declared major disaster. Incident response efforts by State, tribal, and local governments, as well as Federal agencies, may involve air operations and flights for evacuation (ESF #5), search and rescue (ESF #9), and public safety and security (ESF #13). In all cases, all operations must be coordinated with the Department of Transportation (DOT)/Federal Aviation Administration (FAA), which manages the Nation’s airspace and air traffic, before, during, and after a catastrophic incident.
- **Mass Care, Housing, and Human Services (ESF #6 – Mass Care, Emergency Assistance, Housing, and Human Services):** The ability to support the provision of temporary shelter, food, emergency first aid, and other essential life support to people, household pets, and service animals in the affected area may be complicated by contaminated resources or facilities and impact the ability to quickly transport resources into the area.
- **Search and Rescue (ESF #9 – Search and Rescue):** Resources and personnel to perform operational and tactical activities (e.g., locating, extricating, and providing onsite medical treatment to victims trapped in collapsed structures) are limited. If search and rescue operations are required in areas of contamination, the limited availability of properly equipped personnel and resources supports and underscores the need for prompt Federal response.
- **Victim Decontamination (ESF #8 – Public Health and Medical Services):** State, local, and tribal officials retain primary responsibility for victim screening and decontamination operations. ESF #8 can provide technical assistance regarding how they can expand their capability to meet their decontamination requirements.
- **Environmental Assessment and Decontamination (ESF #10 – Oil and Hazardous Materials Response):** Incidents involving a chemical, biological, or radiological weapon

of mass destruction (WMD) may create significant environmental contamination, resulting in the immediate need to generate information on environmental contamination levels to support emergency decision-making to ensure both public and responder protection. In addition, environmental decontamination and cleanup needs for buildings, critical infrastructure, and other areas may overwhelm State, tribal, and local capabilities.

- **Public Health and Medical Support (ESF #8):** There is a significant need for public health and medical support, including mental health services. Medical and mental health support is required at medical facilities, casualty evacuation, embarkation, debarkation, and reception points and shelters and other locations to support field operations. In addition, any contamination requirement increases the requirement for technical assistance/resources.
- **Medical Equipment and Supplies (ESF #8):** Shortages of available supplies of preventive and therapeutic pharmaceuticals and qualified medical personnel to administer available prophylaxis are likely. Timely distribution of prophylaxis may forestall additional illnesses and reduce the impact of disease.
- **Casualty Transportation (ESF #8):** Federal resources may be required to manage the injured, exposed victims, and deceased if their numbers are extremely high.
- **Public Safety and Security (ESF #13 – Public Safety and Security):** Federal resources may be required to augment State, tribal, and local governments in protecting the public and securing the impacted area. Law enforcement and emergency management officials who normally respond to incidents may be among those affected and unable to perform their duties.
- **Public Information (ESF #15 – External Affairs):** When State, tribal, and local public communications channels are overwhelmed during a catastrophic incident, the Federal Government must immediately provide resources to assist in delivering clear and coherent public information guidance and consistent messages to the affected areas.
- **Critical Infrastructure (CI Support Annex):** CI include the assets, systems, networks, and functions that are vital to the American way of life. A terrorist attack on CI or other natural or manmade disaster could significantly disrupt the functioning of government and business alike, and produce cascading effects far beyond the physical location of the incident. The Federal Government facilitates expedited information sharing and analysis of impacts to CI, prioritized recommendations, and processes to consider incident-related requests for assistance from CI owners and operators.

STATE/FEDERAL COORDINATION

During a catastrophic incident the New Mexico Department of Homeland Security and Emergency Management (DHSEM) and the U.S. Department of Homeland Security/Federal Emergency Management Agency (DHS/FEMA) will:

- Establish a Unified Incident Action Plan and situation report within a Joint Field Office;

- Coordinate on activation and deployment of specialized teams, equipment caches, and other federal resources as well as mutual aid resources;
- Establish and maintain communications with incident command authorities to ensure a common operating picture regarding critical resource requirements and operations;
- Establish a Joint Information System and coordinate on public information messages and needs;
- Coordinate access for federal and state damage assessments;
- Conduct joint assessments of the probable consequences of the incident and projected resource requirements; and,
- Develop short and long term response and recovery strategies.

ESF #1 – TRANSPORTATION

Coordinating Agency:

Department of Transportation

Primary Agency:

Department of Transportation

Support Agencies:

General Services Department

Environment Department

Department of Military Affairs

Department of Public Safety

- State Police Division
- Motor Transportation Division

PURPOSE

The purpose of this annex is to establish procedures for using state transportation resources for an emergency affecting transportation systems and infrastructure. The Department of Transportation will be the state coordinating agency with the state government and also with the federal government for assistance provided with the National Response Framework's (NRF) Emergency Support Function (ESF) #1 Transportation.

During emergencies and disasters, transportation systems may be unavailable for periods of time. These systems can be affected by direct or indirect consequences of an incident. The disruption of these systems may require immediate emergency measures and the activation of the New Mexico Emergency Operations Center (NMEOC). State and local governments must include priority objectives and task assignments for the repair of transportation systems in the Incident Action Plan in order to facilitate continuity of operations and response and recovery efforts.

SCOPE

The Department of Transportation, with the assistance of support agencies, will provide emergency support of transportation systems including the following activities:

- Monitor and report status of and damage to the transportation system and infrastructure as a result of an incident.
 - Department of Transportation and State Police Division local personnel will gather local emergency area information and report to the ESF #1 representatives in the State Emergency Operations Center

- Identify temporary alternative transportation solutions that can be implemented by other agencies when systems or infrastructure are damaged, unavailable, or overwhelmed.
 - Department of Transportation in coordination with local government will determine detours around, through, or near emergency areas
 - Department of Transportation will coordinate with State Police Division and National Guard to provide personnel to man detour closures at control points
 - Department of Transportation will provide traffic control devices for the establishment and maintenance of detour routes
 - Traffic control devices may include:
 - Variable message boards
 - Type III barricades
 - Signs
 - Traffic construction barrels and/or cones
 - Concrete wall barriers

- Coordinate the restoration and recovery of the transportation systems and infrastructure.
 - Department of Transportation will restore any damaged or destroyed roadway infrastructure such as bridges, guardrail, signing, erosion control, etc
 - In case of fire flood mitigation, Department of Transportation will work with Burned Area Emergency Response (BAER) teams to mitigate any damage to roadway infrastructure due to flooding of burn scar areas

- Coordinate the support, prevention, preparedness, response, recovery, and mitigation activities among transportation stakeholders within the authorities and resource limitations of ESF #1 agencies.

POLICIES

American Association of State Highway and Transportation Officials (AASHTO), Policy on Geometric Design is the principle guidance for all transportation facility specifications. ESF#1 will follow these guidelines. New Mexico does not make exceptions to these guidelines.

ESF #1 will follow NM DOT Standards Specifications for Roadway and Bridge Construction, in concert with AASHTO Guidelines when assessing damage and effecting repairs.

ESF #1 will follow all applicable Federal Highway Administration (FHWA) directives when assessing bridges and drainage facilities.

SITUATION

Transportation systems are essential services for both the public and private sectors. During major disasters transportation systems may be unavailable for extended periods of time. These

systems can be affected by direct or indirect consequences of an incident. The disruption of these systems may require immediate emergency measures and the activation of the New Mexico Emergency Operations Center (NMEOC). State and local governments must include priority objectives and task assignments for the repair of transportation systems in the Incident Action Plan in order to facilitate continuity of operations and response and recovery efforts.

ASSUMPTIONS

Local resources and capabilities have been exhausted or nearly exhausted.

Should state resources become exhausted ESF#1 will coordinate with other states for resources using existing mutual aid agreements and will request assistance following appropriate EMAC protocol if needed. Large scale incidents will likely receive a Presidential Disaster Declaration that could provide Direct Federal Assistance and Federal ESFs.

CONCEPT OF OPERATIONS

ESF #1 provides the Department of Homeland Security and Emergency Management (DHSEM) with a single point to obtain key transportation related information, planning, and emergency management, including prevention, preparedness, response, recovery, and mitigation capabilities at NMEOC, regional, state, and local levels. The ESF #1 structure integrates NMDOT and support agency capabilities and resources into the NMEOP and the Nation Incident Management System (NIMS).

The New Mexico Department of Homeland Security and Emergency Management (NMDHSEM) will notify elements of ESF #1 when transportation capabilities are required for activities during emergencies.

Upon receiving notification of a State EOC activation, the ESF #1 Coordinating Agency will determine support agency requirements based on the magnitude and scope of the emergency. ESF #1's Coordinating Agency is prepared to staff the NMEOC on a 24 hour basis and provide coordination of personnel and equipment as applicable for emergency response activities at the disaster site.

Initial response activities that ESF #1 conducts during emergencies include the following:

- Monitoring and reporting the status of and damage to the transportation system and infrastructure.
- Identifying temporary alternative transportation solutions to be implemented by others when primary systems or routes are unavailable or overwhelmed.
- Implementing appropriate air traffic and airspace management measures.

In addition to the above initial activities, ESF #1 provides longer term coordination of the restoration and recovery of the affected transportation systems and infrastructure if required.

Close coordination is maintained between ESF #1 agencies during emergencies in order to:

- Prioritize response and recovery missions
- Share and update information
- Ensure expedient response and recovery actions
- Avoid duplication of effort
- Ensure a unified effort when working with federal, local, tribal, and private organizations
- Provide accurate information to other organizations in the NMEOC and at the site of the emergency

Each ESF #1 support agency is responsible for providing logistical support to its personnel and for tracking and maintaining its equipment and supplies.

Critical Information – A critical element of the situation assessment and reporting process is accurately relating information about damages and impacts to critical infrastructure, essential services, and public works systems. Initial size-up, rapid needs and preliminary damage assessment reports provide details on what is affected, damaged, and destroyed. This information will be used to determine the need for restoration of critical services, and prioritization of clean-up and repair efforts.

Initial Coordination and Framework – Plans should be completed for restoration, assistance needs, and alternate service for critical facilities such as hospitals as soon as possible. ESF #1 will work closely with other ESF's to identify needs in order to create such plans and identify what transportation resources are needed.

Infrastructure Operations – ESF #1 provides technical assistance, equipment, and supplies as required in support of affected communities and critical infrastructure/key resources (CIKR). Restoration priorities will be to support life-saving and life-sustaining efforts first followed by restoration and recovery. It may be necessary to activate emergency contract support for life-safety and protection of property services and equipment. Local governments are responsible for obtaining any required permits, waivers, or clearances for repair or rebuilding work. The private sector is a partner in the rapid restoration of infrastructure related services.

Infrastructure operations can be divided into two phases. Phase I, with an emphasis on immediate threats to public health and safety, consists of:

- Conducting damage assessments
- Establishing clean-up/repair prioritization of transportation and public works systems;
- Assessing/inspecting public works buildings and infrastructure in the affected area for structural and fire safety
- Restoring critical services
- Conducting short term debris removal, clean-up, and repair operations as prioritized.

Phase II consists of conducting long term clean-up and repair operations as previously prioritized, to ensure the orderly recovery of the community, and to eliminate less immediate threats to public health and safety.

Throughout both phases ESF #1 should coordinate with ESF #15 External & Public Affairs to ensure appropriate and timely information is provided to the public concerning access to affected areas and clean-up/repair operations.

Emergency Transportation – Emergency transportation in to and out of the affected area may be necessary for responders, evacuees, special populations, and the injured. Typical task assignments include:

- Transporting responders and resources into the affected area
- Establishing emergency access routes into the affected area
- Coordinating alternate transportation routes and services to temporarily replace lost system capacity
- Establishing evacuation routes out of the affected area
- Evacuating people without transportation out of the affected area
- Transporting emergency supplies such as water, food, ice, and medications to those who shelter-in-place.

To accomplish these assignments the Transportation Branch will coordinate the utilization of air, ground, and rail transportation assets of various state agencies such as General Services Department, State Forestry, Department of Transportation, National Guard, State Police, unaffected local jurisdictions, federal agencies, Civil Air Patrol, private contractors, and non-profit organizations.

Mutual Aid– A local jurisdiction may request mutual aid from within the state assist in restoring critical services and clean-up and repair of damaged infrastructure.

Catastrophic Incidents– For large scale or catastrophic incidents, direct federal assistance, if required, will be provided by the Department of Defense (DOD)/U.S. Army Corps of Engineers (USACE), Federal Emergency Management Agency (FEMA), and large regional. ESF #1 will be required to provide accurate information about the scale of the clean-up and repair mission. This may require the deployment of field assessment/inspection teams.

Coordination with Federal ESF #1 Transportation – Depending on the magnitude of the event it may be necessary to coordinate with the U.S. Department of Transportation (DOT) and other federal agencies responsible for ESF #1. Working with U.S. DOT, ESF #1 will:

- Coordinate requests for federal and civil transportation support including air traffic control

- Coordinate the movement of people and resources to, from, and within the incident area
- Participate in decisions regarding issues such as movement restrictions, alternate transportation routes, alternate transportation methods, critical facilities closures, quarantines and evacuations
- Collect, evaluate and share information on transportation infrastructure damage and analyze the impact of the incident on transportation operations locally, regionally, and nationally
- Coordinate the restoration, recovery, and safety/security of the transportation infrastructure
- Identify priority reconstruction needs to restore critical and strategically important transportation facilities and choke points.

ORGANIZATION AND ASSIGNMENT OF RESPONSIBILITIES

ESF #1 Mitigation/preparedness/prevention:

- Develop and maintain Standard Operating Procedures (SOPs)
- Establish contact with support agencies and organizations
- Compile and maintain an inventory of equipment and supplies available through supporting agencies for sustainment during emergency operations
- Coordinate with participating departments/agencies to establish operation priorities for restoration of services and resources
- Participate in and/or conduct exercises and tests
- Generate timely information to be included in NMEOC briefings, situation reports, and/or action plans

ESF #1 Response/recovery:

- Identify the most urgent needs and begin tasking transportation related support resources appropriately
- Monitor response and recovery operations
- Provide information such as Preliminary Damage Assessment Teams and/or Damage Assessment Teams
- Each agency involved in ESF #1 activities should maintain records of work schedules and costs incurred during an event
- Coordinate with Federal ESF #1 led by the Department of Transportation
- Coordinates with local jurisdictions and key state agencies on damage/impact assessments and repair priorities
- Coordinate with federal agencies for short term transportation, infrastructure, and engineering needs to support CI and recovery operations
- Coordinate the procurement and utilization of resources to meet critical response and recovery needs (including manpower, equipment and supplies for the restoration of transportation infrastructure)

Coordinating Agency

The Department of Transportation is the Coordinating Agency for ESF #1. As the Coordinating Agency the Department of Transportation must ensure that all supporting agencies:

- Are included in the annual review and revision of ESF #1 to the New Mexico Emergency Operations Plan (NM EOP)
- Are invited to attend and participate in meetings, trainings, conferences, and exercises as appropriate
- Are encouraged to develop, test, and maintain manual and automated listings of the following:
 - Agency points of contact that are to be contacted by agency representative(s) assigned to ESF #1.
 - Points of contact for the obtainable transportation system support resources (from agency contractors, vendors, etc.) such as equipment and equipment operators

Additional duties of the Department of Transportation as the Coordinating Agency include:

- Establishing and directing ESF #1 in the NMEOC in order to coordinate with local authorities, private and non-profit entities, state and federal agency
- Developing and maintaining the ESF #1 duty schedule
- Developing situation reports and action plans
- Ensuring coordination between ESF #1 and other response operations
- Coordinating with ESF #3 – Public Works and Engineering for support of roadways and infrastructure

Support Agencies

Department of Homeland Security and Emergency Management

- Activate ESF #1 in the NMEOC
- Coordinate with local jurisdictions and key state agencies on damage/impact assessments and repair priorities
- Coordinate the implementation of the Statewide Highway Incident Management Plan
- Coordinate with federal agencies for short term transportation, infrastructure, and engineering needs to support CIKR and recovery operations
- Coordinate the procurement and utilization of resources to meet critical response and recovery needs (includes manpower, equipment, and supplies for the restoration of transportation infrastructure)

Department of Military Affairs, National Guard

- Assist with the provision of emergency transportation including aviation support
- Assist with traffic control and road closures as required.
- Assist with debris removal.

Environment Department

- Addresses environmental issues associated with damage to and clean-up/ repair of transportation systems.
- Participates in damage assessments if needed.

General Services Department

- Provide vehicles for the transport of emergency support personnel
- Provide vehicles for the transport of people away from emergency area
- Provide vehicle support through the State Motor Pool
- Manage aviation resources provided to State agencies and coordinate with general aviation statewide
- Identify sources for contract transportation services

Department of Public Safety

Motor Transportation Division

State Police Division

- Coordinate with Department of Transportation on the establishment and maintenance of road closures
- Provide enforcement and assistance with road closures as required
- Provide enforcement and assistance with the movement of traffic around the disaster area
- Provide emergency transportation including aviation support
- Participate in the response to and clean-up of hazardous materials incidents including commercial vehicles

DIRECTION, CONTROL AND COORDINATION

Command and control will be exercised as provided in the Basic Plan. EOC Representatives will report to the NMEOC when requested to assist during activation. These representatives will be listed in the EOC Representative Call-down List, a job aide to this annex.

Every agency providing resource support services will maintain records of the operations. This includes cost records that can be used after the emergency to obtain reimbursement from state or federal resources.

DEMOBILIZATION

Upon termination of the incident, the ESF #1 Representative shall close-out activities within the ESF, report out to the NMEOC, and release staff. All personnel who work in support of ESF #1 shall participate in all After-Action Reviews.

AUTHORITIES AND REFERENCES

- State of New Mexico All-Hazard Emergency Operations Plan
- Federal Highway Administration Administrative Order 1910.2C
- Executive Order 11490
- Manual of Uniform Traffic Control Devices
- American Association of Highway and Transportation Officials Policy on Geometric Design
- NM DOT Standards and Specifications on Roadway and Bridge Construction

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ESF #2 – COMMUNICATIONS

Coordinating Agency

Department of Information Technology

Primary Agency

Department of Homeland Security and Emergency Management

Support Agencies

Civil Air Patrol

Department of Health

Department of Military Affairs

Department of Public Safety

Radio Amateur Civil Emergency Service

PURPOSE

The purpose of this Emergency Support Function (ESF) is to provide guidance, implementation and coordination of a system for organizing, establishing, and maintaining electronic communications and information system capabilities necessary to meet the operational requirements of state and local jurisdictions in preparing for, responding to, and recovering from emergencies and disasters.

SCOPE

This ESF is responsible for the identification, mobilization, and coordination of available state-owned private industry and volunteer personnel and equipment essential to gather, coordinate, and disseminate information before, during, and after a disaster. In the event that normal means of communications become overburdened or destroyed communications and information processing personnel shall use private industry, amateur radio teams, and Federal assistance while re-establishing primary communication systems.

Support for this ESF includes state government furnished communications, commercially leased communications, and communications services provided under the National Response Framework and the National Security Emergency Preparedness procedures for expediting service requirements covered under the Telecommunications Service Priority program.

POLICIES

- The New Mexico Emergency Operations Plan (EOP) and this annex will govern all state communications, information systems, and warning activities related to preparing for, responding to, and recovering from emergencies or disasters.

- Communications, information, and warning systems support requirements which cannot be met at the lowest level of authority will be escalated upward for resolution at the New Mexico Emergency Operations Center (NMEOC). If needed, federal assistance will be requested.
- Local jurisdictions are responsible for developing, implementing and maintaining communications/information systems and warning plans commensurate with local jurisdiction emergency management requirements and needs. Local jurisdiction plans complement state plans and communications shall be interoperable with the state system when and where feasible.
- State agencies shall develop communications/information system contingency plans, disaster recovery/business resumption plans, and information system security plans commensurate with the agency's requirements and needs. Agency plans should complement the state EOP. Annual updates will be provided by agencies.

ESF Annex shall follow guidance set forth in the New Mexico State Police, New Mexico National Guard, and the New Mexico Department of Information Technology's policies and plans.

- This ESF Annex shall follow guidance set forth in plans and procedures provided by private industries partners.

Statewide Communications Interoperability Plan

The New Mexico Strategic Statewide Interoperability Plan (SSCIP) serves as a reference for public safety officials by describing the status of interoperable communications throughout New Mexico by documenting the specific goals and objectives New Mexico has established to improve public safety communications. The SSCIP is a living document, which identifies state resources to be used towards statewide interoperable communications to include interoperability frequencies, providing a strategic framework for communications interoperability within the state.

Tactical Interoperable Communications Plan

The Tactical Interoperable Communications Plan (TICP) is intended to document the interoperable communications resources available within the designated area, who controls each resource, and what rules of use or operational procedures exist for the activation and deactivation of each resource.

Situation

New Mexico is at all times subject to a variety of emergency or disaster events requiring dissemination of warning and/or other emergency information to state or local jurisdiction officials.

Emergency or disaster warnings may originate from any level of government or other sources. Most forecasting resources are located within the federal government. This may include watches and warnings for: floods, severe weather, tornadoes, fixed nuclear facility incidents, hazardous material incidents, as well as terrorism related incidents.

The sudden and unexpected nature of a catastrophic event will result in numerous requests from all levels of government for services required to save lives, protect property, and preserve the environment.

Government authorities will require accurate and timely information on which to base their decisions and focus their response actions. Concurrently, widespread damage to commercial communications facilities is likely. At a time when the need for real-time electronically processed information is greatest, the capability to produce it may be seriously restricted or nonexistent. All surviving communications assets of the various levels of government, augmented by extra-regional assets, will be needed immediately to assure a proper response to the needs of the victims of the event.

ASSUMPTIONS

The state and local jurisdictions primary mission is coordinating lifesaving activities concurrent with re-establishing control of the affected area. The state, in conjunction with the communications industry, will accomplish as much restoration of communications facilities as the situation permits.

Initial reports of damage will be fragmented, providing an incomplete picture on the extent of damage to communications facilities.

Weather and other environmental factors may restrict the ability to deploy mobile or transportable communications equipment into the affected area.

Conditions following the event will necessitate the careful consideration of sites for establishing staging areas, shelters, assistance centers, alternate operations centers, the Joint Field Office (JFO), and communications to support response and recovery operations.

CONCEPT OF OPERATIONS (CONOPS)

Statewide Priorities and Actions – All priorities and actions in accordance with this annex support incident specific objectives in accordance with the New Mexico Emergency Operations System, the New Mexico Statewide Interoperable Communications Plan and Regional Tactical Interoperable Communications Plans.

Priorities and actions:

- Establish primary, secondary and tertiary communications in affected areas including Incident/Unified/Area Command, EOC, key incident facilities, and incident support locations.
- Maintain two-way communication with emergency operating services of federal, state and local governments.

- Establish communications protocols in support of incident objectives. Ensure continuing operations of communications mechanisms and establish alternates.
- Gather communications damage assessment information from affected communities, agencies, and organizations including private sector partners.
- Identify and assess actions of private sector communications companies and broadcasters toward recovery and reconstruction of their facilities and services. Determine access priorities, credentials, escort, etc. for task assignments.
- Determine operational communications assets available within the affected area and identify other communications assets that may be deployed. Assign agencies with communications capabilities to use assets and coordinate communications support to responding agencies.

All agencies with existing communications capabilities:

- Maintain systems and the capability for emergency communications of forward deployed elements.
- Coordinate with the NMEOC communications unit.

ORGANIZATION AND ASSIGNMENT OF RESPONSIBILITIES

Coordinating Agency

Department of Information Technology – Support the physical resources of the NMEOC and provide technical expertise.

Primary Agency

Department of Homeland Security and Emergency Management – Coordinate activities associated with implementation of this annex in support of the incident objectives.

Support Agencies and Organizations

Department of Public Safety - Manage the use of the New Mexico State Police communications console in the NMEOC. Also provide ongoing operational readiness status to the NMEOC of their equipment. Logistical support will be provided to agencies requiring the use of public safety assets in the field.

Radio Amateur Civil Emergency Services – A public service provided by a reserve (volunteer) communications group in times of extraordinary need. During periods of RACES activation, certified personnel perform tasks for the NMEOC. Traditional RACES operations involve emergency message handling on amateur radio service frequencies.

Amateur Radio Emergency Services – Consists of licensed radio operators who have voluntarily registered their qualifications and equipment, with their local ARES leadership, for communications duty in the public service when disasters occur.

Civil Air Patrol - Communications resources of the CAP are tasked in support of incident objectives.

Private Sector Partners – Critical communications service providers including telecommunications, broadcasters, and radio communications vendors play an essential role in emergency communications. Private sector communications partners provide assessments of infrastructure damage and coordinate for priority access to repair critical systems. Private sector partners can provide technical expertise and surge capabilities of equipment and services.

DIRECTION, CONTROL, AND COORDINATION

Command and control will be exercised as provided in the Basic Plan. EOC Representatives will report to the NMEOC when requested to assist during activation. These representatives will be listed in the EOC Representative Call-down List, a job aide to this annex.

The Department of Information Technology provides telephone and radio communications services and equipment as well as frequency coordination for state agencies and local governments. They operate, maintain and restore two way and microwave radio communications networks.

The Radio Communications Bureau operates the central dispatch center and provides dispatch services for all state agencies except the NMSP. The New Mexico State Police operate separate dispatch centers located throughout the state over the microwave system.

Incident Communications Plans/Communications Unit – In accordance with the New Mexico Emergency Operations System an incident communications plan will be developed for all levels of the response framework in joint operations (Incident/Unified/Area Command).

DHSEM is responsible for the coordination of a communications systems function including maintenance, restoration, and utilization of state, local and private sector communications assets during emergencies.

Radio Amateur Civil Emergency Services and Amateur Radio Emergency Services provide alternate communications to support field operations and operate within the NMEOC during an emergency.

The EOC supports the incident response to determine what equipment and personnel are needed to complete mission objectives. The Auxiliary Communications Unit is responsible for determining communications protocols and requirements for equipment and services and developing the Incident Communications Plan consistent with the Regional Tactical Interoperable Communications Plan.

Interoperable Communications Systems/Equipment – The goal of communications interoperability is for public safety agencies to talk across disciplines and jurisdictions via radio communication systems, exchanging voice and data with one another on demand, in real time, and as authorized. Interoperable communications resources available at local, state and federal level to support operational requirements include:

- Swap (Cache) Radios - Swapping radios refers to maintaining a cache of standby radio equipment that is maintained for deployment to support regional incidents. Caches allow responders to use a common set of radios during an incident.
- Shared/Mutual Aid Channels - Shared channels refer to common frequencies or channels that have been established and are programmed into radios to provide interoperable communications among agencies.
- Gateway - Gateway systems interconnect channels of different systems allowing first responders to use their existing radios and be interconnected with other users outside of their agency.
- Shared Systems - Shared systems refers to the use of a single radio system infrastructure to provide service to several agencies within the region and local government officials.

Federal response assistance is organized through the National Response Framework (NRF), ESF #2 - Communications. Coordination with the DHS National Communications System Regional Coordinator will occur as needed.

- The NMEOC coordinates with the Federal Emergency Communications Coordinator (FECC) to ensure federal communications requirements do not conflict with state needs.
- The FEMA Regional Administrator is authorized during or in anticipation of an emergency or major disaster to establish temporary communications and make them available
- Communications provided under the Robert T. Stafford Act are intended to supplement but not replace normal communications that remain operable after an emergency or major disaster.
- For a major disaster a FECC will be appointed and deploy to the disaster area as the principal federal telecommunications manager for the area.
- The FECC will normally deploy to the NMEOC as a part of the IMAT and assist in coordinating federal telecommunications support in the Joint Field Office.
- FEMA can also deploy a Mobile Emergency Response Support (MERS) detachment that includes a multi-radio vehicle with telephone, secure and voice facsimile, teleconferencing, and full broadcast television capability.
- On arrival, the FECC will assess the need for mobile and transportable telecommunications equipment and provide assistance to the state as required.

DEMOBILIZATION

Upon termination of the incident, the ESF #2 Representative shall close-out activities within the ESF, report out to the NMEOC and release staff. All personnel who work in support of ESF #2 shall participate in all After-Action Reviews.

AUTHORITIES AND REFERENCES

- SB0173 – State Bill: Emergency Communications Interoperability Act
- Tactical Interoperability Communications Plan
- Statewide Interoperable Communication Plan

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ESF #3 – PUBLIC WORKS AND ENGINEERING

Coordinating Agency:

Department of Transportation

Primary Agency:

Department of Transportation

Support Agencies:

Office of the State Engineer
Environment Department
Department of Military Affairs
Public Regulation Commission – Pipeline Safety Bureau
Regulation & Licensing Department
Energy, Minerals & Natural Resources Department
General Services Department
Department of Agriculture
DHSEM- Urban Search and Rescue Task Force 1

PURPOSE

The purpose of this annex is to establish procedures for using state resources for response to and recovery from an emergency, including debris removal and disposal, engineering and construction, and utilities restoration. The Department of Transportation will be the state coordinating agency with the state government and also with the federal government for assistance provided with the National Response Framework's (NRF) Emergency Support Function (ESF) #3 Public Works and Engineering.

SCOPE

For the purposes of this annex, public works systems include the human-made physical systems, assets, projects, and structures that are used by or provide benefit to the public. Examples of these systems include utilities, bridges, levees, drinking water systems, electrical systems, wastewater control facilities, communications systems, dams, sewage systems, and roads. The incident may cause disruptions in public works systems, infrastructure, and water control systems thus requiring emergency provisions to be brought in from out-of-state or from non-affected areas of the state.

The State will assist local jurisdictions during emergencies/disasters which affect public works systems. Functions that may be undertaken in response to this annex are:

- Pre-positioning of equipment
- Damage assessments of public works systems

- Repair of public works systems
- Debris removal and disposal from public property
- Engineering and construction
- Technical assistance including inspection of public owned and operated buildings
- Coordination of emergency support for public health and safety, such as providing for debris removal, potable water, and power

POLICIES

Insure compliance with federal, state and local rules and regulations for utility installations, and infrasture. Coordination with utility owners, operators, State and Federal oversight and regulation agencies.

Insure compliance with federal, state and local environmental regulations.

Insure compliance with federal, state and local procurement regulations.

SITUATION

Public works systems are essential services for both the public and private sectors. During major disasters public works systems may be unavailable for extended periods of time. These systems can be affected by direct or indirect consequences of an incident. The disruption of these systems may require immediate emergency measures and the activation of the New Mexico Emergency Operations Center (NMEOC). State and local governments must include priority objectives and task assignments for the repair of public works systems in the Incident Action Plan in order to facilitate continuity of operations and response and recovery efforts.

ASSUMPTIONS

The following assumptions apply to this ESF #3 Public Works and Engineering Annex:

- An ESF #3 EOC Representative will be available during NMEOC activation and ESF #3 activation.
- Sufficient primary and backup contacts will be available for 8-hour shift coverage in the NMEOC.
- ESF #3 will be activated when the Critical Infrastructure Annex is activated.
- ESF #3 will likely be activated when the ESF #1 Transportation Annex is activated.

CONCEPT OF OPERATIONS

The New Mexico Department of Homeland Security and Emergency Management (DHSEM) will notify elements of ESF #3 when public works and engineering capabilities are required for state

assessment, response, and recovery activities during emergencies. Full or partial activation of ESF #3 will depend upon the requirements for response and recovery.

Upon receiving notification of NMEOC activation, the ESF #3 Coordinating Agency will determine support agency requirements based on the magnitude and scope of the emergency. ESF #3's Coordinating Agency is prepared to staff the NMEOC on a 24 hour basis and provide coordination of personnel and equipment as applicable for emergency response and recovery activities. Additional public works and engineering services and equipment may be contracted when required for response and recovery operations.

Close coordination is maintained between ESF #3 organizations during emergencies in order to:

- Prioritize response and recovery missions
- Share and update information
- Ensure expedient response and recovery actions
- Avoid duplication of efforts
- Ensure a unified effort when working with federal, local, tribal, and private organizations
- Provide accurate information to other organizations in the NMEOC and at the site of the emergency

Each ESF #3 supporting agency is responsible for providing logistical support to its personnel and for tracking and maintaining its equipment and supplies.

Critical Information – A critical element of the situation assessment and reporting process is accurately relating information about damages and impacts to critical infrastructure, essential services, and public works systems. Initial size-up, rapid needs and preliminary damage assessment reports provide details on what is affected, damaged, and destroyed. This information will be used to determine the need for restoration of critical services, and prioritization of clean-up and repair efforts.

Initial Coordination and Framework – As soon as is feasible, plans should be completed for restoration, assistance needs, and restoration prioritization or alternate service for critical facilities such as hospitals. The ESF #3 Coordinating Agency or designee will create such plans and identify from where public works and engineering resources will come.

Infrastructure Operations – Upon analysis of the situation, ESF #3 provides technical assistance, equipment, and supplies as required in support of affected communities and critical infrastructure and key resources. Restoration priorities will be to support life-saving and life-sustaining efforts first, followed by restoration and recovery. It may be necessary to activate emergency contract support for life-saving and life-sustaining services and equipment. Local governments are responsible for obtaining any required permits, waivers, or clearances for repair or reconstruction work. The private sector is a partner in the rapid restoration of infrastructure related services.

Infrastructure operations can be divided into two phases. Phase I, with an emphasis on immediate threats to public health and safety, consists of:

- Conducting damage assessments and establishing clean-up and repair prioritization of transportation and public works systems;
- Assessing/inspecting public works buildings and infrastructure in the affected area for structural and fire safety;
- Restoring critical services; and,
- Conducting short term debris removal, clean-up, and repair operations as prioritized.

Phase II consists of conducting long term clean-up and repair operations, as previously prioritized, to ensure the orderly recovery of the community and to eliminate less immediate threats to public health and safety.

Throughout both phases, ESF #3 should coordinate with ESF #15 External & Public Affairs to ensure appropriate and timely information is provided to the public concerning access to damaged areas and clean-up and repair operations.

Mutual Aid – To assist in restoring critical services and clean-up and repair of damaged infrastructure, a local jurisdiction may request mutual aid from within the state or from another state. The State may also request mutual aid from a local jurisdiction.

Catastrophic Incidents – For large scale or catastrophic incidents, direct federal assistance, if required, will be provided by the Department of Defense (DoD)/U.S. Army Corps of Engineers (USACE), Federal Emergency Management Agency (FEMA), and large regional contractors with resources, experience, short mobilization times, and an understanding of federal contracting procedures. ESF #3 will be required to provide accurate information about the magnitude of the clean-up and repair mission. This may require the deployment of field assessment/inspection teams.

Coordination with Federal ESF #3 Public Works and Engineering– Depending on the magnitude of the event it may be necessary to coordinate with the Department of Defense (DoD)/U.S. Army Corps of Engineers (USACE) and other federal agencies responsible for ESF #3. Working with DoD/ USACE, the ESF #3 Coordinating Agency will:

- Conduct damage assessments of public works systems, infrastructure, and water control systems, help determine critical needs and potential workloads, and assess buildings and infrastructure for structural and fire safety;
- Execute emergency contract support for life-saving and life-sustaining services which can include providing potable water, ice, emergency power, and other emergency commodities and services;

- Provide technical assistance including engineering expertise, construction management, inspection of private/commercial structures, contracting and real estate services, and environmental and archaeological assessments;
- Provide emergency repair of damaged infrastructure and critical facilities, including temporary power, emergency water, and sanitation systems;
- Support the restoration of critical navigation, flood control, and other water infrastructure systems;
- Assist with contaminated and uncontaminated debris removal and disposal, emergency protective measures, and repair, replace, or restore damaged public facilities. Contaminated debris and soil may need special handling such as waste sampling, classification, packaging, transportation, treatment, demolition, and disposal; and,
- Provide assistance in the monitoring and stabilization of damaged structures and the demolition of structures designated as immediate hazards to the public health and safety. Also, provide structural specialist expertise to support inspection of mass care facilities and urban search and rescue operations.

ORGANIZATION AND ASSIGNMENT OF RESPONSIBILITIES

Mitigation/Preparedness/Prevention

- Develop and maintain Standard Operating Procedures (SOPs)
- Establish liaison with support agencies and organizations
- Compile and maintain an inventory of equipment and supplies available through supporting agencies for sustainment during emergency operations
- Coordinate with participating departments/agencies to establish operation priorities for restoration of services and resources
- Participate in and/or conduct exercises and tests
- Generate, in a timely manner, information to be included in NMEOC briefings, situation reports, and/or action plans

Response/Recovery

- Identify the most urgent needs and begin tasking public works and engineering support resources appropriately
- Monitor response and recovery operations
- As a secondary mission, teams in the field will provide information as Preliminary Damage Assessment Teams, and/or Damage Assessment Teams
- Each agency involved in ESF #3 activities should maintain records of work schedules and costs incurred during an event
- Coordinate with Federal ESF #3 led by the Department of Defense/U.S. Army Corps of Engineers
- Coordinate with local jurisdictions and key state agencies on damage/impact assessments and repair priorities
- Coordinate with federal agencies for infrastructure, and engineering needs to support critical infrastructure, key resources and recovery operations

- Coordinate the procurement and utilization of resources to meet critical response and recovery needs (includes manpower, equipment and supplies for the restoration of transportation and public works infrastructure)

Coordinating Agency

The Department of Transportation is the Coordinating Agency for ESF #3. As the Coordinating Agency, the Department of Transportation must ensure that through coordinated annual planning activities, all supporting agencies:

- Are included in the annual review and revision of ESF #3 to the New Mexico Emergency Operations Plan (NM EOP)
- Are invited to attend and participate in meetings, trainings, conferences, and exercises as appropriate
- Are encouraged to develop, test, and maintain manual and automated listings of the following:
 - Agency points of contact that are to be contacted by agency representative(s) assigned to ESF #3
 - Points of contact for the obtainable public works and engineering resources (from agency contractors, vendors, etc.) such as equipment and equipment operators

Additional duties of the Department of Transportation as the Coordinating Agency include:

- Establishing and directing ESF#3 in the NMEOC in order to coordinate with local authorities, private and non-profit entities, and state and federal agency debris management efforts
- Developing and maintaining the ESF #3 duty schedule
- Developing situation reports and action plans
- Ensuring coordination between ESF #3 and other response operations
- Coordinating with ESF #1 Transportation for public works and engineering support of roadways

Support Agencies

AGENCY	FUNCTIONS
Department of Homeland Security and Emergency Management	Provides direction and control for state response Activates ESF #3 in the NMEOC
Public Regulation Commission, Pipeline Safety Bureau	Maintains oversight of state utility companies to ensure timely utility restoration Maintains current information on all utilities
Regulation and Licensing Department, Construction Industries Division	Conducts field inspections for general building, electrical, mechanical and LP Gas code compliance and safety standards and issues building permits.
Department of Military Affairs, National Guard	Provides on-call emergency support to include assistance with debris removal, assistance with snow removal, and operation of heavy equipment. Provides equipment and personnel for approved task assignments.
Environment Department	Addresses environmental issues associated with damage to and clean-up and repair of public works systems.

AGENCY	FUNCTIONS
	Participates in damage assessments, if needed. Prepares to assume direction of ESF #3 as priorities transition from debris clearance to removal and disposal.
Office of the State Engineer, Dam Safety Bureau	Inspects dams affected by the emergency/disaster for structural integrity.
General Services Department, Property Control Division	Assists in assessment, especially related to state-owned property and facilities. Provides access to state property as needed. Provides guidance on insurance matters, emergency procurement, and contracting. Provides temporary office space.

DIRECTION, CONTROL AND COORDINATION

Command and control will be exercised as provided in the Basic Plan. EOC Representatives will report to the NMEOC when requested to assist during activation. These representatives will be listed in the EOC Representative Call-down List, a job aide to this annex.

Every agency providing resource support services will maintain records of the operations, including cost records that can be used after the emergency to obtain reimbursement from state or federal resources.

DEMOBILIZATION

Upon termination of the incident, the ESF #3 Representative shall close-out activities within the ESF, report out to the NMEOC, and release staff. All personnel who work in support of ESF #3 shall participate in all After-Action Reviews.

AUTHORITIES AND REFERENCES

- State of New Mexico All-Hazard Emergency Operations Plan
- Federal Highway Administration Administrative Order 1910.2C
- Executive Order 11490
- Building Officials Code of America

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ESF #4 - FIREFIGHTING

Coordinating Agency (Wildland):

Energy, Minerals and Natural Resources Department- Forestry Division

Coordinating Agency (Structural):

Public Regulatory Commission- State Fire Marshal Division

Primary Agencies:

Energy, Minerals and Natural Resources Department – Forestry Division (Wildland)
Public Regulatory Commission- State Fire Marshal Division (Structural)

Support Agencies:

Department of Homeland Security and Emergency Management
Military Affairs - Army National Guard

PURPOSE

The purpose of this ESF is to provide procedures for the mobilization and coordination of firefighting personnel, equipment and supplies in support of government agencies in the event of a wildland fire, other firefighting-related emergency, significant natural disaster, or other events requiring firefighting equipment or personnel within the state that exceed the capabilities of local resources to manage. This includes Incident Command System for other emergencies.

SCOPE

The scope of this ESF is to describe the general responsibilities of the Forestry Division, New Mexico State Fire Marshals Division and other supporting agencies in response to emergencies exceeding the capabilities of local resources to manage. The Forestry Division authorities are limited to wildland fire suppression activities.

POLICIES

Firefighting operations will be conducted in accordance with New Mexico State Statutes and regulations, National Fire Prevention Association standards and the National Wildfire Coordinating Group standards.

SITUATION

The potential for damage from fires in urban areas is especially high during and after a major disaster or terrorist event. Numerous fires have the potential to spread rapidly causing extensive damage threatening life and property. Normally available firefighting resources may

be difficult to obtain and utilize because of massive disruptions of communications, transportation, utility and water systems.

ASSUMPTIONS

- Major fires and other emergencies that exceed or are expected to exceed the local capabilities can occur.
- Responders may face added difficulties or hindrances after a disaster because of extensive damage to the local infrastructure. Such damage may then create environmental safety and health hazards such as downed power lines, unstable foundations or structures, exposure to biohazards, toxins, and blood-borne pathogens.
- Terrorism events may result in major structural fires, structural collapse, mass casualties, and the need for mass decontamination.
- Access to damaged areas will be restricted.
- Successful operations require organized interagency cooperation at all levels of government.
- Operations should use existing agreements and plans to ensure effectiveness.
- Agencies that commonly support large fire suppression operations, including the New Mexico Forestry Division, National Guard, and U.S. Forest Service, Bureau of Land Management, US Fish and Wildlife, Bureau of Indian Affairs, National Park Service will receive urgent requests from non-fire-related agencies for personnel, equipment, and supplies. Many of the resources commonly available for use in fighting large wildfires may be scarce or unavailable.
- Mutual aid among the various local jurisdictions, state, and federal fire agencies requires the use of the Incident Command System together with compatible firefighting equipment and communications.
- Assets committed or self-dispatched without the proper documentation will not be eligible for reimbursement.

CONCEPT OF OPERATIONS

The “Intrastate Mutual Aid Act” (NMSA 12-10B) or the “Statewide responsibility for forest fire protection” (NMSA 68-2-8) will identify authorities for the mobilization and coordination of fire and rescue services statewide to respond to any type of fire that will require additional resources. ESF #4 will use the New Mexico Statutes, Resource Mobilization Plan (RMP), EMAC and existing agreements to obtain additional fire resources.

Cities, towns, counties, and tribal government law enforcement organizations are responsible for requesting state support through the appropriate agency via the New Mexico Emergency Operations Center (NMEOC) when an incident exceeds local capabilities.

Additional assistance may be provided by other state agencies, private companies, and cooperating industries. Based on known or projected threats, imminent hazards or predicted

disasters requiring additional resources, ESF #4 may mobilize resources and stage them at designated locations to respond if assistance is requested.

Structure fire resource ordering and tracking accomplished through activation of the State Emergency Operations Center's Resource Ordering Tracking System (E-Team).

Wildland and Wildland Urban Interface resources will be ordered by the on-scene incident commander and tracked through the National Resource Ordering and Status System (ROSS).

EMAC requests will be processed and reimbursed in cooperation with the State Emergency Operations Center.

Resources may be pre-positioned if it becomes apparent they will be needed.

ORGANIZATION AND ASSIGNMENT OF RESPONSIBILITIES

Department of Homeland Security and Emergency Management

- Task personnel to accomplish support responsibilities.
- Provide assistance to local jurisdiction fire organizations and the New Mexico Forestry Division as requested.
- Notify all ESF #4 agencies upon activation.
- Maintain database inventories of fire service facilities, equipment and key personnel throughout the State.
- Coordinate with the New Mexico State Fire Marshal Division on locating, organizing and training fire service emergency teams. Alert, activate, and dispatch these firefighting teams.
- Arrange for direct liaison between fire chiefs and incident to coordinate requests for firefighting assistance in structural or industrial fire protection operations.
- Document and report emergency disaster-related expenditures to qualify for state or federal reimbursement.
- Provide information to ESF #4 agencies concerning Threat Condition Levels.
- Provide coordination for the implementation of protective actions or measures related any change in Threat Condition level.
- Coordinate the incident after-action report.
- Reimburse the agencies for all salaries and all expenses during ESF #4 activation.
- Provide a written Incident Action Plan (at the time of activation) for all ESF #4 activations which clearly identifies specific outcomes and objectives for the ESF #4
- Reimburse agencies for personnel, per diem during ESF 4 activations

New Mexico Forestry Division

- Provide Operations level or above trained EOC Representative to the NMEOC ESF# 4 position during activations upon request.

- Serve as primary agency during a wildfire and provide information and updates to the NMEOC, when available.
- Request support from NMEOC for ESF #4 during periods of activation if needed.
- Participate in NMEOC after-action reviews regarding ESF #4 activities.

New Mexico State Fire Marshal Division

- Have a liaison(s) available to the NMEOC to represent local jurisdictions (if necessary) to coordinate additional staffing and resource needs, provide expertise and incident management support.
- Identify, train, and assign personnel to maintain contact with and prepare to execute missions in support of ESF #4 during periods of activation.
- Alert, activate, and deploy Non – ROSS typed fire department assets to requests for assistance.
- Contribute to the incident after-action report.

In preparation for and execution of its fire protection mission, ESF #4 will:

Preparedness

- Maintain current inventories of fire service facilities, equipment, and key personnel throughout the state.
- Coordinate with the New Mexico State Fire Marshal Division on the organization and training of fire service emergency teams to rapidly respond to requests for assistance.
- Coordinate with the New Mexico State Fire Marshal Division on the training of fire chiefs in utilizing the use of “Intrastate Mutual Aid Act” (NMSA 12-10B).
- Prepare local fire departments to respond to terrorism events by providing Weapons of Mass Destruction and terrorism training, including training on evidence preservation.
- Participate in state exercises to validate ESF #4 and the New Mexico Emergency Operations Plan.
- Coordinate with other relevant governmental and private entities.
- Implement alert and pre-activation procedures as necessary.
- Receive and plan accordingly to intelligence briefings supplied by the Department of Homeland Security and Emergency Management – Intelligence Bureau.

Response

- Assist local fire departments with appropriate resources to include mobilizing firefighting teams and resources as needed. State and other local resources from outside the disaster area are committed through coordination with other agencies that have fire fighting resources.
- Identify and dispatch appropriate emergency resources through E-Team as requested by IMT or local emergency management.
- Provide overhead support to the State Emergency Operations Center through the New Mexico State Forestry and the New Mexico State Fire Marshal Division if staffing is available.

- Coordinate with ESF #1 for use of New Mexico Department of Transportation assets to support firefighting operations, when requested.
- Plan for and establish relief DHSEM resources to replace or rotate with committed resources for extended operations.
- Obtain and submit situation and damage assessment reports and provide information to the State Emergency Operations Center and the Forestry Division.
- Coordinate with the Department of Homeland Security and Emergency Management to access resources, not available through normal ordering channels such as ROSS, through the Emergency Management Assistance Compact, FEMA, and other interstate and federal entities for response beyond the State's capability.
- Request supporting agencies maintain appropriate records of costs and assets utilized during the event.
- Request supporting agencies document any lost or damaged equipment and any accidents. Support agencies will also report accidents to the appropriated officials and home agencies.

Recovery

- Maintain adequate resources to support local operations and plan for a reduction of resources.
- Upon request, New Mexico State Fire Marshal will provide structure firefighting resources for recovery efforts.
- Conduct reviews of incident actions with teams involved to improve future operations.
- DHSEM will anticipate and plan for arrival of, and coordination with, FEMA ESF #4 personnel in the NMEOC and the FEMA Joint Field Office.
- Inform agencies providing resources where to send records. The specific recovery actions following an emergency or disaster will be determined by the event.

Mitigation

- Document matters needed for inclusion in any future response plans or revised ESF #4.

Financial Management

Financial operations are carried out under compressed schedules and intense pressures which require expeditious purchases that must meet sound financial management and accountability requirements.

State agencies supporting ESF #4 will serve as a fiscal agent for their employees assigned to support the activation. Each agency and department is responsible for maintaining appropriate documentation to support requests for reimbursement, submitting bills in a timely fashion, and for closing out mission assignments.

DHSEM is responsible for establishing effective administrative controls to guide the expenditure of funds during the emergency. Accurate activity and expenditure logs, invoices, and other

financial transaction records are required for federal reimbursement requests. Record keeping is also necessary to facilitate closeouts and to support post-emergency audits.

Each request for ESF #4 resources may come from different funding streams and any financial commitment made is subject to the availability of funds. Support agencies will be required to submit the appropriate reimbursement forms to the appropriate agency.

DIRECTION, CONTROL AND COORDINATION

Command and control will be exercised as provided in the Basic Plan. EOC Representatives will report to the NMEOC when requested to assist during activation. These representatives will be listed in the EOC Representative Call-down List, a job aide to this annex.

Every agency providing resource support services will maintain records of the operations. This includes cost records that can be used after the emergency to obtain reimbursement from state or federal resources.

DEMOBILIZATION

Upon termination of the incident, the ESF #4 Representative shall close-out activities within the ESF, report out to the NMEOC, and release staff. All personnel who work in support of ESF #4 shall participate in all After-Action Reviews.

AUTHORITIES AND REFERENCES

- NMSA 12-10-4. All hazard emergency management; powers of the governor. (2007)
- NMSA 68-2-8. Statewide responsibility for forest fire protection. (1979)
- NMSA 59A-53-17. Mutual assistance. (2006)

ESF #5 – EMERGENCY MANAGEMENT

Coordinating Agency:

Department of Homeland Security and Emergency Management

Support Agencies:

Department of Health

Department of Indian Affairs

Department of Higher Education

PURPOSE

Emergency Support Function (ESF) #5 - Emergency Management is responsible for supporting overall activities of the State of New Mexico for incident management regarding all natural and manmade disasters. ESF #5 coordinates all preparedness, response, prevention, protection, recovery and mitigation activities within New Mexico. ESF # 5 and the Department of Homeland Security and Emergency Management (DHSEM) provide the core management and administrative functions in support of the New Mexico Emergency Operations Center (NMEOC) and associated field operations.

SCOPE

ESF #5 serves as the coordinating ESF for all state agencies, organizations and private industry partners across the spectrum of incident management. ESF #5 will identify resources for alert, activation, and subsequent deployment for quick and effective response when necessary to support local jurisdictions or other state agencies as appropriate. During all phases of a natural or manmade disaster, ESF #5 is responsible for the finance, administration and planning functions as prescribed by the National Incident Management System and Incident Command System for all incidents requiring state agency response. ESF #5, through the DHSEM shall serve as the primary element to oversee the alert and notification process, staffing and deployment of state resources through the NMEOC and will coordinate all other activities with other ESFs as appropriate. During activations of the NMEOC, ESF #5 is expected to serve as the link between the Unified Command assembled to manage the State's response and the Executive Leadership of the State of New Mexico and in doing so, shall determine incident objectives and goals and develop appropriate plans and procedures to achieve those goals.

ESF #5 with DHSEM as the Coordinating Agency works with county governments primarily through the DHSEM Local Preparedness Program. The State of New Mexico is divided into six geographical areas, each with an assigned Local Preparedness Coordinator who assists local emergency management programs with the development of local emergency operations plans, disaster preparedness, response and recovery activities and the coordination of multi-jurisdictional response, mutual aid agreements and partnerships that are focused on specific threats/risks within the area. Within this construct, each local emergency management

program prepares its own plans for how it will execute its portion of the coordinated response mission. DHSEM's Local Preparedness Unit reviews these local plans to ensure interoperability and coordination of activities. DHSEM's Local Preparedness Coordinators meet regularly with the local emergency managers through area meetings that often incorporate other local and state ESF partners.

POLICIES

ESF #5 serves as the coordinating ESF for all state agencies, organizations and private industry partners across the spectrum of incident management. ESF #5 will identify resources for alert, activation, and subsequent deployment for quick and effective response when necessary to support local jurisdictions or other state agencies as appropriate. During all phases of a natural or manmade disaster, ESF #5 is responsible for the finance, administration and planning functions as prescribed by the National Incident Management System and Incident Command System for all incidents requiring state agency response. ESF #5, through the DHSEM, shall serve as the primary element to oversee the alert and notification process, staffing and deployment of state resources through the NMEOC and will coordinate all other activities with other ESFs as appropriate. During activations of the NMEOC, ESF #5 is expected to serve as the link between the Unified Command assembled to manage the State's response and the Executive Leadership of the State of New Mexico and in doing so, shall determine incident objectives and goals and develop appropriate plans and procedures to achieve those goals.

SITUATION

ESF #5 is always active. The process of emergency management is a constant activity that is engaged in all mission areas of emergency preparedness, response, protection, prevention, recovery and mitigation.

When the NMEOC is activated the Operations Section, upon guidance from the Emergency Operations Center Director (EOCD), issues operational orders to activate those other ESFs or cooperating partners as necessary to support state operations. DHSEM will provide an EOCD to represent the organization and ESF #5 within the NMEOC.

ASSUMPTIONS

A disaster may occur within the State of New Mexico with little or no warning, and may escalate faster than any single jurisdiction's ability to respond. All disasters begin and end with local emergency response personnel, therefore it is accepted that all disasters will be managed by local governments. Most disasters and/or emergencies will be managed by local governments without state assistance. When an emergency exceeds local resource and response capabilities, local government can request assistance from neighboring jurisdictions and the NMEOC.

CONCEPT OF OPERATIONS

During activations of the NMEOC, ESF #5 is expected to serve as the link between the Unified Command assembled to manage the State's response and the Executive Leadership of the State of New Mexico and in doing so, shall:

- Provide an official link to facilitate requests for assistance and the flow of situational awareness information between local jurisdictions, state agencies and the Federal Emergency Management Agency (FEMA) during the activation of the NMEOC.
- When appropriate, ESF #5, in coordination with ESF #7, ESF #15 and ESF #14, will establish Disaster Recovery Centers, Forward State Operations Centers, Logistical Staging Areas, Joint Information Centers, Joint Field Offices, and any other incident management facilities as necessary to ensure an effective and efficient state response to all natural and manmade disasters.

ORGANIZATION AND ASSIGNMENT OF RESPONSIBILITIES

Department of Homeland Security and Emergency Management

- Serve as primary interface with federal, state, local, private sector and volunteer organizations
- Provide technical assistance to local governments, tribes, pueblos and nations.
- Maintain a workforce of trained and skilled reserve employees to provide surge capability to perform essential emergency management functions on short notice and for varied duration.
- Coordinating regular ESF meetings and/or conference calls
- Conducting planning meetings and exercises that pertain to the emergency management
- Maintaining ongoing contact with ESF primary and support agencies
- Ensuring that Primary and Support ESF Representatives maintain operational readiness
- Acting as a liaison between the state and external entities
- Develop and maintain mutual aid agreements to ensure seamless resource allocation to impacted jurisdiction(s)
- Activate the NMEOC, when appropriate
- Provide the personnel to staff key NMEOC positions in accordance with the National Incident Management System and the Incident Command System.
- Provide direction and control for the state response according to the NMEOP.
- Provide the informational link for NMEOC operations and serve as the centralized conduit for the receipt and analysis of situation reports.
- Activate and direct statewide assets and capabilities to prepare for and respond to the incident or hazard
- Provide situation reports to the Executive Leadership of the State of New Mexico and involved organizations

- Coordinate reconnaissance operations, activations, and deployment of assessment personnel or teams required for situational awareness
- Coordinate warning and emergency public information.
- Ensures transition to recovery.

New Mexico Department of Health

- Ensure that NMDOH programs are capable of responding to emergencies requiring health, safety and medical support
- Exercising direction and control over NMDOH programs
- Activate NMDOH response activities as required
- Advise the Executive Leadership of the State of New Mexico on Enhanced Public Health Advisories or declarations of a Public Health Emergency for health or medical emergencies and disasters that have major health and/or medical implications

New Mexico Department of Indian Affairs

- Provide information on impacts to Tribal Governments.
- Provide expertise in Native American traditions and relations.
- Provide translators for information gathering and dissemination in Pueblo and Tribal areas that are impacted.
- Ensure state and federal response and recovery efforts address Tribal Government issues.

New Mexico Department of Higher Education

- Identify resources that can be used during all phases of emergency management.
- Coordinate the utilization of colleges, universities, and area vocational-technical facilities for reception, shelter, and mass feeding operations
- Provide translators for information gathering and dissemination and communication with students and staff both on and off campus.
- Identify and accommodate appropriate resources for vulnerable or at risk populations such as disabilities, cognitive abilities, knowledge, physical capabilities, life experience, and other special needs.
- Activate communication plans using multiple modalities (e.g., email, text message, and phone).

DIRECTION, CONTROL, AND COORDINATION

Direction, Control, and Coordination is the core function of the New Mexico Emergency Operations System. During the life cycle of an emergency, the composition and focus of the Direction, Control, and Coordination function is likely to change significantly. The Direction, Control, and Coordination function is the first to be established and the last to be deactivated. The emergency support function annexes, associated appendices, agency and hazard specific plans are activated in support of the Direction, Control, and Coordination function as needed.

A phased approach is used throughout the response to ensure that appropriate resources and staffing are in place to accomplish the operational objectives.

EOC Representatives will report to the NMEOC when requested to assist during activation. These representatives will be listed in the EOC Representative Call-down List, a job aide to this annex.

DEMOBILIZATION

Upon termination of the incident, the ESF #5 Representative shall close-out activities within the ESF and release staff. All personnel who work in support of ESF #5 shall participate in all After-Action Reviews.

AUTHORITIES AND REFERENCES

- All Hazard Emergency Management Act, [12-10-1 through 12-10-10 NMSA 1978]
- Disaster Location Act, [12-11-19 to 12-11-22 NMSA 1978]
- Disaster Relief Act, [12-11-23 through 12-11-25 NMSA 1978]
- Disaster Succession Act, [12-11-1 through 12-11-10 NMSA 1978]
- Emergency Licensing Act, [12-10-11 through 12-10-13 NMSA 1978]
- Emergency Management Assistance Compact, [12-10-14 and 12-10-15 NMSA 1978]
- Energy Emergency Powers Act, [12-12-1 through 12-12-9 NMSA 1978]
- Hazardous Materials Emergency Response Act, [12-12-17 through 12-12-30 NMSA 1978]
- Homeland Security and Emergency Management Department Act, [9-28-1 through 9-28-6 NMSA 1978]
- Intrastate Mutual Aid Act. [12-10B-1 through 12-10B-10 NMSA 1978]
- Legislative Disaster Succession Act, [12-11-11 to 12-11-18 NMSA 1978]
- Martial Law, [20-2-1 through 20-2-4 NMSA 1978]
- Public Health Emergency Response Act, [12-10A-1 through 12-10A-19 NMSA 1978]
- Riot Control Act, [12-10-16 NMSA 1978]
- Uniform Emergency Volunteer Health Practitioners Act, [12-12A-1 through 12-12A-13 NMSA 1978]
- Volunteer Emergency Responder Job Protection Act, [12-10C-1 through 12-10C-4 NMSA 1978]

Federal Law and Directives

- Americans with Disabilities Act (ADA) Amendments Act of 2008, P.L. 110 – 325
- Crime Awareness and Campus Security Act of 1990
- Disaster Mitigation Act of 2000 - Public Law 106-390.
- Emergency Management Assistance Compact PL 104-321
- Homeland Security Act of 2002, Public Law 107-296, as amended.
- Homeland Security Presidential Directive – 5: Management of Domestic Incidents, February 28, 2003

- National Emergencies Act. 50 USC 1601-1651 (2005).
- Pets Evacuation and Transportation Standards (PETS) Act of 2006, Public Law 109-308.
- Post-Katrina Emergency Management Reform Act (PKEMRA). PL 109-295
- Presidential Policy Directive 8 / PPD-8: National Preparedness, March 30, 2011
- Public Health Service Act, 42 U.S.C. 201 et seq.
- Robert T. Stafford Disaster Relief and Emergency Assistance Act (PL 93-288), as amended PL 100-707
- Sandy Recovery Improvement Act of 2013 (P.L. 113-2)

ESF #6 – MASS CARE, EMERGENCY ASSISTANCE, HOUSING, AND HUMAN SERVICES

Coordinating Agency:

Human Services Department

Primary Agencies:

American Red Cross

Department of Homeland Security and Emergency Management

Support Agencies:

Baptist Disaster Relief

Aging and Long-Term Services Department

Children, Youth and Family Services Department

Corrections Department

Department of Health

Higher Education Department

Indian Affairs Department

Military Affairs Department

Public Education Department

State Police

Department of Transportation

The Salvation Army

Department of Workforce Solutions

PURPOSE AND SCOPE

ESF #6 supports the effort to address the mass care, emergency assistance, housing, and human services needs of individuals and families impacted by emergencies and disasters.

MASS CARE

Mass care includes sheltering, feeding operations, emergency first aid, bulk distribution of emergency items, and collecting and providing victim information to family members.

EMERGENCY ASSISTANCE

Emergency assistance required by individuals, families, and their communities is provided to ensure that immediate needs beyond the scope of the traditional “mass care” resources are addressed. These services include; support to evacuations (including registration and tracking of evacuees), reunification of families, provision of aid and services to special needs populations, evacuation, sheltering, and other emergency services for household pets and services animals, support to specialized shelters, support to medical shelters, nonconventional

shelter management, coordination of donated goods and services, and coordination of voluntary agency assistance.

Housing

Housing options such as rental assistance, repair, loan assistance, replacement, manufactured housing, semi-permanent and permanent construction, referrals, identification and provision of accessible housing, and access to other sources of housing assistance are utilized. This assistance is guided by the National Disaster Housing Strategy.

Human Services

Human services are the implementation of disaster assistance programs to help victims recover their non-housing losses. Services include programs to replace destroyed personal property, help to obtain disaster loans, food stamps, crisis counseling, disaster unemployment, disaster legal services, support and services for special needs populations, and other Federal and State benefits.

POLICIES

New Mexico ESF #6 will:

- Coordinate assistance without regard to race, color, religion, nationality, sex, age, disability, language spoken, or economic status.
- Work to reduce duplication of effort and benefits to the smallest extent possible.
- Work to ensure service animals remain with the persons to whom they are assigned throughout every stage of disaster assistance.

Furthermore, ESF #6 will coordinate with ESF #8, all levels of government, voluntary organizations, and the private sector in addressing Functional Needs Support Services (FNSS) to enable individuals to maintain their independence in general population shelters. FNSS includes reasonable modifications to policies, practices, and procedures; durable medical equipment (DME); consumable medical supplies (CMS), personal assistance services (PAS); and other goods and services as needed. Children and adults requiring FNSS may have physical, sensory, mental health, and cognitive, or intellectual disabilities affecting their ability to function independently without assistance. Others that may benefit from FNSS include women in late stages of pregnancy, elders, and people needing bariatric equipment.

ESF #6 recognizes the varying and special requirements of individuals that necessitate the assistance of family members, personal assistants, and/or service animals, and is committed to ensuring that the physical and mental health needs of these individuals are appropriately addressed. ESF #6 will ensure the individuals and assistance providers remain together during evacuation, transport, sheltering, or the delivery of other services.

Preparedness Tasks

- Develop plans, policies, and procedures for the provision of ESF #6 services to general populations in coordination with all responsible agencies.

- Develop plans, policies, and procedures to ensure availability of functional needs support services in general population shelters.
- Develop plans, policies, and procedures for activation and mobilization of ESF #6 staff.
- Enter pre-identified shelter facilities into the National Shelter System (NSS).
- Support the identification of accessible shelters as part of pre-identification of shelter option choices.
- Develop plans, procedures, and protocols for coordination of ESF #6 services with agencies providing mass care, emergency assistance, human services, housing, and family reunification.
- Develop and implement training programs for ESF #6 representatives and staff.
- Develop procedures to ensure ESF #6 equipment and work space at the NMEOC is operational.

SITUATION AND ASSUMPTIONS

Governments at all levels must be prepared to provide for the basic needs of people displaced by any emergency or disaster.

Many emergencies or disasters have necessitated evacuation of affected areas. As a result, people have come to expect, and governments have assumed the responsibility for the provision of temporary emergency shelter and care for victims.

Some survivors will go to mass shelters; others will find shelter with friends or relatives; many victims will remain within or near their damaged homes.

Individuals and families can be without their normal means of providing for their own food, clothing, shelter, and medical needs. Family members may also become separated and unable to locate each other. Individuals may develop serious physical, emotional, or psychological problems requiring specialized medical services.

In the event of disasters in other states, the State of New Mexico may be requested to shelter large numbers of out-of-state evacuees.

CONCEPT OF OPERATIONS

General

- ESF #6 is located within the Human Needs Branch under the Operations Section in the NMEOC. Upon activation of ESF #6 by the NMEOC, the ESF #6 Coordinator (or backup) will report to the Human Services Branch Director.
- When needed and as appropriate, ESF #6 coordinates with other ESF's, branches and functions that are part of the NMEOC including but not limited to:
- ESF #8 – Public Health and Medical Services to coordinate medical support and functional needs support for shelters.

- ESF #11 – Agriculture and Natural Resources to coordinate the establishment of animal and pet shelters.
- ESF #14 – Long Term Community Recovery to coordinate long term human services and housing assistance.
- ESF #6 will coordinate with FEMA (as the coordinating agency for ESF #6 under the National Response Framework) to provide federal resources and services to assist and augment the state’s capabilities.
- Initial response activities will focus on safety and the immediate needs of the survivors.

Coordinate ESF #6 Activities

- Maintain a steady-state evaluation of ESF #6 capabilities and available support resources.
- Integrate and report the actions of response organizations for all incidents.

Support Feeding Operations

- Coordinate the feeding operations requirements for the displaced and impacted population.

Support Shelter Operations

- Immediately assess in coordination with shelter providers the short and interim sheltering requirements and shortfalls.
- Establish priorities, provide guidance, request additional resources, and monitor shelter operations.
- Immediately assess, in coordination with shelter providers, the requirements for functional need support services for shelter residents.

Support Distribution of Relief Supplies Operations

- Assess and determine the need for the distribution of relief supplies, the number of sites, and any commodity shortfalls. Provide daily reports on distribution to the Human Needs Branch Chief.

Support Mass Evacuation

- Prior to the initiation of an evacuation, assess the requirements for mass care support, to include FNSS availability, along evacuation routes and at collection points.
- Coordinate with responsible organizations in the local community, state, inter-state, or nation for the delivery of mass care support and tracking of evacuated individuals.
- Be prepared to assess and triage evacuees with functional and access needs.

Support Family Reunification Services

- Assess the requirements for family reunification services and activate reunification services for individuals within the local and adjacent communities.
- Coordinate family reunification services and tracking with responsible state, inter-state, and national organizations.

Support Family Assistance Centers

- Provide counseling services, as needed, to family assistance centers per the New Mexico Mass Fatality Incident Plan.

Support Recovery Operations

- Assess the requirements for Disaster Supplemental Nutrition Assistance Program (DSNAP) operations and activate DSNAP services for individuals within the affected areas.
- Provide mass care support to Disaster Recovery Centers/Essential Services Centers as required.
- Provide program staffing support to Disaster Recovery Centers/Essential Services Centers as required.
- Assess the requirements for disaster unemployment and activate this service for individuals within the affected areas.
- Assess the requirements for temporary disaster employment and activate this service for individuals within the affected areas.
- Assess the requirements for disaster casework and support activation of this service for individuals within the affected areas.

Joint Field Office (JFO)

- Upon activation of a JFO the ESF #6 (or designate) appoints an ESF #6 representative to the JFO, when required.

ORGANIZATION AND ASSIGNMENT OF RESPONSIBILITIES

Coordinating Agency

Human Services Department (HSD)

The HSD ensures the success of the ESF through all phases of incident management. In addition to its role as coordinating agency, HSD manages the following programs: Disaster Supplemental Nutrition Assistance Program (DSNAP), Disaster Cash Assistance Program, and the Nutrition Assistance/Food Warehouse Program.

Primary Agencies

American Red Cross in New Mexico (ARC)

The ARC in New Mexico provides food, clothing, shelter, prescription replacement, counseling, and the safe and well family reunification program.

Department of Homeland Security and Emergency Management (DHSEM)

The DHSEM coordinates the overall state response to an incident and is the primary point of contact for the Federal Emergency Management Agency (FEMA).

Support Agencies

Baptist Disaster Relief in New Mexico (BDR)

BDR in New Mexico provides clean-up services (including chainsaw and mud-out crews), mass feeding, showers, crises counseling, amateur radio communications, and child care services.

Aging and Long-Term Services Department (ALTSD)

The ALTSD provides information referral for programs and services that may assist senior citizens and other survivors with functional needs.

Children, Youth and Family Services Department (CYFD)

The CYFD assists with family reunification and caring for displaced unaccompanied minors.

Mexico Corrections Department (CD)

The CD can assist with mass feeding operations.

Department of Health (DOH)

The DOH provides medical support to shelters, provides shelter inspections to ensure code compliance, and manages the Women, Infants, and Children (WIC) Program.

Higher Education Department (HED)

The HED coordinates in-state relocated student enrollment. The NMHED can also assist with locating temporary emergency shelters.

Indian Affairs Department (IAD)

The IAD assists with information and resource coordination for ESF #6 activities occurring on tribal lands.

Military Affairs Department (DMA)

The DMA assists with bulk distribution, mass evacuation, and augmenting law enforcement resources in providing shelter security. The DMA also has facilities throughout the state that may be used as shelters if no other options exist.

Public Education Department (PED)

The PED coordinates relocated student enrollment and manages student assignments (K-12). The PED can also assist with locating temporary emergency shelters and providing buses for mass evacuations and shelter transportation.

State Police (SP)

The SP assists with providing security for shelters, points of distribution, and evacuation routes. The SP may also assist with providing background checks when needed.

Department of Transportation (DOT)

The DOT assists with mass evacuation and shelter transportation needs.

Salvation Army in New Mexico (TSA)

TSA provides emotional and spiritual care, mass feeding, and emergency assistance for survivor unmet needs.

Department of Workforce Solutions (DWS)

The DWS coordinates disaster unemployment benefits.

DIRECTION, CONTROL AND COORDINATION

Command and control will be exercised as provided in the Basic Plan. EOC Representatives will report to the NMEOC when requested to assist during activation. These representatives will be listed in the EOC Representative Call-down List, a job aide to this annex.

Every agency providing resource support services will maintain records of the operations. This includes cost records that can be used after the emergency to obtain reimbursement from state or federal resources.

DEMOBILIZATION

Upon termination of the incident, the ESF #6 Representative shall close-out activities within the ESF, report out to the NMEOC, and release staff. All personnel who work in support of ESF #6 shall participate in all After-Action Reviews.

AUTHORITIES AND REFERENCES

- Robert T. Stafford Disaster Relief and Emergency Assistance Act
- National Response Framework
- National Recovery Framework
- New Mexico Mass Fatality Incident Plan

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ESF #7 - LOGISTICS AND RESOURCE SUPPORT

Coordinating Agency:

General Services Department

Primary Agency:

Department of Homeland Security and Emergency Management

Support Agencies:

Energy, Minerals and Natural Resources Department

Department of Health

Department of Information Technology

Department of Military Affairs

Department of Public Safety

Department of Transportation

Department of Finance and Administration

PURPOSE

The purpose of this ESF is to provide logistical and resource support to state and local agencies involved in emergency response and recovery. This includes emergency relief supplies, facilities, office equipment, office supplies, tele-communications, contracting services, transportation services and personnel required for immediate response activities. It also provides for logistical support for requirements not specifically identified in other ESFs.

SCOPE

ESF #7 is responsible for providing direct and active support to emergency response and recovery efforts during the initial response phase and recovery following a disaster. This support includes locating, procuring, and issuing resources such as supplies, office space, office equipment, fuel, contracting services, personnel, heavy equipment, and transportation.

POLICIES

ESF #7 provides support to assist county emergency operations agencies and other ESFs with their emergency efforts to conduct response and recovery operations. The priorities for allocation of these assets are as follows:

ESF #7 is responsible for planning, coordinating, and managing resource support beyond what is available from state agencies.

- Supplies and equipment will be provided from current state stocks or surplus and, if necessary, from commercial sources. Each state agency is responsible for their resource requirements.

- Designated support agencies will furnish resources as required to support these ESF requirements. Support by these agencies will be terminated at the earliest practical time.
- Procurement will be made in accordance with current state and federal laws and regulations, which include emergency procedures under New Mexico statute.

CONCEPT OF OPERATIONS

ESF #7 will operate in coordination with the New Mexico Department of Homeland Security and Emergency Management and will continue to operate throughout the emergency situation unless released by DHSEM.

The ESF #7 Emergency Coordinator will maintain liaisons with other ESFs and interested parties. This individual will coordinate with at least two members of the Federal Advance Team (Federal ESF #7, General Services Administration procurement officials) at the NMEOC.

A whole community approach is used in the delivery of core capabilities through coordinated planning and response with local, state, tribal, territorial, and insular area partners.

The free market economy and existing systems will be maintained to the maximum extent possible.

Voluntary controls will be encouraged. Mandatory controls will be removed as soon as possible.

ESF Roles Aligned to Core Capabilities

The coordinating agency for ESF #7 is the New Mexico General Services Department, which is vested with the overall responsibility for allocating and coordinating resources and support activities. New Mexico General Services Department will be responsible for the review and revision of this plan on an annual basis or as needed. ESF #7 will provide support staff for procurement of commodities and services, leasing of buildings and facilities, and facilities management.

Responsibilities during and activation include:

- Fuel – assist with procuring and delivering fuel (gas, diesel, propane)
- Personal Demand Items (water and ice)
- Property Management
- Facility Management

The public will be encouraged to cooperate with any emergency measures through ESF #15 External & Public Affairs. Resources may be obtained from agencies not listed in the support agencies.

ORGANIZATION AND ASSIGNMENT OF RESPONSIBILITIES

Department of Homeland Security and Emergency Management

- Responsible for coordinating the State, Federal, and volunteer response in any major emergency or disaster.
- Supporting local governments to ensure an effective response to the situation.
- Coordinate the response functions of state government to include the establishment of liaison with federal and private agencies.

Energy, Minerals & Natural Resources

- Personnel to staff staging areas or mobilization center

Department of Health

- Assist ESF 6 & 8 by filling any medical supply or facility needs

Department of Information Technology

- Assist ESF 2 with communications and IT management of facilities

Department of Military Affairs

- Personnel, if available, to staff staging areas or mob center
- Provide a robust capability of mobile field elements and logistics support teams as needed
- Advise on the availability of NMNG facilities for contingency planning

Department of Public Safety

- Provide for security of facilities and assets, both fixed and mobile, during an incident

Department of Transportation

- Assist with delivering fuel
- Contracts for additional vehicles
- Assist with engineering services or contracts
- Assist with construction materials

Department of Finance & Administration

- Processes emergency contracts and provides technical assistance on contracts

DIRECTION, CONTROL AND COORDINATION

Command and control will be exercised as provided in the Basic Plan. EOC Representatives will report to the NMEOC when requested to assist during activation. These representatives will be listed in the EOC Representative Call-down List, a job aide to this annex.

Every agency providing resource support services will maintain records of the operations. This includes cost records that can be used after the emergency to obtain reimbursement from state or federal resources.

DEMOBILIZATION

Upon termination of the incident, the ESF #7 Coordinator shall close-out activities within the JIC and release staff. All personnel who work in support of ESF #7 shall participate in all After-Action Reviews.

AUTHORITIES AND REFERENCES

- Homeland Security Presidential Directive/HSPD-9
- Homeland Security Presidential Directive/HSPD-5
- National Response Framework
- The Emergency Operations Plan (EOP) All Hazard Emergency Management Act, [12-10-1 through 12-10-13 NMSA 1978]
- New Mexico Constitution, Article V., Section 5 and Section 7.
- All Hazard Emergency Management Act, [12-10-1 through 12-10-13 NMSA 1978]
- Riot Control Act, [12-10-16 NMSA 1978]
- Public Health Emergency Response Act, [12-10A-1 through 12-10A-19 NMSA 1978]
- Disaster Succession Act, [12-11-1 through 12-11-10 NMSA 1978]
- Disaster Relief Act, [12-11-23 through 12-11-25 NMSA 1978]
- Energy Emergency Powers Act, [12-12-1 through 12-12-9 NMSA 1978]
- Hazardous Materials Emergency Response Act, [12-12-17 through 12-12-30 NMSA 1978]
- Martial Law, [20-2-1 through 20-2-4 NMSA 1978]
- Homeland Security and Emergency Management Act [Laws 2007, Chapter 291]
- Interstate Emergency Response Support Plan (IERSP)
- Emergency Management Assistance Compact (EMAC)

ESF #8 - PUBLIC HEALTH AND MEDICAL SERVICES

Coordinating Agency:

Department of Health

Support Agencies:

Department of Homeland Security and Emergency Management
Department of Public Safety
National Guard
State Fire Marshall's Office
General Services Department
Human Services Department
Aging and Long Term Services
Department of Transportation
Civil Air Patrol
Department of Agriculture
Environment Department
American Red Cross
Board of Pharmacy
University of New Mexico
New Mexico's Hospitals and Health Care System
Children, Youth and Families Department

PURPOSE

Emergency Support Function (ESF) #8 – Public Health and Medical Services outlines the support provided in the areas of public health, infection control, emergency medical, hospital and mass fatality management. The DOH assists the New Mexico Human Services Department, which has primary responsibility for supporting the provision of ESF#8 mental health services, including crisis counseling and mental health services to disaster victims, relief workers, individuals with access and functional needs, in support of local medical personnel and facilities impacted or overburdened during an event. ESF #8 is a position in the New Mexico Emergency Operations Center (NMEOC) Operations Section.

SCOPE

ESF #8 provides the planning for and coordination of assistance to local and tribal governments in identifying and meeting the public health and medical needs of victims of an event, incident or emergency. This support is categorized in the following core function areas:

- Assessment of the public health and medical needs, including the behavioral health needs of the general public and members of the 22 tribes, pueblos and nations.

- Public health epidemiologic surveillance
- Medical care personnel
- Medical equipment and supplies
- Ambulatory and Emergency Medical Services (EMS)
- Environmental health monitoring and response
- Mortality management
- Laboratory testing
- Support to the Essential Support Functions indicated on the Emergency Support Functions New Mexico Responsibility Chart in the Basic Plan.

As the primary agency for ESF#8, the New Mexico Department of Health (DOH) coordinates the provision of all health and medical assistance to fulfill the requirements identified by affected local and tribal governments or other appropriate authorities.

POLICIES

The DOH is designated as the lead agency in response to a health emergency or event. The DOH Cabinet Secretary has the authority to designate responsibilities within the DOH to activate a health related emergency response. The Epidemiology and Response Division (ERD) is the lead Division to coordinate a response to a public health event utilizing the Incident Command System (ICS) as identified in New Mexico's Emergency Response System. The response framework coordinates with DOH internal divisions and external partners based on the needs of the event.

All supporting agencies assigned responsibilities within this ESF will develop and maintain the necessary plans, standard operating procedures, mutual aid agreements, and model contracts to successfully accomplish their tasks.

The ESF #8 will be represented in the NMEOC with knowledgeable personnel who have been empowered to make decisions on behalf of their agency.

Each primary and support agency identified in this ESF is not expected to be physically present within the NMEOC. However they are expected to have personnel identified who are ready to report should conditions warrant.

All public information reports regarding ESF #8 activities will be coordinated with ESF #15 – External Affairs.

SITUATION

Public health and medical officials at all levels of government along with private providers must be prepared to address sudden and unexpected demands for services that may exceed readily available resources. Public and private health and medical resources in the affected

jurisdictions will generally be available but most will be adversely impacted. Emergency measures to protect life and health during the first 12 to 24 hours of an emergency situation will primarily depend upon local and regional resources.

ASSUMPTIONS

Mass casualty incidents that result from natural or manmade disasters would be beyond the response capability of local government. In addition to large numbers of sick, injured, and/or potentially exposed, an incident may result in a large number of “worried well.” The situation may also result in a large number of fatalities. This will pose additional problems to the processes of recovery, examination, identification, and disposition of remains. The state would be called upon to supplement the capabilities of local jurisdictions and provide rapid quality care to the ill, injured, or exposed/contaminated.

It may be necessary to relocate hospital facilities or increase hospital bed capacity with contingency field facilities including other sites capable of providing patients and medical personnel adequate protection from the effects of the hazard(s). Medically trained volunteers may come forward and be assigned to help perform essential tasks; their efforts must be anticipated and coordinated. These volunteers shall be credentialed and registered with the New Mexico Department of Health (DOH) Emergency System for the Registration of Volunteer Health Professionals (ESAR-VHP) through the New Mexico Medical Reserve Corps Serves (NM MRC Serves).

It may be necessary to request services from supporting agencies for at-risk populations and those with specialized functional needs, to include (but not limited to) the elderly, chronically ill, children, persons with behavioral health needs. Support agencies such as the New Mexico Human Services Department; Aging and Long Term Services Department; and Children, Youth and Families Department provide such services. Security services and incident management functions may need to be provided through the New Mexico Department of Public Safety. Vehicles and facilities may need to be requested of the New Mexico General Services Department. The New Mexico Department of Transportation may be called upon to assist with roadway infrastructure to enable access to health care. The New Mexico National Guard may be asked to provide transportation and/or security services.

Through coordination and relationships with support agencies the DOH requests resources to support the ESF #8 responsibilities of the Department. These are coordinated with DHSEM through the NMEOC.

CONCEPT OF OPERATIONS

The public health and medical support provided by the DOH involves a complex array of activities and circumstances. Provision of these services, scalable and flexible, based upon the needs of an event, are conducted within the framework of the New Mexico Emergency Operations System. The DOH administers and maintains public health and medical situational

awareness through a 24-hour on-call program that coordinates information and resources supporting the DOH response. In addition, DOH administers bed tracking (HAvBED), patient tracking, and other situational information sources through EMResources.

When a public health emergency is recognized as having the possibility of overwhelming local, regional, and/or state pharmaceutical and medical materiel assets, the request is made to the Centers for Disease Control and Prevention (CDC) for the deployment of Strategic National Stockpile (SNS) assets. The SNS is a national repository of life-saving pharmaceuticals and medical supplies designed to supplement and resupply state and local public health resources during a large-scale public health emergency.

As the lead agency for the State Medical Countermeasure (MCM) program, the DOH is responsible for requesting activation, mobilization, receipt, storage, re-packaging, staging, management, transportation, distribution and dispensing of MCM.

As an emergency develops, the DOH Cabinet Secretary, or designee, will:

- Activate and mobilize personnel, facility and material resources in accordance with the anticipated threat or emergency
- Ensure that the state's hospitals and facilities are prepared to respond to the situation and that arrangements have been made to support the hospital and medical staffing of shelter operations
- Determine whether the disaster has created any public health problems or threats
- Coordinate with doh and state agencies to direct appropriate resources to the affected areas to mitigate concerns and suppress health and infection related threats.

The DOH will staff the ESF #8 desk in the State Emergency Operations Center as requested by DHSEM, regardless of whether the Cabinet Secretary has declared an emergency or activation of the DOH Department Operations Center.

The DOH will reach out to its support agencies such as the American Red Cross (ARC), the Human Services Department (HSD), and the Aging, and Long Term Services Department (ALTSD) as needed to coordinate, in particular with ESF 6, the provision of public health and medical support services. The DOH will also work in concert with other state support and coordinating agencies if services related to the health and medical needs of the population may be affected such as transportation, pets, livestock, and public safety.

ORGANIZATION AND ASSIGNMENT OF RESPONSIBILITIES

New Mexico Department of Health (DOH)

- Ensuring that DOH programs are capable of responding to emergencies requiring health, safety and medical support
- Exercising direction and control over DOH programs

- Deciding whether to activate DOH response activities
- Working in an advisory capacity with other health-related organizations and hospitals around the state
- Managing statewide surveillance concerned with infectious agents and other conditions of public health importance that have the potential to harm human health
- Advising emergency response activities for DOH
- Support and planning of all MCM distribution and dispensing
- Coordinating health and medical response issues within DOH and with other state, federal, local and tribal governments
- Granting temporary exceptions to EMS licensing and certification regulations, including scopes of practice and special skills waivers required for EMS response
- Through the Department of Information Technology, coordinating and managing the use of the statewide EMSCOM and public health UHF radio networks consisting of statewide mountain top repeaters, ambulance, hospital, dispatch and public health office radios
- Maintaining a database of certification level of all EMS providers statewide
- Ensuring that a senior epidemiologist is on-call 24 hours a day, seven days a week, 365 days a year for consultation
- Conducting investigations regarding public health conditions, emergencies and disasters
- Providing a surveillance network for early detection and containment of reportable diseases, major disease outbreaks and biological hazards
- Coordinating with other public health agencies to ensure adequate support is available during emergency or disaster operations
- Assuring PHD Regional Public Health Offices provide mass immunization and/or MCMS for emergency responders and the public through the use of Points of Dispensing (POD) sites when responding to public health emergencies
- Overseeing the ordering, storing and distributing of pharmaceuticals and other medical supplies and equipment to local public health offices
- Assuring that all requested personnel within the PHD respond to local EOCS when assistance is requested to support the coordination of health and medical response during public health emergencies
- Participating in efforts to identify gaps such as specific special needs populations services and unique response requirements to address specific disasters and facilitating efforts to close identified gaps
- Coordinating with local EMS transportation services
- Responding to public health incidents and emergencies within jurisdictional areas of responsibility
- Ensuring that pre-identified pods are in place and prepared for activation
- Providing regional personnel for POD operations
- Activating and managing POD sites
- Distributing / dispensing MCM
- Coordinating the testing of biological, chemical and environmental samples from incidents that have the potential to threaten public health or safety

New Mexico Department of Homeland Security and Emergency Management (DHSEM)

- Activating and managing the NMEOC
- Implementing and enforcing emergency directives through coordination with other state and federal agencies, including resources needed for field operations
- Determining appropriate NMEOC activation levels
- Coordinating and ensuring that requests from state organizations and local jurisdictions are addressed
- Analyzing, evaluating and distributing emergency information through briefings, displays and reports
- Serving as lead state agency for public information during emergencies and disasters
- Providing direction in the allocation of resources to volunteer agency representatives in the NMEOC
- Assisting in addressing logistical needs, including mass care and shelter requirements
- Training state agency EOCs in NMEOC communications equipment usage and the ICS

New Mexico Department of Information Technology

- Coordinating and managing the use of the statewide EMSCOM and public health UHF radio networks consisting of statewide mountain top repeaters, ambulance, hospital, dispatch and public health office radios

New Mexico Department of Public Safety (NMDPS)

- Incident scene management and coordination of local and state response resources accomplished through a designated Emergency Response Officer (ERO) who fills the role of incident commander and who is responsible for the management of all response resources and activities at the scene of a HAZMAT incident.
- In conjunction with the New Mexico Department of Transportation (NMDOT), controlling highway closures due to inclement weather or other hazardous situations
- Security of SNS assets and the security at the Receiving, Staging, Storage (RSS) site
- Escorting of MCM assets from the RSS site to dispensing sites
- Responding to emergency situations with personnel, equipment and vehicles including the maintenance of a helicopter for potential aerial operations

New Mexico State Police (NMSP)

- Provide security and/or transportation assistance

New Mexico National Guard (NMNG)

- Primary secure distribution and transportation of MCM and SNS assets
- Providing forces and equipment in support of SNS and MCM operations
- Providing aero-medical and ground medical transportation, providing field response and assistance in testing, identification and transport of weapons of mass destruction (WMD), chemical and biological agents

- Remaining under military control at all times with commanders being responsible only to their superiors in the military chain of command

New Mexico State Fire Marshall's Office (FMO)

- Providing coordination of command and control with some approval/disapproval authority over statewide fire services and fire-based EMS resources required to support the needs of local jurisdictions during emergencies or disasters
- Coordinating federal response for emergency fire protection and fire suppression support when human life or property is in danger and state/local capabilities are exceeded
- Flammable damage assessment

New Mexico General Services Department (GSD)

- Expediting purchasing and contracting
- Assisting with vehicle needs from the state fleet for related operations
- Assisting with the identification of additional facilities for related operations

New Mexico Department of Finance and Administration (DFA)

- Expediting purchasing, contracting and hiring/temporary staffing
- Identifying and making funds available for emergency expenditure (especially if not available through DHSEM).

New Mexico State Personnel Office (SPO)

- Expediting hiring/temporary staffing

New Mexico Human Services Department (HSD)

- With the assistance of DOH, providing ESF#8 mental health services, including crisis counseling and mental health services to disaster victims, families, relief workers, emergency response personnel, individuals with access and functional needs, in support of local medical personnel and facilities impacted or overburdened during and after an event.
- Assisting the DOH , if needed with behavioral support for inpatients and community home or facility based residents

New Mexico Aging and Long Term Services (ALTSD)

- Providing information on at-risk or functional needs populations in affected areas
- Working to ensure warning and emergency public information is available in alternate formats to address special populations and individuals with access and functional needs
- Assisting with recovery efforts to adequately address the needs of at-risk populations and individuals with access and functional needs

New Mexico Children, Youth and Families Department (CYFD)

- Assisting with emergency response and recovery effort to ensure that the needs of children met and that children are not abused, neglected or exploited

New Mexico Department of Transportation (NMDOT)

- Reporting conditions, needs and damage assessment of roads and bridges
- Coordinating the emergency use of transportation networks, including bypasses
- Assisting in traffic controlling measures during response operations
- Providing communications support through intelligence and situation reporting
- Providing warning and notification signs to indicate road and bridge conditions
- Providing equipment and personnel for debris removal
- Coordinating the use and disruption of essential transportation systems required for restoration of critical utility and/or public works projects

New Mexico Veteran's Health Administration (VHA)

- Ensuring that policies and guidelines are in place to support coordination and deployment of Federal Medical Stations as appropriate
- Providing support to the state MCM and Distribution Plan when needed

New Mexico Civil Air Patrol (NMCAP)

- If necessary, and if resources are available, providing personnel and aircraft to assist with the distribution of MCM resources

New Mexico Department of Agriculture (NMDA)

- Providing hazard analysis and vector control for crops and farm animals in a disaster and assisting in the coordination of care for companion animals and livestock during emergencies and disasters
- Securing food supply, promoting trade and protecting natural resources and the environment

New Mexico Environment Department (NMED)

- Ensuring water quality and supply
- Coordinating and providing regulatory and technical support on public and environmental health issues related to food recalls, public swimming pools and spas, liquid waste biohazards, and air quality monitoring.

American Red Cross (ARC)

- Supporting shelters and the mass care needs of affected populations during and following response efforts
- Coordinating with HSD and DOH regarding health, medical and behavioral health needs of shelter populations

New Mexico Board of Pharmacy

- Maintaining a database that contains information and statewide listings of pharmacies and pharmacists
- Rapidly determining current levels of pharmaceuticals on a statewide and regional level
- Waiving, if necessary, the statewide regulations regarding dispensing during public health events and response

University of New Mexico (UNM)

- Providing resources for the management of mass fatality disasters, including storage and disposition of deceased, under the direction of the Office of the Medical Investigator (OMI)
- Determining facility requirements for holding and examining of deceased
- Identifying facilities for holding and examining of deceased
- Conducting examinations and identifications, as well as notifying and releasing remains to next of kin of deceased
- Taking custody of personal effects found on or near deceased
- Activating the Disaster Committee of the New Mexico Funeral Directors Association, for additional resources during mass fatality incidents
- Providing emergency medically trained personnel, medical supplies and equipment by activating their Disaster Medical Assistance Teams (DMATs)
- Disseminating information through the New Mexico Poison Center, assisting in the development of a population risk assessments and response for potential mass poisoning exposure

New Mexico's Hospitals and Healthcare System

- Managing medical and public health surge and coordinating with their local jurisdictions, regional healthcare coalition partners, and DOH
- Creating capacity for alternative inpatient and outpatient care
- Coordinating patient transport and providing updates and requests for assistance to local jurisdictions, regional coalitions and the DOH as needed
- Reporting of bed and surge capacity, patient tracking and health systems impacts to the DOH
- Monitoring employee health and assure appropriate follow-up for those exposed to patients affected by bioterrorist, natural and human-caused actions and events.
- Providing or coordinating local workforce and medical services during and after a disaster.
- Providing critical health and medical infrastructure within the overall response framework.

DIRECTION, CONTROL AND COORDINATION

Command and control will be exercised as provided in the Basic Plan. EOC Representatives will report to the NMEOC when requested to assist during activation. These representatives will be listed in the EOC Representative Call-down List, a job aide to this annex.

Every agency providing resource support services will maintain records of the operations. This includes cost records that can be used after the emergency to obtain reimbursement from state or federal resources.

The activities of ESF#8 will be coordinated through the DOH, serving as the primary conduit for all direction and control instructions communicated by the NMEOC Operations Section Chief. All tasked agencies herein will:

- Develop applicable operating procedures, guidelines or checklists detailing their process for accomplishing their assigned functions
- Provide ongoing status updates, as requested,
- Provide other emergency tasks as needed or assigned within the scope of esf#8 responsibilities

DEMOBILIZATION

Upon termination of the incident, the ESF #8 Representative shall close-out activities within the ESF and release staff. All personnel who work in support of ESF #8 shall participate in all After-Action Reviews.

AUTHORITIES AND REFERENCES

- Department of Health Act: NMSA 1978, §§ 9-7-1 to 16 (1977), as amended
- Public Health Act: NMSA 1978, §§ 24-1-1 to 21 (1973), as amended, 24-1A-1 to 4 (1981), as amended
- Epidemiology and Response Act: NMSA 1978, §§ 24-1-1 to 21 (1973), as amended, 24-10A-1 to 10 (1978), as amended, 24-10B-1 to 12 (1983), as amended, 24-14-1 to 3 (1961), as amended
- Public Health Emergency Response Act: NMSA 1978, §§ 12-1 0A- 1
- Laboratory Services Act: NMSA 1978, §§ 9-7-3 (2004), 9-7-6 (2001), 24-1-1 to 21 (1973), as amended, 24-1-3 (P)(2001), 24-1-6 (2010), 24-1-22 (2003), 24-11-1 to 12 (1971), as amended, 25-7A-1 to 19 (1993), 30-31-1 to 41 (1972), as amended, 60-1A-14 (2007), 66-8-105 to 66-8-112 (1978), as amended, 66-8-107 to 113 (1978), as amended, 74-6-1 to 17 (1967), as amended; 21.34.2 NMAC; 10 CFR §§ 1-171, 40 CFR §§ 116-143, 40 CFR pt.50
- Facilities Management Act: N.M. Const. art. XIV, § 1; NMSA 1978, §§ 23-1-1 to 13 1903), as amended, 23-5-1 to 2 (1959)
- Developmental Disabilities Supports Act: NMSA 1978, §§ 28-16A-1 to 18 (1993)

- Health Certification, Licensing and Oversight Act: NMSA 1978, §§ 9-7-16 (1992), 24-1-1 to 22 (1973), as amended, 29-17-2 to 5 (1998), as amended
- Medical Investigations, NMSA 1978, §§ 24-11-1 to 24-11-10, as amended
- Disposition of Dead Bodies Act: NMSA 1978, §§ 24-12-1 to 24-12A-3, as amended
- Burial of Indigents Act: NMSA 1978, §§ 24-13 -1, as amended
- Emergency Medical Services Fund Act, NMSA 1978, §§ 24-10A-2
- Emergency Medical Services Act, NMSA 1978, §§ 24-10B-1
- All Hazard Emergency Management Act, Sections 12-10-11 through 13, NMSA 1978, re: shared responsibility with DPS to approve in-state & out-of-state volunteers
- State of NM Strategic National Stockpile Countermeasure and Distribution Plan, Version 5.1, July 2011

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ESF #9 - SEARCH AND RESCUE

Coordinating Agency:

Department of Homeland Security and Emergency Management

Primary Agency:

Department of Public Safety, New Mexico State Police

Support Agencies:

Department of Public Safety, Motor Transportation Division

National Guard

Auxiliary Communications

Civil Air Patrol

PURPOSE

Emergency Support Function ESF #9 - Search & Rescue was developed to support search and rescue (SAR) response efforts for all hazards, including searching affected areas for victims and locating, accessing, medically stabilizing, and extricating victims from the damaged area.

SCOPE

This ESF is applicable to situations within the state when it will be necessary to provide Search and Rescue (SAR) missions for emergencies or disasters. Urban Search and Rescue (USAR) is a specialty performance for which New Mexico State Police SAR resources are not fully organized for at this time. This ESF serves as a reference for those in command of SAR operations and should not be used as a prescribed action plan.

Many of the agencies with ESF #9 responsibilities have existing emergency plans and procedures/guidelines. ESF #9 is not designed to take the place of these plans, rather it is designed to complement and support the departmental staffing and procedures/guidelines already in place.

ASSUMPTIONS

Search and Rescue (SAR) operations will continue to increase as the population and recreational opportunities continue to grow. Operations may be overwhelmed during emergencies and disasters. Local SAR efforts may require technical assistance from other agencies, counties, state and federal resources. Access to impacted locations may be limited due to steep or rocky terrain, water, or structural barriers. Some areas may only be accessible by aircraft or boat. Rapid assessment of impacted areas and lost individuals will assist in the determination of response priorities. Local residents and unaffiliated volunteers may initiate activities to assist in SAR operations and will require coordination and direction.

Urban Search and Rescue (USAR) includes, but is not limited to, locating, extracting, and providing immediate emergency medical assistance to victims trapped in a collapsed structure. USAR is a highly technical field, requiring specialized equipment and training to such a degree that an event requiring USAR will almost automatically exceed local response capabilities.

CONCEPT OF OPERATIONS

Wilderness SAR operations are initiated, coordinated, and directed by the New Mexico State Police (NMSP) in accordance with the state SAR Act, NMSA 1978, 24-15A-1 to 24-15A-6, et seq. and SAR plan. The SAR resources may be comprised of federal, state, county or city agencies and community volunteers that are affiliated with the Department of Public Safety.

Urban SAR operations are initiated during times of emergencies or disasters in accordance with the State Homeland Security and Emergency Management Department Act, NMSA 1978, 9-28-1 to 9-28-7, et seq. Urban search and rescue specializes in the rescue and initial medical stabilization of individuals trapped in collapsed buildings, trenches, mines, and other confined spaces.

Water SAR operations are initiated, coordinated and directed by the NMSP Search and Recovery Dive Team in accordance with the state SAR plan.

Air SAR for missing or downed, non-commercial or military aircraft is also the responsibility of the New Mexico State Police with the support of the Civil Air Patrol (CAP) and agreements with the Air Force Rescue Resource Center.

The National Incident Management System (NIMS) principles, in conjunction with the Incident Command System principles, are the on-scene methods for SAR operations in the state.

Requests for additional resources including special skills, expertise, or equipment are coordinated through the on call Area Commander, or in large operations, by the State Emergency Operations Center (NMEOC), when activated.

Emergencies or disasters of many kinds can result in SAR operations. A mass casualty incident may produce the need for large scale SAR response. There is a wide range of outdoor activities through-out the state, and for this reason, individual search and rescue missions not related to disasters are fairly common. Outdoor recreational activities such as boating, hunting, camping, hiking, and fishing may result in people becoming lost, injured, or killed. The widely differing terrain in the state requires a locally-based SAR first response system.

The NMSP maintains mutual aid with County, State and Federal agencies from which SAR support could be called. USAR/NMTF-1 is a specialized trained state and federal asset for use in SAR during emergencies or disasters.

A whole community approach is used in the delivery of core capabilities through coordinated planning and response with local, state, tribal, territorial, and insular area partners.

Search and Rescue missions in the State of New Mexico are conducted primarily by trained volunteers equipped to perform many SAR functions. This volunteer work is conducted under the guidance and direction of the NMSP SAR Office. The following are examples of some of the capabilities of SAR in New Mexico.

On-scene Search and Rescue Operations should be organized using the Incident Command System and should remain under the administrative control of the Coordinating Agencies.

ESF #9 support to SAR operations, if needed, will likely take place through the Emergency Operations Center (EOC). ESF #9 Agency Reps in the EOC should be organized under the ICS Operations Section as either a stand-alone “Team” or as part of a functional Group, depending upon the needs of the incident.

ORGANIZATION AND ASSIGNMENT OF RESPONSIBILITIES

Department of Public Safety, New Mexico State Police

- Maintain and review ESF #9 Annex and Mutual Aid agreements as needed.
- Prioritize mission requirements in support of ESF #9, and potentially other ESFs, activated by an emergency or disaster.
- Manage SAR and other emergency incidents in accordance with each department’s Standard Operating Procedures/Guidelines (SOP/SOGs) and under the direction of ESF #9 representatives or designee.
- Work with the EOC to rapidly assess the situation and take appropriate actions to support SAR operations at the scene(s).
- Assess the need to request specialized SAR resources from outside the Jurisdiction.
- Provide a liaison for SAR resources from outside the Jurisdiction, including County, State and Federal agencies.
- Continue to re-assess priorities and strategies, throughout the emergency, according to the most critical SAR needs.
- Work with the Incident Commander(s) and the EOC to help ensure SAR personnel deployed to the disaster scene are appropriately outfitted with and trained to use personal protective equipment required by the presence of any potentially hazardous materials/substances.
- Work with ESF #3 (Public Works and Engineering) to ensure heavy equipment support to SAR operations and structural shoring required to ensure the safety of the teams.
- Coordinate with ESF #8 (Health and Medical Services) to help ensure the coordination of emergency medical assistance and victim transport.
- Assist in identifying personnel and resources to support this Annex.
- Work with support agencies to keep this Annex up-to-date

Civil Air Patrol, Department of Military Affairs, Department of Public Safety - Motor, Transportation Division, Auxiliary Communications

- Maintain updated resource inventories of supplies, equipment, and personnel resources, including possible sources of augmentation or replacement.
- Develop applicable standard operating procedures, guidelines and/or checklists detailing the accomplishment of their assigned functions.
- Deploy a representative to the state EOC to assist with ESF 9 activities.
- Provide ongoing status reports as requested by the Search and Rescue Coordinator.
- Document all costs and expenses associated with response and recovery activities taking care to clearly separate disaster related work from daily work in the event that reimbursement from the State and Federal government becomes available.
- Maintain up-to-date rosters for notifying personnel and 24-hour EOC staffing capabilities.
- Participate in Emergency Management training and exercises.
- Work with the Coordinating Agency to keep this Annex up-to-date.

DIRECTION, CONTROL, AND COORDINATION

The ESF #9 position in the NMEOC will be activated as required by the EOC Director or Operations Section Chief as necessary. The SAR Incident Commander, acting as the Primary Agency representative, should notify support agencies of EOC activations and request that representative's report to the EOC to help support ESF 9 activities.

As additional EOC staffing needs become apparent, other support and partnering agency personnel may be asked to report to the EOC to assist resource support activities. Depending on the nature and location of the emergency, state and federal representatives may also become critical members of the ESF #9 team.

DEMOBILIZATION

Upon termination of the incident, the ESF #9 Coordinator shall close-out activities within the NMEOC and release staff. All personnel who work in support of ESF #9 shall participate in all After-Action Reviews.

AUTHORITIES AND REFERENCES

- NMSA 1978, 24-15A-1 to 24-15A-6, et seq. NM State SAR Act
- NMSA 1978, 9-28-1 to 9-28-7, et seq. NM State Homeland Security and Emergency Management Department Act
- NM State SAR Plan

ESF #10 - OIL AND HAZARDOUS MATERIALS RESPONSE

Coordinating Agency

Department of Public Safety - State Police

Primary Agencies

Department of Health
Environment Department
Energy, Minerals and Natural Resource Department

Support Agencies

State:

Department of Transportation
Department of Homeland Security and Emergency Management
Motor Transportation Police
National Guard
Public Regulation Commission

- Pipeline Safety Bureau
- State Fire Marshal's Office
- Department of Health

Local:

City Mayors
County Managers
Emergency Medical Services
Fire Department
Hazardous Materials Response Teams
Office of Emergency Management
Police Department
Sheriff's Office

Volunteer:

Civil Air Patrol
Red Cross
Salvation Army
Auxiliary Communications

Private and Corporate:

Contractors
Business owners

Federal:

Centers for Disease Control and Prevention
U.S. Coast Guard
U.S. Army Corps of Engineers
Environmental Protection Agency, Region VI
Federal Emergency Management Agency, Region VI
Federal Regional Response Team, Region VI
National Weather Service
Occupational Health and Safety Administration, U.S. Department of Labor
Agency for Toxic Substances and Disease Registry

PURPOSE

The purpose of this ESF is to provide state coordinated support to local governments in response to an actual or threatened incident involving oil or hazardous materials resulting from a transportation incident, fixed facility incident, natural disaster or intentional/terrorist act that poses a threat to people, human health or welfare, property or the environment. ESF #10 may be used to respond to actual or threatened incidents involving materials not typically considered hazardous, but posing a threat to human health or welfare, property or the environment. As an element of the State Emergency Operations Plan (EOP), ESF #10 to the State EOP defines the State's response to these situations.

SCOPE

ESF #10 provides for an effective and efficient response to discharges of oil or hazardous materials by coordinating resources in support of the impacted jurisdiction. This ESF establishes lead coordination roles for division and specification of responsibilities among state agencies that may be needed in response actions. This ESF is applicable to all state departments and agencies with responsibilities and assets to support the local response to actual and potential discharges of oil or hazardous materials. ESF #10 assumes that state police representatives will be in the position of Incident Commander, (IC) as required by NM state statute, all other state representatives respond in advisory, guidance and coordination roles.

This ESF does not impede or negate the use of or request for the activation of the Federal Regional Response Team (RRT).

The RRT is made up of regional representatives of the federal and state agencies within the region and is co-chaired by the Environmental Protection Agency (EPA) and the U.S. Coast Guard (USCG). The RRT serves as a planning and preparedness body before a response, marshaling these agencies' response resources and providing coordination and advice to the federal On-Scene Coordinator (OSC) during response actions. The RRT participates in preparedness activities under this ESF and is expected to be closely involved in response activities if this ESF is activated.

At the state level, activities under ESF #10 provide a bridge between the local Incident Commander, State On-Scene Coordinator (SOSC) and RRT support related to the overall incident response activities. The State OSCs will carry out their responsibilities under the State Emergency Operations Plan (EOP) to coordinate, integrate and manage the state effort to contain, identify, cleanup, dispose of, or minimize releases of oil or hazardous substances, or prevent, mitigate or minimize the threat of potential releases. Their efforts will be coordinated through the State Emergency Operations Center (NMEOC).

SITUATION

- Large quantity of oil and hazardous materials are transported via highway, rail, air, pipeline and waterway on a daily basis creating a high probability of an incident/release.
- Hazardous materials are manufactured, stored, distributed, utilized and disposed of at numerous fixed facilities located throughout the state.
- Natural or catastrophic disasters to include tornados, severe storms, flooding, earthquake, fires or explosions are possible in the state.
- Hazardous chemical agents will be used as causative agents or become a byproduct within debris at an intentional/terrorist event.

ASSUMPTIONS

Planning

- All participating agencies/departments will operate under the National Incident Management System (NIMS).
- All participating agencies will operate within the scope of the NM Hazardous Materials Emergency Response Plan, known as the HMER Plan under NM state statute.
- Actual or threatened releases of oil or hazardous materials may occur on a daily basis, either by accident or as the result of an intentional/terrorist act.
- An oil or hazardous materials incident may progress to a point where it becomes a serious threat to human health and safety and to the environment.
- Multiple oil or hazardous materials incidents may occur simultaneously on land or in waters following a major disaster such as a flood, tornado or terrorist attack.
- Local response agencies will be overwhelmed by the extent of the response effort required to assess, mitigate, monitor, cleanup and dispose of oil or hazardous materials releases.
- Response personnel, cleanup crews and response equipment may have difficulty reaching the site of an oil or hazardous materials release because of the damage sustained by the transportation infrastructure.
- Additional response and cleanup personnel and equipment will be needed to supplement existing capabilities and to provide backup or relief resources.
- Concern about facilities located in or near the affected area even if a natural or other catastrophic disaster does not cause situations where there are actual releases.

- Laboratories utilized for analyzing hazardous materials samples may be damaged, destroyed or unable to meet the demand volume.
- Facilities that store or use oil or hazardous materials may be damaged or destroyed.
- Petroleum refineries and storage may be damaged or destroyed.
 - Petroleum retailers may sustain damage and require assistance.
 - Pipelines may rupture.
- Degradation of tanks, drums or holding ponds, can occur and spill control apparatus and containment measures may not be effective at fixed facilities (e.g., chemical plants, tank farms, laboratories, hazardous waste sites) which produce, generate, use, store, or dispose of oil or hazardous materials.
- Exceptions to current disposal practices and emissions may be necessary during major disasters.
- Disposal of waste material, soil and other materials will be at a permitted site and handled by a private contractor, when possible, with the responsible party being liable for associated costs of the response, remediation of the affected area and disposal of waste material.
- There may be an actual or threatened release of materials not typically considered hazardous but which pose a threat to human health or welfare, property or to the environment.

Support

- County and municipal governments are responsible for the safety of persons and property in their jurisdictions.
- Response forces at the local level are the initial responders.
- Hazardous materials response teams or other qualified local response personnel will determine the need for a State response and notify the County Office of Emergency Management Coordinator or the Department of Homeland Security and Emergency Management (DHSEM).
- Full cooperation of local governments and volunteer agencies to cope with an incident or disaster will occur.
- All local entities have up to date emergency response plans addressing oil and hazardous materials releases and have a means for initial response and in many cases, complete response to these types of incidences.

CONCEPT OF OPERATIONS

Working with local and state entities, ESF #10 coordinates the provision of support to and management of various responses to ensure actions are taken to mitigate, clean up and dispose of oil and hazardous materials and minimize impact of the incidents.

In the event of an actual or threatened release of oil, hazardous materials or other materials that pose a threat to human health or welfare, property or to the environment, ESF #10 or portions of it may be implemented. This ESF addresses the emergency phase of the state

response and will direct the efforts to supplement the local emergency response actions immediately following a major incident or disaster. Federal, state and local officials must maintain close coordination. ESF #10 operations will contain, identify, cleanup, remove, dispose of, or minimize releases of or prevent, mitigate or minimize the threat of potential releases of oil or hazardous substances. All responding agencies will respond in support of the local Incident Commander.

The NM State Police (SP) Emergency Response Officer (ERO) will coordinate with other appropriate agencies, local government, and responsible parties as necessary. The ERO is responsible for assessing the level of Department of Public Safety's (DPS) response and coordinating the agency's response activities. The notifications of oil or hazardous materials releases and threshold planning quantities are made through the NMEOC and properly relayed to DHSEM. For intentional or terrorist events, the FBI and DPS will closely coordinate to facilitate management of the release and investigation.

The SP response depends upon the needs created by the situation. In accordance with the assignment of responsibilities in this ESF, support agencies will provide resources and support in response to a release or threat of release of oil or hazardous materials.

When, due to multiple response actions, more than one SOSC is involved in implementing a response, the ESF will be the mechanism through which close coordination will be maintained among all agencies and SOSCs. The lead agency for this ESF will ensure that response actions are properly coordinated and carried out.

DPS is responsible for providing logistical support to their personnel and for tracking and maintaining equipment and supplies. The agency develops and maintains points of contact for resources from agency contractors, vendors, etc. that are necessary to carry out responsibilities.

ORGANIZATION AND ASSIGNMENT OF RESPONSIBILITIES

Coordinating Agency

New Mexico Department of Public Safety is the Coordinating agency responsible for ESF #10. The ESF coordinating agency provides coordination for the primary and support agencies before, during and after an incident.

Department of Public Safety, State Police

- Responsible for overall scene management and coordination of all resources. Designated ERO's will establish the Incident Commander (IC) and be responsible for management of all response resources on scene.
- Off-scene coordination of response resources will be handled through designated Headquarters Emergency Response Officers (HQ ERO's). Law enforcement-related activities will be coordinated by state police.

Primary Agencies

The following agencies support the ESF coordinator and coordinate closely with other primary and support agencies. The responsibilities are potential tasking under ESF #10. Resources will be called upon as needed and available.

NM Department of Health

- activate and mobilize personnel, facility and material resources in accordance with the anticipated threat or emergency
- ensure that the state hospitals and facilities are prepared to respond to the situation and that arrangements have been made to support the hospital and medical staffing of shelter operations
- determine whether the incident has created any public health problems or threats
- coordinate with state agencies to direct appropriate resources to the affected areas to mitigate concerns and suppress any threats to health and sanitation

NM Environment Department

- Provide technical assistance and guidance following an accidental or intentional release of a hazardous material whether it is during a transportation accident or incident or at a facility.
- Responsibilities will either be handled through off-site coordination or through direct assistance of department personnel at the scene

NM Energy, Minerals and Natural Resources Department

- Provide technical assistance, maintain records and monitor state and federal energy conservation and alternative energy technology programs. Included are programs related to the development and use of solar, wind, geothermal, and biomass resources as well as alternative fuels and transportation. This agency provides technical assistance and information in these areas to government agencies, Indian tribes and pueblos, educational institutions, and the general public.
- Represent State interests regarding the safe and uneventful transportation of nuclear waste in and through the state.

Support Agencies

The following agencies have resources that may be needed to address oil and hazardous material release(s) only. The responsibilities are potential tasking under ESF #10. Resources will be called upon as needed and available.

State:

Department of Military Affairs (Army and Air National Guard)

- During incidents that have extended operational periods, the agency can provide assistance in moving civilians out of affected areas, provide security and traffic control.

Department of Homeland Security and Emergency Management

- 24 hour incident receipt.
- Provide initial notification to the primary agency.
- Provide primary means of coordination for incidents.
- Maintain Emergency Operations Plan and supporting documentation.
- Carry out the prescribed duties of the State Hazardous Materials Emergency Response Commission (SERC) in concert with DHSEM.
- Serve as the repository for the lists of chemicals and the hazardous inventory forms.
- **Provide public access to the chemical lists, forms or other information as prescribed in the Superfund Amendments and Reauthorization Act, Title III.**
- As the State Warning Point, upon notification, will contact the ESF #10 coordinator.
- Receive notice of upset conditions from certain industrial facilities, primarily during off-duty hours. Notices received will be forwarded to the DHSEM's Emergency Response Coordinator.
- Resource allocation coordination
- Coordinate damage assessment teams to determine event effects on individuals and businesses within impacted area
- Obtain state embargo order from Governor to stop sale and movement of materials that may be considered hazardous substances or exposed to oil or hazardous materials as recommended by agencies

Public Regulation Commission

State Fire Marshal's Office

- Responsible for assisting local Fire Departments with hazardous materials response training.
- Designated agency staff will assist SP in allocating required response resources during an emergency.

Pipeline Safety Bureau

- Enforce Federal and State Pipeline Safety Regulations in order to provide for the safety of the citizens of New Mexico.
- Respond to and investigate intrastate pipeline incidents and accidents within New Mexico.
- Enforce the State Excavation Damage Prevention Law.
- Licensing crude oil, natural gas, and oil and gas product pipelines

Department of Public Safety, Motor Transportation Police

- Promote safety on New Mexico highways by providing law enforcement traffic services to the motoring public.
- Ensure the safe and legal operation of commercial motor vehicles and to prevent the introduction of illicit contraband into New Mexico while facilitating trade.
- Access Control - Supplement local law enforcement and/or National Guard efforts to protect public safety and property during an event

Local:

County Office of Emergency Management

- Coordinate local resources
- Request state resources under ESF #10 regardless of County or State declaration of emergency

Emergency Medical Services, Local

- Operations medical support

Fire Department, Local

- Decontamination of personnel and equipment
- Suppression activities

Hazardous Materials Response Team, Local or Regional

- Respond to potential or actual events involving hazardous substances and operate within the ICS as determined by the IC until the situation is stabilized and/or mitigated and the IC releases the team
- Provide on-site surveillance and technical assistance to stabilize and control a hazardous situation within the limits of available resources and training until other private or government resources become available
- Gathering representative samples of materials suspected of chemical or oil contamination

Police Department, Local

- Access Control - protect public safety and property during an event
- Enforce quarantines and state embargo order

Sheriff's Office

- Access Control - protect public safety and property during an event
- Enforce quarantines and state embargo order

Volunteer:

Civil Air Patrol

- Provide support in rapid transport of spill samples for lab analysis
- Provide aerial reconnaissance and surveillance over impact areas

Red Cross/Salvation Army

- On-scene service to those working to mitigate situation
- On-scene, immediate mass care (food, clothing, and shelter), health and mental health services, and other necessities for those impacted by the event

Auxiliary Communications

- Deploy communication equipment and operator to DHSEM
- Provide, where possible, communication equipment an operator to Incident Command and Area Command Posts
- Provide alternate and supplemental communications via amateur radio communications system in support of emergency management activities

Private and Corporate:

Contractors

- Provide on-site surveillance, technical assistance and stabilize and control a hazardous situation within the limits of available resources
- Gathering representative samples of materials suspected of chemical or oil contamination
- Orphan container collection, securing and disposal

Recyclers

- On-scene fluid removal and compacting of vehicles

Federal:

Centers for Disease Control and Prevention

- Provide support through Department of Health to include:
 - Determine threat and effects of short- and long-term effects of exposure
 - Make recommendations for protecting human health
- Analyzing and identifying contaminants and toxic materials in soils, vegetation and water

U.S. Army Corps of Engineers

- Vessel release identification and containment recommendation
- Debris removal from waterways
- Wastewater engineering and portable power supplies

Environmental Protection Agency

- Environmental responsibilities equal to those listed for NM Environment Department
- Potable water and treatment facilities
- Biological and radiological response issues

Federal Emergency Management Agency

- Receive State requests for resources
- Make federal mission assignments to address requests
- Track allocated resources

Federal Regional Response Team, Region VI

- Provide assistance as requested by the On-Scene Coordinator
- Planning, policy and coordinating
- Preparedness activities including planning, training, and exercising to ensure an effective response to releases of hazardous substances and oil spills

National Weather Service

- Provide Incident Meteorologists for constant weather updates and forecast briefings for large fires or releases

Occupational Health and Safety Administration

- Assuring threats to responder safety and health are anticipated, recognized, and controlled consistently so responders are properly protected during incident management operations

Department of Energy

- Provide assistance for Radiological response and policies regarding energy and safety in handling nuclear material. Its responsibilities include the nation's nuclear weapons program, nuclear reactor production for the United States Navy, energy conservation, energy-related research, radioactive waste disposal, and domestic energy production.

Nuclear Regulatory Commission

- NRC is charged with overseeing reactor safety and security, reactor licensing and renewal, radioactive material safety, and spent fuel management (storage, security, recycling, and disposal) of civilian waste.

DIRECTION, CONTROL, AND COORDINATION

Command and control will be exercised as provided in the Basic Plan. EOC Representatives will report to the NMEOC when requested to assist during activation. These representatives will be listed in the EOC Representative Call-down List, a job aide to this annex.

Every agency providing resource support services will maintain records of the operations. This includes cost records that can be used after the emergency to obtain reimbursement from state or federal resources.

In responding to oil or hazardous materials incidents, SP's priorities are to accurately assess the situation and then recommend appropriate prevention, containment and abatement measures. Specific actions may include stabilizing the release through the use of berms, dikes, or impoundments; capping of contaminated soils or sludge; use of chemicals and other materials to contain or retard the spread of the release or to decontaminate or mitigate its effects; drainage controls; fences, warning signs, or other security or site-control precautions; removal

of highly contaminated soils from drainage areas; removal of drums, barrels, tanks, or other containers that contain oil or hazardous materials; and other measures as deemed necessary.

For actual or threatened releases of materials not typically considered hazardous but which pose a threat to human health or welfare, property or to the environment, response activities may include, but are not limited to, water quality monitoring and protection, air quality sampling and monitoring, household and business hazardous waste collection, and the permitting and monitoring of debris collection and disposal related to the clean-up and recovery phase. In emergency situations SP has limited funds (orphan recovery fund) to contract for containment and abatement measures.

Telephones, computers, fax, cell phones and messengers can be used widely for communication with other agencies, local governments and responsible parties in most cases. Large incidents requiring federal government intervention may be communicated to the Regional Response Team via the NMEOC and or computer communications.

SP will provide a representative to the NMEOC, when requested, to work on ESF #10 tasks during an activation.

The NMEOC, in concert with the ESF #10 Coordinator, will determine the support agencies to be notified and complete notification of these agencies. Representatives of other agencies supporting ESF #10 may also be requested to report to the NMEOC.

A minimum of 6 personnel from the primary or support agency may be needed to have 1 person per 12 hour shift should an extended operation be needed.

DEMOBILIZATION

Upon termination of the incident, the ESF #10 representative will close-out activities within the ESF and release staff. All personnel who work in support of ESF #10 will participate in all After-Action Reviews.

AUTHORITIES AND REFERENCES

Municipal and County Governments:

- All Hazards Emergency Management Act article 10 NMSA 1978 section 12-10-5
- Local Ordinances
- Local Emergency Operations Plans
- Cooperative Support Agreements

State Government:

- All hazards Emergency Management Act article 10 NMSA 1978 section 12-10-5

- Hazardous Materials Emergency Response Act NMSA 1978 section 12-12-17 thru 12-12-30
- State of New Mexico Hazardous Materials Emergency Response Plan (HMER)
- Environmental Improvement Act, NMSA 1978, sections 74-1-1 thru 74-1-10
- Hazardous Chemicals Information Act, NMSA 1978, section 74-74E-1 thru 74-4E-9
- Hazardous Waste Act, NMSA 1978, section 74-4-1 thru 74-4-14
- Motor Carrier Safety Act. NMSA 1978, section 65-3-13
- Radiation Protection Act. NMSA 1978 section 74-3-1 thru 74-3-16
- Radioactive Materials Transport, NMSA 1978, section 74-4A-1
- Emergency Medical Services Act, NMSA 1978, section 24-10B-1 thru 24-10B-12
- Fire Marshal Act, NMSA 1978, section 59A-52-1 thru 59A-52-25
- Federal Water Pollution Control Act, 33 U.S. Code Ann. §1251 et seq.
- Federal Clean Air Act, 42 U.S. Code Ann. §7401 et seq.
- Department of Transportation 49 CFR Parts 1-199
- Public Law 93-288, Disaster Relief Act of 1974, 100-707, the Robert T. Stafford Act
- Superfund Amendment and Reauthorization Act (SARA), 42 U.S. Code Ann. §9601 et seq.
- Comprehensive Environment Response, Compensation, and Liability Act (CERCLA or Superfund), Chapter 103 (42 U.S. Code 9601 et seq. (1980))
- Resource Conservation and Recovery Act (RCRA), Title 40 Code of Federal Regulations (42 U.S. Code 9601 et seq. (1976))
- Hazardous Waste Operations and Emergency Response Standard (29 Code of Federal Regulations 1910.120)
- Emergency Response to Hazardous Substances Releases (29 Code of Federal Regulations 1926.65)

ESF #11 - AGRICULTURE AND NATURAL RESOURCES

Coordinating Agency

Department of Agriculture

Primary Agency

Energy, Minerals and Natural Resources Department

Support Agencies

Department of Health

Environment Department

Human Services Department

Cultural Affairs Department

Office of the State Engineer

Department of Game and Fish

Indian Affairs Department

Livestock Board

Bureau of Geology and Mineral Resources

PURPOSE

- Ensure the protection of the commercial food supply (defense, safety and security);
- Provide nutrition assistance (determine need, obtain supplies, arrange delivery, activate NM Food Stamp program)
- Respond to an outbreak of a highly contagious or economically devastating animal disease or zoonotic disease;
- Respond to an outbreak of an economically devastating plant pathogen or plant pest;
- Protect natural and cultural resources and historic properties resources; and,
- Provide for the safety and well-being of household pets, service animals, large animals and zoo animals during an emergency response or evacuation situation.

SCOPE

ESF #11's six functions listed apply to the entire State of New Mexico (33 counties and their jurisdictions) as well as support, if requested, to the 22 tribes, pueblos and Nations.

POLICIES

The Department of Agriculture is the coordinating agency in response to emergencies or events involving commercial food supplies, nutrition assistance, animal disease outbreaks, plant pathogen or pest outbreaks, the need to protect natural and cultural resources and historic properties resources, and animal safety provisions. The Department of Agriculture Cabinet

Secretary has the authority to designate responsibilities within the department to activate a coordinated emergency response using the incident command system. The response framework allows the Department of Agriculture to coordinate with internal resources, primary and support agencies, and with other external partners based on the needs of the event.

SITUATION

All six functions of ESF #11 are subject to natural, technological, adversarial or human caused hazards. To the greatest extent possible through mitigation efforts, preplanning documents, training, exercise and the acquisition of needed equipment and supplies, named ESF #11 agencies and organizations will respond to and aid in the short and long-term recovery efforts.

ASSUMPTIONS

- NM natural resources, cultural resources and historic properties as well as diverse agriculture are mainstays to the NM economy.
- None are immune to natural, technological, adversarial or human-caused hazards.
- Many of these assets cannot be replaced; when something happens, response and recovery must be swift to minimize loss.
- In the case of adversarial or human-caused hazards, simply the threat or perception of an event is enough to cause a dramatic decline in confidence by the public and reduction in the NM economy.
 - In the case of agriculture, a contagious animal disease or exotic plant pathogen affecting the farm-to-table pathway could result in severe economic losses and public health consequences.
 - A food or agriculture incident may impact international trade.
- Incidents included within the scope of ESF #11 do not respect jurisdictional boundaries and would require coordinated efforts between multiple local, tribal, state, regional, national and possibly international entities as well as the private sector and non-governmental organizations. A large scale incident would likely overwhelm the capabilities of any one entity, furthering the need for coordinated efforts.

Public-private partnerships are critical to mitigate any effects of a food or agriculture-related incident.

CONCEPT OF OPERATIONS

All of the items listed in this ESF are disparate in that they are not what one may think of as typical assets subject to potential hazards. In general terms for the assets involved in this ESF, the following areas may be important for consideration in planning and an operation.

- Incident identification involves the rapid identification, detection, and confirmation of the incident. Incident identification also defines notification and action triggers.
- Incident management may involve activating agency response plans, and operational centers; for complex incidents the state and/or counties may activate their emergency operations centers.
- Initiating response actions for the areas in ESF #11 may include the implementation of an integrated response and an assessment of needs from lead and supporting agencies and the implementation of an investigation if the incident is adversarial or human caused.
- Communication and coordination involves establishing lines of communication, internally with lead and supporting agencies, externally with other neighboring jurisdictions, and concurrently with the private sector. Communication and coordination also involves the dissemination of information to advise the public of the incident.
- Recovery, following an incident, is necessary to ensure that the effected asset is brought back to a pre-event status.

ORGANIZATION AND ASSIGNMENT OF RESPONSIBILITIES

Department of Agriculture

1. Ensure the protection of the commercial food supply (defense, safety and security):
 - Department of Health
 - Environment Department
 - Southwest Border Food Safety and Defense Center
 - Food Protection Alliances
2. Provide nutrition assistance (determine need, obtain supplies, arrange delivery, activate NM food stamp program):
 - Human Services Department
 - NM food banks
3. Respond to an outbreak of a highly contagious or economically devastating animal disease or zoonotic disease:
 - State Veterinarian
 - Department of Health, Public Health Veterinarian
 - Game and Fish
 - Diagnostic Laboratory
 - Agriculture Livestock Incident Response Team (ALIRT)
 - State Veterinary Association
 - State Engineer
 - Department of Health, Epidemiology and Response Division

4. Respond to an outbreak of an economically devastating plant pathogen or plant pest:
 - Livestock Board
 - New Mexico State University Plant Diagnostic Laboratory

5. Provide for the safety and well-being of household pets and service animals during an emergency response or evacuation situation.
 - State Veterinarian
 - County/Municipal Animal Control Services
 - Agriculture Livestock Incident Response Team (ALIRT)
 - Local government operated animal shelters
 - NM Equine Society
 - NM Audubon Society
 - NM Zoological Association
 - Animal Protection of NM
 - NM Animal Control Association
 - Department of Health, Public Health Veterinarian
 - Medical Reserve Corps Serves (VMAT type team)
 - American Veterinary Medical Association (VMAT type team)
 - NM Veterinary Medical Association

6. Protect natural and cultural resources and historic properties resources:
 - Indian Affairs Department
 - Energy, Minerals and Natural Resources Department
 - Department of Cultural Affairs
 - Game and Fish Department
 - Environment Department
 - Licensed Wildlife Rehabilitation Centers

DIRECTION, CONTROL, AND COORDINATION

Command and control will be exercised as provided in the Basic Plan. NMEOC Representatives will report to the NMEOC when requested to assist during activation. These representatives will be listed in the EOC Representative Call-down List, a job aide to this annex.

Every agency providing resource support services will maintain records of the operations. This includes cost records that can be used after the emergency to obtain reimbursement from state or federal resources.

The protection of natural and cultural resources and historic properties is a monumental and varied task and individual primary agencies would deploy their own assets and request assistance from others when needed. Many of the assets involved are unique and without the careful coordination by the primary agencies, additional damage could be done in a well-meaning response.

Many of the state's natural and cultural resources and historic properties are located on pueblo, tribal or Nation land requiring coordination between state and federal entities.

In the event of an agriculture incident, there is a close working relationship between all of the organizations and entities and beginning with ESF #11, we intend to move that working relationship to a written document that extends beyond personal acquaintances and agreements.

- In the case of an animal event, the expertise, personnel and equipment is in the possession of, or employed by the NM Livestock Board and State Veterinarian's Office.
- Agriculture in general is large and varied across the state, the NM Department of Agriculture works closely with other supporting organizations, particularly producer groups, for information dissemination and gathering.
- In an agriculture incident, the Agriculture Disaster Response Task Force conducts routine situation calls for assessment and coordination purposes.

Food protection has three elements:

- 1) Food defense which is defending our food supply from those wishing to harm us;
- 2) Food safety which is ensuring a safe and quality product is produced; and,
- 3) Food security which is ensuring that the populous of the state has a sufficient quantity of food to consume.

The Department of Agriculture partners with the Southwest Border Food Safety and Defense Center to help coordinate all of these elements and promote agriculture and food. The Center is a partnership between the NM State University Cooperative Extension Service, NM State University College of Agriculture, Consumer and Environmental Sciences and the Department of Agriculture.

The Department of Agriculture will coordinate providing an agency representative or an agency representative from the primary and support agencies to the State Emergency Operations Center, when requested, to support ESF #11 tasks during an activation.

DEMOBILIZATION

Upon termination of the incident, the ESF #11 Representative shall close-out activities within the ESF, report out to the NMEOC, and release staff. All personnel who work in support of ESF #11 shall participate in all After-Action Reviews.

AUTHORITIES AND REFERENCES

- National Response Framework: ESF #11: Agriculture and Natural Resources (2008)
- FEMA Core Capabilities
- CPG 101 and CPG 302
- Federal HR 3858 Pet Evacuation and Transportation Standard Act (Pets Act 2006)
- National Historic Preservation Act NHPA (Section 106)

- U.S. Department of Agriculture, Animal and Plant Inspection Service Program (APHIS)
- NM Operation Stoneguard Border Protection Plan (agricultural terrorism)
- NM Livestock Board Livestock Disease Response Plan
- NM Department of Agriculture All Hazards Emergency Preparedness and Response Plan
- NM All Hazard Food Continuity Plan
- NM Environment Department Response Plan
- NM Department of Health Response Plan
- NM Wildland Fire Incident Resource Mobilization Plan
- NM Livestock Board and State Veterinarian Response Plan
- American Veterinary Medical Association Plan

ESF #12 – ENERGY

Coordinating Agency:

Public Regulation Commission

Primary Agency:

Energy, Minerals and Natural Resources Department

Support Agencies:

Pipeline Safety Bureau, Transportation Division, PRC
Bureau of Geology and Mineral Resources
Environment Department
Regulation and Licensing Department.

PURPOSE

Emergency Support Function (ESF) #12 – Energy is intended to facilitate the restoration of damaged energy systems and components when activated for incidents requiring a coordinated response. Energy resources and utilities are essential services for both the private and public sectors.

During major disasters, utility services and energy resources may be unavailable for extended periods of time. Private-sector utility and energy providers who are significant to local, regional, and national economic recovery may be affected by direct or indirect consequences of an incident.

During energy emergencies the Governor may enact emergency energy measures. In declaring an energy emergency, the Governor may issue orders to State agencies, political subdivisions, and the private sector restricting nonessential consumption of energy resources or mandating the implementation of set-aside programs.

The Energy Sector, as part of the national critical infrastructure and delineated by Homeland Security Presidential Directive 7 (HSPD-7), includes the production, refining, storage, and distribution of oil, gas, and electric power, except for hydroelectric and commercial nuclear power facilities. The U.S. Department of Energy (USDOE) provides leadership for ESF #12 - Energy for maintaining continuous and reliable energy supplies for the United States through preventive measures and restoration and recovery efforts.

SCOPE

ESF #12 collects, evaluates, and shares information on damaged energy systems and estimates the impact within the affected areas. The term *energy* includes producing, refining,

transporting, generating, transmitting, conserving, building, distributing, and maintaining energy systems and system components.

Private and public utilities have plans to deal with a major disruption of service. Utility failure, either as a result of a major disaster, or as a stand-alone event such as a major power failure, may require immediate emergency measures and the activation of the State of New Mexico Emergency Operations Center (NMEOC).

As used in the *Energy Emergency Powers Act*, [12-12-1 to 12-12-9 NMSA 1978] an *energy emergency* means an existing or imminent domestic, regional or national shortage of energy resources which may result in the curtailment of essential services or production of essential goods or the disruption of significant sectors of the economy or have a severe impact on the health, safety and general welfare of the citizens of this state unless action is taken to conserve or limit the use of the energy form involved and the allocation of available energy resources among users.

Energy resource is defined as petroleum or other liquid fuels, natural or synthetic fuel gas, electricity, coal, synthetic fuel or its components. *Energy supply alert* means an anticipated shortfall of available energy resources on a national, regional or local basis which could result in an energy emergency unless action is taken to reduce energy uses by the state, its agencies and political subdivisions.

POLICIES

The Draft New Mexico Energy Assurance Plan dated May 2011 is the result of American Recovery and Reinvestment Act funds to the U.S. Department of Energy (USDOE), Office of Electricity Delivery and Energy Reliability, Infrastructure Security and Energy Restoration for distribution to States and localities to enhance energy assurance. The New Mexico Energy, Minerals and Natural Resources Department (NMEMNRD) was awarded the USDOE funding and contracted the development of documentation for the Energy Assurance Plan.

State Energy Assurance Guidelines, published by the National Association of State Energy Officials in December 2009, specifically references ESF #12 and coordination with USDOE during energy emergencies and shortages. Local Government Energy Assurance Guidelines, (undated) published by the Public Technology Institute supported by DOE also references ESF #12 coordination activities. It is paramount to emergency planning that the final version of the NM Energy Assurance Plan integrates with ESF #12.

SITUATION

A disaster or emergency may cause shortages in energy supplies by disrupting production, transportation or delivery of electrical power, natural gas or fuel. An energy emergency can also result in shortages caused by panic buying of fuels/electricity or by higher than normal usage of energy for heating or cooling. There are many different situations that may cause an

energy emergency including: flood, fire, earthquake, severe weather, equipment failure, accidents, and incidents of terrorism.

It is recognized that gas, electric, and fuel producers and suppliers have plans that will be used in emergency situations not contemplated in this annex. As an example, should a petroleum delivery or gas pipeline or electrical transmission line break, immediate action would be taken by the proper authority rather than waiting for a declaration of an energy emergency by the Governor.

ESF #12 complements such plans and actions as well as local government plans and other state and federal agency plans and programs associated with disasters or energy emergency situations. Energy supplies are interdependent with one another and with other essential services.

A shortage of energy in one form may cause shortages in other energy sources, and disruptions in other services.

The larger the affected area, the more critical and complex are the problems. Damage to an energy system in one geographic region may affect energy supplies in other regions that rely on the same delivery system. Energy supply and transportation problems can be intrastate, interstate, and international.

ASSUMPTIONS

State and local emergency management officials will work closely with utility companies to restore service rapidly and safely. Local government must be prepared to provide backup service. Prolonged energy shortages could cause economic hardships on the citizens and businesses of New Mexico.

The State will assist local jurisdictions during emergencies/disasters which affect public works systems, utilities or energy sources. State agencies, through the NMEOC Operations Section coordinate with private, local and federal agencies to bring services back to normal or implement emergency measures to conserve energy resources.

The objectives for ESF #12 include:

- Identify critical facilities and operators
- Identify and assess service disruptions or disconnections
- Prioritize repairs and emergency access
- Coordinate restoration of utility service
- Coordinate with the private sector and local jurisdictions

Energy emergencies can include acute shortages caused by power outages and fuel flow disruptions. Power outages and fuel shortages may be widespread and possibly prolonged.

The need to quickly and effectively respond to a specific energy shortage condition and restore equilibrium of supply as expeditiously as possible will be required.

In the event of an emergency affecting electric or natural gas utilities, the affected utility have plans to implement their own emergency response/curtailment plans. National and/or State energy rationing or strict energy conservation measures may need to be implemented. The ability to adequately inform the public of the nature, extent, and duration of an energy emergency will be required in order to gain public response acceptance and cooperation; assuming normal and/or emergency backup communication systems will still be functional.

DHSEM may be initially notified of an actual or pending energy emergency by the Emergency Medical Services (EMS) State Communications Center (StateComm), the New Mexico State Police, local government, a utility company, or some other agency.

State of New Mexico coordinating, primary and support agencies and energy utilities have plans and procedures established to enable them to perform appropriate levels of mitigation, preparedness, response, and recovery that a given disaster or emergency may require. This includes that they develop, update, train and exercise emergency response, curtailment and recovery plans. Appropriate personnel will be trained on the principles of the National Incident Management System (NIMS) and Incident Command System (ICS) and integrate those principles into all the planning and response operations.

CONCEPT OF OPERATIONS

A critical element of the situation assessment and reporting process is accurately relating information about damages and impacts to critical infrastructure, essential services and utilities. Initial size-up, rapid needs and preliminary damage assessment reports provide details on what is affected, damaged, and destroyed. The NMEOC Operations Section is responsible for rapidly gathering this information and developing applicable task assignments and resource orders. The Operations Section Chief (OSC) may establish a task force, group, or branch depending on the size and complexity of operations to focus on infrastructure issues. The OSC may call upon key state agencies and private sector partners to staff the infrastructure element. There is a close connection between issues and function in ESF #12, and those of ESF #1 - Transportation, and ESF #3 - Public Works and Engineering. The infrastructure element may combine several functions.

Upon analysis of the situation, the infrastructure element provides technical assistance, equipment, and supplies as required in support effected communities and critical infrastructure and key resources. Restoration priorities will be in support of life saving and life sustaining efforts first, followed by restoration and recovery. It may be necessary to activate emergency contract support for life-saving and life sustaining services and equipment.

Supply Alert

The Governor may issue a declaration that an energy supply alert exists and issues include, but are not limited to, the following provisions:

- restrictions on wasteful, inefficient or nonessential use of energy resources
- ordering changes in operation schedules and working hours
- curtailing the use of land vehicles, watercraft and aircraft
- other provisions as are deemed necessary to reduce the consumption of energy resources

Energy Emergency

The Governor may issue a declaration that an energy emergency exists and issue executive orders and may take such steps as are necessary and appropriate to carry out the provisions of the Energy Emergency Powers Act. Executive orders may include, but are not limited to, the following provisions:

- restrictions on wasteful, inefficient or nonessential use of energy resources
- allocation of available supplies of energy resources
- regulation of the days and times when energy resources may be sold to end users and the amounts that may be sold or purchased
- regulation of the hours and days during which nonresidential buildings may be open and the temperature at which they may be maintained
- such provisions as may be necessary to assure that adequate transportation facilities exist to supply the energy needs of this state.

Collectively, the coordinating, primary, and support agencies serve as the focal point within State government for receipt of information on actual or potential damage to energy supply and distribution systems. Sources of such information include news media reports on international conditions indicating an imminent oil embargo, refinery reports that crude oil or product storage levels are low, reports on impending shutdowns of power plants, USDOE statements and predictions, warnings from regional transmission organizations, utility companies, or regional reliability organizations, public statements, warnings from petroleum marketing and distribution organizations.

Coordinating, primary and support agencies serve as the focal point within State Government regarding requirements for system design and operations, and on procedures for preparedness, prevention, recovery, and restoration. These agencies advise State and local authorities on priorities for energy restoration, assistance, and supply. They may also assist industry, State, local, and tribal authorities with requests for emergency response actions as they pertain to the State's energy supply.

Coordinating, primary and support agencies assist departments and agencies by locating fuel for transportation, communications, and emergency operations; recommend actions to conserve fuel and electric power; and provide energy supply information and guidance on the conservation and efficient use of energy to State and local governments and to the public.

ORGANIZATION AND ASSIGNMENT OF RESPONSIBILITIES

The ESF #12 organization is comprised of:

- Coordinating Agency - Public Regulation Commission
- Primary Agency – Energy, Minerals and Natural Resources Department
- Support Agencies – Pipeline Safety Bureau, Transportation Division, PRC; Bureau of Geology and Mineral Resources; Environment Department; and the Regulation and Licensing Department.

ESF Annex 12 - Energy Coordinating Agency

The Public Regulation Commission (PRC) is the ESF #12 coordinating agency with management oversight for energy issues. The PRC has ongoing responsibilities throughout the preparedness, response, and recovery phases of incident management. PRC's role as the ESF #12 coordinator is carried out through a *unified command* approach as agreed upon collectively by the designated primary agencies and, and as appropriate, the support agencies.

Public Regulation Commission responsibilities as the ESF #12 coordinator include:

- Coordinate before, during, and after an incident, including pre-incident planning
- Provide 6 deep staffing at the NMEOC ESF #12 Desk when appropriate
- Maintain ongoing contact with ESF #12 primary and support agencies
- Conduct periodic ESF #12 meetings and conference calls
- Coordinate and conduct situational and periodic readiness assessments
- Support and keep other ESFs and organizational elements informed of ESF #12 operational priorities and activities
- Manage mission assignments and coordinate with primary and support agencies, as well as appropriate local officials, operations centers, and agencies
- Coordinate efforts with corresponding private-sector organizations
- Coordinate ESF #12 activities relating to catastrophic incident planning and critical infrastructure preparedness, as appropriate

The PRC may provide for the organization of an in-house management team(s) for electricity and natural and manufactured gas emergency management and may order the implementation of the voluntary and mandatory curtailment programs and/or energy reduction measures by consumers during electricity and natural gas utility energy emergencies according to New Mexico codes. PRC representatives coordinate public and private sector staff to the NMEOC, if requested by DHSEM and coordinates with electric utility and natural and manufactured gas representatives to determine emergency response and recovery needs. The PRC is expected to coordinate with the Critical Infrastructure Coordinator, DHSEM to develop and maintain current directories of suppliers of services and products associated with this function; and monitor and analyze potential and existing

energy emergencies and shortages and provide regular reports to the NMEOC and other relevant agencies as required.

PRC human resources include PRC Commissioners with utility company-energy industry experience; the Director, Utility Division; the Chief, Electrical Engineering Bureau; the Chief, Gas, Water and Wastewater Engineering Bureau; the Chief, Telecommunications Bureau; the Chief, Pipeline Safety Bureau, Transportation Division; and associated staff, as appropriate.

[ESF Annex 12 - Energy Primary Agency](#)

The New Mexico Energy, Minerals and Natural Resources Department (NMEMNRD) is the ESF #12 primary agency with significant authorities, roles, resources, or capabilities for the energy function that supports the PRC as the coordinating agency and works closely with the support agencies, when appropriate.

Responsibilities of the Primary Agency include:

- Orchestrate State support within their functional area for an affected area
- Provide 6 deep staffing at the NMEOC ESF #12 Desk when appropriate
- Provide staff for operations functions at fixed and field facilities
- Notify and request assistance from support agencies
- Work with appropriate private-sector organizations to maximize use of available resources
- Conduct situational and periodic readiness assessment
- Execute contracts and procure goods and services if needed
- Ensure financial and property accountability for ESF #12 activities
- Plan for short- and long-term incident management and recovery operations
- Maintain trained personnel to support interagency emergency response and support teams
- Identify new equipment or capabilities required to prevent and respond to new or emerging threats and hazards, or to improve the ability to address existing threats
- Develop and maintain the New Mexico Energy Assurance Plan

NMEMNRD human resources include the State Energy Assurance Coordinator; the Division Director, Oil Conservation Division; and associated staff, as appropriate.

[ESF #12 Support Agencies](#)

The Bureau of Geology and Mineral Resources; the Pipeline Safety Bureau, Transportation Division, PRC; the New Mexico Environment Department and the Regulation and Licensing Department are the support agencies with specific capabilities or resources that support the coordinating and primary agency in executing ESF #12.

Responsibilities of the Support Agencies include:

- Conduct operations, when requested by the NMEOC or the PRC, consistent with their own authority and resources
- Participate in planning for short- and long-term incident management and recovery operations and the development of supporting operations plans, SOPs, checklists, or other job aids, in concert with NIMS/ICS
- Assist in situational assessments
- Provide available personnel, equipment, or other resource support as requested by the NMEOC or the PRC
- Provide input to periodic readiness assessments
- Maintain trained personnel to support interagency emergency response and support teams
- Identify new equipment or capabilities required to prevent and respond to new or emerging threats and hazards, or to improve the ability to address existing threats

Support agencies human resources include the Director, Bureau of Geology and Mineral Resources; Bureau Chief, Pipeline Safety Bureau, Transportation Division, PRC; Incident Response Coordinator, Environment Department; Superintendent, Regulation and Licensing Department; and associated staff.

DIRECTION, CONTROL, AND COORDINATION

Command and control will be exercised as provided in the Basic Plan. EOC Representatives will report to the NMEOC when requested to assist during activation. These representatives will be listed in the EOC Representative Call-down List, a job aide to this annex.

Every agency providing resource support services will maintain records of the operations. This includes cost records that can be used after the emergency to obtain reimbursement from state or federal resources.

DEMOBILIZATION

Upon termination of the incident, the ESF #12 Representative shall close-out activities within the ESF, report out to the NMEOC, and release staff. All personnel who work in support of ESF #12 shall participate in all After-Action Reviews.

ESF #13 – PUBLIC SAFETY AND SECURITY

Coordinating Agency:

Department of Public Safety New Mexico, State Police

Support Agencies:

Office of the Attorney General

Department of Public Safety, Motor Transportation Police

Department of Agriculture, Livestock Board

Department of Corrections

Department of Energy, Minerals & Natural Resources

Department of Game and Fish

Department of Homeland Security & Emergency Management

Department of Military Affairs

PURPOSE

To coordinate state resources to support local law enforcement agencies during a disaster or other declared emergency. To describe the coordination between state, local and federal enforcement authorities during a disaster or other declared emergency.

SCOPE

To coordinate the delivery of state and federal law enforcement services and assistance based on requests from local or state jurisdictions during a disaster or other declared emergency.

POLICIES

- County sheriffs and police chiefs are responsible for law enforcement within their jurisdictions.
- The New Mexico State Police (NMSP) will respond to emergencies and disasters and perform duties within the authorities established in New Mexico Statutory Authority and within the limitations of available personnel.
- NMSP implements the Incident Command System or Unified Command upon deployment to support a request for state assistance.
- Law enforcement resources reporting to an incident scene will join the existing incident command structure on the incident scene if formal command has been established.

SITUATION

Local law enforcement resources may become depleted at any time, this is especially true during and after a major disaster or terrorism event. Natural disasters and other emergencies

in New Mexico have shown that normally available law enforcement resources may be difficult to obtain and utilize due to massive disruptions of communications, transportation, and utility systems and increased emergency calls for assistance.

Local law enforcement departments and other emergency first responders are the primary response agencies in most terrorist events (conventional, chemical, biological and radiological). They will play an important role during response to and recovery from an event.

Major and catastrophic disasters will result in widespread damage to or total loss of existing civil infrastructure capabilities. Along with a significant loss of dwellings and other structures and widespread displacement of people, State and local authorities will require law enforcement assistance to provide traffic control, access control, and security at mass care facilities. In order to fully determine the magnitude of a disaster on the population and provide an immediate and effective response, an impact/needs assessment will be conducted at the earliest possible time following a major or catastrophic disaster. The NMSP will work with the New Mexico Department of Homeland Security & Emergency Management and other allied agencies to assist with the impact/needs assessment within the capabilities of the department. Law enforcement personnel need to be a part of the needs assessment process. The needs assessment will consist of the following:

1. Evacuations:

- Some evacuations may involve large numbers of people, some of who will travel in private vehicles to reception centers while others will travel in public transportation vehicles. Additional traffic control will be necessary to ensure orderly flow of traffic, coordination of parking at reception and registration centers, and direction to congregate care/shelter facilities.
- The concentration of large numbers of people in congregate care facilities will necessitate additional police patrols to preserve law and order.
- Additional law enforcement presence may be needed in the evacuated area to prevent looting.
- Law enforcement may also be needed for access control of large areas that have been evacuated and still pose a threat to the public.
- Some evacuations may require the relocation of incarcerated persons (prisoners).
- This will require coordination with New Mexico Department of Corrections personnel and prison officials as well as federal, private, and or local prison officials as requested. The need for augmentation of regular law enforcement personnel during such a movement and possibly the establishment of a temporary detention center is anticipated.

2. Bombings, Bomb Threats, Arson, Terrorist Activities, and Civil Disturbance:

- Bombings, bomb threats, arson, terrorist activities, and civil disturbance incidents may require state and federal law enforcement resources to counter these activities and to help restore normal activities within the State. This will require coordination at the

state level and a determination of needed law enforcement resources by type, quantity, location, and availability. Use of available state law enforcement resources will be allocated and the state will coordinate allocation of non-state law enforcement resources to meet requirements.

3. Terrorism, Civil Disturbance, Illegal Narcotics Trafficking and Armed Violence:

- When confronted with emergency law enforcement activities involving terrorism, civil disturbance, illegal narcotics trafficking, or widespread-armed violence, critical law enforcement requirements must be identified. Requirements exceeding State/local government capabilities must be prioritized and reported to the Federal government. The NMSP will work with the State Emergency Operations Center (NMEOC) to accomplish this task.

4. Preparing, Responding and Managing Events or Crisis:

- A need exists to prepare or respond to and manage any event or crisis (local, national, or international) that causes or could cause injury or harm to people, damage or loss of property, or degrades or threatens the National Security Emergency Preparedness (NSEP) posture of the United States. To meet this need, the following issues should be addressed:
- Local Chief Executives will ensure that local law enforcement resources are used prior to requesting assistance from the NM-ESF #13 Public Safety and Security Liaison at the NMEOC
- During the preparatory period, the NMSP and local law enforcement agencies will coordinate their planning efforts.
- Non-essential functions of the NMSP will cease during a national security emergency. Public safety personnel will be used to support essential functions associated with evacuation from hazard areas.
- The Chief of the New Mexico State Police will determine which NMSP essential records and personnel are to be relocated if the Governor directs a relocation of State government according to the New Mexico Continuity of Operations Plan (COOP).
- Appropriate authorities should identify key facilities and other critical infrastructure that could be vulnerable. Drinking water sources, dams, power facilities, communication facilities, and government direction and control facilities must be protected from terrorist activities during the crisis period.

ASSUMPTIONS

Large scale or statewide disasters will necessitate the coordination of all law enforcement and other emergency response agencies in order to expedite assistance to agencies and departments of government in affected areas.

Even in cases of large-scale disasters, local law enforcement agencies will be the primary enforcement agency in their particular jurisdiction.

For information and resource management purposes, requests for outside agency law enforcement assistance by local officials should be coordinated through the NMEOC.

In extended response operations, law enforcement logistical support (vehicles and equipment) as well as personnel, may be required to serve or be used in cases of excessive use, extended stress, and hazardous conditions.

Additional law enforcement support will be needed for the maintenance, control and support of evacuation traffic control patterns, community reception and care facilities and for institutions such as hospitals, prisons, and mental institutions.

Each Federal, State and local law enforcement organizations established chain of command will be prepared to integrate and coordinate law enforcement activities within and between organizations during an emergency.

Major disasters and other emergencies, which exceed local capabilities, have and will continue to occur in New Mexico.

Terrorism events may result in mass casualties and damage. Because these are crime scenes, there will be the need for additional law enforcement resources for security and investigations.

Successful law enforcement operations during an emergency will require organized interagency cooperation at all levels of government.

A disaster or emergency incident will require an immediate and continuous demand for law enforcement and security. The demand may eventually exceed the capabilities of the effected local law enforcement agencies. Therefore, local government should consider how to augment local forces during large-scale disasters.

Neighboring states will provide assistance within the limitations and authorities that exist in mutual aid agreements, memorandums of agreement, or the Emergency Management Assistance Compact (EMAC).

State law enforcement and New Mexico National Guard resources also may be sought by the affected local law enforcement agencies in addition to other requested assistance. National Guard resources and State law enforcement may be requested by local law enforcement through ESF #13- Public Safety and Security.

Law enforcement crime scene investigation may be conducted in coordination with emergency medical and search and rescue operations in the event of a terrorism incident.

If sufficiently trained law enforcement resources are not available from local government sources, public or private sources within the community may be approached, including reserve elements, industrial security personnel, and volunteer groups.

CONCEPT OF OPERATIONS

Local government is responsible for law enforcement activities within its jurisdiction. Disaster emergency operations should be directed using the Incident Command System and the Unified Command as appropriate. For information and resource management purposes, requests for outside agency law-enforcement assistance by local officials should be coordinated through the New Mexico Emergency Operations Center (NMEOC). The ESF #13 Representative at the NMEOC will coordinate requests for additional law enforcement assets from the state and federal government.

When State and local resources are insufficient for maintaining public safety and security, the Governor may apply for federal law enforcement assistance in the time of a law enforcement emergency under the Emergency Federal Law Enforcement Assistance provisions of the Justice Assistance Act of 1984 (“the Act”), 42 U.S.C. §10501. Under that Act, the U.S. Attorney General may provide federal assistance during a law enforcement emergency when State and local resources are insufficient for maintaining public safety and security. Available assistance may include equipment, training, intelligence information, and personnel. The Chief of the New Mexico State Police and the Cabinet Secretary of the Department of Homeland Security and Emergency Management will coordinate this assistance.

Upon request from the Governor, the President may invoke federal law to use federal military forces to suppress civil disorder resulting from defiance of state authority. In the most serious situations, the combined effort of federal, state, and local law enforcement agencies may not prove adequate to maintain public order. In such cases, under the federal statutes providing for the “Enforcement of the Laws to Restore Public Order” (formerly the “Insurrection Act”), the President may use federal military forces to restore order, including through the conduct of law enforcement activities (Chapter 15 of title 10, U.S.C.).

ORGANIZATION AND ASSIGNMENT OF RESPONSIBILITIES

Coordinating Agency

New Mexico State Police will:

- Perform normal law enforcement duties;
- Support local law enforcement operations within limits of training, resources, and availability;
- Manage state law enforcement resources, direct law enforcement and hazardous material operations;
- Provide a State Emergency Response Officer (ERO) for hazardous materials incidents;
- Provide direct law enforcement support and protection to the Governor;

- Provide direction and coordination for general law enforcement activities and missions;
- Perform investigations, dignitary protection, security, crowd control, escort and other law enforcement-related functions;
- Provide traffic control, law enforcement and security for state property;
- Provide patrol and surveillance of evacuated areas, to protect property and prevent looting;
- Provide direction and coordination for crisis management during terrorist incidents. Identify, acquire and plan the use of resources to anticipate, prevent and resolve a terrorist event; and,
- During non-terrorist events, perform various law enforcement roles as needed.

Support Agencies

The New Mexico Office of the Attorney General will:

- Provide legal counsel and support as requested.

The Department of Public Safety Motor Transportation Police will:

- Perform normal law enforcement duties;
- Support local law enforcement operations within limits of training, resources, availability;
- Provide traffic control, law enforcement and security for state property;
- During non-terrorist events: perform various law enforcement roles as needed especially with an emphasis on commercial vehicles;
- Provide commercial vehicle operators (CDL drivers); and,
- Provide commercial vehicles for equipment transport.

The Department of Agriculture Livestock Board will:

- Assist with surveillance and investigative functions pertaining to biological hazards (i.e., pesticides, food safety, animal health monitoring), site safety, air monitoring, sampling, evidence collection, analysis.

The Department of Corrections will:

- Assist with the removal or evacuation of prisoners coordinated through the NMEOC; and,
- Provide law enforcement and security for prisoner transport and housing coordinated through the NMEOC.

The Department of Energy, Minerals & Natural Resources will:

- Provide additional law enforcement officers; and
- Provide equipment, and/or other assistance as requested by the NMSP and coordinated through the NMEOC.

The Department of Game and Fish will:

- Provide additional law enforcement officers; and

- Provide equipment, and/or other assistance as requested by the NMSP and coordinated through the NMEOC.

The Department of Homeland Security & Emergency Management will:

- Be responsible for coordinating the consequence management of a terrorist event;
- Provide logistical support of crisis management operations;
- Request federal assistance as appropriate; and,
- Provide intelligence data and information.

The Department of Military Affairs will:

- Provide resource support
- Provide armed support to prevent looting, security in the event of civil unrest and backup local, county and state law enforcement to the extent that the National Guard remains under state authority and has not been called into federal service or ordered into active duty at the request of the Governor;
- Provide or assist in air support & transportation;
- Provide and assist in radio communications support;
- Provide or assist in managing road closure controls; and,
- Provide or assist with security.

DIRECTION, CONTROL, AND COORDINATION

Command and control will be exercised as provided in the Basic Plan. EOC Representatives will report to the NMEOC when requested to assist during activation. These representatives will be listed in the EOC Representative Call-down List, a job aide to this annex.

Every agency providing resource support services will maintain records of the operations. This includes cost records that can be used after the emergency to obtain reimbursement from state or federal resources.

Initial Actions: The New Mexico State Police (NMSP) will respond to requests for assistance from city or county law enforcement agencies. The request may be a direct request or a request made through the NMEOC. All direct requests for assistance made to NMSP at the Regional level must be coordinated through the ESF #13 representative at the NMEOC. The NMSP representative assigned to the NMEOC will coordinate all Mission Assignments for ESF #13 with the NMSP District Commanders, support agencies, and allied agencies.

Continuing Actions: After a disaster or emergency has been declared and ESF #13 has been activated, NMSP will have a designated representative assigned to the NMEOC until assistance is no longer needed. NMSP Region Command Staff will coordinate with the county and city agencies during the entire duration of the declared disaster or emergency.

DEMOBILIZATION

Upon termination of the incident, the ESF #13 Representative shall close-out activities within the ESF, report out to the NMEOC, and release staff. All personnel who work in support of ESF #13 shall participate in all After-Action Reviews.

AUTHORITIES AND REFERENCES

- Presidential Decision Directive 39 (PPD-39), U.S. Policy on Counter Terrorism
- Justice Assistance Act of 1984 (“the Act”), 42 U.S.C. §10501
- Chapter 15 of title 10, USC
- Chapter 18 of title 10, USC
- New Mexico Statutes Annotated, 1978 (NMSA 1978)
- New Mexico Administrative Codes
- Federal Radiological Emergency Response Plan (FRERP),
- National Guard Regulation 500-1/ANGI 10-8101 Emergency Employment of Army and Other Resources National Guard Domestic Operations Departments
- New Mexico Hazardous Materials Emergency Response Plan (HMER)
- Emergency Management Assistance Compact (EMAC)
- New Mexico Continuity of Operations Plan (COOP)

ESF #14 – LONG-TERM RECOVERY

Primary Agency:

Department of Homeland Security and Emergency Management

Support Agencies:

Aging and Long-term Services Department
Department of Agriculture-Livestock Board
American Red Cross
Baptist Disaster Relief
Children, Youth and Family Services Department
Cultural Affairs Department
Economic Development Department
State Engineers Office
Environment Department
Department of Finance and Administration
Human Services Department
Indian Affairs Department
Public Records Commission
Public Regulation Commission
Regulation and Licensing Department
Salvation Army
Tourism Department
Department of Transportation
Workforce Solutions Department

PURPOSE

This Emergency Support Function provides a framework for state government support to county, municipal, tribal, pueblo, and nation governments, nongovernmental organizations (NGOs), and the private sector, and is designed to enable community recovery from the long-term consequences of disasters. This support consists of programs and resources of state departments and agencies to enable efficient community recovery, especially long-term community recovery, and to mitigate risk from future incidents, where feasible.

This ESF specifically addresses long-term disaster recovery issues such as:

- Economic assessment, protection and restoration
- Community recovery planning and operations
- Mitigation analysis and program implementation
- Coordination with private sector
- Coordination with state, tribal and federal agencies providing assistance

For the purpose of this ESF, recovery activities are addressed based on one of two situations, pre-Stafford Act assistance and post Stafford Act assistance, that is before and after federal assistance.

SCOPE

This ESF Annex is designed to provide a flexible organizational structure capable of meeting the varied requirements of many emergency scenarios with the potential to require the activation of the New Mexico State Emergency Operations Center (NMEOC) and the implementation of the State Emergency Operations Plan (EOP.)

ESF #14 is a functional annex to the State EOP and to the extent possible, information contained in other sections of the EOP will not be repeated in this annex.

The policies and concepts in this annex apply to appropriate State departments and agencies following an incident of State significance that affects long-term recovery of a community. Based on an assessment of incident impacts, ESF #14 support may vary depending on the magnitude and type of incident and the potential for long-term and severe consequences.

POLICIES

- ESF #14 recognizes the privacy of affected county, municipal, tribal, pueblo, and nation governments and the private sector in defining and addressing risk reduction and long-term community recovery priorities.
- State agencies continue to provide recovery assistance under independent authorities to the county and municipal governments, the private sector, and individuals while coordinating activities and assessments of need for additional assistance.
- ESF #14 ensures economic policymaking and economic stabilization to affected communities.
- State support is tailored based on the type, extent, and duration of the event and long-term recovery period, and on the availability of State resources.
- Long-term community recovery and mitigation efforts are forward looking and market-based, focusing on permanent restoration of infrastructure, housing, and the local economy, with attention to mitigation of future similar impacts when feasible.
- New Mexico will use the post-incident environment as an opportunity to measure the effectiveness of previous community recovery and mitigation efforts.
- ESF #14 facilitates the application of loss-reduction building science expertise to the reconstruction of critical infrastructure (e.g., mitigating for future flooding, tornado or other identified risk in repairing hospitals or emergency operations centers).

SITUATION

- The State of New Mexico is vulnerable to a host of natural and human caused disasters that could cause public and private property loss, death and injury to citizens and visitors, damage to the environment and prolonged disruption of commercial and economic activity.
- In the event that such disasters occur, planned damage assessment and recovery guidelines are essential for returning the community to normal after the major emergency or disaster.
- Disaster recovery typically lasts much longer and costs significantly more than preparedness and response activities.
- The State of New Mexico may make assistance available under the State Disaster Assistance Program, funded by Governor's Executive Order.

ASSUMPTIONS

- A significant event has impacted one or more communities, exceeding their capability to respond and recover warranting state engagement, at the request of local entities.
- State Emergency Operation Center will activate the Community Restoration Branch.
- All appropriate disaster declarations will be made in a timely manner.
- Depending on the type and scope of the incident federal resources and/or funds may be available for public and/or private (individual and business) assistance.
- There may be long-term sheltering and housing requirements to support citizens and other populations following a disaster.
- The State of New Mexico will assist local communities in developing long-term recovery plans and coordination organizations. Local community stakeholders will lead the recovery effort with the state providing requested assistance.

CONCEPT OF OPERATIONS

ESF #14 provides the coordinating mechanisms for state government to:

- Assess the social and economic consequences in the impacted area and coordinate State efforts to address long-term community recovery issues resulting from a disaster or incident of state significance;
- Advise on the long-term recovery implications of response activities and coordinate the transition from response to recovery in field operations;
- Work with county, municipal and tribal governments, non-government organizations (NGOs), and the private sector organizations to conduct comprehensive market disruption and loss analysis and develop a comprehensive market-based long-term recovery plan for the affected community;
- Identify appropriate state programs and agencies to support implementation of the long-term community recovery plan, ensure coordination and identify gaps in resource availability;

- Avoid duplication of efforts. Coordinate to the extent possible program application processes and planning requirements to streamline assistance, and identify and coordinate resolution of policy and program issues; and
- Determine/identify responsibilities for recovery activities, maintain continuity in program delivery among State departments and agencies, and with county, municipal and tribal governments and other involved parties, ensure final delivery of recovery and hazard mitigation efforts.

ORGANIZATION AND ASSIGNMENT OF RESPONSIBILITIES

NMEOC Incident Command System — Within the NMEOC ICS the Community Restoration Branch Director position will be filled by the Recovery Unit Manager, or designee.

The Community Restoration Branch will consist of three Groups, the Recovery Operations Group, the Mitigation Group and the Recovery Coordination.

At the onset of an incident the Community Restoration Branch will be responsible for identifying impacted communities, determining the need for field damage assessment operations, coordinating logistical needs for deployment and facilitating immediate recovery needs. The damage assessment team's primary mission will be to conduct initial damage assessments, in concert with the Mitigation Group and local representatives to determine the extent of damages and the possible eligibility for a federal disaster or emergency declaration. Recovery Operations will consist of two task forces, the Public Assistance Task Force, responsible for assessing infrastructure damages and the Individual Assistance Task Force responsible for determining the Individual assistance needs and eligibility.

The Mitigation Group, working in concert with the Recovery Operations Group, will assess the need for mitigation efforts, assess existing mitigation features and coordinate mitigation planning and implementation efforts. The Mitigation Group will include the State Hazard Mitigation Officer, State Floodplain Coordinator and additional subject matter experts as needed.

Upon initial damage assessment conducted by local and State representatives the Recovery Coordination Group, with data provided by the Recovery Operations Group, will prepare a spreadsheet identifying the impacted counties and communities estimating the dollar damages by the categories of damage outlined in the FEMA Public Assistance (PA) Guide.

Responsibilities Under a Stafford Act Major Disaster Declarations:

The Community Restoration Branch, under the Operations Section will be responsible for evaluating the eligibility for a Federal Major Disaster or Emergency declarations.

In consultation with the EOC Director, the Community Restoration Branch Director will recommend requesting a Joint FEMA/State Preliminary Damage Assessment (PDA). Upon

approval of the EOC Director, in consultation with the Governor's Authorized Representative (GAR), the Branch Director, supported by the Documentation Unit will prepare a formal request letter to the FEMA Regional Administrator.

The Documentation Unit, in concert with the Community Restoration Branch Director, will be responsible for preparing a narrative of the event, the impacts to the State, the actions taken and the identified needs. The Community Restoration Branch will coordinate with FEMA on the schedule and logistical needs for the PDA.

The Recovery Operations Group Supervisor will assign PA and IA Damage Assessment teams as appropriate. The Branch Director and Group Supervisor will prepare an Incident Action Plan for the PDA identifying personnel, communications and safety concerns.

Upon completion of the PDA the FEMA Group Supervisors, the Community Restoration Branch Director, the EOC Director will determine if a Major Disaster Declaration request is justified. The GAR will be briefed and will determine if a Major Disaster Declaration Request letter will be prepared.

The Documentation Unit, in concert with the Community Restoration Branch Director and the DHSEM Legal Counsel, will be responsible for preparing the declaration request letter in accordance with FEMA guidelines. The GAR will send the request letter to the Governor's Office for review and transfer to Governor's stationary.

Should the President approve the Governor's request, the Community Restoration Branch Director in concert with the EOC Director and the GAR, will facilitate the preparations for a FEMA Joint Field Office (JFO.)

Upon establishing a FEMA/State JFO ESF #14 will transition into RSFs.

ESF #14, when activated, will initially operate as a functional unit of the Recovery Coordination Group of the Community Restoration Branch. This group will function virtually during the early periods of an incident. Rather than having a representative present in the EOC the functions will be "virtual" or accessed via phone or email. The DHSEM is the coordinating agency for ESF #14/Recovery Support Function. As the incident evolves representatives from supporting agencies may be called into the NMEOC to assist with operations and serve as members of working groups.

The ESF #14 Long-Term Recovery function is designed to mirror the Recovery Support Functions of the National Disaster Recovery Framework. Duplicating the Recovery Framework will allow a smooth, seamless transition from emergency response activities and initial recovery activities to a Joint Field Office and long-term recovery.

The framework established six functional areas of long-term recovery: Infrastructure, Natural and Cultural Resources; Community Planning and Capacity Building; Health and Human Services

Housing; and Economics. State agencies and supporting organizations will be assigned to individual support functions and may have responsibilities in several functions as indicated below:

Infrastructure

Baptist Disaster Relief
Office of the State Engineer
Environment Department
Public Records Commission
Public Regulation Commission
Regulation and Licensing Department
Transportation Department

- Responsibilities:
 - Assist in the restoration of essential services-power, water, sewer, etc.
 - Assist with the damage assessment activities
 - Provide local communities with technical assistance
 - Coordinate and assist ESF#s 1, 2, 3, and 12 with assignments

Natural and Cultural Resources

New Mexico Cultural Affairs Department
Department of Agriculture-Livestock Board
New Mexico Department of Indian Affairs

- Responsibilities:
 - Assist in identifying and coordinating with impacted tribal, pueblo, and nation communities
 - Assist in identifying culturally sensitive issues with tribal, pueblo, and nation communities
 - Assist damage assessment teams with identifying cultural or historically sensitive buildings and areas
 - Assist with requesting U.S. Department of Agriculture disaster declarations, if appropriate
 - Coordinate and assist ESF#s 3, 11 and 15 with assignments

Community Planning and Capacity Building

DHSEM Preparedness Bureau-Local Preparedness Coordinators

- Responsibilities:
 - Assist communities with the establishment of Local Recovery Coordinators and Committees
 - Assist Local Recovery Committees with planning and decision making
 - Coordinate and assist all ESFs with recovery field assignments

Health and Human Services
Aging and Long-Term Services Department
Human Services Department
Children, Youth and Family Services Department
Salvation Army

- Responsibilities:
 - Assist with damage assessment and identification of impacted populations
 - Assist with feeding requirements
 - Assist with emergency services
 - Coordinate requests for emergency food stamps or other services as deemed appropriate
 - Coordinate and assist ESF 6 and 8 with assignments

Housing

American Red Cross

- Responsibilities:
 - Assist with the identification of long-term housing needs
 - Assist with establishing Housing Task Force, if needed
 - Coordinate and assist ESF# 6 with assignments

Economic

Economic Development Department
Department of Finance and Administration
Tourism Department
Workforce Solutions Department

- Responsibilities:
 - Assist with the identification of impacted businesses and business sectors
 - Provide technical assistance to impacted business
 - Assist with securing recovery funding
 - Assist with the restoration of economic activity
 - Coordinate and assist all ESFs with assignments

Additional agencies or organization may be called upon as the circumstances warrant.

Activities within each of these areas can be completed by ESF #14 Support Agencies or by other ESFs.

DIRECTION, CONTROL, AND COORDINATION

Command and control will be exercised as provided in the Base Plan. EOC Representatives will report to the NMEOC when requested to assist during activation. These representatives will be listed in the EOC Representative Call-down List, a job aide to this annex.

Every agency providing resource support services will maintain records of the operations. This includes cost records that can be used after the emergency to obtain reimbursement from state or federal resources.

All agencies supporting ESF #14 have the following responsibilities:

- Support development and maintenance of standard operating procedures (SOPs) to enable them to perform appropriate levels of mitigation, preparedness, response and recovery related to long-term community recovery.
- Participate in training and exercises when scheduled.
- Coordinate and meet with county, municipal, tribal, pueblo and nation governments on plans and procedures as required.
- Develop coordination requirements for post-incident assessments, plans and activities that can be scaled to incidents of varying types and magnitudes.

Pre-Incident

- All support agencies will provide a qualified representative (and alternate if 24 hour coverage is necessary) to respond to call-out from the NMEOC.
- DHSEM has the following responsibilities:
 - In coordination with other ESFs, as appropriate, use predictive modeling, such as Hazards US (HAZUS) loss estimation methodology to ascertain vulnerable critical facilities as a basis for identifying recovery priorities.
 - Provide early identification of projects to be quickly implemented, especially those relating to critical facilities based on existing county, municipal and tribal plans.
 - In collaboration with the local government, assign staff for Preliminary Damage Assessment teams, if feasible, to identify and document economic impact and losses avoided due to previous mitigation and new priorities for mitigation in the incident-affected areas.
 - Meet with national and regional liaisons and program administrators to discuss and explore ways to leverage available resources thru federal assistance programs.
 - Develop coordination mechanisms and requirements for post-incident assessments, plans and activities that can be scaled or tailored to incidents of varying types and magnitudes.

Incident

Upon activation of NM ESF #14, the ESF Coordinator will communicate this information to all other EFS #14 support agencies.

- DHSEM has the following responsibilities:
 - Ensures adequate communication channels are established and maintained.
 - Obtains an initial situation and damage assessment through established procedures.
 - Coordinates the distribution of assets as needed.
 - Maintains a complete log of actions taken, resource orders, and reports.
 - Coordinates the efforts with ESF #5, #6, #11 and #12

- Assists in gathering and providing information to other ESFs for establishing priorities.
- Assists ESF #15 in gathering and providing information for press releases.

Post-incident

DHSEM has the following responsibilities:

- Prepares an after-action report. The after-action report identifies key problems, indicates how they are to be/were solved, and makes recommendations for improving ESF response operations. All ESF #14 organizations assist in preparation of after-action reports.
- Gathers information from state departments and agencies and impacted local governments to assess the scope and magnitude of the social and economic impacts on the affected area(s). Convenes interagency meetings to:
 - Develop an incident-specific action plan to delineate participation to support specific community recovery and mitigation activities, using per-incident State, local and Tribal plans to the extent appropriate, and avoid duplication of assistance to recipients; and
 - Facilitate the sharing of information and identification of issues among agencies and ESFs, and coordinate early resolution of issues and delivery of assistance to minimize delays for assistance recipients.
- Coordinates the identification of appropriate State programs to support implementation of long-term community recovery plans and gaps under current authorities and funding.
- Coordinates implementation of the recommendations for long-term recovery with the appropriate State departments and agencies if the recommendations include program waivers, supplemental funding requests, and/or legislative initiatives.
- Within the affected area, coordinates assessment of accuracy and recalibration of existing hazard, risk, and evacuation modeling used by State, local and Tribal governments.
- Facilitates recovery decisions across ESFs. Also facilitates awareness of post-incident mapping and pre-incident hazard mitigation and recovery planning across ESFs.

DEMOBILIZATION

Upon termination of the incident, the ESF #14 Representative shall close-out activities within the ESF, report out to the NMEOC, and release staff. All personnel who work in support of ESF #14 shall participate in all After-Action Reviews.

AUTHORITIES AND REFERENCES

- All Hazards Emergency Management Act 12-10-1 et. seq. NMSA 1978
- Robert T. Stafford Disaster Relief Act, as Amended
- Code of Federal Regulations Title 44
- FEMA Public Assistance Policy Guide

- FEMA 9500 Series Policy Guidance for Public Assistance
- National Disaster Recovery Framework
- New Mexico All-Hazards Emergency Operations Plan
- 2011 New Mexico Disaster Assistance Program Guidelines

ESF #15 - EXTERNAL AND PUBLIC AFFAIRS

Coordinating Agency:

Department of Homeland Security and Emergency Management

Primary Agency:

Office of the Governor

Support Agencies:

Energy Minerals and Natural Resources Department

Department of Health

Human Service Department

Department of Indian Affairs

Department of Military Affairs (Army and Air National Guard)

Tourism Department

Department of Transportation

PURPOSE

Emergency Support Function (ESF) #15 – External and Public Affairs Annex ensures that sufficient state-level resources are deployed during potential or actual incidents to coordinate the gathering and dissemination of accurate and timely information to affected populations, governments, legislators and the media.

SCOPE

Activities within the scope of this ESF includes: establishing the state Joint Information Center (JIC) construct; identifies the types warning systems available; determines how warning fits into the context of emergency public information; coordinates efforts with involved jurisdictions, agencies, and organizations to the extent possible; support agencies whose public affairs assets may be employed during an incident; and provide assistance when local government is unable to fulfill this role.

POLICIES

State planning or preparedness for external affairs functions recognizes local government responsibilities for providing information to their citizens. Nothing in this document should be construed as diminishing or usurping those responsibilities. In the event that a local government is unable to or lacks the capability to perform these responsibilities, the state may coordinate with the impacted local government to provide vital health and safety information to the affected population.

SITUATION

New Mexico is a diverse state which can be adversely affected by a multitude of hazards, emergencies, and disasters. Effective emergency public information is needed to assist the citizens of New Mexico and respective communities impacted by these threats.

During a disaster/emergency, the news media will report the possibility of evacuating people from hazard areas to lower risk reception areas. Local newspapers, radio, and TV will play a major role in keeping the public informed concerning basic survival procedures and evacuation requirements.

Due to the possible complexities of response in certain natural or technological events, additional plans and procedures may be utilized for these situations.

ASSUMPTIONS

Personnel operating under this plan must be familiar with the provisions of this ESF during a major disaster or emergency in the State of New Mexico.

Widespread or major disaster/emergencies may result in state and national media coverage. This will place a tremendous demand on state public information resources. In the case of catastrophic events, worldwide media attention would be expected.

At the state level, in any disaster/emergency, the news media are considered a logical extension of the disaster/emergency response operation. The right of the media to inform the public in any disaster/emergency is fully recognized by DHSEM and the State of New Mexico.

State emergency management officials can sustain a partnership role with the media by providing timely, accurate information on an ongoing basis throughout the disaster/emergency period.

An integral step to facilitate timely and accurate media coverage is the appointment of a designated Public Information Officer (PIO) to serve as the ESF Lead (official point of contact for the press in any disaster/emergency).

In a multiple-agency response, more than one PIO may be utilized. Release of information will be coordinated, as necessary, among the various agencies and the PIOs.

Federal officials may be on-site and be asked to assist with public information. Such federal agencies will provide coordinated PIO support, as necessary.

In a major disaster/emergency affecting multiple states, New Mexico's PIO functions will be coordinated with multiple information outlets. These could include a national Joint Information

Center (JIC) in Washington, D.C., a state field JIC in the impacted area, and similar JICs in the other affected states.

During the actual or impending disaster/emergency, the public will expect state government officials to provide accurate and detailed information relating to safety and survival measures and protection of property actions.

In disaster/emergencies that strike rapidly, without warning, the public information system may not have the time to react swiftly enough to properly inform the public about the hazard.

An effective public information program will reduce casualties, property damage, and limit inquiries to emergency response agencies.

CONCEPT OF OPERATIONS

General

The authority to use the state Emergency Alert System (EAS) rests with the Governor's Authorized Representative (GAR). The authority to activate other warning system capabilities resides with GAR-specified representatives. Under activation that authority rests with the NMEOC director or with the ESF Lead as determined by the situation.

- Emergency Alert System (EAS) allows public officials to send warnings and alerts to the general population through the broadcast media. The New Mexico Emergency Operations Center is equipped with the Encoder/Decoder equipment to enable access to the EAS. Messages can be distributed statewide or to targeted areas for distribution. Media participation in the system is voluntary. KKOB Radio in Albuquerque is the primary EAS station in the state.
- NOAA Weather Radio – The National Weather Service (NWS) can provide access to NOAA Weather Radio (NWR) which allows public officials to send warnings and Non-Weather-Related Emergency Messages to the public. This system will only be used to help mitigate the loss of life or substantial property damage. The state has the capability to rapidly relay emergency information through the NWS to those citizens with NOAA Weather Radio. These messages will also be forwarded electronically through the NWS Advanced Weather Interactive Processing System (AWIPS).
- National Warning System (NAWAS) – The National Warning System (NAWAS) has major terminals at each state's EOC and the system is effectively a 2200+ telephone party line. The interconnecting lines are protected and avoid local telephone switches. This ensures they are available even when the local system is down or overloaded. Both the National Warning Center (NWC) and the Alternate National Warning Center (ANWC) are staffed 24 hours per day and serve as the primary control for NAWAS. The National Warning System network consists of two circuits: a national warning circuit and a state warning circuit. Warning information is provided to the state by the National Warning

Center (NWC) via the national warning circuit. The NWC disseminates warning information to the Primary State NAWAS Warning Point, located at NMDPS Headquarters, and to the Alternate Warning Point, located in the NMEOC. The primary and alternate state warning points are in both the national and the state warning circuits and can serve to relay or rebroadcast warnings across both circuits when appropriate. When the NMDPS Headquarters and the NMEOC are not functioning, the DOE Albuquerque facility on the national circuit acts as the state's primary warning point.

- Radio Amateur Civil Emergency Services (RACES) – RACES is a public service provided by a reserve (volunteer) communications group within government agencies in times of extraordinary need. During periods of RACES activation, certified unpaid personnel are called upon to perform many tasks for the government agencies they serve. Traditional RACES operations involve emergency message handling on Amateur Radio Service frequencies. Representatives from the state RACES organization will come to the NMEOC to operate the equipment there and establish communications with RACES members located at other EOCs and points throughout the state. Operators will receive and transmit information and warnings between the NMEOC and other locations.

During disasters and/or emergencies, the Governor's Office shall provide policy guidance for the dissemination of all emergency public information.

The Governor's Office will designate an official State Spokesperson to brief the news media.

The DHSEM PIO or ESF Lead shall coordinate with the Governor's Office on release of all emergency public information during the crisis.

- At the onset of the disaster/emergency, the ESF Lead can be expected to be positioned at the State Emergency Operations Center (NMEOC). The NMEOC will serve as the official point of contact for the state for the duration of most disasters or emergencies (i.e., those with limited response needs). A Joint Information Center (JIC) may be set up near the NMEOC to facilitate media contacts. The NMEOC has a designated room to serve as a JIC.
- The State JIC serves as the means for coordinating state level information activity with the Governor's Office and other response organizations prior to release to the media. The JIC also functions as the primary location where the media can get the most recent official information concerning the disaster/emergency and related events. The facility can provide the media with a summary of the disaster/emergency situation and the response procedures the state is undertaking in conjunction with federal, local, and private sector organizations. The ESF-15 Lead and the Governor's Communications Director will activate a State JIC near the NMEOC in the event of a large-scale disaster/emergency that requires the coordination of information among multiple

response organizations. The ESF Lead or a member of the Governor's Communications staff will supervise other State PIO staff assigned to the JIC.

Once the JIC has been established, the ESF Lead shall contact the public affairs staff for the Supporting Agencies and report on the operational status of either the state of the NMEOC and/or the JIC. Depending on the nature, surge and scope of the incident, all state agencies will be expected to support the JIC operations. These staff members will also be expected to serve in Subject Matter Expert roles.

Responsibilities of State PIOs - State PIO activities will include, but are not limited to, the following:

- Handle media inquiries on the phone;
- Staff rumor control unit or team;
- Help draft news releases and broadcast radio actualities;
- Monitor media broadcasts and web postings for accuracy and message;
- Populate and maintain a web page with disaster/emergency information;
- Develop scripting and approved messages for designated hotline operators; and,
- In many instances, a PIO may be asked to do the initial on-camera interviews and they should be prepared for this.
- In the event of a substantial disaster, which would trigger a Presidential Declaration, the PIO will work with federal personnel to expand the JIC to include federal staff.
- The State JIC will accommodate a large gathering of the state and national press at the onset of the disaster/emergency incident. Media briefings will be conducted by a designated state spokesperson or the ESF Lead.
- Activation of the State JIC shall be in accordance with the procedures outlined in the JIC. Guidelines for operation of the JIC are maintained by the ESF Coordinator.
- The State JIC also may be activated for other crisis situations, which simply draw a major response from the state and national media (hostage or terrorist action, etc.)
- Federal Emergency Management Agency (FEMA) officials may activate a national JIC in Washington, D.C. and a primary field JIC in or near the impacted area of the state. This is normally at or near the Joint Field Office (JFO). The field JIC, once activated, will then become the lead news facility for state-federal Emergency Public Information operations.

Public information will be disseminated using all media methods: television, radio, newspapers, internet, and wire services.

The ESF Lead will release overall information about:

- All counties affected by the disaster/emergency;
- What the state is doing to respond to the disaster/emergency; and
- What the public must do.

Information will be prepared and released to the media in accordance with established news release procedures on information gathering, verification, and news dissemination.

Emergency public information will be disseminated during a crisis through numerous channels and methods including but not limited to:

- Timely news releases to television and radio stations;
- Periodic media briefings or news conferences;
- Pre-formatted safety, survival, and shelter tips relevant to the disaster/emergency;
- Press kits and background news stories;
- Pamphlets and literature addressing the hazard or situation;
- Hotlines; and
- Internet web pages and social media.

A rumor control section will answer inquiries from the public and monitor public media broadcasts to ensure that the public is receiving accurate information.

Dissemination of information will be in English and any other languages deemed necessary to reach all the population. Should a need arise, the ESF Lead will see that emergency public information materials are prepared for the visually and hearing impaired, and the non-English speaking population.

The ESF Lead will coordinate with local disaster/emergency management PIOs (or other local officials) in preparing instructions for evacuation from a high-risk area (due to flooding, dam failure, etc.). These materials shall indicate:

- The population at risk, evacuation routes, staging areas, pick-up points for evacuees without personal transportation, and location of shelters.
- Types and quantities of clothing, food, medical items, etc. that evacuees should bring.

Response Actions

Initial Actions:

1. Assess the situation and call up necessary PIO personnel resources;
2. Set-up teams: media triage, media monitoring, press release and information gatherers, hotline scripting, web development, and a PIO to oversee interagency coordination and communication;
3. Develop materials to address the situation: press releases, web pages, talking points, hotline scripts, etc; and,
4. Schedule media briefings at the onset of a developing situation. Work closely and prepare a designated spokesperson for initial interview as this initial interview often sets the tone for continued media coverage.

Continuing Actions:

1. Consistently update all public information materials from the teams mentioned above; and,

2. Schedule media updates according to the situation at hand, usually one in the morning and one in the afternoon. These updates can be conducted by the PIO, the designated spokesperson, or both.

Demobilization

1. Upon termination of the incident, the ESF Coordinator shall close-out activities within the JIC and release staff.
2. All personnel who work in support of ESF shall participate in all After-Action Reviews.

Administration and Logistics

- Administrative support, including adequate supplies, will be accomplished through the NMEOC.
- The ESF Lead will ensure efficient administration of emergency public information activities.
- A chronological file and log of all news releases will be maintained at the NMEOC and the JIC.
- The ESF Coordinator will provide specialized forms, news release formats, etc.
- The ESF Lead maintains an updated media resource list.

Concurrent Plans and Programs

The National Response Framework:

- **Emergency Support Function 15, External Affairs:** This ESF ensures that sufficient Federal assets are deployed to the field during incident requiring a coordinated Federal response to provide accurate, coordinated, timely and accessible information to affected audiences, including governments, media, the private sector, and the local populace, including special needs population.
- **Public Affairs Support Annex:** This annex describes the interagency policies and procedures used to rapidly mobilize Federal assets to prepare and deliver coordinated and sustained messages to the public in response to incidents requiring a Federal response.

ORGANIZATION AND ASSIGNMENT OF RESPONSIBILITIES

Coordinating Agency

The Coordinating Agency for Emergency Support Function 15 – External & Public Affairs: New Mexico Department of Homeland Security and Emergency Management (DHSEM). The Public Information Officer (PIO) for DHSEM shall serve as the primary ESF Coordinator. The ESF Coordinator will provide support to ESF activities and missions by:

- providing specialized forms, news release formats, etc.;
- maintaining an updated media resource list;
- overseeing the key functions of media relations; and,
- maintaining a list of trained public information personnel to serve as ESF Lead and support staff

Primary Agency

Primary Agency for Emergency Support Function 15 – External & Public Affairs: New Mexico Department of Homeland Security and Emergency Management (DHSEM) in conjunction with the Communication Director at the Office of the Governor. The DHSEM PIO or public information staff sitting at the ESF desk for an operational period will be the “ESF Lead.”

PIO staff from identified state agencies will serve as the primary JIC staffers. Upon a request being made by the ESF Lead, both the ESF Lead and JIC staff duties may be assumed or supplemented by other state agencies.

The ESF Lead will coordinate public affairs resources until it is determined by the GAR that they are no longer necessary. The ESF Lead will provide support to ESF activities and missions by:

- Coordinating messages between county, state and federal governments and personnel through the JIC.
- Gathering incident information.
- Providing incident-related information through the media and other sources to individuals, families, businesses directly or indirectly affected by the incident.
- Monitoring news coverage to ensure that accurate information is disseminated to the public.
- Coordinating appropriate special projects such as news conferences and press operations for incident-area tours by government officials and other dignitaries.
- Providing support and advice to the Secretary of DHSEM and the NMEOC Director.
- Overseeing the key functions of media relations.

Primary Agency for Community Relations:

DHSEM will serve as the primary Community Relations (CR) coordinator. The Community Relations (CR) function of DHSEM will provide support to ESF activities and missions by:

- Preparing an initial CR Plan with incident-specific guidance and objectives at the beginning of the incident.
- Conducting the CR function in a joint manner between local, state and federal personnel. Field teams are organized and dispersed throughout the affected area. The composition of the field teams should include people from the county(s) as well as the cultural, racial, and ethnic makeup of the affected population (including languages spoken) is taken into consideration to the extent possible when making field team assignments.
- Coordinating closely with the affected counties to identify community leaders (e.g., grassroots, political, religious, educational, business, labor, ethnic) and neighborhood advocacy groups to assist in the rapid dissemination of information, to identify unmet needs, to establish an ongoing dialogue and information exchange, and to facilitate collaborative local, state and federal planning and mutual disaster recovery support.

Primary Agency for Legislative Affairs:

The ESF Lead will serve as the primary Legislative Affairs (LA) coordinator. The LA function will provide support to ESF missions by:

- Working with the Legislative Liaison from the Governor's Office, contact will be established with Congressional/Legislative offices representing affected areas to provide information on incident activities in order to ensure an understanding of how the New Mexico Emergency Operations Center (NMEOC) is coordinating response and recovery activities.
- The NMEOC-JIC will provide electronic copies of Talking Points and Situation Reports to the Legislative Affairs Liaison on a daily basis. Legislative Affairs will be responsible for disseminating this information to Congressional/Legislative leaders.
- Organizing an initial Congressional/Legislative briefing as soon as feasible and conducting daily briefings thereafter.
- Arranging for Incident site visits for Members of Congress and their staff.
- Responding to Congressional inquiries.
- Assisting in the development of written materials for presentations and making Congressional notifications.
- Coordinating with New Mexico DHSEM Operations and Recovery personnel on all Congressional affairs issues to ensure coordination of efforts.

Support Agencies

Support Agencies: Any and all other State of New Mexico agencies with Public Information Officers. Public Information Officers of each state agency (or Directors designee) are collaterally assigned to the State's Public Information Emergency Response (PIER) Team Program during emergencies and disasters. Public Information Officers will train and exercise under the auspices of the Department of Homeland Security and Emergency Management. When emergencies and disasters occur, PIER Teams will be deployed, when necessary, to the NMEOC, Joint Information Centers, field support offices and/or local jurisdictions.

DIRECTION, CONTROL, AND COORDINATION

Command and control will be exercised as provided in the Basic Plan. EOC Representatives will report to the NMEOC when requested to assist during activation. These representatives will be listed in the EOC Representative Call-down List, a job aide to this annex.

Every agency providing resource support services will maintain records of the operations. This includes cost records that can be used after the emergency to obtain reimbursement from state or federal resources.

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SUPPORT ANNEX - CRITICAL INFRASTRUCTURE

Coordinating Agency:

Department of Homeland Security and Emergency Management

Primary Agencies:

Public Regulation Commission
Department of Agriculture
Department of Health
Department of Information Technology
Department of Transportation

Support Agency:

General Services Department

PURPOSE

This support annex is intended to describe the specialized expertise that identifies the critical infrastructure within the state.

SCOPE

This support annex describes policies, roles and responsibilities, and the concept of operations for assessing, prioritizing, protecting, and restoring Critical Infrastructure (CI) of the State of New Mexico during actual or potential incidents.

This annex outlines processes to ensure coordination and integration of CI-related activities among a wide array of public and private incident managers and CI security partners within immediate incident areas.

Specifically, this support annex does the following:

- Describes roles and responsibilities for CI preparedness, protection, response, recovery, restoration, and continuity of operations.
- Establishes a concept of operations for incident-related CI preparedness, protection, response, recovery, and restoration that includes returning CI services and site performance capabilities.
- Outlines incident-related actions (including pre-response and post-response) to expedite information sharing and analysis of actual or potential impacts to CI and facilitates requests for assistance and information from public- and private-sector partners.

This support annex addresses integration of the CI protection and restoration mission as a vital component of New Mexico’s unified approach to incident management, which also may include CI-related international consideration with the Republic of Mexico or tribes, pueblos or nations.

Critical infrastructure includes those assets, systems, networks, and functions—physical or virtual—so vital to New Mexico that their incapacitation or destruction would have a debilitating impact on security, economic security, public health or safety, or any combination of those matters.

Key resources are publicly or privately controlled resources essential to minimal operation of the economy and the government.

Processes outlined apply to New Mexico agencies during incidents with potential or actual CI impacts—and may apply to, or involve, incident managers and security partners at other levels of government and the private sector, including CI owners and operators.

There are a total of sixteen (16) CI sectors that are identified in Presidential Policy Directive/PPD-21, Critical Infrastructure Security & Resilience, dated February 12, 2013. Table 1 identifies the sectors and the agencies with responsibilities for each.

Table 1 – CI Sectors, State Lead Agency(ies) and Federal Sector-Specific Agency(ies)

CI Sector	New Mexico Lead Agency(ies)	Federal Sector-Specific Agency(ies)
Food and Agriculture	Department of Agriculture Environment Department	Department of Agriculture Department of Health & Human Services
Financial Services	Regulation and Licensing Department	Department of the Treasury
Chemical & Hazardous Materials	Environment Department Energy Minerals & Natural Resources Department (EMNRD) Public Regulation Commission (PRC)/Pipeline Safety Bureau	Department of Homeland Security/Office of Infrastructure Protection
Commercial Facilities	Economic Development Department	Department of Homeland Security/Office of Infrastructure Protection
Nuclear Reactors, Materials & Waste	Environment Department	Department of Homeland Security/Office of Infrastructure Protection
Dams	Office of the State Engineer	Department of Homeland Security/Office of Infrastructure Protection
Defense Industrial Base	Office of Military Affairs	Department of Defense
Water & Wastewater Systems	Environment Department Office of the State Engineer Department of Agriculture	Environmental Protection Agency
Emergency Services	Department of Homeland Security & Emergency Management (DHSEM) Department of Public Safety Department of Health	Department of Homeland Security/Office of Infrastructure Protection

CI Sector	New Mexico Lead Agency(ies)	Federal Sector-Specific Agency(ies)
	PRC, Fire Marshal	
Energy	PRC, Utilities Division EMNRD	Department of Energy Federal Energy Regulatory Commission
Government Facilities	General Services Department	Department of Homeland Security/Immigration & Customs Enforcement/Federal Protective Service
Public Health & Healthcare	Department of Health	Department of Health & Human Services
Information Technology	Department of Information Technology	Department of Homeland Security/Cyber Security & Communications
Communications	Department of Information Technology DHSEM Public Regulation Commission	Department of Homeland Security/Cyber Security & Communications
Transportation Services	Department of Transportation Public Regulation Commission Department of Public Safety	Department of Homeland Security/Transportation Security Administration/Maritime: Coast Guard
Critical Manufacturing	Public Regulation Commission (PRC)	Department of Homeland Security/Office of Infrastructure Protection

POLICIES

Federal policies for CI protection and preparedness are established through the following authorities: Homeland Security Act of 2002; Presidential Policy Directive/PPD-21, Critical Infrastructure Security & Resilience, Homeland Security Presidential Directive (HSPD) 7, Critical Infrastructure Identification, Prioritization, and Protection; the National Strategy for the Physical Protection of Critical Infrastructure and Key Assets; the National Strategy for Securing Cyberspace; and other relevant statutes, Executive orders, and Presidential directives.

HSPD-7 charges the Secretary of Homeland Security with responsibility for coordinating the overall national effort to enhance the protection of the CI of New Mexico.

This annex does not alter or supersede existing:

- Statutory responsibilities for CI protection, incident management, emergency management, or other related functions under the law.
- Regulatory, contractual, or other legal relationships between State agencies and the private sector.
- International agreements, treaties, or other agreements for incident management between the U.S. Government between the Republic of Mexico or tribes, pueblos or nations.

SITUATION

The CI ESF Support Annex provides a bridge linking the 15 ESFs with the 16 CI sectors. Table 2 identifies this relationship.

Table 2 – Related CI Sectors, Emergency Support Functions, and Scope

RELATED CI SECTORS	EMERGENCY SUPPORT FUNCTIONS	SCOPE
Transportation Services Emergency Services Critical Manufacturing	ESF 1 – Transportation	Aviation/airspace management and control Transportation safety Restoration/recovery of transportation infrastructure Movement restrictions Damage and impact assessment
Communications Information Technology Emergency Services Critical Manufacturing	ESF 2 – Communications	Coordination with telecommunications and information technology industries Restoration and repair of telecommunications infrastructure Protection, restoration, and sustainment of national cyber and information technology resources Oversight of communications within the Federal incident management and response structures
Water & Wastewater Dams Energy Emergency Services Government Facilities	ESF 3 – Public Works and Engineering	Infrastructure protection and emergency repair Infrastructure restoration Engineering services and construction management Emergency contracting support for life-saving and life-sustaining services
Emergency Services Government Facilities	ESF 4 – Firefighting	Coordination of Federal firefighting activities Support to wildland, rural, and urban firefighting operations
Emergency Services Government Facilities Critical Manufacturing	ESF 5 – Emergency Management	Coordination of incident management and response efforts Issuance of mission assignments Resource and human capital Incident action planning Financial management
Emergency Services Healthcare and Public Health	ESF 6 – Mass Care, Housing, and Human Services	Mass care Emergency assistance Disaster housing Human services
All 16 CI Sectors	ESF 7 – Logistics Management and Resource Support	Comprehensive, national incident logistics planning, management, and sustainment capability Resource support (facility space, office equipment and supplies, contracting services, etc.)
Emergency Services Healthcare and Public Health	ESF 8 – Public Health and Medical Services	Public health Medical Mental health services Mass fatality management
Emergency Services	ESF 9 – Search and Rescue	Life-saving assistance Search and rescue operations
Chemical Emergency Services Nuclear Reactors, Materials & Waste	ESF 10 – Oil and Hazardous Materials Response	Oil and hazardous materials (chemical, biological, radiological, etc.) response Environmental short- and long-term cleanup

RELATED CI SECTORS	EMERGENCY SUPPORT FUNCTIONS	SCOPE
Food and Agriculture	ESF 11 – Agriculture and Natural Resources	Nutrition assistance Animal and plant disease and pest response Food safety and security Natural and cultural resources and historic properties protection and restoration Safety and well-being of household pets
Energy Nuclear Reactors, Materials & Waste Critical Manufacturing Dams	ESF 12 – Energy	Energy infrastructure assessment, repair, and restoration Energy industry utilities coordination Energy forecast
Emergency Services All other CI Sectors as appropriate	ESF 13 – Public Safety and Security	Facility and resource security Security planning and technical resource assistance Public safety and security support Support to access, traffic, and crowd control
Financial Services Commercial Facilities Water & Wastewater	ESF 14 – Long-Term Community Recovery	Social and economic community impact assessment Long-term community recovery assistance to States, local governments, and the private sector Analysis and review of mitigation program implementation
All 16 CI Sectors	ESF 15 – External and Public Affairs	Emergency public information and protective action guidance Media and community relations Congressional and international affairs Tribal and insular affairs

DHSEM is the coordinating agency for the CI Support Annex.

The CI Group Supervisor (Critical Infrastructure Coordinator/Coordinating Agency) will activate the CI Group by communicating with the primary and support agency points of contact.

The nature of the incident determines the subject matter expert(s) needed from each primary and support agency that supports the CI Group.

Depending on the nature and scope of the incident, subject matter experts from federal, state, tribes, pueblos, nations, local government agencies, the private sector and CI owners and operators may be requested to support the CI Group.

Subject matter experts may be requested to report to the NMEOC and provide backup personnel for the duration of the incident.

ASSUMPTIONS

The CI Group assumes the necessary ESFs are in place to respond to the incident.

CI's broad stroke allows the CI Group to assume the responsibility to provide an overview of the impact of the incident on CI protection, response efforts, and a view of short and long term recovery and restoration needs.

The CI Group may be requested to assume the responsibility to focus on response effort that isolates a specific problem involving multiple critical infrastructure sectors and multiple ESFs and requiring public and private sector support and resources.

CONCEPT OF OPERATIONS (CONOPS)

The concept of operations describes approaches, processes, coordinating structures and incident-related actions required for the protection and restoration of CI assets, systems, networks, or functions within and outside the impacted area.

The processes described herein are detailed further in standard operating procedures and other related guidance.

Specifically, the concept of operations focuses on processes and actions for CI related:

- Situational awareness.
- Impact assessments and analysis.
- Information sharing.
- Requests for assistance or information from private-sector CI owners and operators.

General

Addressing CI-related prevention, protection, preparedness, response, and recovery requires cooperation and collaboration between and among CI entities.

A primary objective of this collaborative effort between the private-sector owners and operators; New Mexico state, tribes, pueblos, nations, and local governments; nongovernmental organizations; and the Federal government is to ensure that resources are applied where they offer the most benefit for mitigating risk, deterring threats, and minimizing the consequences of incidents.

The New Mexico Department of Homeland Security and Emergency Management (DHSEM) is responsible for leading, integrating, and coordinating the overall effort to enhance CI protection.

Responsibilities for CI support that are most applicable during incident response include:

- Identifying, prioritizing, and coordinating action in support of the protection of critical assets, systems, and networks, with a particular focus on CI that could be exploited to cause catastrophic health effects or mass casualties comparable to those produced by a weapon of mass destruction.

- Establishing and maintaining a comprehensive, multi-tiered, dynamic information sharing network designed to provide timely and actionable threat information, assessments, and warnings to public- and private-sector security partners. This responsibility includes protecting sensitive information voluntarily provided by the private sector and facilitating the development of sector-specific and cross-sector information-sharing and analysis systems, mechanisms, and processes.
- Coordinating, facilitating, and supporting comprehensive risk assessment programs for high-risk CI, identifying protection priorities across sectors and jurisdictions, and integrating CI protective programs.
- Identifying and implementing plans and processes for threat-based increases in protective measures that align to all-hazards warnings, specific threat vectors as appropriate, and each level of the Homeland Security Advisory System (HSAS).
- Integrating efforts for the protection and recovery of CI, including analysis, warning, information sharing, vulnerability reduction, and mitigation activities and programs.
- Documenting and sharing lessons learned from exercises, actual incidents, and pre-disaster mitigation efforts and applying those lessons, where applicable, to CI protection efforts.

DHSEM, as the primary agency, collaborates with private-sector entities to encourage:

- Supporting comprehensive risk assessment and management programs for high-risk CI.
- Sharing real-time incident notification as well as CI protection practices and processes.
- Developing information-sharing and analysis mechanisms to include consideration of physical and cyber threats.
- Promoting security-related information sharing among public/private entities.

ESF's are activated to provide support for evolving CI-related incident management requirements by:

- Providing authorities, resources, program implementation, and support required for infrastructure-related response, recovery, and restoration within the impacted area.
- Serving as key points of coordination to address CI issues and concerns related to the impacted area.
- State, tribes, pueblos, nations and local government entities establish security partnerships, facilitate information sharing, and enable planning and preparedness for CI protection.

DHSEM is responsible for:

- Developing and implementing Statewide CI protection programs integrated into homeland security and incident management programs.
- Serving as crucial coordination hubs, bringing together prevention, preparedness, protection, response, and recovery authorities, capacities, and resources among local jurisdictions, across sectors and regional entities.

- DSHSEM acts as a conduit for Federal assistance requests when the threat or incident situation exceeds the capabilities of public- and private-sector security partners in their jurisdictions.
- Ensuring sensitive CI related information is handled and safeguarded in accordance with the Protected Critical Infrastructure Information (PCII) program or other appropriate guidelines. The PCII Program, which operates under the authority of the Critical Infrastructure Information Act of 2002, provides a means for sharing private-sector information with the government while providing assurances that the information will be exempt from public disclosure and will be properly safeguarded.

Tribes and pueblos are responsible for public health, welfare, safety, CI protection, and continuity of essential services within their jurisdictions.

Local governments are responsible for emergency services and first-level responses to CI incidents. In some sectors, local governments own and operate CI such as water, wastewater, and storm water systems and electric utilities, and are responsible for initial prevention, response, recovery, and emergency services provision.

Private-sector CI owners and operators are responsible at the corporate and individual facility levels for risk and incident management planning, security, and preparedness investments. Other activities that form part of business and continuity of operations planning activities include:

- Developing and revising business continuity and emergency management plans to address direct effects of incidents and critical dependencies and interdependencies at sector, enterprise, and facility levels.
- Building increased resiliency, backup capabilities, and redundancy into business processes and systems.
- Maintaining coordination with incident management, information-sharing, and CI protection programs.
- Reporting CI status using established mechanisms for inclusion in the national common operating picture (COP).
- Developing and coordinating CI protective and emergency-response actions, plans, and programs.
- Guarding against insider threats.
- Providing technical expertise to DHS, Sector-Specific Agencies, ESFs, and other Federal, State, tribes, pueblos, nations, and local entities.
- Identifying CI and prioritizing related protection and restoration activities.

ORGANIZATION AND ASSIGNMENT OF RESPONSIBILITIES

DHSEM, primary and support agencies, other government, tribes and pueblos, and private-sector partners continuously conduct situational awareness assessments, analyses, information-sharing activities and facilitate requests for information and assistance through

normal activities to better prepare for response, recovery, and restoration actions during an incident.

Key elements of these daily CI support missions include:

Situational Awareness

- Monitoring information flow and threats to become aware of an incident or potential incident.
- Reviewing CI data and data inventories.
- Identifying opportunities for mitigation.
- Identifying appropriate response posture for CI elements and resources.

Assessments and Analyses

- Maintaining good public and private-sector relationships in order to assess CI needs and vulnerabilities.
- Collaborating in preparation for more in-depth assessments and analyses during an incident.

Information Sharing

- Participating in multidirectional information flow between public and private sector security partners.
- Developing and providing a comprehensive current operating picture of threats and hazards to CI.
- Providing security partners with a robust communications network, including a common set of communications, coordination, and information-sharing capabilities.
- Providing a means for tribes, pueblos, nations, county governments, local governments, and private-sector security partners to be integrated, as appropriate, into the intelligence cycle.
- Maintaining the New Mexico segment of the DHS, Automated Critical Asset Management System (ACAMS).

Requests for Information/Assistance

- Facilitating real-time transmission of requests and status.
- Maintaining a comprehensive log and retrievable database of all requests. During daily operations, DHSEM, primary and support agencies, New Mexico All Source Intelligence Center (NMAISIC), and the Joint Terrorism Task Force disseminate a range of all-hazards information products and CI protection information to security partners.

Information dissemination includes the following:

- Threat-related and other all-hazards information products to government and private sector CI security partners, as appropriate.
- Reports from private sector on suspicious activity or potential threats to CI.
- Requests for information and requests for assistance.

Transition from daily operational to pre-response incident related activities begins with warning of a potential incident or the notification of an incident.

CI Information, Assessment, and Analytical Products

Examples of information, assessment, and analytical products include:

- Incident Reports: Evaluate information received initially through news media, Internet, CI owners and operators, and other sources.
- Spot Reports: Provide current situation status and operational snapshot assessment of operational CI effects from emerging incidents.
- Threat Warnings: Fuse all source information to provide analysis of emergent threats on a timely basis.

Notification and Reporting

DHSEM is responsible for coordinating CI incident notification and information sharing among tribes, pueblos, nations, State and local entities and CI owners/operators.

Established DHS systems, such as the Homeland Security Information Network (HSIN), and other sector-based information-sharing mechanisms, are used to create CI situational awareness in support of incident operations.

Upon notification of a potential or actual incident:

- DHSEM assets coordinate with applicable tribes, pueblos, nations, State and local government agencies to communicate pertinent information.
- DHSEM will work with the law enforcement communities to assess State security threats. NMASIC and other information sharing assets will bring together both intelligence and infrastructure specialists to provide an understanding of CI risk.
- Information is produced that supports the response to emergent threats or immediate incidents, as well as strategic planning activities focused on enhancing the protection of CI over the long term.

These assessments and analyses support CI protection and mitigation actions prior to an incident and timely response actions during an incident.

Results of assessments and analyses are provided to State government decision-makers, ESFs, emergency managers, CI owners and operators and appropriate local level government entities.

Response Actions

CI situational awareness and reporting are essential to providing a consolidated current operating picture during an incident.

- NMASIC provides coordinated CI status and infrastructure-related information supporting the current operating picture by serving as the State collection, reporting and distribution point for CI-related information.

- The Joint Terrorism Task Force (JTTF) is a partnership between the Federal Bureau of Investigation, other Federal agencies, State and local law enforcement and specialized agencies that are charged with taking action against terrorism, which includes the investigation of crimes such as wire fraud and identity theft. If a CI is involved during a terrorism incident or investigation, JTTF information can be shared on a need to know basis.

Requests for State assistance from CI owners and operators typically will be acted upon by DHSEM and/or multiagency coordination centers in the affected area, such as the State or local EOC. CI owners and operators of public infrastructure in the affected area are required to follow the established application process for Stafford Act disaster assistance.

CI-related requests for incident-related assistance may come in through various paths at the local, State, tribe, pueblo, regional or national level. Requests for assistance or information from CI owners and operators may relate to a variety of incident-related needs such as requirements for security, impact area access, fuel or accommodations for crews needed to perform critical repair work.

Regardless of the entry point, requests are coordinated, tracked, and channeled to the appropriate authorities and CI subject-matter experts from the appropriate cooperating agencies for resolution and determination of the best course of action.

Local, State, tribe and pueblo officials, in most cases, determine the appropriate level at which to consider and/or coordinate support to ensure the most effective response to requests for assistance from private-sector CI owners and operators.

Local authorities may elect to fill valid requests using local resources. If local resources are not available, they may utilize mutual aid and assistance agreements to access additional resources.

If all local resources are depleted, including those that can be acquired through mutual aid and assistance agreements, then local officials may forward the request to the State for action. The State may also elect to fill valid requests using its assets or request support from another State using the Emergency Management Assistance Compact or other pre-established memorandums of understanding. If assistance is not available at the State level, officials may forward the request to the Federal level.

Recovery Actions

As an incident is brought to closure, incident-related activities transition back from response to normal operations. Concurrently, the after-action report is prepared.

After-action reports are developed following an incident to detail operational successes, problems and key issues affecting management of the incident.

After-action reports include appropriate feedback from State, tribes, pueblos, nations, local, non-governmental and private-sector partners participating in the incident.

Coordinating Agency

DHSEM is the coordinating agency for CI and responsible for developing plans, processes, guidance, partnerships, and facilitating coordinated CI protection with the public and private sectors during both day-to-day operations and incident response.

DHSEM is responsible for the following:

- Sharing and protecting information on sensitive CI-related matters such as threats, warnings, response activities and operational status—before, during and after an incident.
- Informing and educating private-sector owners and operators, tribes, pueblos, nations, local governments and other security partners on the New Mexico Emergency Operations Plan (NMEOP), National Response Framework (NRF) and National Infrastructure Protection Plan (NIPP) content and encouraging and facilitating the development and coordination of equivalent planning for CI protection both for daily operations and during an incident.
- Coordinating and conducting incident management exercises, training events and working meetings with the private sector, tribes, pueblos and local governments.
- Developing, implementing and operating information-sharing and communication strategies, processes and systems with CI security partners.

Primary Agencies

The primary agencies are the Public Regulation Commission, Department of Agriculture, Department of Health, Department of Information Technology, and Department of Transportation. These agencies support DHSEM and coordinate closely with other primary and support agencies.

- Sharing and protecting information on sensitive CI-related matters such as threats, warnings, response activities and operational status—before, during and after an incident.
- Informing and educating private-sector owners and operators, tribes, pueblos, nations, local governments and other security partners on the NMEOP, NRF and NIPP content and encouraging and facilitating the development and coordination of equivalent planning for CI protection both for daily operations and during an incident.
- Coordinating and conducting incident management exercises, training events and working meetings with the private sector, tribes, pueblos and local governments.
- Developing, implementing and operating information-sharing and communication strategies, processes and systems with CI security partners.

Support Agency

The New Mexico General Services Department (NMGSD) is the single support agency with specific capabilities or resources that support the coordinating or primary agencies in executing CI missions.

NMGSD is responsible for the following:

- Supporting DHSEM, PRC, NMDA, NMDOH, NMDOIT, and NMDOT.
- Working in collaboration with CI public and private-sector security partners, owners and operators.
- Conducting operations relating to CI identification, prioritization and protection using their own authorities, subject-matter experts, capabilities, or resources.
- Providing available personnel, equipment or other resource support.
- Participating in training and exercises aimed at continuous improvement of CI related prevention, response and recovery capabilities.
- Proposing new technologies or procedures that have the potential to improve performance within or across CI protection functional areas.

DIRECTION, CONTROL, AND COORDINATION

Command and control will be exercised as provided in the Basic Plan. EOC Representatives will report to the NMEOC when requested to assist during activation. These representatives will be listed in the EOC Representative Call-down List, a job aide to this annex.

Every agency providing resource support services will maintain records of the operations. This includes cost records that can be used after the emergency to obtain reimbursement from state or federal resources.

DEMOBILIZATION

Upon termination of the incident, the Critical Infrastructure Coordinator shall close-out activities within the JIC and release staff. All personnel who work in support of CI shall participate in all After-Action Reviews.

AUTHORITIES AND REFERENCES

Authorities

- HSPD – 3: Homeland Security Advisory System
- HSPD – 5: Management of Domestic Incidents
- HSPD – 7: Critical Infrastructure Identification, Prioritization, and Protection
- Homeland Security Appropriations Act of 2007 H.R.5441 Sec.550 (Public Law 109-295)
- National Infrastructure Protection Plan
- Critical Infrastructure Information Act of 2002
- Presidential Executive Order 13636, Improving Critical Infrastructure Cybersecurity

- Presidential Policy Directive/PPD-21, Critical Infrastructure Security & Resilience

References

- CPG101 – Developing and Maintaining Emergency Operations Plans document
- CI Support Annex to the National Response Framework, January 2008; <http://www.fema.gov/pdf/emergency/nrf/nrf-support-CI.pdf>
- Arkansas EOP, CI Support Annex; http://www.adem.arkansas.gov/ADEM/Divisions/Preparedness/Planning/Documents/2011_AR_Emergency_Operations_Plan%20v1_4.pdf
- New Mexico All-Hazard Emergency Operations Plan, July 2007
- National Strategy for the Physical Protection of CI
- Critical Infrastructure Warning Information Network
- CI Asset Protection Technical Assistance Program
- Automated Critical Asset Management System (ACAMS) Standard Operating Procedures
- State Official's Guide to Critical Infrastructure Protection
- Report for Congress - Critical Infrastructures: What makes an Infrastructure Critical? Dated 01/29/2003
- New Mexico Standard Operating Procedures for Protected Critical Infrastructure Information
- Procedures for Handling Protected Critical Infrastructure Information
- Pandemic Influenza Preparedness, Response, and Recovery Guide for CI
- Waste Water Response Network, Mutual Aid & Assistance Agreement
- DHS Buffer Zone Protection Program (BZPP)
- New Mexico State Police Emergency Operations Plan
- New Mexico Continuity of Operations Plan
- New Mexico All Source Information Center Operating Procedures
- DHSEM Critical Infrastructure Protection Plan 2013-2015

SUPPORT ANNEX - FINANCIAL MANAGEMENT

Coordinating Agency

Department of Homeland Security and Emergency Management

Primary Agencies

Department of Finance and Administration

General Services Department – State Purchasing Division

PURPOSE

The Financial Management Support Annex provides financial management guidance for all ESF's operating in the New Mexico State Emergency Operations Center or as a field response unit. This includes guidance for all Departments and Agencies required to provide personnel and resources in response to major disasters or emergencies declared by the Governor of New Mexico. The financial management function is a component of ESF #5.

SCOPE

This annex shall apply to financial and administrative support activities for all emergencies, disasters, and other events; including overall financial management of personnel and cost of emergency management activities.

As an extension of the Governor's powers and delegated authority to key individuals and select agencies, and as directed by Executive Order in the declaration of emergency or disaster, this annex is applicable to all state agencies and other assigned organizations and entities participating and responding under the New Mexico Emergency Operations Plan with assistance or relief as coordinated by the New Mexico Emergency Operations Center.

The procedures described in this annex ensure that funds and other resources are provided expeditiously and that operations are conducted in accordance with established state law, policies, regulations, and standards.

This Annex applies to response and recovery operations for Stafford Act- and Non- Stafford Act-eligible incidents.

POLICIES

Procedures will be established to meet the requirements placed on state and local governments by 2 CFR Part 225, Cost Principles for State, Local, and Tribal Governments.

Agencies or Departments of the State of New Mexico will establish procedures to meet emergency response requirements placed on them by the Department of Homeland Security and Emergency Management (DHSEM).

The DHSEM Cabinet Secretary may authorize the contract or hire of additional personnel to meet the requirements placed on DHSEM during a disaster.

The state will follow all state and federal laws, regulations, polices and grant guidance.

SITUATION

Disasters have an immediate impact on local and state resources resulting in shortages that may require the unplanned expenditure of funds by state and local governments. In addition, coordination may be required between local, state and federal organizations to administer funding designed to assist in the response and recovery from disasters.

State-level grants and/or loan support is not guaranteed and will not always be available in response to incidents. If it is decided that State-level financial support/funding will be made available to local jurisdictions, it will only be made available through a State Executive Order coordinated through the Response and Recovery Bureau to local governments, tribes, pueblos and nations with the Governor's Authorized Representative's approval.

Supplemental federal assistance for eligible response and recovery expenses incurred by governmental entities and participating not-for-profit agencies may be available to New Mexico from the Federal Emergency Management Agency (FEMA) after a Presidential Disaster Declaration has been issued and a FEMA/State Agreement has been signed.

Local governments are responsible for first response to emergencies impacting their jurisdictions including the application of fiscal procedures and remedies designed to be used for various applications during local emergencies.

State agencies may expend funding from their state funding sources. These agencies will provide the NMEOC Finance/Administrative Section Chief with reports of their ongoing costs and emergency finance activities.

The U. S. Small Business Administration may provide supplemental federal disaster loans for the public and private sector following an Agency declaration.

ASSUMPTIONS

Local jurisdictions may seek emergency supplemental response and recovery funding when funding resources within their jurisdiction have been exhausted.

The state will seek supplemental response and recovery funding from the federal government when event-related costs meet or exceed federal thresholds and declaration factors.

The state will follow federal laws, regulations, applicable policies, and grant guidance when federal grants are made to the State of New Mexico.

CONCEPT OF OPERATIONS

The magnitude of a disaster will dictate the extent of financial management involvement and the level of funding requirements.

The primary and support agencies to this Annex will act as a team to address emergency finance issues to ensure the flow of funds during and after disasters. DHSEM will serve as the lead in the coordination of emergency finance information and in facilitation with other state agencies on the state share of any federal grants and related budgetary concerns.

The Finance/Administration Section Chief will work with representatives of State Agencies as needed to coordinate fiscal activities related to the emergency.

The Finance/Administrative Section Chief will coordinate with ESF #14 and the Governor's Authorized Representative to determine the need and/or availability for and identify the source of the state funds in response to an incident and to determine the percent of non-federal match for the Federal Public Assistance Grant, the Hazard Mitigation Grant Program, and FEMA's Individual and Households Assistance Program. In the event of an emergency executive order, NM DHSEM will coordinate with the office of the Governor of the State of New Mexico, and the NM DFA to ensure the expedient procurement of incident response resources.

As the designated grantee for Federal disaster funds, DHSEM will execute the State Agreement with FEMA following a Presidential declaration. This is a grant agreement between FEMA and the State of New Mexico, and identifies State staff with the legal authority to obligate disaster funds to eligible recipients; and specifies laws, Executive Orders and regulations applicable for grant administration by the State.

Other federal grants may be awarded during emergencies that are coordinated by other state agencies with their federal counterparts under separate laws and regulations. State agencies will pre-identify funds and programs available from federal peers that may be applied during disasters.

DHSEM, through the NMEOC, will coordinate and exchange information with applicable, engaged agencies and organizations to develop a comprehensive accounting disaster-related expenditures and available federal, state and local funds and resources.

DHSEM, through the State NMEOC, will coordinate with the Department of Finance and Administration and the General Services Department – State Purchasing Division regarding procurement activities when necessary.

The Finance/Administration Section Chief will coordinate with ESF #7 and #14 to maintain visibility of costs during a response.

Efforts will be made during a disaster to ensure that all state and local finance organizations maintain consistent and timely communication and coordination with one another to ensure that adequate funding is available to disaster survivors.

Relationships between levels of government:

Federal

- FEMA will coordinate with the NMEOC regarding finance issues when federal resources are activated in response to emergency response and recovery operations in New Mexico.
- In a Stafford Act-eligible incident, when needed and approved, FEMA may provide the State of New Mexico with supplemental financial assistance from the federal government.

State

- The Finance/Administration Section Chief is responsible for employing and activating the provisions of this Annex.
- The Finance/Administration Section will maintain a working relationship throughout emergency response and recovery operations to ensure that policies and procedures are followed.

Local

- Local jurisdictions will follow appropriate state regulations and requirements.
- Local jurisdictions will spend grant funds properly and effectively to lessen an incident's impacts and effects.
- Local jurisdictions will take necessary steps to ensure that citizens are aware of all available grants and assistance.

ORGANIZATION AND ASSIGNMENT OF RESPONSIBILITIES

Coordinating Agency

Department of Homeland Security and Emergency Management

Coordinate with ESF #14 and the Governor's Authorized Representative to determine need and identify priorities for funding.

- Collect information on total disaster costs from State Agencies and local jurisdictions.

- Coordinate and exchange information with applicable, engaged agencies and organizations to develop comprehensive accounting disaster-related expenditures and available federal, state and local funds and resources.
- Provide information and recommendations and technical advice to the Executive Leadership of the State.
- In coordination with ESF #7 and ESF #14, track the fiscal outlays of state agencies related to incident response and recovery.
- Coordinate with DFA for the expeditious approval of the State Disaster Assistance Program, FEMA's Individual and Households Assistance and Public Assistance Programs funding dispersal.
- Coordinate with the Federal Emergency Management Agency for the acquisition of federal funds and direct support.
- In the event of a need for an emergency executive order, coordinate with the office of the Governor of the State of New Mexico to expedite issuance.

Primary Agencies

Department of Finance and Administration

- The Department of Finance and Administration's Financial Control Division (FCD) shall maintain a central system of state accounts and shall devise, formulate, approve, control and set standards for the accounting methods and procedures of all state agencies.
- The FCD shall prescribe procedures, policies and processing documents for use by state agencies in connection with fiscal matters and may require reports from state agencies as may be necessary to carry out its duties and functions. Procedures and policies issued by the division are exempt from the uniform standards of style and format promulgated by the state commission of public records.
- The FCD shall issue a manual of model accounting practices containing procedures and policies and shall annually review and, if necessary, revise and reissue the manual. State agencies shall comply with the model accounting practices established by the division, and the administrative head of each state agency shall ensure that the model accounting practices are followed.
- State agencies shall implement internal accounting controls designed to prevent accounting errors and violations of state and federal law and rules related to financial matters. In addition, state agencies shall implement controls to prevent the submission of processing documents to the division that contain errors or that are for a purpose not authorized by law.

General Services Department – State Purchasing Division

The purchasing division and state purchasing agent shall be responsible for the procurement of services, construction and items of tangible personal property for all state agencies except as otherwise provided in the Procurement Code [Sections [13-1-28](#) through [13-1-199](#) NMSA 1978] and shall administer the Procurement Code for those state agencies not excluded from the requirement of procurement through the state purchasing agent.

- Recommend procurement regulations to the Secretary;
- Establish and maintain programs for the development and use of procurement specifications and for the inspection, testing and acceptance of service, construction and items of tangible personal property;
- Cooperate with the state budget division of the DFA in the preparation of statistical data concerning the acquisition and usage of all services, construction and items of tangible personal property by state agencies;
- Require state agencies to furnish reports concerning usage, needs and stocks on hand of items of tangible personal property, and usage and needs for services or construction;
- Prescribe, with consent of the Secretary, forms to be used by state agencies to requisition and report the procurement of items of tangible personal property, services and construction;
- Provide information to state agencies and local public bodies concerning the development of specifications, quality control methods and other procurement information; and
- Collect information concerning procurement matters, quality and quality control of commonly used services, construction and items of tangible personal property.
- The state purchasing agent shall, upon the request of the central purchasing office of a local public body, procure a price agreement for the requested services, construction or items of tangible personal property.

DIRECTION, CONTROL, AND COORDINATION

Direction, Control, and Coordination is the core function of the New Mexico Emergency Operations System. During the life cycle of an emergency, the composition and focus of the Direction, Control, and Coordination function is likely to change significantly. The Direction, Control, and Coordination function is the first to be established and the last to be deactivated. The emergency support function annexes, associated appendices, agency and hazard specific plans are activated in support of the Direction, Control, and Coordination function as needed. A phased approach is used throughout the response to ensure that appropriate resources and staffing are in place to accomplish the operational objectives.

DEMOBILIZATION

Upon termination of the incident, the Financial Management Representatives shall close-out activities within the support function and release staff. All personnel who work in support of the Financial Management Support Annex shall participate in all After-Action Reviews.

AUTHORITIES AND REFERENCES

- The All-Hazards Emergency Management Act, Section 12-10-2 et seq., NMSA 1978 as amended
- The Disaster Relief Act, Section 6-7-1 et seq., NMSA 1978 as amended

- The Public Purchases and Property Act, Section 13-1-1 et seq., NMSA 1978 as amended
- Purchasing Guide State Purchasing Division State of New Mexico
- New Mexico Emergency Operations Plan, 2013 as amended
- FEMA-State Agreement (disaster specific)
- The Robert T. Stafford Disaster Relief and Emergency Assistance Act, Public Law 93-288, as amended by Public Law 100-707
- FEMA Regulation, 44 CFR Part 13 - Uniform Administrative Requirements for Grants and Cooperative Agreements to State and Local Governments
- FEMA Regulation, 44 CFR Part 206 - Federal Disaster Assistance for Disasters Declared on or After November 23, 1988
- 2 CFR Part 225, Cost Principles for State, Local, and Tribal Governments.

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SUPPORT ANNEX - MILITARY SUPPORT

Coordinating Agency:

New Mexico National Guard

Support Agencies:

State Guard

Civil Air Patrol

PURPOSE

The objective of this Annex is to provide military support, including homeland defense/security, throughout New Mexico in times of disaster.

SCOPE

The New Mexico National Guard (NMNG) provides military support to civil authorities in accordance with the NM Emergency Operations Plan and existing NMNG Operations Plans. When directed by the Governor or his/her authorized representative, the Adjutant General will deploy NMNG personnel and equipment to assist civil authorities.

POLICIES

The policies of the NMNG will remain in full effect during this or any other response to a natural disaster or deliberate incident while in State Active Duty (SAD/Title 32) status.

SITUATION

The Adjutant General has the responsibility to assist the Governor of the State of New Mexico and the Department of Homeland Security and Emergency Management in Military Support to Civil Authorities (MSCA) operations in the event of a natural disaster or deliberate incident. The Operations Plan (OPLAN) is approved for planning and preparation upon receipt, and for execution upon direction of the Adjutant General through the Joint Forces Headquarters (JFHQ) and the Joint Operations Center (JOC).

There is the potential for a natural or deliberate catastrophic situation in the State of New Mexico that could overwhelm the capabilities of local agencies to save lives, protect property, and meet basic human needs. Under these circumstances, the Adjutant General will direct the NMNG to provide assistance through MSCA operations.

This OPLAN is intended for emergency operations and to meet the intent of deliberate planning in NGR 500-1/ANGI 10-8101, Military Support to Civil Authorities (1 FEB 96). It serves as the

JFHQ contingency plan for responding to a natural disaster or deliberate incident in support of civilian authorities.

ASSUMPTIONS

NMNG forces are available to support MSCA operations.

The situation will be fluid and response time for forces will be minimal.

Forces will be in State Active Duty (SAD) status.

The New Mexico National Guard will remain during peacetime, under the control and direction of the Governor of New Mexico.

All traditional emergency response protocols will remain in effect. Army National Guard centric missions will be coordinated through the DOMS. All large scale missions will be handled through the Joint Staff and Task Force Command structure to support all MSCA efforts.

The NMNG will continue to function as reserve components of the U.S. Army and Air Force.

The role, mission and command structure of Headquarters, Joint Forces Command will be clarified. When activated, the NMNG will execute missions in support of an existing civilian incident command (IC) structure.

Supported local civilian authorities and/or Incident Commander will provide all mission tasking to NMNG forces.

CONCEPT OF OPERATIONS

Primary Functions

Prepare detailed implementation procedures for all primary functions, to include the procedures by which the office will be alerted and activated for 24-hour operations when needed. Prepare requirements for supporting departments, agencies and offices and initiate coordination with those entities to insure they are aware of their roles and prepared to take necessary action.

Support Functions

Coordinate with the department, agency, or office having the coordinating responsibility for each ESF. Learn what types of support and actions are required. Develop detailed implementation procedures for all support functions to include the procedures by which the office will be alerted and activated for 24-hour operations as requested to do so by the coordinating agency.

Coordination of all administrative, management, planning, training, preparedness/mitigation, response, and recovery activities to include developing, coordinating, and maintaining the Military Support Annex. All supporting agencies will assist the NMNG in the planning and execution of the Military Support Annex. All supporting agencies must be trained on the principles of the National Incident Management System (NIMS) and the Incident Command System (ICS) and integrate those principles into the Military Support Annex planning and response operations.

The Governor or his/her representative will be advised of NMNG capabilities and resources, ongoing mission status, troop numbers, estimated costs, and any other operational considerations. The Governor may order into State Active Duty (SAD/Title 32) all or any part of the NMNG to assist state and local officials.

Assistance is limited to missions that, because of experience and/or the availability of needed resources, cannot be accomplished by other government entities. Other resources, such as local, state (civilian), or contract/private sector, should be exhausted before the NMNG is utilized.

Military support to civil authorities will terminate as soon as they are capable of handling the emergency.

As an emergency develops, or upon the occurrence of a disaster, NMNG will dispatch its Military Support representative to the State Emergency Operations Center. If necessary, the Adjutant General may bring National Guardsmen to their host armory for immediate response operations. In accordance to the yearly training calendar, this will be executed in an Inactive Duty Training (IDT) status when funds are available.

The NMNG will coordinate all valid missions tasking in support of on-going operations. It will execute mission tasking in support of overall state operations and coordinate mission requests in support of other ESFs.

Upon the issuance of a Governor's Executive Order and prior to an imminent disaster, when possible, the Adjutant General will: mobilize and stage personnel and equipment in and around the projected disaster area, as necessary to protect life and property, restore and preserve law and order, support response operations, and provide support to other ESFs as directed. NMNG resources will normally be committed as a supplement to civil resources that are required to cope with the loss of essential public services, humanitarian, and property protection requirements caused by an emergency.

After capability has been determined, Office of the Adjutant General will assign the mission tasking and will determine the number of personnel and type of equipment necessary for specific mission assignments and will contact the supported agencies' local point of contact for mission coordination.

The NMNG will coordinate closely with federal military organizations (active duty/federalized reservists) to include the Defense Coordinating Officer to ensure proper coordination of all missions and mutual support where appropriate.

ORGANIZATION AND ASSIGNMENT OF RESPONSIBILITIES

All state agencies under this Annex must train personnel on National Incident Management System (NIMS) and the Incident Command System (ICS). Plans and /or procedures are to include: identifying agency resources to sustain emergency operations, use of specific State Emergency Operations Center forms and listing of agency contacts, provide resources available for missions as needed.

- Identify and assign personnel to staff the State Emergency Operations Center-ESF Military Support Annex activity
- Notify all supporting agencies upon activation.
- Provide military support for functions as outlined in the Military Support Annex.
- Coordinate with NM State Guard and Civil Air Patrol and provide personnel as required.

DIRECTION, CONTROL, AND COORDINATION

The emergency operations necessary for the performance of this function include, but are not limited to: preparedness, response, recovery and demobilization.

Preparedness

- Maintain current inventory lists of operational power generation equipment, light sets, and licensed operators available for deployment into disaster areas for sustained operations.
- Develop plans for the quick alert, notification, and assembly of units to be called to State Active Duty/Title 32.
- Develop plans to provide equipment and personnel support as required. Prepare to support county points of distribution with personnel and equipment as required. Plans should especially emphasize support of evacuation operations, security operations, debris/obstruction clearance and removal operations, feeding operations, water purification operations, supply, flood operations transportation and distribution of supplies.
- Develop inventory lists of military resources, such as buses, passenger and utility vans, trucks, trailers, cars, vehicle repair facilities, equipment and personnel to be used for repairs to various type vehicles, fleet parking and storage areas, motor pool and vehicle service facilities for refueling and servicing various type vehicles, parking and storage areas, material handling equipment and drivers or operators to support the above.

Coordinate with ESF #1-Transportation for planning and augmentation of resources to assist the NM Department of Transportation.

- Maintain inventories and procedures to deploy NMNG public works and/or engineering assets. Coordinate with ESF #3-Public Works and Engineering for planning.
- Maintain inventories of NMNG fire service facilities, equipment and personnel throughout the state. Coordinate with ESF #4-Firefighting for planning.
- Organize and staff with the capability to report to the State Emergency Operations Center equipped and prepared to function on a twenty-four hour schedule.
- Ensure staff is trained with regard to the State Emergency Operations Plan and any pertinent NMNG plans and procedures. Ensure staff is trained annually on plans and responsibilities and participate in state emergency management exercises and workshops.
- Maintain a list of NMNG aviation resources to include operational status and availability to support state operations through the Air Branch when active. Information should include pilots available and the time requirements from mission request to mission execution.
- Plan for the effective command and control of military support to civil authority operations on a statewide or regional basis. Additionally, plan to ensure that NMNG units deployed in support of state operations are self-sufficient and self-sustaining.
- Assist the State EOC in supporting logistical staging areas to include coordinating, staffing, and equipping logistic staging areas. Provide transportation to and assistance with material handling at logistic staging areas.
- Annually review the U.S. Department of Homeland Security (DHS) Task List and Target Capabilities List and integrate tasks as appropriate.
- Ensure personnel integrate NIMS principles into all planning efforts. All deployable personnel must complete the required NIMS training, as outlined in the DHS training guidance.
- Ensure procedures are in place to document costs for any potential reimbursement.
- Support the Emergency Management Assistance Compact (EMAC) by ensuring personnel are trained on EMAC responsibilities by pre-identifying assets, needs and resources that may be allocated to support other states.

Response

The Military Support Annex will be activated upon notification by the Governor or his/her representative that an emergency condition exists or is imminent that requires the activation of the NMNG personnel and resources.

New Mexico National Guard

- Identify and obtain required resources. Prioritize and allocate available supporting resources.

- Support or carry out state operations in the following areas:
 - Support evacuation operations
 - Support search and rescue operations
 - Assist with transportation of supplies and services
 - Provide and operate power generation equipment
 - Provide engineering support
 - Coordinate with Air Branch and conduct aviation operations
 - Support law enforcement, security, and homeland defense operations
 - Conduct debris clearance/removal operations
 - Conduct water supply/purification operations
 - Support feeding operations
 - Provide communications support
 - Support logistics staging area operations
 - Support firefighting and hazardous materials operations
 - Support SNS/MCM Points of Distribution (PODs)

- NMNG JOC will establish and maintain communication with all deployed NMNG.

- NMNG JOC will plan, coordinate and monitor the movement of NMNG units from home armories to forward areas of operations.

- Identify and provide a liaison officer for each EMAC request to facilitate arrival and onward movement of resources at appropriate staging areas.

New Mexico State Guard

- Identify and assign personnel to maintain contact with and prepare to execute missions in support of the Military Support Annex during periods of activation.

- Coordinate with NM National Guard and provide personnel to support:
 - Chaplain Support
 - Communications Support /Mobile Communications Support
 - Emergency Operations Center Management Support
 - Evacuation Support
 - Fire Observation Patrol Support

- Incident Management Team Support
 - Logistics Support: Food Service Support, Mobile Food Service Support, Inventory Management/Control Support, Strategic National Stockpile/Mass Dispensing Support
 - Medical Support
 - Shelter Management Support
 - Search and Rescue (SAR) – Carlsbad Only, NMSP certified SAR team
- Submit copies of all tasking to the New Mexico National Guard JOC.

Civil Air Patrol

- Identify and assign personnel to maintain contact with and prepare to execute missions to support the Military Support Annex during periods of activation.
- Coordinate with Air Branch Operations and provide personnel to support:
 - Search and Rescue support
 - Damage assessment and environmental monitoring
 - Communications support
 - Traffic surveillance
 - Provide air transportation for management personnel
- Provide aircraft, aircrews, and ground operations personnel and communications for transportation of emergency officials, personnel, light-load cargo, and for various aerial reconnaissance flights.

Recovery

Recovery operations begin the process of returning the community infrastructure and services to normal status. The NMNG will continue to provide military support to lead agencies during the recovery period, however, the NMNG assets will be incrementally withdrawn as services are either contracted to the civilian sector or local/state agencies regain control utilizing organic resources.

Support long-term recovery priorities as identified by the Long-Term Recovery Committee and/or Recovery Task Force.

DEMOBILIZATION

Upon termination of the incident, the NMNG representative will close-out activities and release staff. Personnel who provide military support will participate in after-action reviews.

AUTHORITIES AND REFERENCES

- Army Emergency Management Program - Army Regulation 525–27 13 March 2009

- NGR 500-1 / ANGI 10-8101 Military Support to Civil Authorities (1 FEB 96)
- FM 100-19, Domestic Support Operations (JUL 93)
- Federal Emergency Management Agency (FEMA), 9230-1-PL, April 1999, Federal Response Plan (FRP)
- The New Mexico State Annex FEMA Region 6 (2006)
- Title 42, United States Code, Sections 5121, et seq., "The Robert T. Stafford Disaster Relief and Emergency Assistance Act" as amended (referred to herein as "the Stafford Act")
- JFHQ-NM Joint Operations Center Standard Operating Procedures (SOP)

SUPPORT ANNEX - PRIVATE-SECTOR COORDINATION

Coordinating Agency:

Department of Homeland Security and Emergency Management

Primary Agency:

Department of Homeland Security and Emergency Management

Support Agencies:

Department of Agriculture
Department of Finance and Administration
Department of Health
Department of Information Technology
Department of Transportation
Economic Development Department
General Services Department
National Guard

PURPOSE

This annex describes the policies, responsibilities, and concept of operations for State incident management activities involving the private sector during incidents requiring a coordinated State response. In this context, the annex further describes the activities necessary to ensure effective coordination and integration with the private sector, both for-profit and not-for-profit, including the State's critical infrastructure, key resources, other business and industry components, and not-for-profit organizations (sometimes called nongovernmental organizations (NGOs)), including those serving special needs populations, engaged in response and recovery. The Critical Infrastructure (CI) Support Annex focuses on the CI efforts of the private sector while this annex focuses on the remaining portion of the private sector.

SCOPE

This annex applies to all State agencies operating under the New Mexico All-Hazards Emergency Operations Plan (NMEOP) in incidents requiring a coordinated State response that involves the private sector in any of the following ways:

- Impacted organization or infrastructure
- Response resource
- Regulated and/or responsible party
- Member of the State emergency management organization

This annex addresses those aspects of incident management regarding the private sector that must be emphasized because of their uniqueness or importance.

This annex does not alter existing private-sector responsibilities for emergency management under the law. Existing contractual or other legal obligations are not supplanted by this annex.

The CI efforts involve a wide array of public and private incident managers and CI security partners within immediate incident areas as well as in state government. The CI Support Annex details the roles and relationships between the private sector and the State for CI.

The roles and interfaces of voluntary and other not-for-profit organizations and linkages of potential donors of goods and services to governments and NGOs are detailed in the Volunteer and Donations Management Support Annex and the Emergency Support Function (ESF) #6 – Mass Care, Emergency Assistance, Housing, and Human Services Annex.

POLICIES

The State encourages cooperative relations between private-sector organizations and state and local authorities regarding prevention, preparedness, mitigation, response, and recovery activities. Active public-private sector coordination and cooperation through the emergency management cycle, beginning with planning, is a best practice recommendation common to the National Incident Management System (NIMS), the Standard of the Emergency Management Accreditation Program (EMAP), and for the private sector, the National Fire Prevention Association (NFPA) 1600 Standard for Disaster/Emergency Management and Business Continuity Programs.

The State supports the development and updating of voluntary preparedness standards. A private-sector firm that complies with their appropriate standards will benefit from its compliance both in its preparedness and its ability to promote public awareness of its compliance.

The State encourages processes that support informed cooperative decision making. It takes actions that engage the private sector at the strategic (e.g., chief executive officer (CEO), corporate president, or other senior leadership, etc.) and operational levels to ensure:

- Effective and efficient use of private-sector and state resources.
- Timely exchange of information.
- Public and market confidence in times of crisis or catastrophe.

The State advocates extensive multidirectional information sharing between the public and private sectors regarding operational information and situational awareness relative to potential or actual incidents. The State works cooperatively to develop and apply processes, procedures, and communications protocols that support such sharing at the strategic leadership and operational levels. A few examples of such information sharing are: (1) Homeland Security Information Network-Critical Sectors (HSIN-CS); (2) TRIPwire program, which provides situational awareness on improvised explosive devices; and (3) National Coordinating Center (NCC) for Telecommunications daily communications.

The State encourages members of the CI community to organize sector-coordinating and information-sharing mechanisms suitable for their sectors or areas of concern.

The State supports owners and operators of those infrastructure elements whose disruption may have state or local impact in the development of appropriate emergency response plans and information-sharing processes and protocols tailored to the unique requirements of their respective sectors or industries, and mapped clearly to State and local emergency response plans and information-sharing networks.

The State encourages private-sector organizations to develop and maintain capabilities needed to respond to and manage a complete spectrum of incidents and emergencies, except in cases where the capabilities are inherently governmental in nature.

In certain circumstances, Federal law requires appropriate authorities to include private-sector representatives in incident management planning, operations, and exercises; when not required, it encourages such participation whenever practical.

The State may direct private-sector response resources in some cases in which contractual relationships exist. The Government also retains its full authorities to oversee and control as appropriate infrastructure involved in an incident.

The State treats information provided by the private sector, from receipt through destruction, in a manner consistent with applicable statutes and regulations. These handling procedures include safeguarding Protected Critical Infrastructure Information in accordance with the Critical Infrastructure Information Act of 2002, providing exemption from the Freedom of Information Act (Public Law 89-554, 80 Stat. 383; Amended 1996, 2002, 2007) requested disclosure(s) and protecting from unauthorized disclosure, appropriately designated proprietary or otherwise sensitive company information.

The State avoids actions that disrupt existing relationships between voluntary aid providers at the local, state, or national level when eliciting additional offers of goods and services.

The State conducts after-action critiques of the procedures detailed in this annex with private-sector participants. In an effort to improve upon these procedures, when deemed necessary the State shares these critiques with the relevant local, state and federal entities and private-sector participants.

The State supports measures that ensure site accessibility for essential services providers responding to disasters or emergencies. Essential services providers, as defined in the Stafford Act as amended by Public Law 109-347, include: “(a) a municipal entity; (b) a nonprofit entity; or (c) a private, for-profit entity” that contributes to efforts to respond to an emergency or major disaster. These entities provide:

- Telecommunications service;

- Electrical power;
- Natural gas;
- Water and sewer services;
- Emergency medical services; or
- Other essential services

SITUATION

This annex may be implemented any time an emergency has occurred which affects or threatens private sector entities to include critical infrastructure assets. The threat potential or documented damage assessment information provide a basis and substantiation for requesting assistance and initiating response or increased monitoring activities.

ASSUMPTIONS

- The private sector owns most of the critical infrastructure in New Mexico.
- The private sector has taken actions to harden critical infrastructure against natural and technological emergencies and disasters.
- DHSEM will be reliant on private sector to return damaged or non-functioning critical infrastructure to working order.
- Any damage, stoppage, or malfunction of the regional private sector infrastructure will have a negative impact on the regional economy.

CONCEPT OF OPERATIONS

The private sector is strongly encouraged to follow the operational concept for incident management specified in the National Incident Management System (NIMS).

The concept of operations in this annex covers the specific organizations and actions developed that are required to effectively and efficiently integrate incident management operations with the private sector. These are detailed in the sections that follow.

Organizations for Operations with the Private Sector

Specialized organizations that facilitate coordination with the private sector are designed to provide for critical needs as listed below:

- Processes to determine the impact of an incident.
- Procedures for communication that facilitate a shared situational awareness across industry and infrastructure sectors and between the public and private sectors, including individuals with special needs.
- Procedures for coordination and priority-setting for incident management support and response, and the prioritizing of the delivery of goods and services after an incident.

- Processes to inform State decision makers to help determine appropriate recovery and reconstitution measures, particularly in cases where they may result in indemnity, liability, or business losses for the private sector.
- Procedures for the State to obtain goods and services necessary for the restoration and recovery of CI and other key elements of the economy on a priority basis.

Sector-Specific Agencies

Sector-Specific Agencies (SSAs) are state agencies or departments responsible for infrastructure protection activities in a designated critical infrastructure sector or key resource category. (More information on critical infrastructure and key resources is available in the CI Annex to the NMEOP.) SSAs focus on overarching CI protection, risk management, and information sharing by working collaboratively with relevant State and local governments; CI owners and operators; and other private-sector entities. In cooperation with DHSEM, SSAs collaborate with private-sector security partners to encourage:

- Supporting comprehensive risk assessment/management programs for high-risk CI.
- Sharing real-time incident notification, as well as CI protection best practices and processes.
- Developing information-sharing and analysis mechanisms to include physical and cyber threats.
- Building security-related information sharing among public and private entities.

Private-Sector Incident Management Organizations: Private entities such as businesses and industry associations develop, validate, exercise, and implement security and business continuity plans to ensure their capability to deliver goods and services. Assessments of, and contingency plans for, the disruption of a private entity's supply chain and other dependencies are usually included in this planning.

Private-sector owners and operators, in many locations, coordinate plans for security and continuity/contingency programs with State and local entities.

Representative private-sector incident management organizations may be established to assist Federal, State, or local coordination centers or field offices to facilitate interaction, communication, and coordination with the private sector.

State and Local Incident Management Organizations: Many States coordinate across regions to support various response activities. Their incident management organizations act as conduits for requests for Federal assistance when an incident exceeds local and private-sector capabilities.

Federal Incident Management Organizations: Private-sector for-profit and not-for profit organizations, as well as State, local, and NGOs are encouraged to assign liaisons to the JFO to facilitate interaction, communication, and coordination. In some instances, the Unified Coordination Group may include not-for-profit and/or for-profit organization representatives.

Notification and Reporting

Private-sector for-profit and not-for-profit organizations report threats, incidents, and potential incidents to DHSEM using existing incident reporting mechanisms and reporting channels. DHSEM receives threat and operational information regarding incidents or potential incidents from these organizations and jurisdictions and makes an initial determination to initiate the coordination of incident management activities.

DHSEM manages the daily analysis of incident-related reports and information. This management includes maintaining communications with private-sector critical infrastructure information-sharing mechanisms.

ORGANIZATION AND ASSIGNMENT OF RESPONSIBILITIES

Coordinating and Primary Agency

DHSEM is both the coordinating and primary agency for the private sector coordination support annex. In this context DHSEM is responsible for the following:

- Develops plans, processes, relationships, and facilitates coordinated response planning with the private sector at the strategic, operational, and tactical levels.
- Shares information, including threats and warnings, before, during, and after an incident.
- Informs and orients the private sector on the contents of the NMEOP, and encourages and facilitates the development and coordination of equivalent private-sector planning.
- Develops, implements, and operates information-sharing and communication strategies, processes, and systems with homeland security stakeholders.

State Support Agencies

State agencies with private sector coordination responsibilities focus on overarching CI protection, risk management, and information sharing by working collaboratively with relevant State departments and agencies; tribal, and local governments; CI owners and operators; and other private-sector entities.

In cooperation with DHSEM these supporting agencies collaborate with private-sector security partners to encourage:

- Supporting comprehensive risk assessment/management programs for high-risk CI.
- Sharing real-time incident notification, as well as CI protection best practices and processes.
- Developing information-sharing and analysis mechanisms to include physical and cyber threats.
- Building security-related information sharing among public and private entities.

Private-Sector Entities

Private-sector organizations support the NMEOP either through voluntary actions to help ensure business continuity or by complying with applicable laws and regulations.

To assist in response and recovery from an incident, private-sector organizations:

- Identifying risks, performing vulnerability assessments.
- Developing contingency and response plans.
- Enhancing their overall readiness.
- Implementing appropriate prevention and protection programs.
- Coordinating with their suppliers and CI customers to identify and manage potential cascading effects of incident-related disruption through contingency planning.

Accept responsibility to:

- Share information appropriate within the law with the government.
- Provide goods and services through contractual arrangements or government purchases, or and where appropriate, mutual aid and assistance agreements with host communities.
- Act as corporate citizens to donate and facilitate donations by others of goods and services.

DIRECTION, CONTROL AND COORDINATION

Command and control will be exercised as provided in the Basic Plan. EOC Representatives will report to the NMEOC when requested to assist during activation. These representatives will be listed in the EOC Representative Call-down List, a job aide to this annex.

Every agency providing resource support services will maintain records of the operations. This includes cost records that can be used after the emergency to obtain reimbursement from state or federal resources.

Pre-incident

DHSEM facilitates the development and presentation of training programs available to the private sector designed to enhance the professional competency of its participants and to promote responsible safe practices throughout the state's emergency preparedness and response community.

DHSEM facilitates and encourages the organization of industry sectors to cooperate on information sharing and other prevention and mitigation activities. One method for accomplishing this sharing of information within the private sector is through the InfraGard organization. Infragard is a Federal Bureau of Investigation program of information sharing and analysis serving the interests and combining the knowledge base of a wide range of members from businesses, academic institutions, state and local law enforcement agencies and other

participants dedicated to sharing information and intelligence to prevent hostile acts against the United States.

Initial Actions

Actions are initiated at DHSEM to facilitate coordination with relevant private-sector entities. The ESFs also implement established protocols for coordination with private-sector counterparts at the national and regional levels.

DHSEM representatives act as a liaison to communicate at a strategic level to private-sector leadership. DHSEM facilitates communication with private-sector senior leadership to maintain awareness of private-sector issues and needs.

Emergency Support Functions

The ESFs establish contact with private-sector counterpart organizations and/or industry, including representative private-sector organizations created for such incident to assist in assessment of impacts and identification of resources available to support potential or actual incident management efforts.

Ongoing Actions

Private-sector entities are responsible for the repair, restoration, and security of their property, and first seek reimbursement for disaster losses from insurance or other sources. Federal disaster assistance may be available, primarily in the form of low-interest disaster loans from the U.S. Small Business Administration.

DEMOBILIZATION

Upon termination of the incident, the annex Representative shall close-out activities within the annex, report out to the NMEOC, and release staff. All personnel who work in support of the Private Sector Support Annex shall participate in all After-Action Reviews.

AUTHORITIES AND REFERENCES

- National Infrastructure Protection Plan (NIPP)
- Critical Infrastructure Information Act of 2002 (CII Act)
- National Strategy for the Physical Protection of CI
- HSPD – 7: Critical Infrastructure Identification, Prioritization, and Protection
- United States Department of Homeland Security Private Sector Office
- United States Department of Homeland Security Ready Business Campaign – 2004
- The Office of Intelligence and Analysis - Intelligence and Analysis Private Sector Partnership Program

SUPPORT ANNEX - VOLUNTEER & DONATIONS MANAGEMENT

Coordinating Agency:

Department of Homeland Security and Emergency Management

Primary Agencies:

Adventist Community Services
Commission for Community Volunteerism
Department of Health

Support Agencies:

Roadrunner Food Bank
Voluntary Organizations Active in Disaster

SCOPE

This annex supports the effort to address unaffiliated volunteers and unsolicited donations in New Mexico.

Volunteers

Unaffiliated volunteers, also known as spontaneous volunteers, are individuals who offer to assist survivors by volunteering their time and/or services. Unaffiliated volunteers are considered unaffiliated as they are not affiliated with a disaster relief organization. Although unaffiliated volunteers can be significant resources, verifying their training and/or credentials and matching them with the appropriate service areas can be difficult. If not instructed on appropriate ways to volunteer, unaffiliated volunteers may self-deploy to a disaster area which in-turn can hinder efforts to assist survivors.

Donations

Unsolicited donations are donated items that were either not requested, or were not requested properly. Many of these donated items arrive in an affected area unannounced causing valuable resources to be redirected from providing relief services to sort, transport, warehouse, and distribute the items that may or may not meet the needs of disaster survivors.

POLICIES

Individuals interested in donating goods to survivors will be encouraged to instead donate cash to voluntary, faith-based, and/or community organizations that are providing services to disaster survivors.

Undesignated cash donations should be routed to the local long-term recovery committee. The Salvation Army may function as the fiduciary agent to receive and handle unsolicited cash

donations if a local long term recovery committee has not yet been established (this should be done in coordination with ESF #14 – Long-Term Community Recovery).

Individuals interested in volunteering will be encouraged to directly affiliate with a voluntary organization, a local Citizen Corps program, or a local volunteer center before, during, and after an incident.

Organizations accepting unaffiliated volunteers are responsible for the care, management, and liability of those volunteers. All volunteers will be treated with dignity and respect.

Preparedness Tasks

- Develop and maintain a Volunteer and Donations Coordination Team comprising of representatives from primary and support agencies.
- Conduct regular reviews of related plans and procedures to ensure readiness.
- Provide training for, and exercise the volunteer and donations call center, multi-agency donations warehouse, the volunteer reception center.
- Prepare and maintain pre-scripted press releases for us during and after disasters that educate individuals on how to best help survivors.

CONCEPT OF OPERATIONS

When needed and as appropriate, the volunteer and donations coordination team coordinates with other ESF's, branches and functions that are part of the State EOC including but not limited to:

- ESF #7 – Logistics Management and Resource Support to coordinate the use of donated commodities and warehouse space.
- ESF #8 – Public Health and Medical Services may have missions available for unaffiliated volunteers.
- ESF #14 – Long-Term Community Recovery to coordinate the use of unaffiliated volunteers and unsolicited donated goods towards long-term community recovery.
- ESF #15 – External Affairs to ensure information on how to best help survivors is reaching the public.

Operational Priorities and Goals

Communications

- Coordinate with ESF #15 – External Affairs throughout the incident to ensure the correct and appropriate information regarding unaffiliated volunteers and unsolicited donations is being released to the public.

Call Center

- It may be necessary to open a call center to capture the information of those wishing to volunteer. This may reduce the number of unaffiliated volunteers self-deploying to the

affected area. The call center may also be used to capture large offers of donated goods.

- Work with ESF #2 – Communications and ESF #7 – Logistics Management and Resource Support to locate a facility that can accommodate the call center, and to setup the call center with the appropriate equipment.
- Prepare an answering script and a question and answer form for each call bank position.
- Locate staffing for the call center. Staffing could consist of AmeriCorps members, members of other voluntary organizations, or government employees.
- Provide just in time training for new staff members.
- Ensure that ESF #15 – External Affairs is publicizing the contact information for the call center.

Volunteer Reception Centers

- If local government has established a volunteer reception center ensure that it is receiving the necessary resources.
- If local government has not established a volunteer reception center, but one is needed, work with the community to identify an appropriate facility. Then assist in the setup and management of the center as needed.
- If possible, try to have potential volunteers pledge their time by calling the call center (if one has been established).

Local Warehousing and Distribution

- Support local points of distribution and donation collection points with the necessary resources.
- If communities are becoming overwhelmed with donated goods work with the community and ESF #7 – Logistics Management and Resource Support to identify additional warehouse space and distribution points.

Multi-Agency Donations Warehouse

- If communities become overwhelmed with donated goods it may be necessary to open a multi-agency donations warehouse. If a multi-agency donations warehouse is needed the following steps should be taken.
- Work with Adventist Community Services (ACS) and ESF #7 – Logistics Management and Resource Support to identify the amount warehouse space needed and to locate a facility that can accommodate the needed warehouse space near, but preferably not within, the affected area.
- Work with Adventist Community Services (ACS) to compile a list of equipment and office supplies needed for the warehouse.
- Work with the Finance and Admin Section and ESF #7 – Logistics Management and Resource Support to lease the identified space and procure and/or rent the needed equipment and office supplies for the warehouse.

ORGANIZATION AND ASSIGNMENT OF RESPONSIBILITIES

Coordinating Agency

Department of Homeland Security and Emergency Management (DHSEM)

The DHSEM ensures the success of the ESF through all phases of incident management through coordination with all the primary and support agencies.

Primary Agencies

Adventist Community Services (ACS)

ACS provides a warehouse management team to manage the multi-agency donations warehouse. ACS can also provide mobile distribution teams to distribute donated goods and other commodities to survivors.

Commission for Community Volunteerism (CCV)

The NMCCV can assist in the deployment of AmeriCorps volunteers to staff the call center, volunteer reception center, and warehouses as requested.

Department of Health (DOH)

The NMDOH will provide staff to the volunteer reception center to screen potential volunteers for ESF #8 – Public Health and Medical. The NMDOH also manages a volunteer database called the Emergency System for Advance Registration of Volunteer Health Professionals (ESAR-VHP).

Support Agencies

The Roadrunner Food Bank

The Roadrunner Food Bank can provide trained warehouse personnel that may boost the capabilities of the warehouse management teams provided by ACS.

Voluntary Organizations Active in Disaster (NMVOAD)

The member organizations of the New Mexico VOAD provide a multitude of resources to assist in the reception and allocation of unaffiliated volunteers and unsolicited donations.

DEMOBILIZATION

Upon termination of the incident, the annex Representative shall close-out activities within the annex, report out to the NMEOC, and release staff. All personnel who work in support of the Volunteer and Donations Management Support Annex shall participate in all After-Action Reviews.

AUTHORITIES AND REFERENCES

- Robert T. Stafford Disaster Relief and Emergency Assistance Act
- National Response Framework
- National Disaster Recovery Framework

